

FLORHAM PARK BOARD OF EDUCATION

Regular Public Meeting, December 18, 2017

Ridgedale Middle School Auditorium

67-71 Ridgedale Avenue

AGENDA

(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	
Mr. Ritrivi (Nicholas)	X	
Mr. Shanley (Skip)	X	
Ms. Thomas (Alita)	X	
Ms. Heinold (Kristina)	X(via Teleconference)	
Ms. Rozek (Linda)	X	

C. 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; AT Second; YC 7 yes, 0 no

D. RECONVENE PUBLIC SESSION:

Motion by Ms. Thomas to adjourn the Executive Session for the purposes of negotiations, legal issues, personnel issues and reconvene the Regular Meeting at 7:00p.m. Said motion was seconded by Ms. Cali.

Ms. Heinold exited the meeting at this time.

Mrs. Rozek welcomed everyone to the meeting. She wished everyone a very happy holiday season.

E. FLAG SALUTE:

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 welcomed everyone and reported the following;

- The enrollment as of the meeting is 977 students
- HIB Report - There were 5 incidents reported since the last meeting and none of the reported cases were not found to be HIB.
- Drill Report - Dr.Varley stated all required drills have been conducted.
- Brooklake School "Top Fundraising School in NJ 2016-2017" by Leukemia & Lymphoma Society

- Dr. Varley introduced Principal Ms. Glaab and Mr. Serfozo. Mr. Serfozo and the 2nd grade chorus and ORFF ensemble played four songs. The final song was dedicated to Ms. Rinaldi.
- Ms. Glaab, principal recognized Ms. Marlene Rinaldi for her 31 years of dedicated service to the students, parents, staff and residents of Florham Park. Ms. Glaab presented her with flowers and a book of student art work and well wishes. Dr. Varely additionally thank Ms. Rinaldi. Ms. rinaldi thanked everyone for their kindness and support.
- District, School, and Board Goals Presentation - Dr. Varley narrated the presentation. Outlining the adopted goals and the actions that have taken place to date. Ms. Glaab provided additional information regarding recently completed parent conferences. She stated the parents found them informative and worthwhile. The teachers commented they were prepared. Ms. Glaab added that she was proud of the staff and pointed out how this speaks to the growth of their professionalism.

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.) There were no comments at this time.

I. COMMITTEE REPORTS

Policy- Ms. Thomas stated the committee met on 12/11/17 to discuss the minutes and policies on the agenda this evening.

Curriculum- Mr. Shanley stated the committee met on 12/11/17 and discuss the following items; Teacher conference feedback which was positive; the limitation of field trips being two per grade and curriculum driven; ELA update regarding running records, Teachers' College and addressing students with multi-sensory issues; Math update including upcoming session with Nancy Schultz; STEM update including BASF and Steelcase grants; tonight's presentation on goals.

Personnel- Ms. Thomas stated the committee met on 12/11/17 and discuss all matters on the agenda under all subcategories.

Finance/Facility- Mr. Ritrivi stated the committee met on 12/11/17. The committee reviewed all the financial statements and resolutions on the agenda. The committee is focusing on developing a timeline/process for identifying capital projects and bond referendum costs. The improvement of the Briarwood and Brooklake parking will be fast tracked to the FY19 budget with funding provided by Capital Reserve. Bond counsel is being scheduled for January meeting. The committee discussed the impact of budgeting cost for a Class 3 School Officer.

Transportation - Ms. Crimi stated there is no report.

H.P.R.H.S Articulation- Ms. Crimi stated there is no report.

Teacher Administrator Board- Dr. Varley stated the committee is looking at a February meeting date.

Project Community Pride- Ms. Thomas stated the date for the 5k/1k The Mind Matters event is 5/16/18.

Borough Liaison- Mr. Shanley stated the council meeting of 12/14/17 contained passage of an ordinance affecting multi-family dwelling zones. The council indicated this will open up property on Park Ave. for development. Councilman Zuckerman, in attendance, stated the number of units has been reduced, but a final number is not known.

