

**March 14, 2016**

A **regular meeting** of the Kenilworth Board of Education **was called to order** at 7:30 p.m. by President Nancy Zimmerman, in the Board of Education Conference Room of the Brearley School on **March 14, 2016**.

This meeting is being held in accordance with the schedule of meetings adopted at the organizational meeting held January 4, 2016. **Adequate notice of this Regular Meeting** of the Kenilworth Board of Education has been provided to the Home News Tribune, The Star-Ledger 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 Zimmerman led the **salute to the Flag**.

Upon **roll call**, the following members were present: Genean Braun, Gregg David, Paulette Drogon, Annmarie Duda, Mark Jankiewicz, Anthony Laudati, Walter Sosnosky, and Nancy Zimmerman. Absent was: David Curtin.

**Also in attendance** were Dr. Thomas Tramaglini, Superintendent; Vincent A. Gonnella, Board Secretary/Business Administrator; and Vito A. Gagliardi, Jr., Attorney.

The following members of the administrative team were present: Brian Luciani, Principal; Kathleen Murphy, Principal; Scott Miller, Supervisor of Athletics; Ronald Bubnowski, Assistant Principal; Andrew White, Assistant Principal; Joant Rodriguez, Manager of Technology; Lauren Bound, Supervisor of Instruction; and Tabitha Bradley, Supervisor of Instruction.

Approximately twenty (20) members of the public were present.

**Minutes of the Secretary**, a copy having been sent to each Board Member (February 8 & 10, 2016) were approved upon motion by Duda, seconded by Drogon. Motion carried 8 to 0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, A. Laudati, Sosnosky, and Zimmerman.

**Correspondence:** (see attachments)

*Distributed February 26, 2016:*

1. Email dated 2/23/16 from Ms. Johnson-Payne/NJSIG for Mr. Mayo/Executive Director Re: Extensive OPRA requests from a reporter.
2. Note received on 2/24/16 from Chelsea Collins thanking everyone for making her feel so special on Professional Development day.

*Distributed March 4, 2016:*

1. Certificate of Proclamation by the Borough of Kenilworth Re: NEA's Read Across America.
2. Certificate of Endorsement by the Borough of Kenilworth Re: Youth Art Month 2016.

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3. Letter dated 2/22/16 from Mr. Jinks to Dr. Tramaglini Re: FY 2016 Midyear Review.
4. Letter dated 2/24/16 from Mr. Gapas/Kenilworth Board of Health to Ms. Zimmerman Re: Recommendation to establish a “no-nit” policy for incidents of head lice.

*Distributed March 11, 2016:*

1. Letter dated 3/11/16 from Ms. Morris, NJSBA, to Mr. David Re: Certified Board Member award.

Motion was made by David, seconded by Duda, that the Board of Education **accepts the correspondence as read**. Motion carried unanimously.

President Zimmerman called for discussion on the **Superintendent’s Report:**

**PRESENTATIONS:**

- a. Student Spotlight: Matthew Scalise, Harding 6<sup>th</sup> Grade
- b. District/Superintendent Update: Dr. Tramaglini
- c. EVVRS Period I (9/2015-12/2015) Presentation: Dr. Tramaglini
- d. Superintendent’s HIB Report (February 2016)
- e. 2016-2017 Preliminary Budget Presentation: Mr. Gonnella

**COMMITTEE REPORTS & REVIEW OF RESOLUTIONS:**

**Finance & Facilities:** Anthony Laudati, Chairperson.

- The Committee has been working diligently on the 2016-2017 budget since mid-January.
- It was stressed that this is a tentative budget being submitted to the ECS for review.
- It is imperative that the BOE read and understand the budget updates that Mr. Gonnella sends out periodically. The challenges the district faces this year and next are complex, but critical that all Board Members understand them.
- Recent news has brought to light the seriousness of lead in the water. Our water supplier is NJ American Water, so students are drinking the same water at school as they do at home. They test the water and ensure there are no contaminants such as lead in the water. Regardless, the BOE needs to be proactive with student health and safety and is currently in the process of replacing several water fountains with their own filtration system and water bottle refilling stations. They have been ordered; once they arrive, they will be installed. The administration is waiting for clear direction from the State whether additional testing within the building is necessary since the water company conducts independent testing of their own, and if testing is required, who will be conducting the tests, the EPA, State, local health department or Board of Education itself.
- Resolutions on the agenda were reviewed.

