

FLORHAM PARK BOARD OF EDUCATION

Regular Public Meeting, March 28, 2022

Ridgedale Middle School

Ridgedale Learning Commons

71 Ridgedale Ave.

- **MINUTES** -

Mission Statement: The Florham Park Schools are committed to the achievement of individual academic excellence through high quality teaching, learning and community involvement. This 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 Student Learning 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).

2021-2022 Board Goals

- Support the health, safety, and welfare of the district's students and staff, with a continued emphasis on the district's Social-Emotional Learning initiative.
- Continue to support effective and transparent communication with the community to further the development of an engaged, connected community, and a growing environment of local organizations and businesses.
- Continue to use student achievement data to monitor the effectiveness of all of our instructional programs and professional development across all learning platforms.
- Ensure that all funds are used in an effective and efficient manner to achieve the Board and District goals; curricular needs; and meet the district's long-range facilities needs, including the capital improvement projects supported by the referendum.

2021-2022 District Goals

- Continue to provide for the emotional well being and support for our students. (Supports Strategic Plan Goal 1)
- To create a learning environment that maximizes student access to 21st Century Tools. (Supports Strategic Plan Goal 3)
- Increase achievement of all students in the district including those who are not meeting grade-level benchmarks. (Supports Strategic Plan Goal 1)
- To assist in developing an engaged and connected environment within the community. (Supports Strategic Plan Goal 4)

A. CALL TO ORDER

B. ROLL CALL

BOARD MEMBER	PRESENT	ABSENT
Mr. Priore (Michael)		X
Mr. Ritri (Nicholas)	X	
Ms. Sabatos (Stacey)		X
Ms. Cali (Yvonne)	X	
Ms. Crimi (Fabienne)	X	
Ms. Heinold (Kristina)	X	
Mr. Perillo (Brian)	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.

D. RECONVENE PUBLIC SESSION

Motion by Ms. Cali to adjourn the Executive Session for the purposes of negotiations, legal issues, personnel issues and reconvene the Regular Meeting at 6:58 p.m. Said motion was seconded by Ms. 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. Caponegro reported;

1. Current Enrollment
 - o 967 As of March 22, 2022
2. Drill Report
 - o BWD, BKL, & RMS conducted the NJDOE mandatory safety drills this past month.
3. Suspension Report
 - o Suspension(s) that occurred since the last BOE meeting were reported to the Board of Education.
4. Referendum Update
 - o The RMS auditorium continues to be on schedule and making progress. The rigging that supports the stage lighting has been installed, curtains and the drapes on windows. The stage lighting has been installed, it just needs to be programed and the sound proof panels have been installed.

- *Under Year 3, the bid was awarded to Molba Construction Contractor, who performed last year's work at Ridgedale school. Mr. Infantolino, our district project manager, stated he was pleased to be working with Molba again and Mr. Infantolino has already held the pre construction meeting with Molba.*
- 5. 2021/22 School Year Communication - Update:
 - *National "Say Something" Week initiative*
 - *Joint Community Message sent out by FPKS & FPPD*
 - *The FPPD and FPKS, along with district legal counsel, met with the prosecutor's office on March 11th. This was a very productive meeting with items communicated to our staff.*
 - *BKL School Acting Principal, Search Feedback/Input Survey and Action Plan*
- 6. March Recognition - Women's History Month
 - *To celebrate Women's History Month across the district, the district highlighted various female historians, scientists, actors, politicians, and more who have made important contributions to our nation and the world. While women's history is American history, and the perspective and contribution of important historical figures are embedded throughout our social studies curriculum, there was an extra focus on women's history in all of our social studies classes. During interactive read-aloud time teachers read books that featured important historical figures and characters and that were written by female authors. More details can be found on the curriculum department smore that was provided to the community. Thanked Mr. Silkensen and the teachers for their efforts.*
- 7. Special Recognition & Thanks! (Heimlich Maneuver)
 - *Judith Pizzano (BKL staff assistant)*
 - *Phil Infantolino (Supervisor of B&G)*
 - *Thanked Judith Pizzano and Phil Infantolino for their assistance providing the heimlich maneuver to a Gr.5 student in need. Presented with flowers. Gr.5 student, Ella Heindol, was present and thanked both individuals.*

H. PUBLIC COMMENT-OPEN:

This portion of the meeting is open to any individuals for the purpose of addressing resolutions on this agenda or matters that they find is important to the Board of Education, and is governed by Board Policy 0167. Prior to making a comment, members of the public are required to state their names, addresses and the subject matter of the comment. Comments are limited to three minutes per person. No participant may speak more than once on the same topic until all others who wish to speak on the topic have been heard. Comments made by members of the public may or may not be responded to by the Board. Any response that is provided will be made at the end of the public comment period, after all comments have been heard.

The Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Students and employees have specific legal rights afforded by the laws of New Jersey. Therefore, comments regarding specific students and employees will not be responded to by the Board. The Board bears no responsibility nor will it be liable for any comments made by members of the public. Members of the public should consider their comments in light of the legal rights of those affected or identified in their comments and be aware that they are legally responsible and liable for their comments.

Mr. Winters commented on the district contracting with other vendors to provide transportation and is this a district shift in philosophy. Mr. Csatos replied by citing the difficulties district's are having across the State training and hiring new drivers. With recent district retirements, the district must meet its requirements to transport students and Educational Service Commissions are a viable alternative. Ms. Glenn asked if the district is seeking a new outsourcing partner for staffing and does this effect staff assistant employees? Dr. Caponegro replied the district has a one year contract with ESS and the district must place a new request for proposals for the 2022/2023 school year and beyond.

I. COMMITTEE REPORTS

Policy/Personnel - Ms. Crimi reported on the meeting of 3/21/22.

Curriculum Ms. Crimi reported on the meeting of 3/21/22.

Finance/Facility/Transportation Ms. Cali reported on the meeting of 3/21/22.

H.P.R.H.S Articulation - Mr. Perillo reported on the meeting of 3/23/22.

Teacher Administrator Board - Mr. Perillo reported a date is being finalized for late April.

Project Community Pride - Nothing to report.

Borough Liaison - Councilman Zuckerman reported on the Borough's 2.6% \$56 increase and the status of property development.

J. RESOLUTIONS

POLICY

Upon recommendation of the Superintendent, move to:

1. **Approve** the minutes of the February 28, 2022 Regular Board Meeting.
Motion; FC Second; KH 5 yes, 0 no
2. **Approve** the minutes of the February 28, 2022 Regular Board Meeting Executive Session.
Motion; FC Second; KH 5 yes, 0 no
3. **Approve** the minutes of the March 7, 2022 Special Board Meeting.
Motion; FC Second; KH 5 yes, 0 no
4. **Approve** the minutes of the March 7, 2022 Special Board Meeting Executive Session.
Motion; FC Second; KH 5 yes, 0 no
5. **Be It Resolved**, that the board accepts and approves the Superintendent's current to date bullying report. *(On file in Administration Office)*
Motion; FC Second; KH 5 yes, 0 no
6. **Approve** the following events/fundraisers for the 2021-2022 school year;
(subject to changes pending circumstances and adjustments to local, state, federal health guidance)

Event/Fundraiser	School	Organization/Staff Member	Dates

Motion; FC Second; KH 5 yes, 0 no

7. **Approve** the first reading of the following policies and regulations;

P0162 Notice of Board Meetings

Motion; FC Second; KH 5 yes, 0 no

8. **Approve** the second reading of the following policies and regulations;

P2415.05 Student Surveys, Analysis, Evaluations
P&R2431.4 Prevention and Treatment of Sports Related Concussions
P&R2622 Student Assessment
P3233 Political Activities
P5460 Commencement Activities

P5541 Anti-Hazing
P&R8465 Bias Crimes and Related Acts
P9180 School Volunteers
P9560 Administration of School Surveys

Motion; FC Second; KH

5 yes, 0 no

PERSONNEL

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

A. Additional Compensation:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/ Step	Compensation	GAAP Code	Eff.	Term.

B. Appointments/Resignations/Retirements/RIFS:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Compensation	GAAP Code	Eff.	Term.
C	Bennett, Sarah	Appointment	BWD	12 Month Secretary/ SAP.999.SEC.02	1.00	Step 2	\$53,507.00	11-000-240-105	4/01/22	
C	Chambliss, Shadiyqah	Resignation	RMS	Secretary/SAP.999.SEC.05	1.00	Step 6	\$59,787.00	11-000-218-105	3/18/22	
C	Christopher, Alyssa	Resignation	BWD	12 Month Secretary/ SAP.999.SEC.02	1.00	Step 9	\$65,022.00	11-000-240-105	4/01/22	
A	Connolly, Thomas	Accepted Resignation	BLK	Principal/SAP001.PR1.02	1.00		\$122,240.00	11-000-240-103	6/30/22	
D	Csatlos, George	Appointment	DIST	Substitute Custodian		Hourly	\$15.00	11-000-262-10	3/29/22	6/30/22
D	Csatlos, John	Appointment	DIST	Substitute Custodian		Hourly	\$15.00	11-000-262-10	3/29/22	6/30/22
C	Robertson, Alan	Revised Resignation	DIST	Bus Driver/STS.999.SBD.05	1.00	Step 16	\$41,896.00	11-100-270-160	3/15/22	3/18/22

