



Kenilworth Board of Education

Regular Monthly Meeting Agenda
David Brearley Cafeteria

September 13, 2021

I. Meeting Called to Order 7:30 p.m.

- Open Public Meeting Statement

This meeting is being held in accordance with the schedule of meetings adopted at the organizational meeting held January 6, 2021. 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.

- Salute to the Flag
- Roll Call

II. Receiving of the Minutes of the Secretary (August 30, 2021)

III. Reading & Acceptance of Monthly Correspondence

IV. Superintendent's Report & Presentations:

- District/Superintendent Update: District & School Goals
- Superintendent's HIB Report (August 2021)

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 August 2021.

Be It Further Resolved, That the Board of Education accepts the list of emergency drills conducted during the month of August 2021 in accordance with the current guidance from the NJDOE as follows:

School	Date	Drill Type
Brearley	8/03/2021	Lockdown
Brearley	8/03/2021	Fire

Bill List

RESOLUTION #2: Be It Resolved, That the attached bill list be approved for the month of August 2021 in the amount of \$1,823,714.92.

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 and the Treasurer of School Monies and that they are in agreement for the month of July 2021.

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 (August 2021) in the 2021-2022 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	Anticipated Reimbursement Itemization
Teaching Staff:				
Donna Kirkpatrick	Technology Ed Camp	8/31/2021	Kenilworth, NJ	Registration
Administration:				
Carol Carrara	NJPSA Fall Conference	10/15/2021	Virtual	Registration

2021-2022 District Goals, Vision & Mission Statements

RESOLUTION #6: Be It Resolved, That the Kenilworth Board of Education approves the District Goals, Vision and Mission Statements for the 2021-2022 school year as follows:

Vision Statement:

We will be an outstanding school district in which all students exhibit high standards of achievement and critical thinking skills, and are socially responsible, contributing members of their community.

Mission Statement:

The Kenilworth Public Schools, the center of a small supportive community, is dedicated to creating adaptable lifelong learners who are capable of making critical and informed decisions as responsible citizens. Together, we set high expectations for student achievement according to individual goals as well as external standards. Our curriculum, instructional program, services and resources evolve and adapt to an ever-changing world.

District Goals:

GOAL #1	STRAND: Student Achievement
	We will build an instructional environment that relies on, values, and uses student performance data to drive teaching and learning and improve our students' academic achievement.
GOAL #2	STRAND: Student Achievement
	We will focus on district-wide innovative programs to support students' future ready preparedness.
GOAL #3	STRAND: Community and Collaboration
	We will foster a school community that values diversity, equity, and inclusion.
GOAL #4	STRAND: Community & Collaboration
	We will prepare for a potential September 2022 bond referendum by informing the community about proposed facility improvements that would advance our students' educational needs.
GOAL #5	STRAND: Professional Learning
	We will increase opportunities for faculty to engage in targeted and job-embedded professional learning.

Payment to Contractors

RESOLUTION #7: Be It Resolved, That the Kenilworth Board of Education authorizes payment to the TM Brennan Service, Inc. for work performed on the Harding Basement Ventilation after review by the Business Administrator and Certification of the Architect:

Payment App #	Date	Amount
3	8/31/2021	\$ 43,747.50

Construction Change Orders

RESOLUTION #8: Be It Resolved, That the Kenilworth Board of Education approves the following change orders associated with the Harding Masonry Restoration & Basement Ventilation Project:

Contractor		Amount	Purpose	Increase or Allowance
Malpere Co., Inc.	CO-01	\$ 15,000.00	Lintels/Failing Stucco/ Sill Coating	Allowance
TM Brennan	CO-01	\$ 5,791.71	Elec Conduit/Controls	Allowance

Revised School District Calendar 2021-2022

RESOLUTION #9: Whereas, the school closure of September 2, 2021 as a result of inclement weather, caused the cancellation of a contractual work day for all staff members (not students) and will be made up on Monday, October 11, 2021, a date previously allocated as a day that schools were closed for students and staff; this change will not disrupt the previously-approved schedule for students, and

Now Therefore Be It Resolved, that October 11, 2021 be designated as a day closed for students and open for Staff PD, and

Be It Further Resolved, That the Kenilworth Board of Education approves the revision to the 2021-2022 school calendar to accommodate the modification.

