

## **FLORHAM PARK BOARD OF EDUCATION**

Regular Public Meeting, November 30, 2020

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).

#### **2020-2021 Board Goals**

- Regardless of the learning environment (virtual, hybrid, in-person), the board will use student achievement data to monitor the effectiveness of all of our instructional programs, including but not limited to Special Education; and curricular updates that encompass the district's Social Justice vision.
- Ensure that all funds are used in an effective and efficient manner to achieve the Board and District goals; curricular needs; and meet the district's long-range facilities needs, including the capital improvement projects supported by the referendum.
- Continue to support effective and transparent communication with the community to further the development of an engaged, connected community, and a growing environment of local organizations and businesses.
- Support the health, safety, and welfare of the district's students and staff, with a continued emphasis on the district's Social-Emotional Learning initiative.
- Continue to recognize the accomplishments of staff and students.

#### **2020-2021 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**

<b>BOARD MEMBER</b>	<b>PRESENT</b>	<b>ABSENT</b>
Ms. Cali (Yvonne)		
Ms. Crimi (Fabienne)		
Mr. Perillo (Brian)		
Ms. Heinold (Kristina)		
Ms. Rozek(Linda)		
Mr. Ritrivi (Nicholas)		

**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.

**D. RECONVENE PUBLIC SESSION**

Motion by \_\_\_\_\_ to adjourn the Executive Session for the purposes of negotiations, legal issues, personnel issues and reconvene the Regular Meeting at \_\_\_\_\_p.m. Said motion was seconded by \_\_\_\_\_.

**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**

- Current Enrollment
- HIB Report
- Drill Report
- Referendum Update
- Latest District Communication (COVID-19)
- FP - Model District - Virtual Visit Event 11/19/20
- FP Rotary Club Grant Recipient
- Congratulations to Mr. Csatos - Featured in NJASBO *KeyPost* article
- FP Rotary Club Grant Recipient
- School Nurses - Thank you!
- The FP Hybrid Model Option (closures, quarantining)

### **H. PUBLIC COMMENT-OPEN:**

This portion of the meeting is open to any individuals for the purpose of addressing resolutions on this agenda or matters that they find is important to the Board of Education, and is governed by Board Policy 0167. Prior to making a comment, members of the public are required to state their names, addresses and subject matter of the comment. Comments are limited to three minutes per person. No participant may speak more than once on the same topic until all others who wish to speak on the topic have been heard. Comments made by members of the public may or may not be responded to by the Board. Any response that is provided will be made at the end of the public comment period, after all comments have been heard.

The Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Students and employees have specific legal rights afforded by the laws of New Jersey. Therefore, comments regarding specific students and employees will not be responded to by the Board. The Board bears no responsibility nor will it be liable for any comments made by members of the public. Members of the public should consider their comments in light of the legal rights of those affected or identified in their comments and be aware that they are legally responsible and liable for their comments.

### **I. COMMITTEE REPORTS**

Policy-

Personnel-

Finance/Facility-

Transportation -

H.P.R.H.S Articulation-

Teacher Administrator Board-

Project Community Pride-

Borough Liaison-

**J. RESOLUTIONS**

**POLICY**

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

1. **Approve** the minutes of the October 26, 2020 Regular Board Meeting.

Motion; Second; YC FC BP KH LR NR

2. **Approve** the minutes of the October 26, 2020 Regular Board Meeting Executive Session.

Motion; Second; YC FC BP KH LR NR

3. **Approve** the minutes of the November 23, 2020 Curriculum Work Session Meeting.

Motion; Second; YC FC BP KH LR NR

4. **Be It Resolved**, that the board accepts and approves the Superintendent's current to date bullying report. *(On file in Administration Office)*

Motion; Second; YC FC BP KH LR NR

5. **Approve** the following events/fundraisers for the 2020-2021 school year;

Event/Fundraiser	School	Organization/Staff Member	Dates
Thanksgiving Project Basket	DIST	PTA	11/9/20-11/20/20
PTA Holiday Gift Drive	DIST	PTA	12/2/20-12/17/20

Motion; Second; YC FC BP KH LR NR

6. **Approve** the 2020-2021 School Safety and Security Plan Annual Review Statement of Assurance. *(On file in Administration Office)*

Motion; Second; YC FC BP KH LR NR

7. **Approve** the first reading of the following policies and regulations.

- 1620P Administrative Employment Contracts (M)
- 2431P Athletic Competition (M)
- 2431.1R Emergency Procedures and Sports and Other Athletic Activity (M)
- 2464P Gifted and Talented Students
- 5330.05P&R Seizure Plan Plan (M)
- 6440P Cooperative Purchasing (M)
- 6470.01P&R Electronic Funds Transfer and Claimant Certification (M)
- 7440P&R School District Security (M)
- 7450P Property Inventory (M)
- 7510P&R Use of School Facilities (M)
- 8420P Emergency and Crisis Situations (M)

