

June 24, 2020

A **Special Meeting** of the Kenilworth Board of Education was **called to order** at 5:30 p.m. by President Gregg David, via Zoom Video Conferencing on **June 24, 2020**.

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

This meeting is being held in accordance with the schedule of meetings adopted at the organizational meeting held January 6, 2020. Adequate notice of this Special 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. This meeting was originally scheduled for June 23, 2020. Due to adjustments to the Brearley Commencement schedule, the meeting is being moved to this evening June 24, 2020. Notice of that change was provided on June 16, 2020.

In accordance with the Open Public Meetings Act, and in consideration of Executive Order No. 107 issued by Governor Murphy, the Kenilworth Board of Education does hereby notify the public that to limit public gatherings and to mitigate any person to person exposure, this Kenilworth BOE meeting will be conducted using Zoom Video Conferencing.

The public will be able to view via You Tube Live Stream for those interested in watching on their computers. The link will be available at 5:30 p.m. from the district's website www.kenilworthschools.com by clicking on the 'Kenilworth BOE You-Tube Channel' link under the "Board of Education" tab.

Public comment will be accepted only during the public comment period in the meeting, via email publiccomments@kenilworthschools.com or by calling 908-931-9696 ext. 2325. Please include your name and address in all comment requests for the record.

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

Also in attendance were Kyle Arlington, Superintendent and Vincent A. Gonnella, Business Administrator/Board Secretary.

There were 8 members of the public viewing the live feed at the commencement of the meeting.

President David stated the purpose of this meeting is:

- To take action on personnel matters and other regular business.
- To meet in Closed Executive Session to discuss matters involving the Superintendent's annual evaluation.

Superintendent's Report & Presentations:

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- Valedictorian: Antonino Principato
- Salutatorian: Jazmine Shaw
- Union County Scholar Athletes: Antonino Principato & Sofia Lospinoso

COMMITTEE REPORTS & REVIEW OF RESOLUTIONS:

- **Finance & Facilities:** Anthony Laudati, Chairperson.
Chairperson Laudati reviewed the resolutions on the agenda and asked Mr. Gonnella to review resolution #1. Mr. Gonnella outlined the importance of managing and using reserves as an important tool to maintain and control property taxes while still getting important projects and programs implemented.
- **Curriculum & Instruction:** Nancy Zimmerman, Chairperson.
Chairperson Zimmerman anticipated that committee working with the administration over the summer as more guidance is provided on how instruction will look in September.
- **Personnel & Management:** Gregg David, Chairperson.
On behalf of the Board, President David acknowledged the career of Principal Murphy and wished her happiness and health in her retirement.

OLD BUSINESS: None

NEW BUSINESS:

- Zimmerman asked some questions regarding the surveys the district sent out recently. She encouraged parents to respond to the survey and share information to Mr. Arlington regarding the possible return to school. Mr. Arlington stated that three surveys recently went out; Distance Learning (parents and students), Preparing for Fall 2020, and Harding School Principal.
- Jankiewicz inquired when the new High School Principal will start. Estimated start is mid-July.
- David congratulated all the graduates of Brearley and Harding and thanked all who put together the virtual graduation and looked forward to the in-person graduation in July.

PUBLIC PARTICIPATION: Public comment will be accepted only during the public comment period in the meeting, via email publiccomments@kenilworthschools.com or by calling 908-931-9696 ext. 2325.

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

No public comments.

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

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ROLL CALL WAS TAKEN ON THE FOLLOWING RESOLUTION:

Transfers to Reserves

RESOLUTION #1: Introduced by Laudati who moved its adoption, seconded by Drogon, WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, in an effort to provide fiscal stability to the district, the Board of Education does not wish to be in “excess surplus” at the conclusion of the 2019-2020 school year, and

WHEREAS, the Kenilworth Board of Education wishes to deposit anticipated excess current revenues and/or unexpended appropriations into Emergency Reserve (to max); into Maintenance Reserve (up to \$350,000); into Capital Reserve (balance) at year end, and

WHEREAS, the Kenilworth Board of Education has determined that up to \$1,500,000 may be available for such purposes to transfer,

NOW THEREFORE BE IT RESOLVED by the Kenilworth Board of Education that it hereby authorizes the district’s School Business Administrator to establish this account if necessary and make the transfer consistent with all applicable laws and regulations. Motion carried 8-0-0. Voting yes was: Beiner, Braun, David, Drogon, Jankiewicz, Laudati, Panichi & Zimmerman. Absent was: Haberthur.