PERSONNEL & MANAGEMENT

Rescinding Employment Offer – Gaida

RESOLUTION #10: Be It Resolved, That the Kenilworth Board of Education rescinds the offer of employment approved on August 30, 2021 through Resolution #13 to employ Robert Gaida as a Custodial Maintenance Staff Member for the 2021-2022 school year.

Rescinding Employment Offer – Telemaque

RESOLUTION #11: Be It Resolved, That the Kenilworth Board of Education rescinds the offer of employment approved on August 9, 2021 through Resolution #21 to employ Kerwin Telemaque as a Special Education Classroom Aide for the 2021-2022 school year.

Before and After-Care Staff

RESOLUTION #12: Be It Resolved, That the Kenilworth Board of Education approves the following teachers/aides for the 2021-2022 Before and After-Care Program, teachers to be paid \$43/hour and aides to be paid \$26.26/hour, pending completion of negotiations. This program is funded by parents and operates at no cost to the Board:

Teachers:	Hours/Week
Stacie Bussiere	As required
Nicole Collemi	As required

Jennifer Dieckmann	As required
Lora Kaprowski	As required
Mallory McElroy	3
Joseph Mills	As required
Kristine Parente	As required
Mary Santoro	As required
Pino Toto	As required

Nurses	Hours/Week
Lisa Dilts	As required
Amy-Lynn Padlo	As required

Instructional Aides	Hours/Week
Denise Cantalupo	As required
Lorrell Dutkevicz	As required
Robin Ponticello	As required
Gail Cantalupo	7.5
Sandra Manee	5
Elizabeth Herron-Rodriguez	5
Maria Capiro	3

Be It Further Resolved, That all certified full-time teaching staff members be approved to substitute for 2021-2022 Before/After Care Teachers on an as needed basis at an hourly rate of \$43.00 pending completion of negotiations, and

Be It Further Resolved, That all current non-certified staff be approved to substitute for Before/After Care Aides on an as needed basis at an hourly rate of \$26.26 pending completion of negotiations.

2021-2022 AM/Lunchroom Aides & Paraprofessional Aides

RESOLUTION #13: Be It Resolved, That the Kenilworth Board of Education approves the recommendation of the Superintendent to employ the following classroom special education para professional aides (Classroom Aide) for the 2021-2022 school year, at an hourly rate of \$26.26 pending completion of negotiations, and

Name	Hours Per Day	Annual Salary	Effective Date	End Date
Borghese, Layana	3.5	\$16,820	9/17/2021	6/20/2022
Melenciano, Jacqueline	3.5	\$16,820	10/1/2021	6/20/2022
Santiago, Jennifer	3.5	\$16,820	10/1/2021	6/20/2022

Be It Further Resolved, That the Kenilworth Board of Education approves the adjustment to the following special education para-professional aides' assignment at an hourly rate of \$26.26 for the 2021-2022 school year as follows:

Name	Hours Per Day	Annual Salary	Effective Date	End Date
Rubulotta, Katie	4	\$19,222	9/14/2021	6/20/2022
Szarszewski, Tara	4	\$19,222	9/14/2021	6/20/2022
Manee, Sandra	4	\$19,222	9/14/2021	6/20/2022

Naumiuk-Payment of Unused Vacation Days

RESOLUTION #14: Be It Resolved, That the Kenilworth Board of Education reimburses Janusz Naumiuk, a custodian at David Brearley Middle High School, for his unused vacation days in accordance with the Custodians Agreement as follows:

Annual Salary	Day's Pay*	Accumulated Days	Reimbursed Amount
\$58,161	\$223.70	9	\$2,013.30

*Calculated at 1/260th of annual salary.

