

FLORHAM PARK BOARD OF EDUCATION
Regular Public Meeting, November 29, 2018
Ridgedale Middle School Board Conference Room
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).

2018-2019 Board Goals

- To fortify and strengthen the unification of the Board team with a focus on governance.
- Monitor the effectiveness of all of our instructional programs, including but not limited to Special Education, based on student achievement data.
- 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 to develop an engaged, connected community, and a growing environment of local organizations and businesses.

2018-2019 District Goals

- Increase achievement of all students in the district including those who are not meeting grade-level benchmarks. (Supports Strategic Plan Goal 1)
- Continue to provide for the emotional well being and support for our students. (Supports Strategic Plan Goal 1)
- To assist in developing an engaged and connected environment within the community. (Supports Strategic Plan Goal 4)
- To create a learning environment that maximizes student access to 21st Century Tools. (Supports Strategic Plan Goal 3)

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. 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

6 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 7:02p.m. Said motion was seconded by Ms. Rozek.

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 reported the following

- Enrollment as of the meeting is 991 students.
- HIB Report - The district investigated two incidents. Both did not meet the HIB criteria.
- Drill Report - The required drills for the month have been completed.

- 4th Grade Survey - Dr. Varley stated that of 95 respondents, 5 parents volunteered to move their child to a new self contained class. This is insufficient to start a class. The district has begun plans to hire an additional certified teacher to lend support and the one homeroom will be moved to a larger classroom that is equipped for HVAC. The plan is to be in place for the return of students and staff on January 2, 2019.

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.)

Various parents spoke on the topic of the 4th grade class size issue and the survey. The concerns consisted of the wording of the survey, specific allocation of the support teachers and rotation of classes. Mr. and Mrs. Streiter presented information regarding the issues they are having with their property adjacent to Ridgedale Middle School. The board acknowledged being aware. Mr. Csatos added that Mr. Infantolino was handling written summary of items discussed and plan. The Streiters are looking for answers and an expedited solution. Mr. Streiter to send video information to Mr. Csatos. Mr. Csatos to meet with Mr. Infantolino to discuss.

I. COMMITTEE REPORTS

Policy- Ms. Thomas reported on the meeting of November 19, 2018.

Personnel- Ms. Thomas reported on the meeting of November 19, 2018.

Finance/Facility- Ms. Rozek reported on the meeting of November 19, 2018, including the results of the draft of a demographic study that indicated all students are properly housed through 2023.

Transportation - Ms. Crimi reported on the meeting of November 19, 2018.

H.P.R.H.S Articulation- Ms. Crimi reported on the ensemble, the Little Shop of Horrors and an open house for choir.

Teacher Administrator Board- No report.

Project Community Pride- Ms. Rozek stated Lisa Sprague will be presenting a mid year report shortly.

Borough Liaison- Mr. Shanley communicated the recent passage of an ordinance banning the growth and dispensing of recreational marijuana in the Borough. Dr. Varley updated the Board on the status of class 3 officers.

J. RESOLUTIONS

POLICY:

Upon recommendation of the Superintendent, move to:

1. **Approve** the minutes of the October 29, 2018 Regular Board Meeting.
Motion; AT Second; SS 6 yes, 0 no
2. **Approve** the minutes of the October 29, 2018 Regular Board Meeting Executive Session.
Motion; AT Second; SS 6 yes, 0 no
3. **Approve** the minutes of the November 19, 2018 Curriculum Work Session Meeting.
Motion; AT Second; SS 6 yes, 0 no

4. **Approve** the minutes of the November 19, 2018 Curriculum Work Session Meeting Executive Session.

Motion; AT Second; SS

6 yes, 0 no

5. **Approve** the following event/fundraisers for the 2018-2019 school year:

Fundraiser	School	Organization/Staff Member	Dates
Chipotle Fundraiser	RMS	8th Grade Dance Committee / Jenn Casola/Sharon Treiber	1/15/19
Gift Drive	DIST	FP PTA	12/1/18 - 12/18/18
Fun Nights Dance Party	BKL	FP PTA	1/25/19
Fun Nights Dance Party	BKL	FP PTA	3/8/19
Fun Nights Dance Party	BKL	FP PTA	3/22/19

