

**FLORHAM PARK BOARD OF EDUCATION**  
Regular Public Meeting, November 16, 2009  
Board of Education Conference Room  
67-71 Ridgedale Avenue

MINUTES  
6:30 p.m.

Mission Statement: We are committed to the achievement of individual academic excellence through high quality teaching, learning and community involvement, which results in students being well prepared to meet future educational challenges and to contribute to society.

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).

**SUNSHINE STATEMENT**

In accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., 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.

**CALL TO ORDER**

**FLAG SALUTE**

**ROLL CALL**

BOARD MEMBER	PRESENT	ABSENT
Mr. DeCoursey (Kevin)	X	
Mr. Gaffney (John)	X	
Mrs. Haynes (Marianne)	X	
Mrs. Michalowski (Linda)	X	
Mr. Montuore (Patrick)		X
Dr. Carollo (John)	X	

**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 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 required.

Mr. DeCoursey motioned to convene the Executive Session. Said motion was seconded by Mrs. Michalowski and carried by unanimous vote.

Motion was made by Mr. DeCoursey to adjourn the Executive Session and reconvene the Regular Meeting at 7:00 pm. Said motion was seconded by Mrs. Michalowski and passed by unanimous vote.

**In attendance:** District Administrators, a few members of the general public.

**SUPERINTENDENT’S REPORT** – Dr. Ronzitti reported on the following:

- Enrollment to date is 1,050 students.
- Two fire drills were conducted at all three schools in November 2009. A “shelter in place” drill was conducted at Briarwood and Ridgedale Middle School.
- Dr. Ronzitti reported that the Ridgedale Middle School Peer Leadership group held a luncheon with the local Senior Citizens group.
- Dr. Ronzitti gave a brief synopsis of events held at the annual New Jersey School Boards Association Conference. Mrs. Michalowski presented Dr. Carollo and the board with an award from the New Jersey School Boards Association Insurance Group. At the conference the district was recognized for their commitment and achievements in the area of safety in the workplace.
- Dr. Ronzitti gave a brief synopsis of the New Jersey Shade Tree Commission event he and Mr. Infantolino attended on behalf of the district. The district was recognized for the achievements in the area of environmental works, specifically the “One Day One School” Program.
- Dr. Ronzitti gave an update on consolidation. Nothing has been communicated to him since the last meeting and he would not speculate on how the recent gubernatorial election would affect the process.
- Dr. Ronzitti stated that Joanne Borin from New Jersey School Boards Association contacted him regarding the services offered by NJSBA.

- Dr. Ronzitti recognized Dr. Maricle for her recent charitable undertaking, specifically collecting holiday gift boxes for underprivileged children. Dr. Maricle thanked the administrative staff who made the event an overwhelming success.
- Dr. Ronzitti and Mr. Majeski thanked the students of Ridgedale Middle School and all the staff involved in raising money for the Lucas Scholarship Fund.

**PUBLIC COMMENT**

There were no comments from the public.

**COMMITTEE REPORTS**

Policy – Mr. Gaffney stated the committee has not met since the last board meeting.

Personnel – Mrs. Michalowski stated the committee has not met since the last board meeting.

Curriculum – Mr. DeCoursey stated that the committee met this evening to discuss approval of a new Gr. 6-8 Novel on the agenda this evening. The committee received an update on the new Ridgedale Middle School report card. The committee discussed preliminary information regarding a 1:1 middle school level laptop program obtained through a recent visit to Springfield Public School District by Dr. Ronzitti, Mr. Majeski and Mr. Christ. The committee reviewed a proposal from Total Training Solutions to provide various assessment and mentoring services paid through the ARRA/IDEA grant.

Finance and Facilities – Mr. Gaffney stated the committee had not met since the last meeting and will meet shortly after the new year to review the proposed 2010/11 school budget.

Transportation – Dr. Carollo stated the committee met on 10/21/09 to review the complaint and misconduct logs. The committee reviewed the current list of district vehicles and proposed the inclusion of two vehicles for the 2010/11 budget due to regulations which dictate the retirement of vehicles currently in the fleet. The committee reviewed the successful results of the recent semi-annual inspection of vehicles by the NJMVC.

