



Kenilworth Board of Education

Regular Monthly Meeting Agenda

March 9, 2020

- I. Meeting Called to Order 7:30 p.m.
 - Open Public Meeting Statement
 - Salute to the Flag
 - Roll Call
- II. Receiving of the Minutes of the Secretary (February 10, 2020)
- III. Reading & Acceptance of Monthly Correspondence
- IV. Superintendent's Report & Presentations:
 - a. Student Spotlight: Principal Chibbaro; Milagros Capcha, Brearley Student
 - b. District/Superintendent Update: Kyle Arlington
 - c. Superintendent’s HIB Report (February 2020)
 - d. School Safety Data System (SSDS) Report 2019-2020 Period 1: Kyle Arlington
- V. Report of Committees, Review of Resolutions & Board Discussion:

FINANCE & FACILITIES

Superintendent’s Report

RESOLUTION #1: Be It Resolved, That the Kenilworth Board of Education approves the report of the Superintendent for the month of February 2020.

Be It Further Resolved, That the Board of Education accepts the list of suspensions conducted during the month of February 2020 as submitted;

Be It Further Resolved, That the Board of Education accepts the list of emergency drills conducted during the month of February 2020 as follows:

| School | Date | Drill Type |
|----------|-----------|-------------------------|
| Brearley | 2-03-2020 | Fire |
| Brearley | 2-19-2020 | Lockdown |
| Harding | 2-19-2020 | Fire |
| Harding | 2-25-2020 | Lockdown/Active Shooter |

Bill List

RESOLUTION #2: Be It Resolved, That the attached bill list be approved for the month of February 2020 in the amount of \$2,662,143.90.

Financial Reports

RESOLUTION #3: 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 for the month of January 2020.

Line Item Transfers

RESOLUTION #4: Whereas, pursuant to Board of Education Policy #3160, the Superintendent and Secretary to the Board have made the following line item transfers (February 2020) in the 2019-2020 school budget, Be It Resolved, That their actions be ratified and recorded in the minutes as per attached.

Conferences, Workshops & Travel

RESOLUTION #5: 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: | | | |
| Albert Gonzalez | Principles & Strategies for Managing Challenging Behavior in the Classroom | 3/13/2020 | New Providence, NJ |
| Diane Westbrook | Principles & Strategies for Managing Challenging Behavior in the Classroom | 3/13/2020 | New Providence, NJ |
| Michael Bornstein | Principles & Strategies for Managing Challenging Behavior in the Classroom | 3/13/2020 | New Providence, NJ |
| Jill Minarik | More Writing...Less Grading! A Manageable Approach to Writing Across the Curriculum | 3/26/2020 | New Providence, NJ |
| Vincent McGowan | More Writing...Less Grading! A Manageable Approach to Writing Across the Curriculum | 3/26/2020 | New Providence, NJ |
| Tiffany D'Arpa | Schoolwide Literacy Workshop | 3/27/2020 | Princeton, NJ |
| Michelle Ventura | Schoolwide Literacy Workshop | 3/27/2020 | Princeton, NJ |
| Ewa Lavin | Columbia-Suicide Severity Rating Scale | 3/20/2020 | New Providence, NJ |