**Curriculum & Instruction:** Annmarie Duda, Chairperson.

- Mrs. Duda reviewed the resolutions on the agenda.

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- The committee met earlier this evening and discussed the recent professional development day, and curriculum writing on the agenda this evening.

### **Personnel & Management:** Gregg David, Chairperson.

- The search for Mrs. Budine's replacement as Director of Pupil Personnel Services (PPS) is well underway. Seven candidates have been selected for an initial interview on March 15<sup>th</sup>. The intent from there is to narrow the field to two or three candidates who will be brought back for a second round of interviews with the Personnel Committee on March 23rd.
- Resolution #15 and #24 are to hire various substitute teachers and/or aides for the 2015-2016 school year.
- Resolution #16 approves several Rutgers University and Union County College students and a New Jersey City University student to participate as student teachers in the Kenilworth School District at no cost to the Board.
- Resolutions 17 thru 19 are to approve two maternity leave requests (one revised) and the Superintendent's recommendation for a maternity leave replacement at \$135/day with no benefits from June 1 – 21, 2016.
- Resolution #20 approves the reimbursement of former Director of PPS Susie Budine for her unused vacation days in the amount of \$10,581.34.
- Resolutions #21 thru #23 ratifies the Collective Bargaining Agreement with the KEA (Custodial/Maintenance Unit) from July 1, 2013 through June 30, 2017 and approves retroactive pay as well as 2015-2016 Annual salaries.

### **Policy:** Genean Braun, Chairperson.

- Policy is being revised to prohibit hover-boards on school grounds.

### **UCESC:** Annmarie Duda, Representative.

- Mrs. Duda was very pleased about the program they are providing. Our students who are attending the program are well taken care of.

### **OLD BUSINESS:** None.

### **NEW BUSINESS:** None.

### **PUBLIC PARTICIPATION:**

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

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- Gerry Laudati, Councilman: Concerns about parking at Brearley if the election is moved to the High School. He asked about the Lice Policy. Some citizens are interested in emphasizing Memorial Day in the curriculum.

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

**ROLL CALL WAS TAKEN ON THE FOLLOWING RESOLUTIONS:**

**Superintendent's Report**

**RESOLUTION #1:** Introduced by Laudati, who moved its adoption, seconded by Braun, Be It Resolved, That the Kenilworth Board of Education **approves the report of the Superintendent for the month of February 2016.**

Be It Further Resolved, That the Board of Education **accepts the list of emergency drills conducted during the month of February 2016** as follows:

<u>School</u>	<u>Date</u>	<u>Drill Type</u>
Harding	2/25/2016	Lockdown
Harding	2/26/2016	Fire
Brearley	2/8/2016	Fire
Brearley	2/10/2016	Lockdown

Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

**Bill List**

**RESOLUTION #2:** Introduced by Laudati, who moved its adoption, seconded by Braun, Be It Resolved, That **the attached bill list be approved for the month of February 2016 in the amount of \$2,319,312.65.** Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

**Financial Reports**

**RESOLUTION #3:** Introduced by Laudati, who moved its adoption, seconded by Braun, 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.**

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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 January 2016.** Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

**Line Item Transfers**

**RESOLUTION #4:** Introduced by Laudati, who moved its adoption, seconded by Braun, Whereas, pursuant to Board of Education Policy #3160, the Superintendent and Secretary to the Board **have made the following line item transfers (February 2016) in the 2015-2016 school budget,** Be It Resolved, That their actions be ratified and recorded in the minutes as per attached. Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

**Conferences, Workshops & Travel**

**RESOLUTION #5:** Introduced by Laudati, who moved its adoption, seconded by Braun, 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
<u><i>Teaching Staff</i></u>			
Megan Harrison	NJDOE PARCC Training	3/7/2016	Monroe Township, NJ
Matthew Pitarresi	Mark Mirabelli Track & Field Clinic	3/20/2016	Lawrenceville, NJ
Kristen Jeans	NJDOE PARCC Training	3/7/2016	Monroe Township, NJ
Janice Marsili	"PD on Wheels"	3/18/2016	Bloomfield & Vernon, NJ
Janice Marsili	Selection Committee for 2017 Union County Teacher of the Year	3/9/2016	Westfield, NJ
Stephanie Scasso	Naviance: Beyond the Basics	3/17/2016	Madison, NJ
Christa Candon	Managing Emotions Under Pressure	4/28/2016	Edison, NJ
<u><i>Administration</i></u>			
Vincent Gonnella	NJASBO Annual Conference	6/8-10/2016	Atlantic City, NJ
Thomas Tramaglino	NJDOE PARCC Training	3/7/2016	Monroe Township, NJ
Edward Bolcar	NJDOE PARCC Training	3/7/2016	Monroe Township, NJ
Ron Bubnowski	NJPSA Using Title I & Title II funds	3/11/2016	Monroe Township, NJ
Brian Luciani	Self-Assessment Process & Strategies to Improve HIB Scores	3/16/2016	Hamilton, NJ

