

FLORHAM PARK BOARD OF EDUCATION

Regular Public Meeting, May 28, 2019

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).

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	
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; LR

5 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 7:01p.m. Said motion was seconded by Ms. Cali.

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:

- Enrollment as of this meeting is 991 students.
- HIB Report - No incidents found since last meeting.
- Drill Report - Conducted as required.
- Request authorization for Christy O'Connor pursuing her Ph.D. - Ms. O'Connor presented her request to the Board of Education.

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.) - Ms. asked Dr. Varley if the 19/20 school year has five sections of fifth grade. Dr. Varely replied yes.

I. COMMITTEE REPORTS

Policy- Ms. Cali reported on the recent meeting.

Personnel- Ms. Cali reported on the meeting of May 17, 2019.

Finance/Facility- Mr. Ritrivi reported on the meeting of May 21, 2019.

Transportation - Ms. Crimi reported on the meeting of May 21, 2019.

H.P.R.H.S Articulation- Ms. Crimi reported on both meetings she attended. She highlighted the appointment of as the new Superintendent and as the new Director of Curriculum and Instruction. She highlighted various student achievements.

Teacher Administrator Board- No report.

Project Community Pride- Ms. Rozek stated the year end service report will be released next month.

Borough Liaison- Councilman Zuckerman reported, highlighting the Community Service Award given.

Florham Park Education Foundation Liaison - Ms. Cali reported on the open house event at Boiling Springs Bank.

J. RESOLUTIONS

POLICY

Upon recommendation of the Superintendent, move to:

- 1. Approve** the minutes of the April 29, 2019 Regular Board Meeting.
Motion; YC Second; AT 5 yes, 0 no
- 2. Approve** the minutes of the April 29, 2019 Regular Board Meeting Executive Session.
Motion; YC Second; AT 5 yes, 0 no
- 3. Approve** the minutes of the May 20, 2019 Curriculum Work Session Meeting.
Motion; YC Second; AT 5 yes, 0 no
- 4. Approve** the minutes of the May 20, 2019 Curriculum Work Session Meeting Executive Session.
Motion; YC Second; AT 5 yes, 0 no

5. Approve the second reading of the following Regulations:

- A. Regulation 5600 - Student Discipline/Code of Conduct
- B. Regulation 8461 - Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and other Drug Offenses

Motion; YC Second; AT 5 yes, 0 no

6. Approve the second reading of the following Policies:

- A. Policy 5611 - Removal of Students for Firearms Offenses
- B. Policy 8461 - Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and other Drug Offenses

Motion; YC Second; AT 5 yes, 0 no

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

- A. District-wide Sound Technician Job Description
- B. Physical Therapist Job Description
- C. School Business Administrator Job Description
- D. School Nurse Job Description
- E. Science Club / Science Fair / Curriculum Fair Advisor(s) Job Description
- F. Soccer Coach (Boys) Job Description
- G. Soccer Coach (Girls) Job Description
- H. Softball Coach (Girls) Job Description
- I. Speech-Language Specialist Job Description
- J. Spring Musical Director Job Description
- K. Student Council Club Advisors Job Description
- L. Student Support Advisor Job Description
- M. Student Support Assistant (SA) Job Description
- N. Superintendent, Chief School Administrator Job Description

Motion; YC Second; AT 5 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.
B	Orlando, Yvonne	Resignation	BWD	Social Worker/Guidance Counselor / SSP.001.GUI.02	0.40	MA / 10	\$26,820.00	11-000-218-104	6/30/19	6/30/19
B	Orlando, Yvonne	Resignation	BWD	Social Worker/Guidance Counselor / SSP.001.GUI.02	0.60	MA / 10	\$40,230.00	11-000-219-104	6/30/19	6/30/19
E	Regan, Cindy	Appointment	BKL	Team Leader Gr. 3 (Replacing JD Maternity Leave)	2	\$34/HR	\$68.00	11-403-100-101	6/3/19	6/30/19

B. Additional Compensation

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term
B	Billis, Fallon	18-19 Retro Pay	DIST	Exec. Assist. To the CSA/ CAP.999.SEC.01	1.00	N/A	\$58.85	11-000-230-10 5	6/30/19	N/A

B	Capriglione, Rosalia	18-19 Retro Pay	DIST	Exec. Assist. to the BSA / CAP.999.SEC.02	1.00	N/A	\$680.10	11-000-251-105	6/30/19	N/A
B	Guerin, Linda	18-19 Retro Pay	DIST	AP/Transportation / CAP.999.SEC.03	1.00	N/A	\$680.10	11-000-251-105	6/30/19	N/A
B	Infantolino, Phil	18-19 Retro Pay	DIST	Supervisor of B&G / OMP.999.SBG.01	1.00	N/A	\$1,135.42	11-000-261-100	6/30/19	N/A
B	LaValle, Joseph	Movement on Guide	RMS	Teacher / REG.001.TIA.01	1.00	MA+30 / 12	\$72,850.00	11-130-100-101	5/16/19	N/A
B	Pompei, Lori	15 Yr. Longevity	BKL	Teacher / REG.001.K25.23	1.00	BA / 12	\$900.00	11-120-100-101	9/3/19	N/A
B	Saysay, Bien	18-19 Retro Pay	DIST	Payroll/Benefits Specialist / CAP.999.SEC.04	1.00	N/A	\$671.00	11-000-251-105	6/30/19	N/A

