

FLORHAM PARK BOARD OF EDUCATION
Regular Public Meeting, February 27, 2012
Board of Education Conference Room
67-71 Ridgedale Avenue

MINUTES
6:30 p.m.

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. SUNSHINE STATEMENT

In accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., 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.

B. CALL TO ORDER

C. FLAG SALUTE

D. ROLL CALL

BOARD MEMBER	PRESENT	ABSENT
Mrs. Tobias (Joanne)	X	
Mr. Gaffney (John)	X	
Mrs. Haynes (Marianne)	X	
Mrs. Michalowski (Linda)	X	
Mr. Montuore (Patrick)		X
Dr. Carollo (John)	X	
Mr. DeCoursey (Kevin)	X	

In attendance: District Administrators. There were three members of the general public.

E.SUPERINTENDENT’S REPORT

- Dr. Ronzitti reported that enrollment to date is 1,033. This consists of 1,022 students being taught in district and 11 out of district placements.
- Dr. Ronzitti reported 19 reported incidents under HIB policy. All incidents have been investigated and adjudicated in compliance with the policy. 18 of the 19 incidents were adjudicated as “normal social conflict”.
- Dr. Ronzitti reported there has been no communications regarding the potential of consolidation.
- Dr. Ronzitti reported the following security drills: RMS 1/11 fire, 1/25 shelter in place, BLK 1/2 fire drill, 1/12 shelter in place, 1/23 table top exercise, 1/26 shelter in place, 1/27 lock down, BWD 1/5 fire drill, 1/12 evacuation drill.
- Dr. Ronzitti recognized Ridgedale Middle School student Casey Chu. Miss Chu was nominated by Miss Emma Petrocelli to compete in the National Art Conference. Miss Chu’s art work was on display this evening and will be on display in Times Square, NYC. The board congratulated Miss Chu and presented her with flowers. The board congratulated and thanked Miss Petrocelli for her efforts.
- Dr. Ronzitti recognized the Ridgedale Middle School Boys Basketball Team for winning the GMCJSCA championship. The following students were presented with a certificate of achievement from the board; Joseph Armeni, Bret Cassaday, Matthew Falcone, Matthew Fernicola, Sam Cappabianca, Donny Dattolo, Adam Mitola, Brian Monaghan, Chris Regan, Brendan Sardo, Jason Sardo, Tyler Scaff, Antony Silvestri, Kevin Simmons, Vincent Solano, John Stavropoulos, Ryan Toohers, Matthew Winschuh and Greg Zeien. The board congratulated and thanked Mr. Vincent Marchese for his coaching efforts.

F.PUBLIC COMMENT

(Petitioners who have requested to speak during the public comment portion of the meeting will be allotted three (3) minutes.)

There were no comments.

G.COMMITTEE REPORTS

Policy- Dr. Carollo stated that the committee has not met since 1/18/12.

Curriculum- Mrs. Tobias stated that the committee had met in late January to discuss a modification to the 12/13 calendar, teacher evaluation tools, implementation of the policy on allergies, Race to the Top, a grant from ADP, the continuation of an Integrated Preschool Program for 12/13 and the proposed on-line testing of Grade 3 students for NJASK.

Personnel- Dr. Carollo stated that the committee has not met since 1/18/12.

Finance/Facility- Mr. Gaffney stated the committee met on 1/31/12 to review the 2012/2013 preliminary budget in detail. The committee met again this evening to review new State Aid figures and subsequent modifications to the original plan on 1/31/12. The committee is recommending adopting a preliminary budget for 2012/2013 this evening which will effectively raise local school taxes 1.94%.

Transportation - Mrs. Haynes reported that the committee met on 1/31/12 to discuss the 2012/13 needs and current misconduct log and complaint log.

H.P.R.H.S Articulation- Mrs. Tobias reported that she attended the H.P.R.H.S. Board of Education meeting in January. Among the items discussed were proposed renovations to athletic fields, instrumental music as an elective. Mrs. Tobias added that Holy Family is having a Band Night on 4/28/12 and Project Community Pride is restructuring its organization to comply with IRS guidelines for 503(c) status.