Payment to Contractor

RESOLUTION #2: Introduced by Laudati who moved its adoption, seconded by Drogon, Be It Resolved, That the Kenilworth Board of Education authorizes payment #7 (final) in the amount of \$48,127.74 to the Riefolo Construction Company, Inc. for work performed on the Gymnasium Upgrades at Brearley Middle/High School (Project #2420-010-19-1000) after review by the Business Administrator and Certification of the Architect:

| Payment # | Date | Amount |
|-----------|------------|---------------|
| #1 | 7/10/2019 | \$ 43,700.00 |
| #2 | 8/13/2019 | \$ 165,300.00 |
| #3 | 10/16/2019 | \$ 37,667.00 |
| #4 | 10/16/2019 | \$ 181,160.85 |
| #5 | 10/31/2019 | \$ 16,273.26 |

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| | | |
|------------|------------|---------------------|
| #6 | 12/10/2019 | \$ 155,696.00 |
| #7 (Final) | Proposed | <u>\$ 48,127.74</u> |
| | | \$ 647,924.85 |

Motion carried 8-0-0. Voting yes was: Beiner, Braun, David, Drogon, Jankiewicz, Laudati, Panichi & Zimmerman. Absent was: Haberthur.

ESCNJ Master Special Education Tuition Agreement

RESOLUTION #3: Introduced by Laudati who moved its adoption, seconded by Drogon, Be It Resolved That the Kenilworth Board of Education approves the Special Education agreement between the Kenilworth School District and Educational Services Commission of NJ for the period July 1, 2020 through June 30, 2025. Motion carried 8-0-0. Voting yes was: Beiner, Braun, David, Drogon, Jankiewicz, Laudati, Panichi & Zimmerman. Absent was: Haberthur.

UC Vocational-Technical Tuition Agreement

RESOLUTION #4: Introduced by Laudati who moved its adoption, seconded by Drogon, Be It Resolved, That the Kenilworth Board of Education approves the Union County Vocational-Technical School Tuition Agreement for the 2020-2021 school year with terms as per the attached. Motion carried 8-0-0. Voting yes was: Beiner, Braun, David, Drogon, Jankiewicz, Laudati, Panichi & Zimmerman. Absent was: Haberthur.

UCESC - Special Education Tuition Agreement

RESOLUTION #5: Introduced by Laudati who moved its adoption, seconded by Drogon, Be it Resolved That the Kenilworth Board of Education approves the Special Education agreement between the Kenilworth School District and Union County Educational Services Commission for Commission Programs and Services for the 2020-2021 school year. Motion carried 8-0-0. Voting yes was: Beiner, Braun, David, Drogon, Jankiewicz, Laudati, Panichi & Zimmerman. Absent was: Haberthur.

UCESC Transportation Services

RESOLUTION #6: Introduced by Laudati who moved its adoption, seconded by Drogon, Be It Resolved, That the Kenilworth Board of Education approves the participation in coordinated transportation services with Union County Educational Services Commission for the 2020-2021 school year. Motion carried 8-0-0. Voting yes was: Beiner, Braun, David, Drogon, Jankiewicz, Laudati, Panichi & Zimmerman. Absent was: Haberthur.

