

FLORHAM PARK BOARD OF EDUCATION
Regular Public Meeting, July 23, 2018
Ridgedale Middle School Board Conference Room
67-71 Ridgedale Avenue

MINUTES

(Formal action will be taken on the following)

Executive Session 6:30pm
Public Session 7:00pm

Mission Statement: The Florham Park Schools are committed to the achievement of individual academic excellence through high quality teaching, learning and community involvement. This results in students being well prepared to meet future educational challenges and to contribute to society. They will achieve these goals in accordance and alignment with the New Jersey Student Learning Standards, which guide our academic instruction.

Assistance for persons with disabilities for the purpose of attending this or any other district meeting/function can be obtained by contacting the Board Secretary's office at 973-822-3880 (x1005).

2017-2018 Board Goals

- 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.
- Monitor the effectiveness of our instructional programs based on student achievement data.
- To fortify and strengthen the unification of the Board team with a focus on individual and Board training.
- To assist in developing an engaged, connected, and growing environment within the community of local organizations and businesses.

2017-2018 District Goals

- To create a learning environment that maximizes student access to 21st Century Tools.
- Conduct a comprehensive program review for mathematics grades 5-8.
- Improve community relations and communications by providing community forums and exchanges that will effectively allow for parent/community input, provide accurate and timely information about our schools and programs and further foster ownership by the community of our schools.
- Continue to focus on English Language Arts and Reader's/Writer's workshop for all students. Ensure that teachers are being trained on all aspects of the workshop model partnering with Teacher's College of Columbia University.

A. CALL TO ORDER:

B. ROLL CALL:

BOARD MEMBER	PRESENT	ABSENT
Ms. Crimi (Fabienne)	X	
Ms. Cali (Yvonne)	X	
Ms. Rozek(Linda)	X	
Mr. Shanley (Skip)	X	
Ms. Heinold (Kristina)	X	
Ms. Thomas (Alita)	X	
Mr. Ritrivi (Nicholas)	X	

C. EXECUTIVE SESSION:

WHEREAS, the Florham Park Board of Education seeks to adjourn to Executive Session in full compliance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq.: and

WHEREAS, the Open Public Meetings Act provides that a public body may exclude the public from that portion of the meeting at which it discusses matters pertaining to personnel, negotiations, and /or current and potential litigation; now

BE IT RESOLVED, that the Florham Park Board of Education adjourns to Executive Session; and

BE IT FURTHER RESOLVED, that the minutes of the discussion of any of these items will be disclosed to the public when matters have been determined and confidentiality is no longer applicable.

Motion; AT Second; FC 7 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 7:04p.m. Said motion was seconded by Ms. Crimi.

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.

Mr. Ritrivi welcomed everyone and noted that the Board meeting was moved to the art room this evening due to the electric service change over as part of the RMS 52 wing capital project.

G. SUPERINTENDENT'S REPORT - Dr. Varley reported the following;

- Drill Report
- Board Goals: Special Meeting-August 22, 2018 with NJSBA Ms. Peterson.
- Briarwood SCIP Committee Report - presented by Ms. Janice Fried, speech service provider. The report outlined the many programs that are incorporated into the year at Briarwood dealing with the climate and culture of the school. Some of those highlighted were Briarwood Buddies, Briarwood Bucket Fillers, Friendship Grows Here to name a few. Ms. Glaab thanked the PTA for their support of the programs and the donation of "cool down" kits.

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.) There were no comments at this time.

I. COMMITTEE REPORTS

Policy- Ms. Thomas reported on the meeting of 7/16, highlighting tonight's agenda items.

Personnel- Ms. Thomas reported the committee also met on 7/16. The agenda items were reviewed.

Finance/Facility- Mr. Ritrivi reported the committee met on 7/16. All agenda items were discussed as well as the need to secure a demographic study which will be commissioned by next meeting, resulting from a meeting with the borough council on planned development. This study will push back any proposed referendum for March 2019 to a later date based on the results. The committee received status reports on all summer projects from Mr. Infantolino. Mr. Ritrivi mentioned the board may be taking the responsibility for a school lunch program over by Sept. of 2019.

Transportation - Ms. Crimi stated the committee met on 7/16. The committee discussed the agenda items as well as a school bus accident on 7/16.

H.P.R.H.S Articulation- Ms. Crimi reported the high school board does not meet in the summer months.