Mr. Gaffney made a motion to approve the resolutions on the agenda by consent. The motion received a second by Mrs. Michalowski.

Motion; JG Second; LM 6 yes, 0 no

H.RESOLUTION:

POLICY

- 1. **Approve** the minutes of the January 23, 2012 Regular Board Meeting. (Doc. PL1)

Motion; JG Second; MH 6 yes, 0 no

- 2. **Approve** the minutes of the January 23, 2012 Executive Session. (Doc. PL2)

Motion; JG Second; MH 6 yes, 0 no

- 3. **Approve** the second reading of Visitors policy #1250.

Motion; JG Second; MH 6 yes, 0 no

- 4. **Approve** the first reading of the following policies:

- 3541.3 Nonschool use of district vehicles
- 5141.2 Illness

Motion; JG Second; MH 6 yes, 0 no

5. **Whereas**, NJAC 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 Medicare Initiative (SEMI) Program for 2012-2013, 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 students,

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 under NJAC 6A:23A-5.3 for the 2012-2013 school year.

Motion; JG Second; MH 6 yes, 0 no

6. Approve the annual school board meeting dates as follows:
 - a. Rescind approval of the regular Board of Education meeting on Monday, March 19, 2012 and establish a regular public meeting on Monday, March 26, 2012 at 6:30 pm furthermore, providing for a public hearing on the proposed 2012-2013 Annual School Budget. The meeting shall be held in the Ridgedale Middle School Auditorium, 67-71 Ridgedale Avenue, Florham Park, New Jersey.

Motion; JG Second; MH 6 yes, 0 no

PERSONNEL

1. **Approve the following substitute (s) for the 2011-2012 School Year:**

Erin M. Davidove
Melissa Mooney

Motion; JG Second; MH 6 yes, 0 no

2. **Approve the following 2011-2012 Student Teaching Assignments:**

<u>Student / College</u>	<u>Purpose</u>	<u>Co-op Teacher</u>	<u>Dates</u>
Sophia Neves Jersey City University	Internship	Cheryl Bernstein Special Services	1/2/12-6/20/12
Sean McPherson Fairleigh Dickinson Univ.	Student Teacher	Brian Silkensen Grades 6-8	3/5-5/4/12
Sara Chauvette Fairleigh Dickenson Univ.	Student Teacher	Cindy Regan Grade 3	9/4-12/21/12
Sophia Neves New Jersey City University	Internship	Special Services	1/1-6/20/12
Rebecca Baldrey	Student Teacher	Beth Karl	2/22-4/25/12

Fairleigh Dickinson University

Grade 5

Motion; JG

Second; MH

6 yes, 0 no

3. Approve the following Home Instructors for the 2011-2012 School Year:

Kathleen Keenan
Lauren Krikorian

Motion; JG

Second; MH

6 yes, 0 no

4. Approve the following hiring's for the 2011-2012 School Year:

Christine Flanagan, Part-Time Computer position , Brooklake School at
BA Step 6 (.49FTE) (\$25,278.61). No Benefits Effective February 28, 2012
Pending criminal history background check.

Motion; JG

Second; MH

6 yes, 0 no

5. Approve the revised maternity leaves of absence (s) for:

Karen Ford, Ridgedale Middle School, Guidance Counselor, effective October 3, 2011 –July 1, 2012 with pay (depending on availability of accrued personal and sick days), followed by a medical leave of absence without pay, consistent with the terms of the Family Medical Leave Act.

Jennifer Adochio, Briarwood Elementary School, Kindergarten Teacher, effective September 1, 2011 –September 1, 2013 with pay (depending on availability of accrued personal and sick days), followed by a medical leave of absence without pay, consistent with the terms of the Family Medical Leave Act.

Motion; JG

Second; MH

6 yes, 0 no

6. Approve the following revised hourly rate of pay for the 2011-2012 School Year:

Angela Peters

Staff Assistant

4.5 hours

Step 1

\$13.09/hr.

