

FLORHAM PARK BOARD OF EDUCATION
Regular Public Meeting, December 21, 2020
67-71 Ridgedale Avenue
MINUTES

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

BOARD MEMBER	PRESENT	ABSENT
Ms. Cali (Yvonne)	X	
Ms. Crimi (Fabienne)	X	
Mr. Perillo (Brian)	X	
Ms. Heinold (Kristina)	X	
Ms. Rozek(Linda)	X	
Mr. Ritriivi (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.

D. RECONVENE PUBLIC SESSION

Motion by Ms. Cali to adjourn the Executive Session for the purposes of negotiations, legal issues, personnel issues and reconvene the Regular Meeting at 7:00 p.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. Caponegro reported:

1. Current Enrollment- 978
2. HIB Report
3. Drill Report
4. Referendum Update
 - *Dr. Caponegro discussed the spring/summer 2021 projects at Ridgedale School (STEAM room and auditorium) and how students and staff will be separated from the construction work; therefore, little to-no-contact*
 - *Stated how the 2021/21 calendar's start date appears to be September 13th and will be pushed back to the summer referendum projects. The calendar is still being drafted. Dr. Caponegro already contact the Work Family Connection (WFC), LifeTime Fitness, the Madison YMCA and the Florham Park Boro Recreation Department regarding childcare for early September. Thus far, the WFC, YMCA and Lifetime fitness will be offering childcare for Florham Park parents and staff members' children.*
5. Latest District Communication/Items (COVID-19)
 - *Dr. Caponegro Discussed the most updated and recent travel, gatherings and holiday guidance*
 - *Discussed that on Sunday, December 20, 2020, it was reported that New Jersey's statewide rate of transmission dropped for a seventh straight day to exactly 1.00. It was reported that this is the lowest the rate of transmission has been since reaching 0.99 on September 3, 2020. Additionally and as per our local health department, according to the daily numbers of new infections provided by the Morris County Health Department, Florham Park appears to have lower transmissions than many of the surrounding towns within Morris County. The schools hybrid program has benefited from all of our efforts, staff, students, parents and community.*
 - *As per the Florham Park local health department, according to the daily numbers of new infections provided by the Morris County Health Department, Florham Park appears to have lower transmissions than many of the surrounding towns within Morris County; therefore, unless otherwise advised by our local health department, we will be returning back to in-person instruction on January 4th.*
 - *School Pandemic Team met this month to discuss items related to the school's operations, as per the Governor's Road Back plan. Dr. Caponegro thanked all participants for their time, ideas and dedication to the district.*
 - *Was happy to see so many children having fun during the snow day and asynchronous learning day on December 17-18th. It was important that our children have time to be kids and play in the snow, especially this year.*
6. PTA and FPEF Grants
 - *Dr. Caponegro recognized each grant awarded by the PTA and FPEF and both the TPA and FPEF were thanked for their generosity.*
7. Winter & Spring Sports/Extra Curricular Status
 - *Winter/Spring sports and most extracurricular activities are still on hold. Specific extracurricular activities have been approved, such as National Junior Honors Society and Yearbook, since it is important to maintain as much normalcy as possible without exposing others to unnecessary risks that could contribute to the closing down of in-person instruction. Should the situation change in the spring, Dr. Caponegro will inform the BOE and public.*
8. FP/FDU Joint Grant Application
 - *Dr. Caponegro met with the Hanover Park Superintendent and with FDU's head of the math and computer science department to jointly submit a K-12 grant called Expanding Access to Computer Science Education. The total grant is worth approximately \$270,000, and includes the payments for the instructors, trainees, stipends, sub coverage and materials. Dr. Caponegro was excited that the regional high school, the Florham*

Park Schools and Fairleigh Dickinson University were able to work together to submit this state grant.

9. Travel Restrictions Reminder

- *Dr. Caponegro reminded the BOE and public of the travel guidelines as stated in Item #5 and provided his updated communication on December 21, 2020.*

10. Recognition of Staff Assistants & Team Leaders

- *Dr. Caponegro recognized the staff assistants for their work and dedication, as well as each school's team leaders. The principals spoke about the important role that the team leaders play and their appreciation for their work.*

11. Happy Holidays!

- *Dr. Caponegro wished everyone a Happy Holiday and Happy New Years.*

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 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.

Ms. Hausman, FPEA President requested clarification on the procedures to be used during the break to receive communications of Covid19 cases and the subsequent contact tracing with communications to staff and the community. Dr. Caponegro outlined the normal operating procedures that would continue to be followed.

I. COMMITTEE REPORTS

Policy- Ms. Cali reported on the meeting of 12/14/20.

Personnel- Ms. Cali reported on the meeting of 12/14/20.

Finance/Facility- Ms. Rozek and Ms. Crimi reported on the meeting of 12/14/20. Mr. Ritirivi asked for a summary of first year project financing. Mr. Csatlos reported that the projects were completed within their respective budgets and overall funding is positive awaiting bids for year two.

Transportation - There was no report.

H.P.R.H.S Articulation- There was no report.

