

FLORHAM PARK BOARD OF EDUCATION
Special Public Meeting, January 20, 2014
Board of Education Conference Room
67-71 Ridgedale Avenue

MINUTES
6:30 p.m.

(Formal action will be taken on the following)

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

B.CALL TO ORDER-John Csatlos, Board Secretary, shall serve as Presiding Officer pro tempore until the election of a President.

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.

C.FLAG SALUTE

D.ROLL CALL

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

In attendance; District Administrators, Councilman Zuckerberg and members of the general public.

E.SUPERINTENDENT'S REPORT

- Mr. Rubano reported that the current enrollment is 1,013 students.
- Mr. Rubano reported that the following security drills took place in December 2013;
RMS: 12/3/13 Fire Drill; 12/13/13 Shelter In Place
BK: 12/3/13 Shelter in Place; 12/4/13 Code Orange; 12/20/13 Fire Drill
BWD: 12/3/13 Lock Down; 12/13/13 Fire Drill
- Mr. Rubano reported that 7 incidents were reported and investigated since the last meeting of the board under the district HIB policy. Six were categorized as normal social conflict and one incident rose to the level of HIB.
- Mrs. Tobias presented an overview of the D.A.R.-(Daughters of the American Revolution) essay contest. Mrs. Tobias, on behalf of the entire Board of Education, presented awards(medals) and certificates to Connor Matteson, 2nd Adrienne Calistri-Yeh and 3rd Elizabeth Incardona. The first place award winner also received a fifty-dollar monetary award.

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 members of the public who wished to comment.

G.COMMITTEE REPORTS

Policy- Mr. Montuore stated the committee has not met since the reorganization meeting.

Curriculum- Mrs. Tobias stated that the committee has not met since the reorganization meeting.

Personnel- Mr. Montuore stated that the committee has not met since the reorganization meeting, however certain issues will be discussed this evening.

Finance/Facility- Mr. Gaffney stated that the committee has not met since the reorganization meeting. The committee will meet next week to discuss the preliminary 14/15 budget.

Transportation – Mrs. Haynes stated that the committee has not met since the reorganization meeting. The committee will meet next week.

H.P.R.H.S Articulation- Mrs. Tobias stated that the HPRHS had its’ reorganization meeting. Mr. E. Eveland is the new president and Mr. Ford Vice-President.

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

Motion; JG Second; PM 6 yes, 0 no

H.RESOLUTION:

POLICY

1. Approve the minutes of the December 16, 2013 Regular Board Meeting.

(Doc. PL1)

Motion; JG Second; PM 6 yes, 0 no

2. Approve the minutes of the December 16, 2013 Executive Session.

(Doc. PL2)

Motion; JG Second; PM 6 yes, 0 no

3. Approve the minutes of the January 3, 2014 Special Board Meeting.

(Doc. PL3)

Motion; JG Second; PM 6 yes, 0 no

4. Approve the minutes of the January 3, 2014 Special Executive Session.

(Doc. PL4)

Motion; JG Second; PM 6 yes, 0 no

- 5. **BE IT RESOLVED**, that the Florham Park Board of Education designates the following meeting dates for Regular Meetings with Executive Sessions through December 31, 2013, in accordance with N.J.S.A. 18A:10-6, to be held at the Board of Education Office, at 6:30 p.m. All meetings shall be held in accordance with the “Open Public Meetings Act” and formal action may be taken at any meeting.

February 17, 2014	3 RD Monday
March 17, 2014	3 RD Monday
April 21, 2014	3 RD Monday
May 19, 2014	3 RD Monday
June 16, 2014	3 RD Monday
July 21, 2014	3 RD Monday
August 18, 2014	3 RD Monday
September 15, 2014	3 RD Monday
October 20, 2014	3 RD Monday
November 17, 2014	3 RD Monday
December 15, 2014	3 RD Monday

** All meetings are held in the Florham Park Board of Education, Administrative Offices, Conference Room, 67-71 Ridgedale Ave, Florham Park, NJ

Motion; JG Second; PM 6 yes, 0 no

- 6. **BE IT RESOLVED**, that the Florham Park Board of Education designates the Morristown Daily Record as the official publication, in which all notices and advertisements for the Florham Park Board of Education be published, in accordance with N.J.S.A. 18A:14-19, 22-11, 39-3 and 10:4-8 including the calendar of meeting dates for through December 31, 2014.

