

**March 12, 2018**

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 12, 2018**.

This meeting is being held in accordance with the schedule of meetings adopted at the organizational meeting held January 4, 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**.

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, Mark Jankiewicz, Anthony Laudati, and Nancy Zimmerman.

**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, Director of Academics; Kathleen Murphy, Principal; Dana Chibbaro, Principal; Michele Tiedemann, Supervisor of Special Services; Scott Miller, Supervisor of Athletics; John Foscolo, Assistant Principal; Lauren Bound, Supervisor of Instruction; and Dana Cansian, Supervisor of Instruction.

Twelve (12) members of the public were present.

**Minutes of the Secretary**, a copy having been sent to each Board Member (February 5 & 12, 2018) were approved upon motion by Duda, seconded by Drogon. Motion carried 9 to 0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, A. Laudati, and Zimmerman.

**Correspondence:** No public correspondence.

## **PRESENTATIONS:**

- a. Student Spotlight: David Brearley Wrestling/Rebecca Pizuto
- b. Brearley Program of Studies 2018-2019: Brian Luciani
- c. Professional Development Plan: Dr. Tramaglini
- d. Brearley Schedule for 2018-2019: Dr. Tramaglini
- e. Superintendent's HIB Report (February)

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

- Thanks the communities concerns regarding school safety. All schools were affected by

**March 12, 2018**

these events. We cannot give specifics on how we keep our kids safe. We do regularly address this matter and adjust our plans.

- Congratulations to Dr. Tiedemann who recently obtained her doctorate from Seton Hall. She recently defended her dissertation.
- Appreciated everyone's patience with the recent storms. Our goal is to keep all students and staff safe through these events.

## **COMMITTEE REPORTS & REVIEW OF RESOLUTIONS:**

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

- The Committee has been working diligently on the 2018-2019 budget since mid-January.
- Due to the changes to the Governor's budget message, State Aid will not be released until this Thursday.
- Traditionally, we would have been adopting a tentative budget this evening, but due to the change, we will not be able to do so. We are therefore recommending March 26<sup>th</sup> be scheduled to adopt the budget for submission to the ECS. The new deadline for submission is March 29<sup>th</sup>.
- It is hard to get an exact figure due to lack of State Aid calculations, but at this time we are projecting that the budget will need to be reduced from where we currently stand. Several contractual matters have made it difficult to stay within our cap and we anticipate reductions in the \$350,000 to \$800,000 range. At those levels, programs and staffing will be impacted negatively.
- Our staff did an outstanding job in dealing with last week's storm.
- We are currently out to bid for the summer construction projects. Bid opening is April 3<sup>rd</sup> and if all goes well we will award April 25<sup>th</sup>.
- Resolutions were reviewed.

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

Mrs. Duda reviewed resolutions on the agenda.

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

The committee met on 2/28/18 and reviewed staffing for 2018-2019. The Board will also be embarking on the CSA Evaluation and BOE Self Evaluation Process. Mr. David congratulated the recipients of the Teacher/Educator of the year awards. Mr. David reviewed the resolutions on the agenda.

**Policy:** Genean Braun, Chairperson.

There were a series of policy revisions and adoptions being considered this evening. Mrs. Braun reviewed the changes and impact.

**OLD BUSINESS:** None.

**March 12, 2018**

**NEW BUSINESS:**

- Mr. David asked about the use of teleconferencing in BOE Meetings. The Board and the Board attorney discussed this matter. The Board will investigate whether teleconferencing for committee meetings is acceptable.
- The Borough is planning on passing an ordinance to provide reserved parking for Kenilworth Combat Wounded Veteran's around the town. They would like to place one spot at Brearley. The Kenilworth PD will be responsible for enforcing the ordinance, not the BOE. The F & F Committee will investigate the matter further and provide a recommendation to the BOE at the April Meeting.

**PUBLIC PARTICIPATION:**

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

- James DeLuca – impressed with the new schedule. He spoke about concerns with the athletic program, specifically softball. He was concerned about the condition of the athletic fields, uniforms and lack of funding for the program.