Teacher Administrator Board- No report.

Project Community Pride- Ms. Rozek reported out on the FY2018 program service report as well as the recent certification program on Adult Mental Health First Aid.

Borough Liaison- Mr. Shanley stated he did not attend the last meeting as it conflicted with the Board's meeting.

J. RESOLUTIONS:

POLICY

Upon recommendation of the Superintendent, move to:

1. **Approve** the minutes of the June 25, 2018 Regular Board Meeting.

Motion; AT Second; NR 7 yes, 0 no

2. **Approve** the minutes of the June 25, 2018 Regular Board Meeting Executive Session.

Motion; AT Second; NR 7 yes, 0 no

3. **Approve** the minutes of the June 14, 2018 Special Board Meeting.

Motion; AT Second; NR 7 yes, 0 no

4. **Approve** the minutes of the June 14, 2018 Special Board Meeting Executive Session.

Motion; AT Second; NR 7 yes, 0 no

5. **Approve** the minutes of the July 16, 2018 Curriculum Work Session Meeting.

Motion; AT Second; NR 7 yes, 0 no

6. **Approve** the following fundraisers for the 2018-2019 school year:

Fundraiser	School	Organization/Staff Member	Dates
Coupon Books Sale	RMS	8th Grade Class of 2019	Fall 2018
Yankee Candle Sale	RMS	8th Grade Class of 2019	Sept. - Oct. 2018
Yankee Candle Sale	RMS	8th Grade Class of 2019	Feb. - April 2019
Lunch Bake Sale	RMS	8th Grade Class of 2019	Sept. 2018 - June 2019
Magnet Sale	RMS	8th Grade Class of 2019	Sept. 2018 - June 2019
Kidstuff Book	BWD / BKL	PTA - Valerie Huang	Sept. 21, 2018 - Oct. 7, 2018
Color Run	BWD / BKL	PTA - Valerie Huang	Sept. 21, 2018
Kick off Dance	RMS	PTA - Valerie Huang/Jenn Gossweiler	Sept. 28, 2018
Apparel Sale	RMS	Athletic Club - Joe LaValle	September - June
Plant Sale	RMS	Botany Club - Joe LaValle	September - June

Motion; AT Second; NR 7 yes, 0 no

7. **Approve** the first reading of the following Policy and Regulation:

Policy

- a. P5601 - School Clearance Following Crisis Policy
- b. P5350 - Student Suicide Prevention
- c. P8462 - Reporting Potentially Missing or Abused Children

Regulation

- d. R5350 - Student Suicide Prevention

Motion; AT Second; NR

7 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.
D	Hahn, Jeffery	Rescind	DIST	Summer Custodian			9.00/HR	11-000-262-100	7/4/18	7/4/18
D	Malec, Wayne	Rescind	DIST	Summer Custodian			9.00/HR	11-000-262-100	7/9/18	7/9/18
B	Paliano, Lauren	Resigned	BWD	Part Time Teacher / REG.001.OGT.01	.46	MA / 2	\$27,112.40	11-120-100-101	8/8/18	8/8/18
D	Rokes, Timothy	Rescind	DIST	Summer Custodian			9.00/HR	11-000-262-100	7/4/18	7/4/18
C	Wilcox, Jessica	Resigned	BWD	Staff Assistant / SED.999.CLA.01	1.00	Step 2	\$13,848.58	11-213-100-106	7/2/18	7/2/18

B. Leave of Absences:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
C	Bilis, Fallon	Maternity Leave Extension	DIST	Exec. Asst. Super. / GAP.999.SEC.01	1.00	Per Contract	\$65,487.00	11-000-230-105	10/1/18	7/1/19
B	Klymko, Lindsay	Maternity Leave	RMS	Lang Arts/Literacy Gr. 5-8/REG.001.TLA.05	1.00	BA / 2	\$49,675.00	11-130-100-101	1/17/19	4/15/19

C. Substitutes:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
D	Buscarnera, Victoria	Appoint	DIST	Substitute Teacher	n/a	n/a	Per Contract	11-1XX	9/4/18	6/30/19

D. Transfer

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
B	LaValle, Joe	Transfer	RMS	Teacher/REG.001.TPE.02 to STEM/REG.001.TIA.01	1.00	MA/11	\$67,975.00	11-130-100-101	9/4/18	6/30/19

