

September 8, 2014

A **regular meeting** of the Kenilworth Board of Education **was called to order** at 7:00 p.m. by President Gerry Laudati, in the Board of Education Conference Room of the Brearley School on **September 8, 2014**.

This meeting is being held in accordance with the schedule of meetings adopted at the organizational meeting held January 6, 2014. **Adequate notice of this Regular Meeting** of the Kenilworth Board of Education has been provided to the Home News Tribune, The Star-Ledger, Cranford Chronicle and the Local Source. A copy has been filed with the Kenilworth Borough Clerk, posted in the Board Office, the Kenilworth Borough Hall, Brearley and Harding Schools, **as is provided by the Open Public Meetings Act**.

President Gerry Laudati led the **salute to the Flag**.

Upon **roll call**, the following members were present: Genean Braun, David Curtin, Gregg David, Paulette Drogon, Annmarie Duda, James Kessler (7:03), Anthony Laudati, Gerry Laudati, and Nancy Zimmerman.

Also in attendance were Dr. Scott Taylor, Superintendent, Vincent A. Gonnella, Board Secretary/Business Administrator and Vito A. Gagliardi, Jr., Attorney.

The following members of the administrative team were present: Tiffany Moutis, Assistant Superintendent of Schools; Susie Budine, Director of Pupil Personnel Services; Brian Luciani, Principal, Scott Miller, Supervisor of Athletics; Ronald Bubnowski, Assistant Principal; Andrew White, Assistant Principal; Anthony Lepore, Supervisor of Building & Grounds; and Joant Rodriguez, Manager of Technology.

Approximately forty (40) members of the public were present.

Minutes of the Secretary, a copy having been sent to each Board Member (August 11, 2014) were approved upon motion by A. Laudati, seconded by Braun. Motion carried 9 to 0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Kessler, A. Laudati, G. Laudati, and Zimmerman.

Correspondence: No public correspondence.

President Laudati called for discussion on the **Superintendent's Report:**

PRESENTATIONS:

- Introduction of New Teaching Staff: Building Principals
- School Rankings: Dr. Taylor
- District/Superintendent Goal Update: Dr. Taylor
- Superintendent's HIB Report (August 2014)

September 8, 2014

BOE Questions for Members of the Administrative Team:

- Anthony Laudati asked whether there were new students who came in requiring additional services that could impact the budget. Dr. Taylor stated the district takes the residency process seriously and is currently following up on several concerns.

COMMITTEE REPORTS & REVIEW OF RESOLUTIONS:

Finance & Facilities: Anthony Laudati, Chairperson

- All renovation projects are completed with the exception of the Brearley bathrooms which are waiting for some parts.
- 2013-2014 Audit fieldwork complete.
- The Committee will meet prior to the October meeting to review the 2015-2016 budget calendar and process.

Curriculum & Instruction: Nancy Zimmerman, Chairperson

The Committee met this evening and reviewed the following items:

Curriculum

- 2015-16 Revision of Program of Studies
- All curriculum guides have been uploaded to website

Instruction

- NJASK 300 Ceremony will be held on Tuesday, October 14th at 7pm in the Brearley Auditorium.
- DVDs were purchased with Title I funds for all students entering Kindergarten that participated in the Summer 2014 program.
- Current I&RS process will be reviewed by Susie Budine and staff.
- Staff have been reviewing Annual Measurable Objective Report and targets.
- Mastery Lists will be displayed on district website and distributed at Open House.
- 2014-15 Half Day Professional Development topics were reviewed.
- 2014-15 Guided Reading Program in K-3 is starting.

Professional Development

- August 19-21 New Teacher Orientation was organized.
- September 2-3 Staff Development Days were successful.

Data

NJASK test reports will arrive at the district on September 9th.

September 8, 2014

Personnel & Management: Gregg David, Chairperson.

