

FLORHAM PARK BOARD OF EDUCATION

Regular Public Meeting, February 22, 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 – The meeting was called to order Dr. Carollo at 6:34pm.

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of any of these items will be disclosed to the public when matters have been determined and confidentiality is no longer applicable.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

7 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. Said motion was seconded by Mrs. Heinold.

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 on the following;

- Enrollment as of this meeting is 979 Students
- HIB Report – there were two incidents reported and investigated from Brooklake School. One incident was found to be HIB and consequence was administered.
- The following security drills were conducted in January and reports on file:
 - BWD: 1/8/16 Fire Drill, 1/15/16 Bomb Threat Drill
 - BKL: 1/14/16 Shelter in Place, 1/28/16 Fire Drill
 - RMS: 1/21/16 Fire Drill, 1/26/16 Shelter In Place
- Daughters of the American Revolution Essay Winners – Dr. Varley introduced former Board of Education Member and local representative of the Daughters of the American Revolution, Mrs. Joanne Tobias. Mrs. Tobias stated the district has now participated the past eight years, the topic of the essay this year was The Stamp Act and most importantly a big thank you to Ms. Michaela Harris, RMS ELA Teacher for her ongoing support. The following students were recognized by the Board; Third, Melina Mattison, Second, Philip Mascaro and First, Jaqueline Tobias.
- Dr. Varley reported out the property damage to two classrooms at RMS. The county offices have been notified. Restoration and renovation activities are being conducted. One room will be available tomorrow and the other possibly by weeks end.

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.)

Mrs. Psoni read from a document and voiced concern about the district use of technology policy and asked the district to minimize computer time, increase recess time and differentiate time based on student age/grade.

I. COMMITTEE REPORTS

Policy- Mrs. Thomas stated the committee met on 2/16 and reviewed all policies and regulations on the agenda this evening. The following policies will be tabled and sent back to committee to address other board member concerns; policy #(s) P2310, P2312 and P2330/R2330.

Curriculum- Mrs. Haynes stated the committee met on 2/16 reviewing the upcoming PARCC schedule as well as Parent Night Readers/Writers Workshop schedule and teacher website proposal for sharing professional development.

Personnel- Mrs. Thomas stated the committee met on 2/16 as well to discuss job description of Content Area Supervisor, staffing of summer/maintenance program and 12 month employee calendar.

Finance/Facility- Mrs. Heinold stated the committee met on 2/16/16. The committee reviewed all financial reports on the agenda this evening. The committee reviewed the revenue and tax implications for the proposed FY2017 budget. State Aid released that day is up \$11,843.00 and tax

increase is estimated at 2.96% a combination of 2% plus .96% related to a waiver for increased health benefit costs. The committee reviewed the SEMI program and the waiver process that must be filed for based on low eligibility. The committee reviewed the proposed 457 tax shelter annuity plan sought by the FPEA and approved acceptance for tonight's agenda. With regards to facility matters the district has completed the RMS Window and Door Project. SDA reimbursement grant has been filed for. The committee was updated on a proposed change in purpose of FY17 Capital Reserve withdrawal to a Kitchen Upgrade at Briarwood. The change is in support of the Florham Park PTA School Lunch Program. A visit to the School District of the Chathams by Mr. Infantolino and Mr. Csatlos was postponed due to RMS Property Damage on 2/16. On this issue, two rooms were lost to a broken water pipe. Emergency was reported to the County and actions have been taken to restore and renovate. The committee was made aware of RMS gym wall padding installation schedule and approved a request by Councilman Carpenter to temporarily post for Fire Dept. Volunteers with sign at BLK/BWD shared entrance.

Transportation – Mrs. Haynes reported misconduct and complaint/compliment logs were reviewed. H.P.R.H.S Articulation- Mrs. Hayes reported art work displayed at last board meeting was wonderful. Fundrasing for Mr. Kearse memorial fund amounted to \$3,072. Track and field at Whippany Park and Hanover Park are still being worked on.

