

**FLORHAM PARK BOARD OF EDUCATION**  
Regular Public Meeting, December 20, 2010  
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. They will achieve these goals in accordance and alignment with the New Jersey Core Content Curriculum 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).

**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**

<b>BOARD MEMBER</b>	<b>PRESENT</b>	<b>ABSENT</b>
Mrs. Tobias (Joanne)	X	
Mr. Gaffney (John)	X	
Mrs. Haynes (Marianne)	X	
Mrs. Michalowski (Linda)		X
Mr. Montuore (Patrick)		X
Dr. Carollo (John)	X	
Mr. DeCoursey (Kevin)		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. Gaffney motioned to convene the Executive Session. Said motion was seconded by Mrs. Haynes and carried by unanimous vote.

Motion was made by Mr. Gaffney to adjourn the Executive Session and reconvene the Regular Meeting at 7:12 pm. Said motion was seconded by Mrs. Haynes and passed by unanimous vote.

**In attendance:** District Administrators and members of the general public.

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

- Enrollment to date is 1,038 students.
- Fire drills were conducted as follows; BWD 10/8, 10/13; BLK 10/6, 10/13; RMS 10/7, 10/13.
- Evacuation/Storm Drill was conducted as follows; BWD 10/18.
- Shelter in Place drills were conducted as follows; BLK 10/18; RMS 10/27.
- Ridgedale Middle School conducted a “Code Orange” drill on 9/24/10.
- Dr. Ronzitti recognized Dr. Maricle and all welcomed her back to the district. Dr. Maricle is doing well.
- Dr. Ronzitti thanked Mr. Caponegro for the fine job he did filling in for Dr. Maricle during her extended absence.
- Dr. Ronzitti stated that the first marking period ended on 11/13/10.
- Dr. Ronzitti stated that parent/teacher conferences are being held this week on Monday, Tuesday and Wednesday.
- Dr. Ronzitti stated that Veterans’ Day was observed throughout the district last week.
- Dr. Ronzitti announced that the greenhouse at Ridgedale Middle School has been erected. Dr. Ronzitti thanked the Florham Park PTA for its’ generous donation.
- Dr. Ronzitti thanked the firm of O’Toole and Couch for its’ generous donation of \$300.00 to be used toward the district recycling program.
- Dr. Ronzitti reported that correspondence was received that the district has met the Annual Yearly Progress requirements of the No Child Left Behind Act.

Dr. Carollo recognized Councilman Boy, who previously contacted the board members and provided background on a proposed Borough Ordinance relating to public smoking. Mr. Boy thanked the board for an opportunity to speak this evening and reviewed the proposed ordinance and statistical data surrounding the issue.

**PUBLIC COMMENT** – (Petitioners who have requested to speak during the public comment portion of the meeting will be allotted three (3) minutes.)

There were no comments made by the public.

**COMMITTEE REPORTS**

Policy – Mr. Gaffney stated the committee did not meet since the last meeting.

Personnel – Dr. Carollo stated the committee did not meet since the last board meeting.

Curriculum – Mrs. Tobias stated that the committee met on 12/16/10. The committee discussed inclusion of pre-algebra in grades 7 and 8 for the 2011/12 school year. did not meet since the last board meeting.

Finance and Facilities – Mr. Gaffney stated the committee did not meet since the last board meeting.

Transportation – Mrs. Haynes stated the committee did not meet since the last board meeting.

H.P.R.H.S. Articulation – Mrs. Tobias stated that she attended the regular board meeting on 12/8/10. Testing scores were announced and Supt. Grossi stated a goal of to help raise the bar of achievement.

Mr. Gaffney motioned to approve the resolutions on the agenda this evening by consent. The motion was seconded by Mrs. Tobias.

Motion; JG Second; JT

4 yes, 0 no

**POLICY**

1. Approve the minutes of the November 15, 2010 Regular Board Meeting.

(Doc. PL1)