C. Student Teacher

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
F	Demaio, Antonia	Appointment	BKL	Student Teaching - Observing Teacher C. Regan	N/A	N/A	N/A	N/A	9/9/19	12/13/19

D. Revision

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
B	Bilis, Fallon	18-19 Salary Adjustment	DIST	Exec. Assist. to the Super / GAP.999.SEC.01	1.00	N/A	\$66,193.23	11-000-230-105	6/30/19	N/A
B	Capriglione, Lily	18-19 Salary Adjustment	DIST	Exec. Assist. to the BSA / CAP.999.SEC.02	1.00	N/A	\$63,744.10	11-000-251-105	6/30/19	N/A
B	Guerin, Linda	18-19 Salary Adjustment	DIST	AP/Transportation / CAP.999.SEC.03	1.00	N/A	\$63,744.10	11-000-251-105	6/30/19	N/A
B	Infantolino, Phil	18-19 Salary Adjustment	DIST	Supervisor of B&G / OMP.999.SBG.01	1.00	N/A	\$106,419.42	11-000-261-100	6/30/19	N/A
B	Saysay, Bien	18-19 Salary Adjustment	DIST	Payroll/Benefits Specialist / CAP.999.SEC.04	1.00	N/A	\$62,871.00	11-000-251-105	6/30/19	N/A

Motion; YC Second; AT 5 yes, 0 no

2. **Approve** the position of a Summer Technology Assistant from July 1, 2019 to August 30, 2019 for 160 hours.

Motion; YC Second; AT 5 yes, 0 no

3. **Approve** the change of the title of Brooklake's Co-Curricular Club "Tech Club" to "STEAM Club" for the 2019-2020 school year.

Motion; YC Second; AT 5 yes, 0 no

4. **Approve** the following personnel contracts for the 2019-2020 school year.
(On file in Administration Offices)

- A. Accounts Payable/Transportation Specialist Contract
- B. Executive Assistant to the SBA Contract
- C. Executive Assistant to the Superintendent Contract
- D. Payroll Benefits Specialist Contract
- E. Supervisor of Buildings & Grounds Contract
- F. Technology Coordinator Contract

Motion; YC Second; AT

5 yes, 0 no

CURRICULUM

Upon recommendation of the Superintendent, move to:

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

Motion; YC Second; LR

5 yes, 0 no

- 2. Be It Resolved**, that the board accepts and approved the adoption of the following curricula;
(On file in Administration Offices)

Dance
 Theater

Motion; YC Second; LR

5 yes, 0 no

- 3. Be It Resolved**, that the board grants authorization for Christy O'Connor, ELA Supervisor, to have access to district teachers and administrators for the purpose of administering a survey and conducting interviews to pursue her doctoral studies regarding teacher leadership. Mrs. O'Connor is seeking her Ph.D in Education Leadership at Teachers College, Columbia University.

Motion; YC Second; LR

5 yes, 0 no

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
5/23/19	Dr. Varley, Melissa	Morris County SBA Meeting - Mountain Lakes, NJ; Cost \$0.00 Est Mileage \$5.00	4/30/19

5/23/19	Csatlos, John	Morris County SBA Meeting - Mountain Lakes, NJ; Cost \$0.00 Est Mileage \$5.00	4/30/19
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Motion; NR Second; LR 5 yes, 0 no

2. **Approve**, Contracting with RFP Solutions, Inc. Woodbury, NJ for the Purchase and Installation of a District Wide Phone System in compliance with NJ State Contract#A80801/T1316 at a price of \$72,141.00 Fiscal Year 2019-2020 Budget Capital Project(s) #1530-030-19-1000 Replace Telecommunications Ridgedale MS, #1530-020-19-1000 Replace Telecommunications Brooklake School and #1530-015-19-1000 Replace Telecommunications Briarwood School.

Motion; NR Second; LR 5 yes, 0 no

3. **Approve**, Contracting with General Recreation Inc., Newton Square, PA for the Purchase and Installation of pre school playground equipment in compliance with NJ State Contract#16 Fleet Pricing T-0103 at a price of \$49,968.00 Fiscal Year 2019-2020 Budget Capital Project #1530-015-19-2000 Playground Expansion Briarwood School

Motion; NR Second; LR 5 yes, 0 no

4. **Approve**, Contracting with Hoover Truck and Bus Centers, Flanders, NJ for the Purchase of One(1) 2020 54 Passenger Blue Bird "Vision" School Bus compliant with the ESCNJ Purchasing Cooperative Bid#18/19-31 at a quoted price of \$92,581.80.and

Motion; NR Second; LR 5 yes, 0 no

5. **Approve**, Contracting with CDW-G for the purchase of various technology supplies as the lowest responsible quote in the amount of \$25,262.00 and compliant with the NJESC Purchasing Cooperative Bid#18/19-03. ERate Application#191004698.