Teacher Administrator Board- Mr. Shanley reported that the committee met on 2/8. Mr. Shanley stated that Mrs. Hausman stated a recent meeting with Dr. Carollo and Mrs. Thomas was well received in hopes of starting a new beginning of positive dialogue. Issues brought forth by the FPEA and discussed were as follows;

Consideration be given to compensate Fall/Spring volunteer chaperones. This would be discussed at administrative council. Professional development activities and the implementation of Readers/Writers Workshop are great and require much personal time. Expectations need to be communicated. Dr. Varley and Mr. Silkensen would address. Schedule of benchmarks/deadlines be monitored and consideration be given to spread dates out. This would be discussed at administrative council. Process for delayed openings needed clarification. Dr. Varely reviewed the process. Policy on substitutes needed clarification. Dr. Varley reported the increase in daily rate and move to full day substitutes. The amount and content of assemblies provided by the PTA needs a process for feedback. Dr. Varley would address with the PTA Executive Committee. Dr. Varley communicated the following to the union – Side bar on 12 month calendar being determined. Volunteers needed for PTA events. Union responded by asking if PTA would be amenable to waiving participation for their children if they volunteer. Dr. Varley would bring to PTA Executive Committee.

Project Community Pride- Mrs. Thomas reported that Ms. Kelly has left the program for a new opportunity and she wished her well. Diane Mann of the Madison YMCA has posting for a new hire. Borough Liaison- Mrs. Rozek stated she along with Dr. Varley met with Mayor Taylor and Councilman Zuckerman to discuss shared services and possible sharing of funds for upgrade of generator at RMS to create a viable charging station and shelter.

J. RESOLUTIONS:

POLICY

Upon recommendation of the Superintendent, move to:

- 1. Approve** the minutes of the January 25, 2016 Regular Board Meeting.

Motion; AT Second; KH 6 yes, 1 abstain(KD)

- 2. Approve** the minutes of the January 25, 2016 Regular Board Meeting Executive Session.

Motion; AT Second; KH 6 yes, 1 abstain(KD)

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

Motion; AT Second; KH 7 yes, 0 no

4. **Accept** the Achieve NJ Innovation/Flexibility Proposal Form 2016/2017 school year Equivalency Waiver Application.

Motion; AT Second; KH 7 yes, 0 no

5. **Approve** the first reading of the following policies and regulations:

P2110	Philosophy of Education/District Mission Statement (M)
P2200	Curriculum Content (M)
R2200	Curriculum Content (M)
P2210	Curriculum Development (M)
P2220	Adoption of Courses (M)
P2230	Curriculum Guides (M)
P2240	Controversial Issues
P2260	Affirmative Action Program for School and Classroom Practices (M)
R2260	Affirmative Action Program for School and Classroom Practices (M)
P2270	Religion in the Schools
TABLED	P2310 Student Grouping
TABLED	P2312 Class Size
TABLED	P2330 Homework
TABLED	R2330 Homework
P2340	Field Trips
R2340	Field Trips
P2360	Use of Technology
P2361	Acceptable Use of Computer Networks/Computers and Resources (M)
R2361	Acceptable Use of Computer Networks/Computers and Resources (M)
P2363	Student Use of Privately-Owned Technology
P2411	Guidance Counseling (M)
R2411	Guidance Counseling (M)
P2412	Home Instruction Due to Health Condition (M)
R2412	Home Instruction Due to Health Condition (M)
P2415	No Child Left Behind Programs (M)
R2415	No Child Left Behind Programs (M)
P2415.01	Academic Standards, Academic Assessments, and Accountability (M)
P2415.02	Title I-Fiscal Responsibilities (M)
P2415.03	Highly Qualified Teachers (M)
P2415.04	Title I-District-Wide Parental Involvement (M)
P2415.05	Student Surveys, Analysis, and/or Evaluations (M)
P2415.06	Unsafe School Choice Option (M)
P2415.20	No Child Left Behind Complaints (M)
R2415.20	No Child Left Behind Complaints (M)
P2416	Programs for Pregnant Students (M)
P2422	Health Education (M)
P2425	Physical Education
P2428.1	Standards-Based Instructional Priorities
P2430	Extra-Curricular Activities (M)
R2430	Extra-Curricular Activities (M)
P2431	Intramural Competition; Interscholastic Competition (M)
R2431.1	Emergency Procedures for Athletic Practices and Competitions (M)
R2431.2	Medical Examination to Determine Fitness for Participation in Athletics (M)
P2431.4	
R2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) Prevention and Treatment of Sports-Related Concussions and Head Injuries (M)
P2432	School Sponsored Publications

