

FLORHAM PARK BOARD OF EDUCATION

Regular Public Meeting, December 18, 2023

Ridgedale Middle School

Ridgedale Auditorium

71 Ridgedale Ave

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).

A. CALL TO ORDER

B. ROLL CALL

| BOARD MEMBER | PRESENT | ABSENT |
|------------------------|----------------|---------------|
| Ms. Anello (Christina) | | |
| Mr. Miscia (John) | | |
| Ms. Cali (John) | | |
| Mr. Priore (Michael) | | |
| Ms. Sabatos (Stacey) | | |
| Ms. Heinold (Kristina) | | |
| Mr. Perillo (Brian) | | |

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of any of these items will be disclosed to the public when matters have been determined and confidentiality is no longer applicable.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:

1. Current Enrollment - 951
2. Drill Report
3. Suspension Report
4. Referendum/Facilities Update
5. District Happenings/Communication
 - o Morris County NJDOE Mid-Year Budget Review (12/7)
 - o Financial Audit Report 2022/23 SY
 - o Holiday Concerts
 - o QSAC - Model District
 - o BKL Peer Leaders Training (FDU)
 - o Bus Buddy Initiative (NJHS)
6. Brooklake Choir Performance
7. International Day of Persons with Disabilities
8. FPEF RMS Outdoor Classroom Grant Recipient (\$5,000) - Thank you!
9. Congratulations - 2023/24 Governor's Educator of the Year Recipients
 - o Briarwood Elementary School
 - Paige Scott (Teacher) & Jessica Fewer (Educational Services Professional)
 - o Brooklake Elementary School
 - Marissa Perlee (Teacher) & Angelina Frasso (Educational Svc Professional)
 - o Ridgedale Middle School
 - Vincent Putignano (Teacher) & Anna Crumm (Educational Services Professional)
10. Happy Holidays!

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 the 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

Curriculum

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 November 27, 2023 Regular Board Meeting.
Motion; Second; CA JM YC MP SS KH BP
2. **Approve** the minutes of the November 27, 2023 Regular Board Meeting Executive Session.
Motion; Second; CA JM YC MP SS KH BP
3. **Be It Resolved**, that the board accepts and approves the Superintendent's current to date (December 15, 2023) bullying report. *(On file in Administration Office)*
Motion; Second; CA JM YC MP SS KH BP
4. **Be It Resolved**, that the board affirms the Superintendent's (November 17, 2023) bullying report, *second notice. (On file in Administration Office)*
Motion; Second; CA JM YC MP SS KH BP
5. **Approve** the following events/fundraisers for the 2023-2024 school year;
(subject to changes pending circumstances and adjustments to local, state, federal health guidance)

| Event/Fundraiser | School | Organization/Staff Member | Dates |
|------------------|--------|---------------------------|-------|
| | | | |
| | | | |

Motion; Second; CA JM YC MP SS KH BP

6. **Approve** the 2024-2025 School calendar. *(On file in Administration Office)*
Motion; Second; CA JM YC MP SS KH BP
7. **Approve** the first reading of the following policies and regulations;
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Motion; Second; CA JM YC MP SS KH BP

