

**FLORHAM PARK BOARD OF EDUCATION**

Regular Public Meeting, October 15, 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 the enrollment is steady at 1,019 students.
- Dr. Ronzitti reported that to date there have been four incidents reported and investigated under the district’s HIB Anti-bullying policy since the last meeting. All incidents were resolved as “normal social conflict”.
- Dr. Ronzitti reported all activities occurring at each school in recognition of School Violence Awareness Week and a Week of Respect.

### **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 9/24/12 board meeting.

Curriculum- Mrs. Tobias stated that the committee has not met since the 9/24/12 board meeting.

Personnel- Mrs. Tobias stated that the committee has not met since the 9/24/12 board meeting.

Finance/Facility- Mr. Gaffney stated the committee met on 9/10/12. Mr. Bliss of Lerch, Vinci and Higgins LLC reviewed the District’s fiscal year end June 30, 2012 Comprehensive Annual Financial Report and audit findings. The district is in a very positive financial position. Mr. Gaffney stated that Mr. Bliss made strong positive comments on the administrations planning and budgeting practices as well as the internal controls. The district received notice that it will be recognized by NJSBAIG at this October’s NJSBA Convention for safety.

Transportation - Mrs. Haynes reported that the committee met on 9/10/12. The committee reviewed the “misconduct” and “complaint” logs. The committee was notified that Mr. Csatos will be seeking proposal for cellular service for the 2013/2014 fiscal year.

H.P.R.H.S Articulation- Mrs. Tobias reported that H.P.R.H.S. District met on 10/10/12. There were many comments regarding the proposed athletic field renovations and the validity of the project versus educational needs.

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

Motion; JT      Second; MH

4 yes, 0 no

**H.RESOLUTION:**

**POLICY**

1. Approve the minutes of the September 24, 2012 Regular Board Meeting.

(Doc. PL1)

Motion; JG      Second; JT      4 yes, 0 no

2. Approve the minutes of the September 24, 2012 Executive Session.

(Doc. PL2)

Motion; JG      Second; JT      4 yes, 0 no

3. Approve the submission of the QSAC Statement of Assurance for the 2012-2013 school year.

Motion; JG      Second; JT      4 yes, 0 no

4. Approve the Florham Park School Physician’s Nursing Standing Orders (School Nursing Plan) for the 2012-2013 school year.

Motion; JG      Second; JT      4 yes, 0 no

5. Approve the Florham Park School District’s individual School Safety and Security plans in compliance with N.J.A.C.6A:16-5.1.

Motion; JG      Second; JT      4 yes, 0 no

**PERSONNEL**

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

Ann Brice, Substitute teacher  
Megan Ganley, Substitute teacher  
Peter Kleban, Substitute nurse  
Katie Stefko, Substitute teacher

Motion; JG      Second; JT      4 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>
Noelle Congero / Caldwell College	Student teacher	M. Hausman Gr 2 J. Chonowski Spec Ed	1/16/13 – 5/7/13
Jennifer Miseo FDU	Student teacher	S. Rotella K	1/21/13 – 5/3/13
Gabriella Petrillo FDU	Oservation	K. Janes Gr 6-8	11/1/12 – 11/30/12
Amanda Sangemino FDU	Observation	L. DeFonte Gr 8	1/7/13 – 1/18/13
Kristen Wagner Caldwell College	Observation	G. Bianco Gr 5	1/28/13 – 5/1/13
Ashley Weiner Kean University	Student teacher	B. McParland	1/18/13 – 3/14/13

Motion; JG      Second; JT      4 yes, 0 no

3. Approve the adjustments in salaries for the following:

Tracy Crotty, Art Teacher, from MA Step 12 (\$66,743.00) to MA+30 Step 12 (\$69,250.00) retroactive to September 1, 2012.

Motion; JG      Second; JT      4 yes, 0 no

4. Approve the revised leave of absence for Brian Silkensen, Social Studies Teacher, Ridgedale Middle School, effective October 1, 2012 – October 19, 2012 with pay (depending on availability of accrued sick days), followed by a leave of absence without pay, consistent with the terms of the New Jersey Family Leave Act.