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:**

**FINANCE & FACILITIES**

**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 February 2018.

Be It Further Resolved, That the Board of Education accepts the list of emergency drills conducted during the month of February 2018 as follows:

<u>School</u>	<u>Date</u>	<u>Drill Type</u>
Harding	2/14/2018	Fire
Harding	2/27//2018	Lockdown
Brearley	2/21/2018	Fire
Brearley	2/28/2018	Lockdown

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

**March 12, 2018**

**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 February 2018 in the amount of \$2,388,588.79. 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.

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 2018. Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

**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 (February 2018) in the 2017-2018 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: 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
<b>TEACHING STAFF:</b>			
Assunta Abdelaziz	NJ ABA Conference	3/23/2018	Somerset, NJ
Kristine Parente	Teaching the Whole Child	3/22/2018	Clark, NJ
Angela McGee	Teaching the Whole Child	3/22/2018	Clark, NJ
Jennifer Dieckmann	Teaching the Whole Child	3/22/2018	Clark, NJ
Samantha Nelson	Teaching the Whole Child	3/22/2018	Clark, NJ

**March 12, 2018**

Brittany Desch	Oppositional, Defiant and Disruptive	5/8/2018	Toms River, NJ
Assunta Abdelaziz	Best Practices for Addressing Core Symptoms of ASD	5/16/2018	Piscataway, NJ
Clarice Johnson	Judy Freeman's Winners!	5/15/2018	Somerset, NJ
Matt Pitarresi	Mark Mirabelli Track & Field Clinic	3/18/2018	Toms River, NJ
Marisa Zsamba	Accelerate Your Students' Use of the Target Language	5/3/2018	Middletown, NJ
Janice Marsili	AERA Annual Meeting	4/13/18 & 4/16/18	New York, New York
Jamie Hill	Timesaving Strategies to Integrate Your OT	3/19/2018	Newark, NJ
Ewa Lavin	Best Practices for Addressing Core Symptoms of ASD	5/16/2018	Piscataway, NJ
<b>CUSTODIAL STAFF:</b>			
Chris Parkhill	School Locking Hardware	4/11/2018	Secaucus, NJ
Janusz Naumiuk	School Locking Hardware	4/12/2018	Secaucus, NJ
Frank Sblendorio	School Locking Hardware	4/11-12/2018	Secaucus, NJ
<b>ADMINISTRATION:</b>			
Dana Cansian	Teaching the Whole Child	3/22/2018	Clark, NJ
Christopher Caponegro	ATRA Floor and Maintenance Training	4/21/2018	Union, NJ
Christopher Caponegro	Integrated Pest Management	4/20/2018	Bridgewater, NJ
Christopher Caponegro	Rutgers Annual Refresher AHERA	4/24/2018	Somerset, NJ

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

#### **NP Security Aid Expenditure Plan**

**RESOLUTION #6:** Introduced by Laudati who moved its adoption, seconded by David, Be It Resolved, That the Kenilworth Board of Education approves the expenditure plan of Nonpublic Security Aid funds for 2017-2018 at St. Theresa's School as follows:

<b>Item Description</b>	<b>Amount</b>	<b>Account</b>
CCTV Surveillance System	\$13,200.00	20-511-200-420-000

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

#### **Transportation**

**RESOLUTION #7:** Introduced by Laudati who moved its adoption, seconded by David, Be It Resolved, That the Kenilworth Board of Education approves the following bus company (new) for extra-curricular and athletic transportation in the event the MUJC is unable to provide transportation for a specific field trip or athletic competition:

<u><b>Company</b></u>	<u><b>Town</b></u>	<u><b>Phone</b></u>	<b>NJ Reg.</b>	<b>Insurance</b>
-----------------------	--------------------	---------------------	----------------	------------------

**March 12, 2018**

Broadway Elite Tours    East Hanover    (973) 515-8808

x	x
---	---

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

## **PERSONNEL & MANAGEMENT**

### **Fuchs-Resignation**

**RESOLUTION #8:** Introduced by David who moved its adoption, seconded by Braun, Be It Resolved, That the Kenilworth Board of Education approves a Separation Agreement and Release with Evan Fuchs pursuant to the terms set forth therein, including accepting his resignation effective end of business April 15, 2018, and authorizes the Board President to execute same. Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

