

FLORHAM PARK BOARD OF EDUCATION

Regular Public Meeting, March 26, 2018

Ridgedale Middle School Auditorium

67-71 Ridgedale Avenue

MINUTES

(Formal action will be taken on the following)

Executive Session 6:30pm

Public Session 7:00pm

Mission Statement: The Florham Park Schools are committed to the achievement of individual academic excellence through high quality teaching, learning and community involvement. This 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 Student Learning 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).

2017-2018 Board Goals

- Ensure that all funds are used in an effective and efficient manner to achieve the Board and District goals and meet the long-range facilities and curricular needs.
- Support effective and transparent communication with the community.
- Monitor the effectiveness of our instructional programs based on student achievement data.
- To fortify and strengthen the unification of the Board team with a focus on individual and Board training.
- To assist in developing an engaged, connected, and growing environment within the community of local organizations and businesses.

2017-2018 District Goals

- To create a learning environment that maximizes student access to 21st Century Tools.
- Conduct a comprehensive program review for mathematics grades 5-8.
- Improve community relations and communications by providing community forums and exchanges that will effectively allow for parent/community input, provide accurate and timely information about our schools and programs and further foster ownership by the community of our schools.
- Continue to focus on English Language Arts and Reader's/Writer's workshop for all students. Ensure that teachers are being trained on all aspects of the workshop model partnering with Teacher's College of Columbia University.

A. CALL TO ORDER:

B. ROLL CALL:

BOARD MEMBER	PRESENT	ABSENT
Ms. Crimi (Fabienne)	X	
Ms. Cali (Yvonne)	X	
Ms. Rozek(Linda)	X	
Mr. Shanley (Skip)		X
Ms. Heinold (Kristina)	X	
Ms. Thomas (Alita)		X
Mr. Ritrivi (Nicholas)	X	

C. FLAG SALUTE

Dr. Varely welcomed everyone to the meeting. Dr. Varley introduced Ms. Sondra Paulson and Principal Christ. Ms. Paulson introduced the 8th Grade Selected Choir.

Mr. Christ recognized student Mr. Joseph Bartolomeo who was selected as this years' Morris County Superintendent's Leadership Award winner. This honor is special because he is selected by his peers. Mr. Christ will accompany Mr. Bartolomeo and his parents will at this years awards/luncheon.

D. 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, negotiations, 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; KH Second; LR 5 yes, 0 no

E. RECONVENE PUBLIC SESSION:

Motion by Ms. Heinold to adjourn the Executive Session for the purposes of negotiations, legal issues, personnel issues and reconvene the Regular Meeting at 7:13 p.m. Said motion was seconded by Ms. Cali.

F. 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.

G. SUPERINTENDENT'S REPORT - Dr. Varley reported the following:

- Enrollment is 993 students as of the meeting date.
- HIB Report - four incident were reported and investigated since the last meeting. No incidents were found to be HIB.
- Drill Report - required drills were completed since the last meeting.
- CSA Evaluation - Ms. Charlene Peterson, NJSBA presented an indepth look at the new evaluation tool and process.

H. PUBLIC COMMENT-AGENDA ITEMS

(Petitioners who have requested to speak during the public comment portion of the meeting will be allotted three (3) minutes.) Councilman Zuckerman asked Mr. Csatlos for the State Aid Allotment. Mr. Csatlos stated that the fiscal year entitlement has been increased by \$72,518.00. Mr. Csatlos explained that the increase is in transportation aid, however PARCC and PLC Aid has been eliminated. Increase in Charter School Tuition was released as well. That increase was \$5,739.00 higher than projected. Net impact of State Aid is \$66,779.00.

I. COMMITTEE REPORTS

Policy- Ms. Cali stated that the committee met on 3/19 to discuss options for a revised school calendar.

Personnel- Ms. Cali stated the committee met on 3/19 to review all items on the agenda this evening as well as upcoming renewals.