E. Additional Compensation

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
B	O'dell, Michelle	15 Yr. Longevity	RMS	Resource Teacher / SED.001.RRM.04	1	MA / 12	\$650.00	11-213-100-101	5/1/18	n/a
B	Kentner, Marian	20 Yr. Longevity	RMS	School Nurse / SSP.001.NRS.01	1	MA / 21	\$1,150.00	11-000-213-100	9/1/18	n/a

Discussion; Ms. Crimi stated that she will be abstaining from the Item D. She commented that she felt the search for that position should have been longer and more ranging for candidates. Mr. Shanley stated the importance of the recommended candidate achieving on his own a certification in woodworking.

Motion; AT Second; NR

6 yes, 0 no, 1 abstain(FC on D.)

2. **Approve** the completion of the following merit goals for the FY18 for the School Business Administrator. (On file in Administration Offices)

- a. Creating an Occupancy Agreement with an outside agency for before/aftercare services at a minimum fee of \$15,000.00/year. Establishing operational protocols for the oversight and accountability of said agency. Facilitate monthly meetings with district administration and agency representatives to ensure accountability. Investigate/observe other public school districts providing such service with in-house staff to determine viability for future years.

Motion; AT Second; NR 7 yes, 0 no

3. **Approve** the following contracts for the FY19. (On file in Administration Offices)

- A. Accounts Payable/Transportation Specialist
- B. District Technology Coordinator
- C. Executive Assistant to the School Business Administrator
- D. Executive Assistant to the Superintendent of Schools
- E. Supervisor of Buildings and Grounds
- F. Payroll/Benefits Specialist

Motion; AT Second; NR 7 yes, 0 no

4. **Be It Resolved**, that the board accepts and approved the contract to consult with Pepe-Ahern Associates LLC, regarding Special Education Program needs. Not to exceed \$10,000.00.

Motion; AT Second; NR 7 yes, 0 no

CURRICULUM

Upon recommendation of the Superintendent, move to:

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

Motion; SS Second; AT 7 yes, 0 no

2. **Be It Resolved**, that the board accepts and approved the district to use the LinkIt! Program for math & science benchmark assessments.

Motion; SS Second; AT 7 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
7/11/18	Capriglione, Lily	Mental Health First Aid Workshop - Madison YMCA	7/9/18
7/11/18	Csatlos, John	Mental Health First Aid Workshop - Madison YMCA	7/9/18
7/11/18	Rozek, Linda	Mental Health First Aid Workshop-Madison YMCA	7/9/18
8/07/18	Cali, Yvonne	Governance III Mandated Training-HP Becton Reg High School, East Rutherford, NJ \$100.00	7/18/18
8/07/18	Crimi, Fabienne	Governance III Mandated Training-HP Becton Reg High School, East Rutherford, NJ \$100.00	7/18/18

Motion; NR Second; YC 7 yes, 0 no

2. Approve the submission of the Fiscal Year 2019 IDEA Consolidated Grant with the following Allocations;

	<u>Florham Park</u>
IDEA Basic	\$200,665.00
IDEA PreSchool	\$ 8,646.00

Motion; NR Second; YC 7 yes, 0 no

3. Approve the submission of the Fiscal Year 2019 ESEA Consolidated Grant with the following Allocations;

	<u>Florham Park</u>	<u>NonPublic</u>
Title 1	\$24,540	\$0
Title 2A	\$12,013	\$694
Title 3	\$ 2,687	\$0
Title 3 Immigrant	\$ 2,149	\$0
Title 4	\$ 9,454	\$546

And Further Approve joining a consortium with the Madison Public School District as the LEA for budgeting and distribution of Title 3 and Title 3 Immigrant funding as required.

Motion; NR Second; YC 7 yes, 0 no

4. Approve the following purchases for the 2018/2019 school year through the Morris County Educational Services Commission Educational Data Services, Inc. Cooperative Purchasing Group.

