

September 15, 2015

A **regular meeting** of the Kenilworth Board of Education **was called to order** at 7:30 p.m. by President Gregg David, in the Board of Education Conference Room of the Brearley School on **September 15, 2015**.

Adequate notice of this Regular Meeting of the Kenilworth Board of Education has been provided to the Home/News Tribune, The Local Source, Cranford Chronicle, and The Star-Ledger on August 27, 2015. A copy has been filed with the Kenilworth Borough Clerk, posted in the Board of Education Business Office, Harding and Brearley Schools and the Kenilworth Borough Hall, **as is provided by the Open Public Meetings Act**.

President Gregg David led the **salute to the Flag**.

Upon **roll call**, the following members were present: Genean Braun, David Curtin, Gregg David, Paulette Drogon, Annmarie Duda, Mark Jankiewicz (7:33p.m.), 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: Brian Luciani, Principal, Susie Budine, Director of Pupil Personnel Services; 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.

Six (6) members of the public were present.

Minutes of the Secretary, a copy having been sent to each Board Member (August 10, 18, and 24, 2015) were approved upon motion by Curtin, seconded by Duda. Motion carried 9 to 0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Jankiewicz, A. Laudati, G. Laudati, and Zimmerman.

Correspondence: (see attachments)

Distributed August 14, 2015:

1. Letter dated 8/4/15 from Mr. and Mrs. Colby to the KBOE Re: C.A.S.T selection of the play, "*Young Frankenstein*."
2. Letter dated 8/6/15 from Dr. Taylor to Mr. David Re: His resignation as superintendent.

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

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

PRESENTATIONS:

- a. Kenilworth Educational Foundation: Ms. Danielle Pallitto, Pres.
- b. District Report of Violence and Vandalism – Historical Analysis: Dr. Taylor
- c. District/Superintendent Goal Update: Dr. Taylor
- d. Superintendent's HIB Report (August 2015)

COMMITTEE REPORTS & REVIEW OF RESOLUTIONS:

Finance & Facilities: Anthony Laudati, Chairperson.

Audit: The auditors have completed their fieldwork. We anticipate the audit to be finalized in late September, early October and adopted by the BOE in November. Mr. Gonnella does not anticipate any major problems with the audit. Ms. Duggan, Ms. Stavros and Mrs. Rinaldi do an excellent job keeping the business office records in good order and should be commended for their work.

B & G: The facilities are in fine shape. Mr. Lepore and Mr. Gonnella conducted room-by-room inspections the last week of August. All required checklists and inspections have been completed. The facilities staff replaced the ceiling in the Harding cafeteria. This project has done wonders to improve the look of the room. The staff also concentrated on classrooms, replacing molding, sealing old ventilation grates and painting.

The new phone system has been replaced district wide and Brearley has a new clock system.

Transportation: All routes appear to be running smoothly. The MUJC has new routing software which will hopefully improve efficiency and save money. Mr. Gonnella is looking to “lease” a vehicle from the Jointure for the use of the job coach. This is a solution that will hopefully save the district a significant amount of money in the long term as well as tremendously benefiting the program it will be serving.

Banking: Mr. Gonnella has been working with Investors Bank to move all accounts by November 1st. Ms. Duggan has implemented a new system which emails pay stubs to staff that are on direct deposit. This will save the district in printing costs and is a great system for staff to maintain their personal records.

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There has been a request from a former Brearley student, now a Victoria's Secret representative, to use the Brearley track for a photo shoot. The committee would like to know if this request should be considered by the full Board or the committee. The Board asked the committee to do the research and determine if full Board support is warranted.

Curriculum & Instruction: Nancy Zimmerman, Chairperson.

The committee met this evening with Supervisors Bradley and Bound. Summer curriculum writing was reviewed. Benchmarks were discussed. The agenda for in-service day in February was discussed. Dr. Bradley and Mrs. Bound provided the Board with additional information that will hopefully improve student performance. Topics included bringing in dogs that children can read to and establishing a relationship with a Merck scientist to work with our students.

Personnel & Management: Gerry Laudati, Chairperson.

Mr. Laudati asked whether we are fully staffed. Dr. Taylor stated that we will be fully staffed after the relevant resolution on the agenda is approved this evening.

Policy: Genean Braun, Chairperson.

Mrs. Braun reviewed the policies on the agenda being approved and revised. The committee met this evening with Dr. Taylor. They reviewed three additional policies for future consideration.