Motion; JG

Second; MH

6 yes, 0 no

7. Approve the following positions for FY13 Summer Custodial Maintenance Program with regular rates of pay, and furthermore approve the posting of said positions:

Summer Custodians

12 positions

\$ 8.75/hour

Summer Maintenance-Painting

2 positions

\$18.00/hour

Motion; JG

Second; MH

6 yes, 0 no

8. **Approve** posting for the following positions for the 2012 Extended School Year Program (ESY12):

A. ESY 2012- Child Study Team Positions

It is anticipated that the CST will require the following summer day allotment to meet NJAC 6A:14 requirements and coordinate/prepare for the 2012-2013 school year. These days will be used as required for summer evaluations, IEP meetings, program evaluations, Principal/CST/Parent meetings, etc.

	<u>Position</u>	<u>Total Days (Max)</u>
A.	LDT-C	15 Days
B.	Psychologist	15 Days
C.	Psychologist	15 Days
D.	Psychologist	15 Days
E.	Social Worker	10 Days
F.	Speech/Language	5 Days
G.	Special Education/Behaviorist	10 Days

B. ESY 2012 – Teacher & Staff Assistant Positions

In order to meet the needs of the district’s Extended School Year 2012 students, it is anticipated that the following staff positions will need to be posted:

- A. Teacher(s) for 30 days up to 5.0 hours/day
- B. Teacher(s) for 30 days up to 3.0 hours/day
- C. Staff Assistant(s) for 30 days up to 5.5 hours/day (AM/PM Bus for spec. students)
- D. Staff Assistant(s) for 30 days up to 4.0 hours/day
- E. Staff Assistant(s) for 30 days up to 3.0 hours/day
- F. Speech/Language Therapist for 30 days up to 4 hours/day
- G. Speech/Language Therapist for 12 days up to 2 hours/day – out of district services
- H. Occupational Therapist for 30 days up to 4 hours/day
- I. Physical Therapist for 10 days up to 4.0 hours/day
- J. Nurse for 30 days up to 5.0 hours/day

C. ESY 2012 – Bus Aide Positions

In order to meet the transportation needs of the district’s Out-of-District Extended School Year 2011 students, it is anticipated that the following staff positions will need to be posted:

- A. Bus Aides for 30 days up to 6.0 hours/day

Motion; JG Second; MH 6 yes, 0 no

9. **Approve the following resignations for the 2011-2012 School Year:**

Accept with regret the resignation of Beth Burke, Part-Time Computer Teacher, Brooklake Elementary School, to be released at the discretion of Dr. Ronzitti within the next 60 days.

Motion; JG Second; MH 6 yes, 0 no

- 10. **Approve** the revised school calendar for the 2012-2013 school year and the 12 month employee calendar. (Doc. P1)

Motion; JG Second; MH 6 yes, 0 no

- 11. **Approve** the extension of Maternity Leave Replacement, for Briana Helm, Guidance Counselor, Ridgedale Middle School at MA Step 1 (\$52,340) no benefits. Effective October 3, 2011- June 30, 2012.

Motion; JG Second; MH 6 yes, 0 no

- 12. **Approve** Karen Ford to consult for 12 days on District NJ ASK Testing at per diem rate.

Motion; JG Second; MH 6 yes, 0 no

CURRICULUM

- 1. **Approve** the “Cure Kids Cancer Foundation” Fundraiser.

Motion; JG Second; MH 6 yes, 0 no

- 2. **Approve** the following placements for the 2011-2012 School Year in accordance with Board Policy #5118, and contractual agreement between the Florham Park Board of Education and the Florham Park Educational Association:

T.O. and E.O.

Motion; JG Second; MH 6 yes, 0 no

- 3. **Approve** the Superintendent’s report on HIB.

Motion; JG Second; MH 6 yes, 0 no

FINANCE

- 1. **Authorize** the Business Administrator/Board Secretary to pay bills and claims through January 31, 2012 in the amount of \$2,126,101.55.

(Doc. F1)

Motion; JG Second; MH 6 yes, 0 no

- 2. **Accept the following District financial reports:**

Board Secretary’s (A148) Report for the Month of January 2012

Business Administrator/
Board Secretary
(Doc. F2)

Treasurer’s (A149) Report for the Month of January 2012

Business Administrator /
Board Secretary
(Doc. F3)

Motion; JG Second; MH 6 yes, 0 no

3. Approve the transfer for January 31, 2012 in the amount of \$176,649.28.

(Doc. F4)

Motion; JG

Second; MH

6 yes, 0 no

4. 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.