Finance/Facility- Mr. Ritrivi reported the committee met on 3/19 first with architect to condense projects being targeted for a March 2019 referendum. The committee discussed all budget motions.

Transportation - Ms. Crimi stated the committee met on 3/19 to discuss motion on this evening's agenda.

H.P.R.H.S Articulation- No report.

Teacher Administrator Board- No report.

Project Community Pride- No report.

Borough Liaison- No report.

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
C	Pizzano, Judith	Dock/Unpaid Leave	BWD	Staff Assistant / SED.999.CLA.15					4/5/18	4/6/18
B	Regan, Cynthia	Dock/Unpaid Leave	BKL	Teacher / REG.001.K25.18					4/5/18	4/6/18
B	Rotella, Susanna	Dock/Unpaid Leave	BWD	Teacher / REG.001.K25.04					4/5/18	4/6/18
B	Russo, Jayme	Dock/Unpaid Leave	RMS	Teacher / REG.001.SCI.02					4/5/18	4/6/18
B	Seery, Joan	Dock/Unpaid Leave	BWD	Nurse / SSP.001.NRS.02					4/5/18	4/6/18
B	Smoot, Kathryn	Dock/Unpaid Leave	RMS	Teacher / SED.001.LTR.02					4/5/18	4/5/18
B	Stein, Karen	Dock/Unpaid Leave	RMS	Teacher / REG.001.SCI.03					4/5/18	4/6/18
C	Weinbaum, Rose	Dock/Unpaid Leave	BWD	Staff Assistant/ SED.999.CLA.32					4/5/18	4/9/18

C. Revisions:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
D	Bonvini, Luca	Rescind Appointment	DIST	Per Diem Substitute			Per Contract	11-1XX	3/22/18	3/22/18
D	Daugherty, Lauren	Rescind Appointment	DIST	Per Diem Substitute			Per Contract	11-1XX	3/1/18	3/1/18
D	Rempfer, Brianna	Rescind Appointment	DIST	Per Diem Substitute			Per Contract	11-1XX	3/1/18	3/1/18

D. Substitutes:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
D	Grande, Nicholas	Add to 17-18 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	4/5/18	6/30/18

Motion; YC Second; NR 5 yes, 0 no

CURRICULUM

Upon recommendation of the Superintendent, move to:

- Be It Resolved**, that the board accepts and approved the Superintendent's current to date bullying report.

Motion; NR Second; KH 5 yes, 0 no

- Be It Resolved**, that the board accepts and approves the following Math program textbook for grades 6-8 and related materials for the 2018/2019 school year.

- Big Ideas by the authors Ron Larson and Laurie Boswell

Discussion; Mr. Ritrivi thanked Mr. Silkenses for all his hard work. The adoption of this program came after a year long process and all questions and concerns were addressed. Ms. Heinold asked if professional development would begin immediately to properly prepare teachers for FY2019. Dr. Varley replied immediately.

Motion; NR Second; KH 5 yes, 0 no

FINANCE

- 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 member's' 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	Full Name	Notes to Administrator	Admin. Approval Date
3/21/18	BERNSTEIN, CHERYL	School Support Network Data Driven Decision Making Cost Morristown, NJ \$0	2/26/2018
4/25/18	ERICKSON, LAUREN	Anxiety in Children and Adolescents Morristown, NJ Est. 19 Miles	3/20/2018
4/20/18	ESPOSITO, NICHOLAS	NJECC April Meeting "G Suite Across the Curriculum" Montclair, NJ Cost \$0	3/20/2018
5/16-18/18	GLAAB, SHERRI	NJASA Spring Leadership Conference Atlantic City, NJ Est. Cost \$1000.00	3/15/2018
3/28/18	KUZEMCZAK, DONNA	Ins and outs of Special Education Roselle, NJ Cost \$0 Est. 27 miles	3/22/2018
2/23/18	LEONE, MICHAEL	New Jersey Music Educators Association State Conference East Brunswick, NJ Cost \$170 Est. Mileage \$5.80	2/21/2018
5/16-18/18	O'CONNOR, CHRISTY	NJASA Spring Leadership Conference Atlantic City, NJ Est. Cost \$1000.00	3/22/18
3/21/18 & 4/11/18	PERLEE, MARISSA	School Support Network Meeting Morristown, NJ Cost \$0	2/26/2018
3/28/18	SHANLEY, CHARLES	Morris County SBA Meeting Mountain Lakes, NJ Cost \$0+ Est. mileage \$6.82	3/14/2018
4/20/18	STILES, JAMES	NJECC April meeting "Google Across the Curriculum" Montclair, NJ Cost \$0	3/19/2018
5/16-18/18	VARLEY, MELISSA	NJASA Spring Leadership Conference Atlantic City, NJ Est. Cost \$1000.00	3/6/2018