Dr. Carollo read a prepared statement that will be submitted to the Florham Park Eagle thanking and recognizing the leadership and commitment of Mr. MacFarlane.

Mr. DeCoursey motioned to approve the resolutions on the agenda this evening by consent. Mr. Gaffney seconded the motion.

Motion: KD

Seconded: JG

5 yes, 0 no

**POLICY**

1. Approve the minutes of the October 19, 2009, Regular Board Meeting.  
(Doc. PL1)  
Motion; KD      Second; LM      5 yes, 0 no
2. Approve the minutes of the October 19, 2009 Executive Session.  
(Doc. PL2)  
Motion; KD      Second; LM      5 yes, 0 no
3. Approve the second reading of the following revised policies:  
5118 Non-residents  
Motion; KD      Second; LM      5 yes, 0 no

**PERSONNEL**

1. Approve the following substitute teacher for the 2009-2010 school year:  
Deborah Duff  
Donna Zdanowicz  
Motion; KD      Second; LM      5 yes, 0 no
2. Approve the following 2009-2010 student teaching assignments:

<u>Student / College</u>	<u>Purpose</u>	<u>Co-op Teacher</u>	<u>Dates</u>
Amy Klein Caldwell College	Observation	Margery Brunello Grade 4	10/09-11/09
Claire Dean Kean College	Student Teacher	Malcolm MacNaught Grades 3-5	1/10-3/10
Dennis Whelan Caldwell College	Student Teacher	Allison Conroy Grade 3	1/10-5/10
Nicole McKinley Kean College	Student Teacher	Jennifer Fellippello Grade 4	1/10-5/10
Anthony Nardone Farleigh Dickenson	Field Experience	Jeff Gruenwald Grades 6-8	2/1-2/26/10
Simone Thomas Farleigh Dickinson	Student Teacher	Kathleen Keenan Grade 1	1/25-5/7/10
Kara Pagan Farleigh Dickinson	Student Teacher	Michelle Phillips Grade 1	1/25-5/7/10

Motion; KD      Second; LM      5 yes, 0 no

3. Approve the following Co-curricular assignment for the 2009-2010 school year.

Jennifer Immerso      Brooklake School      Drama Club (45 hours)

Motion; KD      Second; LM      5 yes, 0 no

4. Approve the adjustment in salary of Frances Alvino, Grade 1 Teacher, Briarwood School from BA Step 14 (\$64,917) to BA + 30 Step 14 (\$69,151) effective 9/1/09.

Motion; KD      Second; LM      5 yes, 0 no

5. Approve the maternity leave of absence for Danielle Manger, Occupational Therapist, effective May 1, 2009-October 31, 2010, with pay (depending on availability of accrued personal and sick days), followed by a medical leave of absence without pay, consistent with the terms of the Family Medical Leave Act.

Motion; KD      Second; LM      5 yes, 0 no

**CURRICULUM**

1. Approve a fundraiser for, the production of Charlotte’s Web props, for the benefit of the Ridgedale Middle School drama club.

Motion; KD      Second; LM      5 yes, 0 no

2. Approve the novel “The Lightning Thief” by Rick Riordan to the RMS Textbook/Novel List.

Motion; KD      Second; LM      5 yes, 0 no

**FINANCE**

1. Authorize the Business Administrator/Board Secretary to pay bills and claims through October 31, 2009. (Doc. F1)

Invoices 10/1-10/31/09	\$ 481,545.45
Payroll 10/15/09	\$ 460,707.90
FICA 10/15/09	\$ 34,554.82
Payroll 10/30/09	\$ 455,734.85
FICA 10/30/09	<u>\$ 34,122.25</u>

TOTAL      \$1,466,665.27

Motion; KD      Second; LM      5 yes, 0 no

2. Accept the following District financial reports:

Board Secretary’s (A148) Report for the Month of October 2009.

Business Administrator/  
Board Secretary  
(Doc. F2)

Treasurer’s (A149) Report for the Month of October 2009.

Business Administrator /  
Board Secretary  
(Doc. F3)

Motion; KD      Second; LM      5 yes, 0 no

3. Approve the transfers for October 2009 in the amount of \$170,798.10.      (Doc. F4)

Motion; KD      Second; LM      5 yes, 0 no

4. 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 members’ 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.

