

**FLORHAM PARK BOARD OF EDUCATION**

Regular Public Meeting, July 20, 2015  
Administrative Office - Conference Room  
67-71 Ridgedale Avenue

**MINUTES**

(Formal action will be taken on the following)

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).

**A.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.

**B.CALL TO ORDER**

**C.FLAG SALUTE**

**D.ROLL CALL**

BOARD MEMBER	PRESENT	ABSENT
Mrs. Thomas (Alita)	X	
Mrs. Heinold (Kristina)	X	
Ms. Haynes (Marianne)	X	
Mrs. Michalowski (Linda)	X	
Mr. Gaffney (John)	X	
Dr. Carollo (John)	X	
Mr. DeCoursey (Kevin)	X	

In attendance; FPEA members, admisntrators, Councilman Zuckerman and general public.

Mr. DeCoursey motioned to convene an executive session to discuss labor relations. The motion received a second from Dr. Carollo.

Motion; KD      Second; JC      7 yes, 0 no

Motion by Mr. Gaffney to adjourn the Executive Session for the purposes of negotiations, legal issues, personnel issues and reconvene the Regular Meeting at 7:11 p.m. The motion received a second by Dr. Carollo.

Motion; JC      Second; JG      7 yes, 0 no

### **E. SUPERINTENDENT'S REPORT**

Dr. Varley reported on the following items;

- The enrollment to complete the school year ending 6/30/15 was 1004.
- There were three reports investigated in June 2015 and one rose to the level of HIB student on student bullying.
- The following security drills were conducted for the month of June:
  - BWD: Evacuation Drill 6/18/15, Fire Drill 6/17/15
  - BK: Shelter in Place 6/9/15, Fire Drill 6/18/15
  - RMS: Code Orange 6/16/15, Fire Drill 6/5/15

### **F. PUBLIC COMMENT**

Mrs. Shanley welcomed the new superintendent and asked if the new math series at the middle school will be reviewed for efficacy. Dr. Varley stated the district will monitor all programs for effectiveness. Mrs. Shanley suggested collaboration with E. Hanover Public Schools and Dr. Rubin to support continuity in programming to the high school. Dr. Varley stated that she is meeting with Mr. Rubin this week. Mr. Shanley asked if the district considers leasing technology and a BYOD program. Dr. Varley stated the procurement of technology in the district is being met through the budget and the option of BYOD will be discussed. Mr. Zuckerman wished to report to the Board that the Borough is in support of the New Horizons Camp Program and wished to see their program renewed for many years. The program has excellent supervision and accountability. Mr. Gruenwald revisited last month's statement regarding new hires compensation with relation to current members. Mr. DeCoursey stated the issue has been discussed and the union has legal channels if it feels grieved. Mr. Gruenwald made issue of merit pay afforded to administrators for goals achieved that involve teaching staff. Mr. DeCoursey stated that Mr. Gruenwald is invited to meet with Dr. Varley to discuss this issue. There were no further comments.

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

### **G. COMMITTEE REPORTS**

Policy- Dr. Carollo stated the committee met on 7/9 to discuss policies on the agenda this evening.

Curriculum- Mrs. Haynes stated the committee discussed 21<sup>st</sup> Century Science, G&T, Social Studies, World Language, IA/TEch

Personnel- Mrs. Thomas stated the committee met and discussed new hires as well as upcoming meeting with Charlene Peterson NJSBA Representative to set goals.

Finance/Facility- Mr. Gaffney stated the committee met on 7/9 to discuss year end financial status, upcoming annual audit, use of additional extraordinary aid, the new bid limits at QPA level, facility capital projects which are all on schedule(RMS doors and windows, HVAC, Brooklake doors and concrete landing, playgrounds). Parking lot issue is still under review for clarification on wetlands as well as viability, no movement foreseen during FY16.

Transportation – Mrs. Haynes reported the drivers appreciated moving forward on settlement of contract. New 24 passenger vehicle is due is funds become available.

H.P.R.H.S Articulation- Mrs. Haynes reported on athletic field status and the passing of long time educators Mr. Kurst and Mr. Muscavage.

Teacher Administrator Board- Mrs. Heinold stated the committee will meet in September.

