

January 3, 2018

The **Organization Meeting** of the Kenilworth Board of Education was **called to order** at 7:30 p.m. by Board Secretary/Business Administrator Vincent A. Gonnella, in the Board of Education Conference Room of the Brearley School on **January 3, 2018**.

Adequate notice of this Special Meeting of the Kenilworth Board of Education has been provided to the Home/News Tribune, Union County Local Source, and The Star- Ledger on January 4, 2017. A copy has been filed with the Kenilworth Borough Clerk, posted in the Board of Education Business Office, Harding School, David Brearley School and the Kenilworth Borough Hall, as is **provided by the Open Public Meetings Act**.

Mr. Gonnella stated that the **purpose of this meeting** is to reorganize the Board of Education as a result of the annual school election held on November 7, 2017.

Mr. Gonnella led the **salute to the Flag**.

Mr. Gonnella read the following **Certification of Newly Elected Members**, after which he administered the **oath of office** to the new members:

I, Vincent A. Gonnella, Secretary of the School District of The Borough of Kenilworth, County of Union, New Jersey, do hereby certify that the following named persons received the highest number of votes and were duly elected as members of the Board of Education of the School District of the Borough of Kenilworth, County of Union, New Jersey, at the school election held November 7, 2017 in the Borough of Kenilworth, to wit:

Unexpired one-year term expiring in December 31, 2018:

Genean Braun

Three (3) Year Terms expiring in December 31, 2020:

Gregg F. David

Ryan Haberthur

Nancy Zimmerman

and I do further certify that Genean Braun, Gregg F. David, Ryan Haberthur, and Nancy Zimmerman were elected for the terms set forth above.

Gonnella **administered the oath of office** to the above referenced newly elected BOE Members.

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Upon **roll call**, the following members were present: Robert Beiner, Genean Braun, Gregg David, Paulette Drogon, Annmarie Duda, Ryan Haberthur, Mark Jankiewicz, Anthony Laudati, and Nancy Zimmerman.

Nomination #1: Board Secretary Gonnella called for **nominations for President:**

Zimmerman was nominated by Duda, seconded by David.

Hearing no additional nominations, Gonnella called for a **motion to close nominations for President:** Duda, seconded by Braun, made the Motion. Motion carried unanimously.

A vote was taken on the nomination of Nancy Zimmerman for President:

Voting yes were: Robert Beiner, Genean Braun, Gregg David, Paulette Drogon, Annmarie Duda, Ryan Haberthur, Mark Jankiewicz, Anthony Laudati, and Nancy Zimmerman.

A majority of the Board having voted in favor of the nomination of Zimmerman for President, Gonnella **declared Nancy Zimmerman President of the Kenilworth Board of Education.**

President Zimmerman made a brief statement thanking the Board for the support and vote of confidence. She believed the district was on the right path to see results under Dr. Tramaglini's leadership.

President Zimmerman called for **nominations for Vice President:**

Jankiewicz was nominated by Duda seconded by Braun.

Motion was made by David, seconded by Braun, that the **nominations for Vice President be closed.** Motion carried unanimously.

A vote was taken on the nomination of Jankiewicz for Vice President:

Voting yes were: Robert Beiner, Genean Braun, Gregg David, Paulette Drogon, Annmarie Duda, Ryan Haberthur, Mark Jankiewicz, Anthony Laudati, and Nancy Zimmerman.

A majority of the Board having voted in favor of the nomination of Jankiewicz for Vice President, President Zimmerman **declared Mark Jankiewicz Vice-President of the Kenilworth Board of Education.**

COMMITTEES: President Zimmerman asked that the Board Members list their committee preferences and present them to her. She discussed the possibility of revising the operation of the Policy Committee in the future.

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ANNUAL ETHICS TRAINING: Vincent Gonnella presented the Annual Review of the Board of Education Code of Ethics which satisfied the board's annual ethics training requirement under N.J.A.C. 6:3-1.3 and N.J.A.C. 6A:30.

PUBLIC PARTICIPATION:

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

- None.

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:

BOARD BUSINESS: ORGANIZATIONAL RESOLUTIONS

By-laws, Regulations & Policy

RESOLUTION #1: Introduced by Laudati who moved its adoption, seconded by David, Be It Resolved, That the by-laws, rules and regulations, contracts, policies and job descriptions currently in force and effect are hereby adopted by the Board of Education for the 2018 organizational year. Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Parliamentary Procedures

RESOLUTION #2: Introduced by Laudati who moved its adoption, seconded by David, Be It Resolved, That the Kenilworth Board of Education adopts Roberts Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint the board secretary and board attorney to act as the parliamentarians for the 2018 organizational year. Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Adoption of Official Newspapers

RESOLUTION #3: Introduced by Laudati who moved its adoption, seconded by David, Be It Resolved, That The Star-Ledger and the Local Source be and are hereby designated as the official newspapers of the Kenilworth Board of Education for its proceedings and that the Local Source and The Star-Ledger be designated for its announcements and legal advertisements for the 2018 organizational year. Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

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**Open Public Meetings Act
Meeting Schedule**

RESOLUTION #4: Introduced by Laudati who moved its adoption, seconded by David, Be It Resolved, that the Kenilworth Board of Education, pursuant to Chapter 231, PL. (Open Public Meetings Act) does hereby proclaim the public meetings of the Board of Education will be held in the Kenilworth Board of Education Conference Room, 401 Monroe Avenue, Kenilworth, N.J. at 7:30 p.m., as set forth below unless indicated otherwise. In the event the attendance at the meeting exceeds the capacity of the BOE Conference Room, the Board of Education reserves the right to relocate to another room at Brearley to accommodate the public present.

BE IT FURTHER RESOLVED that the purpose of the Regular Meetings shall be the normal conduct of business of the Board of Education and any other items brought to the Board's attention by the Board Members, Board Attorney, Superintendent and Business Administrator/Board Secretary, and,

BE IT FURTHER RESOLVED that the Board of Education reserves the right to adjourn or recess a meeting at any time to discuss such matters that may be considered in closed session. However, the Board will first adopt a resolution stating the general nature of the subject to be discussed, and, as precisely as possible, the time and circumstances under which disclosure to the public will be made; and,

BE IT FURTHER RESOLVED that, in order to conduct its meetings properly and efficiently, the Board shall require the following procedures pertaining to public participation at Board meetings:

- Any individual desiring to speak shall give his or her name, address, and the group, if any, that is represented.
- The presentation shall be as brief as possible but no more than five (5) minutes per individual.
- The Board vests in its president, or other presiding officer, authority to terminate the remarks of any individual if he/she deems it in the best interest of those present to do so.