Motion; JG Second; PM 6 yes, 0 no

- 7. **BE IT RESOLVED**, that the Florham Park Board of Education designates Valley National bank as official depositories for the Florham Park Public Schools, in accordance with N.J.S.A. 17:9-9, 18A:17-34, 19-1 through December 31, 2014; and

BE IT FURTHER RESOLVED, that the Business Administrator/Board Secretary is authorized to invest the Board’s funds consistent with statutes and regulations.

Motion; JG Second; PM 6 yes, 0 no

- 8. **BE IT RESOLVED**, that the Florham Park Board of Education continue the establish the following Committees through December 31, 2014:

POLICY	BOARD/BOROUGH LIAISON
PERSONNEL	T.A.B.
CURRICULUM	PUBLIC RELATIONS
FINANCE/FACILITIES	H.P.R.H.S.
TRANSPORTATION	MCBA’S DELEGATE
NEGOTIATIONS/FPAA	MUJC’S REPRESENTATIVE
NEGOTIATIONS/FPEA	NJSBA DELEGATE (N.J.S.A. 18A:6-46)
	ESCMC REPRESENTATIVE

Motion; JG Second; PM 6 yes, 0 no

- 9. **BE IT RESOLVED**, that the Florham Park Board of Education approves the following Committee/Delegate/Representative appointments through December 31, 2014:

Policy –Dr. Carollo, Mrs. Tobias and Mr. Montuore

Personnel – Mr. Montuore, Mrs. Tobias and Dr. Carollo

Curriculum – Mrs. Tobias, Dr. Carollo and Mr. Montuore

Finance/Facilities – Mr. Gaffney, Mrs. Haynes and Mrs. Michalowski

Transportation – Mrs. Haynes, Mrs. Michalowski and Mr. Gaffney

Negotiations/FPAA – Mrs. Michalowski, Mr. Montuore and Mrs. Haynes

Negotiations/FPEA – Mr. DeCoursey, Mr. Montuore and Mrs. Tobias

Board/Borough Liaison – Dr. Carollo

T.A.B.- Mr. DeCoursey, Mr. Gaffney and Mrs. Tobias

Public Relations – Mrs. Michalowski

Hanover Park Articulation – Mrs. Tobias

Motion; JG Second; PM 6 yes, 0 no

10. BE IT RESOLVED, the following Delegates/Representatives from the Board of Education be named:

NJ School Boards Association Delegate (N.J.S.A. 18A: 6-46) –Board President

Morris County School Boards Association Representative –Board President

ESC of Morris County Representative –Board President

Morris Union Jointure Commission Representative – Mr. Flavio Rubano

Project Community Pride Liaison – Mrs. Tobias

The Adult School of the Chathams –Mr. Flavio Rubano or designee

The Public Library Committee Liaison –Mr. Flavio Rubano or designee

Motion; JG Second; PM 6 yes, 0 no

11. Approve the second reading of the following policies:

2130 Principal Evaluation (and Regulation)

2131 Superintendent Evaluation

4116 Teacher Evaluation (and Regulation)

Motion; JG Second; PM 6 yes, 0 no

PERSONNEL

1. Approve the following Personnel Items:

AGENDA DATE	SORT CODE	NAME	ACTION	LOCATION CODE	POSITION/UPC	FTE	DEGREE / STEP	SALARY	GAAP CODE	DATE EFFECTIVE	DATE TERMINATED
1/20/14	D	Alfaro, Rita	Add to 13/14 sub list	DIST	per diem sub					1/21/14	6/30/14
1/20/14	D	Cooper, Amy	Add to 13/14 sub list	DIST	per diem sub					1/21/14	6/30/14
1/20/14	D	Soden, Kyle	Add to 13/14 sub list	DIST	per diem sub					1/21/14	6/30/14
1/20/14	C	Anton, Daniella	Appoint	BWD	Aide, SED.999.CLA.33	0.75	1	\$12,325.36	11-213-100-106	1/2/14	6/30/14
1/20/14	C	Glucksman, Amandatynn	Appoint	BWD	Aide, SED.999.CLA.34	0.75	1	\$12,325.36	11-213-100-106	1/2/14	6/30/14
1/20/14	B	Huber, Rachel	Appoint MLR (Stroh)	RMS	MLR ELA / REG.001.LTS.04	1	MA / 1	\$52,388.00	11-130-100-101	3/13/14	6/30/14
1/20/14	E	Cantwell, Danielle	Co-curricular	RMS	Bowling (IEP)	22hrs	\$31 / hr	\$682.00	11-401-100-100	1/2/14	6/30/14
1/20/14	C	Williams, Vera	Maternity Leave	RMS	Aide / SED.999.CLA.15	0.75	1	\$12,325.36	11-213-100-106	4/23/14	6/30/14
1/20/14	C	Albo, Patricia	Medical Leave	DIST	Exec Asst to Supt/ CAP.999.SEC.01	1	N/A	\$69,360.00	11-000-230-105	1/10/14	1/24/14
1/20/14	C	Curry, Crystal	Medical Leave	BK	Aide / SED.999.OOA.03	1	8	\$18,499.98	11-204-100-106	1/27/14	3/10/14
1/20/14	C	Caruso, Lillian	Resignation	BWD	Aide / SED.999.OOA.01	0.75	6	\$13,211.14	11-213-100-106	1/10/14	
1/20/14	C	Hopkins, Anthony	Resignation	RMS	Substitute Custodian					12/20/13	
1/20/14	A	Majeski, Mark	Retirement	RMS	Principal / SAP.001.PRL.03	1		\$148,642.00	11-000-240-103	5/1/14	

