

FLORHAM PARK BOARD OF EDUCATION  
Regular Public Meeting, July 21, 2016  
Board Conference Room  
67-71 Ridgedale Avenue

AGENDA  
(Formal action will be taken on the following)

**Executive Session 6:30pm**  
**Public Session 7:00pm**

Mission Statement: We are committed to the achievement of individual academic excellence through high quality teaching, learning and community involvement, which results in students being well prepared to meet future educational challenges and to contribute to society. They will achieve these goals in accordance and alignment with the New Jersey Core Content Curriculum Standards, which guide our academic instruction.

Assistance for persons with disabilities for the purpose of attending this or any other district meeting/function can be obtained by contacting the Board Secretary's office at 973-822-3880 (x1005).

**A. CALL TO ORDER:**

**B. ROLL CALL:**

BOARD MEMBER	PRESENT	ABSENT
Mrs. Rozek (Linda)		
Mr. Shanley (Skip)		
Mrs. Heinold (Kristina)		
Ms. Haynes (Marianne)		
Mr. DeCoursey (Kevin)		
Mrs. Thomas (Alita)		
Dr. Carollo (John)		

**C. EXECUTIVE SESSION:**

**WHEREAS**, the Florham Park Board of Education seeks to adjourn to Executive Session in full compliance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq.: and

**WHEREAS**, the Open Public Meetings Act provides that a public body may exclude the public from that portion of the meeting at which it discusses matters pertaining to personnel, negotiations, and /or current and potential litigation; now

**BE IT RESOLVED**, that the Florham Park Board of Education adjourns to Executive Session; and

**BE IT FURTHER RESOLVED**, that the minutes of the discussion of any of these items will be disclosed to the public when matters have been determined and confidentiality is no longer applicable.

Motion;            Second;                            LR    SS    KH    MH    KD    AT    JC

**D. RECONVENE PUBLIC SESSION:**

Motion by \_\_\_\_\_ to adjourn the Executive Session for the purposes of negotiations, legal issues, personnel issues and reconvene the Regular Meeting at \_\_\_\_\_ p.m. Said motion was seconded by \_\_\_\_\_.

**E. FLAG SALUTE**

**F. SUNSHINE STATEMENT:**

In accordance with the Open Public Meetings Act, (Chapter 231, P.L. 1975), adequate notification of this meeting has been provided by advertising in the Morristown Daily Record and the Madison-Florham Park Eagle. In addition, notices were posted at the Municipal Clerk's Office, Public Library, and the Board Administration Office at 67-71 Ridgedale Ave at least 48 hours prior to the meeting.

**G. SUPERINTENDENT'S REPORT**

- Enrollment: 932 Students
- Security Drills

**H. PUBLIC COMMENT-AGENDA ITEMS**

(Petitioners who have requested to speak during the public comment portion of the meeting will be allotted three (3) minutes.)

**I. COMMITTEE REPORTS**

- Policy-
- Curriculum-
- Personnel-
- Finance/Facility-
- Transportation -
- H.P.R.H.S Articulation-
- Teacher Administrator Board-
- Project Community Pride-
- Borough Liaison-

**J. RESOLUTIONS:**

**POLICY**

**Upon recommendation of the Superintendent, move to:**

1. **Approve** the minutes of the June 20, 2016 Regular Board Meeting.  
Motion;            Second;                            LR    SS    KH    MH    KD    AT    JC
2. **Approve** the minutes of the June 20, 2016 Regular Board Meeting Executive Session.  
Motion;            Second;                            LR    SS    KH    MH    KD    AT    JC
3. **Approve** the minutes of the June 23, 2016 Special Regular Board Meeting.  
Motion;            Second;                            LR    SS    KH    MH    KD    AT    JC
4. **Approve** the minutes of the June 23, 2016 Special Board Meeting Executive Session.  
Motion;            Second;                            LR    SS    KH    MH    KD    AT    JC
5. **Approve** the second reading of the following policies and regulations:  
  
