

Personnel/Policy Committee

Agenda

August 16th, 2017

Attendance: Melissa Varley, Alita Thomas, Yvonne Cali, Charles Shanley

**POLICY:**

1. **Approve** the minutes of the July 24, 2017 Regular Board Meeting.
2. **Approve** the minutes of the July 24, 2017 Regular Board Meeting Executive Session.
3. **Approve** the first reading of the following policies and regulations;

- 1511P Board of Education Website Accessibility
- 2110P Philosophy of Education/District Mission Statement (M)
- 3126P&R District Mentoring Program
- 3160P&R Physical Examination (M)
- 3221P&R Evaluation of Teachers (M)
- 3222P&R Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M)
- 3223P&R Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M)
- 3224P&R Evaluation of Principals, Vice Principals, and Assistant Principals (M)
- 3240P&R Professional Development for Teachers and School Leaders (M)
- 4160P&R Physical Examination (M)
- 5116P&R Education of Homeless Children
- 5600R Student Discipline/Code of Conduct
- 5610P Suspension (M)
- 5610R Suspension Procedures (M)
- 7424P&R Bed Bugs

Due to the state changing the name of our state standards, we have to change our philosophy of education mission statement to the New Jersey Student Learning Standards. Regarding policy 5600R, we are increasing the level of consequences due to severity of behaviors.

4. **Approve** the following fundraisers for the 2017-2018 school year:

Fundraiser	School	Organization/Staff Member	Dates
Kidstuff	DIST	PTA	9/18/17-10/4/17
Shirt Sale	BKL	PTA-Casola/Henning	9/5/17-9/30/17

5. **Approve** the submission of the 2017-2018 Statement of Assurance for the Comprehensive Equity Plan. *(On file in Administration Offices)*
6. **Approve** the submission of the 2017-2018 Statement of Assurance for the Professional Development Plan and Teacher Mentoring Program Plan.
7. **Approve** the job description School Psychologist. *(On file in Administration Offices)*
8. **Approve** the Physician Standing Orders for the 2017-2018 school year. *(On file in Administration Offices)*

**PERSONNEL:**

**1. Appointments:**

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
C	Abbott, Rebecca	Appoint	BWD	Staff Assistant / SED.999.CLA.13	0.75	Step 2	\$13,848.58	11-213-100-106	9/1/17	
C	Beers, Nakea	Appoint	BWD	Staff Assistant / SED.999.OOA.05	0.75	Step 2	\$13,848.58	11-000-217-100	9/1/17	
C	Brown, Magdalena	Appoint	BWD	Staff Assistant / SED.999.CLA.23	0.75	Step 3-4	\$14,299.38	11-213-100-106	9/1/17	
B	Carroll, Shannon	Appoint	BWD	Preschool Disabled / SED.001.PSD.01	1	BA/Step 1	\$48,775.00	11-216-100-101	9/1/17	
B	Crosetto, Kevin	Appoint	BWD	Teacher / REG.001.TWL.04	0.7	BA/Step 3	\$35,413.00	11-213-100-101	9/1/17	
C	Massaker, Amanda	Appoint	RMS	Staff Assistant / SED.999.OOA.02	0.75	Step 2	\$13,848.58	11-213-100-106	9/1/17	
C	Pastena, Donna	Appoint	BKL	Staff Assistant / SED.999.OOA.03	0.75	Step 1	\$13,415.81	11-216-100-106	9/1/17	
C	Patra, Rumana	Appoint	RMS	Staff Assistant / SED.999.OOA.04	0.75	Step 5-7	\$15,020.66	11-000-217-100	9/1/17	

C	Trieber, Sharon	Appoint	BKL	Staff Assistant / SED.999.CLA.21	0.75	Step 3-4	\$14,299.38	11-213-100-106	9/1/17	
C	Visaggio, Carrie	Appoint	BWD	Staff Assistant / SED.999.OOA.06	0.75	Step 1	\$13,415.81	11-000-217-100	9/5/17	