Student Teachers

RESOLUTION #15: Be It Resolved, That the Kenilworth Board of Education approves the following to participate as practicum student(s)/observer(s)/student teacher(s)/intern(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
Bottino, Meaghan	New Jersey City University	LeAnne Dunn/ Melissa Condo

Certified Staff Stipend Schedule

RESOLUTION #16: Be It Resolved That the Board of Education approves the following 2021-2022 stipend schedule and authorizes certified staff to work these positions as needed upon the Superintendent's approval.

The stipends, pending completion of negotiations, for the following positions shall be:

Tier I:	Rate
Curriculum Writing	\$43.00
Leveled Library Maintenance	\$43.00
Before/After-Care Programs	\$43.00
After-School Instructional Programs	\$43.00
District-Sponsored Parent Workshops	\$43.00
ACE	\$43.00
Workshop Facilitator	\$43.00
New Teacher Induction Facilitator	\$43.00
Home Instruction	\$43.00

Student Tutoring Program	\$43.00
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Tier II:	
Classroom coverage during Prep Time (MS/HS when D&R is in effect)	\$49/period
Loss of Prep (Harding)	\$41/period

Additional Teaching Sections for 2021-2022

RESOLUTION #17: Be It Resolved, That the Kenilworth Board of Education approves the recommendation of the Superintendent to agree to the voluntary acceptance from the following certificated staff members to teach an additional section assigned for the 2021-2022 school year, with compensation of a sum of \$10,000 (prorated based on assignment) additional salary for the 2021-2022 school year:

Teacher Name:	Start Date	End Date	Coverage
Anthony Rossetti	9/1/2021	10/15/2021	G. Culloo
Monica Bader	9/1/2021	10/15/2021	G. Culloo
Michele Ryan	9/1/2021	10/15/2021	G. Culloo
Manny Antao	9/1/2021	10/15/2021	G. Culloo
Cindy Perez	9/1/2021	10/15/2021	G. Culloo
Joelle Pizzano	9/1/2021	10/31/2021	B. Balazse
Timothy Ryan	9/1/2021	10/31/2021	B. Balazse
Michelle VanSteenacker	9/1/2021	3/15/2022	L. VanOrden
Gregory Miller	9/1/2021	3/15/2022	L. VanOrden
Lorrea Schau	9/1/2021	10/15/2021	M. Wespy
Jennifer Donohue	9/1/2021	10/15/2021	M. Wespy
Christa Cando	9/1/2021	10/15/2021	M. Wespy
Catherine Allan	9/1/2021	10/15/2021	M. Wespy

SOA - Paraprofessional Staff 2021-2022

RESOLUTION #18: Be It Resolved, That the Kenilworth Board of Education approves the Statement of Assurance (SOA) Regarding Use of Paraprofessional Staff for the 2021-2022 school year.

Home Instruction

RESOLUTION #19: 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.

Student #	Instructor	Commencing	Ending	# of Hours/Wk
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203558	Breanne Long	9/8/2021	10/29/2021	1.00
203558	Anthony Rossetti	9/8/2021	10/29/2021	1.00
203558	Caitlin Martin	9/8/2021	10/29/2021	1.00

CURRICULUM & INSTRUCTION

District Assessment Program 2021-2022

RESOLUTION #20: Be It Resolved, That the Kenilworth Board of Education approves the District-Level Assessment Program for the 2021-2022 school year.

HIB July 2021

RESOLUTION #21: Be It Resolved, That the Kenilworth Board of Education accepts the recommendations of the Superintendent as reflected in his July 1, 2021 to July 31, 2021 HIB Incident Report.

This report was disseminated to the Board of Education in August 2021 and reviewed by the Superintendent at the 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.

POLICY REVIEW

Second Reading – Adopt

RESOLUTION #22: 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:

P 1648.11 The Road Forward COVID-19 – Health and Safety & Appendices (M)

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). Public comment will be accepted under the condition outlined in the Open Public Meeting Statement on page 1 of this agenda.

IX. Meeting Closed to the Public for Comment.

X. Roll Call of Resolutions.

XI. Resolution - Closed Executive Session.

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 a student residency matter, 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.