P2330            Homework  
R2330            Homework  
R5111            Eligibility of Resident/Nonresident Students (M)  
R5111            Eligibility of Resident/Nonresident Students (M)  
P511.5            Early Childhood Education/Preschool  
P5112            Entrance Age  
P5114            Children Displaced by Domestic Violence  
P5116            Education of Homeless Children  
R5116            Education of Homeless Children  
R5116            Education of Homeless Children  
P5120            Assignment of Students (M)  
P5130            Withdrawal from School (M)  
R5130            Withdrawal from School (M)  
P5200            Attendance (M)  
R5200            Attendance (M)  
P5230            Late Arrival and Early Dismissal  
R5230            Late Arrival and Early Dismissal  
P5240            Tardiness  
R5240            Tardiness  
P5250            Excusal from Class or Program  
P5300            Automated External Defibrillators (AEDs) (M)  
R5300            Automated External Defibrillators (AEDs) (M)  
P5305            Health Services Personnel  
P5306            Health Services to Nonpublic Schools (M)  
R5306            Health Services to Nonpublic Schools (M)  
P5307            Nursing Services Plan (M)  
P5308            Student Health Records (M)  
R5308            Student Health Records (M)  
P5310            Health Services (M)  
R5310            Health Services (M)  
P5320            Immunization  
R5320            Immunization  
P5330            Administration of Medication (M)

R5330	Administration of Medication (M)
P5331	Management of Life-Threatening Allergies in Schools (M)
R5331	Management of Life-Threatening Allergies in Schools (M)
P5332	Do Not Resuscitate Orders (M)
P5335	Treatment of Asthma (M)
P5337	Service Animals
P5338	Diabetes Management (M)
R5338	Diabetes Management (M)
P5339	Screening for Dyslexia (M)
P5350	Student Suicide Prevention
R5350	Student Suicide
P5410	Promotion and Retention (M)
R5410	Promotion and Retention (M)
P5411	Graduation from Eighth Grade
P5420	Reporting Student Progress (M)
R5420	Reporting Student Progress (M)
P5440	Honoring Student Achievement
P5440	Honoring Student Achievement
P5460	Commencement Activities
P5466	Graduation and Yearbook Fees (M)
P5500	Expectations for Student Conduct (M)
R5500	Expectations for Student Conduct
P5512	Harassment, Intimidation, and Bullying (M)
R5512	Harassment, Intimidation, or Bullying Investigation Procedure (M)
P5513	Care of School Property
R5513	Care of School Property (M)
P5514	Student Use of Vehicles (Bicycles)
P5516	Use of Electronic Communication and Recording Devices (ECRD) (M)
P5519	Dating Violence at School (M)
R5519	Dating Violence at School (M)
P5520	Disorder and Demonstration
P5330	Substance Abuse (M)
R5330	Substance Abuse (M)
P5533	Student Smoking (M)
R5533	Student Smoking
P5550	Disaffected Students (M)
R5550	Disaffected Students (M)
P5560	Disruptive Students (M)
R5560	Disruptive Students (M)
P5561	Use of Physical Restraint
R5561	Use of Physical Restraint
P5570	Sportsmanship
R5570	Sportsmanship
P5600	Student Discipline/Code of Conduct (M)
R5600	Student Discipline/Code of Conduct (M)
P5610	Suspension (M)
R5610	Suspension Procedures (M)
P5611	Removal of Students for Firearms Offenses
R5611	Removal of Students for Firearms Offenses (M)
P5612	Assaults on District Board of Education Members or Employees (M)
R5612	Assaults on District Board of Education Members or Employees (M)
P5613	Removal of Students for Assaults with Weapons Offenses (M)
R5613	Removal of Students for Assaults with Weapons Offenses (M)
P5615	Suspected Gang Activity
P5620	Expulsion
P5700	Student Rights
P5701	Plagiarism
P5710	Student Grievance

- P5721 Independent Publications
- R5721 Distribution of Independent Publications
- P5750 Equal Educational Opportunity (M)
- R5750 Equal Educational Opportunity Complaint Procedure (M)
- P5751 Sexual Harrassment (M)
- R5751 Sexual Harrassment of Students (M)
- P5752 Marital Status and Pregnancy (M)
- P5755 Equity in Educational Programs and Services (M)
- P5770 Student Right of Privacy
- P5820 Student Government
- P5830 Student Fund Raising
- R5830 Student Fund Raising
- P5841 Secret Societies
- P5842 Equal Access of Student Organizations
- P5850 Social Events and Class Trips
- R5850 Social Events and Class Trips
- P5880 Public Performance by Students

