

FLORHAM PARK BOARD OF EDUCATION

Regular Public Meeting, January 25, 2021

67-71 Ridgedale Avenue

MINUTES

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

BOARD MEMBER	PRESENT	ABSENT
Ms. Sabatos (Stacey)	X	
Ms. Heinold (Kristina)	X	
Ms. Crimi (Fabienne)	X	
Mr. Ritrivi (Nicholas)	X	
Mr. Perillo (Brian)		X
Ms. Rozek(Linda)	X	
Ms. Cali (Yvonne)	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. Rozek to adjourn the Executive Session for the purposes of negotiations, legal issues, personnel issues and reconvene the Regular Meeting at 7:06 p.m. Said motion was seconded by Ms. Heinold.

Mr. Perillo was now present.

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 as follows;

Dr. Caponegro stated that he hoped all enjoyed their holiday break. Reminded the public of his message sent out earlier regarding school being virtual on January 26, 2021 due to *anticipation of hazardous "icy" travel conditions related to the inclement weather forecast provided by the Morris County Office of Emergency Management. Discussed how other district closing also impacts staffing in FP due to childcare needs.*

1. Current Enrollment

- Florham Park Schools current enrollment is at 973 students as of January 22, 2021

2. HIB Report

- There has been 0 HIB investigation reported to the BOE for all 3 schools since last month's meeting. As communicated each month to the public, though an HIB investigation may be conducted with results being labeled as "unfounded," intervention to address the specific situation is always provided.

3. Drill Report

- Drill Report - BWD, BKL, & RMS conducted their mandatory drills this past month. To remind the public and as approved by the NJDOE during COVID and out state of emergency, most of our emergency drills are conducted using a "table top" type training during this time, rather than physical walkthroughs.

4. Referendum Update

- The district continues to meet with our architects and engineers regarding the spring/summer 2021 RMS capital projects, specifically the design and construction of the RMS bathrooms, RMS STEAM lab and Learning Commons with classroom ceilings and lights, and RMS HVAC. On January 15th, the district conducted bid meetings for the 2nd year bid projects. Those bids are being reviewed by the district's legal counselor prior to the BOE taking action to accept bids.
- Proposed 2021/22 calendar is on the agenda for approval tonight with the start date being September 13th. This start date has been discussed at previous meetings. Met with FPEA to review and to ensure that contractual obligations were met. The WFC, New Horizons, the YMCA, and LifeTime Fitness all indicated that they would be providing child care options for early September if needed, for parents and staff. Communication to come. John Timmons from the FP Rec department stated that they will look into the possibility of extending the Summer Camp dates. Dr. Caponegro thanked these agencies and the district for being proactive in this endeavor since childcare options always impacts a community.

5. Latest District Communication/Items (COVID-19)

● **NJDOH Updates**

- The administration, nursing department and local health department continue to communicate regarding any updates provided by the NJDOH, since NJDOH updates occur frequently.

- Discussed Governor Murphy's late December statement listed on nj.com stating that school outbreak statistics remain below what state officials were expecting when schools reopening for in-person class. This is due to social distancing requirements, mask wearing, etc. Governor Murphy indicated that this has made schools among the safest places in the state. The governor said of the school cases reported overall statewide since the school year began, only 2/10th of 1% are traced to activity within our schools". This is helpful data to know as we continue to be vigilant as a staff and school community with our protocols and safeguards.
- Rate of transmission as of Jan.24th was reported to be under 1.0 and at 0.97.
- Extra Curricular/Sports Status (Orange Risk Level)
 1. An updated change from the NJDOH in January indicated that the NJDOH "Recommend restricting activities that involve interaction with multiple cohorts (i.e. clubs, assemblies, sports)." Since co-curricular events have been an item of discussion in the past, Dr. Caponegro stated that he did want to report on this wording by the DOH. He went on to state that by limiting these type of non-essential activities, since we do try to limit the interaction of multiple cohorts throughout our education program, we decrease the possibility of having to close a class, grade, and/or school should an individual test positive during these activities.

6. Transition Meeting (FPBOE)

- Former BOE President Nick Ritrivi, Mr. Csatos and Dr. Caponegro met with new and current BOE President Mrs. Yvonne Cali on January 5th to assist with Mrs. Cali's smooth transition. Dr. Caponegro thanked previous President Ritrivi. Discussed major items that took place during his presidency, pandemic, referendum, hiring of all new principles, etc. Dr. Caponegro stated that the district is in good hands with President Cali.

