

**FLORHAM PARK BOARD OF EDUCATION**  
Regular Public Meeting, September 24, 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**

<b>BOARD MEMBER</b>	<b>PRESENT</b>	<b>ABSENT</b>
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 1,019 students.
- Dr. Ronzitti reported that to date there have been thirteen incidents reported and investigated under the district’s HIB Anti-bullying policy. All incidents were resolved as “normal social conflict”.
- Dr. Ronzitti recognized awards received since the last meeting. Both awards were achieved in the district’s special education programs. The programs of award are the PEEPS program and the CHILL OUT program.
- Dr. Ronzitti commented on the fantastic opening to the 2012/13 school year. Dr. Ronzitti thanked the administration and recognized Mr. Infantolino, the district custodial/maintenance staff and the 2012 summer custodial staff for their hard work and 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 from the general public.

**G.COMMITTEE REPORTS**

Policy- Mrs. Tobias stated that the committee has not met since the last board meeting.  
Curriculum- Mrs. Tobias stated that the committee met on 9/20/12 and discussed Peer Leadership, Cycle 2, Basic Skills at Brooklake, Tuition IPS, and the Stevens STEM Program.  
Personnel- Mr. Montuore stated that the committee has not met since the last board meeting.  
Finance/Facility- Mr. Gaffney stated the committee met this evening. The committee was informed the fiscal year 2012 audit has been completed. The committee exit conference may take place before the next board meeting. The committee reviewed correspondence regarding the opening of bids for the Briarwood Exterior Door Project. A recommendation will be made this evening. Mr. Infantolino provided detail on all activities undertaken during the summer.  
Transportation - Mrs. Haynes reported that the committee met this evening. The committee reviewed the “misconduct” and “complaint” logs. The committee reviewed positive correspondence from a parent whose child rides the “orange” route. Two district minivans were ordered and should be delivered in eight to ten weeks.  
H.P.R.H.S Articulation- Mrs. Tobias reported that H.P.R.H.S. District met recently and discussed K-12 curriculum, the upcoming One Day One School Event and the Buy a Brick Fundraiser.

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

Motion; JG      Second; PM      5 yes, 0 no

**H.RESOLUTION:**

**POLICY**

- 1. Approve** the minutes of the August 20, 2012 Regular Board Meeting.

(Doc. PL1)

Motion; JG      Second; PM      5 yes, 0 no

- 2. Approve** the minutes of the August 20, 2012 Executive Session.

(Doc. PL2)

Motion; JG      Second; PM      5 yes, 0 no

- 3. Approve the following Ridgedale Middle School Fundraisers for SY 2012-2013:**

Bake Sale	10/12/12-4/13/12
Birthday Bash	10/1/12-10/23/12
Helping Hands for the needy	11/1/12-11/16/12
Relay Day	TBA
Magazine Sale	10/1/12-10/31/12
Bake Sale	9/12/12-6/13/12
Purple Ribbon Sale	4/1/13-5/13/13
Pasta Sale	11/1/12-11/5/12
Candy/Lollipops Sale	4/1/13-4/15/13
Bake Sale	10/1/12-10/31/12
Artsonia	9/1/12-6/24/13
St. Jude Math	10/1/12-1/31/13
Various Events	9/1/12-6/24/13
Car Wash	TBA
Java Joe Coffee	9/1/12-10/31/12
Plant Sale	10/1/12-11/30/12
Bake Sale	10/1/12-4/30/13
Sweats Sale	11/2/12-11/130/12
Clothing Drive	1/1/13-1/31/13
Rummage Sale	1/1/13-1/31/13
Car Wash	4/6/13-4/13/13
Spring Plant Sale	3/25/13-4/8/13

Motion; JG      Second; PM      5 yes, 0 no

- 4. Approve** the 2012-2013 Uniform Memorandum Agreement Between Educators and Law Enforcement Officials.

