

FLORHAM PARK BOARD OF EDUCATION

Regular Public Meeting, June 20, 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 no members of the general public.

E.SUPERINTENDENT’S REPORT

- Dr. Ronzitti reported that enrollment to date is 1,046.
- Dr. Ronzitti reported 15 incidents under HIB policy. All incidents have been investigated and adjudicated in compliance with the policy. 13 of the 15 incidents were adjudicated as “normal social conflict”. The 2 incidents categorized as “bullying” were addressed with parents and the appropriate student consequence. Dr. Ronzitti summarized a final HIB report for fiscal year 2012.
- Dr. Ronzitti made a second and final report under EVVRS. There were 9 incidents in fiscal year 12.
- Dr. Ronzitti reported the following security drills: RMS 5/12 and 6/7 fire, 5/4 shelter in place, 6/6 evacuation; BLK 5/10 and 6/8 fire drill, 5/10 reverse evacuation, 5/22 and 6/5 shelter in place, 6/12 evacuation, 6/13 active shooter; BWD 5/4 and 6/8 fire drill, 5/8 evacuation and 6/7 lockdown.

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 from the general public.

G.COMMITTEE REPORTS

Policy- Dr. Carollo stated that the committee met on 6/12/12 to discuss the district policy on student allergies.

Curriculum- Mrs. Tobias stated that the committee met on 6/12/12 and discussed the President’s Award, Teachscape, Math Lab Options, the District Mentoring Plan and IReady.

Personnel- Dr. Carollo stated that the committee met on 6/12/12 to discuss FY13 staffing assignments and worker’s compensation.

Finance/Facility- Mrs. Haynes stated the committee has not met since 5/21/12.

Transportation - Mrs. Haynes reported that the committee has not met since the 5/21/12.

H.P.R.H.S Articulation- Mrs. Tobias reported that H.P.R.H.S. and W.P.H.S. were recently ranked very high in the U.S. top 1000 public high schools. Seventy four of the top 1000 were from NJ with ten of the seventy four located in Morris County. The school district is moving ahead with additions and renovations to the athletic field facilities. The district is reinstating a “strings” orchestra program for fiscal year 2013. Project Community Pride raised over \$12,000 at the recent 5k event.

Dr. Carollo made a motion to approve the resolutions on the agenda by consent. The motion received a second by Mrs. Tobias.

H.RESOLUTION:

POLICY

1. Approve the minutes of the May 21, 2012 Regular Board Meeting.

(Doc. PL1)

Motion; JC Second; JT 4 yes, 0 no

2. Approve the minutes of the May 21, 2012 Executive Session.

(Doc. PL2)

Motion; JC Second; JT 4 yes, 0 no

3. Approve the second reading of the following policies:

4121 Substitute Teachers
6142.10 Internet Safety and Technology

Motion; JC Second; JT 4 yes, 0 no

4. Approve the first reading of the following policies:

5141.21 Management of life threatening allergies in school and
administration of medicine

Motion; JC Second; JT 4 yes, 0 no

PERSONNEL

1. Approve the following personnel assignments:

Silkensen	ESY 12 Bus Aide	Step 12	\$18.61/hr.	Per Negotiated Contract
Tappen	ESY 12 Bus Aide	Step 10	\$16.96/hr.	Per Negotiated Contract
McGuire	ESY 12 Bus Aide	Step 6	\$14.50/hr.	Per Negotiated Contract
Reimers	ESY 12 Bus Aide	Step 1	\$13.52/hr.	Per Negotiated Contract

Motion; JC Second; JT 4 yes, 0 no

2. Approve the following substitute (s) for the 2012-2013 School Year:

Russell Tepper

Motion; JC Second; JT 4 yes, 0 no

3. Approve the following ESY 2012 Volunteers:

Leanne Zaug
Bryant Hatch
Rachel Murray

Motion; JC Second; JT 4 yes, 0 no

4. Approve the following 2012-2013 Student Teaching Assignments:

<u>Student / College</u>	<u>Purpose</u>	<u>Co-op Teacher</u>	<u>Dates</u>
Alyssa Iapcco College of St. Elizabeth	Student Teacher Special Ed	Mrs. Vitiello Ms. Conroy Elementary	09/10-11/16/12
Margorie Berg Drew University	Field Observe	Mrs. Abdy Grades 6-8	9/7-12/23/12
Noelle Congero Caldwell College	Student Teacher	Mrs. Hausman Grade 2 Mrs. Chonowski Special Ed.	1/21-5/10/13

Motion; JC Second; JT 4 yes, 0 no

5. Approve the adjustments in salaries for the following:

Marissa Perlee, Teacher, Brooklake Elementary School, from BA Step 5 (\$49,789.00) to BA + 30 Step 5 (\$52,897.00) effective May 30, 2012.