8. Approve the second reading of the following policies and regulations;

Motion; Second; CA JM YC MP SS KH BP

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 | Compensation | GAAP Code | Eff. | Term. |
|------|--------------------|-----------------------------------|------|---|-----|---------------------------|------------------|-----------------------|----------|----------|
| C | Bassonlino, Andrew | FPEA Article IV.I.7 | DIST | Custodian/OMP.999.MNT.01 | 1 | N/A | \$1,000 | 30-000-400-100-RMS-02 | 12/19/23 | |
| C | Casaburi, Michael | FPEA Article IV.I.7 | BKL | Custodian/OMP.999.CUS.08 | 1 | N/A | \$1,000 | 30-000-400-100-RMS-02 | 12/19/23 | |
| C | Clar, Theodore | FPEA Article IV.I.7 | BWD | Custodian/OMP.999.CUS.03 | 1 | N/A | \$1,000 | 30-000-400-100-RMS-02 | 12/19/23 | |
| C | Duggan, James | FPEA Article IV.I.7 | RMS | Custodian/OMP.999.CUS.01 | 1 | N/A | \$1,000 | 30-000-400-100-RMS-02 | 12/19/23 | |
| C | Gigantino, David | FPEA Article IV.I.7 | BKL | Custodian/OMP.999.CUS.02 | 1 | N/A | \$1,000 | 30-000-400-100-RMS-02 | 12/19/23 | |
| C | Haynes, Alan | FPEA Article IV.I.7 | DIST | Custodian/OMP.999.CUS.10 | 1 | N/A | \$1,000 | 30-000-400-100-RMS-02 | 12/19/23 | |
| C | Haynes, Steven | FPEA Article IV.I.7 | DIST | Custodian/OMP.999.GRD.01 | 1 | N/A | \$1,000 | 30-000-400-100-RMS-02 | 12/19/23 | |
| B | Korab, Kelly | Additional Compensation | BKL | RRM Teacher/SED.001.RRM.18 | | Per contract 35*\$41.09 | \$123.27 | 11-213-100-10 | 11/13/23 | 11/30/23 |
| C | Larriega, Denis | FPEA Article IV.I.7 | RMS | Custodian/OMP.999.CUS.03 | 1 | N/A | \$1,000 | 30-000-400-100-RMS-02 | 12/19/23 | |
| C | Mangan, Thomas | FPEA Article IV.I.7 | BWD | Custodian/OMP.999.CUS.04 | 1 | N/A | \$1,000 | 30-000-400-100-RMS-02 | 12/19/23 | |
| B | Monka, Rachel | Room Change/ FPEA Article XIV.D.4 | DIST | Special Ed. Teacher/SED.001.RRM.02 | | Per contract 21*\$37.00 | \$777.00 | 11-213-100-101 | 8/09/23 | 10/30/23 |
| C | Moss, Kevin | Additional Compensation | DIST | P/T Computer/ NetworkTech. IIP.001.TEK.02 | | Per Contract \$49.69\$/hr | Up to 6 hrs./wk. | 11-000-252-100 | 1/01/24 | 3/31/24 |
| C | Srbijanovic, Anda | FPEA Article IV.I.7 | RMS | Custodian/OMP.999.CUS.07 | 1 | N/A | \$1,000 | 30-000-400-100-RMS-02 | 12/19/23 | |
| A | Steffner, Nicholas | FPAA Article VII.G (1of2) | RMS | Principal/SAP.001.PRI.03 | | N/A | \$2,500.00 | 11-403-100-100 | 12/19/23 | |

B. Appointments/Resignations/Retirements/RIFS:

| Code | Name | Action | Loc | Position/UPC | FTE | Degree/Step | Compensation | GAAP Code | Eff. | Term. |
|------|------|--------|-----|--------------|-----|-------------|--------------|-----------|------|-------|
| | | | | | | | | | | |

C. College Student Placements/Internships:

| Code | Name | Action | Loc | Position/UPC | FTE | Degree/Step | Compensation | GAAP Code | Eff. | Term. |
|------|--------------|----------------------|-----|---|-----|-------------|--------------|-----------|---------|---------|
| F | Bowdon, Jill | Clinical Observation | CST | Air Research/ Lindamood-Bell (J. Davis) | | | | | 1/31/24 | 3/31/24 |

D. Athletics/Co-Curricular Appointments/Revisions:

| Code | Name | Action | Loc | Position/UPC | FTE | Degree/Step | Compensation | GAAP Code | Eff. | Term. |
|------|------------------|-------------|-----|---|-----|------------------------------|--------------|----------------|----------|---------|
| E | Dalo, Rebecca | Appointment | RMS | Track and Field (2 positions @ 52.5 Hr's each) | | Per Contract 52.5*\$37.00 | \$1,942.00 | 11-402-100-101 | 09/01/23 | 6/30/24 |
| E | Fewer, Jessica | Rescind | BWD | Board Games & Puzzles (2@20hrs.) | | Per Contract 20*\$37.00 | \$740.00 | 11-401-100-101 | 09/01/23 | 6/30/24 |
| E | Monka, Rachel | Appointment | BWD | Board Games & Puzzles (2@20hrs.) | | Per Contract 20*\$37.00 | \$740.00 | 11-401-100-101 | 09/01/23 | 6/30/24 |
| E | Shelus, Kimberly | Rescind | RMS | Track and Field (2 positions @ 52.5 Hr's each) | | Per Contract 52.5*\$37.00 | \$1,942.00 | 11-402-100-101 | 09/01/23 | 6/30/24 |

E. Leave of Absence:

| Code | Name | Action | Loc | Position/UPC | FTE | Degree/ Step | Compensation | GAAP Code | Eff. | Term. |
|------|------|--------|-----|--------------|-----|-----------------|--------------|-----------|------|-------|
| | | | | | | | | | | |

F. Revisions:

| Code | Name | Action | Loc | Position/UPC | FTE | Degree/ Step | Compensation | GAAP Code | Eff. | Term. |
|------|-----------------|----------------------------|-----|--------------------------|------|--------------|--------------|----------------|---------|-------|
| B | Guarino, Amanda | Salary Guide Adjustment | BKL | Teacher / REG.001.K25.34 | 1.00 | MA/Step 5 | \$65,925.00 | 11-120-100-101 | 9/01/23 | |

G. Transfers;

| Code | Name | Action | Loc | Position/UPC | FTE | Degree/ Step | Compensation | GAAP Code | Eff. | Term. |
|------|------|--------|-----|--------------|-----|--------------|--------------|-----------|------|-------|
| | | | | | | | | | | |

Motion; Second; CA JM YC MP SS KH BP

CURRICULUM

1.

