

Personnel/Policy Committee  
Minutes  
June 18th, 2018

Attendance: Melissa Varley, Alita Thomas, Yvonne Cali, Charles Shanley  
By teleconference, Mr. Shanley was in person

**POLICY**

**Upon recommendation of the Superintendent, move to:**

1. **Approve** the minutes of the May 29, 2018 Regular Board Meeting.  
Motion;            Second;                            FC    YC    LR    SS    KH    AT    NR
2. **Approve** the minutes of the May 29, 2018 Regular Board Meeting Executive Session.  
Motion;            Second;                            FC    YC    LR    SS    KH    AT    NR
3. **Approve** the minutes of the June 18, 2018 Curriculum Work Session Meeting.  
Motion;            Second;                            FC    YC    LR    SS    KH    AT    NR
4. **Approve** the following fundraisers for the 2017-2018 school year:

Fundraiser	School	Organization/Staff Member	Dates
Tears Need Tissues	DIST	Tears Need Tissues / Nashea Jones	6/18/18

Motion;            Second;                            FC    YC    LR    SS    KH    AT    NR

5. **Approve** the second reading of the following Policy and Regulation:

5512                    Harassment, Intimidation, or Bullying Policy  
5512R                Harassment, Intimidation, or Bullying Investigation Procedure Regulation

Motion;            Second;                            FC    YC    LR    SS    KH    AT    NR

**PERSONNEL:**

1. **Upon recommendation of the Superintendent, move to approve the following Personnel Items:**

**A. Appointments/Resignations:**

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
C	Montasr, Sarah	Appoint	BKL	Gr. 3-5 Library/Computers / REG.001.K25.19	0.7	MA / 2	\$39,322.50	11-000-222-104	9/1/18	6/30/19
E	Esposito, Nick	Appoint	DIST	Summer Technology Assistant		Per Contract	160 Hours	11-402-100-100	7/5/18	8/8/18
A	Steffen, Jane	Appoint	DIST	Supervisor of Special Education	1.00		\$115,000.00	SUP.001.SUP.01	7/10/18	6/30/19
B	Kasmin, Martine	Appoint	BKL	Gr. 3-5 Special Ed/ SED.001.RRM.08	1.00	MA / 2	\$57,075.00	11-213-100-101	9/1/18	4/18/19
B	Lentine, Stephanie	Appoint	BWD	PreSchool Teacher / SED.001.IPS.01	0.7	MA / 2	\$34,245.00	11-216-100-101	9/1/18	6/30/19
B	Gross, Julia	Appoint	BWD	French / World Cultures / REG.001.TWL.04	1.00	MA / 1	\$56,175.00	11-120-100-101	9/1/18	6/30/19
B	Ford, Karen	Appoint	RMS	Summer Guidance Counselor (10 Days) / SSP.001.GUI.01	1.00	MA / 13	Per Contract	11-000-218-104	7/5/18	8/8/18

B	Nowacki, Anna	Rescind		CST Summer Speech Therapist			30 hours		6/19/18	
B	Fried, Janice	Appoint		CST Summer Speech Therapist			30 hours		7/5/18	8/8/18
B	Morici, Leanne	Appoint	BWD	School Psychologist LTR/ SED.001.PSY.01	1.00	MA / 2	\$59,445.00	11-000-219-104	9/1/2018	6/30/19
C	Cochario, Lindsay	Resignation	RMS	Staff Assistant / SED.999.OOA.10	0.75	Step 1	\$13,415.81	11-213-100-106	6/20/18	8/8/18
B	Janes, Karen	Resignation	RMS	Social Studies Teacher / REG.001.TSS.02	1	MA / 13	\$71,755.00	11-130-100-101	6/30/2018	6/30/18
C	Visaggio, Carrie	Resignation	BRW	PT Staff Assistant / SED.999.OOA.06	1	Step 1	\$13,415.81	11-213-100-106	6/21/18	6/30/18
C	Brown, Magdalena	Resignation	BRW	PT Staff Assistant / SED.999.OOA.05	1	Step 3	\$14,299.38	11-213-100-106	6/21/18	6/30/18
C	Chakraborty, Purnima	Resignation	BRW	PT Staff Assistant / SED.999.OOA.08	1	Step 1	13,415.81	11-216-100-106	6/21/18	6/30/18