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Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

**Comprehensive Equity Plan**

**RESOLUTION #6:** Introduced by Laudati, who moved its adoption, seconded by Braun, Be It Resolved, That the Kenilworth Board of Education **approves the Comprehensive Equity Plan (CEP) for three school years 2016-17, 2017-18, and 2018-19 in accordance with N.J.A.C. 6A:7, Managing for Equality and Equity in Education, as assessed by the Affirmative Action Team, for submission to the County Office of Education.** Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

**CEP Statement of Assurance**

**RESOLUTION #7:** Introduced by Laudati, who moved its adoption, seconded by Braun, Be It Resolved, That the Kenilworth Board of Education **approves the Comprehensive Equity Plan (CEP) Annual Statement of Assurance (SOA) for the 2016-2017 school year.** Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

**AAO Appointment**

**RESOLUTION #8:** Introduced by Laudati, who moved its adoption, seconded by Braun, Be It Resolved, That the Kenilworth Board of Education **approves the following appointee for the 2016-2017 school year:**

**Position**

Affirmative Action Officer

**Appointee**

Lauren Bound

Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

**ESEA Accountability Action Plans**

**RESOLUTION #9:** Introduced by Laudati, who moved its adoption, seconded by Braun, Be It Resolved, That the Kenilworth Board of Education **approves the ESEA Accountability Action Plans – 2015 Participation Rate in accordance with the Elementary and Secondary Education Act (ESEA) for submission to the County Office of Education.** Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

**ESEA Accountability Action Plan Assurances**

**RESOLUTION #10:** Introduced by Laudati, who moved its adoption, seconded by Braun, Be It Resolved, That the Kenilworth Board of Education **approves the Elementary and Secondary Education Act (ESEA) Accountability Action Plan Statement of Assurances for submission to the County Office of Education.** Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

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**Clinical Affiliation Agreement Kean University**

**RESOLUTION #11:** Introduced by Laudati, who moved its adoption, seconded by Braun, Be It Resolved, That the Kenilworth Board of Education **approves the Clinical Affiliation Agreement between the Board and Kean University to facilitate requests for the Occupational Therapy field experience program commencing February 8, 2016 to February 8, 2019.** Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

**APPROVING, ON FIRST READING, A REFUNDING SCHOOL BOND ORDINANCE  
PROVIDING FOR THE REFUNDING OF ALL OR A PORTION  
OF ITS OUTSTANDING SCHOOL BONDS, SERIES 2009,  
DATED MARCH 11, 2009**

**RESOLUTION #12:** Be It Resolved by the Board of Education of the Borough of Kenilworth in the County of Union, New Jersey as follows:

**Section 1. The Refunding Bond Ordinance attached hereto as Exhibit A is hereby approved.** Bond Counsel is hereby authorized and directed to publish the required notice of public hearing for the Refunding Bond Ordinance in The Star Ledger, in the form and at the time required by N.J.S.A. 18A:24-61.4.

**Section 2.** This resolution shall take effect immediately.

**EXHIBIT A**

**REFUNDING BOND ORDINANCE OF THE BOARD OF  
EDUCATION OF THE BOROUGH OF KENILWORTH IN  
THE COUNTY OF UNION, NEW JERSEY PROVIDING FOR  
THE REFUNDING OF ALL OR A PORTION OF ITS  
OUTSTANDING SCHOOL BONDS, SERIES 2009, DATED  
MARCH 11, 2009, ISSUED IN THE ORIGINAL PRINCIPAL  
AMOUNT OF \$13,900,000 AND AUTHORIZING THE  
ISSUANCE OF NOT TO EXCEED \$11,700,000 AGGREGATE  
PRINCIPAL AMOUNT OF REFUNDING SCHOOL BONDS  
TO EFFECT SUCH REFUNDING**