- Brearley School Library Media Specialist Maryrose Little tendered her resignation effective October 27th or sooner if a suitable replacement is found. We have already begun the search for her replacement. Ms. Little was a valued staff member and will be missed. There is a resolution on this evening's agenda to accept her resignation.
- There are 9 resolutions listed under Personnel/Management on tonight's agenda:
 - Resolution #9 is to approve the revised maternity leave of absence request for Leah Horesh.
 - Resolution #10 is to approve the Superintendent's recommendation to adjust the schedule of a part time Social Studies teacher at Brearley.
 - Resolution #11 is to approve the Superintendent's recommendation to employ Janelle Morris as a maternity leave replacement for Megan Harrison at a rate of \$135/day with no benefits.
 - Resolution #12 accepts the resignation of Maryrose Little as School Library Media Specialist at Brearley effective October 27th 2014 or sooner if a suitable replacement is found.
 - Resolution #13 is to approve the resignation of Tim Dexter as JV Coach for the boy's basketball team effective immediately.
 - Resolution #14 is to approve the hiring of certain substitute teachers, home instructors, secretaries and aides for the 2014-2015 school year.
 - Resolution #15 is to approve a student teacher at no cost to the Board.
 - Resolution #16 is to approve Johanna Quintero and Maria Gallina as joint Sophomore Class Advisors, an extra-curricular stipend position, for the 2014-2015 school year.
 - Resolution #17 approves the Statement of Assurance Regarding the Use of Paraprofessional Staff for the 2014-2015 school year.

Policy: Genean Braun, Chairperson.

Mrs. Braun reviewed the three resolutions on the agenda calling for a first reading on one (1) policy/regulation, second reading on seven (7) policy/regulations, and revisions to twelve (12) other

September 8, 2014

policies/revisions.

OLD BUSINESS: None.

NEW BUSINESS:

- Mrs. Zimmerman received a phone call about the use of the tennis courts by a community member.
- Mr. A. Laudati asked if there was ever a consideration to sponsor adult programming in the evening. The curriculum/instruction committee will look at a program that pairs seniors and our students.
- Mr. G. Laudati discussed a virus that is going around several states and asked that we be prepared.
- Mrs. Braun asked if there was going to be a report on the summer projects that students undertook this year.

PUBLIC PARTICIPATION:

Motion was made by Zimmerman, seconded by Drogon, that the **meeting be opened to the public.** Motion carried unanimously.

- Angela Jenkins, Roselle, asked about a transportation issue with her child and the Vo-Tech school.
- Denise Goncalves, Kenilworth, asked a question regarding Resolution #17, Statement of Assurance for paraprofessional staff. Dr. Taylor explained the process and purpose. She asked a question regarding a potential legal case regarding Mrs. Bush. The Board declined to comment. She asked about a job posting regarding Title III program. Dr. Taylor outlined the need for the program and its funding source.

Motion was made by Curtin, seconded by Braun, that the **meeting be closed to the public.** Motion carried unanimously.

ROLL CALL WAS TAKEN ON THE FOLLOWING RESOLUTIONS:

FINANCE & FACILITIES

Superintendent's Report

RESOLUTION #1: Introduced by A. Laudati, who moved its adoption, seconded by Curtin, Be It Resolved, That the Kenilworth Board of Education approves the report of the Superintendent for the month of August 2014.

Be It Further Resolved, That the Board of Education **accepts the list of emergency drills conducted during the month of August 2014 as follows:**

September 8, 2014

<u>School</u>	<u>Date</u>	<u>Drill Type</u>
Harding	8/18/2014	Lockdown
Harding	8/28/2014	Fire
Brearley	8/25/2014	Fire
Brearley	8/28/2014	Lockdown

Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Kessler, A. Laudati, G. Laudati and Zimmerman.

Bill List

RESOLUTION #2: Introduced by A. Laudati, who moved its adoption, seconded by Curtin, Be It Resolved, That the **attached bill list be approved for the month of August 2014 in the amount of \$1,233,636.33.** Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Kessler, A. Laudati, G. Laudati and Zimmerman.

Financial Reports

RESOLUTION #3: Introduced by A. Laudati, who moved its adoption, seconded by Curtin, 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 and after review of **the secretary's and treasurer'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 reports of the School Business Administrator/Board Secretary and the Treasurer of School Monies and that they are in agreement for the month of July 2014. Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Kessler, A. Laudati, G. Laudati and Zimmerman.

