

Personnel/Policy Committee

Agenda

September 18th, 2017

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

POLICY:

1. **Approve** the minutes of the August 28, 2017 Regular Board Meeting.
2. **Approve** the minutes of the August 28, 2017 Regular Board Meeting Executive Session.
3. **Approve** the second 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

3. **Approve** to abolish Regulation 7300.1 Disposition of Instructional Property.
Dr. Varley discussed that Mr. Csatos has been reviewing all of the 7300 policy changes and those changes will be on the October Policy Committee meeting for review by the board.
4. **Approve** the following fundraisers for the 2017-2018 school year:

Fundraiser	School	Organization/Staff Member	Dates
Car Wash/Clothing Collection	RMS	8th Grade Class Stein	9/23/17
Display My Art	BKL/BWD	PTA	9/26/17-4/11/18
Kickoff Dance	RMS	PTA	9/29/17
Math-a-thon	BKL	St. Jude's Children's Research Hospital/Perruso	Oct. 2017-Nov. 2017
Java Joe's Coffee	RMS	Music Department/Leone	10/2/17-10/16/17
Scholastic Book Fair	DIST	PTA	10/16/17-10/20/17
Kindergarten Fun Night	BWD	PTA	10/18/17
Pumpkins & Poems	BWD	PTA	10/23/17
Pumpkins & Poems	BKL	PTA	10/25/17-10/27/17
St. Jude Marth-A-Thon	RMS	Defonte	10/25/17-1/20/18
Operation Gratitude Candy Drop Off	BKL	Enderle	11/1/17-11/8/17
Give Back with a Gobble	BWD	PTA	11/13/17
Little Woman	RMS	Theater/Harris	12/1/17-12/2/17
First Grade Fun Night	BWD	PTA	1/17/18
School Dance	RMS	PTA	1/26/18
Pennies for Patients	BKL	Bernstein	2/5/18-2/23/18
Disney's The Little Mermaid	RMS	Theater/Harris	5/11/18-5/12/18
Concessions for Tech Club	RMS	Tech Club/Wasserman	5/17/18-5/21/18

5. **Approve** the following Board Goals for FY18 developed by the board and the New Jersey School Boards Association;

Proposed 2017-2018 Board Goals

- Ensure that all funds are used in an effective and efficient manner to achieve the Board and District goals and meet the long-range facilities and curricular needs.
- Support effective and transparent communication with the community.
- Monitor the effectiveness of our instructional programs based on student achievement data.
- To fortify and strengthen the unification of the Board team with a focus on individual and Board training.
- To assist in developing an engaged, connected, and growing environment within the community of local organizations and businesses.

6. **Approve** the following District Goals for FY18 developed by the board and the New Jersey School Boards Association;

Proposed 2017-2018 District Goals

- To create a learning environment that maximizes student access to 21st Century Tools.
- Conduct a comprehensive program review for mathematics grades 5-8.
- Improve community relations and communications by providing community forums and exchanges that will effectively allow for parent/community input, provide accurate and timely information about our schools and programs and further foster ownership by the community of our schools.
- Continue to focus on English Language Arts and Reader’s/Writer’s workshop for all students. Ensure that teachers are being trained on all aspects of the workshop model partnering with Teacher’s College of Columbia University.

Dr. Varley discussed that two of these goals pointed back to the strategic plan. Goal #1 and Goal #3 are part of our strategic action plan.

PERSONNEL:

1. Appointments:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
C	Biedka, Rose	Appoint	BWD	Staff Assistant / SED.999.CLA.02	0.75	Step 16	\$21,449.06	11-204-100-106	TBD	
C	Cochario, Lindsay	Appoint	RMS	Staff Assistant / SED.999.OOA.10	0.75	Step 1	\$13,415.81	11-213-100-106	TBD	
C	Esposito, Cinthya	Appoint	RMS	Staff Assistant / SED.999.OOA.09	0.75	Step 1	\$13,415.81	11-213-100-106	9/1/17	
B	Hayes, Kathleen	Appoint	BWD	School Psychologist / SED.001.PSY.02	1.00	MA+30/ Step 1	\$58,775.00	11-000-219-104	9/1/17	
C	Lopez Mendez, Maria Cecilia	Appoint	BWD	Staff Assistant / SED.999.CLA.04	0.75	Step 3-4	\$14,299.38	11-213-100-106	TBD	
B	Montasr, Sarah	Appoint	BKL	Teacher/ SED.001.RRM.18	0.70	MA/Step 1	\$39,322.50	11-213-100-101	9/6/17	

2. Additional Compensation:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
B	Davis, Jaclyn	Home Instruction	BKL	P-3, TOSD	\$40 / hr				9/1/17	6/30/18
B	Gatti, Jessica	Home Instruction	BWD	K-6	\$40 / hr				9/1/17	6/30/18
B	Harris, Michaela	Home Instruction	RMS	English	\$40 / hr				9/1/17	6/30/18
B	Hollingsworth, Jessica	Home Instruction	RMS	K-6, TOSD	\$40 / hr				9/1/17	6/30/18
B	Murray, Charles	Home Instruction	BKL	K-6 & TOH	\$40 / hr				9/1/17	6/30/18
B	Stein, Karen	Home Instruction	RMS	K-8	\$40 / hr				9/1/17	6/30/18
B	Waldron, Lindsay	Home Instruction	RMS	K-6, LA Gr. 5-8 & TOSD	\$40 / hr				9/1/17	6/30/18
B	Weiss-Chromeck, Courtney	Home Instruction	RMS	K-6, Math Gr. 5-8, Music, Science Gr. 5-8, TOSD	\$40 / hr				9/1/17	6/30/18
B	Williver, Katie	Home Instruction	RMS	P-3, K-8, & TOH	\$40 / hr				9/1/17	6/30/18