**WHEREAS**, on March 11, 2009, The Board of Education of the Borough of Kenilworth in the County of Union, New Jersey (the “Board” when referring to the governing body and the “School District” when referring to the territorial boundaries governed by the Board) issued \$13,900,000 aggregate principal amount of tax-exempt School Bonds, Series 2009, dated March 11, 2009 (the “2009 School Bonds”); and

**WHEREAS**, the Board has determined that the current tax-exempt interest rate environment may enable it to realize going-forward debt service savings for property taxpayers residing in the

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School District through the issuance by the Board of Refunding School Bonds (the "Refunding School Bonds") to refund all or a portion of the \$10,485,000 aggregate principal amount of the outstanding 2009 School Bonds maturing on or after January 15, 2020 (the "Refunded Bonds"); and

**WHEREAS**, in efforts to realize such taxpayer savings, the Board now desires to adopt and enact a refunding school bond ordinance (the "Refunding Bond Ordinance") authorizing the issuance of the Refunding School Bonds in an aggregate principal amount not to exceed \$11,700,000, the net proceeds of which shall be used to refund all or a portion of the Refunded Bonds in accordance with their terms.

**NOW, THEREFORE, BE IT ORDAINED AND ENACTED BY THE BOARD OF EDUCATION OF THE BOROUGH OF KENILWORTH IN THE COUNTY OF UNION, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:**

**Section 1.** The Board is hereby authorized to refund all or a portion of the \$10,485,000 aggregate principal amount of outstanding 2009 School Bonds maturing on or after January 15, 2020. The Refunded Bonds may be redeemed on and after January 15, 2019 at a redemption price equal to par, plus accrued interest to the date of redemption.

**Section 2.** In order to finance the cost of the purpose set forth in Section 1 hereof, the Board is hereby authorized to issue not to exceed \$11,700,000 aggregate principal amount of Refunding School Bonds, all in accordance with the requirements of N.J.S.A. 18A:24-61 through 62.

**Section 3.** An aggregate amount not exceeding \$160,000 may be allocated from the aggregate principal amount of the Refunding School Bonds to pay for the aggregate costs of issuance for the Refunded Bonds, including, but not limited to, bond insurance premiums, underwriting fees, official statement printing fees, public advertisement expenses, refunding verification agent fees, refunding escrow agent fees, bond counsel fees and other expenses in connection therewith.

**Section 4.** The purpose of the issuance of the Refunding School Bonds is to realize net present value interest cost savings for property taxpayers residing in the School District ("net" meaning savings after payment of all costs of issuance of the Refunding School Bonds). Applicable State requirements mandate that such net present value interest cost savings equal at least 3% of the principal amount of the Refunded Bonds. In addition, the issuance of the Refunding School Bonds shall comply with the provisions of N.J.A.C. 5:30-2.5, including that within 10 days of the date of the closing on the Refunding School Bonds, the Business Administrator/Board Secretary shall file a report with the Local Finance Board within the Division of Local Government Services, New Jersey Department of Community Affairs setting forth (a) a comparison of the Refunding School Bonds' debt service and the Refunded Bonds' debt service, which comparison shall set forth the present value savings achieved by the issuance of the Refunding School Bonds; (b) a summary of the



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issuance of the Refunding School Bonds; (c) an itemized accounting of all costs of issuance in connection with the issuance of the Refunding School Bonds; and (d) a certification of the Business Administrator/Board Secretary that (i) all of the conditions of Section (b) of N.J.A.C. 5:30-2.5 have been met, and (ii) a resolution authorizing the issuance of the Refunding School Bonds, adopted pursuant to 18A:24-61.5(b), was approved by a two-thirds vote of the full membership of the Board.

**Section 5.** The Supplemental Debt Statement required by N.J.S.A. 18A:24-16 and N.J.S.A. 18A:24-61.4 has been duly prepared and filed in the Office of the Clerk of the Borough of Kenilworth, in the County of Union, State of New Jersey (the “Borough”) and in the Office of the Business Administrator/Board Secretary as of the date of approval of this Refunding Bond Ordinance, and a complete executed duplicate thereof has been filed in the Office of the Director of the Division of Local Government Services in the New Jersey Department of Community Affairs, and such Statement shows that the gross debt of the Borough is increased by \$1,215,000 as a result of the authorization of the Refunding School Bonds.