Motion; Second; LR SS KH MH KD AT JC

**6. Approve the Physician Standing Orders for the 2016-2017 school year.  
(On file in Administration Office)**

Motion; Second; LR SS KH MH KD AT JC

**PERSONNEL**

**1. Upon recommendation of the Superintendent, move to approve the following Personnel Items:**

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Date Effective	Date Term.
B	Abdy, Camile	Longevity - 20 years	RMS	Science/REG.001.TWL.05	1	Per Contract	\$1,150.00	11-120-100-101	1/1/15	
D	Bowden, Patricia	Add to 15/16 ESY Sub List	DIST	ESY Per Diem Substitute Teacher		Per Contract			7/1/16	8/5/16
E	Braden, Susan	Co-Curricular	BWD	Accompanist-School Musical			\$150.00	11-402-100-100	6/30/16	
B	Chapin, Susan	Longevity - 15 years	BWD	Physical Education/REG.001.TPE.03	1	Per Contract	\$650.00	11-120-100-101	9/1/16	
C	Chapman, Patricia	Longevity - 15 years	BWD	Staff Assistant/SED.999.CLA.24	1	Per Contract	\$650.00	11-120-100-101	9/1/16	
E	Esposito, Nicholas	Co-Curricular	DIST	Summer Technology Assistant	160 Hours	\$32/HR	\$5,120.00	11-402-100-100	7/6/16	
B	Francis, Jayme	Movement on guide	RMS	Science / REG.001.SCL02	1	MA/Step 4	\$58,710.00	11-130-100-101	9/1/16	
D	Harvey, Grant	Revise Start Date	DIST	Per Diem Substitute Custodian					7/18/16	6/30/17
C	Hauffe, Dana	Revise Hours	DIST	ESY Staff Assistant		Per Contract	4.5 Hr's/25 Days		7/1/16	8/5/16
C	Hauffe, Dana	Resignation	BWD	Staff Assistant / SED.999.CLA.03					6/30/16	6/30/16
D	Hunt, Tom	Resignation	DIST	Summer Custodian					7/1/16	7/1/16
B	Janes, Karen	Longevity - 15 years	RMS	Social Studies/REG.001.TSS.02	1	Per Contract	\$650.00	11-120-100-101	9/1/16	
D	Kurzer, Marilyn	Add to 16/17 Substitute List	DIST	Per Diem Substitute					9/1/16	6/30/17
B	Kuzemczak, Donna	Additional Compensation	BKL	Mentoring		Per State	\$550.00	11-120-100-101	6/23/16	
B	Laub, Linda	Rescind Appointment	DIST	Summer ELA Enrichment Teacher		Per Contract	32 Hours	11-240-100-101	7/1/16	7/1/16
B	Marchaterre, Jaclyn	Additional Compensation	BKL	Mentoring		Per State	\$1,100.00	11-120-100-101	6/23/16	
D	Middleton, Michelle	Add to 15/16 ESY Sub List	DIST	ESY Per Diem Substitute Teacher		Per Contract			7/1/16	8/5/16
D	Middleton, Michelle	Add to 16/17 Substitute List	DIST	Per Diem Substitute					9/1/16	6/30/17
C	Mokhemar, Shatha	Resignation	BWD	Staff Assistant / SED.999.CLA.26					6/30/16	6/30/16
B	Monteleone, Tina	Additional Compensation	RMS	Mentoring		Per State	\$550.00	11-120-100-101	6/23/16	
B	Munzer, Jennifer	Additional Compensation	BKL	Mentoring		Per State	\$550.00	11-120-100-101	6/23/16	
B	Murray-Wank, Patricia	Longevity - 20 years	BWD	Grade 1/REG.001.K25.07	1	Per Contract	\$1,150.00	11-120-100-101	2/1/14	
B	O'Dell, Michelle	Additional Compensation	RMS	Mentoring		Per State	\$550.00	11-120-100-101	6/23/16	
C	Pasquarosa, Marlena	Revise Hours	DIST	ESY Staff Assistant		Per Contract	5.0 Hr's/25 Days		7/1/16	8/5/16
D	Pizzano, Judith	Add to 15/16 ESY Sub List	DIST	ESY Per Diem Substitute Teacher		Per Contract			7/1/16	8/5/16
D	Reimers, Mari	Add to 15/16 ESY Sub List	DIST	ESY Per Diem Substitute Teacher		Per Contract			7/1/16	8/5/16
B	Russo, Richard J.	Appoint	RMS	Technology Ed./REG.001.TTK.03	.70 FTE	MA/Step 1	\$39,161.50	11-130-100101	9/1/16	
B	Serfozo, Jeremy	Additional Compensation	BWD	Mentoring		Per State	\$550.00	11-120-100-101	6/23/16	
B	Serfozo, Jeremy	Movement on guide	BWD	Music / REG.001.TMC.05	1	MA/Step 8	\$62,830.00	11-120-100-101	9/1/16	
B	Stein, Karen	Additional Compensation	RMS	Mentoring		Per State	\$550.00	11-120-100-101	6/23/16	
B	Stricchiola, Michelle	Resignation	BWD	Grade 1/REG.001.K25.09					6/30/16	6/30/16
B	Van Way, Lisa	Additional Compensation	BWD	Mentoring		Per State	\$550.00	11-120-100-101	6/23/16	
B	Vitiello, Janice	Additional Compensation	BKL	Mentoring		Per State	\$550.00	11-120-100-101	6/23/16	
D	Wecht, Patricia	Add to 15/16 ESY Sub List	DIST	ESY Per Diem Substitute Teacher		Per Contract			7/20/16	8/5/16
D	Zuckerman, Linda	Add to 16/17 Substitute List	DIST	Per Diem Substitute					9/1/16	6/30/17