BE IT FURTHER RESOLVED That the Regular Meetings of the Kenilworth Board of Education shall be held on the second Monday of each month, with the exception of October when the meeting will be held on the second Tuesday of the month. In January, the Board Reorganizational Meeting will be held on Wednesday, January 2, 2019. The following meeting dates are scheduled for the 2018 organizational year:

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Monday, January 8, 2018	Regular Meeting	Monday, July 16, 2018	Regular Meeting
Monday, February 5, 2018	Budget Meeting	Monday, August 13, 2018	Regular Meeting
Monday, February 12, 2018	Regular Meeting	Monday, August 27, 2018	Special Meeting
Monday, March 12, 2018	Regular Meeting	Monday, September 10, 2018	Regular Meeting
Monday, April 9, 2018	Regular Meeting	Tuesday, October 9, 2018	Regular Meeting
Wednesday, April 25, 2018	Budget Hearing	Monday, November 12, 2018	Regular Meeting
Monday, May 14, 2018	Regular Meeting	Monday, December 10, 2018	Regular Meeting
Monday, June 11, 2018	Regular Meeting	Wednesday, January 2, 2019	Organization Meeting
Tuesday, June 19, 2018	Special Meeting		

Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Custodian of Records

Public Access to Records

Fee for Copies of Public Documents

RESOLUTION #5: Introduced by Laudati who moved its adoption, seconded by David, Be It Resolved, that the Kenilworth Board of Education approves the following resolution:

WHEREAS, P.L.2011, c.404 (C.47:1A-7), known as the Public Access Law, amends and supplements P.L. 1963, c.73.P.L. 1995, c.23 AND P.L. 1998, c.17 regarding public access to government records, and

WHEREAS, the law designates that a person be designated as the custodian of a government record, and

WHEREAS, copies of permitted government records must be provided to persons upon written request and upon prepayment of fees prescribed by law or regulation, and

WHEREAS, except as otherwise provided by law or regulation, the fee assessed for the copying of a government record shall be \$.05 per page for letter size paper or smaller and \$.07 per page for legal size paper or larger,

NOW, THEREFORE, BE IT RESOLVED that the Kenilworth Board of Education appoints the Business Administrator/Board Secretary as the custodian of government records, and

BE IT FURTHER RESOLVED, that the Kenilworth School District approves the attached form for the use of any person, who request access to a government record, and

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BE IT FURTHER RESOLVED, that the fees should be reviewed and approved annually by the Board of Education. Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Doctrine of Necessity

RESOLUTION #6: Introduced by Laudati who moved its adoption, seconded by David, Be It Resolved, That the Kenilworth Board of Education approves the following resolution:

WHEREAS, the School Ethics Act, N.J.S.A. 18AA:12-21 et. seq. was enacted by the New Jersey State Legislature to ensure and preserve public confidence in school board members and school administrators and to provide specific ethical standards to guide their conduct; and

WHEREAS, questions have arisen regarding how a Board should invoke the Doctrine of Necessity when a quorum of a board of education had conflicts of interest on a matter required to be voted upon; and

WHEREAS, the School Ethics Commission has provided some guidance in Public Advisory Opinion A03-98 (April 1, 1998) but finds that there is a need to repeat and clarify its opinion; and

WHEREAS, the opinion set forth that, when it is necessary for a Board to invoke the Doctrine of Necessity, the Board should state publicly that it is doing so, the reason that such action is necessary and the specific nature of the conflicts of interest; and

WHEREAS, the opinion further provided that if the Board must invoke the Doctrine of Necessity not just to vote, but also to form a negotiations committee because it is without even three members to serve as a committee, then the Board must determine whether to act as a committee of the whole or to choose a smaller negotiations committee from among its members after stating publicly its reason for doing so as set forth above; and

WHEREAS, in keeping with the Legislative purpose as set forth in N.J.S.A. 18A:12-22(a) the School Ethics Commission views public disclosure of conflicts of interest to be paramount when it is necessary to invoke the Doctrine of Necessity.

NOW THEREFORE BE IT RESOLVED that the School Ethics Commission hereby requires Boards of Education that must invoke the Doctrine of Necessity to adopt a resolution setting forth that they are invoking the Doctrine, the reason for doing so and the specific nature of the conflicts of interest; and

BE IT FURTHER RESOLVED that the Boards of Education that invoke the Doctrine are directed to read the resolution at a regularly scheduled public meeting, post it where it posts

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public notices for thirty (30) days and provide the Commission with a copy. Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Authorized Signatures

RESOLUTION #7: Introduced by Laudati who moved its adoption, seconded by David, Be It Resolved, That the signatures of the President or Vice President, the Board Secretary, and the Treasurer of School Monies shall be affixed to the check warrants of the Board Operating Account before same shall be delivered to any payee. The names of the respective parties above mentioned are:

President:	Nancy Zimmerman
Vice President:	Mark Jankiewicz
Secretary:	Vincent A. Gonnella
Treasurer:	Jeanne Decker

Be It Further Resolved, That the signatures of the parties above mentioned shall be subscribed on signature cards of the designated depositories of the Board.

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 checks must include the Board Secretary and the Treasurer of Monies;

Be It Further Resolved, That the names of the Board Secretary and the Superintendent be subscribed on signature cards for the cafeteria account;

Be It Further Resolved, That the names of the Board Secretary and the Treasurer of School Monies be subscribed on signature cards for the Unemployment Trust Fund Account;

Be It Further Resolved, That the names of the Board Secretary and Treasurer of School Monies be subscribed on signature cards for the Employee Summer Savings Account;

Be It Further Resolved, That the names of the Principal, Chief School Administrator, School Business Administrator, and Asst. Principal be subscribed on signature cards for the Harding Student Activities and the Harding Before/Aftercare Account;

Be It Further Resolved, That the names of the Principal, Chief School Administrator, School Business Administrator, and Asst. Principal be subscribed on signature cards for the Brearley Student Activities;

Be It Further Resolved, That the names of the Principal, Asst. Principal and Athletic Director be

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subscribed on signature cards for the Athletic Officials Fund;

Be It Further Resolved, That the names of the Athletic Director, Chief School Administrator, and School Business Administrator be subscribed on signature cards for the Facility Security Account;

Be It Further Resolved, That the names of the Chief School Administrator, School Business Administrator be subscribed on signature cards for the Heyman Scholarship Account. Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Finance Chair as Acting Treasurer

RESOLUTION #8: Introduced by Laudati who moved its adoption, seconded by David, Be It Resolved, That in the absence or unavailability of the Treasurer of School Monies, the Chairperson of the Finance Committee of the Kenilworth Board of Education shall be and is hereby appointed as Acting Treasurer of School Monies, and is hereby empowered to deposit and withdraw funds of the Kenilworth Board of Education of the Borough of Kenilworth. When acting as Treasurer of School Monies, he/she shall be bonded for the faithful performance of his/her duties as Acting Treasurer in the amount of \$2,500.00. Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

ANNUAL APPOINTMENT RESOLUTIONS

**Appointment of the Business Administrator
Board Secretary**

RESOLUTION #9: Introduced by Laudati who moved its adoption, seconded by David, Be It Resolved, That the Kenilworth Board of Education appoints Vincent A. Gonnella as Business Administrator/Board Secretary for the 2018 organizational year. Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Treasurer of School Monies