### **Employment of Decker**

**RESOLUTION #9:** Introduced by David who moved its adoption, seconded by Braun, Be It Resolved, That the Kenilworth Board of Education approves the recommendation of the Superintendent to employ James Decker as the District Head Custodian, effective April 2, 2018, for the remainder of the 2017-2018 school year at a salary of \$52,000 pro-rated to start. Though not a member of the bargaining unit, benefits will be in accordance with the KEA Custodial Agreement. Mr. Decker will be granted 15 vacation days per year. Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

### **Trotta - Employment MS Mathematics Teacher**

**RESOLUTION #10:** Introduced by David who moved its adoption, seconded by Braun, Whereas, Samantha Trotta has been working as a substitute teacher in the Kenilworth School District since January 10, 2018;

Whereas, Samantha Trotta has subsequently completed all State requirements and has received the appropriate Teaching Certificates of Eligibility in Advanced Standing (CEAS) issued by the New Jersey Department of Education as of February 15, 2018;

Now Therefore Be It Resolved, That the Kenilworth Board of Education approves the recommendation of the Superintendent to employ Samantha Trotta as a leave replacement teacher in MS Mathematics at David Brearley Middle-High School effective March 13, 2018 to April 15, 2018 at a rate of \$135 per day with no benefits; and

Be It Further Resolved, That In accordance with NJSA 18A:16-1.1, time accrued as a replacement teacher does not count towards tenure; and

Be It Further Resolved, That the Kenilworth Board of Education approves the recommendation of the Superintendent to employ Samantha Trotta as a MS Mathematics Teacher for David Brearley

**March 12, 2018**

Middle-High School on Step 1 BA at an annual salary of \$59,593, prorated to April 16, 2018 effective 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.

**Price-Medical Leave of Absence Request**

**RESOLUTION #11:** Introduced by David who moved its adoption, seconded by Braun, Be It Resolved, That the Kenilworth Board of Education approves the medical leave of absence request from Peter Price, a custodian at the Harding School from 3/13/18 – 4/10/18. Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

**D'Arpa-Revised**

**Maternity Leave of Absence Request**

**RESOLUTION #12:** Introduced by David who moved its adoption, seconded by Braun, Whereas, on October 10, 2017 the Kenilworth Board of Education approved a maternity leave of absence for Tiffany D'Arpa, and

Whereas the original request did not include an unpaid leave of absence,

Whereas Tiffany D'Arpa is now requesting an unpaid leave of absence,

Now Therefore Be It Resolved, That the Kenilworth Board of Education approves the revised maternity leave of absence request from Tiffany D'Arpa as follows:

12/01/17	Delivery date
11/09/17- 01/12/18	Use of 36 sick days
12/25/17 - 01/01/18	Winter break
01/16/18 – 04/20/18	Twelve (12) weeks of unpaid leave to bond with newly born child; concurrently designated as FMLA and NJFMLA leave.
03/30/18 - 04/06/18	Spring Break
04/23/18 - 06/19/18	Unpaid Leave

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

**Griffiths-Revised**

**Maternity Leave of Absence Request**

**RESOLUTION #13:** Introduced by David who moved its adoption, seconded by Braun, Whereas on December 11, 2017, the Kenilworth Board of Education approved a maternity leave of absence for Amie Griffiths, and

Whereas the original request was for eight weeks of unpaid leave concurrently designated as NJFLA leave,

**March 12, 2018**

Whereas Amie Griffiths is now requesting to extend her NJ family leave to twelve (12) weeks and to return on October 1, 2018,

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

03/05/18	Anticipated date of delivery
03/01/18 - 04/23/18	Use of personal illness days
03/30/18 - 04/08/18	Spring Break
4/24/18 - 09/30/18	Twelve (12) weeks of unpaid leave to bond with newly born child; concurrently designated as FMLA and NJFMLA leave.
06/19/18 - 09/03/18	Summer break
10/01/18	Anticipated return date

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

#### **2017-2018 Educators of the Year**

**RESOLUTION #14:** Introduced by David who moved its adoption, seconded by Braun, Be It Resolved, That the Kenilworth Board of Education recognizes the following teachers and educational services professionals as recipients of the 2018 Educator of the Year recognition programs:

Karen Goger - Teacher of the Year – Harding Elementary School  
Candace Grimaldi – Teacher of the Year - David Brearley Middle School  
Amy Efczak – Teacher of the Year – David Brearley High School  
Kristen Jeans - Educational Services Professional – Harding Elementary School