R2432	School Sponsored Publications
P2440	Summer Session
R2440	Summer Session
P2460	Special Education (M)
R2460	Special Education (M)
R2460.8	Special Education - Free and Appropriate Public Education
R2460.9	Special Education-Transition from Early Intervention Programs to Preschool Programs
R2460.16	Special Education - Instructional Material to Blind or Print-Disabled Students
P2464	Gifted and Talented Students (M)
R2464	Gifted and Talented Students (M)
P2465	Acceleration
P2466	Needless Public Labeling of Students with Disabilities (M)
P2467	Surrogate Parents and Foster Parents (M)
P2468	Independent Educational Evaluations
P2481	Home or Out-of-School Instruction for a General Education Student for Reasons Other Than a Temporary or Chronic Health Condition (M)
R2481	Home or Out-of-School Instruction for a General Education Student for Reasons Other Than a Temporary or Chronic Health Condition (M)
P2510	Adoption of Textbooks
P2520	Instructional Supplies (M)
P2530	Resource Materials
P2531	Use of Copyrighted Materials
R2531	Use of Copyrighted Materials
P2551	Musical Instruments
P2560	Live Animals in School
R2560	Live Animals in School
P2610	Educational Program Evaluation (M)
P2622	Student Assessment (M)
P2631	New Jersey Quality Single Accountability Continuum (QSAC)
P2700	Services to Nonpublic School Students (M)
P5511	Dress and Grooming
P8454	Management of Pediculosis

Motion; AT Second; KH 7 yes, 0 no

6. Approve the second reading of the following policies and regulations:

P2624	Grading System
R2624	Grading System
P5131	Conduct/Discipline
P5756	Transgender Students
P7522	School District Provided Technology Devices to Staff Members
P7523	School District Provided Technology Devices to Students

Motion; AT Second; KH 7 yes, 0 no

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

Content Area Supervisor (Pre K-8)

Motion; AT Second; KH 7 yes, 0 no

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

Fundraiser	School	Organization/Staff Member	Dates
Bake Sales	RMS	8th Gr. Dance Committee/PTA	February-June
54 Main Street Gives Back	RMS	8th Gr. Dance Committee/PTA	02/28/16
Scholastic Spring Book Fair	DIST	PTA	03/7/16-03/11/16

Motion; AT Second; KH 7 yes, 0 no

PERSONNEL

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

Sort Code	Name	Action	Location	Position/UPC	FTE	Degree/ Step	Salary/ Compensation	GAAP Code	Date Effective	Date of Termination
D	Freeman, Thomas	Revise Start Date	DIST	Per Diem Substitute Custodian			Per Contract	11-1XX	2/1/16	6/30/16
F	Hauffe, Dana	Field Assignment	BKL	FDU: Grade 3 (Conroy)					4/4/16	4/30/16
F	Lopes, Matthew	Observation	BKL	Brookdale Comm. College: Gr. 5 (Perlee)					TBD	
D	Nelson, DeAnna	Revise Start Date	DIST	Per Diem Substitute			Per Contract	11-1XX	2/1/16	6/30/16
C	Patel, Manisha	Resignation	BWD	Staff Assistant/ SED.999.CLA.36	.75FTE	Step 3-5	\$13,944.42	11-213-100-106	02/19/16	02/19/16
F	Stewart, Beth	Revise Start Date	BWD	FDU: Grade 1 (Keenan)					2/10/16	5/13/16
E	Stumpf, Jane	Co-Curricular	RMS	FP Library & Adult Comm. School Liaison	12Hr's	\$32/HR	\$384.00	11-401-100-100	03/01/16	

Motion; KD Second; AT 7 yes, 0 no

2. Approve the following positions for the FY16 Summer Custodial Program with regular rates of pay, and furthermore approve the positing of said positions:

Summer Custodians 12 positions \$ 9.00 / hour
 Summer Maintenance – Painting 2 positions \$18.00 / hour

Motion; KD Second; AT 7 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; KD 7 yes, 0 no

2. **Be It Resolved**, that the board approves the settlement agreement between the Florham Park Board of Education and T.D. & S.D. parents of J.D. to provide an independent educational evaluation.

