

FLORHAM PARK BOARD OF EDUCATION
Regular Public Meeting, December 21, 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	

Oath of Office Newly Appointed Board Member – Mr. Csatos administered the Oath of Office to the newly appointed Board Member, Mrs. Gina DeLuca.

Distribution on NJSBA’s Code of Ethics to Board Member – Mr. Csatos distributed the NJSBA’s Code of Ethics to the newly appointed Board Member, Mrs. Gina DeLuca.

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

Motion was made by Mr. Montuore to adjourn the Executive Session and reconvene the Regular Meeting at 7:08 pm. Said motion was seconded by Mrs. Haynes 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 1,048 students.
- Two fire drills were conducted at all three schools in December 2009. A “shelter in place” drill was conducted at Ridgedale Middle School and Brooklake School. A code orange lockdown drill was completed at Briarwood School.
- Dr. Ronzitti presented a display that was created by the students at the Briarwood School and used as a backdrop for the winter concert. Dr. Maricle gave a brief description of the art work. Dr. Ronzitti commented that the winter concert was extraordinary.
- Dr. Ronzitti thanked the custodial/maintenance staff and praised their dedicated work ethic evidenced by the safe and immaculate grounds after the winter storm this weekend. Many districts in the area needed additional time in order to open this morning.

- Dr. Ronzitti reported that recent articles and information discussed at his association meetings indicate that districts should be anticipating reductions to State Education Aid this year and in preparation for the 2010/2011 budget.
- Dr. Ronzitti gave an update on consolidation. Dr. Serafino, County Executive Superintendent recently announced that funding is not available to conduct feasibility studies on the two districts she recommended to the State. Furthermore, there are indications that Governor elect Christie may not support this measure over shared services.

PUBLIC COMMENT

There were no comments from the public.

COMMITTEE REPORTS

Policy – Mr. Gaffney stated the committee met this evening to discuss an evaluation tool for substitute teachers and revisions to two current policies.

Personnel – Mr. Montuore stated the committee has not met since the last board meeting.

Curriculum – Mr. DeCoursey stated that the committee met this evening to discuss the possibility for a new Language Arts series that is comprehensive and consistent throughout K-8th grade. The committee received a wonderful letter regarding the professionalism of Mr. Caponegro and his handling of a recent professional development workshop for teachers on “Project Read”. The committee reviewed a proposal submitted by Dr. Ronzitti to retain the services of Mrs. Sippe to create a new elementary school schedule to provide education efficiencies in the wake of recent news regarding an anticipated cut to public education funding. The committee reviewed testing AYP data for Ridgedale Middle School and also the proposed switch to a new assessment for Briarwood Elementary School.

Finance and Facilities – Mr. Gaffney stated the committee had not met since the last meeting.

Transportation – Mr. Montuore stated the committee had not met since the last board meeting.

POLICY

1. Approve the minutes of the November 16, 2009, Regular Board Meeting. (Doc. PL1)

Motion; JG Second; PM 6 yes, 0 no

2. Approve the minutes of the November 16, 2009 Executive Session. (Doc. PL2)

Motion; JG Second; PM 6 yes, 0 no

3. Approve the minutes of the November 30, 2009 Special Board Meeting
(Doc. PL3)

Motion; JG Second; PM 6 yes, 0 no

4. Approve the minutes of the November 30, 2009 Special Executive Session
(Doc. PL4)

Motion; JG Second; PM 6 yes, 0 no

5. Approve the minutes of the December 8, 2009 Special Board Meeting
(Doc. PL5)

Motion; JG Second; PM 5 yes, 0 no, 1 abstain(MH)

6. Approve the first reading of the following revised policies:

5113 Attendance, Absences, and Excuses
6142.13 HIV Prevention Education

Motion; JG Second; PM 6 yes, 0 no

PERSONNEL

A. Approve the following sub nurse for the 2009-2010 school year:

Regina Curcione

Motion; PM Second; KD

6 yes, 0 no

B. Approve the following substitutes for the 2009-2010 school year, pending criminal history background check and physical examination:

Kristen Albo (substitute bus aide)
Gloria McCarthy
Shannon DeCoursey
Kyle Murphy
Adina Faulkner

Motion; PM Second; JG

5 yes, 0 no, 1 abstain(KD)

C. Approve the following 2009-2010 student teaching positions:

<u>Student / College</u>	<u>Purpose</u>	<u>Co-op Teacher</u>	<u>Dates</u>
Edward Ryan FDU	Field Experience Grades 6-8	Camille Abdy	2/1-2/6
Christina Barrasso Kean University	Internship Districtwide	Steven Caponegro	1/11-6/18
Katherine Massa Kean University	Student Teaching Districtwide	Steven Caponegro	1/11-6/18
Jennifer Aragona Drew University	Student Teaching Grades 6-8	Jean Fitzmaurice	1/25-5/7
Ellen Stuart College of Saint Elizabeth	Student Teaching Grade 3	Cynthia Regan	1/19-5/7
Amy Manobianca College of Saint Elizabeth	Student Teaching Kindergarten	Mrs. Rotella	1/19-5/7/10
Melissa Jo Donlay Montclair State University	Practicum	Sondra Paulson	2/1 – 5/31/10

Motion; PM Second; KD

6 yes, 0 no

D. Approve the revised maternity leave of absence for Tara Felt, Media Specialist, Briarwood School, effective May 9, 2009-September 1, 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; PM Second; KD 6 yes, 0 no

E. Approve Cara Restaino to the position of Language Arts Literacy Teacher, Ridgedale Middle School, at an annual salary of BA-Step 3 (\$47,404.00) effective February 10, 2010 for the remainder of the 2009-2010 school year.

