

**FLORHAM PARK BOARD OF EDUCATION**

Regular Public Meeting, March 17, 2014  
 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, Councilman Zuckerberg, a few members of the general public and many members of the FPEA. Mr. DeCoursey ordered the meeting moved to the Ridgedale Middle School Auditorium to accommodate all in attendance.

Mr. DeCoursey invited Dr. Caponegro to introduce a current Brooklake Elementary School student, who, in honor of St. Patrick’s Day performed a traditional Irish song on the bag pipes. Dr. Caponegro introduced Daniel Gregory Gr. 5 student. Mr. Gregory has performed annually during his time at Brooklake during morning arrivals on St. Patrick’s Day and Daniel agreed to play this evening. Mr. DeCoursey thanked Daniel Gregory for a wonderful performance.

**E.SUPERINTENDENT'S REPORT**

- Mr. Rubano welcomed everyone to the meeting. Mr. Rubano stated that the current enrollment for the 2013/2014 school year is 1,020.
- Mr. Rubano reported on 3 HIB incidents within the district since the last meeting and none were HIB all were categorized as normal social conflict. Mr. Rubano further presented a mid year report consisting of 46 HIB reports and two qualifying as HIB. Mr. Rubano reported prior year HIB Grades.
- Mr. Rubano reported that the district will be piloting A PARCC Assessment during the dates of March 24 through March 28. Brooklake grade four will take ELA test and Ridgedale grade 6 will take math and ELA.
- Mr. Rubano reported that the following drills were conducted; RMS – 2/20 fire, 2/12 shelter in place; BLK – 2/6 code orange, 2/27 fire; BWD – 2/6 lock down, 2/21 fire.
- Mr. Rubano reported that the district issued a revised 2013/2014 calendar since the last meeting to formalize the five (5) emergency days taken to date. The district will hold middle school graduation on Monday 6/23/14 and on 6/24/14 students will follow an early dismissal schedule.
- Dr. Caponegro recognized the efforts of Mrs. Cheryl Bernstein, guidance counselor, for a successful fund raising activity, “Pennies for Patients” and reaching the monetary goal of \$2,000.00. The program proceeds go to help fight Leukemia.  
Dr. Caponegro reminded all in attendance the years of dedicated service provided by Mrs. Maryann Sedlak, school secretary. Mrs. Sedlak passed shortly after retiring last year and Dr. Caponegro presented flowers to MaryAnne's Daughter - Donna Scallero, MaryAnne's Granddaughter- Giovanna Scallero and MaryAnne's Husband - Charles Sedlak who were in attendance. Dr. Caponegro also read from a plaque that will be permanently displayed at the entrance of Brooklake Elementary School in the vestibule area in her honor.

**F.PUBLIC COMMENT**

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

Mrs. Haberman questioned the board's decision to create the position of School Security Specialist. Mrs. Haberman stated that the position was nebulous and district resources were best served in the area of library/media and world language. Mrs. Haberman stated that students at Brooklake are not prepared for the rigors of the middle school and the district does not have any HIB issues. Mrs. Haberman stated she did not understand why the board does not act on the desires of the community. Mr. Cannizzo requested that the board of education form an ad hoc communications committee. Mr. Cannizzo offered his services. Mr. DeCoursey stated he would advance the idea and speak to Mr. Rubano. Mrs. Ruchenberger asked for a status report regarding the Brooklake window screens. Mr. Csatlos stated that a second vendor did a site visit today and will offer a proposal to meet our specifications. The committee is seeking an alternative to the first manufacturer to provide a more custom solution. Mrs. Rauchenberger asked if it is anticipated that they would be installed by spring. Mr. Csatlos stated they would not, but it will be done as soon as a viable solution is presented. Mr. Gruenwald voiced his displeasure with Mr. DeCoursey's lack of communication regarding the salary guides proposal now that the negotiations reached a settlement. Mr. Gruenwald voiced his displeasure with the board's rejection of the union proposed salary guides. Mr. Gruenwald disagreed with the board's decision to create the position of School Security Specialist and stated that the teachers are the first line of defense. Mr. Gruenwald continued to comment on various items in the job description of the School Security Specialist. Mr. Gruenwald provided his history of various positions and personnel involved with the security of Florham Park Schools. Mrs. Cave asked the board to move forward with the process to secure a new permanent superintendent. Ms. Wasserman, questioned the merit of paying a security officer over \$50,000 with only a high school diploma. Mr. Montuore responded to the comment citing that many young men and women are serving this country at this very minute protecting all of us, proud of the high school diploma they received and looking forward to continuing their education when they return. Mr. Montuore, at the request of Mr. Shanley, described in detail the merits of the School Security Specialist position and the history of various

positions in this district over the years. Mrs. Takla advised the district that a media specialist and a new math teacher at the middle school is warranted. Mr. Gruenwald asked if any of his questions would be answered this evening. Mr. DeCoursey stated no, the meeting provides for public comment. Mr. Gruenwald asked the board to stop the madness and stated the board should do away with the \$50 to 70,000 nebulous position and place the money in the teachers contract. There were no further comments.

