

FLORHAM PARK BOARD OF EDUCATION
Special Public Meeting, January 23, 2017
Ridgedale Middle School Auditorium
67-71 Ridgedale Avenue

MINUTES
(Formal action will be taken on the following)

Executive Session 6:00pm
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
Ms. Crimi (Fabienne)	X	
Ms. Cali (Yvonne)	X	
Mr. Ritrivi (Nicholas)	X	
Mr. Shanley (Skip)	X	
Ms. Thomas (Alita)	X	
Ms. Heinold (Kristina)	X(via teleconference)	
Ms. Rozek (Linda)	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of any of these items will be disclosed to the public when matters have been determined and confidentiality is no longer applicable.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; YC Second; SS

7 yes, 0 no

D. RECONVENE PUBLIC SESSION:

Motion by Ms. Thomas to adjourn the Executive Session for the purposes of negotiations, legal issues, personnel issues and reconvene the Regular Meeting at 7:01 p.m. Said motion was seconded by Mr. Shanley. Ms. Heinold exited the meeting at this time.

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:

- Enrollment as of this date is 964 Students
- HIB Report - report was presented to the Board for approval. Two cases of HIB both at RMS.
- Drill Report-December - all required drills were conducted
- HIB Grade Reports - The district received a score of 76 out of 78 which is excellent.
- QSAC Waiver - State of NJ DOE has granted the district a waiver through this cycle based on high achievement in operations (curriculum, board governance, finance, facilities and)
- Reading and Writing Workshop Presentation - Mrs. O'Connor and Mr. Silkensen presented statistics, procedures and examples of the Readers and Writers Workshop model.
- NJSBA-School Board Recognition Month - Dr. Varley read the following.

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. Shanley provided a personal account of the positive effects that the Readers and Writers Workshop model have had on her daughter. She applauded the efforts of Mrs. O'Connor, Mr. Silkensen and Miss Conroy.

I. COMMITTEE REPORTS

Policy- Ms. Thomas stated the committee met on 1/17/17 to discuss items on the agenda.

Curriculum- Mr. Shanley stated the committee met to discuss the Next Generation Science Standards and the district's current FOSS program, Students2Students virtual labs, Middlebury States French Program, the district has an opportunity to pilot an upcoming book through Teacher's College "Up the Ladder Narrative Writing", BSI updates and those not responding to LLI, possible move to STEM in place of current I/A Tech and possible participation in Junior National Honors Society.

Personnel- Ms. Thomas stated the committee met on 1/17/17 to review items on the agenda.

Finance/Facility- Mr. Ritriivi stated the committee met on 1/17/17 and on 1/20/17 to review the December 2106 financial reports in depth. The committee reviewed the status of the FY18 budget and replacement of the I/A dust collector. The committee reviewed actions taken to research and remedy a roof leak at Brooklake School gym reported by Mr. Shanley.

Transportation - The committee reviewed the misconduct and complaint logs since 9/2016. The district operating procedures to report and remediate issues was reviewed.

H.P.R.H.S Articulation- Mrs. Crimi stated she was welcomed by the regional high school board. She learned of funding approved to renovate STEAM locations.

Teacher Administrator Board- Mrs. Cali state the committee did not meet. Dr. Varley stated the committee is set to meet 2/7.

Project Community Pride- Ms. Thomas indicated the organization had a fundraiser "PhilanthrOpera" this month and hopes it was very successful.

Borough Liaison- Mr. Shanley stated he could not attend the recent meeting due to family celebration. He looks forward to the next meeting and working with the Mayor and Council.

