

FLORHAM PARK BOARD OF EDUCATION

Regular Public Meeting, January 25, 2016
Ridgedale Middle School Auditorium
67-71 Ridgedale Avenue

MINUTES

(Formal action will be taken on the following)

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)	X	
Mr. Shanley (Skip)	X	
Mrs. Thomas (Alita)	X	
Mrs. Heinold (Kristina)	X	
Ms. Haynes (Marianne)	X	
Mr. DeCoursey (Kevin)		X
Dr. Carollo (John)	X	

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of any of these items will be disclosed to the public when matters have been determined and confidentiality is no longer applicable.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; AT

Second; MH

6 yes, 0 no

D. RECONVENE PUBLIC SESSION:

Motion by Mrs. Thomas to adjourn the Executive Session for the purposes of negotiations, legal issues, personnel issues and reconvene the Regular Meeting at 7:01p.m. The motion received a second from Mrs. Haynes.

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 - Dr. Varley reported the following

- District enrollment is currently 976 Students
- There were two incidents investigated as HIB since the last meeting. Both incidents were reported from Brooklake and both were found not to be HIB.
- As required by statute Security Drills were conducted as follows:
 - BWD: 12/3/15 Fire Drill, 12/21/15 Code Orange
 - BKL: 12/8/15 Shelter in Place, 12/11/15 Fire Drill
 - RMS: 12/21/15 Fire Drill, 12/23/15 Code Orange
- LAN Associates HVAC Feasibility Study – Mr. Steve Secora, Vice President of LAN Assoc. introduced himself and narrated a powerpoint presentation summarizing the Brooklake/RMS HVAC feasibility study conducted and reported to the finance committee and the board. Mr. Secora, upon completion received questions. Dr. Carollo raised concerns about roof integrity and support. Mr. Secora stated the study does provide for structural improvements to the existing buildings to accommodate the options presented. Mr. Shanley asked if the system had to supply heat or if that could be eliminated based on buildings be sound in providing heat. Mr. Secora stated that with varying systems the possibility exists that heat could be eliminated. Mr. Shanley stated the cost of proposals are expensive and are there others solutions such as window units. Mr. Secora stated window units have been done by other districts, however they don't supply outside air and uninvent would need to be maintained. Mr. Shanley made reference to cost of electrical upgrade ranging from \$450,000 to \$575,000. Mr. Shanley asked how many classrooms needed to be serviced under this proposal. Mr. Secora stated he did not have the number on hand but the building floor plan in the proposal has them delineated. Mr. Shanley asked if the RMS attic currently has exhaust fans. Mr. Secora and Mr. Infantolino confirmed that it does. No further questions were asked.

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.)

Dr. Carollo stated to the public on hand that at the reorganization meeting the board adopted an agenda format creating two public comment sessions. Mrs. Alcantara was recognized and asked if the current board policy #5131 on the agenda this evening was being revised, why Dr. Varley stated the policy could have been construed as too harsh, furthermore upon second reading how soon will parents be notified. Dr. Varley stated the policy was being revised to allow the principals more discretion in their issuance of disciplinary action. Upon second reading Mr. Christ would communicate the change immediately.

I. COMMITTEE REPORTS

Policy- Mrs. Thomas stated the committee met on 1/19/16 to discuss all policies on tonight's agenda. Policy #5511 and #8454 will be tabled and brought back to committee for additional deliberation.

Curriculum- Mrs. Haynes stated the committee met on 1/19/16 and discussed ELA Program Balanced Literacy and Units of Study by Lucy Calkins, Project Read, FY17 Professional Development for balanced literacy, math in focus, co-teaching and Orton Gillingham and the FY17 1:1 Grade 6 Chromebook initiative.

Personnel- Mrs. Thomas stated the committee met on 1/19/16 and discussed all items contained on agenda this evening.

Finance/Facility- Mrs. Heinold stated the committee met on 1/18 and reviewed the December financial statements, the budget calendar previously adopted noting that upcoming meetings with administrators will take place on 2/1, 2/9 with tentative dates for preliminary and final adoption. The committee was apprised of potential change to PTA food service program and board involvement. Mr. Csatos stated that meetings are to occur tomorrow and Wednesday. Mrs. Heinold continued the RMS window and door project is complete, the feasibility study was reviewed and a proposal to extend gymnasium wall padding at RMS is being accepted tonight.

