

FLORHAM PARK BOARD OF EDUCATION
Regular Public Meeting, August 18, 2014
Administrative Office - Conference Room
67-71 Ridgedale Avenue

MINUTES

(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

In accordance with the Open Public Meetings Act, (Chapter 231, P.L. 1975), 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	

E.SUPERINTENDENT'S REPORT

- Mr. Rubano reported enrollment ended the year at 1,020 students.
- Mr. Rubano reported that the following drills were conducted during the ESY14 period:
BWD: Fire drill 7/28/14; Shelter in Place 7/28/14
- Mr. Rubano reported that there were no instances of HIB reported since the school year ended and through the ESY14 period.
- Mr. Rubano reported on the success of the ESY14 Program. Mr. Rubano thanked Mrs. Hawkins and the staff for their efforts.
- Mr. Rubano stated that Leadership Advantage LLC would be starting the process for selecting a new superintendent for the district beginning in September 2014. The firm will be establishing dates and times to meet with all stakeholders.
- Mr. Rubano updated the board on the status of school readiness for SY2015. The district despite various last minute resignations is fully staffed pending approval of tonight's agenda items. All district staff is in the process of completing over 5 hours of mandated on-line training through the use of SafeSchools. Mr. Rubano thanked Mr. Silkensen for coordinating this years program. The opening agenda has been finalized for the two-day teacher in-service beginning on Tuesday September 2, 2014.
- Mr. Rubano introduced Dr. Caponegro and Mrs. Beth Karl who presented information on the ESY14 Summer Math Program. Mr. Rubano thanked Dr. Caponegro and Mrs. Karl for their efforts in starting the program and recruiting students.

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 public comments at this time.

G.COMMITTEE REPORTS

Policy- Dr. Carollo stated the committee has not met since the last meeting.

Curriculum- Mrs. Tobias stated the committee has not met since the last meeting. Mr. Silkensen has shared summer curriculum updates.

Personnel- Mr. Montuore stated that the committee has not met, however Mr. Rubano has stated the district is fully staffed based on agenda items this evening.

Finance/Facility- Mr. Gaffney stated the committee met on Thursday 8/14 and discuss the status of the annual audit, new bond disclosure requirements, status of the RMS gutter project, status of the RMS Window and Door Project, Facility use request for summer camp in 2015, new requirements for Long Range Facility Plan update and revised use of FY14 Extraordinary Aid.

Transportation – Mrs. Haynes stated the committee met on Thursday 8/14 and discussed the current fleet of district student transportation vehicles and the status of FY15 routes.

H.P.R.H.S Articulation- Mrs. Tobias stated the board had not met since last meeting.

Dr. Carollo made a motion to approve the resolutions on tonight's agenda by consent. The motion made by Dr. Carollo received a second from Mr. Gaffney.

Motion; JC Second; JG

6 yes, 0 no

H.RESOLUTION:

POLICY

Upon recommendation of the Superintendent, move to:

1. **Approve** the minutes of the July 21, 2014 Regular Board Meeting. (Doc. PL1)
Motion; JC Second; JG 6 yes, 0 no

2. **Approve** the minutes of the July 21, 2014 Regular Board Meeting Executive Session. (Doc. PL2)
Motion; JC Second; JG 6 yes, 0 no

Regular Public Meeting
August 18, 2014

PERSONNEL

Upon the recommendation of the Superintendent, move to:

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
8/18/14	B	LaValle, Joe	Movement on guide	RMS	PE / REG.001.TPE.02	1	MA / 7	\$58,113.00	11-130-100-101	6/1/14	
8/18/14	B	McAllen, Kathleen	Resignation	BK	Gr 3 / REG.001.K25.28	1	MA / 7	\$58,113.00	11-120-100-101	10/6/14	
8/18/14	B	Mencia, Crystal	Rescind appointment	RMS	Math / REG.001.MAT.04	1	MA / 3	\$54,390.00	11-130-100-101	9/1/14	
8/18/14	B	Mencia, Crystal	Appoint	RMS	SED.001.RRM.17	0.7	MA / 3	\$38,073.00	11-213-100-101	9/1/14	
8/18/14	B	Mlynarski, Lisa	Appoint	RMS	Math / REG.001.MAT.04	1	MA / 1	\$52,388.00	11-130-100-101	9/1/14	
8/18/14	B	Motyczka, Michelle	Appoint MLR (Stroh)	RMS	MLR ELA / REG.001.LTS.04	1	MA / 1	\$52,388.00	11-130-100-101	9/1/14	1/4/15
8/18/14	C	Rinaldi, Kate	Appoint	RMS	Psychologist K-8 / SED.001.PSY	1	MA / 1	\$52,388.00	11-000-219-104	9/1/14	
8/18/14	C	DeFillippes, Michelle	Appoint	BK	Aide / SED.999.CLA.30	0.75	1	\$ 12,325.36	11-213-100-106	9/1/14	6/30/15
8/18/14	C	Acevedo, Lori	Resignation	BK	Aide / SED.999.CLA.01	0.75	4	\$ 15,822.50	11-213-100-106	8/6/14	
8/18/14	C	Cooper, Barbara	Appoint	BK	Aide / SED.999.CLA.01	0.75	1	\$ 12,325.36	11-213-100-106	9/1/14	6/30/15
8/18/14	C	Wessling, Sara	Resignation	BWD	Aide / SED.999.CLA.27	0.75	16	\$ 20,448.09	11-213-100-106	8/6/14	
8/18/14	C	Haffner, Chase	Appoint	RMS	Aide / SED.999.CLA.27	0.75	6	\$ 13,211.15	11-213-100-106	9/1/14	6/30/15
8/18/14	C	Pignio, Kristin	Resignation	BWD	Aide / SED.999.CLA.28	0.75	1	\$ 12,325.36	11-213-100-106	8/6/14	
8/18/14	C	Gamble, Kyle	Appoint	BK	Aide / SED.999.CLA.28	0.75	1	\$ 12,325.36	11-213-100-106	9/1/14	6/30/15
8/18/14	E	Lander, Barbara	Volunteer	BK	Classroom volunteer	N/A	N/A	N/A		9/1/14	6/30/15
8/18/14	E	Williver, Katie	Co-Curricular	RMS	Panther Press	70 hrs	\$31 / hr	\$2,170.00	11-401-100-100	9/1/14	6/30/15
8/18/14	E	Stein, Karen	Stipend	RMS	Curriculum Council			\$4,000.00	11-000-221-110	9/1/14	6/30/15
8/18/14	E	Esposito, Nicholas	Stipend	RMS	Curriculum Council			\$4,000.00	11-000-221-110	9/1/14	6/30/15
8/18/14	B	Anton, Daniela	Appoint MLR	BWD	MLR G1/REG.001.LTS.05			\$90/day	11-190-100-106	9/1/14	11/3/14
8/18/14	C	Anton, Daniela	Revise Appoint	BWD	Aide / SED.999.CLA.33	0.75	1	\$ 12,325.36	11-213-100-106	11/3/14	6/30/15
8/18/14	B	Bruno, Tina	Reassignment:TO	BWD	SED.001.LLD.01				11-204-100-101	9/1/14	
8/18/14	B	Alvino, Francis	Reassignment:TO	BWD	REG.001.K25.25				11-120-100-101	9/1/14	
8/18/14	B	Sabatino, Nicole	LTR	BWD	SED.001.IPS.01					1/5/15	4/1/15
8/18/14	C	Hamilton, Ami	Correct Hire Date							8/15/14	

Motion: JC

Second: JG

- A: Administrator
- B: Instructional
- C: Non-instructional
- D: Substitutes
- E: Extra Duty /
- F: Student Teacher

6 yes, 0 no

Stipends / Other

CURRICULUM

Upon recommendation of the Superintendent, move to:

1. **Accept and Approve** the Superintendent's current to date bullying report.

Motion; JC Second; JG 6 yes, 0 no

2. **Approve** the following out of district placements:

<u>Placement #</u>	<u>School</u>	<u>Tuition</u>	
		<u>ESY14</u>	<u>SY15</u>
a. 15-0001	ESC of MC Park Lake	\$ 7,087.00	
Motion; JC Second; JG 6 yes, 0 no			

3. **Approve** the following Curricula for the 2014-2015 School Year:

Vocal Music
IA Tech
Foreign Language
Mathematics K-8
Pre-Algebra I & II
Algebra I

All documents are on file in the District Administration Office.