RESOLUTION #10: Introduced by Laudati who moved its adoption, seconded by David, Be It Resolved, That the Kenilworth Board of Education appoints Jeanne Decker as Treasurer of School Monies for the 2018 organizational year. Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Board Attorney

RESOLUTION #11: Introduced by Laudati who moved its adoption, seconded by David, Approval of Board Attorney:

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WHEREAS, there exists a need for board counsel services in connection with Kenilworth Board of Education, for the 2018 organizational year, and

WHEREAS, such board counsel services can be provided only by a board counsel firm and the firm of *Porzio, Bromberg & Newman* of Morristown, NJ, is so recognized as such a firm; and

WHEREAS, any and all work performed beyond the board counsel services will be payable to *Porzio, Bromberg & Newman* of Morristown, NJ, upon the submission of a voucher setting forth the time expended as follows:

Annual Retainer \$12,000 includes:

- Attendance at up to 12 Board Meetings, as needed, or at the discretion of the Board
- All telephone calls from Board President, Superintendent, and Business Administrator
- Simple legal opinions needing little or no research (verbal opinions)
- Simple review of board documents, policy review not requiring written opinions or extensive research, review of monthly Board meeting agenda

Hourly Rate for other legal matters will be billed at a rate of:

\$195 for all attorneys

\$145 for Paralegals

NOW, THEREFORE, BE IT RESOLVED, BY THE KENILWORTH BOARD OF EDUCATION IN THE COUNTY OF UNION AS FOLLOWS:

1. The board counsel firm of *Porzio, Bromberg & Newman* of Morristown, NJ is hereby retained to provide board counsel services necessary in conjunction with the Kenilworth Board of Education.
2. The Contract is awarded without competitive bidding as a "Professional Service" in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession.
3. A copy of this resolution as well as the proposal shall be placed on file with the Secretary of the Board.
4. *Porzio, Bromberg & Newman* has completed and submitted a C271 Political Contribution Disclosure Form in accordance with Section 2 of P.L. 2006, c271.

Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur,

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Jankiewicz, Laudati and Zimmerman.

Labor Counsel

RESOLUTION #12: Introduced by Laudati who moved its adoption, seconded by David,
Approval of Labor Counsel:

WHEREAS, there exists a need for labor counsel services in connection with Kenilworth Board of Education, for the 2018 organizational year, and

WHEREAS, such labor counsel services can be provided only by a labor counsel firm and the firm of *Sciarrillo Cornell L.L.C* of Westfield, NJ, is so recognized as such a firm; and

WHEREAS, any and all work performed beyond the labor counsel services will be payable to *Sciarrillo Cornell L.L.C* upon the submission of a voucher setting forth the time expended as follows:

\$160/hour: All administrative hearings, court proceedings, litigation, arbitration, grievances, unfair labor practices, negotiations mediation, fact-finding, all research, preparation, and consultation with the board representatives, interviewing witnesses, and the like, associated with negotiations, litigation, administrative hearings and court proceedings, general research and miscellaneous legal work.

NOW, THEREFORE, BE IT RESOLVED, BY THE KENILWORTH BOARD OF EDUCATION IN THE COUNTY OF UNION AS FOLLOWS:

1. The labor counsel firm *Sciarrillo Cornell, L.L.C.* is hereby retained to provide labor counsel services necessary in conjunction with the Kenilworth Board of Education.
2. The Contract is awarded without competitive bidding as a "Professional Service" in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession.
3. A copy of this resolution as well as the proposal shall be placed on file with the Secretary of the Board.
4. *Sciarrillo Cornell, L.L.C.* has completed and submitted a C271 Political Contribution Disclosure Form in accordance with Section 2 of P.L. 2006, c271.
5. The approval of this resolution is based upon the approval of the Board Attorney.

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Motion carried 8-0-1. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz and Zimmerman. Abstaining was: Laudati.

Bond Counsel

RESOLUTION #13: Introduced by Laudati who moved its adoption, seconded by David, Approval of Bond Counsel:

WHEREAS, there exists a need for bond counsel services in connection with Kenilworth Board of Education, for the 2018 organizational year, and

WHEREAS, such bond counsel services can be provided only by a board counsel firm and the firm of *Wilentz, Goldman and Spitzer*, is so recognized as such a firm; and

WHEREAS, any and all work performed beyond the bond counsel services will be payable to *Wilentz, Goldman and Spitzer*, upon the submission of a voucher setting forth the time.

NOW, THEREFORE, BE IT RESOLVED, BY THE KENILWORTH BOARD OF EDUCATION IN THE COUNTY OF UNION AS FOLLOWS:

1. The bond counsel firm *Wilentz, Goldman and Spitzer* is hereby retained to provide bond counsel services necessary in conjunction with the Kenilworth Board of Education.
2. The Contract is awarded without competitive bidding as a "Professional Service" in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A(a)(l), because it is for services performed by persons authorized by law to practice a recognized profession.
3. A copy of this resolution as well as the proposal shall be placed on file with the Secretary of the Board.
4. *Wilentz, Goldman and Spitzer* has completed and submitted a C271 Political Contribution Disclosure Form in accordance with Section 2 of P.L. 2006, c271.
5. The approval of this resolution is based upon the approval of the Board Attorney.

Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Auditing Services

RESOLUTION #14: Introduced by Laudati who moved its adoption, seconded by David, Appointment of Auditor:

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WHEREAS, there exists a need for Auditing Services, and

WHEREAS, the firm of *Robert Hulsart & Company* is licensed to provide such services, and

WHEREAS, the Board of Education has reviewed the firm's most recent Peer Review report, and

WHEREAS, funds in the amount of \$15,500 are or will be available for this purpose.

NOW, THEREFORE, BE IT RESOLVED BY THE KENILWORTH BOARD OF EDUCATION IN THE COUNTY OF UNION AS FOLLOWS:

1. The auditing firm of *Robert Hulsart & Company* is hereby retained to provide Auditing services for the 2017-2018 School Year in accordance with the Request for Proposal and their proposal.
2. The contract is awarded without competitive bidding as a "Professional Service" in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession.
3. The Board appoints Robert Hulsart as the Partner in charge of the audit.
4. The Board of Education is required to review firm's most recent Peer Review report prior to the engagement of the annual audit, and to acknowledge its review of the report in the minutes that authorize the engagement of the public school accountant.
5. *Robert Hulsart & Company* has completed and submitted a C271 Political Contribution Disclosure Form in accordance with Section 2 of P.L. 2006, c271.
6. A copy of this resolution as well as the engagement letter shall be placed on file with the Secretary of the Board.

Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Extraordinary Unspecifiable Services

RESOLUTION #15: Introduced by Laudati who moved its adoption, seconded by David, Be It Resolved, That the Kenilworth Board of Education appoints the following services for the 2018 organizational year:

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Risk Management/Insurance:

CBIZ Insurance Agency
Risk Manager: Lee Nestel

Health Benefits Broker

Brown & Brown Benefits Advisors
Agent: Anthony Ciardella

Be It Further Resolved, that these Contracts are awarded without competitive bidding as a “Extraordinary Unspecifiable Services” in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-5a(10) because it is for services performed by persons authorized by law to practice a recognized profession.

Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Appointment of Advisors & Consultants

RESOLUTION #16: Introduced by Laudati who moved its adoption, seconded by David, Be It Resolved, That the Kenilworth Board of Education appoints the following professional services for the 2018 organizational year:

Financial Advisory Services

Phoenix Advisors, LLC.
Advisor: Robbi S. Acampora

Architect of Record

SSP Architectural Firm
Representative: Scott Mihalick

Environmental Services

Partners Engineering Services, Inc.
Project Manager: Matt Genna

Board Policy Service

Strauss Esmay Associates, Inc.
Representative: Philip Nicaastro

E-Rate Consultants:

On-Tech Consulting, Inc.
Representative: Dan Riordon

Be It Further Resolved, that these Contracts are awarded without competitive bidding as a

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“Professional Services” in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession. Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Appointment of PACO

RESOLUTION #17: Introduced by Laudati who moved its adoption, seconded by David, Be It Resolved, That the Kenilworth Board of Education designates Vincent A. Gonnella, Business Administrator as the Public Agency Compliance Officer (PACO) for the 2018 organizational year. Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

KBOE Curriculum Complies with NJSLs

RESOLUTION #18: Introduced by Laudati who moved its adoption, seconded by David, Be It Resolved, That the Kenilworth Board of Education certifies that the district complies with the New Jersey State Learning Standards through its curriculum, units, lessons and assessments:

Standard	Content Area	State Board Adoption Date
1	Visual and Performing Arts	July 9, 2014
2	Comprehensive Health and Physical Education	July 9, 2014
3	English Language Arts	May 4, 2016
4	Mathematics	May 4, 2016
5	Science	July 9, 2014
6	Social Studies	July 9, 2014
7	World Languages	July 9, 2014
8	Technology	October 1, 2014
9	21 st Century Life and Careers	October 1, 2014

Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Textbooks List

RESOLUTION #19: Introduced by Laudati who moved its adoption, seconded by David, Be It Resolved, That the following textbook list, currently in force and effect is hereby adopted by the Board of Education for the 2018 organization year as follows:

Textbook Title	Publisher	Copyright	Grade
LA Reading Street K.1 Bookshelf Set	Pearson	2013	Kindergarten
LA Reading Street K.2 Bookshelf Set	Pearson	2013	Kindergarten
LA Reading Street K.3 Bookshelf Set	Pearson	2013	Kindergarten

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LA Reading Street K.4 Bookshelf Set	Pearson	2013	Kindergarten
LA Reading Street K.5 Bookshelf Set	Pearson	2013	Kindergarten
LA Reading Street K.6 Bookshelf Set	Pearson	2013	Kindergarten
Mathematics Go Math	Houghton Mifflin Harcourt	2012	Kindergarten
Social Studies Big Book Set	Nystrom	2011	Kindergarten
Life Science Foss Big Book & Kit	Delta Education	2005	Kindergarten
Making Music Big Book Set	Silver Burdett	2006	Kindergarten
Language Arts Readers/Writers Notebooks	Pearson	2013	Kindergarten
Language Arts Reading Street 1.R Anthology	Pearson	2013	Grade 1
Language Arts Reading Street 1.1 Anthology	Pearson	2013	Grade 1
Language Arts Reading Street 1.2 Anthology	Pearson	2013	Grade 1
Language Arts Reading Street 1.3 Anthology	Pearson	2013	Grade 1
Language Arts Reading Street 1.4 Anthology	Pearson	2013	Grade 1
Language Arts Reading Street 1.5 Anthology	Pearson	2013	Grade 1
Mathematics Go Math	Houghton Mifflin Harcourt	2012	Grade 1
Social Studies Map & Globe Kit	Nystrom	2011	Grade 1
Life Science Foss Big Book & Kit	Delta Education	2005	Grade 1
Making Music Big Book Set Volume 1	Silver Burdett	2006	Grade 1
Making Music Big Book Set Volume 2	Silver Burdett	2006	Grade 1
Language Arts Reading Street 2.1 Anthology	Pearson	2013	Grade 2
Language Arts Reading Street 2.2 Anthology	Pearson	2013	Grade 2
Mathematics Go Math	Houghton Mifflin Harcourt	2012	Grade 2
Social Studies Map & Globe Kit	Nystrom	2011	Grade 2
Life Science Foss Big Book & Kit	Delta Education	2005	Grade 2
Making Music Big Book Set Volume 1	Silver Burdett	2006	Grade 2
Making Music Big Book Set Volume 2	Silver Burdett	2006	Grade 2
Language Arts Reading Street 3.1 Anthology	Pearson	2013	Grade 3
Language Arts Reading Street 3.2 Anthology	Pearson	2013	Grade 3
Mathematics Go Math	Houghton Mifflin Harcourt	2012	Grade 3
Social Studies Communities	Pearson	2011	Grade 3
Science Grade 3	Harcourt	2009	Grade 3
Making Music Grade 3	Silver Burdett	2005	Grade 3
Language Arts Reading Street 4.1 Anthology	Pearson	2013	Grade 4
Language Arts Reading Street 4.2 Anthology	Pearson	2013	Grade 4
Mathematics Go Math	Houghton Mifflin Harcourt	2012	Grade 4
Social Studies New Jersey	Scott Foresman	2011	Grade 4
Social Studies Regions	Scott Foresman	2011	Grade 4
Science Grade 4	Harcourt	2006	Grade 4
Making Music Grade 4	Silver Burdett	2005	Grade 4

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Stand. of Excellence Compreh. Band	Neil Kjos Music Co.	2006	Grade 4
Language Arts Reading Street 5.1 Anthology	Pearson	2013	Grade 5
Language Arts Reading Street 5.2 Anthology	Pearson	2013	Grade 5
Mathematics Go Math	Houghton Mifflin Harcourt	2012	Grade 5
Social Studies United States	Pearson	2011	Grade 5
Science Grade 5	Harcourt	2008	Grade 5
Making Music Grade 5	Silver Burdett	2005	Grade 5
Stand. of Excellence Compreh. Band	Neil A. Kjos Music Co.	2006	Grade 5
Social Studies My World History	Pearson	2012	Grade 6
Survey Pro Guide	Pearson	2013	Grade 6
Mathematics Grade 6	Holt McDougal	2012	Grade 6
Mathematics Grade 7	Holt McDougal	2012	Grade 6
Elements of Literature	Holt	2005	Grade 6
Integrated Science	McGraw Hill	2012	Grade 6
Making Music Grade 6	Silver Burdett	2005	Grade 6
Stand. of Excellence Compreh. Band	Neil A. Kjos Music Co.	2006	Grade 6
Language Arts Reading Street 6.1 Anthology	Pearson	2013	Grade 6
Language Arts Reading Street 6.2 Anthology	Pearson	2013	Grade 6
Mathematics Grade 7	Holt McDougal	2012	Grade 7
Literature Grade 7	Holt McDougal	2012	Grade 7
Social Studies My World History	Pearson	2012	Grade 7
Integrated Science	McGraw Hill	2012	Grade 7
Mathematics Grade 8	Houghton Mifflin Harcourt	2012	Grade 8
Algebra I	Houghton Mifflin Harcourt	2012	Grade 8
Geometry	Houghton Mifflin Harcourt	2012	Grade 8
Literature Grade 8	Holt McDougal	2012	Grade 8
Social Studies The American Journey	McGraw Hill	2012	Grade 8
Integrated Science	McGraw Hill	2012	Grade 8
Health Skills for Wellness	Prentice Hall	2003	Grade 9-12
Human Sexuality	Glencoe McGraw Hill	2012	Grade 9-12
Glen 2014 Health (Without Human Sexuality)	Glencoe McGraw Hill	2014	Grade 9-12
Language Arts Grade 9	Holt McDougal	2012	Grade 9-12
Language Arts Grade 10 (English 4)	Holt McDougal	2012	Grade 9-12
Language Arts Grade 11 (American Lit)	Holt McDougal	2012	Grade 9-12
Language Arts Grade 12 (British Lit)	Holt McDougal	2012	Grade 9-12
Algebra I	Holt McDougal	2012	Grade 9-12
Algebra II	Holt McDougal	2012	Grade 9-12
Geometry	Larson Holt McDougal	2012	Grade 9-12
Finite Mathematics	Pearson	2012	Grade 9-12