Motion; NR Second; LR 5 yes, 0 no

6. **Approve** the submission of the FY19 Extraordinary Aid Applications with total eligible special education costs of \$837,412.00.

Motion; NR Second; LR 5 yes, 0 no

FACILITIES

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

Organization	Location	Date
Jerry Gibson Theater	RMS Auditorium	June-August 2019

Motion; NR Second; LR 5 yes, 0 no

TRANSPORTATION

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

School	Staff Member	Date	Trip Location	Class/Group
BKL	Perlee, Marissa	6/17 & 6/18	Ridgedale Middle School	Grade 5
BKL	Perlee, Marissa	6/10/20	JA BizTown, 360 Pear Blossom Drive, Edison, NJ 08837	Grade 5
RMS	Stein, Karen	6/19/19	Florham Park Pool End of the Year Celebration	Grade 8

Motion; FC Second; LR 5 yes, 0 no

2019-2020 SCHOOL YEAR

ANNUAL ORGANIZATION

Upon recommendation of the Superintendent approve the following organizational items (#1 - 49) for the 2019-2020 fiscal year:

Resolution #1

Appointments

BE IT RESOLVED, that the Florham Park Board of Education approves the following appointments for the 2019-2020 School Year:

- | | |
|--|--------------------|
| Business Administrator/Board Secretary (N.J.S.A. 18A:17-2, 17-5) | John Csatlos |
| Treasurer of School Monies (N.J.S.A. 18A: 17-31) | Raymond Karaty |
| Public Agency Compliance Officer (N.J.A.C. 17; 27-3.2) | John Csatlos |
| Qualified Purchasing Agent (P.L. 1999 c.440) | John Csatlos |
| Custodian of Records (N.J.S.A. 47; 1A- et seq.) | John Csatlos |
| Custodian of School Personnel Records (6A:32-7.3) | Superintendent |
| School Safety Specialist (N.J.A.C.6A:9-2.1) | Superintendent |
| Integrated Pest Management Coordinator (N.J.A.C. 7:30-13.3) | Philip Infantolino |
| AHERA Coordinator (40 CFR-763) | Philip Infantolino |
| Right to Know/Designated Persons | Philip Infantolino |
| Office of Emergency Management Liaison | Philip Infantolino |
| Indoor Air Quality Coordinator | Philip Infantolino |
| Chemical Hygiene Officer (29 CFR 1910.1450) | Philip Infantolino |
| Designated Person –Lead Paint | Philip Infantolino |
| 504 Compliance Officer (34 CFR 104.7(a)) | Jane Steffen |

Division of Child Protection and Permanence
District Anti-Bullying Coordinator
District Attendance Officers (N.J.S.A. 18A: 38-2)

District Affirmative Action Officers (N.J.A.C. 6A:7-1.5)
Building Affirmative Action Officers

Health Safety Designee (N.J.A.C. 6A:19-10.2(b))
NJSIG ERIC West Safety Committee

Homeless Liaison (34 CFR 104.7(a))
School Medical Inspector (N.J.S.A. 18A: 40-1)
Employee Health Benefits Broker of Record(18A-18A-5)
Commercial/Workers' Compensation/Student Accident
Insurance Broker of Record(18A-18A-5)
Tax Shelter Annuity (403b/457b)(N.J.S.A. 18A:66-127)

Jane Steffen
Cheryl Bernstein
Peter Christ, Steve Caponegro,
Sherri Glaab
Steve Caponegro
Peter Christ, Steve Caponegro,
Sherri Glaab
John Csatlos
John Csatlos,
Philip Infantolino, Brian
Silkensen
Sherri Glaab
Richard C. Bezozo, MD
Brown & Brown Metro, LLC

Arthur J. Gallagher & Co.
AXA Equitable
Aspire Investment Group
Lincoln Financial Planning, LLC

Motion; NR Second; LR

5 yes, 0 no

Resolution #2

Designate External Auditor

BE IT RESOLVED, that the Florham Park Board of Education designates in compliance with 18A-18A-5, Lerch, Vinci & Higgins, Certified Public Accountants, 17-17 Route 208, Fair Lawn, New Jersey, as the District's External School Auditor, in accordance with N.J.S.A. 18A: 23-1, for 2019-2020 Fiscal Year at the fee of \$30,200.00, inclusive of the audit of Application for State School Aid, CAFR preparation and financial advisory services related to GASB 68 implementation. Standard billing rates proposed will apply for matters performed on behalf of the Board not covered by the engagement letter at a rate of \$150 - \$175/hr for partners.

Motion; NR Second; LR

5 yes, 0 no

Resolution #3

Designation of Attorney of Record

BE IT RESOLVED, that the Florham Park Board of Education designates in compliance with 18A-18A-5, Mr. Matthew Giacobbe of the firm of Cleary, Giacobbe, Alfieri & Jacobs, Matawan, New Jersey, as Attorney of Record for the Florham Park Public Schools, in accordance with N.J.S.A. 18A 23-1, for the 2019-2020 School Year, at a rate of \$150/hr for attorneys/counsel and \$90/hr for paralegals, for all legal matters effective July 1, 2019 through June 30, 2020.