Teacher Administrator Board- Ms. Cali reported the committee is meeting tomorrow.

Project Community Pride- Ms. Rozek reported on the program and availability during the break.

Borough Liaison- There was no report. The Borough's reorganization meeting is scheduled for January 7, 2020, to be conducted virtually

J. RESOLUTIONS

POLICY

Upon recommendation of the Superintendent, move to:

1. **Approve** the minutes of the November 30, 2020 Regular Board Meeting.
Motion; NR Second; YC 6 yes, 0 no
2. **Approve** the minutes of the November 30, 2020 Regular Board Meeting Executive Session.
Motion; NR Second; YC 6 yes, 0 no
3. **Approve** the minutes of the December 14, 2020 Curriculum Work Session Meeting.
Motion; NR Second; YC 6 yes, 0 no
4. **Be It Resolved**, that the board accepts and approves the Superintendent's current to date bullying report. *(On file in Administration Office)*
Motion; NR Second; YC 6 yes, 0 no

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

Event/Fundraiser	School	Organization/Staff Member	Dates
Holiday Honor Wall	DIST	FPEF	12/8/20-12/31/20

Motion; NR Second; YC 6 yes, 0 no

6. **Approve** first reading of Bylaw 0164.6 Remote Public Board Meetings During a Declared Emergency.
Motion; NR Second; YC 6 yes, 0 no

7. **Approve** the second 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; NR Second; YC 6 yes, 0 no

8. **Approve** the affirmation of partnership with Fairleigh Dickinson University to apply for the Expanding Access to Computer Science: Professional learning grant. *(On file in Administration Office)*

Motion; NR Second; YC 6 yes, 0 no

9. **Approve** accepting students from Hanover Park Regional High School Tomorrow's Teachers program. *(On file in Administration Office)*

Motion; NR Second; YC 6 yes, 0 no

10. **Approve** the Annual Review and Revisions of Agreement (Article 16) between Education and Law enforcement officials Addendum A. *(On file in Administration Office)*

Motion; NR Second; YC 6 yes, 0 no

PERSONNEL

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

A. Additional Compensation:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
B	Cogan, Kathleen	Salary Adjustment	BKL	Teacher / REG.001.K25.16	1	MA+30/22	\$99,560.00	11-120-100-101	9/1/20	6/30/21
C	Infantolino, Phil	Construction Mgt. Referendum Project #5	DIST	Supervisor of B&G / OMP.999.SBG.01	1	Stipend	\$5,000.00	30-000-400-100-BWD-02	3/09/20	12/21/20
C	Infantolino, Phil	Construction Mgt. Referendum Project #12	DIST	Supervisor of B&G / OMP.999.SBG.01	1	Stipend	\$5,000.00	30-000-400-100-BLK-02	3/09/20	12/21/20
C	Infantolino, Phil	Construction Mgt. Referendum Project #15	DIST	Supervisor of B&G / OMP.999.SBG.01	1	Stipend	\$5,000.00	30-000-400-100-BLK-01	3/30/20	12/21/20
C	Infantolino, Phil	Construction Mgt. Referendum Project #24	DIST	Supervisor of B&G / OMP.999.SBG.01	1	Stipend	\$5,000.00	30-000-400-100-RMS-01	3/30/20	12/21/20
B	Perlee, Marissa	15 Yr. Longevity	BKL	Teacher / REG.001.K25.27	1	MA / 13	\$900.00	11-120-100-101	1/1/20	1/1/20
B	Russo, Jayme	Salary Adjustment	RMS	Teacher / REG.001.SCI.02	1	MA+30/8	\$69,540.00	11-130-100-101	9/1/20	6/30/21

B. Appointments/Resignations/Retirements/RIFS:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
E	Foster, Robert	Appointment	RMS	National Jr. Honor Society	35	\$34/HR	\$1,190.00	11-403-100-101	9/1/20	6/30/21
E	Harris, Michaela	Appointment	RMS	National Jr. Honor Society	35	\$34/HR	\$1,190.00	11-403-100-101	9/1/20	6/30/21

C. Leave of Absences:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/ Step	Salary	GAAP Code	Eff.	Term.
C	Avanzato, Daria	FFCRA Leave of Absence	BWD	Teacher / REG.001.K25.30	1	Step 17	\$74,900.00	11-120-100-101	11/9/20	11/20/20
C	Chambliss, Shadiyqah	FFCRA Leave of Absence	RMS	Secretary / SAP.999.SEC.05	1	Step 6	\$58,320.00	11-000-218-105	12/3/20	12/14/20

Motion; NR Second; YC 6 yes, 0 no

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
1/5/21	MUNZER, JENNIFER	TCRWP Methods to Help Move All Readers: Effective Ways to Incorporate Multisensory Reading Instruction Into Your Teaching, Grades 3-5 - Cost \$0	12/9/20

Motion; NR Second; FC 6 yes, 0 no

2. Approve the check register submitted by the Business Administrator/Board Secretary to pay bills and claims through November 30, 2020 in the amount(s) of \$2,024,548.76.