Line Item Transfers

RESOLUTION #4: Introduced by A. Laudati, who moved its adoption, seconded by Curtin, Whereas, pursuant to Board of Education Policy #3160, **the Superintendent and Secretary to the Board have made the following line item transfers (August 2014) in the 2014-2015 school budget,** Be It Resolved, That their actions be ratified and recorded in the minutes as per attached. Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Kessler, A. Laudati, G. Laudati and Zimmerman.

Conferences, Workshops & Travel

RESOLUTION #5: Introduced by A. Laudati, who moved its adoption, seconded by Curtin, Be It

September 8, 2014

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
<u><i>Teaching Staff:</i></u>			
Cynthia Perez	Jostens Fall Cover Workshop	9/24/2014	Eatontown, NJ
<u><i>Administrative Staff:</i></u>			
Dr. Scott Taylor	NJSDC Leadership Conference	10/2/2014	New Brunswick, NJ
Tiffany Moutis	Curriculum Council - MUJC	9/16;10/14;12/16;	New Providence, NJ
		1/6;1/22;3/24;5/19	
<u><i>Secretarial Staff:</i></u>			
Lisa Casamento	NJSMART Staff Submission	9/16/2014	Westfield, NJ

Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Kessler, A. Laudati, G. Laudati and Zimmerman.

Nonpublic School Technology Initiative Program Agreement

RESOLUTION #6: Introduced by A. Laudati, who moved its adoption, seconded by Curtin, Be It Resolved, That the Kenilworth Board of Education **approves the 2014-2015 Nonpublic School Technology Initiative Program Agreement for the participating school located within the district.** Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Kessler, A. Laudati, G. Laudati and Zimmerman.

Liberty Healthcare Services Agreement

RESOLUTION #7: Introduced by A. Laudati, who moved its adoption, seconded by Curtin, Be It Resolved, That the Kenilworth Board of Education **approves the Liberty Healthcare Services agreement to provide substitute nurses as needed at a cost of \$55.00/hour for a Registered Nurse.** Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Kessler, A. Laudati, G. Laudati and Zimmerman.

Payroll and Agency Account

RESOLUTION #8: Introduced by A. Laudati, who moved its adoption, seconded by Curtin, Be It Further Resolved, That the Kenilworth Board of Education **approves as mandated by N.J.S.A. 18A:19-10 amended which requires that authorized signatories on the payroll and payroll agency account must include the Board Secretary and the Treasurer of School Monies;**

September 8, 2014

The names of the respective parties above mentioned are:

Secretary:	Vincent A. Gonnella
Treasurer:	Jeanne Decker

Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Kessler, A. Laudati, G. Laudati and Zimmerman.

PERSONNEL & MANAGEMENT

Amended Maternity Leave of Absence Request- Horesh

RESOLUTION #9: Introduced by David, who moved its adoption, seconded by Braun, Whereas on May 12, 2014, the Kenilworth Board of Education approved a maternity leave of absence for Leah Horesh, and

Whereas the original request included a request for the use of fourteen (14) personal illness days, and

Whereas Leah Horesh is now requesting the use of sixty-three (63) personal illness days,

Whereas the original request included a request for twelve (12) weeks of unpaid leave to bond with newly-born child; concurrently designated as FMLA and NJFLA, and

Whereas Leah Horesh is now requesting eight (8) weeks of unpaid leave to bond with newly-born child; concurrently designated as FMLA and NJFLA,

Now Therefore Be It Resolved, That the Kenilworth Board of Education **approves the revised maternity leave of absence request from Leah Horesh as follows:**

08/16/14	Delivery Date
09/01/14 – 12/05/14	Use of personal illness days (Doctor's certification has been provided)
12/08/14 – 01/30/15	Eight (8) weeks of unpaid leave to bond newly-born child; concurrently designated as FMLA and NJFLA
12/24/14 – 01/04/15	Winter Break
02/02/15	Expected Return Date

Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Kessler, A. Laudati, G. Laudati and Zimmerman.