J. RESOLUTIONS:

POLICY

Upon recommendation of the Superintendent, move to:

1. **Approve** the minutes of the November 27, 2017 Regular Board Meeting.
Motion; AT Second; YC 6 yes, 0 no
2. **Approve** the minutes of the November 27, 2017 Regular Board Meeting Executive Session.
Motion; AT Second; YC 6 yes, 0 no
3. **Approve** the following fundraisers for the 2017-2018 school year:

Fundraiser	School	Organization/Staff Member	Dates
3rd Grade Fun Night	BKL	PTA	1/19/178
4th Grade Fun Night	BKL	PTA	2/2/18
5th Grade Fun Night	BKL	PTA	2/23/18
Valentine Sweet O'Grams	BKL	Drama Club	February 2018
Talent Show	RMS	PTA	3/8-9/18
Harlem Wizards Fundraiser	DIST	PTA	3/18/18
Ticket Sales & Refreshments School play	BKL	Drama Club	June 2018

- Motion; AT Second; YC 6 yes, 0 no
4. **Approve** the Annual Review and Revisions of Agreement (Article 16) between Education and Law enforcement officials. (*On file in Administration Office*)
Motion; AT Second; YC 6 yes, 0 no
 5. **Approve** establishing Wednesday, January 3, 2018 as the Annual Reorganization Meeting of the Florham Park Board of Education as required by NJSA 18A:10-3(c).
Motion; AT Second; YC 6 yes, 0 no
 6. **Approve** the first reading of Bylaw 0155 Board Committees.
Motion; AT Second; YC 6 yes, 0 no

PERSONNEL:

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

A. Appoint:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
B	Palianto, Lauren	Appoint	DIST	Orton Gillingham Teacher / REG.001.OGT.01	0.60	MA/Step 4	\$35,560.00	11-120-100-101	TBD	

B. Athletics/Co-Curricular:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
E	Smoot, Kathryn	Co-Curricular	RMS	WW II Club	30	\$32/HR	\$960.00	11-401-100-100	12/19/17	

C. College Student Placements:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
F	Mele, Jennifer	Student Teaching	BWD	St. Elizabeth: K-5 (Chonowski)					1/22/18	12/14/18

D. Leave of Absences:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
B	Cogan, Kathleen	Dock/Unpaid Leave	BKL	Teacher / REG.001.K25.16					3/29/18	3/29/18
B	Cogan, Kathleen	Dock/Unpaid Leave	BKL	Teacher / REG.001.K25.16					4/9/18	4/9/18

E. Revisions:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
D	Casolaro, Dante	Rescind Appointment	DIST	Per Diem Substitute					12/1/17	12/1/17
C	Cassaday, Mary	Rescind Appointment	BWD	Staff Assistant / SED.999.CLA.27					11/28/17	11/28/17
B	Franklin, Roseann	Revise Dates-Leave	BKL	Teacher/REG.001.K25.25					10/31/17	1/15/18
D	Malone, Kelly	Revise Start Date	DIST	Per Diem Substitute					12/1/17	6/30/18
B	McParland, Brian	Rescind Appointment	DIST	School Safety Academy Specialist					12/15/17	12/15/17
F	Menniti, Juliana	Rescind Field Experience	BKL	FDU: K-5 (Volpe)					11/30/17	11/30/17
B	Nigro, Marc	Revise Dates LTR	BKL	Special Education / SED.001.LTR.16					12/4/17	6/30/18
B	Perler, Jason	Revise Dates-LTR	BKL	Special Education / SED.001.LTR.10					11/17/17	1/12/18
B	Scorsone, Jessica	Revise Dates MLR	BWD	IPS / SED.001.LTR.08					9/1/17	12/15/17