Motion; LR Second; YC 5 yes, 0 no

2. **Approve** the check register submitted by the Business Administrator/Board Secretary to pay bills and claims through February 28, 2018 in the amount(s) of \$2,330,347.39. *(On file in Administration Office)*

Motion; LR Second; YC 5 yes, 0 no

3. **Approve** the following District financial reports and submission to the Executive County Business Administrator. *(On file in Administration Office)*

Board Secretary's (A148) Report for the Month (s) of February 2018 Business Administrator / Board Secretary

Treasurer's (A149) Report for the Month(s) of February 2018 Business Administrator / Board Secretary

Motion; LR Second; YC 5 yes, 0 no

4. **Approve** the Report of Transfers submitted by the Business Administrator/Board Secretary for February 28, 2018 in the amount(s) of \$98,536.30. *(On file in Administration Office)*

Motion; LR Second; YC 5 yes, 0 no

5. **Be It Resolved**, that the Florham Park Board of Education approve, that as of February 28, 2018 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; Second; FC YC LR SS KH AT NR

6. **Approve** contracting with Dr. Brian Fennelly to perform a psychiatric evaluation for student#736-31at a cost not to exceed \$665.00.

Motion; LR Second; YC 5 yes, 0 no

7. FY19 TENTATIVE BUDGET-TRAVEL AND RELATED EXPENSE REIMBURSEMENTS

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 2018-2019 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 and expense reimbursement maximum for the 2018-2019 School Year at a sum of \$6,700.00; 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; LR Second; YC 5 yes, 0 no

8. FY19 TENTATIVE BUDGET-CAPITAL RESERVE ACCOUNT WITHDRAWAL

BE IT RESOLVED, that the Florham Park Board of Education includes in the tentative 2018-2019 budget and requests approval for a Capital Reserve withdrawal in the amount of \$359,047.00 for the purpose of providing the local share of the following approved Project(s);

- #1530-015-18-1000 Parking Lot Repaving Briarwood School \$142,486.00
- #1530-020-18-1000 Parking Lot Repaving Brooklake School \$162,061.00
- #1530-020-18-2000 Install CO Detectors at Brooklake School \$27,250.00
- #1530-030-18-1000 Install CO Detectors at Ridgedale School \$27,250.00

Motion; LR Second; YC 5 yes, 0 no

9. FY19 TENTATIVE BUDGET-CAPITAL PROJECTS

BE IT RESOLVED, that the Board of Education approves the following capital projects for the 2018-2019 school year;

- #1530-015-18-1000 Parking Lot Repaving Briarwood School \$142,486.00
- #1530-020-18-1000 Parking Lot Repaving Brooklake School \$162,061.00
- #1530-020-18-2000 Install CO Detectors at Brooklake School \$27,250.00
- #1530-030-18-1000 Install CO Detectors at Ridgedale School \$27,250.00

Motion; LR Second; YC 5 yes, 0 no

10. FY19 TENTATIVE BUDGET - EMERGENCY RESERVE ACCOUNT WITHDRAWAL

BE IT RESOLVED, that the Florham Park Board of Education includes in the tentative 2018-2019 budget and requests approval for an Emergency Reserve withdrawal in the amount of \$35,000.00 for the purpose of providing the funding for One(1) School Law Enforcement Officer(SLEO) through an interlocal agreement with the Borough of Florham Park. local share of the following approved Project(s);