	Name	Position	Description	Date(s)	Approx. Cost	Funding Source
<b>A</b>	Katie Ruppell	Teacher	Workshop	10/29/09	N/A	Local
<b>B</b>	Katie Ruppell	Teacher	Workshop	11/19, 11/20	N/A	Local
<b>C</b>	Susan Braden	Teacher	Conference	2/19/10	\$125	Local
<b>D</b>	Judith Christian	Administrative Assistant	Convention	11/5/09	N/A	Local
<b>E</b>	Rosa Rama	Teacher	Conference	12/10/09	\$45	Local
<b>F</b>	Anna Nowacki	Speech Teacher	Workshop	11/23/09	\$225	Local
<b>G</b>	Lorraine Casale	Administrative Assistant	Convention	11/5, 11/6	N/A	Local
<b>H</b>	Karen Cooley	Teacher	Workshop	10/29/09	N/A	Local
<b>I</b>	Susan Kravetz	Speech Teacher	Workshop	2/4/10	\$110.00	Local
<b>J</b>	Janice Vitiello	Teacher	Workshop	10/29, 11/19, 11/20, 12/1, 12/2	N/A	Local

<b>K</b>	Joseph Chiaravallo	Teacher	Workshop	10/29, 11/19, 11/20, 12/1, 12/2	N/A	Local
<b>L</b>	Mary McGovern	Teacher	Workshop	12/1/09	\$150	Local
<b>M</b>	Susan Kravetz	Speech Teacher	Workshop	2/4/10	\$110	Local
<b>N</b>	Susan Kravetz	Speech Teacher	Workshop	2/26/10	\$105	Local
<b>O</b>	Susan Kravetz	Speech Teacher	Workshop	12/1/09	\$110.00	Local
<b>P</b>	Susan Kravetz	Speech Teacher	Workshop	5/17/10	\$115	Local
<b>Q</b>	Cynthia Pappa	School Psychologist	Workshop	10/28/09	N/A	Local
<b>R</b>	Lisa VanWay	Teacher	Workshop	10/29/09	N/A	Local
<b>S</b>	Karen Ford	Counselor	Workshop	10/28/09	N/A	Local
<b>T</b>	Lisa DeFonte	Teacher	Workshop	12/11/09 & 1/26/10	N/A	Local

<b>U</b>	Lisa VanWay	Teacher	Workshop	11/19, 11/20, 12/1, 12/2, 3/17, 3/18	N/A	Local
<b>V</b>	Charles Murray	Teacher	Workshop	10/29, 11/19, 11/20, 12/1, 12/2, 3/17, 3/18	N/A	Local
<b>W</b>	Linda Laub	Teacher	Workshop	10/29, 11/19, 11/20	N/A	Local
<b>X</b>	Cheryl Sproul	Teacher	Workshop	12/8/09	\$199	Local
<b>Y</b>	Dr. Steve Caponegro	CST Director	Training	3/3/10	\$80	Local
<b>Z</b>	Beth Karl	Teacher	Workshop	12/10/09	N/A	Local
<b>AA</b>	Sondra Paulson	Teacher	Consortium	11/19/09	N/A	Local
<b>BB</b>	Linda Eveland	Teacher	Workshop	12/11/09	N/A	Local
<b>CC</b>	Cheryl Sproul	Teacher	Workshop	5/26/10	N/A	Local
<b>DD</b>	Dana Carsillo	Teacher	Workshop	5/26/10	N/A	Local
<b>EE</b>	Karen Ford	Counselor	Workshop	11/23/09	N/A	Local

Motion; KD      Second; LM      5 yes, 0 no

5. **BE IT RESOLVED**, that the Florham Park Board of Education certify, that as of October 31, 2009 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; KD      Second; LM      5 yes, 0 no

6. **BE IT RESOLVED**, that the Florham Park Board of Education accept the certification of the Business Administrator/Board Secretary that as of October 31, 2009, pursuant to N.J.A.C. 6:20-2A.10(d), no budgetary line item has been over-expended in violation of N.J.A.C. 6:20-2.10(b).