**G. COMMITTEE REPORTS**

**Policy-** Dr. Carollo stated that the committee met this evening to discuss Policy 4119.26 “Staff Use of Internet Networks and Other Forms of Electronic Communications”.

**Curriculum-** Dr. Carollo stated that the committee met this evening to discuss the creation and implementation of a Summer Enrichment Program at the Brooklake Elementary School.

**Personnel-** Mr. Montuore stated that the committee met this evening to finalize four job descriptions that are on the agenda this evening. The committee also discussed the format for upcoming second round of interview for the position of principal.

**Finance/Facility-** Mr. Gaffney stated that the committee has not met since the last board meeting on 2/17/14. Mr. Gaffney stated the preliminary budget was reviewed and the preliminary budget for 2014/15 was finalized by Mr. Csatos after the release of state aid. The budget is on the agenda this evening, upon approval it will be submitted to the County for review.

**Transportation -** Mrs. Haynes reported that the committee has not met since the last board meeting on 2/17/14.

Dr. Carollo motioned to approve the resolutions on the agenda this evening by consent. The motion received a second from Mr. Gaffney.

Motion; JC      Second; JG      6 yes, 0 no

**H. RESOLUTION:**

**POLICY**

- 1. **Approve** the minutes of the February 17, 2014 Special Board Meeting.  
(Doc. PL1)

Motion; JC      Second; JG      6 yes, 0 no

- 2. **Approve** the minutes of the February 17, 2014 Special Executive Session.  
(Doc. PL2)

Motion; JC      Second; JG      6 yes, 0 no

- 3. **Approve** the minutes of the January 20, 2014 Special Board Meeting.  
(Doc. PL3)

Motion; JC      Second; JG      6 yes, 0 no

- 4. Approve** the following revised job descriptions: (Doc. PL4)
- School Safety Specialist
  - Supervisor of Curriculum and Instruction
  - School Library Media Specialist
  - Special Education Teacher
- Motion; JC      Second; JG      6 yes, 0 no

- 5. Approve** the first reading of: (Doc. PL5)
- 4119.26 Staff Use of Internet Networks and Other Forms of Electronic Communication
- Motion; JC      Second; JG      6 yes, 0 no

**PERSONNEL**

- 1. Approve** the following Personnel Items: (Doc. P1)

Approve posting for the following positions for the 2014 Extended School Year Program (ESY14):

**A. ESY 2014- Child Study Team Positions**

It is anticipated that the CST will require the following summer day allotment to meet NJAC 6A:14 requirements and coordinate/prepare for the 2014-2015 school year. These days will be used as required for summer evaluations, IEP meetings, program evaluations, Principal/CST/Parent meetings, etc.

<u>Position</u>	<u>Total Days (Max)</u>
A. LDT-C	15 Days
B. Psychologist	12 Days
C. Psychologist	12 Days
D. Psychologist	12 Days
E. Social Worker	10 Days
F. Speech/Language	5 Days
G. Special Education/Behaviorist	8 Days

**B. ESY 2014 – Teacher & Staff Assistant Positions**

In order to meet the needs of the district’s Extended School Year 2014 students, it is anticipated that the following staff positions will need to be posted:

- A. Teacher(s) for 25 days up to 4.5 hours/day
- B. Teacher(s) for 25 days up to 3.0 hours/day
- C. Staff Assistant(s) for 25 days up to 5.5 hours/day (AM/PM Bus for spec. students)
- D. Staff Assistant(s) for 25 days up to 4.0 hours/day
- E. Staff Assistant(s) for 25 days up to 3.0 hours/day
- F. Speech/Language Therapist for 25 days up to 4 hours/day
- G. Speech/Language Therapist for 12 days up to 2 hours/day – out of district services

- H. Occupational Therapist for 25 days up to 4 hours/day
- I. Physical Therapist for 10 days up to 4.0 hours/day
- J. Nurse for 25 days up to 4.5 hours/day

**C. ESY 2014– Bus Aide Positions**

In order to meet the transportation needs of the district’s Out-of-District Extended School Year 2014 students, it is anticipated that the following staff positions will need to be posted:

- A. Bus Aide(s) for 30 days up to 5.0 hours/day

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

**FINANCE**

- 1. **Approve** the check register submitted by the Business Administrator/Board Secretary to pay bills and claims through January 31, 2014 in the amount of \$2,225,669.64.