**Section 6.** The Board covenants to maintain the exclusion from gross income under Section 103(a) of the Internal Revenue Code of 1986, as amended, of the interest on all Refunding School Bonds issued under this Refunding Bond Ordinance.

**Section 7.** This Refunding Bond Ordinance shall take effect upon final adoption hereof.

Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

#### **2016-2017 School Calendar**

**RESOLUTION #13:** Introduced by Laudati, who moved its adoption, seconded by Braun, Be It Resolved, That the Kenilworth Board of Education **approves the 2016-2017 school calendar.** Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

#### **Submission of 2016-17 Budget to the County Office**

**RESOLUTION #14:** Introduced by Laudati, who moved its adoption, seconded by Braun, **Forwarding tentative 2016-2017 annual school budget to Executive County Superintendent for technical review:**

#### **Adjustment Enrollment**

RESOLVED that the Kenilworth Board of Education includes in the proposed budget the adjustment for enrollment in the amount of \$0. The district intends to utilize this adjustment for supplies and materials necessary for the additional students.

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**Adjustment  
Health Benefits**

RESOLVED that the Kenilworth Board of Education includes in the proposed budget the adjustment for increased costs of health benefits in the amount of \$154,008. The additional funds are included in the base budget and will be used to pay for the additional increase in health benefits.

**Adjustment  
PERS Pension**

RESOLVED that the Kenilworth Board of Education includes in the proposed budget the adjustment for deferral of the PERS pension cost and the additional interest incurred in the amount of \$0. The district intends to utilize this adjustment for the purpose of paying the additional interest charges.

**Adjustment  
Responsibility Transferred**

RESOLVED that the Kenilworth Board of Education includes in the proposed budget the adjustment for increase (decrease) of costs associated with the transfer of responsibilities in the amount of \$0. The district intends to utilize this adjustment for increase (decrease) of costs.

**Adjustment  
Banked Cap**

RESOLVED that the Kenilworth Board of Education includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.3(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$758,944 for the purposes of reducing class size, continued expansion of the Special Education In-class Support Model and improving student counselor ratios in guidance. The district intends to complete said purposes by June 2017.

**Maintenance Reserve Account Withdrawal**

RESOLVED that the Kenilworth Board of Education requests the approval of a Maintenance reserve withdrawal in the amount of \$100,000. The district intends to utilize these funds for general building renovations at the Harding Elementary School and the David Brearley Middle/High School.

**Travel and Related Expense Reimbursement**

WHEREAS, the Kenilworth Board of Education recognizes that school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting

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membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out-of-District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out-of-District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$150,000 for all staff and board members.

**Professional Services Limits Established**

Pursuant to 6A:23A-5.2 each school district board shall establish by policy and strategy in order to minimize the cost of public relations as defined in N.J.A.C. 6A:23A-9.3(c)14, and professional services;

Whereas Board Policy requires a maximum dollar limit be established annually prior to budget preparation, for public relations, as defined in N.J.A.C. 6A:23A-9.3(c)14, and each type of professional service, with appropriate notification to the board of education if it becomes necessary to exceed the maximum;

Now Therefore Be It Resolved, That the Kenilworth Board of Education establishes 2016-2017 school year maximum allowable expenditure amount professional services, including, but not limited to public relations, legal services, auditing services, appraisal services, architectural and engineering services at \$250,000.

Be It Further Resolved That upon such notification, the Board of Education may adopt a dollar increase in the maximum amount through formal board action.

**Adoption of Tentative Budget  
2016-2017**

BE IT RESOLVED that the tentative budget be approved for the 2016-2017 School Year using the 2016-2017 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in

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accordance with the statutory deadline:

	<b>General Fund</b>	<b>Special Revenues</b>	<b>Debt Service</b>	<b>Total</b>
2016-17 Total Expenditures:	\$24,697,090	\$611,000	\$1,267,632	\$ 26,575,722
Less: Anticipated Revenues:	<u>\$ 5,311,939</u>	<u>\$611,000</u>	<u>\$ 417,990</u>	<u>\$ 6,340,929</u>
Taxes to be Raised:	<u>\$19,385,151</u>	<u>\$ -</u>	<u>\$ 849,642</u>	<u>\$ 20,234,793</u>

BE IT FURTHER RESOLVED, that a public hearing be held in the Board of Education Conference Room of David Brearley High School, Kenilworth, New Jersey on April 27, 2016 at 7:30 p.m. for the purpose of conducting a public hearing on the budget for the 2016-2017 School Year.