Motion; JG      Second; JT      4 yes, 0 no

5. Approve the maternity leave of absence for Stacey Friedlander, LLD Teacher, Briarwood School, effective March 9, 2013 – September 30, 2013 with pay (depending on availability of accrued sick days), followed by a leave of absence without pay, consistent with the terms of the Family Medical Leave Act.

Motion; JG      Second; JT      4 yes, 0 no

6. Approve Mark Paulson as a volunteer accompanist for the Ridgedale Middle School choral program.

Motion; JG      Second; JT      4 yes, 0 no

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

Motion; JG      Second; JT      4 yes, 0 no

8. Approve Melissa Mooney as Theatrical Choreographer, Ridgedale Middle School for the 2012-2013 school year. (fee to be paid from the general organization theatrical account)

Motion; JG      Second; JT      4 yes, 0 no

9. Approve the revised medical leave of absence for Heidi Marrero, Staff Assistant, Briarwood School, effective September 21, 2012 – May 1, 2013 with pay (depending on availability of accrued sick days), followed by a leave of absence without pay, consistent with the terms of the Family Medical Leave Act.

Motion; JG      Second; JT      4 yes, 0 no

10. Approve the following personnel actions for the 2012-2013 school year;
  - a. Appoint Maureen Terhune, Bus Aide (5.0 hrs/day), Step 1-2, \$13.52/hr, effective November 5, 2012 pending criminal history. 11-000-270-107

Motion; JG      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; JG      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 Education Association:

A.H., K.H., F.B., E.O., T.O., S.P., M.D., D.C. and T.P.

Motion; JG      Second; JT      4 yes, 0 no

3. Approve the acceptance of student C.X. into the Ridgedale Middle School, Grades 6-8 program for the 2012-2013 School Year at a tuition cost of \$13,16.40.

Motion; JG      Second; JT      4 yes, 0 no

4. Approve the acceptance of student C.G. into the Briarwood, Grades K-2 program for the 2012-2013 School Year at a tuition cost of \$11,834.40.

Motion; JG      Second; JT      4 yes, 0 no

- 5. Approve the Teachscape teacher and principal evaluation model for the Florham Park Public School District.

Motion; JG      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.						

Motion; JG      Second; JT      4 yes, 0 no

- 2. Approve a contract with GL Group as part of the ESC of Morris County Cooperative, specifically:

Bid Proposal #EDS 12-154-1      Exterior Lights Brooklake      \$3,847.50

Motion; JG      Second; JT      4 yes, 0 no

- 3. Approve the following maintenance supply allowance for the 2012-2013 fiscal year:

Hanover Supply      \$3,000.00  
 Florham Park Hardware      \$1,200.00 increase  
 Madison Plumbing      \$3,000.00

Motion; JG      Second; JT      4 yes, 0 no

4. WHEREAS, that the Florham Park Board of Education in accordance with N.J.S.A. 18A:23-1, Audit when and how made, 18A:23-2, Scope of Audit, 18A:23-3, Filing of Audit, 18A:23-4, preparation and distribution of Synopsis or Summary, 18A:23-5, meeting of board, discussion of report, and

WHEREAS, the Florham Park Board of Education must have a certified Annual External audit of the district's accounts and financial transactions; and

WHEREAS, the Florham Park Board of Education received the Comprehensive Annual Financial Report for the fiscal year ended June 30, 2012, prepared by the firm of Lerch, Vinci & Higgins, LLP and

WHEREAS, the Report of Audit was received by the Finance Committee of the Board of Education in consolation with the accountant of said firm at its meeting of October 10, 2012, and

WHEREAS, the audit recommendations, audit synopsis, were received and discussed at the Regular Public Meeting of the Florham Park Board of Education held on October 15, 2012,

Now,

THEREFORE BE IT RESOLVED, that the Board of Education,

- a) Accepts and approves the Comprehensive Annual Financial Report for the Fiscal Year ended June 30, 2012.