Karen Janes, Teacher, Ridgedale Middle School, from BA Step 9 (\$55,820.00) to BA + 30 Step 9 (\$59,252.00) effective July 1, 2012.

Motion; JC Second; JT 4 yes, 0 no

6. Approve the following leave of absence without pay for Frances Alvino, for personal reasons, effective 5/23/12-5/30/12.

Motion; JC Second; JT 4 yes, 0 no

7. Approve the maternity leave of absence for Cynthia Pappa, School Psychologist, Ridgedale Middle School, effective September 1, 2012-December 17, 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.

Motion; JC Second; JT 4 yes, 0 no

8. Approve the following staff assistant effective June 8, 2012:

Caryl DeStefano Step 1 (.75fte., no benefits) \$13.09/hr.

Motion; JC Second; JT 4 yes, 0 no

9. Approve the following Home Instructors for the 2012-2013 School Year at \$40/hr:

BWD

Lori-Jane Dolan
Fran Alvino
Deborah Shepherd
Shannon Frew
Kathleen Keenan
Mary McGovern

BLK

Charles Murray
Jen Immerso
Katie Williver
Kathleen Cogan
Kathleen McAllen
Lindsay Franklin

Lauren Canales
Jacqueline Remaly
Donna Kernor

RMS

Karen Janes
Jeff Gruenwald
Vincent Marchese
Joe Aquino
Lisa DeFonte
Rich McNanna
Danielle Shur
Jessica Stroh
Michaela Harris

CST

Christe Cirelli
Lauren Krikorian
Yvonne Orlando
Emily Gruenwald
Lori-Jane Dolan

Motion; JC Second; JT 4 yes, 0 no

10. Approve the following chaperones and compensation for the Ridgedale Middle School Washington D.C. event at \$300.00 per person.

Michaela Harris	Tina Monteleone
Marian Kentner	Lyndsey Parman
Kim Laurino	Brian Silkensen
Mark Majeski	Karen Stein
Vincent Marchese	

Motion; JC Second; JT 4 yes, 0 no

11. Approve the FY13 Florham Park School District Staff Assignments and compensation. (Doc. P1)

Motion; JC Second; JT 4 yes, 0 no

12. Approve the following hiring's for the 2012-2013 School Year with no benefits:

<u>Name</u>	<u>FTE</u>	<u>Assignment</u>	<u>Step</u>	<u>Amount</u>
Lauren Canales	.7	Part-Time Speical Ed	BA Step 2	\$33,880.00
Jacqueline Remaly	.7	Part-Time Special Ed	MA Step 2	\$37,366.70
Donna Kernor	.7	Part-Time Special Ed	MA Step 2	\$37,366.70
Maria Rosamilia	.7	Part-Time Computer	MA Step 2	\$37,366.70

Shannon Frew, Grade 1, Maternity Leave Replacement, Briarwood Elementary School, at BA Step 1 (\$47,500.00) no benefits effective September 1, 2012-June 30th, 2013.
11-000-218-104

Gina Bianco, Grade 1, Maternity Leave Replacement, Brooklake Elementary School, at BA + 30 Step 1 (\$50,420.00) no benefits effective September 1, 2012-June 30th, 2013.
11-000-218-104

Motion; JC Second; JT 4 yes, 0 no

CURRICULUM

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

Motion; JC Second; JT 4 yes, 0 no

2. Approve the following placements for the 2012-2013 School Year in accordance with Board Policy #5118, and contractual agreement between the Florham Park Board of Education and the Florham Park Educational Association:

F.B.