Motion; JC Second; JG 6 yes, 0 no

4. **Approve** accepting the following non resident students into the Florham Park Public School District in accordance with board policy as follows:

<u>Placement #</u>	<u>District</u>	<u>Tuition</u>	
		<u>ESY14</u>	<u>SY15</u>
a. 1415-0001	Plainsboro		
b. 1415-0002	Plainsboro		
c. 1415-0003	East Hanover		
d. 1415-0004	Berkley Heights		
e. 1415-0005	Union		
f. 1415-0006	Union		
g. 1415-0007	West Caldwell		
h. 1415-0008	New Providence		
i. 1415-0009	Wayne		
j. 1415-0010	Morris Plains		
k. 1415-0011	Morris Plains		
l. 1415-0012	Morris Plains		
m. 1415-0013	Madison Public Schools	\$ 6,900.00	\$69,000.00
n. 1415-0014	East Hanover		
o. 1415-0015	Wayne		

Discussion; Mrs. Tobias asked why only one non-resident student being accepted is paying tuition? Mr. Rubano stated that the other students listed are children of Florham Park Public School District Employees. Student of Employees are allowed to attend tuition free as part of the negotiated agreement between the Board of Education and the Florham Park Education Association and the Florham Park Administrators Association.

Motion; JC Second; JG 6 yes, 0 no

FINANCE

Upon recommendation of the Superintendent, move to:

1. **Approve** the check register submitted by the Business Administrator/Board Secretary to pay bills and claims through June 30, 2014 in the amount of \$2,639,926.99.

(Doc. F1)

Motion; JC Second; JG 6 yes, 0 no

2. **Approve the following District financial reports and submission to the Executive County Business Administrator.**

Board Secretary's (A148) Report for the Month(s) of June 2014. Business Administrator/
Board Secretary (Doc. F2)

Treasurer's (A149) Report for the Month(s) of June 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 June 30, 2014 in the amounts of \$413,692.94 and the final FY 14 Report of Transfers with submission to the Executive County Business Administrator.

(Doc. F4)

Motion; JC Second; JG 6 yes, 0 no

4. **BE IT RESOLVED**, that the Florham Park Board of Education approve, that as of June 30, 2014 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; JC Second; JG 6 yes, 0 no

5. **BE IT RESOLVED**, that the Florham Park Board of Education approve the certification of the Business Administrator/Board Secretary that as of June 30, 2014 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; JC Second; JG 6 yes, 0 no

6. 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	SBA	NJSBA Conf.	10/28-10/30	\$500.00	Local
B.	Philip Infantolino	Supervisor of B&G	NJSBA Conf.	10/28-10/30	\$500.00	Local
C.	Kevin DeCoursey	Board Member	NJSBA Conf.	10/28-10/30	\$500.00	Local
D.	Steve Caponegro	Principal	NJSBA Conf.	10/28-10/30	\$500.00	Local
E.	Flavio Rubano	Superintendent	NJSBA Conf.	10/28-10/30	\$500.00	Local
F.	Sherri Glaab	Principal	NJPSA/NJASCD Fall Conference	10/16-10/14	\$240.00	Local

Motion; JC Second; JG 6 yes, 0 no

7. **Approve** upon review of proposals provided, a professional services contract with Phoenix Advisors, LLC for the purpose of Financial Disclosure Services compliant with SEC Regulations at a cost not to exceed \$2,000.00.

Motion; JC Second; JG 6 yes, 0 no

8. **Approve** rescinding resolution Finance #15, approved on June 16, 2014, and award a contract to CARO Corp, low quote to replace hydrant at the Brooklake School at a cost not to exceed \$6,751.65.

Motion; JC Second; JG 6 yes, 0 no

9. **Whereas**, the Florham Park Board of Education has received a Section 15 Grant Agreement Offer Letter for Grant# G5-5564 from the State of New Jersey Schools Development Authority for the project known as SDA Project# 1530-030-14-G2FM Ridgedale Middle School "Window and Exterior Door Replacement", and

Whereas, the Florham Park Board of Education has included the local share of funding for said project in its 2014/2015 school budget,

Now Therefore Be It Resolved, that the Florham Park Board of Education approves "authorizing execution and delivery of the Grant Agreement" #G5-5564 for Project#1530-030-14-G2FM "Ridgedale Middle School "Window and Exterior Door Replacement" and;

Furthermore, Be It Resolved, that the Florham Park Board of Education approve the "Delegation of Authority to the School Business Administrator for supervision of the SDA Project", #1530-030-14-G2FM Ridgedale Middle School "Window and Exterior Door Replacement"