PT Social Studies Teacher - Bronner

RESOLUTION #10: Introduced by David, who moved its adoption, seconded by Braun, Be It Resolved, That the Kenilworth Board of Education **approves the recommendation of the**

September 8, 2014

Superintendent to adjust the schedule of Justin Bronner, a part-time Social Studies teacher at the Brearley School, as follows:

Annual salary of \$36,811 (1,200 minutes/2,080 minutes x \$63,806- Step MA 1), pending completion of negotiations, with no benefits, for the 2014-2015 school year effective September 1, 2014. Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Kessler, A. Laudati, G. Laudati and Zimmerman.

Morris – Maternity Leave Replacement

RESOLUTION #11: Introduced by David, who moved its adoption, seconded by Braun, Be It Resolved, That the Kenilworth Board of Education **approves the recommendation of the Superintendent to employ Janelle Morris as a maternity leave replacement for Megan Harrison commencing September 11, 2014 to October 31, 2014 at a rate of \$135/day with no benefits.** Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Kessler, A. Laudati, G. Laudati and Zimmerman.

Little - Resignation

RESOLUTION #12: Introduced by David, who moved its adoption, seconded by Braun, Be It Resolved, That the Kenilworth Board of Education **accepts the resignation of Maryrose Little, School Library Media Specialist at Brearley MS/HS, effective October 27, 2014 or sooner if a suitable replacement is found.** Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Kessler, A. Laudati, G. Laudati and Zimmerman.

Dexter - Resignation

RESOLUTION #13: Introduced by David, who moved its adoption, seconded by Braun, Be It Resolved, That the Kenilworth Board of Education **accepts the resignation of Tim Dexter as Junior Varsity Coach of the boys basketball team, effective immediately.** Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Kessler, A. Laudati, G. Laudati and Zimmerman.

Substitute Staff

RESOLUTION #14: Introduced by David, who moved its adoption, seconded by Braun, 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 2014-2015 school year:**

September 8, 2014

	Nurse Per Diem Rate	Teacher Per Diem Rate	Classroom Aide Hourly Rate	Lunchroom Playground Aide Hourly Rate	Secretary Hourly Rate
Dress, Debra		\$75.00			
Johnson, Elaine		\$75.00	\$21.71		
Maddera, Marie		\$75.00	\$21.71		
Padula, Lisa			\$21.71	\$13.80	\$8.25
Pentz, Scott		\$75.00			

Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Kessler, A. Laudati, G. Laudati and Zimmerman.

Student Teachers

RESOLUTION #15: Introduced by David, who moved its adoption, seconded by Braun, Be It Resolved, That the Kenilworth Board of Education **approves the following to participate as practicum student(s)/observer(s)/student teacher(s) in the Kenilworth School District, as directed by their individual college/university, at no cost to the Board:**

Student Teacher	College/University	Cooperating Teacher
Landy, Aaron	Kean University	Geoghan, Melissa

Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Kessler, A. Laudati, G. Laudati and Zimmerman.

2014-2015 Extracurricular/Athletic Stipend Positions

RESOLUTION #16: Introduced by David, who moved its adoption, seconded by Braun, Be It Resolved, That the Kenilworth Board of Education **approves the following personnel for extra-curricular/athletic stipend positions for the 2014-2015 school year, pending completion of negotiations:**

Brearley High School: Position	FY '13 (1) Stipend	Staff Member
Freshman Class Advisor	\$ 741	Vacancy
Sophomore Class Advisor	\$ 905	Johanna Quintero/Maria Gallina (Split)

Athletics:

September 8, 2014

Assistant Boy's Basketball Coach	\$ 6,324	Vacancy
Assistant Wrestling Coach	\$ 6,324	Vacancy

(1) FY '15 stipends pending completion of negotiations with the KEA.

Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Kessler, A. Laudati, G. Laudati and Zimmerman.

SOA for Paraprofessional Staff

RESOLUTION #17: Introduced by David, who moved its adoption, seconded by Braun, Be It Resolved, That the Kenilworth Board of Education **approves the Statement of Assurance Regarding the Use of Paraprofessional Staff for the 2014-2015 School Year.** Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Kessler, A. Laudati, G. Laudati and Zimmerman.