Motion; Second; YC FC BP KH LR NR

**PERSONNEL**

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

**A. Appointments/Resignations/Retirements/RIFS:**

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
B	Casale, Lorraine	Retirement	RMS	Secretary / SSP.999.SEC.01	1		\$75,610.00	11-000-219-105	2/1/21	2/1/21
B	Chiaravallo, Joseph	Appoint	BKL	Teacher in Charge			\$0.00		9/1/20	6/30/21
B	Karl, Beth	Appoint	RMS	Teacher in Charge			\$0.00		9/1/20	6/30/21
B	Keenan, Kathleen	Appoint	BKL	Teacher in Charge			\$0.00		9/1/20	6/30/21
B	Kuzemczak, Donna	Appoint	BKL	Teacher in Charge			\$0.00		9/1/20	6/30/21
A	O'Connor, Christy	Doctoral Degree	RMS	Supervisor of ELA / IIP.001.SUP.02	1	Doctorate	\$113,000.66	11-000-221-104	7/1/20	6/30/21
B	Serfozo, Jeremy	Appoint	BWD	Teacher in Charge			\$0.00		9/1/20	6/30/21

**B. Leave of Absences:**

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
C	Christopher, Alyssa	Leave of Absence	BWD	Secretary/SAP.999.SEC.02	1	Step 8	\$61,750.00	11-000-240-105	4/19/21	9/6/21
B	Hipwell, Harry	Revised Leave of Absence	BWD	Teacher / REG.001.TMC.03	1	BA / 5	\$54,770.00	11-120-100-101	9/1/20	1/1/21
C	Rella, Farrah	Revised FFCRA Leave of Absence	BKL	Teacher / REG.001.K25.19	1	Step 15	\$70,010.00	11-120-100-101	11/16/20	11/2/20
B	Sabatino, Nicole	Leave of Absence	BWD	IPS Teacher / SED.001.IPS.01	1	BA / 12	\$64,310.00	11-105-100-101	12/4/20	6/30/21

Motion;                      Second;                      YC    FC    BP    KH    LR    NR

**CURRICULUM**

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

**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
10/14/20	CAPONEGRO, STEVEN	The Recognition of Bias and the Self-Reflection Process Virtual Workshop Cost \$0	10/7/20
12/8/20	ERICKSON, LAUREN	Managing Frustration, Anxiety, & Teaching Social Skills Webinar Jed Baker Cost \$150	9/21/20
11/5-6/20	KILIMNIK, MICHELLE	We Think! Social Thinking Conference Cost \$98	11/5/20
11/10/20 1/5/21	MUNZER, JENNIFER	TCRWP Specialty Group titled Methods to Help Move All Readers: Effective Ways to Incorporate Multisensory Reading Instruction Into Your Teaching, Grades 3-5	11/1/20
2/8/2021, 3/24/21, 5/7/21	MUNZER, JENNIFER	TCRWP Specialty Group titled Methods to Help Move All Readers: Effective Ways to Incorporate Multisensory Reading Instruction Into Your Teaching, Grades 3-5	11/1/20
10/30/20	O'NEIL, HEATHER	Essentials for Living 2020 Conference - Focus on Functional Living Skills, promoting today's ABA, life skills	10/16/20

10/8/20	RUSSO, RICHARD	NJIT Virtual STEM Leadership Meeting	10/7/20
Date	Full Name	Notes to Administrator	Admin. Approval Date
10/7/20, 10/14/20, 10/20/20			
10/21/20	SIRIMIS, LOUISE	CPI Virtual Training and Trainer Certification Cost \$3,450.00	9/24/20
11/17/20	STEFFEN, JANE	School liability during COVID-19: What you need to know" featuring Rita Barone, Esq.	11/16/20

Motion;                      Second;                      YC      FC      BP      KH      LR      NR

2.     **Approve** the check register submitted by the Business Administrator/Board Secretary to pay bills and claims through October 31, 2020 in the amount(s) of \$4,390,311.41.

Motion;                      Second;                      YC      FC      BP      KH      LR      NR

3.     **Approve** the following District financial reports and submission to the Executive County Business Administrator.

Board Secretary's (A148) Report for the Month (s) of October 2020.                      Business Administrator / Board Secretary

Treasurer's (A149) Report for the Month(s) of October 2020.                      Business Administrator / Board Secretary

Motion;                      Second;                      YC      FC      BP      KH      LR      NR

4.     **Approve** the Report of Transfers submitted by the Business Administrator/Board Secretary for October 31, 2020 in the amount(s) of \$59,400.70.

Motion;                      Second;                      YC      FC      BP      KH      LR      NR

5.     **BE IT RESOLVED**, that the Florham Park Board of Education approves, that as of October 31, 2020 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;                      YC      FC      BP      KH      LR      NR

6.     **Approve** the submission of the Annual Comprehensive Maintenance Plan and Form M-1 as Required. *(On file in Administration Office)*

Motion;                      Second;                      YC      FC      BP      KH      LR      NR

7.     **Approve** the Fiscal Year 2021/22 Budgetary Calendar as prescribed by policy and the State of NJ Department of Education. *(On file in Administration Office)*

Motion;                      Second;                      YC      FC      BP      KH      LR      NR

8.     **Approve** the Fiscal Year 2020/2021 District Internal Controls Manual as revised. *(On file in Administration Office)*

Motion;                      Second;                      YC      FC      BP      KH      LR      NR

9. **Approve** reallocating the following Integrated PreSchool Tuition for the 2020/2021 School Year due to the special circumstance related to the Covid-19 Pandemic and the State of NJ Roadmap Back, and  
Furthermore, Approve disenrollment for the remainder of the 2020/21 academic school year.