(Doc. F1)

Motion; JC      Second; JG      6 yes, 0 no

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

Board Secretary’s (A148) Report for the Month(s) of January 2014.

Business Administrator/  
Board Secretary

(Doc. F2)

Treasurer’s (A149) Report for the Month(s) of January 2014.

Business Administrator /  
Board Secretary

(Doc. F3)

Motion; JC      Second; JG      6 yes, 0 no

- 3. **Approve** the Report of Transfers submitted by the Business Administrator/Board Secretary for January 31, 2014 in the amount of \$117,691.93.

(Doc. F4)

Motion; JC      Second; JG      6 yes, 0 no



**9. ADJUSTMENT FOR BANKED CAP – 2014/15 Budget**

**BE IT RESOLVED**, that the Florham Park Board of Education includes in the tentative 2014-2015 budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.3(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$73,764 for the purposes of salaries and benefits for all employees under proposed collective bargaining agreements. The district intends to complete said purposes by June 2015.

Motion; JC      Second; JG      6 yes, 0 no

**10. CAPITAL RESERVE ACCOUNT WITHDRWAL – 2014/15 Budget**

**BE IT RESOLVED**, that the Florham Park Board of Education includes in the tentative 2014-2015 budget and request approval for a Capital Reserve withdrawal in the amount of \$ 432,390 for the purpose of providing the local share of an approved SDA ROD Grant Project#1530-030-14-1002 Replacement of Windows and Exterior Doors at Ridgedale Middle School.

Motion; JC      Second; JG      6 yes, 0 no

**11. CAPITAL PROJECTS – 2014/15 Budget**

**BE IT RESOLVED**, that the Board of Education approves the following capital projects for the 2014-2015 school year;

Project#1530-020-13-1000 Replacement of Exterior Doors - Ridgedale	\$ 720,650.00
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Motion; JC      Second; JG      6 yes, 0 no

**12. Travel and Related Expense Reimbursements – 2014/15 Budget**

**BE IT RESOLVED**, that in accordance with Board of Education Policy and N.J.A.C. 6A:23A-7.1 provides that the board of education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2014-2015 school year;

**NOW, THEREFORE, BE IT RESOLVED**, that the Florham Park School District Board of Education, in the County of Morris, New Jersey hereby establishes the school district travel maximum for the 2014-2015 school year at a sum of \$85,500; and

**BE IT FURTHER RESOLVED**, that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

Motion; JC      Second; JG      6 yes, 0 no

**13. Professional Service Expenses**

**WHEREAS**, N.J.A.C. 6A:23A-5.2 (a) mandates boards to establish annually prior to budget preparation, for public relations and each type of professional service a maximum level of spending for the ensuing school year; and

**WHEREAS**, the tentative budget includes the following appropriations

Legal	\$ 40,000.00
Auditor	\$ 25,000.00
Architect	\$ 3,000.00
Financial Advisory	\$ 1,000.00
Professional Development	\$ 78,500.00
Transportation	\$ 2,500.00

**WHEREAS**, the administration needs to notice the board if there arises a need to exceed said maximums, upon which the board may adopt a dollar increase in the maximum amount through formal board action; and

**WHEREAS**, the Board and Administration wishes to minimize the amount of paperwork involved in this area;

**NOW, THEREFORE BE IT RESOLVED**, that the Florham Park School District Board of Education establishes maximums for professional services listed above at a level of 120% of the amounts listed for the 2014-2015 school year.

Motion; JC      Second; JG      6 yes, 0 no

**14. TAXING AUTHORITY**

**WHEREAS**, the district has a taxing authority for the 2014-2015 school year composed of \$ 77,010.00 for health benefits adjustment and \$235,553.00 banked levy from previous budgets which are available to the district for the school budget for 2014-2015 in addition to the 2% increase over the prior year which totals \$ 312,581.00 resulting in a maximum tax levy available of \$ 16,254,217.00

**BE IT RESOLVED**, that there should be raised for the General Fund a tax levy of \$16,092,428.00 for the ensuing School Year (2014-2015).