Motion; NR Second; LR

5 yes, 0 no

Resolution #4

Designation of Continuing Disclosure Agent

BE IT RESOLVED, that the Florham Park Board of Education designates in compliance with 18A-18A-5, Phoenix Advisors, LLC as the Continuing Disclosure Agent and Independent Registered Municipal

Advisor, in accordance with N.J.S.A. 18A: 23-1, for the 2019-2020 School Year, at a rate of \$1,000 All Inclusive Fee, effective July 1, 2019 through June 30, 2020.

Motion; NR Second; LR 5 yes, 0 no

Resolution #5

Designation of Official Newspaper

BE IT RESOLVED, that the Florham Park Board of Education designates the Morristown Daily Record as the official publication, in which all notices and advertisements for the Florham Park Board of Education be published, in accordance with N.J.S.A. 18A:14-19, 22-11, 39-3 and 10:4-8 including the calendar of meeting dates for the 2019-2020 School Year.

Motion; NR Second; LR 5 yes, 0 no

Resolution #6

Designation of Bank Depositories

BE IT RESOLVED, that the Florham Park Board of Education designates Valley National Bank as official depositories for the Florham Park Public Schools, in accordance with N.J.S.A. 17:9-9, 18A:17-34, 19-1 for the 2019-2020 School Year; and

BE IT FURTHER RESOLVED, that the Business Administrator/Board Secretary is authorized to invest the Board's funds consistent with statutes and regulations.

Motion; NR Second; LR 5 yes, 0 no

Resolution #7

Designation of Bond Counsel

BE IT RESOLVED, that the Florham Park Board of Education designates in compliance with N.J.S.A.18A-18A-5, Wilentz, Goldman & Spitzer as Bond Counsel, 90 Woodbridge Center Drive, Woodbridge, N.J., \$150 for attorneys and \$70 for paralegals in accordance with N.J.S.A. 18A: 23-1, for the 2019-2020 School Year.

Motion; NR Second; LR 5 yes, 0 no

Resolution #8

Designation of Architect of Record

BE IT RESOLVED, that the Florham Park Board of Education designates in compliance with N.J.S.A.18A-18A-5, LAN Associates as Architects of Record, 445 Godwin Avenue, Midland Park, N.J., in accordance with N.J.S.A. 18A: 23-1, for the 2019-2020 School Year at a rate of \$265/hr for Principals, \$165/hr for Senior Professionals and \$105/hr for Registered Professionals.

Motion; NR Second; LR 5 yes, 0 no

Resolution #9

Accounts/Designation of Authorized Signatories

BE IT RESOLVED, that the Business Administrator/Board Secretary authorizes the following accounts with the required signatures of the Officers of the Board acting as depositors to be listed; and

BE IT FURTHER RESOLVED, that the Business Administrator/Board Secretary is hereby authorized to issue and execute the required forms to maintain said accounts.

Account

Signatories

Treasurer's Account
#41454820

Board President
Business Administrator
Treasurer of School Monies

Payroll Account
#41454994

Treasurer of School Monies

Payroll Agency Account
#41454936

Treasurer of School Monies
Business Administrator
Board President

Ridgedale Student Activity Account
#30467454

Principal/Ridgedale Middle School
Business Administrator or
Superintendent

Ridgedale Middle School Petty Cash
#41454901

Principal/Ridgedale Middle School
Business Administrator or
Superintendent

Briarwood Student Activity Account
#30467489

Principal/Briarwood School
Business Administrator or
Superintendent

Briarwood School Petty Cash
#41454898

Principal/Briarwood School
Business Administrator or
Superintendent

Brooklake Student Activity Account
#30467489

Principal Brooklake School
Business Administrator or
Superintendent

Brooklake School Petty Cash
#41454871

Principal/Brooklake School
Business Administrator or
Superintendent

Unemployment Trust Account
#41454928

Board President
Business Administrator
Treasurer of School Monies

Business Office Petty Cash
#41454987

Business Administrator
Superintendent

Child Study Team Petty Cash
#41454979

Director of Special Education
Business Administrator or
Superintendent

FSA Trust Account
#41132483

Business Administrator
Superintendent
Board President

Motion; NR Second; LR

5 yes, 0 no

Resolution #10

Petty Cash Funds

BE IT RESOLVED, that the Florham Park Board of Education establishes the following Petty Cash Accounts, rules for replenishment and regulations in accordance with N.J.A.C. 6:20-2.10 for the 2019-2020 Fiscal Year.