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Pre-Calculus: A Unit Circle Approach	Pearson	2014	Grade 9-12
Calculus - Larson	Houghton Mifflin	2006	Grade 9-12
Ace the AP Calculus Exam	McDougal Littell	2004	Grade 9-12
Advanced Math Concepts Pre-Calculus	Prentice Hall	2015	Grade 9-12
Bock, Stats: Modeling the World	Pearson	2004	Grade 9-12
Principles of Business	South-Western	2012	Grade 9-12
Personal Financial Literacy, 2nd ed.	Pearson	2000	Grade 9-12
Entrepreneurship	Cengage	2005	Grade 9-12
Business Principles & Management	South-Western	2008	Grade 9-12
Introductory Accounting I & II	South-Western	2009	Grade 9-12
Microsoft Office 2007	Cengage	2009	Grade 9-12
Computer Applications	EMC Paradigm	2009	Grade 9-12
Campbell Biology AP	Pearson	2011	Grade 9-12
Earth Science	Holt McDougal	2010	Grade 9-12
Modern Biology	Holt	2009	Grade 9-12
Chemistry - Zumdahl 6th Edition - AP	Houghton Mifflin	2003	Grade 9-12
AP Chang Chemistry	McGraw-Hill	2014	Grade 9-12
Chemistry - Regular Modern Chemistry	Holt Rinehart & Winston	2009	Grade 9-12
Physics	Holt	2009	Grade 9-12
AP Environmental Science	McGraw-Hill	2015	Grade 9-12
Environmental Science	Holt	2008	Grade 9-12
A People and a Nation	Houghton Mifflin	1998	Grade 9-12
The World Today 9th Edition	AMSCO	2012	Grade 9-12
American History a Survey	Glencoe McGraw Hill	2003	Grade 9-12
American Military History - A Documentary	Wiley-Blackwell	2011	Grade 9-12
Psychology (Lefton)	Pearson	2006	Grade 9-12
American Odyssey	Glencoe McGraw Hill	2004	Grade 9-12
Street Law: A Course in Practical Law	Glencoe McGraw Hill	2005	Grade 9-12
Understanding the Holocaust	Walch	1995	Grade 9-12
Sociology (Henslin)	Pearson	2007	Grade 9-12
Myers' Psychology for AP	Worth Publishers/BFW	2011	Grade 9-12
Global Issues World Today 9th Edition	AMSCO School Publisher	2010	Grade 9-12
Exploring Italian (MS)	EMC Paradigm	2008	Grade 7-12
Sentieri	Vista	2016	Grade 7-12
Immagina	Vista	2016	Grade 7-12
Encuentros Maravillosos	Pearson	2011	Grade 7-12
Navegando 1	EMC Paradigm	2005	Grade 7-12
Navegando 2	EMC Paradigm	2005	Grade 7-12
Navegandos 3	EMC Paradigm	2005	Grade 7-12

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Una Vez Mas	Longman	1993	Grade 7-12
Abriendo Paso AP Spanish	Longman	1989	Grade 7-12
Abriendo Paso Gramatica	Heinle & Heinle	1995	Grade 7-12
Music! It's Role & Importance in our Lives	Glencoe McGraw Hill	2006	Grade 7-12
Stand. of Excellence Compreh. Band	Neil A. Kjos Music Co.	2006	Grade 7-12
Longman Cornerstone Grade 1	Pearson	2009	Grade K-12
Longman Cornerstone Grade 2	Pearson	2009	Grade K-12
Longman Cornerstone Level A	Pearson	2009	Grade K-12
Longman Cornerstone Level B	Pearson	2009	Grade K-12
Longman Cornerstone Level C	Pearson	2009	Grade K-12
Longman Cornerstone Level D	Pearson	2009	Grade K-12
Longman Cornerstone Level E	Pearson	2009	Grade K-12
Longman Cornerstone Level F	Pearson	2009	Grade K-12
Making Connections 1	Heinle & Heinle	1996	Grade K-12
Making Connections 2	Heinle & Heinle	1996	Grade K-12
Making Connections 3	Heinle & Heinle	1996	Grade K-12
Voices in Literature Gold	Heinle & Heinle	1996	Grade K-12
Voices in Literature Silver	Heinle & Heinle	1996	Grade K-12
Voices in Literature Bronze	Heinle & Heinle	1996	Grade K-12
Traits for Writing	Scholastic	2010	Grade K-6

Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Curriculum & Programs

RESOLUTION #20: Introduced by Laudati who moved its adoption, seconded by David, Be It Resolved, That the Programs and Curriculum Guides currently in force and effect are hereby adopted by the Board of Education for the 2018 organization year as follows:

Title of Curriculum	Original Adoption
English Language Arts K-6	10/13/2015
English Language Arts 7-8	10/15/2013
English Language Arts 9-12	10/15/2013
English Language Arts BSI K-6	8/11/2014
English as a Second Language K-5	8/11/2014
English as a Second Language 6-12	8/11/2014
Creative Writing	7/11/2016
Journalism	7/11/2016
Public Speaking	7/11/2016
Library K-6	8/11/2014