| | | | |
|------------------------|---|--------------------------|--------------------|
| Brittany Reale | Columbia-Suicide Severity Rating Scale | 3/20/2020 | New Providence, NJ |
| Carol Carrara | Columbia-Suicide Severity Rating Scale | 3/20/2020 | New Providence, NJ |
| Michael Maraviglia | Columbia-Suicide Severity Rating Scale | 3/20/2020 | New Providence, NJ |
| Kristen Jeans | Columbia-Suicide Severity Rating Scale | 3/20/2020 | New Providence, NJ |
| Amie Griffiths | Columbia-Suicide Severity Rating Scale | 3/20/2020 | New Providence, NJ |
| Melissa Condo | Columbia-Suicide Severity Rating Scale | 3/20/2020 | New Providence, NJ |
| Alison Luke | Columbia-Suicide Severity Rating Scale | 3/20/2020 | New Providence, NJ |
| Megan Harrison | Columbia-Suicide Severity Rating Scale | 3/20/2020 | New Providence, NJ |
| Carol Carrara | NJ Special Ed Annual Summit | 5/1/2020 | Monroe, NJ |
| Michele Ryan | Annual Rutgers Math Conference | 3/20/2020 | New Brunswick, NJ |
| Lynne Smith | Annual Rutgers Math Conference | 3/20/2020 | New Brunswick, NJ |
| Mendy Petti | Annual Rutgers Math Conference | 3/20/2020 | New Brunswick, NJ |
| Ewa Lavin | Columbia-Suicide Severity Rating Scale | 3/20/2020 | New Providence, NJ |
| Megan Harrison | Basic Restorative Practices: Facilitating Restorative Conferences | 4/27/20-4/30/20 | Bethlehem, PA |
| Anthony Rossetti | Annual Rutgers Math Conference | 3/20/2020 | New Brunswick, NJ |
| Administration: | | | |
| Dana Cansian | Schoolwide Literacy Workshop | 3/27/2020 | Princeton, NJ |
| Dana Chibbaro | Implicit Bias, Equity, Investigations & the Law | 3/31/2020 | Monroe, NJ |
| Vincent Gonnella | NJASBO Annual Conference | 6/3/20-6/5/20 | Atlantic City, NJ |
| Dawn Cuccolo | Columbia-Suicide Severity Rating Scale | 3/20/2020 | New Providence, NJ |
| Kayla Lott | New Jersey Leadership Academy | 3/6/20, 5/20/20 & 6/5/20 | Monroe, NJ |
| Dawn Cuccolo | Basic Restorative Practices: Facilitating Restorative Conferences | 4/27/20-4/30/20 | Bethlehem, PA |
| Brian Luciani | Principles & Strategies for Managing Challenging Behavior | 3/9/2020 | Monroe, NJ |
| Kayla Lott | Principles & Strategies for Managing Challenging Behavior | 3/9/2020 | Monroe, NJ |
| Dawn Cuccolo | Principles & Strategies for Managing Challenging Behavior | 3/9/2020 | Monroe, NJ |
| Brian Luciani | Rowan Teacher Fair | 3/26/2020 | Glassboro, NJ |

School Safety Data System (SSDS) 2019-2020

RESOLUTION #6: Be It Resolved, That the Kenilworth Board of Education approves the School Safety Data System (SSDS) Incident, Trainings and Programs District Report for Period 1 (September 1– December 31, 2019) as submitted to the New Jersey Department of Education.

Brett DiNovi & Associates, LLC Service Agreement

RESOLUTION #7: Be It Resolved, That the Kenilworth Board of Education approves an agreement with Brett DiNovi & Associates, LLC, pending Board attorney review, to provide assessment services for one to one student care as needed at a cost of \$132.50/hour for the 2019-2020 School Year.

FY' 20 IDEA Grant Amendment

RESOLUTION #8: Be It Resolved, That the Kenilworth Board of Education approves the amended application for the 2020 IDEA Basic and IDEA PS Grant as follows to incorporate carryover funding from FY 2019 into FY 2020:

| Grant | Current Year Entitlement | St. Theresa's (NP) Share | Prior Year Carryover | Total Grant |
|--------------|---------------------------------|---------------------------------|-----------------------------|--------------------|
| IDEA Basic | \$ 292,606 | \$ 12,427 | \$ 35,530 | \$ 340,563 |
| IDEA PS | \$ 10,129 | \$ - | \$ 576 | \$ 10,705 |
| | \$ 302,735 | \$ 12,427 | \$ 36,106 | \$ 351,268 |

Share 911 Collaborative Communication Software

RESOLUTION #9: Be It Resolved, That the Kenilworth Board of Education accepts the proposal for Share 911 Collaborative Communications Software at a cost of \$2.50 per employee per month or an estimated annual cost of \$6,450. This application will enhance the district’s compliance with N.J.S.A. 18A:41-10 et seq. (“Alyssa’s Law”).