3. Athletics/Co-Curricular Appointments/Revisions:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
E	Delaney, Ashley	Appoint	BKL	Drama Club	55	\$32/HR	\$1,760.00	11-401-100-100	9/1/17	
E	Delaney, Ashley	Appoint	BKL	Homework Club Advisor	21	\$32/HR	\$672.00	11-401-100-100	9/1/17	

4. College Student Placements:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
F	LoPinto, Lisa	Revise Student Teaching	BKL	Seton Hall: Grade 3 (Tedesco)					9/5/17	4/27/18
F	Raddi, Brianna	Rescind Practicum	RMS	Caldwell: LDT-C (Dolan)					9/18/17	9/18/17
F	Weiss-Chromeck, Courtney	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.
C	Cooper, Barbara	Dock/Unpaid Leave	BKL	Staff Assistant / SED.999.CLA.09					10/2/17	11/10/17
C	Esposito, Cinthya	Dock/Unpaid Leave	RMS	Staff Assistant / SED.999.OOA.09					9/6/17	9/6/17
B	Hayes, Kathleen	Dock/Unpaid Leave	BWD	School Psychologist / SED.001.PSY.02					9/6/17	9/6/17
C	Lanfrank, Alexa	Dock/Unpaid Leave	BWD	Staff Assistant / SED.999.CLA.24					9/5/17	9/6/17
B	Manger, Daniellle	Dock/Unpaid Leave	BWD	Occupational Therapist / SED.001.OTP.01					5/3/18	5/4/18
B	Noll, Susan	Dock/Unpaid Leave	BWD	Teacher/ REG.001.TWL.04					9/6/17	9/6/17

6. Resignations/Retirements:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
D	Braden, Susan	Rescind Appointment	DIST	Per Diem Substitute			Per Contract	11-1XX	9/12/17	9/12/17
C	Fastiggi, Rebecca	Transfer	BKL	Staff Assistant/ SED.999.CLA.30					9/1/17	
B	Hawk, Katie	Revise Resignation Date	BKL	Teacher / SED.001.RRM.18					9/1/17	9/1/17
B	Kneler, Ashlie	Revise Resignation Date	BWD	School Psychologist / SED.001.PSY.02					8/30/17	
D	Lieberman, Seth	Rescind Appointment	DIST	Per Diem Substitute			Per Contract	11-1XX	9/1/17	9/1/17
C	Lynch, Noeline	Rescind Appointment	BKL	Staff Assistant / SED.999.OOA.09					8/30/17	
B	Rinaldi, Marlene	Retirement	BWD	12 Month Secretary / SAP.999.SEC.04					12/31/17	12/31/17
D	Viegas, Michele	Rescind Appointment	DIST	Per Diem Substitute			Per Contract	11-1XX	9/12/17	9/12/17
C	Williams, Vera	Resignation	BKL	Staff Assistant / SED.999.CLA.10					9/1/17	9/1/17

Dr. Varley discussed Marlene Rinaldi's resignation with regret. We are sad to see her go but, wish her well on the next part of her life.

7. Substitutes:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
D	Bibighaus, Jania	Add to 17-18 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	TBD	6/30/18
D	Bilal, Mehwish	Add to 17-18 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	TBD	6/30/18
D	Granato, Frank	Add to 17-18 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	TBD	6/30/18
D	Keane, Mary	Add to 17-18 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	9/26/17	6/30/18
D	Lewis, Karyn	Add to 17-18 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	TBD	6/30/18
D	Merrell, Brooke	Add to 17-18 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	TBD	6/30/18
D	Orlovsky, Laurie	Add to 17-18 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	TBD	6/30/18
D	Sarcone, John	Add to 17-18 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	TBD	6/30/18
D	Wach, Samantha	Add to 17-18 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	TBD	6/30/18

8. Transfers:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
C	Alves, Lauren	Transfer	BKL	Staff Assistant/ SED.999.CLA.36					9/1/17	
C	Fastiggi, Rebecca	Transfer	BKL	Staff Assistant/ SED.999.CLA.30					9/1/17	
C	Glynn, Deborah	Transfer	BWD	Staff Assistant/ SED.999.CLA.37					9/1/17	
C	Maltino, Lynda	Transfer	BKL	Staff Assistant/ SED.999.CLA.14					9/1/17	
C	Pizzano, Judith	Transfer	BKL	Staff Assistant/ SED.999.CLA.15					9/1/17	

9. Approve the revised FY18 Merit Goals for Dr. Melissa Varley Superintendent of Schools for Florham Park Board of Education. *(On file in Administration Offices)*

Dr. Varley revised her goal to focus on math since we know our test scores are traditionally low in math.

10. Approve all district staff assistants to work up to an additional 50 hours throughout the 2017-2018 school year at their hourly rate of pay.

11. Teacher issue

Dr. Varley discussed an issue that occurred with a teacher. As of right now, we are on hold and waiting for next steps.

12. Dr. Varley discussed a rumor that regarding our ALICE drills and reassured the board that in no way will there be someone acting as an intruder in any of our buildings.