**BE IT FURTHER RESOLVED**, that the unused taxing authority of \$53,529 will be banked for potential use in the subsequent three fiscal years.

Motion; JC      Second; JG      6 yes, 0 no

**15. TENTATIVE 2014 – 2015 BUDGET**

**BE IT RESOLVED**, that upon the recommendation of the Superintendent, that the Florham Park School District, in the County of Morris, New Jersey approves the following resolution:

**BE IT RESOLVED**, that the tentative budget be approved for the 2014-2015 school year using the 2014-2015 State Aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	General Fund	Special Revenue	Debt Service	Total
2014/15 Total Expenditures	\$ 17,359,030	\$ 333,593	\$ 1,043,056	\$18,735,679
Less: Anticipated Revenue	<u>\$ 1,266,602</u>	<u>\$ 333,593</u>	<u>\$ 0</u>	<u>\$ 1,600,195</u>
Taxes to Be Raised	\$ 16,092,428	\$ 0	\$ 1,043,056	\$17,135,484

And;

**BE IT FURTHER RESOLVED**, that a public hearing be held at the Special Public Meeting of the Board of Education on April 28, 2014 at 6:30pm at the Ridgedale Middle School Auditorium for the purpose of conducting a public hearing on the budget for the 2014-2015 School Year

Motion; JC      Second; JG      6 yes, 0 no

**16. Approve** the Union County Educational Services Commission as a service provider for the 2013-2014 SY.

Motion; JC      Second; JG      6 yes, 0 no

**17. WHEREAS**, the Florham Park Board of Education has been awarded a grant from the NJSIG Safety Grant Program for use in the 2014/2015 fiscal year in the amount of \$15,000.00,

**BE IT RESOLVED**, that the Florham Park Board of Education accepts the grant award, and

**FURHTERMORE BE IT RESOLVED**, the Florham Park Board of Education approves the submission of the grant application for the purpose of providing security cameras and monitoring devices for the Brooklake Elementary School.

Motion; JC      Second; JG      6 yes, 0 no

**FACILITIES**

1. Approve the following facility requests:

2013-2014 Facility Use-March Agenda			
67	PTA Enrichment-Spring	BWD (various rooms)	March-June 2014
68	PTA Enrichment-Spring	BKL (various rooms)	March-June 2014
69	The Work Family Connection	BKL Gym	May 9, 2014
70	The Work Family Connection	BWD Gym	March 21, 2014
71	Girl Scouts (Foerster)	RMS Auditorium	May 2014
72	No Idea Sports	BWD Gym	March-May 2014
73	Starting Five Basketball	RMS Gym	March-June 2014
74	The Adult School	RMS (various rooms)	March-June 2014
75	Fairleigh Dickinson University	RMS (various rooms)	March 2014
76	Garden State Basketball	BKL Gym	March-June 2014
77	Morris Magic Basketball	RMS Gym	March-May 2014
78	Garden State Basketball	RMS & BKL Gym	March 2014
79	Girls on the Run	RMS Front Lawn	April-June 2014

Motion; JC      Second; JG

6 yes, 0 no

**TRANSPORTATION**

1. **Approve** the scheduling of the field trip for Ridgedale Middle School, grades 8 (G&T) to Sayerville War Memorial High School, Parlin NJ.
2. **Approve** the scheduling of the field trip for Brooklake Elementary School, grade 5 to The Newark Academy, Livingston, NJ.
3. **Approve** the scheduling of the field trip for Ridgedale Middle School, RMS Science Consortium to The Morris County College, Randolph, NJ.
4. **Approve** the scheduling of the field trip for Ridgedale Middle School, grades 6-8 to The Hearst Building, NYC, NY.
5. **Approve** the scheduling of the field trip for Brooklake Elementary School, grade 3 to The World of Wings, Teaneck, NJ.

Motion; JC      Second; JG

6 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; JG      Second; JC      6 yes, 0 no

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

Motion; JG      Second; PM      6 yes, 0 no

**L. ADJOURNMENT**

Mr. Montuore motioned to adjourn the regular public meeting at 8:45p.m. Mrs. Haynes seconded the motion.

Motion; PM      Second; JC      6 yes, 0 no

Respectfully Submitted

John Csatlos  
Business Administrator/Board Secretary