Motion; JG Second; MH

4 yes, 0 no

2. Approve the minutes of the November 15, 2010 Executive Session. (Doc. PL2)

Motion; JG Second; MH

4 yes, 0 no

**PERSONNEL**

1. Approve rescinding the creation of the following co-curricular positions for the 2010-2011 school year:

Chorus Advisor	RMS	20 hours
Chorus Advisor	BKL	20 hours

Motion; JG Second; MH 4 yes, 0 no

2. Approve rescinding the appointments of personnel for co-curricular positions for the 2010-2011 school year:

Chorus Advisor	RMS	Sondra Paulson
Chorus Advisor	BKL	Jeremy Serfozo

Motion; JG Second; MH 4 yes, 0 no

3. Approve the creation of the following co-curricular positions for the 2010-2011 School Year:

Jazz Band	RMS	30 hours
Chorus Advisor	BKL	25 hours

Motion; JG Second; MH 4 yes, 0 no

4. Approve the appointments of personnel for co-curricular positions for the 2010-2011 School Year:

Jazz Band	RMS	Sue Braden
Chorus Advisor	BKL/BWD	Jeremy Serfozo

Motion; JG Second; MH 4 yes, 0 no

5. Approve Caryl DeStefano as substitute Aide for the 2010-2011 School Year.

Motion; JG Second; MH 4 yes, 0 no

6. Approve Severine Forster for substitute teacher for the 2010-2011 School Year.

Motion; JG Second; MH 4 yes, 0 no

7. Approve Danielle Cohen for substitute teacher for the 2010-2011 School Year.

Motion; JG Second; MH 4 yes, 0 no

8. Approve Anthony Hopkins as sub custodian for the 2010-2011 School Year.

Motion; JG Second; MH 4 yes, 0 no

9. Approve the following 2010-2011 student teaching assignments:

<u>Student / College</u>	<u>Purpose</u>	<u>Co-op Teacher</u>	<u>Dates</u>
Kimberly Fliszar Fairleigh Dickinson Univ.	Student Teaching Grade 1	Mrs. Murray	1/24/11-5/6/11
Erin Leahy Fairleigh Dickinson Univ.	Internship Guidance Dept.	Karen Ford	1/3/11-June 2011

Motion; JG Second; MH 4 yes, 0 no

10. Approve the adjustment in salary of Danielle Manger, Occupational Therapist, Florham Park School District from BA + 30 Step 7 (\$57,756.00) to MA Step 7 (\$60,113.00) retro to 9/1/10.

Motion; JG Second; MH 4 yes, 0 no

11. Approve the revised maternity leave of absence for Shewa Hawkins, School Psychologist, Brooklake Elementary School, effective January 17, 2011-September 1, 2011, 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; JG Second; MH 4 yes, 0 no

12. Approve the following personnel for Curriculum Council members for the 2010-2011 school year:

Michaela Harris	RMS	\$4,000.00
Brian Silkensen	RMS	\$4,000.00
Michelle Phillips	BWD	\$4,000.00
Beth Karl	BKL	\$4,000.00
Summer Watkins	BKL	\$1,666.65

Motion; JG Second; MH 4 yes, 0 no

## **CURRICULUM**

1. Approve the settlement agreement reference #005966712-3 regarding educational placement of a student.

Motion; JG Second; MH 4 yes, 0 no

**FINANCE**

- 1. Authorize the Business Administrator/Board Secretary to pay bills and claims through October 31, 2010.

(Doc. F1)

Invoices 10/1-10/31/10	\$ 369,585.51
Payroll 10/15/10	\$ 445,055.49
FICA 10/15/10	\$ 32,904.70
Payroll 10/31/10	\$ 450,540.29
FICA 10/31/10	<u>\$ 33,061.54</u>

TOTAL	<u>\$1,331,147.53</u>
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Motion; JG Second; MH

4 yes, 0 no

- 2. Accept the following District financial reports:

Board Secretary's (A148) Report for the Month of October 2010

Business Administrator/  
Board Secretary  
(Doc. F2)

Treasurer's (A149) Report for the Month of October 2010.

Business Administrator /  
Board Secretary  
(Doc. F3)

Motion; JG Second; MH

4 yes, 0 no

- 3. Approve the transfers for October 2010 in the amount of \$28,882.58..

(Doc. F4)

Motion; JG Second; MH

4 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>	Karen Janes	Teacher	Workshop	11/30/10	\$3.00	Local
<b>B</b>	Beth Karl	Teacher	Workshop	12/10/10	N/A	Local
<b>C</b>	Sondra Paulson	Teacher	Convention	2/25/11	\$130.00	Local
<b>D</b>	Roberta Rountree	Teacher	Workshop	12/17/10	\$140.00	Local
<b>E</b>	Hilde Dyer	Librarian	Workshop	1/24/11	\$215.00	Local
<b>F</b>	Crystal Curry Thomas	Staff Assistant	Training	11/22/10	N/A	Local
<b>G</b>	JoAnne Tobias	Board Member	Federal Convention	2011	\$1,215.00	Local

Motion; JG Second; MH

4 yes, 0 no

5. **BE IT RESOLVED**, that the Florham Park Board of Education certify, that as of October 31, 2010 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; MH

4 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, 2010, 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; MH

4 yes, 0 no

7. Accept a donation from the Balantree Greens Condominium Association for use in the district’s “Library classroom supplies” in the amount of \$100.00.