7. January NJSBA BOE Appreciation Month

- Dr. Caponegro discussed NJSBA BOE appreciation month initiative and thanked the school board members.

8. FPPS/HPRHS - Hanover Park Seminar Program

- Dr. Caponegro discussed the origin of the HPRHS Freshman Seminar Program and the importance of continuing these relationships and initiatives with HPRHS since that benefits HPRHS and FP students as well as the community. Sheryl Granet, business teacher from HPRHS that heads the program then discussed its importance and how FP schools were critical to its creation and success from its start 8 years ago at Brooklake School.

9. Congratulations - Retirement (Mrs. Lorraine Casale)

- Dr. Caponegro congratulated Mrs. Lorraine Casale, CST Secretary on her retirement. He discussed many of her responsibilities and her time with the district. Mrs. Casale then spoke and thanked specific individuals and the district.

10. Child Study Team and Guidance Department - Thank you!

- Dr. Caponegro recognized the Child Study Team and Guidance Department members for their role in educating the students and in the functioning of the school district. Mrs. Lori-Jane Dolan, senior case manager/LDT-C, then thanked the district and discussed the many roles of the department.

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.

Ms. Hausman, FPEA President thanked Mr. Rittrivi for his time as Board President and being welcoming to the association. Ms. Hausman congratulated Ms. Cali on her appointment and Ms. Casale on her retirement. Ms. Alcantara thanked the Board for listing term expiration dates on the website. Ms. Alcantara asked for the information on in-person attendance. Ms. Alcantara asked for information regarding the recent cultural in-service workshop. Ms. Price asked the Board to consider recording meetings or platforming them on YouTube.

Dr. Caponegro stated that in-person statistics were provided at the December BOE meeting and Dr. Caponegro recited the information provided at the December meeting. 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. O'Connor discussed the cultural training and activities conducted by the district. Ms. Cali stated the board would discuss with counsel the idea of recording meetings.

I. COMMITTEE REPORTS

Policy- Ms. Heinold reported on the meeting of January 15, 2021.

Personnel- Ms. Heinold reported on the meeting of January 15, 2021.

Finance/Facility- Mr. Rittrivi reported on the meeting of January 15, 2021.

Transportation -Mr. Rittrivi reported on the meeting of January 15, 2021.

H.P.R.H.S Articulation- Ms. Sabaltos reported on the meeting of January 13, 2021 which highlighted the annual audit and Covid 19 impact on high school graduations.

Teacher Administrator Board- Ms. Cali reported on the meeting of December 23, 2021.

Project Community Pride- Ms. Rozek stated the mid year report was issued. 13 cases of 48 are from Florham Park.

Borough Liaison- Ms. Cali reported on the meeting of January.....

J. RESOLUTIONS - Ms. Sabatos is required to abstain from this portion pending the State background review.

POLICY

Upon recommendation of the Superintendent, move to:

1. **Approve** the minutes of the December 21, 2020 Regular Board Meeting.
Motion; KH Second; FC 6 yes, 0 no.
2. **Approve** the minutes of the December 21, 2020 Regular Board Meeting Executive Session.
Motion; KH Second; FC 6 yes, 0 no.
3. **Approve** the minutes of the January 19, 2021 Curriculum Work Session Meeting.
Motion; KH Second; FC 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; KH Second; FC 6 yes, 0 no.
5. **Approve** the following events/fundraisers for the 2020-2021 school year;

Event/Fundraiser	School	Organization/ Staff Member	Dates
Dr. Seuss Week Contest	BWD	PTA	3/1/21- 3/5/21
8th Gr. Dance (Pending NJDOH & Local Health office guidance.)	RMS	PTA	6/4/21

- Motion; KH Second; FC 6 yes, 0 no.
6. **Approve** second reading of Bylaw 0164.6 Remote Public Board Meetings During a Declared Emergency.
Motion; KH Second; FC 6 yes, 0 no.
 7. **Approve** the partnership with Hanover Park Regional High School Freshman Seminar program. *(On file in Administration Office)*
Motion; KH Second; FC 6 yes, 0 no.
 8. **WHEREAS**, The New Jersey School Boards Association has declared January 2021 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members; and

WHEREAS, The Florham Park Board of Education is one of 580 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and

WHEREAS, The Florham Park Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey's local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it

RESOLVED, That the Florham Park Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2021 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RESOLVED, That the Florham Park Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the advancement of our children's education.

Motion; KH Second; FC 6 yes, 0 no.