Motion; NR Second; FC 6 yes, 0 no

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 November 2020. Business Administrator / Board Secretary

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

Motion; NR Second; FC 6 yes, 0 no

4. Approve the Report of Transfers submitted by the Business Administrator/Board Secretary for November 30, 2020 in the amount(s) of \$68,443.96.

Motion; NR Second; FC 6 yes, 0 no

5. BE IT RESOLVED, that the Florham Park Board of Education approves, that as of November 30, 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; NR Second; FC 6 yes, 0 no

6. Approve the following change order on State Project#1530-020-19-2000/Local Project Contract#14 Partial Roof Replacement at Brooklake Elementary School;

- #14-001 Additional Drain, pipe, ceiling and wall repairs \$26,585.72

Motion; NR Second; FC 6 yes, 0 no

7. **Approve** the following change order on State Project#1530-015-19-4000/Local Project Contract#4 Replace Lighting/Kawall System in Multipurpose Room at Briarwood Elementary School;

- #4-006 Supply three(3) door keys and cores \$ 154.34

Motion; NR Second; FC 6 yes, 0 no

8. **Approve** the following change order on State Capital Project #1530-015-19-3000 Security Entrance at Briarwood School.

- #20-1346-005 Elimination of Key FOB Reader (\$400.00)
- #20-1346-006 Supply two(2) classroom door keys and cores \$102.89

Motion; NR Second; FC 6 yes, 0 no

9. **Approve** the following change order on State Project#1530-020-19-2000/Local Project Contract#8/8A Replace Building Ceilings and Lighting at Brooklake Elementary School;

- CO#8/8A-017 Supply six(6) classroom door cores and keys \$ 308.68
- CO#8/8A-021 Supply/install replacement wiring to display case \$ 770.00
- CO#8/8A-022 Supply/install additional heat detector and fire wire \$1,809.50

Motion; NR Second; FC 6 yes, 0 no

10. **Approve** the following change order on State Project#1530-015-19-4000/Local Project Contract#2 Renovate Computer Lab to General Classrooms at Briarwood Elementary School;

- #2-002 Supply two(2) classroom door keys and cores \$102.89

Motion; NR Second; FC 6 yes, 0 no

11. **Approve** the following change order on State Project#1530-020-19-2000/Local Project Contract#9 Renovation of Student Bathrooms at Brooklake School;

- CO#9-011 Supply/Install Touchless Soap Dispensers \$4,830.24

Motion; NR Second; FC 6 yes, 0 no

12. **Approve** the following change order on State Project#1530-015-19-4000/Local Project Contract#1 Partial Roof Replacement at Briarwood Elementary School;

- #1-005 Fabricate/Install Roof Hatch Brackets \$460.54

Motion; NR Second; FC 6 yes, 0 no

13. **Approve** the following change order on the Professional Services Contract with LAN Associates Engineering, Planning Architectural Services, Inc. for State 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 in the amount of \$22,500.00.

Motion; NR Second; FC 6 yes, 0 no

14. Approve accepting, with gratitude, the following donations from the Florham Park Education Foundation;

- DesignJet Z6 24" PostScript Printer and Accessories
- Height Adjustable Flipper Desk
- Books to Enhance Multicultural Literacy

Motion; NR Second; FC

6 yes, 0 no

15. Approve an "Interlocal Shared Services Agreement" with the Borough of Florham Park for the provision of Special Law Enforcement Officers - Class 3 for the period January 1, 2021 to December 31, 2021. *(On file in Administration Office)*

Motion; NR Second; FC

6 yes, 0 no

16. Approve accepting, with gratitude, the following donations from the Florham Park Parents Teachers Association Teacher Grant Award Program;

- Grade 2 - Teaching and Student Materials
- MD Class - Made for Me Literacy Books
- Grades 3-5 - Large Format Printing Supplies
- Grade 5 - Meko Universal Stylus Pens
- Grades 6-8 - Indoor Golfing Equipment

Motion; NR Second; FC

6 yes, 0 no

FACILITIES

TRANSPORTATION

K. OLD BUSINESS/NEW BUSINESS:

- Mr. Ritiriv reminded everyone that the next meeting will be a reorganization meeting of the board on Monday January 4, 2021 at 7:00pm.
- Dr. Caponegro indicated that a member of the public asked at the last meeting what the percentage of in-district v. virtual instruction was for the district. Though fluid, as per the week of December 14, 2020:
 - RMS - 67 Virtual out of 318 (~79% in-district)
 - BLK - 77 Virtual out of 320 (~76% in-district)
 - BWD - 75 Virtual out of 330 (~77% in-district)
- Dr. Caponegro thanked the administration, team leaders and staff for quickly pivoting and providing instructional material for December 18, 2020 asynchronous learning day.

L. CORRESPONDENCE/COMMUNICATIONS:

M. ADJOURNMENT

Mr. Ritivi motioned to adjourn the meeting at 7:53 p.m. The motion was seconded by Ms. Crimi and carried by unanimous consent.

Respectfully submitted,



John Csatos
Business Administrator/Board Secretary