C. College Student Placements:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Compensation	GAAP Code	Eff.	Term.

D. Athletics/Co-Curricular Appointments/Revisions:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/ Step	Compensation	GAAP Code	Eff.	Term.
E	Duggan, Jim	Appointment	RMS	Baseball Team Volunteer			Volunteer		3/30/22	6/30/22
D	Sledge, Brian	Appointment	BLK	STEAM Club Volunteer			Volunteer		3/30/22	6/30/22

E. Leave of Absence:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/ Step	Compensation	GAAP Code	Eff.	Term.
C	Alves, Lauren	Dock/Unpaid	BLK	Staff Asst./SED.999.CLA36	.75		\$18,500.00	11-000-217-100	5/27/22	
	Chambliss, Shadiyqah	Dock/Unpaid	RMS	Secretary/SAP.999.SEC.05	1.00	Step 6	\$59,787.00	11-000-218-105	3/02 - 3/04/22 3/07 - 3/11/22 3/14 - 3/18/22	
B	Ford, Alecia	Maternity Leave	BWD	Teacher/SED.001.IPS.02	.70	MA/3	\$43,487.50	11-216-100-101	9/07/22	10/21/22

F. Revisions:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/ Step	Compensation	GAAP Code	Eff.	Term.
A	Silkensen, Brian	Revised Appointment	BKL	Additional supervisory duties (BKL)		Per Day	\$33/day	11-000-221-104	03/07/22	06/30/22

G. Transfers:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/ Step	Compensation	GAAP Code	Eff.	Term.
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Motion; FC Second; KH

5 yes, 0 no

CURRICULUM

1. **Be It Resolved**, that the board accepts and approves the following Math program textbook for grades K - 5 and related materials for the 2022/2023 school year.

- Math in Focus 2020

Motion; FC Second; YC

5 yes, 0 no

2. **Be It Resolved**, that the board accepts and approves revisions to the following curriculum:

- STEAM Curriculum Grades 3-5

Motion; FC Second; YC

5 yes, 0 no

Discussion: Ms. Heinold asked for a timetable to post for the Secreterial opening at Ridgedale Middle School. Dr. Caponegro stated that he will be meeting this week with Mr. Steffner to finalize a course of action.

FINANCE

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 are 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	Administrator Approval Date
3/3/2022	CRUMM, ANNA	NJSLA Training - (\$0)	February 28, 2022
3/3/2022	KLYMKO, LINDSAY	Leadership Training - (\$0)	March 3, 2022
3/8/2022	VOLPE, CHRISTE	Out of District Math TrainingConquer Mathematics, Pompton Plains, NJ - (\$0)	March 4, 2022
3/11/2022	ESPOSITO, NICHOLAS	Leadership Training - (\$0)	March 9, 2022
3/11/2022	FOSTER, ROBERT	Leadership Training - (\$0)	March 9, 2022
3/11/2022	PUTIGNANO, VINCENT	Out of District Math TrainingConquer Mathematics, Pompton Plains, NJ - (\$0)	March 3, 2022
3/11/2022	STEIN, KAREN	SEL Training - (\$0)	March 9, 2022

3/23/2022	COCHARIO, BRENDA	HP Visit for World Language - (\$0)	March 2, 2022
3/23/2022	COUTO, SONIA	HP Visit for World Language - (\$0)	March 1, 2022
3/23/2022	HOFFMANN, LAUREN	HP Visit for World Language - (\$0)	March 1, 2022

Motion; YC Second; NR 5 yes, 0 no

2. **Approve** the check register submitted by the Business Administrator/Board Secretary to pay bills and claims through February 28, 2022 in the amount(s) of \$2,832,328.69.

Motion; YC Second; NR 5 yes, 0 no

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

Board Secretary's (A148) Report for the Month(s) of February 2022.