**Dr. Varley discussed each new hire with the personnel committee. Some committee members had questions. Dr. Varley also discussed the STEM position and the recommendation that would be coming in July.**

**B. Additional Compensation:**

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
B	Conroy, Allison	Salary Adjustment	BKL	Gr. 3-5 Teacher / REG.001.K25.17	1.00	MA+30 / 11	\$70,575.00	11-120-100-101	9/1/18	n/a
B	Smoot, Katy	Salary Adjustment	RMS	Gr. 8 Social Studies / REG.001.TSS.01	1.00	MA+30 / 11	\$70,575.00	11-130-100-101	9/1/18	n/a
A	Csatlos, John	Qualitative Merit Goal #1	DIST	Business Administrator / CAP.001.SBA.01			\$3,488.53	11-000-251-100	6/30/18	n/a
A	Varley, Melissa	Qualitative Merit Goal #1	DIST	Superintendent / GAP.001.CSA.01			\$3,812.50	11-000-230-100	6/30/18	n/a
A	Varley, Melissa	Qualitative Merit Goal #2	DIST	Superintendent / GAP.001.CSA.01			\$3,812.50	11-000-230-100	6/30/18	n/a
A	Varley, Melissa	Quantitative Merit Goal #1	DIST	Superintendent / GAP.001.CSA.01			\$5,078.25	11-000-230-100	6/30/18	n/a
A	Varley, Melissa	Quantitative Merit Goal #2	DIST	Superintendent / GAP.001.CSA.01			\$5,078.25	11-000-230-100	6/30/18	n/a
A	Varley, Melissa	Quantitative Merit Goal #3	DIST	Superintendent / GAP.001.CSA.01			\$5,078.25	11-000-230-100	6/30/18	n/a
B	Christ, Peter	Additional compensation	RMS	Washington DC Trip		Non-contract	\$300.00	11-216-100-106	6/12/18	n/a
B	Smoot, Kathlyn	Additional compensation	RMS	Washington DC Trip		Non-contract	\$300.00	11-130-100-101	6/12/18	n/a
B	Russo, Richard	Additional compensation	RMS	Washington DC Trip		Non-contract	\$300.00	11-130-100-101	6/12/18	n/a
B	Stein, Karen	Additional compensation	RMS	Washington DC Trip		Non-contract	\$300.00	11-130-100-101	6/12/18	n/a
B	Foster, Robert	Additional compensation	RMS	Washington DC Trip		Non-contract	\$300.00	11-130-100-101	6/12/18	n/a
B	Kentner, Marian	Additional compensation	RMS	Washington DC Trip		Non-contract	\$300.00	11-000-213-100	6/12/18	n/a
B	Harris, Michaela	Additional compensation	RMS	Washington DC Trip		Non-contract	\$300.00	11-130-100-101	6/12/18	n/a
B	Lavalle, Joseph	Additional compensation	RMS	Washington DC Trip		Non-contract	\$300.00	11-130-100-101	6/12/18	n/a

**C. Leave of Absences:**

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
B	Volpe, Christe	Maternity Leave	BKL	Gr. 3-5 Resource Room / SED.001.RRM.08	1.00	MA / 19	87,395.00	11-213-100-101	9/7/18	4/19/19