<u>Account</u>	<u>Amount Established</u>	<u>Maximum Expenditure</u>
Briarwood Elementary	\$ 500.00	\$ 99.00
Brooklake Elementary	\$ 500.00	\$ 99.00
Ridgedale Middle School	\$ 500.00	\$ 99.00
Office of Special Services	\$ 500.00	\$ 99.00
Business Office	\$ 1,000.00	\$149.00

Motion; NR Second; LR

5 yes, 0 no

Resolution #11

President's Facsimile Signature

BE IT RESOLVED, that the Florham Park Board of Education authorizes the use of the President's and Treasurer's Facsimile Signature on warrants, with the exception of Social Security Payments, for the 2019-2020 School Year, as well as approve the following required documents:

- Policies and Procedures Handbook
- Administrative Rules and Regulations
- Mandated and Permitted Pupil Records N.J.A.C. 6:3-6.3
- Special Education By-Laws/Policies
- Student Code of Conduct - K-2, 3-5, 6-8
- Program Evaluation
- Five-Year Curriculum Plan Revision Cycle
- Bloodborne Pathogens Plan
- Law Enforcement and Educators Agreement
- Three-Year Asbestos Re-inspection Plan (AHERA)
- Three-Year Maintenance Plan (M1 & M2 Forms)
- Chemical Hygiene Plan
- Health and Safety Program Manual
- District Emergency Plans
- Authorized List of Textbooks N.J.A.C. 6:8-3.5
- Technology Plan
- New Teacher Induction/Mentor Plan
- Standard Operating Procedures

Motion; NR Second; LR 5 yes, 0 no

Resolution #12

Establish Use of Facility Rates

BE IT RESOLVED, that the Florham Park Board of Education establish the following Facility Use rates for the 2019-2020 Fiscal Year.

Monday – Saturday \$56.51/hour
Sunday \$75.34/hour

Motion; NR Second; LR 5 yes, 0 no

Resolution #13

Internal Controls

BE IT RESOLVED, that the Florham Park Board of Education approves the Business Office Internal Controls document for the 2019-2020 School Year. *(On file in Administration Office)*

Motion; NR Second; LR 5 yes, 0 no

Resolution #14

Curriculum Guides

BE IT RESOLVED, that the Florham Park Board of Education approves the 2019-2020 Long Range Curriculum program for the Florham Park Public Schools.

Motion; NR Second; LR 5 yes, 0 no

Resolution #15

District Evaluation Model

BE IT RESOLVED, that the Florham Park Board of Education approves the district evaluation model Danielson for Teachers and New Jersey Principal Evaluation Instrument for Administrators for the 2019-2020 School Year.

Motion; NR Second; LR 5 yes, 0 no

Resolution #16

Related Services Providers

BE IT RESOLVED, that the Florham Park Board of Education approves contracting with the following Related Service(s), Professional Development Service(s), Educational Evaluation Service(s) and Staffing providers for the Periods of the ESY 2019 and 2019-2020 School Year:

Essex Regional ESC (Nursing, Ch. 192/193, IDEA and CST) Union County ESC

State of NJ / Commission for the Blind
Morris Union Jointure Commission
ESC of Morris County (Purchasing, Environmental Health)
Jammin' Jenn Music Therapy
J. Moreno MD
Psychological/Educational Consulting, LLC
Dr. Mark Faber
Walter Molofsky MD
Cerebral Palsy of North Jersey
Pediatric Therapy & Yoga Of Morris, LLC
The Wright Choice
Summit Oaks Hospital
Maxim Healthcare Services
Epic Health Services, Inc.
Emerald Health Care Services
Summit Speech
AJL Physical and Occupational Therapy
Liberty Healthcare Services
Delta-T Group(Custodial/Nursing)
Elizabeth Lodge, Sign Language Interpretation

Hunterdon County ESC
Children Specialized Hospital
Morristown Memorial Hospital
Dale Jacobs MD
Monica Palestis, J.D.
Dr. Vanna Amorapanth
Marilyn Kubecheck, MD
PG Chambers
Jumpstart Therapeutics
WhiteHall Associates
University Medical Center at Princeton
Douglass Developmental Disabilities
Professional Education Services, Inc.
David J. Gallina, M.D., P.A.
Bayada Home Health Care, Inc.
St. Clare's Hospital Behavioral Health
Lori Adams, CI CT
Lori Hanes, Bilingual Evaluation

Motion; NR Second; LR

5 yes, 0 no

Resolution #17

Maintenance Contracts

BE IT RESOLVED, that the Florham Park Board approves the following Routine and Required Maintenance Contracts with applicable rates for the 2019-2020 School Year:

HVAC Maintenance/Air Group
(\$140/ hr.; \$210/hr/overtime; \$280/hr. sunday/holiday)
PO Box 216
Florham Park, NJ

HVAC Maintenance
DA-LOR Service Co., Inc. (\$98.00/hr +20%markup)
PO Box 2067
Morristown, NJ

Generator Maintenance
R & J Control \$3,787.80/yr.
59 Harding Avenue
Dover, NJ

Fire/Sprinkler/Extinguisher Maintenance
Protective Measures Security and Fire \$5,710/yr.
Central Station Monitoring \$348.00/yr.
305 Palmer Road
Denville, NJ