9. Approve the 2021-22 school year district calendar. (On file in administration office.)

Motion; KH Second; FC 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.
C	Infantolino, Phil	Construction Mgt. Referendum Project #1	DIST	Supervisor of B&G / OMP.999.SBG.01	1	Stipend	\$5,000.00	30-000-400-100-BWD-01	1/25/21	1/25/21
C	Infantolino, Phil	Construction Mgt. Referendum Project #2	DIST	Supervisor of B&G / OMP.999.SBG.01	1	Stipend	\$5,000.00	30-000-400-100-BWD-01	1/25/21	1/25/21
C	Infantolino, Phil	Construction Mgt. Referendum Project #9	DIST	Supervisor of B&G / OMP.999.SBG.01	1	Stipend	\$5,000.00	30-000-400-100-BLK-02	1/25/21	1/25/21
C	Infantolino, Phil	Construction Mgt. Referendum Project #10	DIST	Supervisor of B&G / OMP.999.SBG.01	1	Stipend	\$5,000.00	30-000-400-100-BLK-02	1/25/21	1/25/21

B. Appointments/Resignations/Retirements/RIFS:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/ Step	Salary	GAAP Code	Eff.	Term.
E	Esposito, Nicholas	Appointment	RMS	Morning Supervision (15 mins / day)		\$34/hr		11-403-100-101	1/25/21	6/30/21
B	Kentner, Curtis	Appointment	RMS	Secretary / SSP.999.SEC.01	1	Step 6	\$58,320.00	11-000-219-105	TBD	6/30/21
D	Rodriguez, Santos	Appoint	DIST	Substitute Custodian	1		\$15/HR		TBD	6/30/21
D	Violante, Nicholas	Appoint	DIST	Substitute Custodian	1		\$15/HR		TBD	6/30/21

C. College Student Placements:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/ Step	Salary	GAAP Code	Eff.	Term.
F	Decker, Brooke	Clinical Experience	BKL	Seton Hall: Grades 5 (Letchinger)					1/25/21	5/7/21
F	Defuria, Alexa	Clinical Experience	BKL	Seton Hall: Grades 4 (Lazorko)					1/25/21	5/7/21
F	Georges, Carmarin	Clinical Experience	BWD	Seton Hall: Grade K (Palmisano)					1/25/21	5/7/21
F	Jacobsen, Amy	Clinical Experience	BKL	Seton Hall: Grades 3 (Frishberg)					1/25/21	5/7/21
F	Schwartz, Emily	Clinical Experience	BKL	Seton Hall: Grade 5 (Bregman)					1/25/21	5/7/21
F	Spindler, Kristen	Internship	BWD	Ramapo: Special Education (Manger)					1/26/21	5/10/21
F	Walsh, Katherine	Clinical Experience	BWD	Seton Hall: Grade 1 (Ferrante & Bruno)					1/25/21	5/7/21

D. Leave of Absences:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/ Step	Salary	GAAP Code	Eff.	Term.
C	Chambliss, Shadiyqah	Dock/Unpaid Leave	RMS	Secretary / SAP.999.SEC.05	1.	Step 6	\$58,320.00	11-000-218-105	1/21/21	1/26/21
B	Martino, Angelina	Leave of Absence	RMS	Science Teacher / REG.001.SCI.04	1	MA / 6	\$63,760.00	11-130-100-101	4/7/21	6/1/21

E. Revisions:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/ Step	Salary	GAAP Code	Eff.	Term.
B	Ferrante, Jessica	Salary Adjustment	BWD	Teacher / REG.001.K25.09	1	MA / 6	\$63,760.00	11-120-100-101	9/1/20	6/30/21

Motion; KH Second; BP

6 yes, 0 no.

2. **Approve** the following positions for the FY22 Summer Custodial Program at a rate of \$11.10 per hour, and furthermore approve the posting of said position;

Summer Custodians

8 Positions

\$11.10/HR

Motion; KH Second; BP

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
1/19/21, 2/2/21, 2/23/21, 3/16/21	CSATLOS, JOHN	NJASBO (Virtual) Cost \$50.00/ea.	1/6/21
3/22-24/21	NOWACKI, ANNA	Johns Hopkins Virtual Continuing Education The Spectrum of Developmental Disabilities XLII: Language: Gateway to Neurodevelopmental Disabilities Cost \$310.00	12/11/20

Motion; NR Second; LR 6 yes, 0 no

2. **Approve** the check register submitted by the Business Administrator/Board Secretary to pay bills and claims through December 31, 2020 in the amount(s) of \$2,414,513.91.

