

FLORHAM PARK BOARD OF EDUCATION

Regular Public Meeting, June 17, 2013
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. Ms. Casola, Ms. Fox and Ms. Schmit

E.SUPERINTENDENT’S REPORT

- Dr. Ronzitti reported that enrollment to date is 1,029.
- Dr. Ronzitti reported 5 incidents under HIB policy since the last Board of Education meeting. All instances have been investigated and adjudicated in compliance with the policy. All 5 incidents were adjudicated as “normal social conflict”.
- Dr. Ronzitti reported the following security drills: RMS 5/8 shelter in place, 5/20 fire; BLK 5/14 fire drill, 5/7 shelter in place; BWD 5/21 fire, 5/28 bomb.

F.PUBLIC COMMENT

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

All members of the general public voiced concern over the projected enrollment for kindergarten and the proposed staffing. Dr. Ronzitti stated the current enrollment as 97, which was confirmed by Dr. Maricle. Dr. Ronzitti reviewed the process in which the budget is created and its relation to kindergarten enrollment. Various hypothetical situations were proposed by the public. Dr. Ronzitti reiterated the process the district holds to. There were no further comments from the general public.

G.COMMITTEE REPORTS

Policy- Dr. Carollo stated that the committee has not met since the 5/20/13 meeting.

Curriculum- Mrs. Tobias stated that the committee has not met since the 5/20/13 meeting.

Personnel- Mr. Montuore stated that the committee has not met since the 5/20/13 meeting.

Finance/Facility- Mr. Gaffney stated the committee has not met since the 5/20/13 meeting, however the district is awaiting the financial projection report from the auditor as part of winding down Dr. Ronzitti’s tenure..

Transportation - Mrs. Haynes reported that the committee has not met since the 5/20/13 meeting , however Mr. Csatlos reported no complaints or misconduct.

H.P.R.H.S Articulation- Mrs. Tobias reported that the last H.P.R.H.S. Board of Education meeting coincided with the PTA meeting so she did not attend. Mrs. Tobias stated that Project Community Pride was investigating new fundraising ventures.

H.RESOLUTION:

POLICY

1. **Approve** the minutes of the May 20, 2013 Regular Board Meeting.

(Doc. PL1)

Motion; JC Second; PM 7 yes, 0 no

2. **Approve** the minutes of the May 20, 2013 Regular Executive Session.

(Doc. PL2)

Motion; JC Second; PM 7 yes, 0 no

PERSONNEL

1. **Approve** the following substitute (s) for the 2012-13 and 2013-14 School Years:

Matthew Wisdom
Jennifer Miseo
Alita Das
Lori Acevedo
Joseph Gilberti

Motion; KD Second; LM 7 yes, 0 no

2. **Approve** the following 2013-2014 Student Teaching Assignments:

<u>Student / College</u>	<u>Purpose</u>	<u>Co-op Teacher</u>	<u>Dates</u>
Simone Bennett Drew University		Fieldwork	Karen Janes 9/23-11/29/13 Grades 6-8
Daniela Anton Caldwell College	Student Teacher		Michele Phillips 9/3-12/13/13 Grade 1

Motion; KD Second; LM 7 yes, 0 no

3. **Approve** Flavio Rubano as Interim Superintendent, for a period of July 1, 2013 to June 30, 2014 at a per diem rate of \$557.00.

Motion; KD Second; LM 7 yes, 0 no

4. **Approve** the a contract between the Florham Park Board of Education and Mr. John Csatlos, School Business Administrator/Board Secretary for the period July 1, 20013 through June 30, 2014 at a salary of \$134,123.00.

Motion; KD Second; LM 7 yes, 0 no

5. **Approve** Michele Carollo a summer clerical assistant 20/hrs/wk, not to exceed 6 weeks at the rate of \$8.75/hr.

Motion; KD Second; LM 6 yes, 0 no, 1 abstain(JC)

6. **Accept** with regret, the resignation of Dionne Rhodes, Brooklake Elementary School Teacher effective June 30, 2013.

Motion; KD Second; LM 7 yes, 0 no

7. **Accept** with regret, the resignation of Jennifer Chang, Ridgedale Middle School Teacher effective June 30, 2013.