Motion; JC Second; JG 6 yes, 0 no

10. **Approve** contracting with the district architect of record LAN Associates, Engineering, Planning, Architecture, Surveying, Inc., 445 Godwin Avenue, Midland Park, NJ 07432 for the purpose of delegating authority to prepare all plans, specifications, bid related documents and construction phase services compliant with the previously approved professional rates of pay and proposal #6533 for SDA Project# 1530-030-14-G2FM Ridgedale Middle School Window and Exterior Door Replacement" in the amount of \$45,800.00

Motion; JC Second; JG 6 yes, 0 no

11. **Approve**, rescinding resolution Finance #9. approved at the June 16, 2014 board meeting and replace with the following;

Whereas, the State of New Jersey, Department of Education permits the appropriation of reserved, undesignated 2013-2014 Excess Extraordinary Aid, and

Whereas, the school business administrator has indicated that for the period ending June 30, 2014 such funding in the amount of \$136,714.00 exists,

Now Therefore Be It Resolved, that the Florham Park Board of Education approves the appropriation of said funding to the 2014-2015 budget, specifically as follows;

11-130-100-101	Grades 6-8 – Salaries for Instruction	\$ 30,000.00
11-213-100-101	Resource Room – Salaries for Instruction	\$ 98,004.97
12-000-270-734	Capital Outlay - School Buses - Special	<u>\$ 8,709.03</u>
		<u>\$136,714.00</u>

Discussion; Mrs. Tobias asked if there is an increase in the number of resource room teachers? Mr. Rubano stated that the funding only supports reinstating to prior year levels. This had been discussed through the budget process.

Motion; JC Second; JG 6 yes, 0 no

12. Approve, a change order (Change Order#1) as follows on Capital Project #1530-030-14-1001, SDA Project#1530-030-14-G2FL "Replacement of Yankee Gutter and Cornice Ridgedale Middle School";

a. Spartan Construction

- i. Upgrade metal finish to 20 year manufacture warranty \$ 2,400.00
- ii. Remove and replace framing based on per unit pricing
Furnished as part of original bid \$37,050.00
\$39,450.00

Motion; JC Second; JG 6 yes, 0 no

13. Approve, a change order (Change Order#2) as follows on Capital Project #1530-030-14-1001, SDA Project#1530-030-14-G2FL "Replacement of Yankee Gutter and Cornice Ridgedale Middle School";

a. Spartan Construction

- i. Repairs and refinishing of cupola \$66,349.36

Motion; JC Second; JG 6 yes, 0 no

FACILITIES

Upon recommendation of the Superintendent, move to:

1. Approve the following facility requests:

2014-2015-Facility Use-August Agenda			
3	Garden State Basketball	RMS Gym	August 2014
4	The Adult School	RMS (various rooms)	Sept-Dec 2014
5	Girl Scout Troop (Heinold)	BKL Teacher's Lounge	Oct 2014-June 2015
6	Girl Scout Troop (Van Way)	BWD K Atrium	Oct 2014-June 2015
7	Cub Scouts (Rauschenberger)	BWD (various rooms)	Sept 2014-June 2015
8	Girl Scout Troop (Korab)	BKL Teacher's Lounge	Sept 2014-June 2015
9	Police Unity Tour	RMS Auditorium	Nov 2014-May 2015
10	PTA Enrichment Program-BKL	BKL (various rooms)	Sept-Dec 2014
11	PTA Enrichment Program-BWD	BWD (various rooms)	Sept-Dec 2014
12	New Horizons Camp	BKL (various rooms)	June-August 2015

Motion; JC Second; JG 6 yes, 0 no

TRANSPORTATION

Upon recommendation of the Superintendent, move to:

Regular Public Meeting
August 18, 2014

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 current and potential litigation; 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 6 yes, 0 no

Motion by Mrs. Haynes to adjourn the Executive Session for the purposes of negotiations, legal issues, and personnel issues and reconvene the Regular Meeting at 7:55p.m. Said motion was seconded by Mrs. Tobias.

Motion; MH Second; JT 6 yes, 0 no

L. ADJOURNMENT

Motion by Mr. Montuore to adjourn the Executive Session for the purposes of negotiations, legal issues, and personnel issues and reconvene the Regular Meeting at 7:56p.m. Said motion was seconded by Mr. Gaffney.

Motion; PM Second; JG 6 yes, 0 no

Respectfully submitted,



John Csatlos
Business Administrator/Board Secretary