NONPUBLIC CHAPTERS 192-193

RESOLUTION #7: Introduced by Laudati who moved its adoption, seconded by Drogon, **WHEREAS**, N.J.S.A. 18A:46-6, 8, 19.1, et seq. (Laws of 1977, Chapter 193); N.J.S.A. 18A:46A-1 et seq. (Laws of 1977, Chapter 192) require that the State and local community identify and provide auxiliary and handicapped services for students who attend nonpublic schools; and

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WHEREAS, the cost of providing these services is funded entirely by the State of New Jersey; and,

WHEREAS, the Union County Educational Services Commission has agreed to provide these services to eligible students who attend non-public schools in Kenilworth Board of Education;

THEREFORE, BE IT RESOLVED, that the Kenilworth Board of Education enter into an agreement with the Union County Educational Services Commission whereby the Commission will provide services during the 2020-2021 for those students who attend nonpublic schools in Kenilworth Board of Education pursuant to N.J.S.A. 18A:46-19.7 and N.J.S.A. 18A:46A-7; and,

BE IT FURTHER RESOLVED, that projected cost will be based on the most recent notification of the Department of Education, Division of Finance and Regulatory Services setting forth anticipated aide to the Public School District pursuant to N.J.S.A. 18A:46A-12 and N.J.S.A. 18A:46-19.8. Invoices shall begin in October and continue for nine (9) successive months based on eligible students. The cost of services provided by the Union County Educational Services Commission shall not exceed the funds provided by the State. Motion carried 8-0-0. Voting yes was: Beiner, Braun, David, Drogon, Jankiewicz, Laudati, Panichi & Zimmerman. Absent was: Haberthur.

NONPUBLIC IDEA-B

RESOLUTION #8: Introduced by Laudati who moved its adoption, seconded by Drogon, Be It Resolved, That the Kenilworth Board of Education approves the contract with the Union County Educational Services Commission to administer the district's Nonpublic School Individuals with Disabilities Education Act-B Initiative (IDEA-B) funds Basic, pursuant to the requirements of the Individuals with Disabilities Education Act and Grant Application on behalf of the Board, effective July 1, 2020 until June 30, 2021. The Board agrees to pay the Commission for services provided in accordance with rates specified in Schedule A. Billing shall commence in October and shall continue until the funds are depleted. It is understood that the Commission will provide services for all of the eligible Nonpublic schools identified by the district's grant application. Motion carried 8-0-0. Voting yes was: Beiner, Braun, David, Drogon, Jankiewicz, Laudati, Panichi & Zimmerman. Absent was: Haberthur.

NONPUBLIC SCHOOL TECHNOLOGY INITIATIVE PROGRAM

RESOLUTION #9: Introduced by Laudati who moved its adoption, seconded by Drogon, Be It Resolved, That the Kenilworth Board of Education approve the following purchase orders under the Nonpublic School Technology Initiative Program using grant funding from the 2019-2020 fiscal year. The purchase orders will be charged to account #20-510-100-320-000:

| Vendor | Purpose | Amount |
|-------------------|------------------------------|------------------|
| MRA International | Barracuda Firewall Appliance | \$ 3,400.00 |
| MRA International | Chromebooks | <u>\$ 644.00</u> |
| Totals: | | \$ 4,044.00 |

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Motion carried 8-0-0. Voting yes was: Beiner, Braun, David, Drogon, Jankiewicz, Laudati, Panichi & Zimmerman. Absent was: Haberthur.

NONPUBLIC SCHOOL TEXTBOOKS

RESOLUTION #10: Introduced by Laudati who moved its adoption, seconded by Drogon, WHEREAS 18A:58-37-1 et seq. as amended by Chapter 121, Laws of 1984, requires that the State and local community purchase and loan textbooks upon individual request to all students enrolled in grades Kindergarten through 12 in nonpublic schools located within the local school district.