Motion; Second; LR SS KH MH KD AT JC

**2. Approve** the following revised contracts for the FY17. (On file in Administration Offices)

- a. Accounts Payable/Transportation Specialist
- b. Executive Assistant to the Business Administrator/Board Secretary
- c. Executive Assistant to the Superintendent
- d. Payroll/Benefits Specialist

Motion; Second; LR SS KH MH KD AT JC

**CURRICULUM**

**Upon recommendation of the Superintendent, move to:**

**1. Approve** the following out of district placements:

<u>Placement#</u>	<u>School</u>	<u>ESY16</u>	<u>ESY17</u>
16170003	Calais School		\$60,478.20
16170004	Morris School District	\$ 8,652.00	\$51,003.00
16170005	ESC of MC Park Lake	\$ 7,230.00	
16170006	Winston Prep. School		\$60,900.00

Motion; Second; LR SS KH MH KD AT JC

**2. Approve** contracting with the following related service providers for the 2016/17 fiscal year;

- A. Summit Speech School \$150/session 2x week
- B. State of NJ Commission for the Blind \$1,900/year Level One
- C. State of NJ Commission for the Blind \$1,900/year Level One

Motion; Second; LR SS KH MH KD AT JC

**FINANCE**

**Upon recommendation of the Superintendent, move to:**

**1. Approve** the check register submitted by the Business Administrator/Board Secretary to pay bills and claims through June 30, 2016 in the amount(s) of \$2,281,617.89. (On file in Administration Offices)

Motion; Second; LR SS KH MH KD AT JC

**2. Approve** the following District financial reports and submission to the Executive County Business Administrator. (On file in Administration Office)

Board Secretary's (A148) Report for the Month (s) of June 2016. Business Administrator / Board Secretary

Treasurer's (A149) Report for the Month(s) of June 2016. Business Administrator / Board Secretary

Motion; Second; LR SS KH MH KD AT JC

**3. Approve** the Report of Transfers submitted by the Business Administrator/Board Secretary for June 30, 2016 in the amount(s) of \$191,408.47. (On file in Administration Office)

Motion; Second; LR SS KH MH KD AT JC

4. **Be It Resolved**, that the Florham Park Board of Education approve, that as of June 30, 2016 after reviewing the Business Administrators/Board Secretary's financial report, to the best of our knowledge no major account of fund has been over-expended in violation of N.J.A.C. 6:20-2.10(b) and that sufficient funds are available to meet the District's financial obligations for the remainder of the school year.

Motion; Second; LR SS KH MH KD AT JC

5. **Professional Development/Travel:**

The Florham Park Board of Education is required pursuant to N.J.S.A. 18A:11-12 and 18A:12-24 to approve travel expenditures by district employees and board members that is educationally necessary and financially prudent.