TAB Committee: David Curtin, Chairperson.

Chairperson Curtin, Dr. Taylor and KEA President Smith met this evening to determine how to move forward.

Superintendent's Search:

President David provided an update on the Superintendent Search process:

The following tasks have been completed:

- Application packet developed.
- Employment advertisement has been written and will appear in the 9-20-15 Star-Ledger. The ad will also be placed with NJSBA, NJPSA, NJASA, njschoolsjobs.com and on the district website.
- President David formed a Search Committee consisting of himself, A. Laudati, Zimmerman and Curtin.

OLD BUSINESS: None.

NEW BUSINESS:

- Mrs. Braun inquired whether there were any options for Vo-Tech students who wait for the bus on inclement days.

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- Mr. G. Laudati asked about Vo-Tech buses and athletes arriving late to practice. Gonnella and Taylor stated they are aware of the issue but there is little that can be done.
- Dr. Taylor wanted to thank the Board for their support over the past five years. He enjoyed his time here. President David thanked Dr. Taylor for his service and wished him all the best in Highland Park.
- Mrs. Zimmerman stated the public has commented that TV 36/26 has been operating nicely.

PUBLIC PARTICIPATION:

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

No public comments.

Motion was made by Zimmerman, seconded by A. 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 A. Laudati, who moved its adoption, seconded by Drogon, Be It Resolved, That the Kenilworth Board of Education **approves the report of the Superintendent for the month of August 2015.**

Be It Further Resolved, That the Board of Education accepts the list of emergency drills conducted during the month of August 2015 as follows:

<u>School</u>	<u>Date</u>	<u>Drill Type</u>
Harding	8/25/2015	Lockdown
Harding	8/28/2015	Fire
Brearley	8/24/2015	Fire
Brearley	8/27/2015	Lockdown

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

Bill List

RESOLUTION #2: Introduced by A. Laudati, who moved its adoption, seconded by Duda, Be It Resolved, That the **attached bill list be approved for the month of August 2015 in the amount of \$1,097,196.89.** Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Jankiewicz, A. Laudati, G. Laudati and Zimmerman.

Financial Reports

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RESOLUTION #3: Introduced by A. Laudati, who moved its adoption, seconded by Duda, 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 2015.** Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Jankiewicz, A. Laudati, G. Laudati and Zimmerman.

Line Item Transfers

RESOLUTION #4: Introduced by A. Laudati, who moved its adoption, seconded by Duda, Whereas, pursuant to Board of Education Policy #3160, **the Superintendent and Secretary to the Board have made the following line item transfers (August 2015) in the 2015-2016 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, Jankiewicz, A. Laudati, G. Laudati and Zimmerman.

Conferences, Workshops & Travel

RESOLUTION #5: Introduced by A. Laudati, who moved its adoption, seconded by Duda, 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>Secretarial Staff:</i></u>			
Lisa Casamento	Certification Training	9/29/2015	Westfield, NJ
<u><i>Administration:</i></u>			
Brian Luciani	Beyond Hazing	9/22/2015	Monroe, NJ

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

2015-2016 Memorandum of Agreement

RESOLUTION #6: Introduced by A. Laudati, who moved its adoption, seconded by Duda, Be It Resolved, That the Kenilworth Board of Education **approves the Memorandum of Agreement**

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between the Kenilworth Board of Education and Law Enforcement Officials for the 2015-2016 school year. Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Jankiewicz, A. Laudati, G. Laudati and Zimmerman.

PERSONNEL & MANAGEMENT

SOA for Paraprofessional Staff

RESOLUTION #7: Introduced by G. Laudati, who moved its adoption, seconded by David, Be It Resolved, That the Kenilworth Board of Education **approves the Statement of Assurance Regarding the Use of Paraprofessional Staff 2015-2016 School Year.** Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Jankiewicz, A. Laudati, G. Laudati and Zimmerman.

Herr Resignation

RESOLUTION #8: Introduced by G. Laudati, who moved its adoption, seconded by David, Introduced by G. Laudati, who moved its adoption, seconded by David, Be It Resolved, That the Kenilworth Board of Education **accepts the resignation of Daniel Herr as Assistant Wrestling Coach effective August 11, 2015.** Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Jankiewicz, A. Laudati, G. Laudati and Zimmerman.