And,

- a) Approve the attached Administrative Corrective Action Plan for the recommendations made by the auditing firm of Lerch, Vinci and Higgins, LLP

And,

- b) Copies of the minutes of this meeting, the synopsis and Corrective Action Plan be filed with the New Jersey State Department of Education after said audit has been reviewed for accuracy and completeness by the Morris County New Jersey Department of Education Office.

(Doc. F1)

Motion; JG      Second; JT

4 yes, 0 no

- 5. Approve a professional Education Services contract with Total Training Solutions Inc. in the amount of \$20,000.00 for professional development of instructors during the 2012-2013 fiscal year. To be funded by the FY13 No Child Left Behind Grant.

Motion; JG      Second; JT      4 yes, 0 no

- 6. Approve the submission of the Fiscal Year 2012 Final NCLB Expenditure Report.

Motion; JG      Second; JT      4 yes, 0 no

FACILITIES

- 1. Approve the following facility requests:

a. Florham Park Jaycees	RMS Front Lawn	October 28, 2012
b. Girl Scout Troop (DiLauri)	BWD Room 1	Oct. 2012-June 2013
c. Paramount Adventure Club	BWD Various Rooms	December 1, 2012

Motion; JG      Second; JT      4 yes, 0 no

TRANSPORTATION

- 1. As required under N.J.A.C.6A:27-11.2, School Bus Emergency evacuation drills were conducted on September 20 and 21, 2012 from 8:30am to 2:15pm at the Ridgedale Middle School. School Bus Emergency evacuation drills were conducted at Brooklake School on September 20 and 21 thru , 2012 from 8:30am to 2:15pm and at Briarwood School on September 3 and 4 and , 2012 from 9:00am to 2:00pm .

Motion; JG      Second; JT      4 yes, 0 no



2. Approve the scheduling of the field trip for Ridgedale Middle School, grades 6-8 to Chess Consortium, Central Middle School, Sterling, NJ.

Approve the scheduling of the field trip for Ridgedale Middle School, grades 6-8 to College of St. Elizabeth, Florham Park, NJ.

Approve the scheduling of the field trip for Ridgedale Middle School, grade 8 to Hanover Park High School, Hanover Park, NJ.

Approve the scheduling of the field trip for Briarwood Elementary School, grade K to Stoney Hill Gardens, Chester, NJ.

Approve the scheduling of the field trip for Brooklake Elementary School, grade 5 to Liberty Hall Museum, Union, NJ.

Approve the scheduling of the field trip for Briarwood Elementary School, grade 2 to Museum of Early Trades & Crafts, Madison, NJ.

Approve the scheduling of the field trip for Ridgedale Middle School, grades 6-8 to Livingston Mall, Livingston, NJ.

Approve the scheduling of the field trip for Brooklake Elementary School, grade 3 to PaperMill Playhouse, Millburn, NJ.

Approve the scheduling of the field trip for Ridgedale Middle School, grades 6-8 to Evita, NY, NY.

Approve the scheduling of the field trip for Ridgedale Middle School, grades 6-8 to State Theatre, New Brunswick, NJ.

Approve the scheduling of the field trip for Briarwood Elementary School, grade 1 to Mayo Arts Center, Morristown, NJ.

Approve the scheduling of the field trip for Ridgedale Middle School, grades 6-8 to FP Senior Center, Florham Park, NJ.

Motion; JG      Second; JT

4 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; JT      Second; MH      4 yes, 0 no

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

Motion; JT      Second; MH      4 yes, 0 no

**L. ADJOURNMENT**

Mr. Montuore motioned to adjourn the regular public meeting at 7:18 p.m. The motion was seconded by Mrs. Haynes.

Motion; JT      Second; JG      4 yes, 0 no

Respectfully Submitted

John Csatlos  
Business Administrator/Board Secretary