Project Community Pride- Mrs. Thomas stated that two new counselors have been hired.

Director Diane Mann is looking to present at upcoming PTA general meeting.

Borough Liason- Mrs. Thomas reiterated comments on New Horizons Day Camp Program.

**H.RESOLUTION:**

**POLICY**

**Upon recommendation of the Superintendent, move to:**

- 1. Approve the minutes of the June 15, 2015 Regular Board Meeting.**

Motion; JC      Second; AT      7 yes, 0 no

- 2. Approve the minutes of the June 15, 2015 Regular Executive Session.**

Motion; JC      Second; AT      7 yes, 0 no

- 3. Approve the minutes of the June 30, 2015 Regular Board Meeting.**

Motion; JC      Second; AT      7 yes, 0 no

- 4. Approve the submission of Security Drill Statement of Assurance.**

Motion; JC      Second; AT      7 yes, 0 no

- 5. Approve the first reading of the following policies:**

5131              Conduct and Discipline  
1330              Use of School Facilities  
4119.26          Electronic Communication by School Staff

Motion; JC      Second; AT      7 yes, 0 no

- 6. Approve the first reading of the following bylaw:**

9322              Public and Executive Sessions

Motion; JC      Second; AT      7 yes, 0 no

- 7. Approve the Physician Standing Orders for the 2015-2016 SY.  
(On file in Administration Office)**

Motion; JC      Second; AT      7 yes, 0 no

**PERSONNEL**

Upon the recommendation of the Superintendent, move to;

**1. Approve the following Personnel Items;**

AGENDA DATE (DOH)	SORT CODE	NAME	ACTION	LOCATION CODE	POSITION/U/PC	FTE	DEGREE / STEP	SALARY	GAAP CODE	DATE EFFECTIVE	DATE OF TERMINATION
7/20/15	E	Foster, Robert	Additional compensation	RMS	Washington DC Trip		Non- contract	\$3,000.00	11-190-100-106	7/20/15	
7/20/15	B	Barnofsky, Allison	Rescind Appointment	RMS	L.R. Spec Ed / SED.001.LTS.08	1	MA/I	\$52,388.00	11-213-100-101	9/1/15	9/1/15
7/20/15	C	Gluckaman, Amandalyon	Resignation	BWD	Staff Assistant, SED.999.CLA.34	0.75			11-213-100-106	7/20/15	7/20/15
7/20/15	C	Mathews, Renee	Resignation	BWD	Staff Assistant / SED.999.CLA.15	0.75			11-213-100-106	7/20/15	7/20/15
7/20/15	B	Perles, Marissa	Add to 14/15 ESY sub teacher	DIST	per diem sub		Per contract			7/20/15	
7/20/15	B	McIntyre, Mary	Add to 14/15 ESY sub teacher	DIST	per diem sub		Per contract			7/20/15	
7/20/15	B	Tedesco, Wendy	Add to 14/15 ESY sub teacher	DIST	per diem sub		Per contract			7/20/15	
7/20/15	B	Stumpf, Jane	Appoint Adjustment	DIST	ESY Staff Assistant		Per contract	6.0 hrs/25 days		7/6/15	8/7/15
7/20/15	B	Canfield, Cara	Resignation	RMS	Teacher Grade 7 ELA/REG.001.TLA.05	1				7/20/15	7/20/15
7/20/15	C	Bamber, Jennifer	Appoint	BWD	Staff Assistant/SED.999.CLA.34	0.75	10	\$15,457.34	11-213-100-106	9/1/15	9/1/15
7/20/15	C	Hipkins, Brittany	Appoint	BWD	Staff Assistant/SED.999.CLA.15	0.75	3-5	\$12,768.71	11-213-100-106	9/1/15	9/1/15
7/20/15	C	Dantus, Amy	Appoint	BWD	Staff Assistant/SED.999.CLA.30	0.75	10	\$15,457.34	11-213-100-106	9/1/15	9/1/15
7/20/15	C	Haynes, Kim	Reassignment	BWD	Staff Assistant PM to Staff Assistant AM					9/1/15	9/1/15
7/20/15	B	Califani, Christine	Reassignment	BWD	From Teacher Grade 2/REG.001.K25.10 to Teacher BSI, G&T/SED.001.BSI.01				11-230-100-101	9/1/15	9/1/15
7/20/15	B	Gatti, Jessica	Appoint MLR (CS)	BWD	MLR Gr 2 / REG.001.LTS.06	1	BA / I	\$47,500.00	11-403-100-101	9/1/15	6/30/16
7/20/15	B	Anton, Daniela	Appoint MLR (MS)	BWD	MLR Gr 1 / REG.001.LTS.05	1	BA / I	\$47,500.00	11-120-100-101	9/1/15	6/30/16
7/20/15	C	Switek, Sarah	Appoint	BWD	Staff Assistant/SED.999.CLA.35	0.75	1	\$12,325.36	11-213-100-106	9/1/15	9/1/15
7/20/15	B	Finkelstein, Lindsay	Appoint	BWD	Teacher Grade 1/REG.001.K25.13	1	BA/2	\$48,400.00	11-120-100-101	9/1/15	9/1/15
7/20/15	B	Micone, Kacey	Appoint	BWD	Teacher Grade 2/REG.001.K25.10	1	MA/8	\$59,839.00	11-120-100-101	9/1/15	9/1/15
7/20/15	B	Forman, Michelle	Appoint	RMS	L.R. Spec Ed / SED.001.LTS.08	1	BA/3-4	\$49,315.00	11-213-100-101	9/1/15	9/1/15