Motion; PM Second; KD 6 yes, 0 no

F. Approve the maternity leave of absence for Laura Domingues, Science Teacher, Grade 8, Ridgedale Middle School, effective 3/27/10 to 9/1/10 with pay (depending on availability of accrued personal and sick days), followed by a medical leave of absence (maternity) without pay consistent with the terms of the Family Medical Leave Act.

Motion; PM Second; KD 6 yes, 0 no

G. Approve Beth Karl as Curriculum Council member effective January 3, 2010 with a stipend of \$2,000 for the remainder of the 2009-2010 school year.

Motion; PM Second; KD 6 yes, 0 no

H. Approve the following co-curricular assignment for the 2009-2010 school year:

Joy Elowsky	Ridgedale Middle School	Accompanist	80 hours
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Motion; PM Second; KD 6 yes, 0 no

CURRICULUM

A. Approve a contract with Dr. Rita M. Seipp for Administrative Professional Development at an amount not to exceed \$2,000.

Motion; KD Second; PM 6 yes, 0 no

FINANCE

- 1. Authorize the Business Administrator/Board Secretary to pay bills and claims through November 30, 2009.

(Doc. F1)

Invoices 11/1-11/30/09	\$ 649,064.89
Payroll 11/15/09	\$ 473,268.09
FICA 11/15/09	\$ 35,162.53
Payroll 11/30/09	\$ 461,687.87
FICA 11/30/09	<u>\$ 33,737.65</u>
 TOTAL	 <u>\$1,652,921.03</u>

Motion; JG Second; PM 6 yes, 0 no

- 2. Accept the following District financial reports:

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

Business Administrator/
Board Secretary
(Doc. F2)

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

Business Administrator /
Board Secretary
(Doc. F3)

Motion; JG Second; PM 6 yes, 0 no

- 3. Approve the transfers for November 2009 in the amount of \$50,603.35.

(Doc. F4)

Motion; JG Second; PM 6 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
A	Katie Ruppell	Teacher	Workshop	12/1;12/2;3/17;3/18	N/A	Local
B	Danielle Capizzi	Teacher	Workshop	11/30;12/1;12/2	N/A	Local
C	Linda Eveland	Teacher	Workshop	11/30;12/1;12/2	N/A	Local
D	Jeremy Serfozo	Teacher	Dress Rehearsal	12/7/09	N/A	Local
E	Karen Holota	Teacher	Workshop	1/28/10	\$199 +	Local
F	Lauren Krikorian	School Psychologist	Workshop	11/17/09	N/A	Local
G	Steven Caponegro	Director of Special Services	Workshop	11/17/09	N/A	Local
H	Shewa Hawkins	Districtwide Psychologist	Workshop	11/17/09	N/A	Local
I	Lauren Krikorian	School Psychologist	Workshop	3/3/10	\$80.00	Local
J	Christe Cirelli	Districtwide Therapist	Workshop	12/2/09	\$115.00	Local
K	Christe Cirelli	Districtwide Therapist	Workshop	12/9/09	\$115.00	Local
L	Michelle Phillips	Teacher	Workshop	1/13/10	N/A	Local
M	Susan Litvak	Teacher	Workshop	12/10/09	\$155.00	Local
N	Mary Visco	Teacher	Workshop	1/28/10	\$199.00	Local
O	Karen Holota	Teacher	Workshop	1/20/10	N/A	Local
P	Jennifer Gilligan	Teacher	Workshop	12/10/09	\$155.00	Local
Q	Karen Holota	Teacher	Workshop	1/21/09	N/A	Local
R	Lisa DeFonte	Teacher	Workshop	2/4 & 2/5	N/A	Local

Motion; JG

Second; PM

6 yes, 0 no

- 5. **BE IT RESOLVED**, that the Florham Park Board of Education certify, that as of November 30, 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; JG Second; PM 6 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 November 30, 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; JG Second; PM 6 yes, 0 no

- 7. Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district’s participation in the Special Education Medicare Initiative (SEMI) Program for 2009-2010, and

Whereas, the Florham Park Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 30 Medicaid eligible classified students,

Now Therefore Be It Resolved, that the Florham Park Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Morris an appropriate waiver of the requirements under NJAC 6A:23A-5.3 for the 2009-2010 school year.