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Library 7-8	8/11/2014
Library 9-12	8/11/2014
Algebra I	8/13/2012
Geometry	8/13/2012
Algebra II	8/13/2012
Finite	8/11/2014
Statistics	8/11/2014
Pre-Calculus	1/14/2013
Calculus	10/15/2013
AP Calculus	10/15/2013
Math BSI 1-5	8/11/2014
Math K-6	8/13/2012
Math 7	7/11/2016
Math Pre-Algebra	8/11/2014
Science K-5	7/11/2016
Science 6	7/11/2016
Science 7-8	7/11/2016
Biology	5/11/2015
Biology H	5/11/2015
AP Biology	3/13/2017
Chemistry	5/11/2015
Chemistry H	5/11/2015
Environmental Science	3/13/2017
Physics	3/13/2017
Physics H	3/13/2017
AP Environmental	3/13/2017
Social Studies K-6	9/12/2011
Social Studies 7-8	8/13/2012
US History I	8/13/2012
US History II	8/13/2012
AP Psychology	5/11/2015
Criminal Justice	5/11/2015
Global Studies	8/13/2012
Military History	7/11/2016
Psychology	5/11/2015
Sociology	5/11/2015
Gifted and Talented 3-6	8/13/2012

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Counseling/Guidance K-6	11/12/2012
Counseling/Guidance 7-8	7/11/2016
Counseling/Guidance 9-12	11/12/2012
Life Skills and Careers 7-8	4/11/2016
Life Skills and Careers 9-12	4/11/2016
PSLP 7-8	8/11/2014
PSLP 9-12	8/11/2014
Technology K-6	11/8/2010
Technology 7-8	11/8/2010
Instructional Tech 9	11/8/2010
Integrated Tech 10-12	11/8/2010
Web Design 9-12	1/14/2013
Comp Programing 9-12	5/11/2015
Accounting I	5/11/2015
Accounting II	5/11/2015
Robotics	7/11/2016
21st Century Life and Careers K-6	4/11/2016
21st Century Life and Careers 7-8	4/11/2016
21st Century Life and Careers 9-12	4/11/2016
General Music K-6	12/10/2012
Visual Arts K-6	1/14/2013
Instrumental Music 4-6	12/10/2012
Instrumental Music 7-8	12/10/2012
Music Appreciation 7-8	12/10/2012
Theatre Appreciation 7-8	12/10/2012
Art Cycle 7	7/11/2016
Art Cycle 8	1/14/2013
Advanced Art Studio 11-12	1/14/2013
AP Art Studio	5/11/2015
Art Beyond the Classroom 11-12	5/11/2015
Drawing 9-12	1/14/2013
Digital Imaging and Photo I	1/14/2013
Digital Imaging and Photo II	1/14/2013
Intro to Dramatics 9-12	7/11/2016
Graphic Design 9-12	1/14/2013
Music Appreciation 9-12	12/10/2012
Painting 9-12	1/14/2013

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Painting (Advanced) 10-12	5/11/2015
Printing and Ceramics 10-12	1/14/2013
Theatre Appreciation I	7/11/2016
Theatre Appreciation II	5/11/2015
Vocal Music 9-12	7/9/2012
Yearbook 10-12	7/11/2016
Health K-6	8/11/2014
Physical Education K-6	1/14/2013
Health 7-8	1/14/2013
Physical Education 7-8	1/14/2013
Health 9	1/14/2013
Health 10	1/14/2013
Health 11-12	1/14/2013
Physical Education 9-12	1/14/2013
Intro to Italian	12/11/2017
Italian 1	12/11/2017
Italian 2	12/11/2017
Italian 3 Honors	12/11/2017
Italian 4 Honors	12/11/2017
Italian 5 Honors	12/11/2017
Introduction to Spanish	1/14/2013
Spanish Cycle	1/14/2013
Spanish 1	1/14/2013
Spanish 2	1/14/2013
Spanish 3	1/14/2013
Spanish 4	1/14/2013

Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

RESOLUTION: Introduced by David, 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 negotiations and attorney client privilege**, 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.

Closed Session: 8:05 p.m.

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At 8:25 p.m. President Zimmerman reconvened the public session, and informed the public that **the Board took no action in private executive session.**

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

Meeting adjourned 8:25 p.m.

Respectfully submitted,

Vincent A. Gonnella
Secretary to the Board

January 8, 2018

A **regular meeting** of the Kenilworth Board of Education **was called to order** at 6:30 p.m. by President Nancy Zimmerman, in the Board of Education Conference Room of the Brearley School on **January 8, 2018**.

This meeting is being held in accordance with the schedule of meetings adopted at the organizational meeting held January 3, 2018. **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**. Notice of the starting time change for this meeting was provided on January 5, 2018.

President Zimmerman led the **salute to the Flag**.

Upon **roll call**, the following members were present: Robert Beiner, Genean Braun, Gregg David, Paulette Drogon, Annmarie Duda, Ryan Haberthur (6:35 p.m.), Mark Jankiewicz, Anthony Laudati, and Nancy Zimmerman.

Also in attendance were Dr. Thomas Tramaglino, Superintendent, Vincent A. Gonnella, Board Secretary/Business Administrator and M.L. Fabian, Attorney.

Closed Executive Session

RESOLUTION: Introduced by Braun, 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 personnel/student matters (HIB Hearing on Case #17-18-0013) and attorney client privilege, 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.

At 7:49 p.m. President Zimmerman reconvened the public session, and informed the public that **the Board took no action in private executive session**.

The following members of the administrative team were present: Brian Luciani, Director of Academics; Dana Chibbaro, Principal; Michele Tiedemann, Supervisor of Special Services; Scott Miller, Supervisor of Athletics; Ronald Bubnowski, Assistant Principal; John Foscolo, Assistant Principal; Joant Rodriguez, Manager of IT; Christopher Caponegro, Supervisor of Building & Grounds; Lauren Bound, Supervisor of Instruction, and Dana Cansian, Supervisor of Instruction.

Approximately twelve (12) members of the public were present.

Minutes of the Secretary, a copy having been sent to each Board Member (December 11, 2017) were approved upon motion by Drogon, seconded by Braun. Motion carried 9 to 0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, A. Laudati, and Zimmerman.

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Correspondence: (see attachments)

1. Letter dated 12/12/17 from Drew Vanderzee to Vincent Gonnella Re: Resignation.
2. Letter dated 12/12/17 from Jill Cagney to Dr. Tramaglini Re: Resignation.
3. Letter dated 12/11/17 from Robert L. Bumpus, Assistant Commissioner, Division of Field Services to Dr. Tramaglini Re: Kenilworth Review Placement.
4. Letter dated 11/20/17 from Assemblywoman Nancy Munoz to Vincent Gonnella Re: New Procurement protocol by the Dept. of Agriculture.
5. Letter dated 12/12/17 from Vincent Gonnella to Scott Miller Re: PSA Negotiations.
6. Letter dated 12/12/17 from Vincent Gonnella to Gabrielle Conde, SBA/BS Winfield Re: Negotiations for a successor Send/Receive Agreement.

Motion was made by Duda, seconded by Drogon, 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: All State Cheerleader - Allegra Wyrick
- b. District/Superintendent Update: Dr. Tramaglini
 - i. Dr. Tramaglini reviewed the details of the Kenilworth Healthy Kids Grant and how it will positively impact our students.
 - ii. Last month Mr. Gonnella and Dr. Tramaglini had an opportunity to meet with the Executive County Superintendent of Schools to conduct the Mid-year Budget Review. The ECS Torres had positive comments regarding our financial positions.
 - iii. Also last month the State DOE met with our administration for a NJQSAC review. The meeting went well thanks to Mr. Luciani, Mrs. Bound and Ms. Cansian.
 - iv. A relationship with UCC and the BOE is starting to take shape.
 - v. Choice Lottery was successfully held in December.
- c. Superintendent's HIB Report (December 2017)

COMMITTEE REPORTS & REVIEW OF RESOLUTIONS:

Finance & Facilities: Anthony Laudati, Chairperson.