Motion; MH Second; KD 7 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 January 31, 2016 in the amount(s) of \$2,205,851.80.
(On file in Administration Offices)

Motion; KH Second; SS 7 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 January 2016. Business Administrator/
Board Secretary

Treasurer's (A149) Report for the Month(s) of January 2016. Business Administrator /
Board Secretary
(On file in Administration Office)

Motion; KH Second; SS 7 yes, 0 no

3. **Approve** the Report of Transfers submitted by the Business Administrator/Board Secretary for January 31, 2016 in the amount(s) of \$295,337.77.
(On file in Administration Office)

Motion; KH Second; SS 7 yes, 0 no

4. **Be It Resolved**, that the Florham Park Board of Education approve, that as of January 31, 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; KH Second; SS 7 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
3/10/16	BERNSTEIN, CHERYL	PARCC - State mandated workshop - \$0	2/3/16
5/2/16	CANALES, LAUREN	Conquer Mathematics Workshop with Nancy Schultz (\$0) Fairfield, NJ	1/27/16
3/8/16	CHIARAVALLLO, JOSEPH	Revised from March 2 & March 8th due to conferences	1/26/16
3/8/16	CORREGAN, REBECCA	Conquer Mathematics Workshop with Nancy Schultz (\$0) Fairfield, NJ	1/26/16
3/24/16	DOLAN, LORI-JANE	MUJC - IEP goal and progress reporting workshop	2/12/16
3/24/16	ERICKSON, LAUREN	IEP Goal Development & Progress Monitoring \$60 + mileage Union County Ed. Services Commission, Westfield, NJ	2/16/16
3/8/16	FELLIPPELO, JENNIFER	Conquer Mathematics Workshop with Nancy Schultz (\$0) Fairfield, NJ	1/26/16
5/3/16	FINKELSTEIN, LINDSAY	Conquer Mathematics Workshop with Nancy Schultz (\$0) Fairfield, NJ	1/27/16
5/4/16	GATTI, JESSICA	Conquer Mathematics Workshop with Nancy Schultz (\$0) Fairfield, NJ	1/27/16
3/10/16	GIANGERUSO, FALLON	Morris County Certification Workshop Morris County Library \$0	1/26/16
3/14-15/16	GIANGERUSO, FALLON	Applitrack Certification Course Keyport, NJ \$695.00 + mileage	2/19/16
5/4/16	MICONE, KACEY	Conquer Mathematics Workshop with Nancy Schultz (\$0) Fairfield, NJ	1/27/16
2/24/16	ORLANDO, YVONNE	YEA School Support Network - Governor's Anti Bullying Task Force \$0	2/9/16
5/2/16	VIOLA, ROMINA	Conquer Mathematics Workshop with Nancy Schultz (\$0) Fairfield, NJ	1/27/16
2/26/16	WILLIVER, KATIE	ELA PD with Meredith Alvero (\$0)	1/27/16
3/11/16	WILLIVER, KATIE	ELA PD training with Meredith Alvaro (\$0)	2/15/16

Motion; KH Second; SS 7 yes, 0 no

6. Approve the following resolution:

Whereas, N.J.A.C. 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2016-2017 budget year, and

Whereas, the Florham Park Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified student OR participation in SEMI would not provide a cost benefit to the district based on the projection of the district's available SEMI reimbursement for the 2016-2017 budget year, and

Whereas, the waiver request is based on the 2015-2016 Revenue report received from the NJDOE, the free and reduced lunch count for special education students and pending the 2016-2017 Revenue Projection report from the NJOE and

Now Therefore Be It Resolved, that the Florham Park Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Morris an appropriate waiver of the requirements of N.J.A.C. 6A23A-5.3 for the 2016-2017 School Year.

Motion; KH Second; SS 7 yes, 0 no

7. Approve the following resolution:

Whereas, the Florham Park Board of Education will adopt a 457 plan effective February 23, 2016 for the purpose of making available to eligible employees and eligible deferred compensation plan as defined in Section 457 of the Internal Revenue Code of 1986, as amended, and further authorize the contractor, AXA Equitable, to offer investment funding vehicles for this Plan.