Motion; JG Second; PM 6 yes, 0 no

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

a. Danielle Manger, Brooklake Elementary School, Occupational Therapist, effective February 10, 2014 – August 31, 2014 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.

b. Yvonne Orlando, Briarwood Elementary School, Counselor/Social Worker, effective September 30, 2013-May 31, 2014 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 Leave Act.

Motion; JG Second; PM 6 yes, 0 no

3. Approve the extension of maternity Leave Replacement, for Katelyn McAneny, Counselor/Social Worker, Briarwood Elementary School at MA Step 1 (\$52,388) no benefits. Effective September 16, 2013-June 1, 2014.

Motion; JG Second; PM 6 yes, 0 no

4. Approve Kim Graham to complete the assignment of Data Specialist for the remainder of the 2013-2014 fiscal year not to exceed \$6,200.00, based on an hourly rate of \$28.93/hr.

Motion; JG Second; PM 6 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 6 yes, 0 no

- 2. Approve** the Technology Curriculum.

All documents are on file in the District Administration Office.

Motion; JG Second; PM 6 yes, 0 no

- 3. Approve** recognizing Dan Aronoff and the Farleigh Dickinson University Education Department for generously hosting the annual Brooklake Peer Leadership Training at the Farleigh Dickinson University providing the training room and lunch at a cost of \$1,500.00.

Motion; JG Second; PM 6 yes, 0 no

- 4. Approve the following out of district placements:**

		<u>Tuition</u>	
<u>Placement #</u>	<u>School</u>	<u>ESY13</u>	<u>SY14</u>
a. #520-38	Lake Drive Program		\$71,000.00
Motion; JG Second; PM			6 yes, 0 no

FINANCE

- 1. Approve** the check register submitted by the Business Administrator/Board Secretary to pay bills and claims through December 31, 2013 in the amounts of \$1,820,840.45.

(Doc. F1)

Motion; JG Second; PM 6 yes, 0 no

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

Board Secretary’s (A148) Report for the Month(s) of Business Administrator/
December 2013. Board Secretary
(Doc. F2)

Treasurer’s (A149) Report for the Month(s) of Business Administrator /
December 20123. Board Secretary
(Doc. F3)

Motion; JG Second; PM 6 yes, 0 no

3. **Approve** the report transfers submitted by the Business Administrator/Board Secretary for December 31, 2013 in the amount \$114,436.31.

(Doc. F4)

Motion; JG Second; PM

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.