Motion; JG      Second; PM      5 yes, 0 no

**PERSONNEL****1. Approve the following substitute (s) for the 2012-2013 School Year:**

Jad DeLucchi (Teacher)  
 Lori Winschuh (Teacher)  
 Patricia Glen (Nurse)  
 Jennifer Sanchez (Teacher)  
 Jackie Marchaterre (Teacher)  
 Christina Owens (Teacher)

Motion; JG      Second; PM      5 yes, 0 no

**2. Approve the following 2012-2013 Student Teaching Assignments:**

<u>Student / College</u>	<u>Purpose</u>	<u>Co-op Teacher</u>	<u>Dates</u>
Samantha Martino College of Saint Elizabeth	Student Teacher	Farrah Rella Grade 3	9/10/12-11/16/12
Alyssa Iappicco College of Saint Elizabeth	Student Teacher	Jenn Fellippello Grade 4	9/10/12-11/16/12
Megan Ganley William Paterson University	Student Teacher	Kathleen McAllen Grade 5	9/5/12-12/13/12

Motion; JG      Second; PM      5 yes, 0 no

**3. Approve the adjustments in salaries for the following:**

Karen Holota, Teacher, Briarwood Elementary School, from MA Step 12 (\$66,743.00) to MA + 30 Step 12 (\$69,250.00) retro to September 1, 2012.

Motion; JG      Second; PM      5 yes, 0 no

**4. Accept, with regret the following resignation(s):**

- a. Julie Bernhard, Part-Time Staff Assistant, for personal reasons, effective September 21, 2012.

Motion; JG      Second; PM      5 yes, 0 no

**5. Approve** the following hiring's for the 2012-2013 School Year:

Jennifer Sanchez, Part-Time Staff Assistant (4.9hrs.), at Step 1 (\$13.52/hr.), effective 9/12/12.  
RMS 11-000-222-105

Donna Bassolino, Part-Time Staff Assistant (4.9hrs.), at Step 1 (\$13.52/hr.), effective 9/1/12.  
RMS 11-204-100-106

Rose Weinbaum, Part-Time Staff Assistant (4.9hrs.), at Step 1 (\$13.52/hr.), effective 10/1/12.  
BWD 11-000-217-100

Motion; JG      Second; PM      5 yes, 0 no

**6. Approve** the maternity leave of absence for Shewa Hawkins, School Psychologist/Part-Time Supervisor of Special Services, District Wide, effective December 21, 2012-July 1, 2013, with pay (depending on availability of accrued sick days), followed by a medical leave of absence without pay, consistent with the terms of the Family Medical Leave Act.

Motion; JG      Second; PM      5 yes, 0 no

**7. Approve** the medical leave of absence for Heidi Marrero, Staff Assistant , Briarwood Elementary School, effective September 21, 2012-November 2, 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; JG      Second; PM      5 yes, 0 no

**8. Approve** the leave of absence for Brian Silkensen, Social Studies Teacher, Ridgedale Middle School, effective October 29, 2012 to November 16, 2012 with pay (depending on availability of accrued sick days), followed by a leave of absence without pay, consistent with the terms of the Family New Jersey Leave Act.

Motion; JG      Second; PM      5 yes, 0 no

**9. Approve** the following Homework Club Volunteer, Nadia Jagnandan for the Ridgedale Middle School, for the 2012-2013 School Year.

Motion; JG      Second; PM      5 yes, 0 no

**10. Approve** the revised Co-Curricular assignments for the 2012-2013 school year as attached.  
(Doc. P1)

Motion; JG      Second; PM      5 yes, 0 no

**11. Approve** the appointment of Dr. Steven Caponegro, Principal, Director of Special Services as District Coordinator of the NCLB Grant for the 2012-2013 School Year.

Motion; JG      Second; PM      5 yes, 0 no

- 12. **Approve** the maternity leave of absence for Nicole Sabatino, Preschool Disabled Teacher, Briarwood School, effective March 18, 2013 – March 31, 2014, with pay (depending on availability of accrued sick days), followed by a medical leave of absence without pay, consistent with the terms of the Family Medical Leave Act.