Motion; NR Second; LR 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 December 2020. Business Administrator / Board Secretary

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

Motion; NR Second; LR 6 yes, 0 no

4. **Approve** the Report of Transfers submitted by the Business Administrator/Board Secretary for December 31, 2020 in the amount(s) of \$60,123.81.

Motion; NR Second; LR 6 yes, 0 no

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

6. **Approve** cancelling the following outdated(stale) checks of the Treasurer's Account per the Treasurer of School Monies;

Date	Check#	Amount
02/21/2020	34986	3,429.00
06/24/2020	35351	20.00
06/24/2020	35363	40.00
06/24/2020	35378	20.00
06/26/2020	35481	360.00
06/29/2020	35518	333.34
06/30/2020	35595	1,865.35

06/30/2020	35619	695.36
06/30/2020	35649	1,507.66
06/30/2020	35659	1,000.00
06/30/2020	35665	666.67

Motion; NR Second; LR 6 yes, 0 no

7. **WHEREAS**, the State of New Jersey, Department of Education permits the appropriation of reserved, undesignated 2019-2020 Excess Extraordinary Aid, and

WHEREAS, the school business administrator has indicated that for the period ending June 30, 2020 such funding in the amount of \$116,356.00 and can be designated for any general fund purpose,

NOW, THEREFORE BE IT RESOLVED, that the Florham Park Board of Education approves the following appropriation of partial funding to the 2020-2021 budget, specifically as follows;

11-190-100-610	Instructional Supplies	\$ 12,077.33
12-000-260-730	Capital Outlay - Equipment Operation of Plant	\$ 36,885.44

Remaining balance of \$67,393.23 to be appropriated at a later date.

Motion; NR Second; LR 6 yes, 0 no

8. **WHEREAS**, the Florham Park Board of Education in accordance with N.J.S.A. 18A:23-1, Audit when and how made, 18A:23-2; Scope of Audit, 18A:23-3; Filing of Audit, 18A:23-4, preparation and distribution of Synopsis or Summary, 18A:23-5, meeting of board, discussion of report, and

WHEREAS, the Florham Park Board of Education must have a certified Annual External audit of the district's accounts and financial transactions; and

WHEREAS, the Florham Park Board of Education received the Comprehensive Annual Financial Report for the fiscal year ended June 30, 2020, prepared by the firm of Lerch, Vinci & Higgins, LLP and

WHEREAS, the Report of Audit was received by the Finance Committee of the Board of Education in consultation with the accountant of said firm at its meeting of December 14, 2020, and

WHEREAS, the audit recommendations, audit synopsis, were received and discussed at the Regular Public Meeting of the Florham Park Board of Education held on January 25, 2021,

THEREFORE BE IT RESOLVED, that the Board of Education,

a) Accepts and approves the Comprehensive Annual Financial Report for the Fiscal Year ended June 30, 2020.

And,

b) Approves the Administrative Corrective Action Plan for the recommendations made by the Auditing firm of Lerch, Vinci and Higgins, LLP

And,

c) Approves the copies of the minutes of this meeting, the synopsis and Corrective Action Plan be filed with the New Jersey State Department of Education after said audit has been reviewed for accuracy and completeness by the Morris County New Jersey Department of Education office. *(On file in administrative offices)*

Motion; NR Second; LR 6 yes, 0 no

9. **Approve** the Eagle Scout Project of Ryan Carrell, a Hanover Park Gr. 9 student and Life Scout from Madison - Troop 7, the creation and installation of an outdoor classroom at the Brooklake Elementary School, at no expense to the Board of Education. (On file in administrative office)
Motion; NR Second; LR 6 yes, 0 no
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 effective March 29, 2021.
Motion; NR Second; LR 6 yes, 0 no
11. **Approve** authorization for the School Business Administrator to return the donation of theatrical lighting and equipment to the Jerry Gibson Theater as part State Project#1530-030-19-3000 /Local Project Contract#21 Renovation of Auditorium Seating, Lighting and Audio at Ridgedale Middle School.
Motion; NR Second; LR 6 yes, 0 no

FACILITIES

TRANSPORTATION

K. OLD BUSINESS/NEW BUSINESS: Ms. Steffen congratulated Ms. Casale on her retirement; sharing well wishes and highlights of Ms. Casale’s dedication to the district.

L. CORRESPONDENCE/COMMUNICATIONS:

M. ADJOURNMENT

Ms. Rozek motioned to adjourn the meeting at 8:05 p.m. The motion was seconded by Mr. Perillo and passed unanimously.

Respectfully submitted,



John Csatlos
Business Administrator/Board Secretary