Motion; AT Second; SS

6 yes, 0 no

6. **Approve** the following job description for the FY19. (On file in Administration Offices)

- A. Accompanist (Musical) RMS Job Description
- B. Auditor Job Description
- C. Baseball Coach Job Description
- D. Basketball Coach (Girls) Job Description
- E. Basketball Coach (Boys) Job Description

Motion; AT Second; SS

6 yes, 0 no

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.
E	Breland, Jeffrey	Appointment	RMS	Morning Supervision (15 mins / day)	N/A	\$34/hr	N/A	11-403-100-101	9/6/18	6/30/19
E	Codey, Erin	Appointment	RMS	Morning Supervision (15 mins / day)	N/A	\$34/hr	N/A	11-403-100-101	9/6/18	11/7/18
B	Chalom, Gabriel	Appointment	RMS	Social Studies Teacher / REG.001.TSS.03	1.00	MA / 1	\$57,805.00	11-130-100-101	11/20/18	2/28/19
C	Kafalas, Lynn	Appointment	RMS	Staff Assistant / SED.999.CLA.01	0.75	Step1	\$14,010.86	11-213-100-106	12/3/18	6/30/19
E	Leone, Mike	Appointment	RMS	Morning Supervision (15 mins / day)	N/A	\$34/hr	N/A	11-403-100-101	9/6/18	6/30/19
E	Murray, Charles	Appointment	RMS	Morning Supervision (15 mins / day)	N/A	\$34/hr	N/A	11-403-100-101	11/12/18	6/30/19
C	Richelleu, Dana	Resignation	BWD	Staff Assistant / SED.999.CLA.35	1.00	Step 3	\$14,894.43	11-000-217-100	11/21/18	12/21/18
C	Nuzzi, Yvonne	Appointment	RMS	Staff Assistant / SED.999.CLA.29	0.75	Step 5	\$15,624.73	11-213-100-106	11/26/18	6/30/19
C	Tarnacki, Mary	Resignation	RMS	Staff Assistant / SED.999.CLA.01	0.75	Step 3	\$14,894.43	11-213-100-106	11/2/18	11/2/18

B. Leave of Absence

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
C	Artigliere, Jeannie	Dock/Unpaid	BWD	Staff Assistant / SED.999.CLA.11	0.75	Step 1	\$14,010.86	11-213-100-106	2/7/19	2/13/19
B	Kaluzavich, David	Sick Leave	BKL	Teacher / REG.001.K25.21	1.00	MA / 5	\$60,650.00	11-120-100-101	12/14/18	12/20/18
B	Keenan, Kathleen	Dock/Unpaid	BWD	Teacher / REG.001.K25.08	1.00	MA + 30 / 12	\$72,850.00	11-120-100-101	11/16/18	11/16/18

C. Student Teacher

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
F	Chakamian, Ani	Appointment	BKL	Student Teaching - Observing Teacher Allison Conroy	10	N/A	N/A	N/A	1/2/19	1/18/19
F	Cordero, Justin	Appointment	BKL	Student Teaching - Observing Teacher David Kaluzavich	10	N/A	N/A	N/A	12/3/18	12/21/18
F	Hassan, Roba	Appointment	BKL	Student Teaching - Observing Teacher Lori Pompei	60	N/A	N/A	N/A	1/21/19	5/3/19

D. Revisions

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
C	Pastena, Donna	Dock/Unpaid	BKL	Staff Assistant / SED.999.CLA.34	0.75	Step 2	\$14,443.63	11-216-100-10 6	10/24/18	11/15/18
B	Adochio, Jennifer	Rescinding 15 Year Longevity	BWD	Teacher / REG.001.K25.05	1.00	BA / 13	\$900.00	11-110-100-10 1	11/9/18	11/9/18
B	Volpe, Christe	Maternity Leave	BKL	Teacher / SED.001.RRM.08	1.00	MA / 20	\$91,290.00	11-213-100-10 1	N/A	4/23/19
B	Crosetto, Kevin	Salary Adjustment	BWD	Teacher / REG.001.K25.11	1.00	MA / 4	\$59,675.00	11-120-100-10 1	9/1/18	N/A