	Name	Position	Description	Date(s)	Approx. Cost	Funding Source
A	Michael Ocejo	School Psychologist	Workshop	2/16/12	N/A	Local
B	Cheryl Bernstein	Guidance Counselor	Workshop	3/19/12	N/A	Local
C	Lisa Van Way	Teacher	Workshop	3/21/12	N/A	Local
D	Shewa Hawkins	School Psychologist	Workshop	2/3/12	N/A	Local
E	Christe Cirelli	Behavior Analyst	Workshop	2/3/12	N/A	Local
F	Emily Gruenwald	Social Worker	Workshop	2/3/12	N/A	Local
G	Lori-Jane Dolan	LDT-C	Workshop	2/3/12	N/A	Local
H	Michelle Phillips	Teacher	Workshop	2/3/12	N/A	Local
I	Dana Carsillo	Teacher	Workshop	2/3/12	N/A	Local
J	Cheryl Berstein	Guidance Counselor	Workshop	2/3/12	N/A	Local
K	Crystal Curry Thomas	Staff Assistant	Workshop	2/3/12	N/A	Local
L	Janice Vitiello	Teacher	Workshop	2/3/12	N/A	Local
M	Cheryl Berstein	Guidance Counselor	Workshop	3/15/12	N/A	Local
N	Emily Gruenwald	Social Worker	Workshop	3/15/12	N/A	Local
O	Briana Helm	Counselor	Workshop	3/15/12	N/A	Local
P	Mark Majeski	Principal	Workshop	3/1/12	N/A	Local
Q	Jennifer Immerso	ICS	Performance	6/5/12	N/A	Local
R	Briana Helm	Counselor	Workshop	3/19/12	N/A	Local
S	Wendy Tedesco	Teacher	Conference	3/9/12	\$55.00	Local
T	Kathleen McAllen	Teacher	Conference	3/9/12	\$55.00	Local
U	Peter Christ	Technology Supervisor	Conference	2/13 & 2/14	N/A	Local
V	Emma Petrocelli	Teacher	Convention	3/2/12	\$135.00	Local
W	Tina Monteleone	Teacher	Workshop	3/2/12	N/A	Local

Motion; JG Second; MH 6 yes, 0 no

5. **BE IT RESOLVED**, that the Florham Park Board of Education certify, that as of January 31, 2012 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; JG Second; MH 6 yes, 0 no

6. **BE IT RESOLVED**, that the Florham Park Board of Education accept the certification of the Business Administrator/Board Secretary that as of January 31, 2012 pursuant to N.J.A.C. 6:20-2A.10(d), no budgetary line item has been over-expended in violation of N.J.A.C. 6:20-2.10(b).

Motion; JG Second; MH 6 yes, 0 no

7. **Whereas**, competitive quotes were sought for the replacement of two (2) exterior doors at Briarwood School,

Be It Resolved, that the Florham Park Board of Education approve awarding a contract to C & M Door Controls in the amount of \$8,600.00.

Motion; JG Second; MH 6 yes, 0 no

8. **The Board resolves** to accept a donation in the amount of \$1,000.00 from ADP as presented to Chief Patrick Montuore. The donation should be used towards the district's special education programs.

Motion; JG Second; MH 6 yes, 0 no

9. **Approve** the settlement OAL Docket #EDS09385-2011 N, and EDS09388-11 and authorize the superintendent to execute the settlement agreement upon the recommendation of the board's legal counsel.