Solar Power Purchase Agreement

RESOLUTION #10: Be It Resolved, That the Kenilworth Board of Education approve the Proposal to Provide Architectural Services from SSP Architects for work associated with the Solar Power Purchase Agreement (PPA).

Be It Further Resolved that the selected PPA will be required to reimburse the Board for 100% of these costs associated with this proposal in their budgeting and financing of the work.

Be It Further Resolved that the costs associated with this project are as follows:

- Phase I A: Structural Analysis Allowance \$12,000.
- Phase I B: Pre-bid proposal, develop specifications, analysis of proposals \$49,500.
- Phase II: Project Execution \$9,000 per month for approximately 6 month.
- NJDOE Application \$1,200.

PERSONNEL & MANAGEMENT

Budis-Resignation

RESOLUTION #11: Be It Resolved, That the Kenilworth Board of Education accepts the resignation of Caroline Budis, a Secretary to the Principal at Harding Elementary School, effective April 10, 2020.

Wong-Leave of Absence Request

RESOLUTION #12: Be It Resolved, That the Kenilworth Board of Education approves the maternity leave of absence request from Janette Wong, a teacher at the Harding Elementary School, pending certification of health care provider, as follows:

| | |
|---------------------|---|
| 04/12/2020 | Anticipated date of delivery |
| 03/16/20 – 05/22/20 | Use of 45 personal illness days |
| 04/10/20 – 04/17/20 | Spring Break |
| | Five (5) weeks of unpaid leave to bond with newly born child; |
| 05/26/20 – 06/23/20 | concurrently designated as FMLA and NJFMLA leave. |
| 09/01/2020 | Anticipated Return Date |

D'Alessandro - Maternity Leave of Absence Request

RESOLUTION #13: Be It Resolved, That the Kenilworth Board of Education approves the maternity leave of absence request from Sarah D'Alessandro, a teacher at the Harding Elementary School, pending certification of health care provider, as follows:

| | |
|---------------------|--|
| 06/25/2020 | Anticipated date of delivery |
| 06/05/20 – 06/15/20 | Unpaid Leave |
| 06/16/20 – 06/23/20 | Use of six (6) personal illness days |
| | Twelve (12) weeks of unpaid leave to bond with newly born child; |
| 09/08/20 – 11/27/20 | concurrently designated as FMLA and NJFMLA leave. |
| 11/30/20 – 01/31/21 | Unpaid Leave |
| 02/01/2021 | Anticipated Return Date |

Heimall - Maternity Leave Replacement

RESOLUTION #14: Be It Resolved, That the Kenilworth Board of Education approves the recommendation of the Superintendent to employ Diane Heimall as a maternity leave replacement Elementary Education Teacher (Grade K) for Brianna Skiff effective 3/19/20 to 5/29/20 at a rate of \$150 per day with no benefits. In accordance with NJSA 18A:16-1.1, time accrued as a replacement teacher does not count towards tenure.

Ridolfi - Maternity Leave Replacement

RESOLUTION #15: Be It Resolved, That the Kenilworth Board of Education approves the recommendation of the Superintendent to employ Kimberly Ridolfi as a maternity leave replacement Physical Education/Driver Education Teacher for LeAnne Dunn effective 3/12/20 to

6/23/20 at a rate of \$150 per day with no benefits. In accordance with NJSA 18A:16-1.1, time accrued as a replacement teacher does not count towards tenure.

2019-2020 Paraprofessional/Lunch Aides

RESOLUTION #16: Be It Resolved, That the Kenilworth Board of Education approves the recommendation of the Superintendent to employ the following as a lunchroom/playground aide for the 2019-2020 school year at an hourly rate of \$16.09 and/or a paraprofessional aide at an hourly rate of \$25.55; prorated to start date and pending completion of employment process:

| Name | Special Education Program | | | | Regular Education | | | Annual |
|-------------------|---------------------------|----|-----|-----|-------------------|-----------|---------|-------------|
| | LLD | RC | ICS | PSD | Regular | Cafeteria | Per Day | Salary |
| Jennifer Zeballos | | | | | | 3.00 | 3.00 | \$ 8,689.00 |