Transportation – Mrs. Haynes reported that the complaint/compliment log and misconduct log were reviewed as to content and origination of the documents.

H.P.R.H.S Articulation- Mrs. Haynes reported in detail many items discussed at the pat meeting highlighting their Chromebook initiative.

Teacher Administrator Board- Mrs. Heinold stated the committee is waiting for confirmation of a potential 2/8 meeting.

Project Community Pride- Mrs. Thomas that there was no report. Mrs. Kelly of PCP to confirm attendance at PTA meeting.

Borough Liaison- No report. Mrs. Rozek to attend Borough meeting.

J. RESOLUTIONS:

POLICY

Upon recommendation of the Superintendent, move to:

- 1. Approve** the minutes of the December 21, 2015 Regular Board Meeting.

Motion; AT Second; KH 6 yes, 0 no

- 2. Approve** the minutes of the December 21, 2015 Regular Board Meeting Executive Session.

Motion; AT Second; KH 6 yes, 0 no

- 3. Approve** the minutes of the January 04, 2016 Re-organization Board Meeting.

Motion; AT Second; KH 6 yes, 0 no

- 4. Approve** the minutes of the January 04, 2016 Re-organization Board Meeting Executive Session.

Motion; AT Second; KH 6 yes, 0 no

- 5. Approve** the school calendar for the 2016/2017 school year. *(On file in Administration Offices)*

Motion; AT Second; KH 6 yes, 0 no

6. Approve the first reading of the following policies:

2624 Grading System
 5131 Conduct/Discipline
TABLED 5511 Dress and Grooming
 5756 Transgender Students
 7522 School District Provided Technology Devices to Staff Members
 7523 School District Provided Technology Devices to Students
TABLED 8454 Management of Pediculosis

Motion; AT Second; KH 6 yes, 0 no

7. Approve the following job description: *(On file in Administration Offices)*

Board Certified Behavior Analyst

Motion; AT Second; KH 6 yes, 0 no

8. Approve the following fundraisers for SY 2015/2016.

Fundraiser	School	Organization/Staff Member	Dates
Winter Glow Dance	RMS	PTA	1/22/16
4th Gr. Trivia Night	BKL	PTA	2/19/16
3rd Gr. Fun Night	BKL	PTA	2/5/16
Hoops for Heart	RMS	Powers	3/1/16-3/24/16
Dr. Seuss Poster/Essay Contest	BWD	PTA	2/29/16-3/4/16

Motion; AT Second; KH 6 yes, 0 no

PERSONNEL

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

AGENDA DATE (DOH)	SORT CODE	NAME	ACTION	LOCATION CODE	POSITION/UPC	FTE	DEGREE / STEP	SALARY/ COMPENSATION	GAAP CODE	DATE EFFECTIVE	DATE OF TERMINATION
1/25/16	B	Cantwell, Danielle	Maternity Leave revised	RMS	Gr 7 Special Education / SED.001.RRM.05					10/12/15	2/19/16
1/25/16	D	Contreras, Sergio	Add to 15/16 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	TBD	6/30/16
1/25/16	E	Ford, Karen	Co-Curricular	RMS	Bowling 1:1	20	\$32/HR	\$640.00	11-402-100-100	1/21/16	
1/25/16	D	Freeman, Thomas	Appoint	DIST	Per Diem Substitute Custodian			Per Contract	11-1XX	TBD	6/30/16
1/25/16	B	Gatti, Jessica	Revise Dates	BWD	MLR Gr 2 / REG.001.LTS.06				11-120-100-101	9/1/15	6/30/16
1/25/16	C	Giangeruso, Fallon	Revise Salary	DIST	Exec. Asst. to the Superintendent / GAP.999.SEC.01	1		\$60,080.00	11-000-230-105	7/1/15	
1/25/16	B	Maiorano, Michelle	Appoint	DIST	BCBA/ SED.001.ABA.01	1	MA / 4	\$55,633.00	11-000-216-100	2/8/16	
1/25/16	D	McDonald, Peter	Revise Start Date	DIST	Per Diem Substitute Custodian			Per Contract	11-1XX	1/20/16	6/30/16
1/25/16	C	Liaw, Bernadine	Paid Leave	RMS	Staff Assistant/SED.999.CLA.16					1/29/16	2/11/16
1/25/16	D	Perrotta, Jennifer	Revise Start Date	DIST	Per Diem Substitute			Per Contract	11-1XX	1/14/16	6/30/16
1/25/16	D	Santo, Cassandra	Revise Start Date	DIST	Per Diem Substitute			Per Contract	11-1XX	1/19/16	6/30/16
1/25/16	B	Sedita, Nicole	Revise Dates	RMS	LTR/ SED.001.LTR.01					10/26/15	2/26/16
1/25/16	B	Serfozo, Jeremy	Movement on guide	BKL/BWD	Music / REG.001.TMC.05	1	BA + 30 / 8	\$57,786.00	11-120-100-101	9/1/15	
1/25/16	F	Stewart, Beth	Student Teaching Placement	BWD	FDU: Grade 1 (Keenan)					TBD	5/13/16
1/25/16	C	Stiles, James	Revise Salary	DIST	Technology Coordinator	1		\$76,096.00	11-000-252-100	2/1/16	
1/25/16	D	Winschuh, Lori Ann	Add to 15/16 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	TBD	6/30/16

