



Kenilworth Board of Education

Regular Monthly Meeting Agenda

January 13, 2020

- I. Meeting Called to Order 7:30 p.m.
 - Open Public Meeting Statement
 - Salute to the Flag
 - Roll Call
- II. Receiving of the Minutes of the Secretary (December 9, 2019)
- III. Reading & Acceptance of Monthly Correspondence
- IV. Superintendent's Report & Presentations:
 - a. 2018-2019 Annual Audit Presentation: Robert Hulsart & Co.
 - b. Student Spotlight: Stevanie Rhim/Brearley Senior
 - c. District/Superintendent Update: Kyle Arlington
 - d. Superintendent's HIB Report (December 2019)
- V. Report of Committees, Review of Resolutions & Board Discussion:

FINANCE & FACILITIES

Superintendent's Report

RESOLUTION #1: Be It Resolved, That the Kenilworth Board of Education approves the report of the Superintendent for the month of December 2019.

Be It Further Resolved, That the Board of Education accepts the list of emergency drills conducted during the month of December 2019 as follows:

School	Date	Drill Type
Brearley	12-10-19	Fire
Brearley	12-18-19	Lockdown
Harding	12-13-19	Lockdown
Harding	12-16-19	Fire

Bill List

RESOLUTION #2: Be It Resolved, That the attached bill list be approved for the month of December 2019 in the amount of \$2,753,614.64.

Financial Reports

RESOLUTION #3: Pursuant to *N.J.A.C. 6A:23A-16.10(c)(4)*, we, the members of the Kenilworth Board of Education, certify that as of December 31, 2019 and after review of the secretary's monthly financial reports (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund (Current Expense, Capital Outlay, or Debt Service) has been overexpended in violation of *N.J.A.C. 6A:23A-16.10(a)(1)* and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Be It Further Resolved, That the Kenilworth Board of Education accepts the report of the School Business Administrator/Board Secretary for the month of November 2019.

Line Item Transfers

RESOLUTION #4: Whereas, pursuant to Board of Education Policy #3160, the Superintendent and Secretary to the Board have made the following line item transfers (December 2019) in the 2019-2020 school budget, Be It Resolved, That their actions be ratified and recorded in the minutes as per attached.

Conferences, Workshops & Travel

RESOLUTION #5: Be It Resolved, That the Kenilworth Board of Education approves the attendance of the following personnel at conferences/meetings with reimbursement in accordance with Board Policy No. 6471-School District (M), with full details attached, as follows:

Attendee Name	Conference/Workshop Title	Date	Location City, State
Teaching Staff:			
Ewa Lavin	Trauma, PTSD & Complicated Grief	1/16/2020	Edison, NJ
Nicole Warchol	Envisioning our Future	2/21/20-2/22/20	Columbus, Ohio
Lisa Psychojos	NJ Branch IDA	2/1/2020	Clark, NJ
Administration:			
Kayla Lott	Basic Restorative Practices	3/30/20-4/2/20	Bethlehem, PA
Brian Luciani	Acellus Administrator Certification	1/21/20-1/23/20	Kansas City, MO
Brian Luciani	NJASA TECHSPO 20	1/30/20-1/31/20	Atlantic City, NJ
Kyle Arlington	NJASA TECHSPO 20	1/30/20-1/31/20	Atlantic City, NJ
Scott Miller	DAANJ	3/17/20-3/19/20	Atlantic City, NJ
Kayla Lott	Mandatory Gang Awareness Training	1/6/2020	Scotch Plains, NJ

Comprehensive Annual Financial Report

RESOLUTION #6: Be It Resolved, That the Kenilworth Board of Education accepts the Comprehensive Annual Financial Report of the Kenilworth Board of Education covering the financial accounts and records of the Kenilworth Board of Education, the Food Service Fund, and the Student Activity Accounts for the 2018-2019 school year as prepared by Vincent A. Gonnella,

Business Administrator/Board Secretary and Robert A. Hulsart & Co., Board of Education Auditors.

Be It Further Resolved, That there were no exceptions or audit findings needing remediation or corrective action.

2020 Fireworks Display

RESOLUTION #7: Be It Resolved, That the Kenilworth Board of Education approves the use of grounds by the Borough of Kenilworth for the annual firework display being held on June 28, 2020 (Rain date, Sunday, July 5, 2020).

2020 Street Fair (Car Show)

RESOLUTION #8: Be It Resolved, That the Kenilworth Board of Education approves the use of Harding School Loop and Parking Lot by the Borough of Kenilworth for the annual street fair and car show being held on May 17, 2020.