J. RESOLUTIONS:

POLICY

Upon recommendation of the Superintendent, move to:

1. **Approve** the minutes of the December 20,2016 Regular Board Meeting.
Motion; AT Second; NR 6 yes, 0 no

2. **Approve** the minutes of the December 20, 2016 Regular Board Meeting Executive Session.
Motion; AT Second; NR 6 yes, 0 no

3. **Approve** the minutes of the January 04, 2017 Special Board Meeting.
Motion; AT Second; NR 6 yes, 0 no

4. **Approve**, the Florham Park Board of Education designates the following meeting dates for Regular Meetings with Executive Sessions through December 31, 2017, in accordance with N.J.S.A. 18A:10-6, to be held at the Ridgedale Middle School Auditorium, at 6:30 p.m. All Meetings shall be held in accordance with the "Open Public Meetings Act" and formal action may be taken at any meeting.

February 27, 2017	4 th Monday
March 27, 2017	4 th Monday
April 24, 2017	4 th Monday
May 22, 2017	4 th Monday
June 26, 2017	4 th Monday
July 24, 2017	4 th Monday
August 28, 2017	4 th Monday
September 25, 2017	4 th Monday
October 23, 2017	4 th Monday
November 27, 2017	4 th Monday
December 18, 2017	3 rd Monday

*All meetings are held in the Ridgedale Middle School Auditorium, 67 Ridgedale Ave, Florham Park, NJ.

Motion; AT Second; NR 6 yes, 0 no

5. **Approve** the Board of Education Committees Representatives, Delegates and Liaisons through December 31, 2017. *(Posted on district website and on file in administration office.)*

Motion; AT Second; NR 6 yes, 0 no

6. **Approve** the following agenda format for all regular meetings of the Board of Education for calendar year 2017.

A.	Call to Order
B.	Roll Call
C.	Executive Session
D.	Reconvene Public Session
E.	Flag Salute
F.	Sunshine Statement
G.	Superintendent's Report
H.	Public Comment-Agenda Items
I.	Committee Reports
J.	Resolutions
K.	Old/New Business
L.	Correspondence/Communications
M.	Public Comment-Open
N.	Adjournment

Motion; AT Second; NR 6 yes, 0 no

7. **Approve** the 2017-2018 school calendar. *(On file in Administration Office)*

Motion; AT Second; NR 6 yes, 0 no

8. **Approve** the following fundraisers for the 2016-2017 school year:

Fundraiser	School	Organization/Staff Member	Dates
Field Day T Shirt Orders	BWD	PTA	2017
3rd Grade Fun Night 2017	BKL	PTA	2/3/17
Glow in the Dark Volleyball	RMS	PTA	2/3/17
Dr. Seuss Poster/Essay Contest	BWD	PTA	02/27/17-03/03/17
Scholastic Book Fair	DIST	PTA	3/6/17-3/10/17
2nd Grade Fun Night	BWD	PTA	03/15/2017
Kindergarten Celebrates Videographer	BWD	PTA	5/22/17
Step-up Day	BWD	PTA	6/5/17
Fourth of July Parade King & Queen Contest	BWD	PTA	6/5/17
2nd Grade Play Videographer	BWD	PTA	6/5/17

Motion; AT Second; NR 6 yes, 0 no

9. **Appoint** Gary Pascal as the District 504 Compliance Officer and Division of Child Protection and Permanence Representative for the 2016-2017 school year effective January 17, 2017.

Motion; AT Second; NR 6 yes, 0 no

10. **Approve** the Annual Review and Revisions of Agreement (Article 16) between Education and Law enforcement officials. *(On file in Administration Office)*

Motion; AT Second; NR 6 yes, 0 no

- 11. Approve** Stephanie Sousa, HPHS student, to conduct a field experience and observation at Ridgedale Middle School as part of the Tomorrow's Teacher Program.

Motion; AT Second; NR 6 yes, 0 no

- 12. Approve** Avani Budoo and Megan Currey to volunteer at Ridgedale Middle School as part of the Tomorrow's Teacher Program.

Motion; AT Second; NR 6 yes, 0 no

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

1510P & R Americans with Disabilities Act (M)
2418P & R Section 504 of the Rehabilitation Act of 1973- Students (M)
5116P & R Education of Homeless Children
8330P & R Student Records (M)

Motion; AT Second; NR 6 yes, 0 no

- 14. Approve** the HIB Grade Reports.