Business Administrator /
Board Secretary

Treasurer's (A149) Report for the Month(s) of February 2022.

Business Administrator /
Board Secretary

Motion; YC Second; NR 5 yes, 0 no

4. **Approve** the Report of Transfers submitted by the Business Administrator/Board Secretary for February 28, 2022 in the amount of \$172,364.50

Motion; YC Second; NR 5 yes, 0 no

5. **FY23 TENTATIVE BUDGET-TRAVEL AND RELATED EXPENSE REIMBURSEMENTS**

BE IT RESOLVED, that in accordance with Board of Education Policy and N.J.A.C.6A:23A-7.1 provides that the board of education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2022-2023 School Year;

NOW, THEREFORE BE IT RESOLVED, that the Florham Park School District Board of Education, in the County of Morris, New Jersey hereby establishes the school district travel and expense reimbursement maximum for the 2022-2023 School Year at a sum of \$8,200.00; and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded.

Motion; YC Second; NR 5 yes, 0 no

6. **FY23 TENTATIVE BUDGET-PROFESSIONAL SERVICES**

WHEREAS, N.J.A.C. 6A:23A-5.2 (a) mandates boards to establish annually prior to budget preparation, for public relations and each type of professional service a maximum level of spending for the ensuing school year; and

WHEREAS, the tentative budget includes the following appropriations Legal \$ 35,000.00 Auditor \$34,250.00 School Physician \$ 25,500.00 Financial/Other Advisory \$10,200.00: and

WHEREAS, the administration needs to notice the board if there arises a need to exceed said maximums, upon which the board may adopt a dollar increase in the maximum amount through formal board action; and

WHEREAS, the Board and Administration wishes to minimize the amount of paperwork involved in this area;

NOW, THEREFORE BE IT RESOLVED,

that the Florham Park School District Board of Education establishes maximums for professional services listed above at a level of 120% of the amounts listed for the 2022-2023 school year.

Motion; YC Second; NR

5 yes, 0 no

7. FY23 TENTATIVE BUDGET-TAXING AUTHORITY/ADJUSTMENT for BANKED CAP

BE IT RESOLVED, the district use its taxing authority for the 2022-2023 school year totaling \$19,993,908.00 and calculated as follows:

2% increase over prior year adjusted levy	\$392,037.00
Prior Year Levy	<u>\$19,601,871.00</u>
Total FY23 General Fund Tax Levy	<u>\$19,993,908.00</u>

Motion; YC Second; NR

5 yes, 0 no

8. TENTATIVE 2022-2023 BUDGET

BE IT RESOLVED, that upon the recommendation of the Superintendent, that the Florham Park School District, in the County of Morris, New Jersey approves the following resolution:

BE IT RESOLVED, that the tentative budget be approved for the 2022-2023 school year using the 2022-2023 State Aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>General Fund</u>	<u>Special Revenue</u>	<u>Debt Service</u>	<u>Total</u>
Expenditures	\$21,984,444.00	\$238,500.00	\$2,325,725.00	\$24,548,669.00
Less:				
Revenue	<u>\$ 1,990,536.00</u>	<u>\$238,500.00</u>	<u>\$463,021.00</u>	<u>\$2,692,057.00</u>
Taxes to Be Raised	<u>\$19,993,908.00</u>	<u>\$0</u>	<u>\$1,862,704.00</u>	<u>\$21,856,612.00</u>

And,

BE IT FURTHER RESOLVED, that a public hearing be held at the Regular Public Meeting of the Board of Education on Monday, May 2, 2022 at 7:00pm at the Ridgedale Middle School Learning Commons for the purpose of conducting a public hearing on the budget for the 2022-2023 School Year.

Motion; YC Second; NR

5 yes, 0 no

9. **Approve** authorizing the School Business Administrator to advertise for bids under State Approved Project(s) titled Bollard Installation at Brooklake and Briarwood Schools.

Motion; YC Second; NR

5 yes, 0 no

10. **WHEREAS**, the Florham Park Public Schools is the owner of certain surplus property which is no longer needed for district use; and

WHEREAS, the Florham Park Public Schools is desirous of selling said surplus property in "as is" condition without express or implied warranties.