Motion; KD Second; LM 7 yes, 0 no

8. **Approve** an increase in Summer CST days for Lori-Jane Dolan (LDT-C) from 15 days to 20 days.

Motion; KD Second; LM 7 yes, 0 no

9. **WHEREAS**, Susan Braden has served the children of Florham Park diligently as a teacher; and

WHEREAS, during her service as a teacher in the Florham Park Public Schools she has raised the instructional standards of the district; and

WHEREAS, Susan Braden has worked diligently and conscientiously to provide for the educational needs of students in the Florham Park Public Schools; and

WHEREAS, the Florham Park Board of Education recognizes Susan Braden as an exemplary educator and wishes her the best of luck in retirement, now therefore,

BE IT RESOLVED that the Florham Park Board of Education wholeheartedly thanks Susan Braden for her service to the Florham Park Public Schools.

Motion; KD Second; LM 7 yes, 0 no

10. WHEREAS, Mary Ann Sedlak has served the children of Florham Park diligently as a school secretary; and

WHEREAS, during her service as a school secretary in the Florham Park Public Schools she has served the children and staff of the district; and

WHEREAS, Mary Ann Sedlak has worked diligently and conscientiously to provide for the educational support services to the Florham Park Public Schools; and

WHEREAS, the Florham Park Board of Education recognizes Mary Ann Sedlak as an asset to the professional staff and wishes her the best of luck in retirement, now therefore,

BE IT RESOLVED that the Florham Park Board of Education wholeheartedly thanks Mary Ann Sedlak for her service to the Florham Park Public Schools.

Motion; KD Second; LM 7 yes, 0 no

11. WHEREAS, Rose Enderle has served the children of Florham Park diligently as a staff assistant; and

WHEREAS, during her service as a staff assistant in the Florham Park Public Schools she served the children and staff of the district; and

WHEREAS, Rose Enderle has worked diligently and conscientiously to provide for the educational support services to the Florham Park Public Schools; and

WHEREAS, the Florham Park Board of Education recognizes Rose Enderle as an asset to the professional staff and wishes her the best of luck in retirement, now therefore,

BE IT RESOLVED that the Florham Park Board of Education wholeheartedly thanks Rose Enderle for her service to the Florham Park Public Schools.

Motion; KD Second; LM 7 yes, 0 no

12. WHEREAS, Dr. William Ronzitti has served the children of Florham Park diligently as a Superintendent of Schools; and

WHEREAS, during his service as a Superintendent of Schools in the Florham Park Public Schools he has raised the instructional standards of the district; and

WHEREAS, Dr. William Ronzitti has worked diligently and conscientiously to provide for the educational needs of students in the Florham Park Public Schools; and

WHEREAS, the Florham Park Board of Education recognizes Dr. William Ronzitti as an exemplary educator and wishes him the best of luck in retirement, now therefore,

BE IT RESOLVED that the Florham Park Board of Education wholeheartedly thanks Dr. William Ronzitti for his service to the Florham Park Public Schools.

Motion; KD Second; LM 7 yes, 0 no

13. Approve the job description for the position “Supervisor of Buildings and Grounds”.
(Doc. P1)

Motion; KD Second; LM 7 yes, 0 no

14. Approve 2013-2014 staff assignments and salaries for certificated and non-certificated staff.
(Doc. P2)

Motion; KD Second; LM 7 yes, 0 no

CURRICULUM

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

Motion; JT Second; PM 7 yes, 0 no

2. Approve an inter-local services agreement between the Florham Park Board of Education and the Borough of Florham Park for the period ESY 2013 for summer camp participation.

Motion; JT Second; PM 7 yes, 0 no

FINANCE

- 1. Approve** the check register submitted by the Business Administrator/Board Secretary to pay bills and claims through May 31, 2013 in the amount of \$1,687,647.25.

(Doc. F1)

Motion; JG Second; LM 7 yes, 0 no

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

Board Secretary’s (A148) Report for the Month(s) of Business Administrator/
May 2013. Board Secretary

(Doc. F2)

Treasurer’s (A149) Report for the Month(s) of Business Administrator /
May 2013. Board Secretary

(Doc. F3)

Motion; JG Second; LM 7 yes, 0 no

- 3. Approve** the report transfers submitted by the Business Administrator/Board Secretary for May 31, 2013 in the amount \$66,714.24.