Motion; JC Second; JT 4 yes, 0 no

3. Approve Joanne Tobias' donation of supplemental workbooks and materials to the Special Services Department.

Motion; JC Second; JT 4 yes, 0 no

4. Approve the alignment of district curricula with the State-Board adopted standards for implementation September 1, 2012 in the following content areas:

Language Arts-ELA	K-8
Math	K-8
Visual & Performing Arts	K-8
Comprehensive Health & Physical Education	K-8
Technology	K-8
21st Century Life & Careers	K-8
World Languages	K-8
Social Studies	K-8
Science	K-8

Motion; JC Second; JT 4 yes, 0 no

5. Approve the District's Mentoring Plan for the 2012-2013 School Year.

Motion; JC Second; JT 4 yes, 0 no

6. Accept student M.C. Livingston Board of Education into the Florham Park Public School District's FY12 ESY Program and SY13 PDS Program. Tuition Contracts to be prepared and approved in July 2012.

Motion; JC Second; JT 4 yes, 0 no

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 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.

	<u>Name</u>	<u>Position</u>	<u>Description</u>	<u>Date(s)</u>	<u>Approx. Cost</u>	<u>Funding Source</u>
A	Michaela Harris	Teacher	Workshop	5/24/12	N/A	Local
B	Cheryl Bernstein	Guidance Counselor	Workshop	6/6/12	N/A	Local
C	Sharon Maricle	Principal	Convention	10/18 & 10/19/12	N/A	Local

Motion; JC Second; JT 4 yes, 0 no

2. **BE IT RESOLVED**, that the Florham Park Board of Education certify, that as of May 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; JC Second; JT 4 yes, 0 no

3. **BE IT RESOLVED**, that the Florham Park Board of Education accept the certification of the Business Administrator/Board Secretary that as of May 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; JC Second; JT 4 yes, 0 no

4. **Approve the following vendors for various purchases of General Supplies/Materials and Contractor Services(time and materials) for the 2012/2013 school year under bids solicited and awarded by the ESC of Morris County Consortium and Educational Data Services, Inc.**

- General Supplies and Materials (Document on file in business office)
- Contractor Services (Time and Materials) (Document on file in Business Office)

Motion; JC Second; JT 4 yes, 0 no

5. **Approve** a shared service agreement for FY13 with the Educational Services Commission of Morris County and Educational Data Services, Inc. to provide FY14 coordinated bid procurement for various Education and support service supplies and materials.

Motion; JC Second; JT 4 yes, 0 no

6. **Approve** a shared service agreement for FY13 with the Educational Services Commission of Morris County to provide “Health and Environmental Safety Services”.

Motion; JC Second; JT 4 yes, 0 no

7. **Approve** a contract with AJL Physical and Occupational Therapy to provide related services for the 2012-2013 School Year for case #063-37.

Motion; JC Second; JT 4 yes, 0 no

8. **Approve** submission of the Certification of Implementation of Corrective Action Plan based on the 2010-2011 audit findings to the State of New Jersey.

Motion; JC Second; JT 4 yes, 0 no

9. **WHEREAS**, the State of New Jersey, Department of Education permits the appropriation of reserved, undesignated 2011-2012 Excess Extraordinary Aid, and

WHEREAS, the school business administrator has indicated that for the period ending June 30, 2012 such funding in the amount of \$57,939.00 exists,

NOW THEREFORE BE IT RESOLVED, that the Florham Park Board of Education approves the appropriation of said funding to the 2012-2013 budget, specifically as follows;

11-213-100-101	Resource Room Salaries	\$57,939.00
----------------	------------------------	-------------

Motion; JC Second; JT 4 yes, 0 no

10. **WHEREAS**, the Florham Park Board of Education through its broker of record, Brown and Brown solicited proposals to provide prescription drug and dental benefits coverage for 2012-2013 and

WHEREAS, the Florham Park Board of Education has reviewed all the proposals submitted

NOW THEREFORE BE IT RESOLVED, that the Florham Park Board of Education contract with the following benefit providers for the 2012-2013 fiscal year

Delta Dental	Dental Coverage
Bollinger	Prescription Drug Benefit Coverage

Motion; JC Second; JT 4 yes, 0 no

11. **Approve various time and material allowances for required/routine maintenance vendors for the 2012-2013 School Year.**