## 2. Additional Compensation:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
E	Cochario, Brenda	Additional Compensation	BKL	IEP Summer Meeting		3 Hours	Per Contract	11-130-100-101	8/28/17	8/28/17
E	Hawk, Katie	Additional Compensation	BKL	Handle with Care Training 3 days		\$150/Day		11-000-223-110	8/21/17	8/23/17
E	Marchaterre, Jaclyn	Additional Compensation	BKL	IEP Summer Meeting		2 Hours	Per Contract	11-213-100-101	8/28/17	8/28/17
E	Siebert, Michelle	Additional Compensation	BKL	Handle with Care Training 3 days		\$150/Day		11-000-223-110	8/21/17	8/23/17
E	Williver, Katie	Additional Compensation	BKL	IEP Summer Meeting		1 Hour	Per Contract	11-204-100-101	8/28/17	8/28/17

## 3. Athletics/Co-Curricular Appointments/Revisions:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
E	Gatti, Jessica	Revise Hours	BWD	Technology Club Advisor	15	\$32/HR	\$480.00	11-401-100-100	9/1/17	
E	Tedesco, Wendy	Revise Hours	BKL	Technology Club Advisor	10	\$32/HR	\$320.00	11-402-100-100	9/1/17	
E	Tierney, Kaitlyn	Co-Curricular	BWD	Helping Hands Advisor	15	\$32/HR	\$480.00	11-401-100-100	9/1/17	
E	Tierney, Kaitlyn	Co-Curricular	BWD	Technology Club Advisor	15	\$32/HR	\$480.00	11-401-100-100	9/1/17	
E	Zieja, Maria	Co-Curricular	BKL	Technology Club Advisor	10	\$32/HR	\$320.00	11-402-100-100	9/1/17	

## 4. College Student Placements:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
F	LoPinto, Lisa	Student Teaching	BKL	Seton Hall: Grade 3 (Regan)					9/5/17	4/27/18
F	McGee, Caitlin	Student Teaching	RMS	Drew University: English (Harris)					9/4/17	12/8/17
F	Raddi, Brianna	Practicum	RMS	Caldwell: LDT-C (Dolan)					9/1/17	6/30/18

## 5. Leave of Absences:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
B	Munzer, Jennifer	Maternity Leave	BKL	Special Education Teacher / SED.001.RRM.11					11/9/17	4/30/18
C	Stiles, James	Leave of Absence	RMS	Technology Coordinator/ IIP.001.TEK.01					8/22/17	9/5/17

## 6. Resignations:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
B	Kneler, Ashlie	Resignation	BWD	School Psychologist / SED.001.PSY.02					9/23/17	

## 7. Substitutes:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
D	Lieberman, Seth	Add to 17-18 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	9/1/17	6/30/18
D	Monticello, Penniann	Add to 17-18 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	9/1/17	6/30/18
D	Pollio, Kari	Add to 17-18 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	9/1/17	6/30/18
D	Reneo, Christina	Add to 17-18 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	9/1/17	6/30/18
D	Salko, Katherine	Add to 17-18 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	9/1/17	6/30/18
D	Sudit, Leana	Add to 17-18 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	9/1/17	6/30/18

## 8. Approve the FY18 Merit Goals for Dr. Melissa Varley Superintendent of Schools for Florham Park Board of Education. (On file in Administration Offices) There was a discussion regarding the LLI program at Briarwood and Brooklake. Dr. Varley stated that she would meet with Dr. Cap to determine ways to accelerate the progress at Brooklake.

As of Wednesday AM, there were 101 students in Brooklake's third grade and 92 students in Briarwood's first grade. Dr. Varley stated that she had reached out to several teachers in Briarwood who had formerly put in for transfers to see if they would like to move. At present time she was waiting for the third teacher to confirm or deny the transfer. With the hiring of a teacher we did not budget for and a separate large hit to the budget, we are strapped financially. The admin team will have to go back to the budget and strike some line items that were previously planned for as we need some cushion for emergencies. Dr. Varley stated that she would remove the reading celebration as that would

cost approximately 5k and it wasn't widely received by the community. We will be looking for approximately 10-15K to have some sort of a cushion.