NOW THEREFORE, BE IT RESOLVED that upon the recommendation of the Superintendent, the Board of Education in the Borough of Florham Park, County of Morris does hereby approve as follows:

1. The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-83453/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at GovDeals.com and also available from the Administrative Offices of the Florham Park Public Schools.
2. The sale will be conducted online and the address of the auction site is GovDeals.com.
3. The sale is being conducted pursuant to Local Finance Notice 2019-15.
4. A list of the surplus property to be sold is as follows:
 - i. Item - "JET" Step Pulley Drill Press
 - ii. Item - "Delta" 12" Band Saw
 - iii. Item - "Vision Fitness" Treadmill
 - iv. Item - "Baldwin" Upright Piano
5. The surplus property as identified shall be sold in "as is" condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.
6. Florham Park Public Schools reserves the right to accept or reject any bid submitted in accordance with NJSA 18A-18A:45e.
7. Items not sold at auction will be responsibly recycled;

Motion; YC Second; NR

5 yes, 0 no

11. **Approve** authorizing the business administrator to publicly advertise a request for Proposals Using

the Competitive Contracting Process for Substitute, Paraprofessional and Staff Assistant Services.

Motion; YC Second; NR 5 yes, 0 no

- 12. Approve** contracting with Silvergate Prep to provide Homebound Instruction for student 2022-009 not to exceed 10 hours per week at the rate of \$40.00/hr.

Motion; YC Second; NR 5 yes, 0 no

FACILITIES

- 1. Approve** the following facility requests:
(subject to changes pending circumstances and adjustments to local, state, federal health guidance)

Control	Organization	Location	Date
22-042	Florham Park Police Dept DEA National Drug Take Back	RMS	April 2022
22-043	Girl Scout Bridging Ceremony	RMS (alt: BKL)	June 2022

Motion; YC Second; NR 5 yes, 0 no

TRANSPORTATION

- 1. Approve** the following field trip requests:
(subject to changes pending circumstances and adjustments to local, state, federal health guidance)

School	Staff Member	Date	Trip Location	Class/Group
BWD	VanWay, Avanzato, Wittnebert & Chaperones	4/25/22	Frelinghuysen Arboretum, Morristown, NJ	2nd Grade
BWD	VanWay, Fellippello & Chaperones	4/25/22	Frelinghuysen Arboretum, Morristown, NJ	2nd Grade
BWD	VanWay, student teacher & Chaperones	4/26/22	Frelinghuysen Arboretum, Morristown, NJ	2nd Grade
BWD	VanWay, Crosetto, Thompson & Chaperones	4/27/22	Frelinghuysen Arboretum, Morristown, NJ	2nd Grade
BWD	VanWay, Conroy & Chaperones	4/27/22	Frelinghuysen Arboretum, Morristown, NJ	2nd Grade
BWD	Rella, Tighe, Ferrante, Pettersson, Berlin, Bruno & Chaperones	5/25, 5/26 & 5/27/22	Essex county Environmental Center, Roseland, NJ	1st Grade
BLK	Alves, Desimone, Diaz, Dillon, Itzkowitz, Kaluzavich, Lazorko, Micone & Zieja	4/29 & 5/02	Little Red School House, Florham Park, NJ	4th Grade
BLK	Alves, Desimone, Diaz, Dillon, Itzkowitz, Kaluzavich, Lazorko, Micone & Zieja	4/29 & 5/02	Little Red School House, Florham Park, NJ	4th Grade

Motion; YC Second; NR 5 yes, 0 no

2. **Approve** an Agreement with the Somerset County Educational Services Commission for Participation in Coordinated Transportation Services for the 2021-2022 School Year.

Motion; YC Second; NR

5 yes, 0 no

3. Approve the following Contracted Transportation Agreements for the 2021-2022 school year:

- | | | |
|-----------------------------------|--------------------------|-----------------------------|
| • MUJC | Florham Park | \$154.00/day |
| • Somerset County ESC Route#Q2413 | New Dawn (3/18-4/21) | \$525.00/day+4.5%Admin. Fee |
| • Somerset County ESC Route#Q2413 | New Dawn (5/2 - 6/23) | \$500.00/day+4.5%Admin. Fee |
| • Morris County ESC Route#CS141 | PG Chambers | \$252.00/day |
| • Morris County ESC Route#CE676 | Torey J. Sabatini School | \$206.00/day |

Motion; YC Second; NR

5 yes, 0 no

K. OLD BUSINESS/NEW BUSINESS:

L. CORRESPONDENCE/COMMUNICATIONS:

M. ADJOURNMENT

Move to adjourn the meeting at ____p.m.