Motion; KD      Second; LM      5 yes, 0 no

- 7. Accept the donation of an RCA 26"television to the Florham Park Schools from Dr. Steven Caponegro, for the use in the Briarwood School Special Education Program.

Motion; KD      Second; LM      5 yes, 0 no

- 8. **WHEREAS**, the state of New Jersey, Department of Education permits the appropriation of reserved, undesignated 2008-2009 Extraordinary Aid and NP Transportation Aid, and

**WHEREAS**, the board approved Comprehensive Annual Financial Report for the period ending June 30, 2009 indicated such funding in the amount of \$16,332.00 and \$13,793.00 respectively,

**NOW THEREFORE BE IT RESOLVED**, that the Florham Park Board of Education approve the appropriation of said funding to the 2009-2010 budget, specifically \$29,628.66 12-000-400-721 and \$496.34 12-000-260-730.

Motion; KD      Second; LM      5 yes, 0 no

- 9. Approve the following office and student furniture on State Contract as follows:

Nickerson NJ Inc	#T1219/A67813	11-190-100-610-RMS	\$2,086.38
Haworth	#T0408/A69979	11-000-230-610	\$4,467.24

Motion; KD      Second; LM      5 yes, 0 no

- 10. Accept a donation from the Balantree Greens Condominium Association for use in the district's library/media program in the amount of \$100.00.

Motion; KD      Second; LM      5 yes, 0 no

- 11. Approve contracting with Total Training Solutions to conduct various activities (needs assessment, skill training for teachers, curriculum integration, coaching and mentoring) of a cost not to exceed \$12,000 fund by ARRA/IDEA grant monies.

Motion; KD      Second; LM      5 yes, 0 no



**FACILITIES**

1. Approve the following facility requests:

a. Daisy Troop 4236	BWD Teacher's Lounge	11/09-06/10
b. Girl Scouts	BWD Teacher's Lounge	11/09-06/10
c. Florham Park Jaycees	RMS FrontLawn/Gym	Oct. 31, 2009
d. Senior Citizen Meetings	RMS Board Conference	Nov 09-Feb 10
e. Florham Park PTA	RMS Auditorium	Jan. 2010

Motion; KD      Second; LM      5 yes, 0 no

**TRANSPORTATION**

1. Approve the scheduling of the field trip for Ridgedale Middle School, Drama Club to Runnell's Specialized Hospital & Brighton Gardens, Berkley Heights & Florham Park, NJ.

Motion; KD      Second; LM      5 yes, 0 no

2. Approve the scheduling of the field trip for Brooklake Elementary School, grade 5 to the Liberty Science Center, NJ.

Motion; KD      Second; LM      5 yes, 0 no

3. Approve the scheduling of the field trip for Brooklake Elementary School, grade 5 to the Bronx Zoo, Bronx, NY.

Motion; KD      Second; LM      5 yes, 0 no

**OLD BUSINESS** - No old business was presented.

**NEW BUSINESS** – Dr. Carollo stated that subsequent to the last board meeting an advertisement and posting was made to solicit interested candidates for the open board of education position vacated by Mr. MacFarlane. Two letters of interest were received and the two candidates are in attendance this evening to be interviewed. The format will provide for an opening statement by each candidate, questions from the board and a closing statement from the candidate. Mrs. Green and Mrs. DeLuca were interviewed. Dr. Carollo stated the board would deliberate this evening and a decision would not be made this evening but at a special meeting after the Thanksgiving break.

**COMMUNICATIONS** - There were no communications received.

Mr. Gaffney motioned to convene a second executive session. Mrs. Michalowski seconded the motion.

Motion; JG

Second; LM

5 yes, 0 no

Motion was made by Mr. Gaffney to adjourn the Executive Session and reconvene the Regular Meeting at 9:04 pm. Said motion was seconded by Mrs. Michalowski and passed by unanimous vote.

Motion by Mrs. Michalowski and seconded by Mr. Gaffney to adjourn the November 16, 2009 meeting of the Florham Park Board of Education at 9:05 pm.

Motion: LM

Seconded: JG

5 yes, 0 no

Respectfully Submitted,

Mr. John Csatlos  
Business Administrator/Board Secretary