Date	Employee Full Name	Notes to Administrator	Administrator Approval Date
1/10/14	CAPONEGRO, STEVEN	PARCC Transition & Performance Report - \$25	1/6/14
1/10/14	CAPONEGRO, STEVEN	St. Elizabeth MA Educational Advisory Board Meeting. Serving as Florham Park liaison.	1/6/14
1/10/14	HAWKINS, SHEWA	PARCC workshop	12/30/13
1/13/14	AGNELINO, MARIA	"FP/EH Articulation & BKL Data Analysis @ \$0.00"	12/19/13
1/13/14	PERLEE, MARISSA	"FP/EH Articulation & BKL Data Analysis @ \$0.00"	12/30/13
1/13/14	REGAN, CYNTHIA	FP/EH Articulation & BKL Data Analysis @ \$0.00	12/19/13
1/22/14	HAUSMAN-DENICOLA, MAGGI	ELA in-service	11/19/13
1/22/14	VAN WAY, LISA	ELA in-service	11/19/13
1/29/14	BERNSTEIN, CHERYL	Meeting with Bradford Lerman from the NJ Anti-Bullying Task Force - Joint with the School Support Network - College of St. Elizabeth/United Way - No cost	12/30/13
1/29/14	SEERY, JOAN	0 cost to districtNJDOE 2014 State Wide Preschool Nurses Meeting	12/4/13
1/30/14	BERNSTEIN, CHERYL	Morris County DABC and SABS for Morris County. 0 cost.	12/30/13
2/7/14	KRAVETZ, SUSAN		11/26/13
2/20/14	TESTA, MATTHEW	NJMEA ConventionOut of DistrictCost \$150.00	12/6/13
2/21/14	PAULSON, SONDRRA	NJMEA Convention	1/8/14
2/21/14	TESTA, MATTHEW	NJMEA ConferenceOut of District\$150.00 (Total for Both Days)	12/9/13
3/25/14	BERNSTEIN, CHERYL	"Teaching Social Skills" The fee is \$75.	12/30/13
3/31/14	CALAFATI, CHRISTINE	This is an ELA PD in-service (Alveria). District cost 0	11/19/13
3/31/14	CHONOWSKI, JANE	This is an ELA PD in-service (Alveria). District cost 0	11/19/13
3/31/14	FREW, SHANNON	This is an ELA PD in-service (Alveria). District Cost 0	11/19/13
3/31/14	HAUSMAN-DENICOLA, MAGGI	This is an ELA PD in-service (Alveria). District cost: 0	11/19/13
3/31/14	HOLOTA, KAREN	This is an ELA PD in-service (Alveria). District cost 0	11/19/13
3/31/14	VAN WAY, LISA	This is an ELA PD in-service (Alveria). District cost: 0	11/19/13

Motion; JG Second; PM

6 yes, 0 no

5. **BE IT RESOLVED**, that the Florham Park Board of Education certify, that as of December 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; PM

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 December 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; PM

6 yes, 0 no

7. **Approve** the acceptance of a donation for the estimated value of \$1,675.00 from RAS Technology Consultants for the Florham Park School District for the following items:

<u>Item:</u>	<u>Qty:</u>	<u>Total:</u>
Apple 30" Cinema Display	1	\$800.00
Apple TV	1	\$80.00
HD Homerun Video Box	1	\$60.00
Bluetooth Audio Speaker	1	\$40.00
iPod	1	\$200.00
Audio Cables	12	\$180.00
Video Cables	6	\$90.00
Firewire Cables	9	\$135.00
Headphones	3	\$60.00
Ethernet Cables	6	\$30.00

Motion; JG Second; PM

6 yes, 0 no

FACILITIES

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

2013-2014 Facility Use-January Agenda			
59	Garden State Basketball	RMS Gym	Feb-March 2014
60	Florham Park PTA 8 th Gr. Comm.	RMS Library	January 2014
61	Cub Scouts (Garage Sale)	RMS Gym	March 8, 2014
62	Florham Park Baseball Club	RMS Gym	March 2014

Motion; JG Second; PM

6 yes, 0 no

I. OLD BUSINESS/NEW BUSINESS

J. CORRESPONDENCE/COMMUNICATIONS:

“Resolution Opposing Expansion of the Hatikvah Charter School from the Borough of Highland Park.” Mr. Csatlos reviewed the resolution. No action was taken.

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; JG Second; PM 6 yes, 0 no

Motion by Mr. Montuore to adjourn the Executive Session for the purposes of negotiations, legal issues, personnel issues and reconvene the Regular Meeting at 7:57 p.m. Said motion was seconded by Mrs. Michalowski.

The board accepted the recommendation of the interim superintendent to appoint Mr. Christ as interim principal, adopt the job description of the School Safety Specialist and authorized the superintendent to post and advertise for the positions of Principal and School Safety Specialist for the upcoming 2014/15 school year.

L. ADJOURNMENT

Mr. Gaffney motioned to adjourn the Special Public Meeting at 7:58 p.m. The motion received a second by Mrs. Michalowski.

Motion; JG Second; LM 6 yes, 0 no

Respectfully Submitted

John Csatlos
Business Administrator/Board Secretary