Motion; LR Second; YC 5 yes, 0 no

11. FY19 TENTATIVE BUDGET-ADJUSTMENT FOR HEALTH BENEFITS

BE IT RESOLVED, that the Florham Park Board of Education includes in the tentative 2018-2019 budget the adjustment for increases in the cost of health benefits in the amount of \$251,135.00. The additional funds are included in the base budget and will be used to pay for the additional increases in health benefits.

Motion; LR Second; YC 5 yes, 0 no

12. FY19 TENTATIVE BUDGET - ADJUSTMENT FOR ENROLLMENT

BE IT RESOLVED, that the Florham Park Board of Education includes in the tentative 2018-2019 budget the adjustment for increases in enrollment in the amount of \$54,870.00. The additional funds are included in the base budget and will be used to pay for the additional increases in instructional supplies and materials.

Motion; LR Second; YC 5 yes, 0 no

13. FY19 TENTATIVE BUDGET-PROFESSIONAL SERVICES

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 \$ 37,500.00 Auditor \$26,500.00 School Physician \$ 21,500.00 Financial/Other Advisory \$ 8,500.00: and

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 2018-2019 school year.

Motion; LR Second; YC 5 yes, 0 no

14. FY19 TENTATIVE BUDGET-TAXING AUTHORITY

BE IT RESOLVED, the district use its taxing authority for the 2018-2019 school year totaling \$18,034,307 and calculated as follows:

2% increase over prior year adjusted levy	\$348,614.00
Automatic Enrolment Adjustment	\$54,870.00
Automatic Health Benefits Cost Adjustment	\$251,135.00
Prior Year Banked Cap Adjustment	<u>\$3,841.00</u>
Total Increase	\$658,460.00
Prior Year Levy	<u>\$17,375,847.00</u>
Total FY19 General Fund Tax Levy	<u>\$18,034,307.00</u>

Motion; LR Second; YC 5 yes, 0 no

15. TENTATIVE 2018-2019 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 2018-2019 school year using the 2018-2019 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:

	<u>General Fund</u>	<u>Special Revenue</u>	<u>Debt Service</u>	<u>Total</u>
Expenditures	\$19,728,233.00	\$260,398.00	\$1,045,344.00	\$21,033,795.00
Less:				
Revenue	<u>\$ 1,693,926.00</u>	<u>\$260,398.00</u>	<u>\$0.00</u>	<u>\$ 1,954,424.00</u>
Taxes to Be Raised	<u>\$18,034,307.00</u>	<u>\$0</u>	<u>\$1,045,344.00</u>	<u>\$19,079,651.00</u>

And,

BE IT FURTHER RESOLVED, that a public hearing be held at the Regular Public Meeting of the Board of Education on Tuesday, April 24, 2018 at 7:00pm at the Ridgedale Middle School Auditorium for the purpose of conducting a public hearing on the budget for the 2018-2019 School Year.

Motion; LR Second; YC 5 yes, 0 no

FACILITIES

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

March- 2018		
Florham Park PTA Track	BKL & RMS Outdoors	April-June 2018
Girl Scout Bridging Ceremony	RMS Auditorium	June 2018

Motion; LR Second; NR 5 yes, 0 no

Discussion: Ms. Crimi stated that in future years she hope the district can operate and fund the track program.