WHEREAS no board of education is required to expend funds for the purchase and loan of textbooks in excess of the amounts provided in State Aide; and

WHEREAS the Union County Educational Services Commission has agreed to handle the purchasing and processing of nonpublic school textbooks for local public school districts for the purpose of greater cost effectiveness through joint purchasing and centralized administration,

THEREFORE, BE IT RESOLVED that the Kenilworth Board of Education enter into an agreement with the Union County Educational Services Commission whereby the Commission will administer a nonpublic textbook program for those eligible students attending nonpublic schools located within Kenilworth for the 2020-2021 school year, in accordance with 18A:58-37.1 et seq; and

BE IT FURTHER RESOLVED that the Kenilworth Board of Education pay a surcharge equal to 10% of the allocation for nonpublic textbooks to cover the Commission's costs for administering the program. The Commission will bill the district for services rendered throughout the 2020-2021 school year. There will be a 10% surcharge on these invoices. Motion carried 8-0-0. Voting yes was: Beiner, Braun, David, Drogon, Jankiewicz, Laudati, Panichi & Zimmerman. Absent was: Haberthur.

PERSONNEL & MANAGEMENT

Murphy-Resignation/Retirement

RESOLUTION #11: Introduced by Drogon who moved its adoption, seconded by Beiner, Be It Resolved, That the Kenilworth Board of Education accepts the resignation/retirement of Kathleen Murphy, Principal of Harding Elementary School, effective September 1, 2020. Motion carried 7-0-1. Voting yes was: Beiner, Braun, David, Jankiewicz, Laudati, Panichi & Zimmerman. Abstaining was: Drogon. Absent was: Haberthur.

Transfer of Staff Members

RESOLUTION #12: Introduced by Drogon who moved its adoption, seconded by Beiner, Be It Resolved, That the Kenilworth Board of Education approve the recommendation of the Superintendent to transfer the following staff effective September 1, 2020:

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| Staff Member | Position | Transfer | | Effective |
|-----------------|---------------------------|----------|----------|-----------|
| | | From | To | |
| Rodriguez, Jade | Special Education Teacher | Harding | Brearley | 9/1/2020 |

Motion carried 7-0-1. Voting yes was: Beiner, Braun, David, Jankiewicz, Laudati, Panichi & Zimmerman. Abstaining was: Drogon. Absent was: Haberthur.

2020-2021 Extracurricular Stipends

RESOLUTION #13: Introduced by Drogon who moved its adoption, seconded by Beiner, Be It Resolved, That the Kenilworth Board of Education approves the following personnel for extra-curricular stipend positions for the 2020-2021 school year as follows:

Brearley High School:

| Program/Advisor | FY '20 (1) | |
|--------------------------|------------|-----------------|
| | Stipend | Staff Member |
| Band & Ensemble Director | \$ 6,069 | Anthony LaBruno |
| Color Guard | \$ 1,932 | Jessica Alcid |

(1) FY '20 Rate used pending completion of Negotiations

Be It Further Resolved, That the Kenilworth Board of Education approves the recommendation of the Superintendent to utilize Gregory Miller as a volunteer for the David Brearley Marching Band for the 2020-2021 school year. Motion carried 7-0-1. Voting yes was: Beiner, Braun, David, Jankiewicz, Laudati, Panichi & Zimmerman. Abstaining was: Drogon. Absent was: Haberthur.

2020-2021 Fall Athletic Stipend Positions

RESOLUTION #14A: Introduced by Drogon who moved its adoption, seconded by Beiner, Be It Resolved, That the Kenilworth Board of Education approves the following personnel for athletic stipend positions for the 2020-2021 school year as follows:

FALL SPORTS:

| Position | FY '20 | |
|-------------------------|-------------|-------------------|
| | Stipend (1) | Staff Member |
| Head Football Coach | \$ 11,557 | Scott Miller |
| Boys Varsity Soccer | \$ 8,320 | Vincent McGowan |
| Girls Head Soccer Coach | \$ 8,320 | Michelle Ventura |
| Fall Cheerleading Coach | \$ 3,151 | Kimberley McGowan |
| Fall Cheerleading Coach | \$ 3,151 | Amy Burke |

(1) FY '20 Rate used pending completion of Negotiations

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Motion carried 7-0-1. Voting yes was: Beiner, Braun, David, Jankiewicz, Laudati, Panichi & Zimmerman. Abstaining was: Drogon. Absent was: Haberthur.