F. Substitutes:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
D	Ryan, Kelsey	Add to 17-18 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	TBD	6/30/18
D	Sehulster, Kelly	Add to 17-18 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	TBD	6/30/18
D	Tino, Gianna	Add to 17-18 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	TBD	6/30/18
D	Walker, Nathalie	Add to 17-18 Substitute List	DIST	Per Diem Substitute			Per Contract	11-1XX	TBD	6/30/18

Motion; AT Second; SS 6 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; SS Second; AT 6 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
1/23/18	CHAPIN, SUSAN	Innovative, New Activities for Strengthening Your Physical Education Program West Orange, NJ Cost \$239.00 + Est. Mileage \$7	12/5/17
12/13/17	FORD, KAREN	United Way Meeting Morristown, NJ COST:\$0	11/28/17
1/23/18	GILLIGAN, JENNIFER	Innovative New Activities for PE Cost \$239.00 Newark, NJ	12/8/2017
1/5/18 & 1/11/18	KARL, BETH	USING DATA TO MOVE IT & PROVE IT Flanders, NJ Cost \$350 2 day workshop	11/27/17
12/12/17	MANNO, DONNA	Improving the preschool classroom environment Parsippany, NJ 07054	12/1/17
1/5/18	MC PARLAND, BRIAN	Using Data to Improve: Teaching, Learning, Leading and Results Flanders, NJ Cost \$350.00	11/16/17
1/11/18	MC PARLAND, BRIAN	Using Data to Improve: Teaching, Learning, Leading and Results Flanders, NJ Cost \$350.00	11/16/17

Motion; NR Second; YC 6 yes, 0 no

2. **Approve** the check register submitted by the Business Administrator/Board Secretary to pay bills and claims through November 30, 2017 in the amount(s) of \$2,325,894.40. *(On file in Administration Office)*

Motion; NR Second; YC 6 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 November 2017. Business Administrator / Board Secretary

Treasurer's (A149) Report for the Month(s) of November 2017. Business Administrator / Board Secretary

Motion; NR Second; YC 6 yes, 0 no

4. **Approve** the Report of Transfers submitted by the Business Administrator/Board Secretary for November 30, 2017 in the amount(s) of \$13,496.17. *(On file in Administration Office)*

Motion; NR Second; YC 6 yes, 0 no

5. **Be It Resolved**, that the Florham Park Board of Education approve, that as of November 30, 2017 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; NR Second; YC 6 yes, 0 no

FACILITIES

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

December 2017		

Motion; Second; FC YC NR SS AT KH LR

TRANSPORTATION

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

School	Staff Member	Date	Trip Location	Class/Group
RMS	Abdy/Kentner	1/24/18, 2/7/18, 2/21/18, 2/28/18, 3/7/18, 3/14/18, 3/21/18, 3/28/18	East Hanover Lanes East Hanover, NJ	Bowling

Motion; FC Second; NR 6 yes, 0 no

K. OLD BUSINESS/NEW BUSINESS: Mr. Shanley made mention of the tremendous performance at the winter concerts. Mr. Serfozo and Mr. Hipwell are to be congratulated. Ms. Crimi mentioned that the RMS production of "Little Women" was fantastic.

L. CORRESPONDENCE/COMMUNICATIONS: No communications.

M. PUBLIC COMMENT-OPEN: No public comment at this time.

Ms. Rozek stated that the Board needed to convene a second executive session this evening for the purpose of personnel. No action will be taking place.

Ms. Thomas motioned to convene a second executive session. The motion received a second from Ms. Cali.

Motion by Ms. Thomas to adjourn the Executive Session for the purposes of negotiations, legal issues, personnel issues and reconvene the Regular Meeting at 8:42 p.m. Said motion was seconded by Ms. Cali.

Ms. Heinold exited the meeting at this time.

N. ADJOURNMENT

Ms. Thomas motioned to adjourn the Regular Public meeting at 8:43 p.m. The motion received a second from Mr. Shanley. The motion carried by unanimous consent.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "J. Csatló".

John Csatló
Business Administrator/Board Secretary