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Motion; Second; CA JM YC MP SS KH BP

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 are 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 | Employee Full Name | Notes to Administrator | Administrator Approval Date |
|--|---------------------|---|-----------------------------|
| 12/12/2023 | DAVIS, JACLYN | Climate and Culture PD, Virtual, - \$0 | November 19, 2023 |
| 12/19/2023 12/20/2023 12/21/2023 12/22/2023 | Mazzola, Jessica | Visualizing and Verbalizing, Virtual - \$0 | November 21, 2023 |
| 12/20/2023 | CRUMM, ANNA | ASCA Training, Virtual - \$99 | December 6, 2023 |
| 1/10/2024 | STILES, JAMES | MUJC Technology Meeting, New Providence, NJ - \$0 | November 27, 2023 |
| 1/11/2024 | Pasquale, Francesca | Climate and Culture PD, Virtual, - \$0 | November 29, 2023 |
| 1/22/2024 | REGAN, CYNTHIA | Motivation: Keeping it Up, Online - \$0 | November 29, 2023 |
| 1/29/2024 | ENDERLE, GINA | TC In district - \$0 | November 29, 2023 |
| 3/4/2024 | ALCURI, JILL | TC In district - \$0 | December 6, 2023 |
| 3/5/2024 | CROSETTO, KEVIN | TC In district - \$0 | November 20, 2023 |
| 3/5/2024 | ESTEVEZ, ERIN | TC In district - \$0 | November 20, 2023 |
| 3/5/2024 | RUSO, JAYME | TC In district - \$0 | November 20, 2023 |
| 3/5/2024 | STEIN, KAREN | TC In district - \$0 | November 20, 2023 |
| 3/13/2024 | ESPOSITO, NICHOLAS | NJA of Middle Level Educators Conf., Brookdale CC, Lincroft, NJ - \$125 | December 1, 2023 |
| 3/13/2024 | Steffner, Nicholas | NJA of Middle Level Educators Conf., Brookdale CC, Lincroft, NJ - \$125 | December 4, 2023 |
| 3/26/2024 | CROSETTO, KEVIN | TC In district - \$0 | November 20, 2023 |
| 3/26/2024 | ESTEVEZ, ERIN | TC In district - \$0 | November 20, 2023 |
| 3/26/2024 | RUSO, JAYME | TC In district - \$0 | November 20, 2023 |

| | | | |
|-----------|--------------|----------------------|-------------------|
| 3/26/2024 | STEIN, KAREN | TC In district - \$0 | November 20, 2023 |
|-----------|--------------|----------------------|-------------------|

Motion; Second; CA JM YC MP SS KH BP

2. **Approve** the bills list/check register submitted by the Business Administrator/Board Secretary to pay bills and claims through November 30, 2023 in the amount(s) of \$2,714,006.58.

Motion; Second; CA JM YC MP SS KH BP

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 2023. Business Administrator / Board Secretary

Treasurer's (A149) Report for the Month(s) of November 2023. Business Administrator / Board Secretary

Motion; Second; CA JM YC MP SS KH BP

4. **Approve** the Report of Transfers submitted by the Business Administrator/Board Secretary for November 30, 2023 in the amount of \$152,300.00.

Motion; Second; CA JM YC MP SS KH BP

5. **BE IT RESOLVED**, that the Florham Park Board of Education approves, that pursuant to NJAC 6A:23A16.10(c) 3 as of November 30, 2023 after reviewing the Business Administrators/Board Secretary's financial report, to the best of our knowledge no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of NJAC 6A:23A16.10(c) 3: and

BE IT FURTHER RESOLVED, that the Florham Park Board of Education certifies that pursuant to NJAC 6A:23A16.10(c) 4, that after review of the Board Secretary's and Treasure of School Monies monthly reports and advise of district officials, we have no reason to doubt that no major account of fund has been over-expended in violation of NJAC 6A:23A16.10 (b).