(Doc. F4)

Motion; JG Second; LM 7 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.	John Csatlos	Business Administrator	NJASBO Executive Meeting	6/28/13	\$40.00	Local

Motion; JG Second; LM 7 yes, 0 no

5. **BE IT RESOLVED**, that the Florham Park Board of Education certify, that as of May 31, 2013 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; LM 7 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 May 31, 2013 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; LM 7 yes, 0 no

7. **Approve** a “Shared Services” Agreement for the FY14 with the ESC of Morris County and Educational Data Services Inc. for Bid/Purchasing Program at a cost not to exceed \$3,495.00.

Motion; JG Second; LM 7 yes, 0 no

8. **Approve** amending the FY13 IDEA BASIC and Pre-School grants to carry over FY12 funding in the amount of \$356.00 and \$38.00 respectively.

Motion; JG Second; LM 7 yes, 0 no

9. **Approve** the submission of Exterior Door Replacement at Brooklake Elementary School SP#1530-020-13-1000 by LAN Associates to the Department of Education. The Board will not be seeking a SDA Grant for this project as part of the submission. This project was included in the 2005 Long Range Facilities Plan list of projects to be completed, and therefore, the Long Range Facilities Plan does not need to be revised.

Motion; JG Second; LM 7 yes, 0 no

10. **Approve** a contract with AJL Physical and Occupational Therapy to provide related services for the 2013-2014 School Year for case #063-37.

Motion; JG Second; LM 7 yes, 0 no

11. Approve the following vendors for various purchases of General Supplies/Materials and Contractor Services(time and materials) for the 2013-2014 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; JG Second; LM 7 yes, 0 no

12. Approve a shared service agreement for FY14 with the Educational Services Commission of Morris County to provide “Health and Environmental Safety Services”.

Motion; JG Second; LM 7 yes, 0 no

13. Approve submission of the Certification of Implementation of Corrective Action Plan based on the 2011-2012 audit findings to the State of New Jersey.

Motion; JG Second; LM 7 yes, 0 no

14. Approve various time and material allowances for required/routine maintenance vendors for the 2013-2014 School Year.

Air Group	\$20,000	Dave’s Auto Repair	\$5,000
Da-Lor	\$10,000	Shaw’s Garage	\$2,000
Eagle Auto & Truck	\$1,500	FP Hardware	\$6,000
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
Madison Plumbing	\$1,000	Grainger	\$2,000
DK Tree Experts	\$5,000	Hanover Supply	\$1,000
Storr Tractor	\$5,000		
Action Drives & Bearings	\$2,000		

Motion; JG Second; LM 7 yes, 0 no

15. 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 \$250,000.00 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) \$250,000.00

Motion; JG Second; LM 7 yes, 0 no

16. Approve contracting with Stank Environmental LLC to provide IPM services for the 2013-2014 FY at a cost not to exceed \$4,000.00

Motion; JG Second; LM 7 yes, 0 no

FACILITIES

1. Approve the following facility requests:

a. Starting Five Basketball RMS Gym July-August 2013

b. Morris Magic Basketball RMS Gym July 2013

c. Total Health Rehabilitation RMS Gym June 2013

Motion; JG Second; JC 7 yes, 0 no

2. Approve the following facility use rates for the 2013-2014 School Year.

Monday-Saturday \$48.50/hr.
Sunday \$64.50/hr.

Motion; JG Second; JC 7 yes, 0 no

TRANSPORTATION

I. OLD BUSINESS/NEW BUSINESS :

J. CORRESPONDENCE/COMMUNICATIONS: Letter of Thanks and Appreciation from TransOptions.

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; LM 7 yes, 0 no

Mr. Gaffney motioned to reconvene the public session. The motion received a second from Mrs. Tobias.

Motion; JG Second; JT 7 yes, 0 no

L. ADJOURNMENT

Mr. Montuore motioned to adjourn the regular public meeting at 8:05p.m. The motion was seconded by Mrs. Michalowski.

Motion; PM Second; LM 7 yes, 0 no

Respectfully Submitted

John Csatlos
Business Administrator/Board Secretary