Professional Development Presenters

RESOLUTION #17: Be It Resolved, That the Kenilworth Board of Education approves the following staff as presenters for professional development and reimbursement for planning time at a rate of \$43.00/hr.:

| Teacher | Program | #Hours | Total Stipend | Account |
|--------------------|--------------------------------|--------|---------------|--------------------|
| Joelle Pizzano | Genesis PD | 2 | \$86 | 11-000-223-320-000 |
| Kathy DeCristoforo | Genesis PD | 2 | \$86 | 11-000-223-320-000 |
| Renee Jernigan | Twitter Account PD Afterschool | 2 | \$86 | 11-000-223-320-000 |
| Jacob Ulasevich | Twitter Account PD Afterschool | 2 | \$86 | 11-000-223-320-000 |

Curriculum Writing

RESOLUTION #18: Be It Resolved, That the Kenilworth Board of Education approves staff to conduct team meetings and write curriculum and guides at a rate of \$43.00/hour (Account 11-000-221-104-000) as follows:

| Staff Member | Grade | Program | #Hours | Stipend | Account |
|----------------|-------|---|--------|----------|--------------------|
| Megan Harrison | 7-8 | Social Emotional Learning (SEL) CYCLE 7 | 12 | \$516.00 | 11-000-221-104-000 |

Payment of Unused Vacation Days

RESOLUTION #19: Be It Resolved, That the Kenilworth Board of Education reimburses Christopher Caponegro, Supervisor of Buildings & Grounds, whose last day was 2/29/20, for his unused vacation days in accordance with the Principals and Supervisors Bargaining Agreement as follows:

| Annual Salary | Day's Pay* | Accumulated Days | Reimbursed Amount |
|----------------------|-------------------|-------------------------|--------------------------|
| \$90,455 | \$347.90 | 33.5 | \$11,654.65 |

*Calculated at 1/260th of annual salary.

Home Instruction

RESOLUTION #20: 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 \$43.00/hour

| IN DISTRICT STAFF | | | | | |
|--------------------------|--------------------|-------------------|---------------|----------------------|-------------|
| Student # | Instructor | Commencing | Ending | # of Hours/Wk | Rate |
| 20211849 | William Hopper | 9/5/2019 | 1/20/2020 | 2.00 | \$ 43.00 |
| 20211849 | Joelle Pizzano | 9/5/2019 | 1/20/2020 | 1.00 | \$ 43.00 |
| 20211849 | Marie Gallina | 9/5/2019 | 1/20/2020 | 1.00 | \$ 43.00 |
| 202678 | Neil DeLuisi | 1/21/2020 | 1/30/2020 | 1.00 | \$ 43.00 |
| 202678 | Caitlin Martin | 1/21/2020 | 1/30/2020 | 1.00 | \$ 43.00 |
| 203357 | Nichole Spampinato | 1/21/2020 | 1/30/2020 | 1.00 | \$ 43.00 |
| 203357 | Eileen McGrath | 1/21/2020 | 1/30/2020 | 1.00 | \$ 43.00 |
| 203357 | Michael Bornstein | 1/21/2020 | 1/30/2020 | 1.00 | \$ 43.00 |
| 203357 | Philip Giordano | 1/21/2020 | 1/30/2020 | 1.00 | \$ 43.00 |
| 20221393 | Christa Candon | 1/15/2020 | 1/31/2020 | 10.00 | \$ 43.00 |
| 203064 | Christa Candon | 2/1/2020 | 2/28/2020 | 5.00 | \$ 43.00 |
| 20231921 | Joelle Pizzano | 2/4/2020 | 2/19/2020 | 1.00 | \$ 43.00 |
| 20231921 | Mendy Petti | 2/4/2020 | 2/19/2020 | 1.00 | \$ 43.00 |
| 20231921 | Albert Gonzalez | 2/4/2020 | 2/19/2020 | 1.00 | \$ 43.00 |
| 20231921 | Caitlin Martin | 2/4/2020 | 2/19/2020 | 1.00 | \$ 43.00 |
| 20231921 | Christa Candon | 2/4/2020 | 2/19/2020 | 1.00 | \$ 43.00 |

| CONTRACTED SERVICES | | | | | |
|----------------------------|-----------------------------------|-------------------|---------------|----------------------|-------------|
| Student # | Instructor | Commencing | Ending | # of Hours/Wk | Rate |
| 20200821 | Professional Educational Services | 1/9/2020 | 1/31/2020 | 5.00 | \$ 43.00 |
| 203698 | Professional Educational Services | 1/21/2020 | 2/28/2020 | 5.00 | \$ 43.00 |
| 203698 | Professional Educational Services | 1/21/2020 | 2/13/2020 | 5.00 | \$ 43.00 |