Motion; SS

Second; AT

6 yes, 0 no

CURRICULUM

Upon recommendation of the Superintendent, move to:

1. **Be It Resolved**, that the board accepts and approves the Superintendent's current to date bullying report.

Motion; MH Second; KH 6 yes, 0 no

2. **Be It Resolved**, that the board accepts and approves the following English/Language Arts program textbook and related materials for the 2016/2017 school year.

- Units of Study by Lucy Calkins

Motion; MH Second; KH 6 yes, 0 no

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 December 31, 2015 in the amount(s) of \$3,092,764.39.
(On file in Administration Offices)

Motion; KH Second; SS 6 yes, 0 no

2. **Approve** the following District financial reports and submission to the Executive County Business Administrator.

Board Secretary's (A148) Report for the Month(s) of December 2015. Business Administrator/
Board Secretary

Treasurer's (A149) Report for the Month(s) of December 2015. Business Administrator /
Board Secretary
(On file in Administration Office)

Motion; KH Second; SS 6 yes, 0 no

3. **Approve** the Report of Transfers submitted by the Business Administrator/Board Secretary for December 31, 2015 in the amount(s) of \$22,897.23.
(On file in Administration Office)

Motion; KH Second; SS 6 yes, 0 no

4. **Be It Resolved**, that the Florham Park Board of Education approve, that as of December 31, 2015 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; KH Second; SS 6 yes, 0 no

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 Full Name	Notes	Admin. Approval Date
2/1/16	CHRIST, PETER	Evidence-Centered Leadership Conference (\$350) MUJC New Providence, NJ	1/5/16
2/8/16	CHRIST, PETER	Evidence-Centered Leadership Conference (\$350) MUJC New Providence, NJ	1/5/16
3/10/16	FORD, KAREN	PARCC training	1/14/16
3/2/16	GLAAB, SHERRI	MUJC Elementary School Principals Subcommittee meeting	1/4/16
2/8/16	HARRIS, MICHAELA	Literacy Leaders Meet Up in Glen Rock, NJ 9-10:30 AM	1/12/16
2/3/16	KNELER, ASHLIE	Bureau of Ed. & Research: Effectively Dealing w/ Disruptive Students: Practical, Classroom-Proven Techniques Seminar Presented by Ernie Chapin New Brunswick (Piscataway) \$239 registration fee	1/14/16
2/3/16	ORLANDO, YVONNE	Bureau of Ed. & Research: Effectively Dealing w/ Disruptive Students: Practical, Classroom-Proven Techniques Seminar Presented by Ernie Chapin New Brunswick (Piscataway) \$239 registration fee	1/14/16
1/28/16 - 1/29/16	SILKENSEN, BRIAN	Techspo Conference Atlantic City, NJ Registration, Accommodation, & Mileage = Est. \$600.00	12/23/15
3/9/16	SILKENSEN, BRIAN	Career Ready Practice Morris-Union Jointure Commission (\$0)	1/4/16
3/15/16	SILKENSEN, BRIAN	Next Generation Science Standards Workshop Planning NGSS Aligned Lessons: Raritan Valley Community College Branchburg, NJ (\$125)	1/4/16
5/4/16	SILKENSEN, BRIAN	Analyzing Test Data Morris-Union Jointure Commission (\$0)	1/4/16
1/28/16-1/29/16	STILES, JAMES	Techspo Conference Atlantic City, NJ Registration, Accommodation, & Mileage = Est. \$600.00	12/23/15
3/10/16	STILES, JAMES	District Test Coordinator and District Technology Coordinator - 2016 PARCC Training - Whippany, NJ	1/15/16