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

#### **Curriculum Writing**

**RESOLUTION #15:** Introduced by David who moved its adoption, seconded by Braun, 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:

Teacher	Program	#Hours	Total Stipend	Release Days	Account
Lynne Smith	AP Calculus BC	6	\$246	1	11-000-221-104-000
Brittany Butler	Algebra I A	6	\$246	1	11-000-221-104-000
Michele Ryan	Algebra I B	6	\$246	1	11-000-221-104-000



**March 12, 2018**

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

**Book Room Maintenance**

**RESOLUTION #16:** Introduced by David who moved its adoption, seconded by Braun, Be It Resolved, That the Kenilworth Board of Education approves staff to complete book room maintenance at a rate of \$41.00/hour as follows:

Teacher	Program	#Hours	Total Stipend	Account
Jennifer Dieckmann	Bookroom Maintenance K-2	6	\$246	11-000-221-104-000
Pina Toto	Bookroom Maintenance K-2	6	\$246	11-000-221-104-000
Saveria Campanile	Bookroom Maintenance 3-6	6	\$246	11-000-221-104-000
Graceann Griffin	Bookroom Maintenance 3-6	6	\$246	11-000-221-104-000

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

**Professional Development Plan**

**RESOLUTION #17:** Introduced by David who moved its adoption, seconded by Braun, Be It Resolved, That the Kenilworth Board of Education approves the 2018-2019 Professional Development Plan (PDP) for Kenilworth Public Schools. Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

**Student Teachers**

**RESOLUTION #18:** Introduced by David who moved its adoption, seconded by Braun, Be It Resolved, That the Kenilworth Board of Education approves the following to participate as practicum student(s)/observer(s)/student teacher(s) in the Kenilworth School District as directed by their individual college/university, at no cost to the Board.

Student Teacher	College/University	Cooperating Teacher
Ciccone, Amanda	Montclair State University	Megan Harrison
Matos, Danielle	Fairleigh Dickinson University	Michael Klimchak, Megan Loconte, Kelly Starke

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

**Substitute Staff**

**RESOLUTION #19:** Introduced by David who moved its adoption, seconded by Braun, Be It Resolved, That the Kenilworth Board of Education approves the hiring pursuant to the provisions of N.J.S.A. 18A:6.7.1 et seq., N.J.S.A. 18A:39-17 et seq., or N.J.S.A. 18a:6-4.13 et seq., as

**March 12, 2018**

applicable to the employment of the following substitute teacher(s), home instructor(s), secretaries, custodian(s) 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
Crincoli, Suzanne	\$200.00					
Dino, James		\$105.00				
Finistrella, Joseph		\$ 85.00				
Fuardo, Dana		\$ 95.00				
Jaccoi, Ryan		\$ 85.00				
LaCorte, Michael		\$ 95.00				
Melendez, Lillian		\$ 95.00				

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

## CURRICULUM & INSTRUCTION

### Curriculum Adoption

**RESOLUTION #20:** Introduced by Duda who moved its adoption, seconded by Jankiewicz, Be It Resolved, That the Kenilworth Board of Education adopt the following curriculum which has been updated to be aligned with the NJSL Standards.

Curriculum	Prior BOE Adoption	Revised
English II	10/15/2013	3/12/2018
English III	10/15/2013	3/12/2018
English IV	10/15/2013	3/12/2018
Grade 7 World History	8/13/2012	3/12/2018
Grade 7 ELA	10/15/2013	3/12/2018
Grade 7 Music Cycle	12/10/2012	3/12/2018
Grade 8 Music Cycle	12/10/2012	3/12/2018
Grade 7-8 Instrumental Music	12/10/2012	3/12/2018
Grade 4 Social Studies	9/12/2011	3/12/2018
Grade 1 Social Studies	9/12/2011	3/12/2018
Gifted & Talented Grades 3-6	8/13/2012	3/12/2018
Music Appreciation Grades 9-12	12/10/2012	3/12/2018

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

**March 12, 2018**

**Home Instruction**

**RESOLUTION #21:** Introduced by Duda who moved its adoption, seconded by Jankiewicz, Be It Resolved, That the Kenilworth Board of Education approves the following instructors to provide home instruction services for the students below at a rate of \$41.00/hour (pending completion of negotiations).