Motion; JG      Second; PM      5 yes, 0 no

- 13. **Approve the following District-wide Professional Development / Evaluation Committee members for the 2012/2013 school year:**

Michaela Harris – Ridgedale  
 Brian Silkensen – Ridgedale  
 Beth Karl – Brooklake  
 Katie Williver – Brooklake  
 Michelle Phillips – Briarwood  
 Kathleen Keenan – Briarwood  
 Sharon Maricle – Administration/Principal  
 Steve Caponegro – Administration/Principal  
 Mark Majeski – Administration/Principal  
 William Ronzitti – Administration/Superintendent  
 Joanne Tobias – Board of Education  
 Karen Allessio - Parent

Motion; JG      Second; PM      5 yes, 0 no

**CURRICULUM**

- 1. **BE IT RESOLVED**, that the board accepts and approves the Superintendent’s current to date bullying report.

Motion; JG      Second; PM      5 yes, 0 no

- 2. **Approve** participation in Stevens Institute Research Project by RMS Science Teachers for FY13 thru FY17.

Motion; JG      Second; PM      5 yes, 0 no

- 3. **Approve** contracting with Summit Speech School to provide related services for student case#493-38 for the 2012 – 2013 school year at a rate of \$145.00 per hour, one session per week.

Motion; JG      Second; PM      5 yes, 0 no

**FINANCE**

1. **Approve** the check register submitted by the Business Administrator/Board Secretary to pay bills and claims through July 31, 2012 and August 31, 2012 in the amount of \$1,861,541.74, and \$895,531.53, respectively.

(Doc. F1)

Motion; JG      Second; PM      5 yes, 0 no

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

Board Secretary’s (A148) Report for the Month(s) of Business Administrator/  
July 2012 and August 2012.

Board Secretary  
(Doc. F2)

Treasurer’s (A149) Report for the Month(s) of  
July 2012 and August 2012.

Business Administrator /  
Board Secretary  
(Doc. F3)

Motion; JG      Second; PM      5 yes, 0 no

3. **Approve** the report transfers submitted by the Business Administrator/Board Secretary for July 31, 2012 and August 31, 2012 in the amount of \$161,138.53, and \$32,218.98, respectively.

(Doc. F4)

Motion; JG      Second; PM      5 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.

	<u>Name</u>	<u>Position</u>	<u>Description</u>	<u>Date(s)</u>	<u>Approx. Cost</u>	<u>Funding Source</u>
A.	Dr. William Ronzitti	Superintendent	NJSBA 2012 Convention	10/23-10/25	\$892.00	Local
B.	John Csatlos	Business Administrator	NJSBA 2012 Convention	10/23-10/25	\$892.00	Local
C.	Phil Infantolino	Head of Maintenance	NJSBA 2012	10/23-	\$892.00	Local

			Convention	10/25		
D.	Keven DeCoursey	President Board Member	NJSBA 2012 Convention	10/23-10/25	\$892.00	Local

Motion; JG      Second; PM      5 yes, 0 no

- BE IT RESOLVED**, that the Florham Park Board of Education certify, that as of July 31, 2012 and August 30, 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; PM      5 yes, 0 no

- BE IT RESOLVED**, that the Florham Park Board of Education accept the certification of the Business Administrator/Board Secretary that as of July 31, 2012 and August 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; PM      5 yes, 0 no

- WHEREAS**, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

**WHEREAS**, the required maintenance activities as listed in the attached document for the various school facilities of the Florham Park Public School District are consistent with these requirements, and

**WHEREAS**, all the past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

**NOW, THEREFORE BE IT RESOLVED**, that the Florham Park Board of Education hereby authorizes the School Business Administrator to submit the attached FY14 Comprehensive Maintenance Plan for the Florham Park Public School District in compliance with Department of Education requirements. (Doc. F5)

Motion; JG      Second; PM      5 yes, 0 no

- Approve** a professional service contract with Frontline Technologies to provide District-Wide Substitute Caller Services for the period 10/1/12 through 6/30/13, at a cost not to exceed \$8,430.00 (one time set-up fee \$3,250.00)

Motion; JG      Second; PM      5 yes, 0 no



9. **Approve** amendment #1 for the FY12 “No Child Left Behind Grant” submitted to the State of New Jersey Department of Education on 9/12/12.

Motion; JG      Second; PM

5 yes, 0 no

10. **Approve** a Capital Lease Agreement with Stewart Business Systems for a Xerox 7556P Copier at the Brooklake School for the period of sixty (60) months. Agreement follows the expiration of previous lease agreement with Xerox Capital Serial#WRR-55761.