TRANSPORTATION

1. **Approve** the following field trips:

School	Staff Member	Date	Trip Location	Class/Group
BWD	Newman, Denise	5/9/18	Little Red Schoolhouse Florham Park, NJ	Kindergarten
RMS	Roberts, Kerin	5/29/18 & 5/31/18	Great Swamp Outdoor Education Center Chatham, NJ	6th Grade
BKL	Lazorko, Maria	5/30/18	Hanover Lanes East Hanover, NJ	4th Grade
RMS	Stein, Karen	6/7/18	East Hanover Middle School East Hanover, NJ	8th Grade
BKL	Perlee, Marissa	6/11/19, 6/12/19, 6/13/19	JA BizTown Edison, NJ	5th Grade

Motion; FC Second; NR 5 yes, 0 no

K. OLD BUSINESS/NEW BUSINESS: Mr. Csatos and Dr. Varley reviewed today's issues brought forth by Chief Orlando. Mr. Csatos reviewed the addendum provided this evening. The addendum included a Separate Proposal to raises taxes for three(3) SLEO's. Mr. Csatos stated the tax impact if approved in Nov. would result in a \$12/year increase on a home assessed at the Borough average of \$650,000. The board members agreed to move forward with the separate proposal.

Mr. Ritrivi motioned to approve the following resolutions

Rescind resolution Finance #10 no longer needed based on subsequent introduction of separate proposal resolution:

#10.(RESCIND)BE IT RESOLVED, that the Florham Park Board of Education rescinds the tentative 2018-2019 budget and approval for an Emergency Reserve withdrawal in the amount of \$35,000.00 for the purpose of providing the funding for One(1) School Law Enforcement Officer(SLEO) through an interlocal agreement with the Borough of Florham Park. local share of the following approved Project(s);

Motion; NR Second; LR 5 yes, 0 no

Revised resolution Finance #15 based on rescinding Finance Resolution #10

#15. (REVISED)BE IT RESOLVED, that the tentative budget be approved for the 2018-2019 school year using the 2018-2019 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:

	<u>General Fund</u>	<u>Special Revenue</u>	<u>Debt Service</u>	<u>Total</u>
Expenditures	\$19,693,233.00	\$260,398.00	\$1,045,344.00	\$20,998,975.00
Less:				
Revenue	<u>\$ 1,658,926.00</u>	<u>\$260,398.00</u>	<u>\$0.00</u>	<u>\$ 1,919,324.00</u>
Taxes to Be Raised	<u>\$18,034,307.00</u>	<u>\$0</u>	<u>\$1,045,344.00</u>	<u>\$19,079,651.00</u>

And,

BE IT FURTHER RESOLVED, that a public hearing be held at the Regular Public Meeting of the Board of Education on Tuesday, April 24, 2018 at 7:00pm at the Ridgedale Middle School Auditorium for the purpose of conducting a public hearing on the budget for the 2018-2019 School Year.

Motion; NR Second; LR 5 yes, 0 no

Introduce a resolution Finance #16 for a separate proposal on funding an Interlocal Agreement with the Borough of Florham Park

16. SEPARATE PROPOSAL - BE IT RESOLVED, that In addition to the regular advertised budget, the board of education will seek approval from the district's legal voters to raise an additional \$120,000 for the enhancement of our district security program. The additional levy will provide funds for the establishment and payment of an Interlocal Agreement with the Borough of Florham Park. The agreement will provide for Three(3) School Law Enforcement Officers as created and compliant with P.L.2016, c.68. The taxes, if raised, will be used exclusively for this purpose. Approval of these taxes will result in a permanent increase in the district's tax levy. These proposed additional expenditures are in addition to those necessary to achieve a thorough and efficient education set forth pursuant to 18:7F-39.

Motion; NR Second; LR 5 yes, 0 no

L. CORRESPONDENCE/COMMUNICATIONS: Rep. Rodney P. Frelinghuysen Mr. Ritirivi reviewed the Congressman's response to the Board's Resolution on Gun Reform. Dr. Varley reminded all of the upcoming Talent Show and PTA Prize Party.

M. PUBLIC COMMENT-OPEN: There were no public comments at this time.

N. ADJOURNMENT

Mr. Ritirivi moved to adjourn the regular public meeting at 8:41 p.m. The motion received a second from Ms. Rozeki and passed by unanimous consent.

Respectfully Submitted,

John Csatlos
Business Administrator /Board Secretary