Motion; AT Second; YC

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
11/07/18	Cali, Yvonne	Morris County SBA Meeting Mountain Lakes, NJ \$0+Est. Mileage \$6.82	11/02/18
11/07/18	Ritrivi, Nick	Morris County SBA Meeting Mountain Lakes, NJ \$0+Est. Mileage \$6.82	11/05/18
11/14/18	Crimi, Fabienne	NJSBA Sustainable Practices Working Session, Hillsborough Twp, NJ \$0+Est. Mileage \$17.00	11/12/18
1/31-2/1/19	Varley, Melissa	TECHSPO Conference, Atlantic City, NJ Est. \$700.00	11/28/18
1/31-2/1/19	Stiles, Jim	TECHSPO Conference, Atlantic City, NJ Est. \$700.00	11/28/18
1/31-2/1/19	Silkensen, Brian	TECHSPO Conference, Atlantic City, NJ Est. \$700.00	11/28/18

Motion; LR Second; FC

6 yes, 0 no

2. **Approve** the check register submitted by the Business Administrator/Board Secretary to pay bills and claims through October 31, 2018 in the amount(s) of \$2,227,167.92. *(On file in Administration Office)*

Motion; LR Second; FC 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 October 2018 Business Administrator / Board Secretary

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

Motion; LR Second; FC 6 yes, 0 no

4. **Approve** the Report of Transfers submitted by the Business Administrator/Board Secretary for October 31, 2018 in the amount(s) of \$8,575.43. *(On file in Administration Office)*

Motion; LR Second; FC 6 yes, 0 no

5. **BE IT RESOLVED**, that the Florham Park Board of Education approves, that as of October 31, 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; LR Second; FC 6 yes, 0 no

6. **Approve** Contracting with Weiner Law Group, LLP, for legal counsel related to a specific education matter at the proposed rates of \$175.00/hr.

Motion; LR Second; FC 5 yes, 0 no, 1 abstain(NR)

7. **Approve** the following calendar for the development and adoption of the 2019 - 2020 School District Budget:

November 1	Memo to Administrators of Proposed FY2020 Budget Development Timeline
November 2	Preparation and Opening of System 3000 "Budget Projection Module" – Training SBA Memo to Administrators of Proposed FY2020 Budget Development Timeline
November 7 November 19	Discussion of Current Programming and FY2020 Budget Goals – Admin. Council/Finance Committee
November 26	Board Adoption of the FY2020 Budget Timeline
December 21	Administration Team Completion of the FY2020 Proposed Budget
January 9	Superintendent and SBA Review of the FY2020 Proposed Budget (Admin. Council)

January/February	Finance Committee Review of the FY2020 Proposed Budget
January/February	Obtain Tax Rate and Property Information from the Borough of Florham Park
March 18, 2019	Board Approval - Submission of Proposed FY2020 Budget - County Executive Office(s)
March/April 2019	County Executive Office(s) Approval to Advertise and Conduct Public Hearing
March/April 2019	Advertise County Approved FY2020 Preliminary Budget
April 29, 2019	Public Hearing and Presentation at Regular Public Meeting date to be determined
April 30, 2019	Transmit FY2020 Adopted Budget as required by the State of NJ Dept. of Education
April 30, 2019	Complete A4F form with Borough Clerk – Transmit to County Executive Office(s)

Motion; LR Second; FC 6 yes, 0 no

8. **Approve** the acceptance of the AC Moore Grant for school beautification projects of \$100.00 awarded to the Brooklake Elementary School.

Motion; LR Second; FC 6 yes, 0 no

9. **Approve** the creation and posting of a Request for Proposal for “Substitute Staffing and Paraprofessional Placement Services” for the 2019-2020 fiscal year.

Motion; LR Second; FC 6 yes, 0 no

FACILITIES

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

Organization	Location	Date
Florham Park Thunder (Baseball)	RMS Gym	January-March 2019
Florham Park Soccer Club	BKL Gym	January-March 2019
Creative Speech Solutions	BWD School (Various Rooms)	July-August 2019