CURRICULUM & INSTRUCTION

Textbook Disposal Approval

RESOLUTION #18: Introduced by Zimmerman, who moved its adoption, seconded by Duda, Whereas, it has been determined that the below referenced instructional property has been evaluated for its continued usefulness and relevance and has been replaced/updated with new editions to meet the needs of pupils and the curriculum,

Be It Resolved, that the Kenilworth Board of Education **authorizes the disposal of the following items in accordance with KBOE Regulation #7300.1 “Disposition of Instructional Property:”**

Textbook: Understanding Statistics 8th Edition 2006 (53 copies) – Reason: Curriculum Change

Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Kessler, A. Laudati, G. Laudati and Zimmerman.

HIB July 2014

RESOLUTION #19: Introduced by Zimmerman, who moved its adoption, seconded by Duda, Be It Resolved, That the Kenilworth Board of Education **accepts the recommendations of the Superintendent as reflected in his July 1, 2014 to July 31, 2014 HIB Incident Report.**

This report was disseminated to the Board of Education in August and reviewed by the Superintendent at the August Regular Board of Education Meeting.

September 8, 2014

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. Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Kessler, A. Laudati, G. Laudati and Zimmerman.

POLICY REVIEW

First Reading

RESOLUTION #20: Introduced by Braun, who moved its adoption, seconded by Curtin, Be It Resolved, That the Kenilworth Board of Education **approves the first reading of the following bylaws/policies and/or regulations, as needed, based on changes in statute, code or law, (M) indicates State Mandated:**

Policy No. 6112	Reimbursement of Federal and Other Grant Expenditures (M)
Regulation No. 6112	Reimbursement of Federal and Other Grant Expenditures (M)

Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Kessler, A. Laudati, G. Laudati and Zimmerman.

Second Reading – Adopt

RESOLUTION #21: Introduced by Braun, who moved its adoption, seconded by Curtin, Be It Resolved, That the Kenilworth Board of Education **adopts, on second reading, the following bylaws/policies and/or regulations, as needed, based on changes in statute, code or law, (M) indicates State Mandated:**

Policy No. 3283	Electronic Communication Between Teaching Staff Members and Students (M)
Policy No. 4283	Electronic Communication Between Support Staff Members and Students (M)
Regulation No. 5111.2	Revalidation of Eligibility of All Students
Regulation No. 5612	Assaults on District Board of Education Members or Employees (M)
Policy No. 5613	Removal of Students for Assaults with Weapons Offenses (M)
Regulation No. 5613	Removal of Students for Assaults with Weapons Offenses (M)

Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Kessler, A. Laudati, G. Laudati and Zimmerman.

Revisions – Adopt

RESOLUTION #22: Introduced by Braun, who moved its adoption, seconded by Curtin, Be It Resolved, That the Kenilworth Board of Education **approves the revisions to the following bylaws/policies and/or regulations, as needed, based on changes in statute, code or law, (M) indicates State Mandated:**

September 8, 2014

Policy No. 0146	Board Member Authority
Policy No. 0171	Duties of Board President and Vice President
Policy No. 0173	Duties of Public School Accountant
Policy No. 1570	Internal Controls (M)
Regulation No. 1570	Internal Controls (M)
Policy No. 5200	Attendance (M)
Regulation No. 5200	Attendance (M)
Policy No. 6111	Special Education Medicaid Initiative (SEMI) Program (M)
Regulation No. 6111	Special Education Medicaid Initiative (SEMI) Program (M)
Policy No. 6471	School District Travel (M)
Regulation No. 6471	School District Travel (M)
Policy No. 7410	Maintenance and Repair (M)

Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Kessler, A. Laudati, G. Laudati and Zimmerman.

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, **to discuss the topics of Kenilworth Education Association negotiations**, 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. Motion carried unanimously.

At 8:30 p.m. President Laudati called a 5-minute recess.

At 8:45 p.m. President Laudati reconvened the public session, and informed the public that **the Board took no action in private executive session.**

Motion was made by Braun, seconded by Zimmeman, that when the **meeting adjourns, it adjourns to the call of the chair.** Motion carried unanimously.

Meeting adjourned 8:45 p.m.

Respectfully submitted,

Vincent A. Gonnella
Secretary to the Board