

**Finance/Facility Committee
Transportation Committee
MINUTES/December 11, 2017/9:00am**

In attendance; Dr. Varley, Mr. Csatos, Mr. Infantolino, Mr. Ritrivi, Ms. Crimi and Ms. Heinold(via teleconference)

FINANCE

1. 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
12/12/17	Manno, Donna	Improving the preschool classroom environment Parsippany, NJ 07054	12/1/17
12/13/17	FORD, KAREN	United Way Meeting Morristown, NJ COST:\$0	11/28/17
12/15/17	STILES, JAMES	NJECC December Meeting "EdTech Impact" Montclair, NJ	11/30/17
1/5/18	KARL, BETH	USING DATA TO MOVE IT & PROVE IT Flanders, NJ Cost \$350 2 day workshop	11/27/17
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	KARL, BETH	USING DATA TO MOVE IT & PROVE IT Flanders, NJ Cost \$350 2 day workshop	11/27/17
1/11/18	MC PARLAND, BRIAN	Using Data to Improve: Teaching, Learning, Leading and Results Flanders, NJ Cost \$350.00	11/16/17
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

Motion; Second; FC YC NR SS AT KH LR

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; Second; FC YC NR SS AT KH LR

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; Second; FC YC NR SS AT KH LR

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; Second; FC YC NR SS AT KH LR

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; Second; FC YC NR SS AT KH LR

Discussion: Mr. Csatlós reviewed all proposed resolutions. No comments.

Other Finance Items:

- Bond Counsel - Mr. Csatlós stated he has contacted our bond counsel and will set up a meeting for January.
- Class 3 Officer - Dr. Varley and Mr. Csatlós reviewed their meeting with Chief Orlando. The FY19 budget will contain funding to pay the Borough for one officer. Officer is hired and supplied by the Borough. Ms. Crimi asked if officers will be easily identifiable. Dr. Varley will inquire.

FACILITIES

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

December 2017		

Motion; Second; FC YC NR SS AT KH LR

Other Facility Items:

- RMS 52 Wing Roof - Mr. Infantolino state the scope of work is being finalized. Mr. Csatlós stated late January early February Bid Solicitation and Opening.
- LRFP Update - Mr. Csatlós stated the action Item is to complete internal document by June 30, 2018. Will be reviewed again for January. Committee to review over the break of prioritization.
- Sustainable Jersey - District Registration - Mr. Csatlós stated the district is registered. Will be working with schools to duplicate registration. District and school teams will organize and share ideas to obtain points for everyone.

TRANSPORTATION

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

School	Staff Member	Date	Trip Location	Class/Group

Motion; Second; FC YC NR SS AT KH LR

Other Transportation Items:

- Misconduct Report - The report was reviewed. No comments.