<b>Student #</b>	<b>Instructor</b>	<b>Commencing</b>	<b>Ending</b>	<b># of Hours/Wk</b>	<b>Rate</b>
20190383	Silvergate Prep	2/14/2018	4/15/2018	10.00	\$ 41.00
20221067	Trinitas	2/5/2018	2/20/2018	5.00	\$ 41.00
20221393	Christa Candon	1/8/2018	3/16/2018	10.00	\$ 41.00
20180583	Kim McGowan	1/17/2018	3/16/2018	1.00	\$ 41.00
20191173	Kim McGowan	1/18/2018	3/9/2018	1.00	\$ 41.00
20191173	Carolyn Cimusz	1/18/2018	3/2/2018	2.00	\$ 41.00
20191173	Ben Devito	1/18/2018	3/9/2018	1.00	\$ 41.00
20191173	Philip Giordano	1/18/2018	3/9/2018	1.00	\$ 41.00
20191173	Robert Kleiven	3/5/2018	3/9/2018	2.00	\$ 41.00
203565	Kim McGowan	2/12/2018	2/16/2018	1.00	\$ 41.00
203565	Anthony Rossetti	2/12/2018	2/16/2018	1.00	\$ 41.00
203565	Caitlin Martin	2/12/2018	2/16/2018	1.00	\$ 41.00
203565	Joelle Krake	2/12/2018	2/16/2018	1.00	\$ 41.00
20231463	Robert Kleiven	2/12/2018	6/8/2018	2.00	\$ 41.00

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

**Silvergate Prep Homebound Educational Services**

**RESOLUTION #22:** Introduced by Duda who moved its adoption, seconded by Jankiewicz, Be It Resolved, That the Kenilworth Board of Education approves the Homebound Instruction Agreement with Silvergate Prep to provide homebound educational services for student #20190383 treated at Silvergate Prep for the 2017-2018 school year, at a rate of \$41.00/hour for a total of 10 hours per week. Motion carried 9-0-0. Voting yes was: Beiner, Braun, David, Drogon, Duda, Haberthur, Jankiewicz, Laudati and Zimmerman.

**HIB January 2018**

**RESOLUTION #23:** 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, 2018 to January 31, 2018 HIB Incident Report.

This report was disseminated to the Board of Education in February 2018 and reviewed by the Superintendent at the February 12, 2018 Regular Board of Education Meeting.

**March 12, 2018**

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**

### **First Reading**

**RESOLUTION #24:** Introduced by Braun who moved its adoption, seconded by David, Be It Resolved, That the Kenilworth Board of Education approves the first reading of the following bylaws/policies and/or regulations, as needed, based on changes in statute, code or law, (M) indicates State Mandated:

Policy No. 8507      Breakfast Offer Versus Serve (OVS) (M)

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

### **Second Reading – Adopt**

**RESOLUTION #25:** Introduced by Braun who moved its adoption, seconded by David, Be It Resolved, That the Kenilworth Board of Education adopts, on second reading, the following bylaws/policies and/or regulations, as needed, based on changes in statute, code or law, (M) indicates State Mandated:

Policy No. 0169.02      Board Member Use of Social Networks

Policy No. 9242      Use of Electronic Signatures

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

### **Revisions – Adopt**

**RESOLUTION #26:** Introduced by Braun who moved its adoption, seconded by David, 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 No. 7440      School District Security (M)

Regulation No. 7440      School District Security (M)

Policy No. 7441      Electronic Surveillance in School Buildings and on School Grounds (M)

Regulation No. 7441      Electronic Surveillance in School Buildings and on School Grounds (M)

Policy No. 8630      Bus Driver/Bus Aide Responsibility (M)

Regulation No. 8630      Emergency School Bus Procedures (M)

**March 12, 2018**

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 & PSA Negotiations**, which private discussion is being held pursuant to Section 7b and 8 of the Open Public Meetings Act. The matters under discussion will be disclosed to the public as soon as final decisions are made and voted upon. Motion carried unanimously.

At 9:20 p.m. President Zimmerman called a 5-minute recess.