Motion; AT Second; NR 6 yes, 0 no

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	Eff.	Term.
B	Arthurs, David	Appoint	RMS	Resource Rm/SED.001.RRM.17	.7fte	BA/Step 2	34,611.50	11-213-100-101	1/23/17	
E	Cantwell, Danielle	Co-Curricular	RMS	Bowling 1:1	20	\$32/HR	\$640.00	11-402-100-100	1/18/17	
B	Chiaravallo, Joseph	Home Instruction	BKL	K-8, Social Studies, TOH	\$40 / hr				1/24/17	6/30/17
C	Chludzinski, Gale	Appoint	BWD	Staff Assistant / SED.999.CLA.33	0.75	Step 4	\$14,299.38	11-213-100-106	1/13/17	
B	Corregan, Rebecca	Home Instruction	BKL	K-6, TOSD	\$40 / hr				1/24/17	6/30/17
B	Delaney, Ashley	Home Instruction	BKL	K-6, TOSD	\$40 / hr				1/24/17	6/30/17
C	DeMuro, Susan	Dock/Unpaid Leave	BWD	Staff Assistant / SED.999.CLA.25					12/19/16	12/30/16
B	Dillon, Melissa	Home Instruction	BKL	K-6, TOSD	\$40 / hr				1/24/17	6/30/17
C	DiMaiolo, Jennifer	Appoint	BWD	Staff Assistant / SED.999.CLA.04	0.75	Step 7	\$15,020.66	11-213-100-106	1/10/17	
C	Fastiggi, Rebecca	Appoint	BWD	Staff Assistant / SED.999.CLA.39	0.75	Step 1	\$13,415.81	11-213-100-106	1/12/17	
B	Gibbs, Kimberly	Maternity Leave	RMS	Spanish/REG.001.TWL.02					5/1/17	10/13/17
B	Hawk, Katie	Home Instruction	BKL	K-6, TOSD	\$40 / hr				1/24/17	6/30/17
B	Kaluzavich, David	Home Instruction	BKL	K-6, TOSD	\$40 / hr				1/24/17	6/30/17
B	Kneler, Ashlie	Home Instruction	BWD	School Psychologist	\$40 / hr				1/24/17	6/30/17
B	Kuzemczak, Donna	Home Instruction	BWD	K-8, TOSD	\$40 / hr				1/24/17	6/30/17
B	Laub, Linda	Dock/Unpaid Leave	BWD	ESL/SED.001.ESL.01					1/30/17	2/3/17
E	Lazorko, Maria	Revise Hours	BKL	Team Leader Gr. 4	30	\$32/HR	\$960.00	11-402-100-100	9/1/16	1/31/17
B	Lazorko, Maria	Revised Leave Dates	BKL	Grade 4 / REG.001.K25. 20					1/30/17	6/30/17
B	Marchaterre, Jaclyn	Home Instruction	BKL	P-3, TOSD	\$40 / hr				1/24/17	6/30/17
B	Marchaterre, Jaclyn	Movement on guide	BKL	Teacher / SED.001.RRM.10	1	BA+30/Step 3	\$54,960.00	11-213-100-101	9/1/16	
E	Pompei, Lori	Co-Curricular	BKL	Team Leader Gr. 4	30	\$32/HR	\$960.00	11-402-100-100	2/1/17	
F	Radke, Melissa	Rescind Placement	RMS	FDU: Science (Stein)					1/16/17	1/16/17
F	Rodgers, Miles	Student Teaching	BKL	FDU: Grade 5 (Perlee)					1/23/17	5/5/17
C	Roma, Sharon	Revise Start Date	BKL	Staff Assistant / SED.999.CLA.39					1/4/17	
F	Ryan, Kelsey	Rescind Observation	BKL	FDU: Grade 3 (Alcuri)					1/3/17	1/3/17
D	Schubert, Heather	Revise Start Date	DIST	Per Diem Substitute					1/10/17	6/30/17
C	Scorsone, Jessica	Revise Start Date	BWD	Staff Assistant / SED.999.CLA.15					1/9/17	3/17/17
D	Shivietz, Michael	Revise Start Date	DIST	Per Diem Substitute					1/10/17	6/30/17