Wrestling Mat Donation

RESOLUTION #9: Be It Resolved, That the Kenilworth Board of Education accepts the donation of a new wrestling mat in memory of Robert Jeans Jr. from the Kenilworth Wrestling Club.

Transportation

RESOLUTION #10: Be It Resolved, That the Kenilworth Board of Education approves the following bus companies for extra-curricular and athletic transportation in the event the MUJC is unable to provide transportation for a specific field trip or athletic competition:

Company	Town	Phone	NJ Reg.	Insurance
Breza Bus	Rahway	732-388-2656	x	x
Broadway Elite Tours	East Hanover	973-515-8808	x	x
Camptown Bus	Newark	862-236-4173	x	x
My Limousine Service, Inc.	East Hanover	973-887-1122	x	x
Star Shuttle	East Orange	973-414-9300	x	x
US Coachways	Red Bank	800-359-5991	x	x
Villani Bus	Linden	908-862-3333	x	x

2019-2020

**Memorandum of Agreement
Education & Law Enforcement**

RESOLUTION #11: Be It Resolved, That the Kenilworth Board of Education approves the Memorandum of Agreement (MOA) between the Kenilworth Board of Education and Law Enforcement Officials for the 2019-2020 School Year.

Caponegro- Resignation

RESOLUTION #12: Be It Resolved, That the Kenilworth Board of Education accepts with regret the resignation of Christopher Caponegro, Supervisor of Buildings and Grounds, effective 2/29/2020.

Before and After Care Program Administrators

RESOLUTION #13: Be It Resolved, That the Kenilworth Board of Education approves the recommendations of the Superintendent to appoint the following as the substitute Before and After Care Administrators for the 2019-2020 school year at an hourly rate of \$43.00.

Bound, Lauren
Cansian, Dana
Cuccolo, Dawn

Hopkins - Leave Replacement

RESOLUTION #14: Be It Resolved, That the Kenilworth Board of Education approves the recommendation of the Superintendent to employ Elizabeth Hopkins as a leave replacement Child Study Team (CST) member for three days per week effective 1/27/2020 to 6/23/2020 at a rate of \$150 per day with no benefits, pending completion of employment process. In accordance with NJSA 18A:16-1.1, time accrued as a replacement teacher does not count towards tenure.

Home Instruction

RESOLUTION #15: Be It Resolved, That the Kenilworth Board of Education approves the following instructors to provide home instruction services for the students below at a rate of \$43.00/hour.

IN DISTRICT STAFF					
Student #	Instructor	Commencing	Ending	# of Hours/Wk	Rate
20211849	William Hopper	9/5/2019	1/12/2020	2.00	\$ 43.00
20211849	Joelle Pizzano	9/5/2019	1/12/2020	1.00	\$ 43.00
20211849	Marie Gallina	9/5/2019	1/12/2020	1.00	\$ 43.00
20211491	Nichole Spampinato	11/14/2019	1/14/2020	2.00	\$ 43.00
20211491	Kelsey Logan	11/14/2019	1/14/2020	2.00	\$ 43.00
20211491	Christa Candon	11/14/2019	1/14/2020	4.00	\$ 43.00
20211491	Albert Gonzalez	11/14/2019	1/14/2020	2.00	\$ 43.00

Treasurer of School Monies

RESOLUTION #16: Whereas on November 25, 2019, Jeanne Decker, Treasurer of School Monies resigned her position, and

Whereas to maintain effective internal controls, all Board of Education bank accounts should be reconciled on a monthly basis; and

Whereas Board of Education policy and NJ code require that the Treasurer of School Monies and Board Secretary's report agree on a monthly basis,

Now Therefore Be It Resolved, That the Kenilworth Board of Education appoint Mr. Kyle Arlington as Treasurer of School Monies, and

Be It Further Resolved, That Ms. Angela Sandull assist the Treasurer with the monthly bank reconciliations and compilation of the Treasurer's Report and will receive a \$420/month stipend for this additional responsibility, and

Be It Further Resolved, That the Treasurer and Business Administrator ensure that their monthly reports agree and correct any discrepancies prior to submission to Board of Education review and approval, and

Be It Further Resolved, That all their records will be reviewed by the independent auditor on an annual basis.

School Board Recognition Month

RESOLUTION #17: WHEREAS, The New Jersey School Boards Association has declared January 2020 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members; and

WHEREAS, The Kenilworth Board of Education is one of 580 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and

WHEREAS, The Kenilworth Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey's local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation’s best in key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it

RESOLVED, The Kenilworth Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2020 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RESOLVED, That the Kenilworth Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the advancement of our children’s education.