2020-2021 Athletic Stipend Positions

RESOLUTION #14B: Introduced by Drogon who moved its adoption, seconded by Beiner, Be It Resolved, That the Kenilworth Board of Education approves the following personnel for athletic stipend positions for the 2020-2021 school year as follows:

FALL SPORTS:

| Position | FY '20 Stipend (1) | Staff Member |
|---------------------|-------------------------------|---------------------|
| Head Football Coach | \$ 11,557 | Scott Miller |

Motion carried 6-2-0. Voting yes was: Beiner, Braun, David, Jankiewicz, Laudati, Panichi. Voting no was: Drogon & Zimmerman. Absent was: Haberthur.

Gonnella Employment Contract

RESOLUTION #15: Introduced by Drogon who moved its adoption, seconded by Beiner, Whereas, on May 11, 2020 the Kenilworth Board of Education appointed Vincent A. Gonnella School Business Administrator/Board Secretary effective July 1, 2020, and

Whereas, in accordance with N.J.A.C. 6A:23A-3.1, the Executive County Superintendent of Schools has determined that the provisions of the contract are in compliance with regulations, and

Now Therefore Be It Resolved, That the Kenilworth Board of Education approves the employment contract for Vincent A. Gonnella, School Business Administrator/Board Secretary, for the 2020-2021 school year at an annual salary of \$179,655. Motion carried 7-0-1. Voting yes was: Beiner, Braun, David, Jankiewicz, Laudati, Panichi & Zimmerman. Abstaining was: Drogon. Absent was: Haberthur.

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SUMMER 2020 PROGRAM STAFFING

2020 Extended School Year Staff

RESOLUTION #16: Introduced by Drogon who moved its adoption, seconded by Beiner, Be It Resolved, That the Kenilworth Board of Education approves the following staff for the 2020 Extended School Year pending completion of negotiations:

| Teacher | Program | Dates | Hours/pay |
|-----------|-----------------------|-------------------|------------------------------|
| Ewa Lavin | ESY Counseling (SOAR) | 6/29/20 - 8/20/20 | \$35/hour x 24 hours = \$840 |

Motion carried 7-0-1. Voting yes was: Beiner, Braun, David, Jankiewicz, Laudati, Panichi & Zimmerman. Abstaining was: Drogon. Absent was: Haberthur.

2020 Summer Guidance & CST Staff

RESOLUTION #17: Introduced by Drogon who moved its adoption, seconded by Beiner, Be It Resolved, That the Kenilworth Board of Education approves the following staff for Summer 2020 Guidance and Child Study Team Services (non-evaluative case management) at a per diem rate of \$240 as outlined below pending completion of negotiations:

| Staff Member | Assignment | # Days | Compensation |
|------------------------|--------------------------------|--------|--------------|
| Abdelaziz, Assunta | Non-evaluative Case Management | 10 | \$ 2,400.00 |
| Carrara, Carol | Non-evaluative Case Management | 10 | \$ 2,400.00 |
| Griffiths, Amie | Scheduling - Guidance | 4 | \$ 960.00 |
| Harrison, Megan | Scheduling - Guidance | 12 | \$ 2,880.00 |
| Jeans, Kristen | Scheduling - Guidance | 4 | \$ 960.00 |
| Kartsakalis, Alexandra | Scheduling - Guidance | 10 | \$ 2,400.00 |
| Lugo, Jamie | Scheduling - Guidance | 10 | \$ 2,400.00 |
| Reale, Brittany | Non-evaluative Case Management | 10 | \$ 2,400.00 |
| Ruopp, Jennifer | Non-evaluative Case Management | 4 | \$ 960.00 |
| Scasso, Stephanie | Scheduling - Guidance | 10 | \$ 2,400.00 |

Motion carried 7-0-1. Voting yes was: Beiner, Braun, David, Jankiewicz, Laudati, Panichi & Zimmerman. Abstaining was: Drogon. Absent was: Haberthur.