11/30/20      Parents of Student      June 2021 to November 2020      \$600.00  
Motion;      Second;      YC      FC      BP      KH      LR      NR

10. **Approve** the revised rates of pay known as “Exhibit A - Pricing for Kelly Education” as part of the Contractual Agreement with Kelly Education Inc. for the remainder of the 2020/2021 fiscal year realtor active to November 23, 2020.

Motion;      Second;      YC      FC      BP      KH      LR      NR

11. **Approve** authorizing the School Business Administrator to advertise for bids under State Approved Project #1530-030-19-3000/Local Project Contract#19 Renovate Student Bathrooms (6) & Local Project Contract#20 Renovate Wellness Room, Wood Shop and Media Center to STEM Lab and Learning Commons at Ridgedale Middle School.

Motion;      Second;      YC      FC      BP      KH      LR      NR

12. **Approve** authorizing the School Business Administrator to advertise for bids under State Approved Project #1530-030-19-3000/ Local Project Contract#22 Replace Stage Air Conditioning Unit and Local Project Contract#23 Provide HVAC/DDC Controls to Classrooms in the Original Building at Ridgedale Middle School.

Motion;      Second;      YC      FC      BP      KH      LR      NR

13. **Approve** authorizing the School Business Administrator to advertise for bids under State Approved Project #1530-030-19-3000/ Local Project Contract#26 Replacement of Ceilings and Lighting at Ridgedale Middle School.

Motion;      Second;      YC      FC      BP      KH      LR      NR

14. **Approve** submission of the School Security Grant for the following facility projects:

- Purchase of Security Camera System at Briarwood School
- Purchase and Installation of Safety Bollards at Briarwood School

Motion;      Second;      YC      FC      BP      KH      LR      NR

15. **Approve** the following change order on State Project#1530-020-19-2000/Local Project Contract#13 HVAC Instructional Areas/DDC Controls at Brooklake Elementary School;

- #13-002 Patching of Masonry Various Classrooms      \$6,076.62
- #13-003 Patching of Masonry Various Corridors      \$1,237.83
- #13-004 Additional Patching of Walls Rooms 7 & 8      \$4,744.25

Motion;      Second;      YC      FC      BP      KH      LR      NR

16. **Approve** accepting, with gratitude, a donation in the amount of \$1,500.00 from the Florham Park Rotary for the purpose;

- Purchase three(3) document cameras for general/special education instruction.

Motion; Second; YC FC BP KH LR NR

**FACILITIES**

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

Organization	Location	Date
Kelly Services	RMS Auditorium	12/2/20

Motion; Second; YC FC BP KH LR NR

2. **Approve** submitting the following Applications to the State of NJ Department of Education, County Morris for the 2020-2021 School Year. *(On file in Administration Office)*

Ridgedale Middle School Dual Use of Educational Space Room 14

Motion; Second; YC FC BP KH LR NR

**TRANSPORTATION**

1. **Approve** the following Routes, Joint Transportation and Parental Contracts as follows:

Route	Host	Joiner	Destination	Cost
BK/BR1	HPRHS	FPPS	Briarwood/Brooklake	\$ 24,487.67
BK/BR2	HPRHS	FPPS	Briarwood/Brooklake	\$ 24,487.67
BK/BR4	HPRHS	FPPS	Briarwood/Brooklake	\$ 24,487.67
BK/BR5	HPRHS	FPPS	Briarwood/Brooklake	\$ 24,487.67
BK/BR6	HPRHS	FPPS	Briarwood/Brooklake	\$ 36,731.42
FPOD1		FPPS	ESC of MC Central Park	\$ 72,323.70
FPOD2	FPPS		PG Chambers	\$ 67,577.23
FPOD3	FPPS		ESC NJ NuView	\$103,610.05
FPOD4	FPPS		ESC of SC New Day	\$ 40,242.61
FPOD5	FPPS		ESC of SC Bridgewater	\$ 40,234.29
FPPK1	FPPS		Briarwood School	\$ 72,112.65
MTL1	Parent		Mt. Lakes PS - Lake Drive	\$ 3,117.84
RD/HF1	HPRHS	FPPS	Ridgedale/Holy Family	\$ 24,487.67
RD/HF1	HPRHS	FPPS	Ridgedale/Holy Family	\$ 24,487.67
RD/HF1	HPRHS	FPPS	Ridgedale/Holy Family	\$ 24,487.67
RD/HF1	HPRHS	FPPS	Ridgedale/Holy Family	\$ 24,487.67

Motion; Second; YC FC BP KH LR NR



**K. OLD BUSINESS/NEW BUSINESS:**

**L. CORRESPONDENCE/COMMUNICATIONS:**

**M. ADJOURNMENT**

Move to adjourn the meeting at \_\_\_p.m.