Substitute Staff

RESOLUTION #9: Introduced by G. Laudati, who moved its adoption, seconded by David, 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
Acosta, Philip		\$95.00			
Budis, Carolina			\$15.00	\$13.80	\$14.00
DeLuca, Rosemary			\$15.00	\$13.80	\$14.00
Gonzalez, Adriana		\$105.00	\$15.00		
Loaiza, Stephanie			\$15.00	\$13.80	
Malik, Daud		\$95.00	\$15.00		
McHale, Kacie			\$15.00		
Reichenbach, Donna		\$95.00			

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

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Employment of Classroom Aides

RESOLUTION #10: 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:**

<u>Name</u>	<u>School</u>	<u>#Hours/Day</u>
Gina Parducci-Cesaro	Brearley	3.0

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

Before and After-Care Staff

RESOLUTION #11: Introduced by G. Laudati, who moved its adoption, seconded by David, Be It Resolved, That the Kenilworth Board of Education **approves the following administrator/teachers/aides for the Before and After-Care Program, administrators and teachers to be paid \$41/hour and aides to be paid \$21.71/hour, pending negotiations, at no cost to the Board:**

Nurse: Lisa Dilts

Substitute Aide: Peter Price

Part-time Instructional Aides:

<u>Name</u>	<u>School</u>	<u>#Hours/Week</u>
Robin Ponticello	Harding	15.0
Stephanie Loazia	Harding	6.0

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

2015-2016 Extracurricular/Athletic Stipend Positions

RESOLUTION #12: Introduced by G. Laudati, who moved its adoption, seconded by David, Be It Resolved, That the Kenilworth Board of Education **approves the following personnel for extra-curricular/athletic stipend positions for the 2015-2016 school year:**

Brearley High School:	FY '16	
Position	Stipend	Staff Member
STAR Program Advisor	\$ 406.00	Michelle Van Steenacker

Athletics:

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Assistant Girls Basketball Coach \$ 6,579.00 Michelene Calabrese

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

Summer Evaluation (CST)

RESOLUTION #13: Introduced by G. Laudati, who moved its adoption, seconded by David, Be It Resolved, That the Kenilworth Board of Education **approves the following for summer parent planning meetings for two (2) hours each at a rate of \$41.00/hour:**

Carol Carrara Jennifer Ruopp
Michael Maraviglia Regina O'Connor

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

Gerenstein - Change in Salary

RESOLUTION #14: Introduced by G. Laudati, who moved its adoption, seconded by David, Be It Resolved, That the Kenilworth Board of Education **approves the increase in salary for Rose Gerenstein, who completed the required courses and submitted proper verification to move to Step 5, MA, at an annual salary of \$68,024, effective September 1, 2015.** Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Jankiewicz, A. Laudati, G. Laudati and Zimmerman.

Employment of Ahmeti

RESOLUTION #15: Introduced by G. Laudati, who moved its adoption, seconded by David, Be It Resolved, That the Kenilworth Board of Education **approves the recommendation of the Superintendent to employ Shpresa Ahmeti as a Special Education Science Teacher at the Brearley School on Step 1 MA at an annual salary of \$66,674, with full benefits, in accordance with the KEA Agreement, for the 2015-2016 school year effective November 16, 2015.** Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Jankiewicz, A. Laudati, G. Laudati and Zimmerman.

Maraviglia Settlement Agreement

RESOLUTION #16: Introduced by G. Laudati, who moved its adoption, seconded by David, Be It Resolved, that the Kenilworth Board of Education **authorizes the execution of the Settlement Agreement between the Board of Education and Mr. Michael Maraviglia and sets his salary for the 2015-2016 school year at \$75,574 (Step 13 MA).** Motion carried 7-0-2. Voting yes was: Braun, David, Drogon, Jankiewicz, A. Laudati, G. Laudati and Zimmerman. Abstaining was: Curtin and Duda.

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CURRICULUM & INSTRUCTION

Curriculum Writing

RESOLUTION #17: Introduced by Zimmerman, who moved its adoption, seconded by Jankiewicz, Be It Resolved, That the Kenilworth Board of Education **approves staff to conduct team meetings and write curriculum and guides at a rate of \$41.00/hour as follows:**