CLOSED EXECUTIVE SESSION:

RESOLUTION: Motion was made by Drogon, seconded by Jankiewicz, Be It Resolved by the

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Board of Education of Kenilworth that the Board of Education meet in private session, from which the public shall be excluded, which private discussion (CSA Annual Evaluation and Review of Merit Goals) 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. (6:02 p.m.)

At 6:15 p.m. President David reconvened the public session at which time the Board took the following action:

CSA Merit Goals 2019-2020

RESOLUTION #18: Introduced by Jankiewicz who moved its adoption, seconded by Beiner, Whereas on April 29, 2019, pursuant to NJAC 6A:23A-3.1 and its contract with Kyle Arlington, Superintendent of Schools, the Board of Education established quantitative and qualitative and criteria and associated merit bonuses for the Superintendent for the 2019-2020 school year, and

Whereas, the Board of Education has now reviewed indicators of the ACHIEVEMENT of those goals, now, therefore, be it

Resolved, the Board of Education makes the following determinations and directs that its determinations be submitted to the Executive County Superintendent of Schools for approval before payment as required by law:

Quantitative Goal #1

By June of 2020, the Superintendent will complete one-third of the indicators necessary for certification as a Future Ready School District in the “Leadership” gear of the national Future Ready Framework (6 of 16.) This entails achieving a three or higher in each of the identified rubric areas (“achieving success in implementation” or “exemplary success in implementation.”)

Percentage Merit: 3.33%; \$5,817.14

Status:

☒ Achieved
☐ Not Achieved
☐ In Progress

Quantitative Goal #2

By June of 2020, the Superintendent will complete one-third of the indicators necessary for certification as a Future Ready School District in the “Education and Classroom Practice” gear of the national Future Ready Framework (6 of 16.) This entails achieving a three or higher in each of the identified rubric areas (“achieving success in implementation” or “exemplary success in implementation.”)

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Percentage Merit: 3.33%; \$5,817.14

Status:

☒ Achieved
☐ Not Achieved
☐ In Progress

Quantitative Goal #3

By June of 2020, the Superintendent will complete one-third of the indicators necessary for certification as a Future Ready School District in the “Technology and Support Services” gear of the national Future Ready Framework (6 of 16.) This entails achieving a three or higher in each of the identified rubric areas (“achieving success in implementation” or “exemplary success in implementation.”)

Percentage Merit: 3.33%; \$5,817.14

Status:

☐ Achieved
☐ Not Achieved
☒ In Progress

Qualitative Goal #1

By June of 2020, the Superintendent will present to the Board of Education a comprehensive STEM & Technology Roadmap. The roadmap will be an organized report that is the culmination of a ten month study regarding the status of 21st Century Learning in Kenilworth and will provide a blueprint and inputs that include recommendations for providing strategic support in five main categories: Curriculum, Staff, Materials, Professional Learning and Facilities. The Roadmap will include recommendations and a corresponding action plan that outlines next steps to better align Kenilworth teaching and learning with the *P21: A Framework for 21st Century Learning* (2009).

Percentage Merit: 2.5%; \$4,367.23

Status:

☒ Achieved
☐ Not Achieved
☐ In Progress

Qualitative Goal #2

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By June 2020, the Superintendent will have created a comprehensive communications plan that prioritizes bidirectional communication. The superintendent will design, produce and deploy a robust communication system that is responsive to the needs of families and creates constructs for drawing parents into frequent dialogue with staff members regarding the needs and accomplishments of the district.

Percentage Merit: 2.5%; \$4,367.23

Status:

☒ Achieved
☐ Not Achieved
☐ In Progress

Motion carried 8-0-0. Voting yes was: Beiner, Braun, David, Drogon, Jankiewicz, Laudati, Panichi & Zimmerman. Absent was: Haberthur.

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

Meeting adjourned 6:16 p.m.

Respectfully submitted,

Vincent A. Gonnella
Secretary to the Board