Motion; JG Second; PM 6 yes, 0 no

- 8. Approve contracting with the ESC of Morris County to provide Personal Aide Services for the following out of district placement:

Case #221-38	Parklake School	\$25,200 (pro-rated)
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Motion; JG Second; PM 6 yes, 0 no

- 9. Approve Whitehouse Associates to provide professional development for the 2009-2010 school year, not to exceed \$3,600.

Motion; JG Second; PM 6 yes, 0 no

10. Approve the purchase of the following “used” items from Ncom Systems liquidation for instructional use.

	<u>Retail Value</u>	<u>Cost</u>
4- HP 4300 Printers	\$ 1,400	\$ 100
2- HP 4200 Printers	500	50
3- HP 4650 Printers	2,100	75
4- HP 4100TN Printers	916	100
8- Steel Case “Leap” Chairs	9,600	720
4- NEC 15” Monitors	240	40
25- Steel Case “Criterion” Chairs	<u>18,750</u>	<u>1,875</u>
	<u>\$33,506</u>	<u>\$2,960</u>

Motion; JG Second; PM 6 yes, 0 no

11. Approve the purchase of furniture for professional development workshops from Haworth c/o Office Scapes on state contract and lowest of four quotes obtained in the amount of \$5,103.75.

Motion; JG Second; PM 6 yes, 0 no

12. Approve the submission of a grant application to F.M. Kirby Foundation for the purpose of recreation/fitness/wellness at Ridgedale Middle School.

Motion; JG Second; PM 6 yes, 0 no

FACILITIES

1. Approve the following facility requests:

a. Boy Scouts	Briarwood AP	January, 2010
b. Arc/Morris	Brooklake School	Jan-Feb, 2010
c. Gril Scouts	Brooklake Teacher’s Lounge	Dec-June, 2010
d. Girl Scouts (Dance)	BWD Gym	February-2010
e. PTA Enrichment Winter Programs	Brooklake (Various Rooms)	Jan-March 2010
f. PTA Enrichment Winter Programs	Briarwood (Various Rooms)	Jan-March 2010
g. Cub Scouts	BWD RM1	December, 2010
h. Fairleigh Dickinson University	BKL (various rooms)	Jan-May, 2010
i. The Adult School Basketball	BKL Gym	July, 2010

Motion; JG Second; PM 6 yes, 0 no

TRANSPORTATION

1. Approve the scheduling of the field trip for Ridgedale Middle School, grade 8, to Washington, DC.
2. Approve the scheduling of the field trip for Ridgedale Middle School, grade 8, to Hanover Park High School, East Hanover, NJ.
3. Approve the scheduling of the field trip for Briarwood Elementary School, grade 2, to Ridgedale Middle School, Florham Park, NJ.
4. Approve the scheduling of the field trip for Brooklake Elementary School, grade 5, to Ridgedale Middle School, Florham Park, NJ.
5. Approve the scheduling of the field trip for Ridgedale Middle School, grades 6-8, to Delbarton, Morristown, NJ.
6. Approve the scheduling of the field trip for Ridgedale Middle School, grades 6-8, to Madison Plaza Lanes, Madison, NJ.
7. Approve the scheduling of the field trip for Ridgedale Middle School, grades 6-8, to The College of St. Elizabeth, Convent Station, NJ.
8. Approve the scheduling of the field trip for Ridgedale Middle School, grade 8, to NJ State House, Trenton, NJ.
9. Approve the scheduling of the field trip for Briarwood Elementary School, grade 1, to the Morristown Community Theatre, Morristown, NJ.
10. Approve the scheduling of the field trip for Brooklake Elementary School, grade 3, to the Morristown Community Theatre, Morristown, NJ.
11. Approve the scheduling of the field trip for Brooklake Elementary School, grade 5, to the Morristown Community Theatre, Morristown, NJ.
12. Approve the scheduling of the field trip for Brooklake Elementary School, grade 3, to Fosterfields Living Historical Farm.

Motion; JG

Second; PM

6 yes, 0 no

OLD BUSINESS

NEW BUSINESS

COMMUNICATIONS:

- Letter of Thanks & Appreciation – Dr. Carollo stated the district received communication from the NJ Excel program thanking the efforts and support of Lily Capriglione, Executive Secretary to the Business Administrator for her professionalism and support with their program.

Motion was made by Mr. DeCoursey to adjourn the public meeting and reconvene into Executive Session for the purpose of discussing negotiations. Dr. Carollo stated the board will not be taking any further action this evening. The motion was seconded by Mr. Gaffney and passed by unanimous vote.

Mrs. Haynes was excused for the remainder of the meeting.

Motion was made by Mr. DeCoursey to adjourn the Executive Session and reconvene the public meeting. The motion was seconded by Mr. Montuore and passed by unanimous vote.

Motion by Mr. DeCoursey and seconded by Mr. Montuore to adjourn the December 21, 2009 meeting of the Florham Park Board of Education at 9:32 pm.

Motion: KD

Seconded: PM

5 yes, 0 no

Respectfully Submitted,

Mr. John Csatlos
Business Administrator/Board Secretary