Indoor/Outdoor IPM Services
Stank Environmental, LLC \$5,508.00/yr.
32 Lorenzo Court
Matawan, NJ

Phone System Maintenance
RFP Solution Inc. \$6,516/yr.
10-F Greenwood Ave.
West Deptford, NJ

HVAC Controls Maintenance
Automated Logic \$8,197.00/yr.
100 Delawanna Ave. Suite 400

Clifton, NJ
Waste Management
N. Tassielli Disposal, Inc. \$7,495.00/yr.
311 West Main St.
Rockaway, NJ 07866

Motion; NR Second; LR 5 yes, 0 no

Resolution #18

List of Substitutes

BE IT RESOLVED, that the Florham Park Board of Education approves the following substitutes for the 2019-2020 School Year:

Nurses	Custodians	Bus Drivers
Bierly, Suzanne	Daughtery, Raymond	Alessio, Karen
Cox, Jessica	Duffy, Robert	Haynes, Steve
Foster, Rebecca	LaValle, Joseph	Lynch, Richard
Glen, Patricia		Tierney, Tom
Mcevoy, Brigid		
Smith, Marina		
Takla, Nicole		
Zuckerman, Linda		

Motion; NR Second; LR 5 yes, 0 no

Resolution #19

District Long Range Facility Plan

BE IT RESOLVED, that the Florham Park Board of Education approves the current Long Range Facility Plan (FY06 – FY10) on file, and review for the 2019-2020 School Year, pending anticipated program revisions by the State of New Jersey Department of Education N.J.S.A. 18A:7G-4.

Motion; NR Second; LR 5 yes, 0 no

Resolution #20

Participation in Organizations

BE IT RESOLVED, that the Florham Park Board of Education approves participation for the 2019-2020 School Year with the following organizations:

- Adult School of The Chathams/Madison/Florham Park
- Madison YMCA/Project Community Pride
- Morris County Media Services Center
- Morris Museum

Motion; NR Second; LR 5 yes, 0 no

Resolution #21

Joint Transportation Services

BE IT RESOLVED, that the Florham Park Board of Education approves renewing joint transportation contracts with the following service providers for the school year(s) ESY19 and SY20 N.J.A.C. 27A-9.16.

Essex Regional ESC
Morris Union Jointure Commission
Madison Public School District
Hanover Public School District

ESC of Morris County
Hanover Park Regional School District
East Hanover Public School District
Chatham Public School District

Motion; NR Second; LR

5 yes, 0 no

Resolution #22

Board Policies and Job Descriptions

BE IT RESOLVED, that the Florham Park Board of Education approves all existing Board by-laws, policies, and regulations; and

BE IT FURTHER RESOLVED, that the Florham Park Board of Education approves the District's Job Descriptions.

Motion; NR Second; LR

5 yes, 0 no

Resolution #23

Bid/Quote Thresholds

BE IT RESOLVED, that the Florham Park Board of Education set the following bid/quote thresholds, applicable with the appointment of a Qualified Purchasing Agent for the 2019-2020 School Year

Bid Threshold \$40,000.00
Quote Threshold(15%) \$ 6,000.00

Motion; NR Second; LR

5 yes, 0 no

Resolution #24

State Agency Contracts

BE IT RESOLVED, that the Florham Park Board of Education approves the School Business Administrator to procure contracts for goods and services through various State Agencies in accordance with N.J.S.A. 18A:18A-10.

Motion; NR Second; LR

5 yes, 0 no

Resolution #25

Minimum Chart of Accounts

BE IT RESOLVED, that the Florham Park Board of Education authorizes the School Business Administrator to maintain and report the financial status of the school district using the minimum chart of accounts set forth in N.J.A.C. 6:20-2A (m) for the 2019-2020 School Year.

Motion; NR Second; LR 5 yes, 0 no

Resolution #26

Payment of Bills

BE IT RESOLVED, that the Florham Park Board of Education authorizes and approves the Business Administrator to pay bills and claims during the period between Board Meetings for the 2019-2020 School Year.

Motion; NR Second; LR 5 yes, 0 no

Resolution #27

Code of Ethics

BE IT RESOLVED, that the Florham Park Board of Education adopts the New Jersey School Boards Association Code of Ethics for the 2019-2020 School Year.

Motion; NR Second; LR 5 yes, 0 no

Resolution #28

Designation of School Physician

BE IT RESOLVED, that the Florham Park Board of Education approves contracting with Care Station Medical Group and Dr. Richard C. Bezozo, MD as school physician for the 2019-2020 School Year in an amount not to exceed \$18,360.00.

Motion; NR Second; LR 5 yes, 0 no

Resolution #29

Executive Session Minutes

WHEREAS, NJSA 10:4-14 of the Open Public Meetings Act requires the disclosure of executive minutes once actions are publicly acted upon; and

WHEREAS, the Florham Park Board of Education has reviewed prior year's executive minutes.

THEREFORE BE IT RESOLVED, that the Florham Park Board of Education approves the nondisclosure of the minutes of the previous executive session meetings.