**D. Substitutes:**

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
D	Wagner, Kaitlynn	Appoint	DIST	Substitute Teacher	N/A	Per Contract	Per Contract	11-1XX	6/25/18	N/A
D	Pastena, Donna	Appoint	BWD	ESY Substitute Aide					7/5/18	8/8/18
D	Cochario, Lindsay	Appoint	BWD	ESY Substitute Aide					7/5/18	8/8/18
D	Visaggio, Carrie	Appoint	DIST	Substitute Teacher	N/A	Per Contract	Pre Contract	11-1XX	6/25/18	N/A
D	Brown, Magdalena	Appoint	DIST	Substitute Teacher	N/A	Per Contract	Per Contract	11-1XX	6/25/18	N/A

**E. College Student Placements:**

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
F	Buscamera, Victoria	Appoint	BKL	Clinical Practice Student Teaching(Gr.3C)					9/1/18	6/30/18

- 2. Approve** the certificated and non-certified staff assignments, salaries and other compensation for the 2018-2019 school year. *(On file in Administration Offices)*

Motion;                      Second;                      FC    YC    LR    SS    KH    AT    NR

- 3. Approve** the completion of the following qualitative merit goals and quantitative merit goals for the FY18 for the Superintendent of Schools. *(On file in Administration Offices)*

- a. Due to our math achievement being lower than most districts, we need a comprehensive program evaluation. Working with our math consultant and supervisor of curriculum and instruction, a new research based math program will be researched and evaluated. We will also examine a new benchmark assessment. from grades -6-8, 100% of the math program will be reevaluated with recommendations for purchase, if ONLY TWO of the grades are revised the merit would equal 2.33% if only ONE grade is revised the merit would equal 1.33%. in 2018-2019, we will implement the program, with a 2019-2020 expectation of higher math scores on the PARCC assessment.
- b. During the 2017-2018 school year, I will work with the administrative team to grow them into instructional leaders.
  - i. Teacher’s College Administrative Institute
  - ii. Mandatory Professional Development Attendance
  - iii. Leadership Cohort to grow teacher leaders
  - iv. Complete audit of buildings-strengths and weaknesses using educational consultant
  - v. Administrative book club-Professional capital
  - vi. Monthly meetings with administrators
- c. During the 2017-2018 school year, the district will revert to the alice protocol with 100% of faculty being trained in techniques. all building administrators will be trained as instructors.
  - i. Complete rally point walk throughs with the police department
  - ii. Meet with police department and safety committee
  - iii. Train teachers using alice instructors
  - iv. Revise safety plans
  - v. Participate in new drills
  - vi. Inform parents of new safety protocols

- d. During the 2017-2018 school year, the current 3<sup>rd</sup> grade students will increase their reading levels by 1.5 levels from September-May. This is our second year with our Readers Writers Project initiative and the district expects growth. Teachers will be trained for a second year by Teacher's College of Columbia. There will be at least 8 trainings during the school year.
- e. During the 2017-2018 school year, the district start moving toward A Ste(A)M program. in 2017-2018, ridgedale middle school will fully implement a ste(a)m program by completing the curriculum and program redesign at Ridgedale.
  - i. Educational consultant will review existing space
  - ii. Research best practices
  - iii. Imitate existing successful programs
  - iv. Communicate progress to the board and public

Motion;            Second;                            FC    YC    LR    SS    KH    AT    NR

4. **RESOLVED**, that upon recommendation of the Superintendent, the Florham Park Board of Education approves John R. Csatos, Business Administrator/Board Secretary, effective July 1, 2018 through June 30, 2019 in accordance with the contract, approved by the Executive County Superintendent, and

**BE IT FURTHER RESOLVED**, that the Board President is authorized to execute the contract on behalf of the Board of Education. *(On file in Administration Offices)*

Motion;            Second;                            FC    YC    LR    SS    KH    AT    NR

5. **Approve** authorizing the Superintendent of Schools to hire personnel as needed to fill vacancies and ensure proper staffing for the SY19 during the months of July and August 2018.

Motion;            Second;                            FC    YC    LR    SS    KH    AT    NR

The personnel committee had a few questions regarding some of the personnel being hired. After discussion, they all agreed they had no further questions.