Air Group	\$9,000	Dave's Auto Repair	\$5,000
Da-Lor	\$3,000	Shaw's Garage	\$2,000
Eagle Auto & Truck	\$1,500	FP Hardware	\$3,000
Cherokee Glass	\$1,000	NAPA Auto	\$1,000
Hobbie Heat & Power	\$5,000	Monarch Electric	\$4,500
R & J Control	\$5,000	Jaeger Lumber	\$2,000
Ackerman Services	\$1,000	Dreyer Lumber	\$2,000
RFP Solutions	\$3,000	Med Plumbing Madison	\$1,000

DK Tree Experts	\$4,000	Grainger	\$2,000
Storr Tractor	\$5,000	Hanover Supply	\$1,000
Action Drives & Bearings	\$2,000		

Motion; JC Second; JT 4 yes, 0 no

12. Approve the purchase in FY13 of two (2) 2012 Dodge Grand Caravans for Student Transportation as follows:

Hertrich Fleet NJ State Contract T-2753/A78758 \$20,667.00 each \$41,334.00 Total.

Motion; JC Second; JT 4 yes, 0 no

13. Approve awarding a contract for FY13 under the Morris County ESC/Educational Data Services Time and Materials Bid to GL Group for the following:

Brooklake School	Main Office Floor Renovation	\$13,500.00
Brooklake School	Room 11A Floor Renovation	\$ 3,900.00

Motion; JC Second; JT 4 yes, 0 no

14. Approve awarding a contract for FY13 funded by the NJSBAIG Grant and in compliance with the Morris County ESC/Educational Data Services Time and Materials Bid to GL Group and Diamond Construction as follows:

BWD School	Concrete Replacement	Diamond Construction	\$5,228.00
BWD School	Exterior Light Replacement	GL Group	\$9,800.00

Motion; JC Second; JT 4 yes, 0 no

15. Approve a contract for Professional Educational Services with Douglass Developmental Disabilities Center as follows:

ESY 12	\$ 2,100.00 (plus mileage)
SY 13	\$14,000.00 (plus mileage)

Motion; JC Second; JT 4 yes, 0 no

16. WHEREAS, NJSA 18A:7F-41, NJAC 6A:23A-14.4 (a)(1) and NJAC 6A:23A-14.1 provide guidance and permit a Board of education to establish and/or deposit in to certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Florham Park Board of Education wishes to deposit anticipated current year surplus into the Capital Reserve Account at year end, and

WHEREAS, the Florham Park Board of Education has determined that approximately \$320,000.00 is available for such purpose of transfer;

NOW, THEREFORE, BE IT RESOLVED, by the Florham Park Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations, specifically

Capital Reserve (Not to exceed) \$320,000.00

Motion; JC Second; JT 4 yes, 0 no

17. Approve the renewal of the following technical required routine maintenance service contracts for FY13:

Protective Measures Security and Fire Systems LLC	\$8,625.00
J&J Gym Floors	\$4,800.00
Hobbie Heat & Power Inc.	\$1,420.00
The Fredco Group, LLC	\$4,950.00

Motion; JC Second; JT 4 yes, 0 no

18. Authorize the Business Administrator to appropriate unbudgeted restricted revenue Tuition-Other LEAs FY12 not to exceed \$53,826.00.

Motion; JC Second; JT 4 yes, 0 no

FACILITIES

1. Approve the following facility requests:

a. Starting Five Basketball	BKL Gym	July-Aug 2012
b. Fairleigh Dickinson University	BKL Media Center	May 2012
c. Florham Park Gazebo	RMS Auditorium	June-Aug 2012
d. Florham Park Track	RMS Gym	June 2012
e. North Jersey Sports Club	RMS Gym	June 2012

Motion; JC Second; JT 4 yes, 0 no

TRANSPORTATION

I. OLD BUSINESS/NEW BUSINESS – Mr. Montuore asked the Board President to allow for a moment of silence in memory of Mr. Ralph Politi, Board Member, Hanover Park Regional High School and to recognize his commitment to his community and volunteerism.

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; JC Second; MH 4 yes, 0 no

Dr. Carollo motioned to reconvene the public session. The motion received a second from Mrs. Haynes.

Motion; JC Second; MH 4 yes, 0 no

L. ADJOURNMENT

Mrs. Haynes motioned to adjourn the regular public meeting at 7:21p.m. The motion was seconded by Mrs. Tobias.

Motion; MH Second; JT 4 yes, 0 no

Respectfully Submitted

John Csatlos
Business Administrator/Board Secretary