BE IT FURTHER RESOLVED, That the Kenilworth Board of Education reserves the right to modify and amend the budget up until formal adoption at the annual public hearing on April 27, 2016, and

BE IT FURTHER RESOLVED, That the supporting documentation of this budget also contains an itemization of certain expenditures required under administrative regulations, and

BE IT FURTHER RESOLVED, That the administration is authorized to advertise said tentative budget in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, That the Board of Education authorizes the Superintendent and Business Administrator, after consultation with the Board President, to make any technical adjustments necessary in order to submit the budget to the ECS by the March 20, 2016 deadline. Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

**Substitute Staff**

**RESOLUTION #15:** Introduced by David, who moved its adoption, seconded by Drogon, 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 2015-2016 school year:**

	Nurse Per Diem Rate	Teacher Per Diem Rate	Classroom Aide Hourly Rate	Lunchroom Playground Aide Hourly Rate	Secretary Hourly Rate
Antonuccio, Lisa			\$15.00	\$13.80	\$14.00
Jankunas-Surmay, Jennifer		\$95.00			

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Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

**Student Teachers**

**RESOLUTION #16:** Introduced by David, who moved its adoption, seconded by Drogon, 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
Bishop, Samantha	Rutgers University	Jaclyn Duffy
Elbanna, Haneen	Union County College	Nicholas DeBlasio
Ferguson, Gianna	Rutgers University	Cynthia Yakovchuk
Gilardi, Emma	Union County College	Megan Loconte
Heck, Kylie	Rutgers University	Anna Decavalles
Kempf, Sarah	Rutgers University	Janice Marsili
Lopez-Perez, Alexander	Rutgers University	Renee Jernigan
Narine, Milena	Union County College	Tammy Smith
Parker, Sabrina	Rutgers University	Michael Klimchak
Pogust, Dylan	Rutgers University	William Hopper
Ramalhosa, Michele	New Jersey City University	Karen Goger
Vargas, Anthony	Rutgers University	Vincent McGowan
Wapelhorst, Matthew	Union County College	Samantha Gibbons

Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

**Minarik - Maternity Leave of Absence Request**

**RESOLUTION #17:** Introduced by David, who moved its adoption, seconded by Drogon, Be It Resolved, That the Kenilworth Board of Education **approves the maternity leave request of absence from Jill Minarik, a teacher at the David Brearley Middle/High School as follows:**

06/16/2016	Anticipated date of delivery
06/06/16 – 06/21/16	Use of personal illness days
09/01/2016	Anticipated Return Date

Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

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**Esposito - Revised Maternity Leave of Absence Request**

**RESOLUTION #18:** Introduced by David, who moved its adoption, seconded by Drogon, Whereas on October 13, 2015, the Kenilworth Board of Education approved a maternity leave of absence for Jessica Esposito, and

Whereas the original request requested that the FMLA and NJFLA leave end on April 10, 2016, and

Whereas Jessica Esposito is now requesting to extend her unpaid maternity leave,

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

11/30/15	Delivery date
11/30/15 – 01/03/16	Use of personal illness days
01/04/16 – 03/24/16	Twelve (12) weeks of unpaid leave to bond newly-born child; concurrently designated as FMLA and NJFLA
03/25/16 – 04/03/16	Spring Break
04/04/16 – 06/21/16	Unpaid leave
09/01/16	Expected Return Date

Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

**Elshiekh - Maternity Leave Replacement**

**RESOLUTION #19:** Introduced by David, who moved its adoption, seconded by Drogon, Be It Resolved, That the Kenilworth Board of Education approves the recommendation of the Superintendent to extend the employment of Gihann Elshiekh as a maternity leave replacement for Jessica Esposito from April 11, 2016 through May 31, 2016 at a rate of \$135/day with no benefits, and from June 1 through June 21, 2016 on Step 1 BA, \$58,569 prorated to June 1, 2016. Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

**Budine - Payment of Unused Vacation Days**

**RESOLUTION #20:** Introduced by David, who moved its adoption, seconded by Drogon, Be It Resolved, That the Kenilworth Board of Education **reimburses Susie Budine, Director of Pupil Personnel Services, whose last day was February 12, 2016, for her unused accumulated vacation days in accordance with the PSA Collective Bargaining Agreement as follows:**