Motion; JG      Second; PM

5 yes, 0 no

11. **WHEREAS**, the Florham Park Board of Education opened bids on August 14, 2012 for Project #1530-015-12-1000, “Exterior Door Replacement at the Briarwood Elementary School, and;

**WHEREAS**, LAN Associates, the district’s Architect of Record and Cleary, Giacobbe, Alfieri and Jacobs LLC, the districts’ Attorney of Records has reviewed the results of the bids received;

**NOW, THEREFORE BE IT RESOLVED**, that the Florham Park Board of Education awards a contract to GL Group, Inc. in the amount of \$111,166.28. (Base \$75,736.40, AA#1 \$25,511.88 and AA#2 \$9,918.00)

Motion; JG      Second; PM

5 yes, 0 no

**FACILITIES****1. Approve the following facility requests:**

a. Starting Five Basketball	RMS Gym	November 2012
b. Girl Scout Troop (Peterson)	Library Atrium-BWD	Oct 2012-June 2012
c. Florham Park PTA	RMS Gym	October 12, 2012
d. Boy Scouts	BWD (various rms)	Sept 2012-June 2013
e. Hoop Heaven	RMS Gym	Sept 2012-Oct 2012
f. Girl Scout Troop (Treiber)	BWD Teacher's Lounge	Sept 2012-June 2012
g. Girl Scout Troop (Rozek)	BWD Media Center	Sept 20, 2012
h. Hoop Heaven	RMS Gym	November 2012
i. Girls on the Run	BKL & RMS Outdoors	Sept-Nov 2012
j. Girl Scout Troop (Rozek)	BKL Teacher's Lounge	Oct 2012-June 2012
k. FP Police Dept. Safe Night	RMS Gym	October 30, 2012
l. No Idea Sports	BWD Gym & BKL Gym	Sept 2012-Nov 2012
m. FP Rec Soccer	RMS Soccer Fields	October 2012
n. Girl Scout Troop (McCarthy)	BKL Teacher's Lounge	Sept-June 2013
o. Girl Scout Troop (Cunningham)	BKL Teacher's Lounge	Sept-May 2013
p. Morris Magic Basketball	RMS Gym	Sept-Oct. 2012
q. Morris Magic Basketball	BKL Gym	Sept-Dec. 2012
r. FP Rec Basketball	BKL Gym	Dec-March 2013
s. The Adult Schools	RMS (various rms)	Sept-Feb 2013
t. Halo For Angels, Inc.	BWD (various rms)	Oct-Dec 2012

Motion; JG      Second; PM

5 yes, 0 no

**TRANSPORTATION**

1. **Approve** the scheduling of the field trip for Brooklake Elementary School, grade 4 to Essex County Environmental Center, Roseland, NJ.
2. **Approve** the scheduling of the field trip for Ridgedale Middle School, grade 7 to Essex HIC, Blairstown, NJ.
3. **Approve** the scheduling of the field trip for Brooklake Elementary School, grade 3 to Fosterfields, Morris Township, NJ.
4. **Approve** the scheduling of the field trip for Ridgedale Middle School, grade 6 to Madison Junior School, Madison, NJ.
5. **Approve** the scheduling of the field trip for Ridgedale Middle School, grades 6,7, & 8 to Cross Country Consortium, Frelinghuysen, NJ.
6. **Approve** the scheduling of the field trip for Brooklake Elementary School, Special Education to The Ridgedale Middle School, Florham Park, NJ.
7. **Approve** the following Joint Transportation Agreement for the 2012-2013 School Year:

<u>Route #</u>	<u>School</u>	<u>Provider</u>	<u>Cost</u>
MU951	Newmark School	MUJC	\$15,483.22

Motion; JG      Second; PM      5 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; PM      Second; MH      5 yes, 0 no

Mr. Montuore motioned to reconvene the public session. The motion received a second from Mrs. Haynes.

Motion; PM      Second; MH      5 yes, 0 no

**L. ADJOURNMENT**

Mr. Montuore motioned to adjourn the regular public meeting at 7:45 p.m. The motion was seconded by Mrs. Haynes.

Motion; PM      Second; MH

5 yes, 0 no

Respectfully Submitted

John Csatlos  
Business Administrator/Board Secretary