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
D	Takla, Niciole	Revise Start Date	DIST	Per Diem Substitute					1/10/17	6/30/17
B	Tierney, Kaitlyn	Revise Start Date	BWD	Grade 2/ REG.001.LTR.07					1/5/17	6/30/17
B	Vitiello, Janice	Home Instruction	BKL	Art, TOH	\$40 / hr				1/24/17	6/30/17
B	Volpe, Christe	Home Instruction	BKL	TOH	\$40 / hr				1/24/17	6/30/17
B	Volpe, Christe	Rescind Leave	BKL	Special Ed./SED.001.RRM.08					12/21/16	12/21/16
B	Walsh, Rebecca	Rescind Appointment	BKL	Spec. Ed./SED.001.LTR.10					12/21/16	12/21/16

Motion; AT Second; FC 6 yes, 0 no

2. **Approve** each district staff assistant to work up to an additional 50 hours throughout the 2016-2017 school year at their hourly rate of pay.

Motion; AT Second; FC 6 yes, 0 no

CURRICULUM

Upon recommendation of the Superintendent, move to:

FINANCE

Upon recommendation of the Superintendent, move to:

1. **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 member's' 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 to Administrator	Admin. Approval Date
1/23/17	ESPOSITO, NICHOLAS	Google Level 2 Boot Camp (\$200 + mileage) Rockaway, NJ	1/10/17
1/23/17	SILKENSEN, BRIAN	Google Level 2 Boot Camp (\$200 + mileage) Rockaway, NJ	1/10/17
1/23/17	STILES, JAMES	Google Level 2 Boot Camp (\$200 + mileage) Rockaway, NJ	1/10/17
1/26/17	MANGER, DANIELLE	Practitioner Training: Foundations & Implementation Online \$230	1/5/17
1/26-27/2017	SILKENSEN, BRIAN	TECHSPO Est. cost workshop, accommodations & mileage \$600 Atlantic City, NJ	12/22/16
1/26-27/2017	STILES, JAMES	TECHSPO Est. cost workshop, accommodations & mileage \$600 Atlantic City, NJ	12/22/16
1/25-27/2017	VARLEY, MELISSA	TECHSPO Est. cost workshop, accommodations & mileage \$600 Atlantic City, NJ	12/22/16
1/30/17	DOLAN, LORI-JANE	MUJC workshop \$105.00 22 miles RT	12/7/16
2/10/17	BERNSTEIN, CHERYL	PARCC Training \$0 Birchwood Manor Parsippany, NJ	1/3/17
2/10/17	FORD, KAREN	PARCC Training \$0 Birchwood Manor Parsippany, NJ	1/17/17
2/10/17	STILES, JAMES	PARCC Training \$0 Birchwood Manor Parsippany, NJ	12/16/16
2/15/17	BERNSTEIN, CHERYL	Skills for Civility, Citizenship and Collaboration United Way \$0 cost	1/5/17
2/15/17	ORLANDO, YVONNE	United Way-College of St. Elizabeth. Skills for Civility, Citizenship and Collaboration \$0 Cost.	1/5/17
3/7/17	MLYNARSKI, LISA	Conquer Mathematics Workshop \$0 Cost Fairfield, NJ	12/21/16
3/7/17	O'DELL, MICHELE	Conquer Mathematics Workshop \$0 Cost Fairfield, NJ	1/5/17
3/9/17	FRANCIS, JAYME	Students2Science	1/5/17
3/9/17	STEIN, KAREN	Students2Science Labs	1/11/17
3/10/17	EVELAND, LINDA	Conquer Mathematics Workshop \$0 Cost Fairfield, NJ	1/18/17
3/15/17	BERNSTEIN, CHERYL	Secure Attachment and the Impact of Trauma In Schools United Way \$0 Cost	1/9/17
3/23/17	FRANCIS, JAYME	Students2Science East Hanover, NJ	1/5/17
3/23/17	STEIN, KAREN	Students2Science East Hanover, NJ	1/11/17