Motion; LR Second; FC 6 yes, 0 no

TRANSPORTATION

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

School	Staff Member	Date	Trip Location	Class/Group
RMS	Beluzzi, Lisa	12/12/18	Functional & Community Field Trip for LLD Class Morris Museum Ed Program	Ms. Belluzzi Homeroom Class
RMS	Beluzzi, Lisa	1/9/19	Functional & Community Field Trip for LLD Class Grocery Store-Specific lists per child to practice shopping and \$ exchange	Ms. Belluzzi Homeroom Class
RMS	Beluzzi, Lisa	1/23/19	Functional & Community Field Trip for LLD Class Play House Theater for small group Madison Writers Theater of NJ	Ms. Belluzzi Homeroom Class
RMS	Beluzzi, Lisa	2/20/19	Functional & Community Field Trip for LLD Class Bowling and Restaurant Trip	Ms. Belluzzi Homeroom Class
RMS	Beluzzi, Lisa	3/13/19	Functional & Community Field Trip for LLD Class Grocery Store-Specific lists per child to practice shopping and \$ exchange	Ms. Belluzzi Homeroom Class

RMS	Beluzzi, Lisa	3/27/19	Functional & Community Field Trip for LLD Class Morris Museum Ed Program	Ms. Belluzzi Homeroom Class
RMS	Beluzzi, Lisa	4/24/19	Functional & Community Field Trip for LLD Class Trailside Nature & Science Center	Ms. Belluzzi Homeroom Class
RMS	Beluzzi, Lisa	5/22/19	Functional & Community Field Trip for LLD Class Grocery Store-Specific lists per child to practice shopping and \$ exchange	Ms. Belluzzi Homeroom Class
RMS	Beluzzi, Lisa	6/12/19	Functional & Community Field Trip for LLD Class Play House Theater for small group Madison Writers Theater of NJ	Ms. Belluzzi Homeroom Class
BKL	Bernstein, Cheryl	12/13/18	Fairleigh Dickinson University Peer Leadership Program	Grade 5
RMS	Cantwell, Danielle	1/9/19	Hanover Lane Bowling Alley	Grade 6-8
RMS	Cantwell, Danielle	1/23/19	Hanover Lane Bowling Alley	Grade 6-8
RMS	Cantwell, Danielle	2/6/19	Hanover Lane Bowling Alley	Grade 6-8
RMS	Cantwell, Danielle	2/13/19	Hanover Lane Bowling Alley	Grade 6-8
RMS	Cantwell, Danielle	2/20/19	Hanover Lane Bowling Alley	Grade 6-8
RMS	Cantwell, Danielle	2/27/19	Hanover Lane Bowling Alley	Grade 6-8
RMS	Cantwell, Danielle	3/6/19	Hanover Lane Bowling Alley	Grade 6-8
RMS	Cantwell, Danielle	3/13/19	Hanover Lane Bowling Alley	Grade 6-8
RMS	Cantwell, Danielle	3/20/19	Hanover Lane Bowling Alley (Snow Date)	Grade 6-8
BKL	Davis, Jaclyn	2/22/19	Essex County Environmental Center	Grade 3
BKL	Davis, Jaclyn	2/13/19	Developmental Learning Center	Grade 3-5
BKL	Serfozo, Jeremy	12/14/18	Brookdale Florham Park - Senior Living Facility	Grade 3-5
BWD	Keenan, Kathleen	3/6/19	Engineering Design	Grade 1
BWD	Keenan, Kathleen	3/13/19	Engineering Design	Grade 1
BWD	Keenan, Kathleen	3/20/19	Engineering Design	Grade 1

Motion; LR Second; FC 6 yes, 0 no

2. **Approve** submission of the District Report of Transported Resident Students (DRTRS)
(*On file in Administration Office*)

Motion; LR Second; FC 6 yes, 0 no

K. OLD BUSINESS/NEW BUSINESS:

L. CORRESPONDENCE/COMMUNICATIONS: Dr. Varley made mention of the following upcoming events; RMS Snow White, Brooklake Concert, Briarwood Concert, RMS Geography Bee and the HPRHS Shoot It Out Event. Ms. Crimi spoke about the visit to New Milford and the positive culture created by the Responsive Classroom Program. Dr. Varley stated that two teachers in our leadership cohort visited the school as well and will be piloting various elements.

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

N. ADJOURNMENT

Ms. Cali motioned to adjourn the November 29, 2018 regular public meeting at 8:47 p.m. The motion received a second from Ms. Rozek and passed by unanimous consent.

Respectfully submitted,

Regular Public Meeting
November 29, 2018



John Csatos
Business Administrator/Board Secretary