Motion; NR Second; LR

5 yes, 0 no

Resolution #30

Establish Substitute Rates of Pay

BE IT RESOLVED, that the Florham Park Board of Education establishes the following substitute rates of pay for the 2019-2020 Fiscal Year.

Bus Driver	\$25.00/hr	Secretary	\$95.00/day
Custodian/Senior	\$15.00/hr/\$18.00/hr	Bus Aides	\$95.00/day
ESY Substitute	\$18.00/hr	Nurse	\$200.00/day

Motion; NR Second; LR

5 yes, 0 no

Resolution #31

Health Benefits Renewals

BE IT RESOLVED, the Florham Park Board of Education contract with the following health benefits providers for benefits coverage prescribed and agreed upon with various bargaining units at the following rates for 2019-2020 Fiscal Year:

Benecard(7/1/19- 6/30/20)	Prescription	S-\$233.23, PC-\$345.19, 2A-\$466.48, F-\$583.10
Delta Dental(7/1/19-6/30/20)	Dental	1P-\$46.77, 2P-\$91.21, 3P-\$154.31
HBCBS of NJ (7/1/19-12/31/19)	Medical(10)	S-\$864.18, 2A-\$1,728.37, F-\$2,471.57, PC-\$1.607.38

Motion; NR Second; LR

5 yes, 0 no

Resolution #32

Distribution of Wages - Direct Deposit

BE IT RESOLVED, the Florham Park Board of Education authorizes, in compliance with P.L. 2013, Chapter 28, the net pay for all full and part time employees of the Florham Park Public School District, inclusive of all compensation (contracts, ESY, stipend, etc.) shall be directly deposited into the banking institution(s) of their choice; and

BE IT FURTHER RESOLVED, that exemptions from the direct deposit requirement are granted for substitutes and summer seasonal workers.

Motion; NR Second; LR

5 yes, 0 no

Resolution #33

Establish Tuition Rates

BE IT RESOLVED, the Florham Park Board of Education approve the following tuition rates as calculated by the State of NJ Department of Education, contained in the April 29, 2019 adopted budget for the 2019-2020 School Year.

Pre K/K	\$15,837
Grades 1 – 5	\$17,114

Grades 6 – 8	\$19,093
Pre K (Special Education)	\$49,171
LLD	\$48,267

Motion; NR Second; LR 5 yes, 0 no

Resolution #34

Establish Subscription Busing Rates

BE IT RESOLVED, the Florham Park Board of Education approve the following subscription busing rates for the 2019-2020 School Year.

Child 1	\$450/year
Child 2	\$450/year
Child 3+	\$1,000/family

Motion; NR Second; LR 5 yes, 0 no

Resolution #35

Establish Milk Program Rates

BE IT RESOLVED, the Florham Park Board of Education approve the following school milk program rates \$48.00/child/year for the 2019-2020 School Year.

Motion; NR Second; LR 5 yes, 0 no

Resolution #36

Purchasing Participation and Membership

BE IT RESOLVED, the Florham Park Board of Education approve participation in and/or renewing membership in the following purchasing cooperatives, alliances and agencies for the 2019-2020 School Year to maximize efficiencies of bidding and procurement of services and supplies in compliance with Accountability Regulations.

Essex County Regional Educational Services Commission

The Educational Services Commission of NJ
Morris County Educational Services Commission
Hunterdon County Educational Services Commission
State of New Jersey Department of Treasury – NJ State Contract Program
Alliance for Competitive Energy Services(ACES)
Alliance for Competitive Telecommunications(ACT)
Morris Union Jointure Commission(MUJC)
Morris County Cooperative Pricing Council

Motion; NR Second; LR

5 yes, 0 no

Resolution #37

Section 125 Cafeteria Plan, FSA Plan and COBRA

BE IT RESOLVED, the Florham Park Board of Education approve renewal of a Section 125 Cafeteria Plan and FSA and that for 2019-2020 Fiscal Year the proper officers of the District are hereby authorized and directed to execute and deliver to the Administrator of the Plan, one or more counterparts of the Plan including Premium Conversion and Flexible Spending – Medical and Dependent Care.
39; and

FURTHERMORE, BE IT RESOLVED, that the FSA portion of the cafeteria plan will have a plan year beginning September 1, 2019– August 31, 2020. Resolve that the District will allow eligible employees to make an annual election of up to the IRS limitation of contributions of \$2,600 for allowable medical expenses and \$5,000 for allowable dependent care expenses.

FURTHERMORE, BE IT RESOLVED, that TASC, will provide Third Party Administrative services regarding the Flexible Spending Account Plan and COBRA at a cost not to exceed \$2,296.00 for FY 2020.