Motion; JG Second; MH

4 yes, 0 no

8. Approve contracting with Sprint/Nextel for cellular/two way communication services under NJ State Contract #A64429.

Motion; JG Second; MH

4 yes, 0 no

9. **Whereas**, the Florham Park School District physical education curricular or co-curricular activities do not support a comprehensive gymnastics component and,

**Whereas**, the Florham Park School District desires to remove applicable mats for a comprehensive gymnastics program from the facilities, and,

**Whereas**, the Hanover Park Regional High School district has reported that such mats are applicable and of use in its gymnastics program,

**Now Therefore Be It Resolved**, the Florham Park Public School district approve the donation of gymnastics mats to the Hanover Park Regional High School district at no cost.

Motion; JG Second; MH

4 yes, 0 no

10. **Whereas**, proposals for the installation of an air conditioning units for the Ridgedale Middle School computer equipment closet were solicited and received on December 7, 2010 and,

**Whereas**, the proposals were opened and evaluated by LAN Associates and Mr. John Csatlos subsequently,

**Now Therefore Be It Resolved**, that the Florham Park Board of Education approve contracting with ACP Contracting, Fairfield, NJ in the amount of \$17,300.00 (based bid \$13,875 Alt#1 \$525.00 & Alt #2 \$2,900.00).

Motion; JG Second; MH

4 yes, 0 no

11. Approve the purchase and installation of a plow and harness from Shaw's Garage, Florham Park in the net amount of \$3,650.00 (\$4,650.00 less trade in \$1,000.00).

Motion; JG Second; MH

4 yes, 0 no

12. Approve the acceptance of the PTA donation for \$7,248.00 to purchase the Ridgedale Middle School Auditorium Curtains and \$534.95 to purchase New Pictures for the Ridgedale Middle School Hallways.

Motion; JG Second; MH

4 yes, 0 no

13. Approve in accordance with Board Policy, the following calendar for the development of the 2011/2012 budget.

Administrative Submission	1/12/11
Finance Committee Review	1/24/11
Finance Committee Review	2/7/11
Finance Committee Review	2/21/11
Preliminary Budget Submission	TBA
Quarterly Approved Proposed Budget	TBA

Motion; JG Second; MH 4 yes, 0 no

14. Approve the acceptance of a grant award from Novartis of \$7,690.00 for the applied purpose of purchasing the “Weather Bug” for the Florham Park School District.

Motion; JG Second; MH 4 yes, 0 no

15. Approve accepting the FY12 grant allocation in the amount of \$13,700.00 from New Jersey School Boards Association Insurance Group, as part of their 2012 Safety Grant Program, and subsequent application.

Motion; JG Second; MH 4 yes, 0 no

**FACILITIES**

1. Approve the following facility requests:

a. Starting Five Basketball	RMS/BKL Gym	Dec/Jan-2010
b. Florham Park PTA	RMS Auditorium	Jan. 12, 2011
c. Florham Park PTA	BKL Gym	Jan. 14, 2011
d. PTA Enrichment Program	Briarwood (various rooms)	Jan-March 2011
e. PTA Enrichment Program	Brooklake (various rooms)	Jan-March 2011
f. No Idea Sports	BWD AP	Jan-Feb 2011
g. Flor-Mad Baseball	BKL Gym	Jan-March 2011
h. Starting Five Basketball	BKL Gym	December 2010

Motion; JG Second; MH 4 yes, 0 no

**TRANSPORTATION**

1. Approve the scheduling of the field trip for Ridgedale Middle School to the State Theatre, New Brunswick, NJ.
2. Approve the scheduling of the field trip for Ridgedale Middle School to The Morristown Soup Kitchen, Morristown, NJ.
3. Approve the scheduling of the field trip for Brooklake Elementary School to Ridgedale Middle School, Florham Park, NJ.
4. Approve the scheduling of the field trip for Brooklake Elementary School to the Museum of Early Trades and Crafts, Madison, NJ.

Motion; JG Second; MH

4 yes, 0 no

**OLD BUSINESS**

**NEW BUSINESS** – Dr. Ronzitti thanked the administrators and staff for achieving “Annual Yearly Progress” under the No Child Left Behind Act.

**COMMUNICATIONS:**

Motion by Mr. Gaffney and seconded by Mrs. Haynes to adjourn the December 20, 2010 meeting of the Florham Park Board of Education at 7:45 pm.

Motion: PM

Seconded: JG

5 yes, 0 no

Respectfully Submitted,

Mr. John Csatos  
Business Administrator/Board Secretary