Cascade School Supplies Inc.	Classroom Supplies	\$16,577.83
School Specialty/Essentials	Audio Visual Supplies	\$ 103.27
WB Mason	Copier Paper	\$ 2,438.67
Cascade School Supplies, Inc.	Fine Art Supplies	\$ 1,395.11
Blick Art Materials, LLC	Fine Art Supplies	\$ 1,900.46
School Specialty/Sax Arts Ed.	Fine Art Supplies	\$ 117.31
NASCO	Fine Art Supplies	\$ 46.39
National Art & School Supplies	Fine Art Supplies	\$ 46.14
Triarco Arts & Crafts, LLC	Fine Art Supplies	\$ 59.32
WB Mason	Fine Art Supplies	\$ 239.31
Henry Schein, Inc.	Health & Trainer Supplies	\$ 138.98
School Health Corp.	Health & Trainer Supplies	\$ 294.27
Interboro Packaging Corp.	Health & Trainer Supplies	\$ 202.99
EAI Education	Math Supplies	\$ 164.57
NASCO	Math Supplies	\$ 23.46
Staples Contract & Commercial	Office Supplies	\$ 1,129.59
Passon's Sports	Physical Ed. Supplies	\$ 437.41
School Specialty/Sportime	Physical Ed. Supplies	\$ 126.11
NASCO	Physical Ed. Supplies	\$ 191.88
NASCO	Special Needs Supplies	\$ 191.08
School Specialty/Abilitations	Special Needs Supplies	\$ 52.03
Cascade School Supplies	Teaching Aids	\$ 914.37
Kurtz Bros.	Teaching Aids	\$ 121.84
NASCO	Teaching Aids	\$ 29.66
Lakeshore Learning	Teaching Aids	\$ 376.10
Really Good Stuff	Teaching Aids	\$ 777.26
School Specialty/Childcraft	Teaching Aids	\$ 221.41
EAI Education	Teaching Aids	\$ 136.30
Becker's School Supplies	Teaching Aids	\$ 41.31
	TOTAL	\$ 28,494.43

Motion; NR Second; YC 7 yes, 0 no

5. Approve the following Out of District Tuition Contracts;

<u>Case#</u>	<u>Placement</u>	<u>ESY Amount</u>	<u>SY Amount</u>
18/19-005	Winston Prep	\$ 4,027.00	
18/19-006	Morris School District	\$ 8,807.00	\$63,409.00
18/19-007	ESC of Morris/Park Lake	\$ 3,925.00	\$63,950.00
18/19-008	ESC of Morris/Park Lake	\$ 3,925.00	\$63,950.00
18/19-009	Partnerships In Educ./ILA	\$12,000.00	\$66,000.00

Motion; NR Second; YC 7 yes, 0 no

Discussion; Mr. Shanley noted the financial impact individual special education placements can have on a smaller district and the ability to budget accordingly.

6. Approve the following grant allocation notices for FY 2018/19 Non Public School Funding:

	<u>Holy Family</u>	<u>Magic Kingdom</u>
Nursing	\$1,067	\$4,171
Security	\$ 825	\$3,225
Technology	\$ 396	\$1,548
Textbooks	\$ 587	\$2,296

Motion; NR Second; YC 7 yes, 0 no

7. Approve the disposal of two obsolete workstations, deemed to have no educational value within the STEAM curriculum at the Ridgedale Middle School in accordance with policy # 7300

Motion; NR Second; YC 7 yes, 0 no

FACILITIES

1. Approve the following facility requests:

Florham Park PTA-Color Run	BWD & BKL Outdoors	September 2018
Girl Scout Troop (Dirienzo)	BWD Teachers Lounge	September 2018-June 2019
Florham Park PTA General Meetings	RMS Media Center	September 2018-May 2019
Girl Scout Troop (Burmeister)	BWD Teachers Lounge	October 2018-June 2019
PTA Book Fair	BWD(K Hallway), BKL (Library), & RMS (Med Ctr)	Oct 15-19, 2019; Mar 4-8, 2019
PTA Dance	RMS Gym	September 28, 2018
Florham Park Swim Team	BWD Gym	July 25, 2018

Motion; NR Second; YC 7 yes, 0 no

2. Approve submitting the following Applications to the State of NJ Department of Education, County Morris for the 2018-2019 School Year.

Briarwood	Dual Use of Educational Space	Room 13	BSI/Office
Briarwood	Toilet Room Waiver	Room 6	Integrated PreSchool
Brooklake	Dual Use of Educational Space	Room 24	SGI/OT,PT
Ridgedale	Dual Use of Educational Space	Room 31	Media Center/SGI/SGI

Motion; NR Second; YC 7 yes, 0 no

3. Approve the hiring of volunteer staff in the custodial program for the purpose of removal and organization of classroom materials as part of the District's Junior Honor Society Program and fulfillment of the required community service hours.