Motion; KH Second; SS 6 yes, 0 no

6. Approve, the submission of an amendment#1 to the Fiscal Year 2016 NCLB Grant to account for Fiscal Year 2015 carryover funding as required by the State of NJ Department of Education as follows;

Title 2A	Support Services – Prof. Development	\$2,638.00
Title 3 Immigrant	Support Services – Professional Development	\$ 80.00

Motion; KH Second; SS 6 yes, 0 no

7. Whereas, the State of New Jersey, Department of Education permits the appropriation of reserved, undesignated 2014-2015 Excess Extraordinary Aid and Non-Public Transportation Aid, and

Whereas, the school business administrator has indicated that for the period ending June 30, 2015 such funding in the amount of \$23,013.00 and 8,555.00 exists respectively and \$24,368.00 is still available and can be designated for any general fund purpose,

Now, Therefore Be It Resolved, that the Florham Park Board of Education approves the appropriation of said funding to the 2015-2016 budget, specifically as follows;

11-190-100-610	General Instruction – Supplies and Materials	\$24,368.00
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Motion; KH Second; SS 6 yes, 0 no

- 8. Approve** contracting with GL Group for the supply and installation of gymnasium wall padding at the Ridgedale Middle School compliant with proposal#EDS15-359 and the ESC of Morris County Cooperative Purchasing Education Data Bid#6881 not to exceed \$11,384.25.

Discussion: Mrs. Heinold asked for a timeline of implementation. Mr. Infantolino stated he would get this in the works tomorrow and provide an estimate as soon as possible.

Motion; KH Second; SS 6 yes, 0 no

- 9. Approve** the purchase of the following textbooks and materials per quotes#15001250, 15001251 and 15001252;

Language Circle – Project Read \$27,772.92

Motion; KH Second; SS 6 yes, 0 no

FACILITIES

Upon recommendation of the Superintendent, move to:

- 1. Approve the following facility requests:**

2015-2016 Facility Use-January Agenda			
61	Morris Magic Basketball	RMS Gym	January 2016
62	Florham Park PTA/Florham Park Cheerleaders	BWD AP Room	January-February 2016
63	No Idea Sports	RMS Gym	Feb-March 2016
64	Bounce Out the Stigma Basketball Camp	RMS Gym & Kitchen	August 2016
65	Morris Magic Basketball	RMS Gym	February 2016
66	NJ North Stars	RMS Gym	Feb-March 2016
67	Starting Five Basketball	RMS & BKL Gyms	April 2016

Motion; KH Second; SS 6 yes, 0 no

TRANSPORTATION

Upon recommendation of the Superintendent, move to:

- 1. Approve** the following field trips;

- a. Brooklake Elementary School, 5th Gr., Ridgedale Middle School, Florham Park, NJ.
- b. Brooklake Elementary School, 3rd Gr., Lifetime Athletic, Florham Park, NJ.

Motion; MH Second; AT 6 yes, 0 no

K. OLD BUSINESS/NEW BUSINESS:

L. CORRESPONDENCE/COMMUNICATIONS:

M. PUBLIC COMMENT-OPEN: Mrs. Alcantara stated that she has not received any correspondence back from Dr. Varley since her meeting with the board and while the board has taken action to revise policy #5131 her issue remains with not receiving an initial delay in the issuance of discipline and shy upon policy change can the record not be changed. Dr. Varley apologized for the delay in response however the letter is being sent this week upon attorney review. Dr. Varley stated that the board attorney advised discipline records could not be changed upon being served under the policy. Mrs. lossa stated that she felt that the discipline was unfair as well she was also disappointed in the non response to this point. She further stated that she had contacted an attorney but the timing was difficult. Mrs. Flanagan read from notes stating her disappointment with the district since 2002 in the area of services to students with special needs stating the district tries to bankrupt parents. Mrs. Flanagan specifically cited her disappointment with Dr. Caponegro and Mrs. Hawkins. Mrs. Flanagan stated the district has a poor reputation throughout the state in this area and hopes the district will embrace change.

N. ADJOURNMENT

Mrs. Thomas made a motion to adjourn the regular public meeting at 8:12pm. The motion received a second from Mrs. Heinold.

Motion; AT Second; KH

6 yes, 0 no

Respectfully Submitted,



John Csatló
Business Administrator/Board Secretary