The following list of workshops, seminars, conferences and other travel-related staff development has been reviewed by the Florham Park Board of Education and found to be (1) educationally necessary and fiscally prudent; (2) directly related and within the scope of the district employee or board members' current responsibilities; (3) critical to the instructional needs of and furthers the efficient operation of the Florham Park School district; & (4) is in compliance with N.J.S.A. 18A:12-24.1.

Date	Employee Name	Notes	Admin. Approval Date
7/26/16	CSATLOS, JOHN	NJASBO \$75.00 Salary Guides 4 CPE credits	7/11/16
8/04/16	GIANGERUSO, FALLON	NJDOE Certification Workshop Morristown, NJ \$0 + mileage	6/29/16
8/09/16	CSATLOS, JOHN	NJASBO \$75.00 Negotiations 4 CPE Credits	7/11/16
10/04/16	GLAAB, SHERRI	NJPSA - Elementary Committee Meeting	7/14/16
1/17/17	GLAAB, SHERRI	NJPSA - Elementary Committee Meeting	7/14/16

Motion; Second; LR SS KH MH KD AT JC

6. **Approve** the acceptance of IDEA, NCLB, Non Public Textbook, Non Public Technology and Non Public Nursing 2016-2017 funds and submission of grant program applications where applicable.  
(On file in Administration Office)

	<u>Local</u>	<u>Non Public</u>	<u>Total</u>
IDEA Basic	\$201,303	\$6,579	\$207,882
IDEA Preschool	\$ 8,582		\$ 8,582
NCLB – Title 1	\$ 24,396		\$ 24,396
Title 2A	\$ 21,353	\$2,428	\$ 23,781
Title 3 Immigrant	\$ 2,114		\$ 2,114
NonPublic Textbook		\$6,110	\$ 6,110
NonPublic Nursing		\$9,451	\$ 9,451
NonPublic Technology		\$2,205	\$ 2,205

Motion; Second; LR SS KH MH KD AT JC

7. **Approve** the following purchases for the FY17 through the ESC of Morris County-Educational Data Services, Inc. Cooperative and Educational Services Commission of New Jersey (Formerly the Middlesex Regional Services):

<u>Technology Supplies</u>	<u>Amount Awarded</u>
CDW-G Bid #15/16-11	\$1,852.55
CDW-G Bid #15/16-11	\$2,837.80
<u>General Office Supplies (Furniture)</u>	<u>Amount Awarded</u>
Nickerson NJ Bid #15/16-9	\$3,018.06

Motion; Second; LR SS KH MH KD AT JC

**FACILITIES**

**Upon recommendation of the Superintendent, move to:**

**1. Approve the following facility requests:**

2016-2017 Facility Use-July Agenda			
01	Starting Five Basketball Camp	RMS Gym	July & August 2016
02	Morris Magic Basketball Camp	RMS Gym	August 2016
03	Garden State Basketball	RMS Gym	July 2016

Motion;      Second;                      LR      SS      KH      MH      KD      AT      JC

**2. Approve** the submission of an “Application for Dual Use of Educational Space for the 2016-2017 School Year;

Brooklake School – Room 17 “Classroom”. This room is to be used for the Related Services Programs and Small Group Instruction - Resource Room Program.

Ridgedale Middle School – Media Center. This room is to be used for the General Instruction of Group Instruction - Library Media Programs and Small Resource Room Program

Motion;      Second;                      LR      SS      KH      MH      KD      AT      JC

**TRANSPORTATION**

**1. Approve** the establishment of the following Transportation Routes for the period ESY2016;

- A. FPESY1              Briarwood
- B. FPESY2              Briarwood
- C. FPOD1                ESC of MC - Rockaway
- D. FPOD2                Morris School District
- E. FPOD3                Spectrum 360 - Verona
- F. FPOD4                Spectrum 360 - Livingston

Motion;      Second;                      LR      SS      KH      MH      KD      AT      JC

**K. OLD BUSINESS/NEW BUSINESS:**

**L. CORRESPONDENCE/COMMUNICATIONS:**

**M. PUBLIC COMMENT-OPEN:**

**N. ADJOURNMENT**

Move to adjourn the meeting at \_\_\_p.m