- Snow removal went well last week. This was Mr. Caponegro's first major storm and it was handled efficiently.
- Mr. Caponegro has begun the search for a Head Custodian and we expect a recommendation to the Board in February.

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- FY '19 Phase I budget review has begun on the administrative level. The Committee will be meeting later in the month to tackle this matter.
- No significant line item transfers this month.
- Agenda resolutions were reviewed.

Curriculum & Instruction: Annmarie Duda, Chairperson.
Mrs. Duda reviewed the resolutions on the agenda.

Personnel & Management: Gregg David, Chairperson.
Mr. David reviewed the resolutions on the agenda.
As an alumni of Brearley he is honored to speak before Mrs. Westbrook's class this week and is looking forward to it immensely.

Policy: Genean Braun, Chairperson.
There was one resolution on the agenda calling for the adoption of a policy on second reading.

OLD BUSINESS:

- Several Wall of Honor nominations have been received. A Board committee will be formed to review the nominations and make recommendations for the March meeting.

NEW BUSINESS: None

PUBLIC PARTICIPATION:

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

- Susan Dougherty, a parent spoke about her child's math teacher, and how the teacher developed a positive relationship with that parent. Her concern was there has been no information regarding how this personnel matter will affect her child.
- Jennifer Wetzel, a parent spoke on the same topic. Her child is concerned that there is no teacher in the class.
- Antoinette Famiglietti, a parent spoke on the same topic. Concerned with the marking period grades and what can be done to resolve the issue.
- Barbara Lospinoso, a parent spoke on the same topic. Stated the teacher was a great teacher and assisted her daughter tremendously.

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

ROLL CALL WAS TAKEN ON THE FOLLOWING RESOLUTIONS:

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Superintendent's Report

RESOLUTION #1: Introduced by Laudati who moved its adoption, seconded by David, Be It Resolved, That the Kenilworth Board of Education approves the report of the Superintendent for the month of December 2017.

Be It Further Resolved, That the Board of Education accepts the list of emergency drills conducted during the month of December 2017 as follows:

<u>School</u>	<u>Date</u>	<u>Drill Type</u>
Harding	12/4/2017	Fire
Harding	12/19//2017	Lockdown – Shelter in Place
Brearley	12/6/2017	Lockdown
Brearley	12/28/2017	Fire

Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Bill List

RESOLUTION #2: Introduced by Laudati who moved its adoption, seconded by David, Be It Resolved, That the attached bill list be approved for the month of December 2017 in the amount of \$2,314,393.05. Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Financial Reports

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

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 November 2017.

Line Item Transfers

RESOLUTION #4: Introduced by Laudati who moved its adoption, seconded by David, Whereas, pursuant to Board of Education Policy #3160, the Superintendent and Secretary to the Board have made the following line item transfers (December 2017) in the 2017-2018 school budget, Be It Resolved, That their actions be ratified and recorded in the minutes as per attached. Motion carried

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9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Conferences, Workshops & Travel

RESOLUTION #5: Introduced by Laudati who moved its adoption, seconded by David, 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:			
LeAnne Dunn	Adaptive PE for Students with Special Needs	1/25/2018	Warren, NJ
Lisa Psychojos	NJIDA Winter Institute Food for Thought	2/3/2018	Clark, NJ
Lisa Psychojos	NJSHA & NJIDA Literacy Learning Across the Grades	3/9/2018	Garwood, NJ
Jessica Esposito	NJSHA & NJIDA Literacy Learning Across the Grades	3/9/2018	Garwood, NJ
Sylvana Caplanis	You too can do ABA	5/9/18, 5/16/18, 5/23/18	New Providence, NJ
Rosanne Barilla	Special Ed & RTI	3/20/2018	New Providence, NJ
Jennifer Ruopp	Special Ed & RTI	3/20/2018	New Providence, NJ
Carol Carrara	Special Ed & RTI	3/20/2018	New Providence, NJ
Ewa Lavin	Special Ed & RTI	3/20/2018	New Providence, NJ
Nicholas DeBlasio	NGSS Engineering for Grades K-8	1/24/2018	Montclair, NJ
Renee Jernigan	NGSS Engineering for Grades K-8	1/24/2018	Montclair, NJ
Graceann Griffin	NGSS Engineering for Grades K-8	1/24/2018	Montclair, NJ
Saveria Campanile	NGSS Engineering for Grades K-8	1/24/2018	Montclair, NJ
Melissa Marks	NGSS Engineering for Grades K-8	1/24/2018	Montclair, NJ
Michael Klimchak	NGSS Engineering for Grades K-8	1/24/2018	Montclair, NJ
Saveria Campanile	NGSS Science Classroom 6-12	2/23/2018	Montclair, NJ
Joseph Mills	"Who Stole the Chocolate" Grades 1-5	3/9/2018	Montclair, NJ
Nicholas DeBlasio	"Who Stole the Chocolate" Grades 1-5	3/9/2018	Montclair, NJ
Renee Jernigan	"Who Stole the Chocolate" Grades 1-5	3/9/2018	Montclair, NJ
Melissa Marks	"Who Stole the Chocolate" Grades 1-5	3/9/2018	Montclair, NJ
Administration:			
Brian Luciani	PARCC District Training	3/7/2018	Monroe, NJ
Michele Tiedemann	Special Ed & RTI	3/20/2018	New Providence, NJ
Michele Tiedemann	Properly Prevent and Respond to Sexual Harassment in the School District	2/14/2018	Monroe, NJ
Brian Luciani	NJASA Techspo 2018	1/25-26/18	Atlantic City, NJ

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Dana Cansian	Strategies and Structures for Teaching Reading K-8	3/13/2018	New Providence, NJ
Dana Cansian	Intervention for Students with Dyslexia & Other Reading Differences K-12	3/12/2018	New Providence, NJ

Motion carried 8-0-1. Voting yes was: Beiner, Braun, David, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman. Abstaining was: Drogon

Kenilworth Healthy Kids-Grant

RESOLUTION #6: Introduced by David who moved its adoption, seconded by Laudati, Be It Resolved, That the Kenilworth Board of Education approves the New Jersey Communities Network for the Kenilworth Healthy Kids and Community Grant in the amount of \$20,000 for the period of 2017-2018 School Year and the 2018-2019 School Year. Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

NJTSS-ER-Grant

RESOLUTION #7: Introduced by David who moved its adoption, seconded by Laudati, Be It Resolved, that the Kenilworth Board of Education hereby approves the submission of a grant application for the NJ Tiered System of Support-Early Reading (NJTSS-ER) Grant for schools with students in grades K-3.