At 9:59 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 David, seconded by Laudati, that when the **meeting adjourns, it adjourns to the call of the chair.** Motion carried unanimously.

Meeting adjourned 10:00 p.m.

Respectfully submitted,

Vincent A. Gonnella  
Secretary to the Board

**March 26, 2018**

A **Special 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 in the Brearley School on **March 26, 2018**.

Adequate notice of this Special Meeting of the Kenilworth Board of Education has been provided to the Home/News Tribune, The Local Source, and The Star-Ledger on March 14, 2018. 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 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, and Nancy Zimmerman. Absent was: Mark Jankiewicz and Anthony Laudati.

Also in attendance were Dr. Thomas Tramaglini, Superintendent and Vincent A. Gonnella, Business Administrator/Board Secretary.

No members of the public were present.

President Zimmerman stated the purpose of this meeting is: The Board of Education will be reviewing the technical requirements of the 2018-2019 budget and adopting a tentative budget for submission to the Executive County Superintendent of Schools for review.

**Presentation:** 2018-19 Budget Technical Review, Vincent A. Gonnella, SBA/BS

**PUBLIC PARTICIPATION:**

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

- No public comments

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

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

**Submission of 2018-19 Budget to the County Office**

**RESOLUTION #1:** Forwarding tentative 2018-2019 annual school budget to Executive County Superintendent for technical review:

**March 26, 2018**

**Adjustment  
Enrollment**

RESOLVED that the Kenilworth Board of Education includes in the proposed budget the adjustment for enrollment in the amount of \$168,080. The district intends to utilize this adjustment for supplies and materials necessary for the additional students.

**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 \$35,225. 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 is not seeking a proposed budget using banked cap in accordance with N.J.A.C. 6A:23A-10.3(b).

**Budgeted Fund Balance**

RESOLVED that the Kenilworth Board of Education use budgeted fund balance (unassigned) in the amount of \$295,799.

**Capital Reserve Account Withdrawal**

RESOLVED that the Kenilworth Board of Education requests the approval of a Capital 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, including expansion of kindergarten facilities and security enhancements.

**Maintenance Reserve Account Withdrawal**

RESOLVED that the Kenilworth Board of Education requests the approval of a Maintenance Reserve withdrawal in the amount of \$0.

**Emergency Reserve Account Withdrawal**

**March 26, 2018**

RESOLVED that the Kenilworth Board of Education requests the approval of an Emergency Reserve withdrawal in the amount of \$0.

**Debt Service Reserve Account Withdrawal**

RESOLVED that the Kenilworth Board of Education requests the approval of a Debt Service Reserve withdrawal in the amount of \$44,203.

**Travel and Related Expense Reimbursement  
2018-2019**

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 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.

**Adoption of Tentative Budget  
2018-2019**

BE IT RESOLVED that the tentative budget be approved for the 2018-2019 School Year using the 2018-2019 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 accordance with the statutory deadline.



March 26, 2018

	General Fund	Special Revenues	Debt Service	Total
2018-19 Total Expenditures:	\$26,312,246	\$606,000	\$1,238,613	\$ 28,156,859
Less: Anticipated Revenues:	<u>\$ 6,012,050</u>	<u>\$606,000</u>	<u>\$ 451,795</u>	<u>\$ 7,069,845</u>
Taxes to be Raised:	<u>\$20,300,196</u>	<u>\$ -</u>	<u>\$ 786,818</u>	<u>\$ 21,087,014</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 25, 2018 at 7:30 p.m. for the purpose of conducting a public hearing on the budget for the 2018-2019 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 25, 2018, 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 29, 2018 deadline. Motion carried 6 to 1. Voting yes was: Beiner, Braun, David, Duda, Haberthur, and Zimmerman. Voting no was: Drogon.

**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 & PSA negotiations**, which private discussion is being held pursuant to Section 7b and 8 of the Open Public Meetings Act. The matters under discussion will be disclosed to the public as soon as final decisions are made and voted upon. Motion carried unanimously. (7:56 p.m.)

At 8:20 p.m. President Zimmerman **reconvened the public session** and stated the Board of Education took no action in executive session.

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 8:20 p.m.

**March 26, 2018**

Respectfully submitted,

Vincent A. Gonnella  
Secretary to the Board