Motion; JG Second; MH 6 yes, 0 no

10. **Approve** Jump Start Therapeutics, LLC to provide Occupational Therapy not to exceed 12 hours a week at a rate of \$70.00/hr from March-June 2012

Motion; JG Second; MH 6 yes, 0 no

- 11. **BE IT RESOLVED** that the Preliminary Budget for the 2012-13 school year (copy on file in the Board Office), as set forth in the total amount of \$17,287,301.00 be adopted by the Florham Park Board of Education as follows:

General Fund	\$ 15,878,120.00
Special Revenue Fund	\$ 366,462.00
Debt Service Fund	\$ 1,042,719.00
	<u>\$17,287,301.00</u>

BE IT FURTHER RESOLVED that the Preliminary Budget is subject to amendments and/or modifications by the Morris County Office of the New Jersey Department of Education and the Board of Education prior to and at the March 26, 2012 Public Hearing of the budget.

Motion; JG Second; MH 6 yes, 0 no

- 12. **Approve** the General Fund Tax Levy for the 2012-13 budget, in the amount of \$15,050,909.00 and the Debt Service Fund Tax Levy in the amount of \$1,042,719.00

Motion; JG Second; MH 6 yes, 0 no

- 13. **BE IT RESOLVED**, that in accordance with Board of Education Policy and N.J.A.C. 6A:23B-1.2(b) 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 2012-2013 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 maximum for the 2012-2013 school year at a sum of \$66,900.00; and

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

Motion; JG Second; MH 6 yes, 0 no

- 14. **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

a) Legal	\$25,000.00
b) Auditor	\$21,500.00
c) Architect	\$ 5,000.00
d) Financial Advisory	\$ 3,750.00
e) Election	\$ 1,000.00
f) Professional Development	\$54,900.00
g) Transportation	\$75,000.00

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 2012-2013 school year.

Motion; JG Second; MH 6 yes, 0 no

FACILITIES

1. Approve the following facility requests:

a.RMS Dance	RMS Gym	February 2012
b.The Adult School	RMS (various rms)	Feb-June-2012
c.PTA Enrichment Program	BKL (various rms)	April-June-2012
d.PTA Enrichment Program	BWD (various rms)	April-June-2012
e.Halos For Angels Program	RMS, BKL & BWD (various rooms)	March-May-2012
f.Morris Magic Basketball	RMS Gym	March 2012
g.Ekal Vidyalaya Foundation	RMS Auditorium	March 2012
h.Garden State Basketball	BKL Gym	April-June-2012
i.Morris Magic Basketball	RMS Gym	April-May-2012
j.Starting Five Basketball	RMS Gym	April-June-2012
k.Florham Park Track	RMS Front Lawn	April-June-2012
l.Girl Scouts (Anderson)	RMS Auditorium	June-2012
m.No Idea Sports	BKL Gym	April-May 2012
n. No Idea Sports	BWD Gym	April-May 2012
o.Starting Five Basketball	RMS GYM	March-2012
p.Florham Park Jaycees	RMS Front Lawn	March 31, 2012
q.Girls on the Run	BKL Outdoors	March-June-2012

Motion; JG Second; MH 6 yes, 0 no

TRANSPORTATION

1. **Approve** the scheduling of the field trip for Ridgedale Middle School, grades 6-8 to the Newark Academy, Livingston, NJ.
2. **Approve** the scheduling of the field trip for Ridgedale Middle School, grades 6-8 to the Morris Plains Middle School, Morris Plains, NJ.
3. **Approve** the scheduling of the field trip for Ridgedale Middle School, grades 6-8 to the Hearst Building, NYC, NY.
4. **Approve** the scheduling of the field trip for Ridgedale Middle School, grades 6-8 to the Funplex, East Hanover, NJ.
5. **Approve** the scheduling of the field trip for Briarwood Elementary School, grade 1 to the Turtle Back Zoo, West Orange, NJ.

Motion; JG Second; MH 6 yes, 0 no

I. OLD BUSINESS/NEW BUSINESS

J. CORRESPONDENCE/COMMUNICATIONS:

K. 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 renewals, non-renewals and tenure, negotiations FPBOE/FPEA, and /or litigation special education placements; 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; LM Second; JT 6 yes, 0 no

L. ADJOURNMENT

Mrs. Haynes motioned to adjourn the regular public meeting at 7:35p.m. The motion was seconded by Mrs. Michalowski.

Motion; MH Second; LM 6 yes, 0 no

Respectfully Submitted

John Csatlos
Business Administrator/Board Secretary