A description of the NJTSS-ER Grant is as follows:

Schools chosen to participate in the NJTSS-ER grant will receive the following:

- Three-year training sequence for district literacy coaches;
- Coaching for the district leadership team;
- Coaching for school principals on the role of the school leader in implementing NJTSS;
- Capacity building activities for educators and families to enhance family and community engagement;
- Training for teachers on specific reading strategies for use in tier 1, 2 and 3 literacy instruction; and
- Reimbursement up to \$2,000 per school for allowable costs associated with project activities.

Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

School Safety Specialist

RESOLUTION #8: Introduced by David who moved its adoption, seconded by Laudati, Whereas N.J. law P.L. 2017 c.162 requires the superintendent in each school district to designate an administrator as the School Safety Specialist for the district; and

Whereas, district superintendents should identify the administrator (one who holds an administrative certificate, per N.J.A.C.6A:9-2.1) as the School Safety Specialist by January 17, 2018; and

Whereas, responsibilities of the School Safety Specialist include supervising and providing oversight for all school safety and security personnel; ensuring safety and security policies and procedures are

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in compliance with state laws and regulations; and providing the necessary training and resources to school district staff in matters relating to school safety and security. The School Safety Specialist will also serve as the district's liaison with local law enforcement, as well as national, state and community agencies and organizations, in matters of school safety and security; and

Whereas, the Superintendent has determined that Vincent A. Gonnella, School Business Administrator/Board Secretary possesses the required qualifications and has designated him as the district's School Safety Specialist;

Now Therefore Be It Resolved, That the Kenilworth Board of Education appoint Vincent A. Gonnella, as the district's School Safety Specialist for the 2018 calendar year. Motion carried 9-0-0.

Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

PERSONNEL & MANAGEMENT

Vanderzee-Resignation

RESOLUTION #9: Introduced by David who moved its adoption, seconded by Haberthur, Be It Resolved, That the Kenilworth Board of Education accepts the resignation of Drew Vanderzee, a full-time Head Custodian for the Kenilworth School District, effective February 10, 2018. Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Cagney-Resignation

RESOLUTION #10: Introduced by David who moved its adoption, seconded by Haberthur, Be It Resolved, That the Kenilworth Board of Education accepts the resignation of Jill Cagney, a Social Worker for the Kenilworth School District, effective February 1, 2018. Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Desch - Employment of School Social Worker

RESOLUTION #11: Introduced by David who moved its adoption, seconded by Haberthur, Be It Resolved, That the Kenilworth Board of Education approves the recommendation of the Superintendent to employ Brittany Desch as a School Social Worker for David Brearley Middle-High School on Step 1 MA at an annual salary of \$67,698, prorated to February 1, 2018 start date, with full benefits in accordance with the KEA Agreement (pending completion of negotiations), for the 2017-2018 school year. Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

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Fuardo – Piccoli Maternity Leave Replacement

RESOLUTION #12: Introduced by David who moved its adoption, seconded by Haberthur, Be It Resolved, That the Kenilworth Board of Education approves the recommendation of the Superintendent to employ Dana Fuardo as a maternity leave replacement teacher for Desirae Piccoli effective 2/12/18 to 6/19/18 at a rate of \$135 per day with no benefits. In accordance with NJSA 18A:16-1.1, time accrued as a replacement teacher does not count towards tenure. Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

SOA for Paraprofessional Staff

RESOLUTION #13: Introduced by David who moved its adoption, seconded by Haberthur, Be It Resolved, That the Kenilworth Board of Education approves the Statement of Assurance Regarding the Use of Paraprofessional Staff as of January 1, 2018 for the 2017-2018 School Year. Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Substitute Staff

RESOLUTION #14: Introduced by David who moved its adoption, seconded by Haberthur, 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 2017-2018 school year:

Substitute Name	Per Diem Rates		Hourly Rates			
	Nurse	Teacher	Classroom Aide	Cafeteria Aide	Secretary	Custodian
Clark, Walter		\$105.00				
Green, Jonathan		\$ 85.00				
Montemurro, James		\$105.00				
Petruzzella, Christina		\$ 85.00	\$15.00			

Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

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Student Teachers

RESOLUTION #15: Introduced by David who moved its adoption, seconded by Haberthur, 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
Jaccoi, Ryan	Kean University	Anthony LaBruno

Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

CURRICULUM & INSTRUCTION

Curriculum Writing Approval

RESOLUTION #16: Introduced by Duda who moved its adoption, seconded by Jankiewicz, Be It Resolved, That the Kenilworth Board of Education approves the following staff to conduct team meetings and write curriculum and guides at a rate of \$41.00/hour (pending completion of negotiations).

Teacher	Program	#Hours	Total Stipend	Release Days	Account
Christa Candon	Transition	6	\$246	1.00	11-000-221-104-000
Marisa Zsamba	Introduction to Italian	6	\$246	0.00	11-000-221-104-000
Marisa Zsamba	Italian 1	6	\$246	0.00	11-000-221-104-000
Marisa Zsamba	Italian 2	6	\$246	0.00	11-000-221-104-000
Marisa Zsamba	Italian 3 Honors	6	\$246	0.00	11-000-221-104-000
Marisa Zsamba	Italian 4 Honors	6	\$246	0.00	11-000-221-104-000
Marisa Zsamba	Italian 5 Honors	6	\$246	0.00	11-000-221-104-000

Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Textbook Adoption

RESOLUTION #17: Introduced by Duda who moved its adoption, seconded by Jankiewicz, Be It Resolved, That the Kenilworth Board of Education adopts the following new textbook series upon the recommendation of the Superintendent:

Textbook Title	Publisher	Copyright	Grade
Biology	McGraw Hill	2017	Grades 9-12

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Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Curriculum Adoption

RESOLUTION #18: Introduced by Duda who moved its adoption, seconded by Jankiewicz, Be It Resolved, That the Kenilworth Board of Education approves the following curriculum guide upon the recommendation of the Superintendent:

Curriculum	BOE Approval	Updated
Mock Trial	1/8/2018	
Anti-Bullying	1/8/2018	

Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

Competition Cheerleading Trip

RESOLUTION #19: Introduced by Duda who moved its adoption, seconded by Jankiewicz, Be It Resolved, That the Kenilworth Board of Education approves a trip and early Friday dismissal for the David Brearley Middle/High School Competition Cheerleading team to Ocean City, Maryland from February 23-25, 2018 to compete in the “Reach the Beach” competition at no cost to the Board. Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

HIB November 2017

RESOLUTION #20: 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 November 1, 2017 to November 31, 2017 HIB Incident Report.

This report was disseminated to the Board of Education in December 2017 and reviewed by the Superintendent at the December 2017 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: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

POLICY REVIEW

Second Reading – Adopt

RESOLUTION #21: Introduced by Braun who moved its adoption, seconded by Drogon, 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 :

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Regulation 7441 Electronic Surveillance in School Buildings and on School Grounds

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

Meeting adjourned 8:35 p.m.

Respectfully submitted,

Vincent A. Gonnella
Secretary to the Board