Motion; NR Second; LR

5 yes, 0 no

Resolution #38

2018/2019 Tax Certification and Payment Schedules

BE IT RESOLVED, that the Florham Park Board of Education approves the following Annual Certification of Taxes for the 2019-2020 Fiscal Year with payment schedule N.J.S.A. 18A:13-23:

ANNUAL CERTIFICATION OF TAXES JULY 1, 2019 TO JUNE 30, 2020

<u>Month</u>	<u>General Fund Tax Levy</u>	<u>Debt Service Tax Levy</u>	<u>Total</u>
<u>Tax Levy</u>			
JULY	\$ 600,944.50	\$ 1,044,016.00	\$ 1,644,960.50

AUGUST	\$ 1,644,960.50		\$ 1,644,960.50
SEPTEMBER	\$ 1,644,960.50		\$ 1,644,960.50
OCTOBER	\$ 1,644,960.50		\$ 1,644,960.50
NOVEMBER	\$ 1,644,960.50		\$ 1,644,960.50
DECEMBER	\$ 1,644,960.50		\$ 1,644,960.50
JANUARY	\$ 1,644,960.50		\$ 1,644,960.50
FEBRUARY	\$ 1,644,960.50		\$ 1,644,960.50
MARCH	\$ 1,644,960.50		\$ 1,644,960.50
APRIL	\$ 1,644,960.50		\$ 1,644,960.50
MAY	\$ 1,644,961.00		\$ 1,644,961.00
JUNE	<u>\$ 1,644,961.00</u>		<u>\$ 1,644,961.00</u>
Total:	\$18,695,511.00	<u>\$1,044,016.00</u>	\$19,739,527.00

Motion; NR Second; LR 5 yes, 0 no

Resolution #39

E-Rate Consultant Services

BE IT RESOLVED, that the Florham Park Board of Education approves renewing the Consulting Service Agreement with the Educational Consortium For Telecommunications Savings for USAC E-Rate Administration for the period FY20 at a rate of 15% Category One savings and 7.5% Category 2 savings .

Motion; NR Second; LR 5 yes, 0 no

Resolution #40

Fixed Assets Consultant Services

BE IT RESOLVED, that the Florham Park Board of Education approves renewing the Consulting Service Agreement with AM Consultants, Inc. for the management and reporting of Fixed Assets for the period ending June 30, 2019 at a cost of \$875.00.

Motion; NR Second; LR 5 yes, 0 no

Resolution #41

Memorandum of Agreement

BE IT RESOLVED, that the Florham Park Board of Education approves the Annual Review and Revisions of Agreement (Article 16) between Education and Law enforcement officials.

Motion; NR Second; LR 5 yes, 0 no

Resolution #42

Policy Services

BE IT RESOLVED, that the Florham Park Board of Education approves renewing the Service Agreement with Strauss Esmay for the 2019-2020 School Year at a cost not to exceed \$4,190.00.

Motion; NR Second; LR 5 yes, 0 no

Resolution #43

District Software Maintenance Services

BE IT RESOLVED, that the Florham Park Board of Education approves renewing, in compliance with N.J.S.A.18A-18A-5(19) the following Maintenance Service Agreement(s) for proprietary software for the 2019-2020 fiscal year;

Frontline Education, Inc.	\$35,944.82
Systems 3000 (Accounting, Payroll, Payroll Portal and Human Resources)	\$23,090.00
Dude Solutions(School Dude)	\$3,537.70

Motion; NR Second; LR 5 yes, 0 no

Resolution #44

Bus Routes

BE IT RESOLVED, that the Florham Park Board of Education approve the use of district vehicles, bus drivers, and bus aides during the ESY 19 period and summer for the purpose of routes for Special Education students, Borough Summer Camps and other fee based applications.

Motion; NR Second; LR 5 yes, 0 no

Resolution #45

Bargaining Units

BE IT RESOLVED, that the Florham Park Board of Education recognize the following bargaining units and contractual agreements:

- Florham Park Education Association (to expire June 30, 2021)
- Florham Park Administrator Association (to expire June 30, 2022)

Motion; NR Second; LR 5 yes, 0 no

Resolution #46

Approved Vendors/Bids

BE IT RESOLVED, that the Florham Park Board of Education approve purchasing goods and services in accordance with N.J.S.A. 18A:18A-11, from any/all vendors awarded contracts through public bidding as a member of the following Cooperative Purchasing Systems;

Cooperative Purchasing System
The ESCNJ(formerly Middlesex Regional ESC)

Vendor List/Bids
(On file in Administration Office)

Morris County ESC(Educational Data Services Inc.)
Morris County Cooperative Pricing Council
Hunterdon County ESC

(On file in Administration Office)
(On file in Administration Office)
(On file in Administration Office)

Motion; NR Second; LR

5 yes, 0 no

K. OLD BUSINESS/NEW BUSINESS: Dr. Varley communicated event at Morris County SBA featuring Brian Silkensen and Christy O'Connor. Reminder of the upcoming RMS Lawn Concert. Ms. Thomas commented on the wonderful talent show.

L. CORRESPONDENCE/COMMUNICATIONS:

M. PUBLIC COMMENT-OPEN: No comments at this time

N. ADJOURNMENT

Motion by Ms. Thomas and seconded by Ms. Rozek to adjourn the meeting at 7:42 p.m. Motion carried by unanimous consent.

Respectfully Submitted,



John Csatló
Business Administrator/Board Secretary