Motion; NR Second; YC 7 yes, 0 no

Discussion; Ms. Heinold applauded the program and efforts of the district. The board agreed and made note the program will be permitted to include the entire 2019 school year.

TRANSPORTATION

1. Approve the following field trips:

School	Staff Member	Date	Trip Location	Class/Group
RMS	Joe LaValle	09/24/18	School Consortium of NJ Cross Country Frelinghuysen, 12:00 pm-3:00 pm	Grades 6, 7, 8
RMS	Joe LaValle	10/16/18	School Consortium of NJ Chess Tournament Central, 9:15 am-1:15 pm	6 Students
RMS	Joe LaValle	10/24/18	School Consortium of NJ Problem Solving - Morris Plains, 9:15 am-11:30 am	10 Students
RMS	Joe LaValle	11/13/18	School Consortium of NJ Choral Ensemble Oak Knoll, 9:15 am-12:00 pm	12-20 Students
RMS	Joe LaValle	12/11/18	School Consortium of NJ Spelling Bee Delbarton, 9:15 am-12:00 pm	4 Varsity, 4 JV
RMS	Joe LaValle	01/29/19	School Consortium of NJ General Knowledge Newark Academy, 9:15 am-2:00 pm	4 Varsity, 4 JV
RMS	Joe LaValle	02/13/19	School Consortium of NJ Volleyball Tournament Morris Plains, 9:15 am-12:00 pm	6 Students
RMS	Joe LaValle	02/26/19	School Consortium of NJ Forensics Morristown Beard, 9:15 am-12:15 pm	6 Students
RMS	Joe LaValle	03/28/19	School Consortium of NJ Science Experience, 9:45 am-11:15 am	9 Students +1 Teacher
RMS	Joe LaValle	04/04/19	School Consortium of NJ World Culture Day Morristown Beard, 8:45 am-1:00 pm	8 Students
RMS	Joe LaValle	05/02/19	School Consortium of NJ May Relay, 9:45 am-12:15 pm	6 Varsity, 6 JV

Motion; FC Second; NR 7 yes, 0 no

2. Approve the following Routes for the period ESY 2018:

- Route# 1A Academy 360 - Livingston
- Route# 2A PG Chambers - Cedar Knolls
- Route# 3B Morris School District
- Route# 3C Winston Prep. - Whippany
- Route# 3D Borough of Florham Park - Day Camp
- Route# 4 ESC of MC - Rockaway
- Route# 5 Academy 360 - Verona
- Route# 6 Borough of Florham Park - Teen Camp
- Route# ESY1, ESY 2 and ESY 3 - Florham Park Public Schools

Motion; FC Second; NR 7 yes, 0 no

K. OLD BUSINESS/NEW BUSINESS: Mr. Ritrivi reported that the negotiations with the FPEA have neared conclusion with an agreement imminent. Mr. Shanley commented one area of a proposed referendum and the current use of window type ac units in many districts, especially East Hanover. Ms. Crimi noted her support for afterschool yoga class. Mr. Shanley noted the incredible assistance of student peers during the Brooklake Drama at Ridgedale Middle School. Ms. Heinold reverting back to the SCIP presentation thanked Ms. Glaab and Ms. Fried and looks forward to more buddy type programs. Ms. Rozek gave a status report on the creation and activities of the Florham Park Education Foundation. Ms. Crimi noted the opportunity to purchase 3D printers from Village Photo.

L. CORRESPONDENCE/COMMUNICATIONS: Mr. Ritriv stated the Board received many letters of thanks from graduating students that he will share via email with the board.

M. PUBLIC COMMENT-OPEN: Councilman Zuckerman asked for the clarification on the merit goals achieved by the business administrator. Dr. Varley replied in detail. Ms. Psoni commented on the need to address the awkward/hazardous crossing at the Brooklake/Briarwood split entrance.

N. ADJOURNMENT

Ms. Thomas motioned to adjourn the meeting at 8:13 p.m. The motion received a second from Ms. Heinold and was approved by unanimous consent.

Respectfully submitted,



John Csatos
Business Administrator/Board Secretary