Appointments

RESOLUTION #21: Be It Resolved, That the Kenilworth Board of Education approves the following appointees for the 2019-2020 school year effective March 11, 2020.

| Position | Appointee |
|--|----------------------------------|
| AHERA Coordinator | Drew Vanderzee |
| Asbestos Officer | Drew Vanderzee |
| Chemical Hygiene Officer | Drew Vanderzee |
| Indoor Air Quality Officer | Drew Vanderzee |
| Integrated Pest Management Coordinator | Drew Vanderzee |
| NJ PEOSHA Indoor Air Quality | Drew Vanderzee |
| Right to Know Officers | Vincent Gonnella/ Drew Vanderzee |

Education Career Fair Attendance

RESOLUTION #22: Be It Resolved, That the Kenilworth Board of Education approves, at the recommendation of the Superintendent, the attendance of administrative staff to participate in the following education career fairs:

| Education Career Fairs 2020 | |
|-----------------------------|----------|
| University | Date |
| Kean | March 25 |
| Rowan | March 26 |
| William Paterson | March 27 |
| Rutgers New Brunswick | April 24 |

Substitute Staff

RESOLUTION #23: 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 2019-2020 school year:

| Substitute | | Per Diem Rates | | Hourly Rates | | |
|------------|------------|----------------|-----------|----------------|----------------|-----------|
| Last Name | First Name | Nurse | Teacher | Classroom Aide | Cafeteria Aide | Secretary |
| Klinder | Scott | | \$ 125.00 | | | |
| *Padlo | Amy-Lynn | \$ 250.00 | | | | |
| Romero-Chu | Patricia | | \$ 125.00 | \$ 15.00 | | |

*Pending receipt of County Substitute Certificate

CURRICULUM & INSTRUCTION

Curriculum Adoption

RESOLUTION #24: Be It Resolved, That the Kenilworth Board of Education adopts the following curriculum which has been updated to be aligned with the NJ Student Learning Standards.

| Curriculum | Prior BOE Adoption | Revised |
|--------------------------|--------------------|----------|
| MS Counseling & Guidance | 7/11/2016 | 3/9/2020 |
| ESL 6-8 | 8/11/2014 | 3/9/2020 |
| ESL 9-10 | 8/11/2014 | 3/9/2020 |
| ESL 11-12 | 8/11/2014 | 3/9/2020 |
| Ethnic Studies | New | New |

HIB January 2020

RESOLUTION #25: Be It Resolved, That the Kenilworth Board of Education accepts the recommendations of the Superintendent as reflected in his January 1, 2020 to January 31, 2020 HIB Incident Report.

This report was disseminated to the Board of Education in February 2020 and reviewed by the Superintendent at the February 10, 2020 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.

- VI. Old Business.
- VII. New Business.
- VIII. Meeting Opened to the Public for Comment: The Board of Education sets the limit for the public to speak at the board meeting to five (5) minutes per person unless prior permission has been granted by the Board for extended time (pursuant to Kenilworth Board of Education By-Law 0167).
- IX. Meeting Closed to the Public for Comment.
- X. Roll Call of Resolutions.
- XI. Resolution - Closed Executive Session (if called for).

RESOLUTION: Be It Resolved by the Board of Education of Kenilworth that the Board of Education meet in private session, from which the public shall be excluded, to discuss the topics of KEA negotiations (All Units) & personnel (Administrative Team focuses), 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.

XII. Return to Public Session-adopt any resolutions necessary after Executive Session.

XIII. Adjournment.