Now, Therefore Be It Resolved, that the Employer hereby authorizes the adoption of a 457 Plan and AXA Equitable to offer funding vehicles for said Plan named above.

Motion; KH Second; SS 7 yes, 0 no

8. Approve the following changes to Tax Shelter/Annuity Provider(s) for the 2016-2016 fiscal year:

- The Legend Group Eliminate-No Participation
- Lincoln Investment Planning, Inc. Add

Motion; KH Second; SS 7 yes, 0 no

9. Approve accepting a grant in the amount of \$100.00 from Start A Snowball, Inc., submitted by Mrs. Romina Viola for use in the "Helping Hands" Co-Curricular Program.

Motion; KH Second; SS 7 yes, 0 no

10. Approve the following vendors and applicable services for emergency restoration and renovation of classrooms #2 and #22 at the Ridgedale Middle School:

- Aero Environmental Professional Technical Services ESC of Morris County
- Envirovision Consultants, Inc. Professional Technical Services
- GL Group Emergency Disaster Remediation Services ED Data Bid #6870
- GL Group General Construction ED Data Bid #6881
- DALSCO UNIVENT Repair Services

Motion; KH Second; SS 7 yes, 0 no

FACILITIES

Upon recommendation of the Superintendent, move to:

1. Approve the following facility requests:

2015-2016 Facility Use-February Agenda			
68	Florham Park Track	RMS Front Lawn	April-June 2016
69	The Work Family Connection (Talent Show)	Brooklake Gym	May 2016
70	The Adult School	RMS (various rooms)	Feb-June 2016
71	Garden State Basketball	RMS & BKL Gymnasiums	February 2016
72	Girl Scout Troop (Mom & Me Easter)	RMS Gym	March 2016
73	Evolving Educators, LLC	RMS Media Center	May 2016

Motion; KH Second; SS 7 yes, 0 no

TRANSPORTATION

Upon recommendation of the Superintendent, move to:

1. **Approve** the following field trips;
 - a. RMS, LLD, 3/11/16, Hanover Lanes & Macaroni Grill, East Hanover, NJ.
 - b. RMS, 6th-8th Gr., 3/16/16, Ukrainian American Cultural Club, Whippany, NJ.
 - c. RMS, 8th Gr., 3/16/16, Hanover Park High School, East Hanover, NJ.
 - d. RMS, 7th-8th Gr. Band/Choir, 6/3/16, Dorney Park, Allentown, PA.

Motion; MH Second; SS 7 yes, 0 no

K. OLD BUSINESS/NEW BUSINESS: Mrs. Thomas noted that some parents have voiced confusion over the new start time of the public portion of the board meetings. Mr. Csatlos will note specifically on agenda the start time of meeting and public session.

L. CORRESPONDENCE/COMMUNICATIONS:

- Letter of Recognition – Dr. Carollo summarized a letter from Mrs. Hemmerle acknowledging Mr. Christ and Mr. McParland. Mr. McParland lauded for his efforts in co-curricular athletics, specifically the Girls Basketball Program. Mrs. Heinold wished to congratulate the HPRHS hockey team. Mr. DeCoursey recognized various wrestlers of HPRHS on performance in district level meet.

M. PUBLIC COMMENT-OPEN: Dr. Carollo recognized Mrs. Flanagan. Mrs. Flanagan stated that she was pleased in having the opportunity to voice her concerns with the districts special education programs one on one with Dr. Varley and with Mrs. Hawkins on separate occasions since the last meeting. Mrs. Flanagan is still concerned that there is no “real” parent advocacy group. There needs to be meetings separate from those with teachers of the student or talks get redundant and no room for more lectures. Things can become confusing. Mrs. Flanagan stated that in the past. Dr. Caponegro and Dr. Ronzitti did not encourage open communication with parents. Mrs. Thomas asked for clarity on what should be taking place. Mrs. Flanagan supported the idea of meetings conducted for parents by Mrs. Hawkins with the appointment of a parent liaison and PTA liaison.

N. ADJOURNMENT

Mrs. Thomas motioned to adjourn the meeting at 7:43p.m. The motion received a second from Mrs. Heinold.

Motion; AT Second; KH 7 yes, 0 no

Respectfully Submitted,



John Csatlos
Board Secretary/Business Administrator