Motion; Second; CA JM YC MP SS KH BP

6. **Approve** an Interlocal Agreement with the Borough of Florham Park to provide Special Law Enforcement Officers (SLEO-3) for the 2024 Calendar Year at a cost not to exceed \$150,000.00. *(On file in Administration Office)*

Motion; Second; CA JM YC MP SS KH BP

7. **Approve** contracting with the 2023 NJDOH Directory of Sign Language Interpreters for the 2023-2024 school year. *(On file in Administration Office)*

Motion; Second; CA JM YC MP SS KH BP

8. **Approve** authorizing the School Business Administrator to advertise for bid(s) on the following 2019 School Referendum Projects;

State Approved Project #1530-030-19-3000 - Ridgedale Middle School

- Contract#18 Slate Roof Repairs
- Contract#25 Replacement of Emergency Generator
- Contract#27 Sitework Renovations

Motion; Second; CA JM YC MP SS KH BP

9. **Approve** authorizing the School Business Administrator to re-advertise for bid(s) on State Approved Project #1530-015-23-1000 Renovations Briarwood Elementary School.

Motion; Second; CA JM YC MP SS KH BP

10. **Approve** the Jersey Central Power & Light, A FirstEnergy Company Direct Install Program Installation Agreement for the "Replacement of Various Interior/Exterior Lighting Fixtures at Brooklake Elementary School" at a Project Cost of \$56,705.00 with grant program incentives totaling \$22,082.96 as determined after review by the Jersey Central Power & Light Company.

Motion; Second; CA JM YC MP SS KH BP

11. **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 Annual Comprehensive Financial Report for the fiscal year ended June 30, 2023, prepared by the firm of Lerch, Vinci & Bliss, 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 11, 2023, 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 December 18, 2023,

THEREFORE BE IT RESOLVED, that the Board of Education,

- a) **Accepts** and approves the Annual Comprehensive Financial Report for the Fiscal Year ended June 30, 2023.

And,

- b) **Approves** the Administrative Corrective Action Plan for the recommendations made by the Auditing firm of Lerch, Vinci and Bliss, 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 Administration Office*)

Motion; Second; CA JM YC MP SS KH BP

12. **Approve** accepting, with appreciation, a grant in the amount of \$5,000.00 from the Florham Park Education Foundation for the purpose of creating an “Outdoor Learning Environment” at Ridgedale Middle School.

Motion; Second; CA JM YC MP SS KH BP

13. **Approve** a revised contract with Mt. Lakes Board of Education for Mainstream Support Program Itinerant Services for an in-district student in the amount of \$540.00 for the remainder of the 23-24 SY effective November 1, 2023. *(On file in the administrative office.)*

Motion; Second; CA JM YC MP SS KH BP

FACILITIES

1. **Approve** the following facility requests:
(subject to changes pending circumstances and adjustments to local, state, federal health guidance)

| Control# | Organization | Category | Location | Date |
|-----------|---------------------------------|----------|----------------|-----------------|
| 2311-0003 | Morris Magic Basketball Tryouts | E | RMS Gym | February 2024 |
| 2309-0000 | PTA Open Meetings | B | RMS Auditorium | Jan - June 2024 |

Motion; Second; CA JM YC MP SS KH BP

TRANSPORTATION

1. **Approve** the following field trip requests:
(subject to changes pending circumstances and adjustments to local, state, federal health guidance)

| School | Staff Member | Date | Trip Location | Class/Group | Staff | Date |
|--------|---|---------|--|-------------|------------|----------|
| BKL | M. Lazorko, M. Zieja, F. Pasquale, D. Kaluzavich, R. Diaz, J. Travis, M. Spring | 5/30/24 | Little Red Schoolhouse, Florham Park, NJ | Gr. 4 | M. Lazorka | 11/20/23 |
| BWD | J. Raczynski, K. Pettersson, Chaperones | 3/13/24 | Genius Gems, Millburn, NJ | Gr. 1 | M. Dunbar | 11/30/23 |
| BWD | M. Dunbar, T. Bruno, V. Thompson, A. Scales, A. Thorpe | 3/15/24 | Genius Gems, Millburn, NJ | Gr. 1 | M. Dunbar | 11/30/23 |
| BWD | M. Dunbar, F. Rella & Chaperones | 3/20/24 | Genius Gems, Millburn, NJ | Gr. 1 | M. Dunbar | 11/30/23 |
| RMS | K. Stein, V. Putignano, J. Russo, E. Esteves, B. Karl, L. Eveland | 3/18/23 | JA: Financial City (3 Sections) | Gr. 8 | K. Stein | 11/30/23 |

Motion; Second; CA JM YC MP SS KH BP

K. OLD BUSINESS/NEW BUSINESS:

L. CORRESPONDENCE/COMMUNICATIONS:

M. ADJOURNMENT

Move to adjourn the meeting at ____p.m.