Date	Employee Full Name	Notes to Administrator	Admin. Approval Date
5/17/17	BERNSTEIN, CHERYL	Microaggression in the classroom - United Way - \$0 cost	1/9/17
6/1/17	FRANCIS, JAYME	Students2Science East Hanover, NJ	1/18/17
6/1/17	STEIN, KAREN	Students2Science East Hanover, NJ	1/11/17

Motion; NR Second; YC 6 yes, 0 no

2. **Approve** the check register submitted by the Business Administrator/Board Secretary to pay bills and claims through December 31, 2016 in the amount(s) of \$2,043,431.22. *(On file in Administration Offices)*

Motion; NR Second; YC 6 yes, 0 no

3. **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 December 2016. Business Administrator / Board Secretary

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

Motion; NR Second; YC 6 yes, 0 no

4. **Approve** the Report of Transfers submitted by the Business Administrator/Board Secretary for December 31, 2016 in the amount(s) of \$71,846.42. *(On file in Administration Office)*

Motion; NR Second; YC 6 yes, 0 no

5. **Be It Resolved**, that the Florham Park Board of Education approve, that as of December 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; NR Second; YC 6 yes, 0 no

6. **Approve** a donation from the Work Family Connection presented to the Florham Park Board of Education in the amount of \$250.00 used for the purpose of purchasing leveled reading books for Grade K Classroom libraries.

Motion; NR Second; YC 6 yes, 0 no

7. **Approve** a donation from the ADP Foundation, Inc. presented to the Florham Park Board of Education in the amount of \$1000.00 used for the purpose of "8th Grade Graduation 2017".

Motion; NR Second; YC 6 yes, 0 no

FACILITIES

Upon recommendation of the Superintendent, move to:

1. Approve the following facility requests:

2016-2017 Facility Use-October Agenda			
48	Florham Park Soccer Association	BKL Gym	Janu-March 2017
49	The Adult School	RMS (Various Rooms)	Feb-May 2017
50	Morris Magic Basketball	RMS Gym	March 2017
51	Starting Five Basketball	RMS Gym	February 2017

Motion; NR Second; SS

6 yes, 0 no

TRANSPORTATION

Upon recommendation of the Superintendent, move to:

1. Approve the following field trips:

School	Staff Member	Date	Trip Location	Class/Group
BKL	Marchaterre, Jaclyn	6/2/17	Life Time Fitness Florham Park, NJ	3rd Grade

Motion; FC Second; SS

6 yes, 0 no

K. OLD BUSINESS/NEW BUSINESS: - Mr. Shanley commented on the recent editorial in the Florham Park Eagle and hoped the upcoming Strategic Planning meetings would help foster better communication with the community. Dr. Varely reminded the public that the first Strategic Planning meeting is set for 2/6 at the Ridgedale Middle School Auditorium. Dr. Varley noted the upcoming Little Red School House 125th Anniversary Celebration at Brooklake CC on 2/27 and the upcoming PTA Prize Party on 3/30

L. CORRESPONDENCE/COMMUNICATIONS: Dr. Varley mentioned the recent news of Holy Family school downsizing for FY18 to PK - 2.

M. PUBLIC COMMENT-OPEN: Mrs. Shanley commented on the unfortunate downsizing of Holy Family and further commented on the use of NonPublic funding. Councilman Zuckerman commented on the status of Rockwell projects and the uncertain impact housing requirements.

N. ADJOURNMENT

Move to adjourn the meeting at 7:49 p.m.

Respectfully,



John Csatló
Business Administrator/Board Secretary