SOA for Paraprofessional Staff 2019-2020

RESOLUTION #18: Be It Resolved, That the Kenilworth Board of Education approves the Statement of Assurance (SOA) Regarding the Use of Paraprofessional Staff as of January 1, 2020 for the 2019-2020 School Year.

Substitute Staff

RESOLUTION #19: Be It Resolved, That the Kenilworth Board of Education approves the hiring pursuant to the provisions of N.J.S.A. 18A:6.7.1 et seq., N.J.S.A. 18A:39-17 et seq., or N.J.S.A. 18a:6-4.13 et seq., as applicable to the employment of the following substitute teacher(s), home instructor(s), secretaries and/or aide(s) for the 2019-2020 school year:

Substitute		Per Diem Rates		Hourly Rates		
Last Name	First Name	Nurse	Teacher	Classroom Aide	Cafeteria Aide	Secretary
Duarte	Ingrid		\$ 125.00			
Fette	Kevin		\$ 125.00			
Heredia	Giselle		\$ 125.00			
*Rodrigues	Jade		\$ 125.00			

*Pending completion of employment process

CURRICULUM & INSTRUCTION

Professional Development Presenters

RESOLUTION #20: Be It Resolved, That the Kenilworth Board of Education approves the following staff as presenters for professional development and reimbursement for planning time at a rate of \$43.00/hr.:

Teacher	Program	#Hours	Stipend	Account
Jacob Ulasevich	Google PD	1	\$43	11-000-223-320-000
Michael Adamcik	Google PD	1	\$43	11-000-223-320-000

Karen Goger	Google PD	1	\$43	11-000-223-320-000
Kayla Khaled	Google PD	1	\$43	11-000-223-320-000
Edit Ostrom	Google PD	1	\$43	11-000-223-320-000
Anna DeCavalles	Google PD	1	\$43	11-000-223-320-000
Caitlin Martin	Google PD	1	\$43	11-000-223-320-000
Graceann Griffin	Google PD	1	\$43	11-000-223-320-000
Cynthia Perez	Google PD	1	\$43	11-000-223-320-000
Sara D'Alessandro	Google PD	1	\$43	11-000-223-320-000
Nicole Collemi	Google PD	1	\$43	11-000-223-320-000
Kelsey Logan	Google PD	1	\$43	11-000-223-320-000
Melissa Marks	Google PD	1	\$43	11-000-223-320-000
Dave Nichols	Genesis	1	\$43	11-000-223-320-000
Joelle Pizzano	Genesis	1	\$43	11-000-223-320-000
Eileen McGrath	Google PD	1	\$43	11-000-223-320-000

2020-2021 Cooperative Sports Program

RESOLUTION #21: Be It Resolved, That the Kenilworth Board of Education approves the cooperative sports program for the 2020-2021 school year between the Kenilworth David Brearley Middle/High School and the Springfield Jonathan Dayton High School as follows:

Jonathan Dayton High School Gymnastics
 High School Ice Hockey
 High School Swimming

David Brearley High School Wrestling

HIB November 2019

RESOLUTION #22: Be It Resolved, That the Kenilworth Board of Education accepts the recommendations of the Superintendent as reflected in his November 1, 2019 to November 31, 2019 HIB Incident Report.

This report was disseminated to the Board of Education in December 2019 and reviewed by the Superintendent at the December 9, 2019 Regular Board of Education Meeting.

The Board reserves the right to discuss this matter in executive session should any Board Member need additional information before voting on the HIB report.

POLICY REVIEW

Job Description

RESOLUTION #23: Be It Resolved, That the Kenilworth Board of Education in accordance with Policies 1400(M) and 4111 approves the following new job description as recommended by the Superintendent:

- Web Master

VI. Old Business.

VII. New Business.

VIII. Meeting Opened to the Public for Comment: The Board of Education sets the limit for the public to speak at the board meeting to five (5) minutes per person unless prior permission has been granted by the Board for extended time (pursuant to Kenilworth Board of Education By-Law 0167).

IX. Meeting Closed to the Public for Comment.

X. Roll Call of Resolutions.

XI. Resolution - Closed Executive Session (if called for).

RESOLUTION: Be It Resolved by the Board of Education of Kenilworth that the Board of Education meet in private session, from which the public shall be excluded, which private discussion is being held pursuant to Section 7b and 8 of the Open Public Meetings Act. The matters under discussion will be disclosed to the public as soon as final decisions are made and voted upon.

XII. Return to Public Session-adopt any resolutions necessary after Executive Session.

XIII. Adjournment.