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Annual Salary	Day's Pay*	Accumulated Days	Reimbursed Amount
\$115,839	\$445.53	23.75	\$10,581.34

\*Calculated at 1/260<sup>th</sup> of annual salary

Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

**KEA Custodial/Maintenance Contract Ratification**

**RESOLUTION #21:** Introduced by David, who moved its adoption, seconded by Drogon, Be It Resolved, That the Kenilworth Board of Education **ratifies the Collective Bargaining Agreement between the Kenilworth Education Association (Custodial/Maintenance Unit) for the period covering July 1, 2013 to June 30, 2014.**

Be It Further Resolved, That the Kenilworth Board of Education **ratifies the Collective Bargaining Agreement between the Kenilworth Education Association (Custodial/Maintenance Unit) for the period covering July 1, 2014 to June 30, 2017.**

Be It Further Resolved, That the Kenilworth Board of Education authorize the execution of the contracts. Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

**Retroactive Payroll: Custodial/Maintenance Unit**

**RESOLUTION #22:** Introduced by David, who moved its adoption, seconded by Drogon, Be It Resolved, That the Kenilworth Board of Education **approves retroactive pay for members of the Custodial/Maintenance Unit in accordance with the 2013-2014 and 2014-2017 collective bargaining agreements.**

Name	2013-2014	2014-2015	7/1/15-3/30/16	Total Retro
Parkhill, Chris	\$ 707	\$ 1,585	\$ 2,211.00	\$ 4,503.00
Naumiuk, Janusz	\$ 1,344	\$ 2,584	\$ 2,838.75	\$ 6,766.75
Price, Peter	\$ 1,019	\$ 2,482	\$ 3,137.25	\$ 6,638.25
Mierzejewski, Henryk	\$ 1,405	\$ 3,145	\$ 3,588.00	\$ 8,138.00
DeLeo, Alfonso	\$ 400	\$ 800	\$ 750.75	\$ 1,950.75
	\$ 4,875	\$ 10,596	\$ 12,526	\$ 27,996.75

Be It Further Resolved, That the Kenilworth Board of Education authorize the School Business Administrator to process this payroll in accordance with all applicable state and federal tax codes,

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NJ Pension requirements and requirements under Chapter 78 as soon as fully verified and practicable.

Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

**Custodial/Maintenance Salaries 2015-2016**

**RESOLUTION #23:** Introduced by David, who moved its adoption, seconded by Drogon, Be It Resolved, That the Kenilworth Board of Education **approves the 2015-2016 Annual Salaries for the following Custodial/Maintenance personnel in accordance with the Collective Bargaining Agreement:**

<b>Name</b>	<b>Step</b>	<b>Salary</b>
Parkhill, Chris	7	\$ 46,623
Naumiuk, Janusz	9	\$ 48,623
Price, Peter	14	\$ 54,123
Mierzejewski, Henryk	15	\$ 55,561
DeLeo, Alfonso	15	\$ 55,561

Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

**Employment of Classroom Aides**

**RESOLUTION #24:** Introduced by David, who moved its adoption, seconded by Drogon, Be It Resolved, That the Kenilworth Board of Education **approves the recommendation of the Superintendent to employ the following as classroom aides for the 2015-2016 school year at an hourly rate of \$21.71, pending negotiations, at no cost to the Board:**

<b><u>Name</u></b>	<b><u>School</u></b>	<b><u>#Hours/Day</u></b>
Zimmerman, Roccamarie	Harding	5.0
Scanio, Shannon	Harding	3.5
DeLuca, Rosemary	Harding	1.0

Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

**CURRICULUM & INSTRUCTION**

**Curriculum Writing**

**RESOLUTION #25:** Introduced by Duda, who moved its adoption, seconded by Jankiewicz, Be It Resolved, That the Kenilworth Board of Education **approves staff to conduct team meetings and**



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write curriculum and guides at a rate of \$41.00/hour as follows:

Teacher	Program	#Hours	Total Stipend	Release Days	Account
Donough, Cynthia	K-6, 21 <sup>st</sup> Century Life and Careers	3	-	0.50	
Kress, Cheryl	7-12, 21 <sup>st</sup> Century Skills	3	-	0.50	

Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

#### Home Instruction

**RESOLUTION #26:** Introduced by Duda, who moved its adoption, seconded by Jankiewicz, Be It Resolved, That the Kenilworth Board of Education **approves five (5) hours/week of home instruction for Student No. 2018231 with services provided by Kim McGowan at a rate of \$41.00/hour commencing February 9, 2016 through February 17, 2016.** Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

#### Home Instruction

**RESOLUTION #27:** Introduced by Duda, who moved its adoption, seconded by Jankiewicz, Be It Resolved, That the Kenilworth Board of Education **approves five (5) hours/week of home instruction for Student No. 201973 with services provided by Kim McGowan at a rate of \$41.00/hour commencing March 4, 2016 through March 25, 2016.** Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

#### Home Instruction

**RESOLUTION #28:** Introduced by Duda, who moved its adoption, seconded by Jankiewicz, Be It Resolved, That the Kenilworth Board of Education **approves ten (10) hours/week of home instruction for Student No. 20240813 with services provided by David Nichols at a rate of \$41.00/hour, commencing March 7, 2016 through June 21, 2016 (pending placement).** Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

#### Home Instruction

**RESOLUTION #29:** Introduced by Duda, who moved its adoption, seconded by Jankiewicz, Be It Resolved, That the Kenilworth Board of Education **approves five (5) hours/week of home instruction for Student No. 202652 with services provided by Michele Ryan at a rate of \$41.00/hour, commencing March 7, 2016 through June 21, 2016. Ms. Ryan is replacing Deanna Russomanno who was approved at our February 8, 2016 Board meeting.** Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

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**Home Instruction**

**RESOLUTION #30:** Introduced by Duda, who moved its adoption, seconded by Jankiewicz, Be It Resolved, That the Kenilworth Board of Education **approves ten (10) hours/week of home instruction for Student No. 20170746 with services provided by Kim McGowan, Michele Ryan and Liz Marranca at a rate of \$41.00/hour commencing March 10, 2016 through March 23, 2016.** Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

**Bedside Instruction**

**RESOLUTION #31:** Introduced by Duda, who moved its adoption, seconded by Jankiewicz, Be It Resolved, That the Kenilworth Board of Education **approves ten (10) hours/week of bedside instruction for Student No. 203487 at Newark Beth Israel-Children's Crisis Intervention Services with services provided by Education Inc. at a rate of \$37.00/hour, commencing February 8, 2016 until the student is released from the program.** Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

**Out-of-District Placements and Transportation**

**RESOLUTION #32:** Introduced by Duda, who moved its adoption, seconded by Jankiewicz, Be it Resolved That the Kenilworth Board of Education **approves the out-of-district placement of the following students for the 2015-2016 school year.**

<b>Student Identification #</b>	<b>Placement</b>	<b>Transportation</b>
202676	Collier High School	UCESC
202207	Rutgers Day School	UCESC

Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

**HIB January 2016**

**RESOLUTION #33:** Introduced by Duda, who moved its adoption, seconded by Jankiewicz, Be It Resolved, That the Kenilworth Board of Education **accepts the recommendations of the Superintendent as reflected in his January 1, 2016 to January 31, 2016 HIB Incident Report.**

This report was disseminated to the Board of Education in February 2016 and reviewed by the Superintendent at the February 2016 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. Motion carried 7-0-1. Voting yes was: David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman. Abstaining was: Braun.

**Revisions – Adopt**

**RESOLUTION #34:** Introduced by Braun, who moved its adoption, seconded by Laudati, Be It

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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:**

Policy No. 5511	Dress and Grooming
Policy No. 5514	Student Use of Vehicles
Policy No. 7513	Recreational Use of Playgrounds

Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky and Zimmerman.

**First Reading**

**RESOLUTION #35:** Introduced by Braun, who moved its adoption, seconded by Laudati, 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:**

Regulation No. 5514	Student Use of Vehicles
Regulation No. 7513	Rules for Playground Conduct

Motion carried 8-0-0. Voting yes was: Braun, David, Drogon, Duda, Jankiewicz, Laudati, Sosnosky 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 topic of KEA Secretarial 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 was made by Duda, seconded by Braun, that when the **meeting adjourns, it adjourns to the call of the chair.** Motion carried unanimously.

Meeting adjourned 8:29 p.m.

Respectfully submitted,

Vincent A. Gonnella  
Secretary to the Board