<u>Program</u>	<u>Teacher</u>	<u>#Hours</u>	<u>Total Stipend</u>	<u>Release Days</u>	<u>Account</u>
Language Arts - 6 th Grade	M. Locante	1.00	\$ 41.00	-	11-000-221-104
Language Arts - 5 th Grade	A. Decavalles	1.00	\$ 41.00	-	11-000-221-104
Language Arts - 6 th Grade	M. Santoro	1.00	\$ 41.00	-	11-000-221-104
Language Arts - Kindergarten	S. Miller	1.00	\$ 41.00	-	11-000-221-104
Language Arts - 1 st Grade	L. Bedford	1.00	\$ 41.00	-	11-000-221-104
Language Arts - 2 nd Grade	C. Donough	1.00	\$ 41.00	-	11-000-221-104
Language Arts - 4 th Grade	T. Ehmann	1.00	\$ 41.00	-	11-000-221-104
Language Arts - 5 th Grade	K. Goger	1.00	\$ 41.00	-	11-000-221-104
Scholars Academy	K. Pollock	3.00	\$ 123.00		11-000-221-104

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

Tuition Student

RESOLUTION #18: Introduced by Zimmerman, who moved its adoption, seconded by Jankiewicz, Be It Resolved, That the Kenilworth Board of Education **approves the reentry of Student No. 20150639 as a tuition student from the Cranford School District, tuition to be determined by the Morris Union Jointure Commission calculation.** Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Jankiewicz, A. Laudati, G. Laudati and Zimmerman.

District Electronic Report of Violence & Vandalism 2014-2015 Period II

RESOLUTION #19: Introduced by Zimmerman, who moved its adoption, seconded by Jankiewicz, Be It Resolved, That the Kenilworth Board of Education **approves the EVVRS District Summary Report for Period II (January 1 – June 30, 2015) as submitted to the New Jersey Department of Education.** Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Jankiewicz, A. Laudati, G. Laudati and Zimmerman.

Special Education Medicaid Initiative (SEMI)

RESOLUTION #20: Introduced by Zimmerman, who moved its adoption, seconded by Jankiewicz, Be it Resolved, That the Kenilworth Board of Education **approves participation in the Special Education Medicaid Initiative (SEMI) Program for the 2015-2016 school year.** Motion carried 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Jankiewicz, A. Laudati, G. Laudati and

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Zimmerman.

HIB July 2015

RESOLUTION #21: Introduced by Zimmerman, 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 July 1, 2015 to July 31, 2015 HIB Incident Report.**

This report was disseminated to the Board of Education in August 2015 and reviewed by the Superintendent at the August 2015 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 9-0-0. Voting yes was: Braun, Curtin, David, Drogon, Duda, Jankiewicz, 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:**

Policy 0168	Recording Board Meetings
Policy 2622	Student Assessment (M)
Policy 3212	Attendance
Policy 3218	Substance Abuse (M)
Regulation 3218	Substance Abuse (M)
Policy 4212	Attendance
Policy 4218	Substance Abuse (M)
Regulation 4218	Substance Abuse (M)
Policy 5200	Attendance (M)
Regulation 5200	Attendance (M)
Policy 5460	High School Graduation (M)
Policy 5465	Early Graduation (M)
Policy 6150	Tuition Income
Policy 6830	Audit and Comprehensive Annual Financial Report (M)
Policy 8310	Public Records
Policy 8630	Bus Driver/Bus Aide Responsibility (M)
Regulation 8630	Emergency School Bus Procedures (M)

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

First Reading

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RESOLUTION #23: 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 2415.20	No Child Left Behind Complaints (M)
Regulation 2415.20	No Child Left Behind Complaints (M)
Policy 5615	Suspected Gang Activity
Policy 6472	Tuition Assistance
Policy 6832	Conditions on Receiving State Aid
Policy 7441	Electronic Surveillance in School Buildings & On School Grounds
Policy 8335	Family Educational Rights and Privacy Act

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

Job Descriptions

RESOLUTION #24: Introduced by Braun, who moved its adoption, seconded by Curtin, Be It Resolved, That the Kenilworth Board of Education **approves the following job descriptions as recommended by the Superintendent:**

Athletic Trainer
Cafeteria Aide
Library Media Specialist
Playground Aide
School Nurse
School Secretary/Clerk
Secretary to Superintendent

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

RESOLUTION: Introduced by Duda, who moved its adoption, seconded by Drogon, 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 KEA Secretarial & Custodial negotiations and personnel** (Superintendent's Evaluation) 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 8:35 p.m. President David called a 5-minute recess.

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At 9:05 p.m. President David reconvened the public session, and informed the public that **the Board took no action in private executive session.**

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

Meeting adjourned 9:05 p.m.

Respectfully submitted,

Vincent A. Gonnella
Secretary to the Board