Motion: AT Second: MH 7 Yes 0 No

2. **RESOLVED**, that upon the recommendation of the Superintendent, the Florham Park Board of Education approves John R. Csatos, Business Administrator/Board Secretary, effective July 1, 2015 through June 30, 2016 in accordance with the contract, approved by the Executive County Superintendent, and

**BE IT FURTHER RESOLVED**, that the Board President is authorized to execute the contract on behalf of the Board of Education.

Motion; AT      Second; MH      7 yes, 0 no

3. **WHEREAS**, the administration has been unable to fill the vacant position of Part Time Speech Therapist and Part Time BCBA Therapist,

**BE IT RESOLVED**, that the Florham Park Board of Education approve the posting for Speech Therapist – Full Time and renew the contract of The Data Group Inc. for BCBA Therapy and Program Consultation for the 2015/16 school year.

Motion; AT      Second; MH      7 yes, 0 no

### CURRICULUM

Upon recommendation of the Superintendent, move to:

1. **BE IT RESOLVED**, that the board accepts and approves the Superintendent's current to date bullying report.

Motion; MH      Second; LM      7 yes, 0 no

2. Approve the following out of district placements:

<u>Placement #</u>	<u>School</u>	<u>ESY15</u>	<u>Tuition</u> <u>SY16</u>
a. 15160003	Winston Prep	\$	\$58,000.00
b. 15160004	Morris School District	\$ 8,167.00	\$51,022.00
c. 15160005	Per Agreement		\$ 6,363.00

Motion; MH      Second; LM      7 yes, 0 no

3. Approve contracting with the Morris Union Jointure Commission to provide individual specialized speech therapy for student #557-38 for the period ESY15 and SY16 at the approved "members" rate of pay \$240/hr.

Motion; MH      Second; LM      7 yes, 0 no

**FINANCE**

**Upon recommendation of the Superintendent, move to:**

1. **Approve**, the following purchase(s) district wide for the 2015/16 school year as part of the ESC of Morris County Educational Data Consortium;
  - a. General Class Supplies Cascade \$22,888.43
  - b. Math Supplies EAI, NASCO \$ 107.55
  - c. Office Supplies Staples \$ 605.72
  - d. Copy Paper WB Mason \$ 4,759.36
  - e. Teaching Aids Really Good Stuff \$ 3,103.11
  - f. Fine Art Supplies NASCO \$ 588.68
  - g. Health Supplies Henry Shien, School Health, Medco \$ 1,506.24
  - h. Language Arts Teacher's discovery \$ 89.24
  - i. Library Supplies ACCO, DEMCO \$ 144.03
  - j. Phys. Education Passon's, School Specialty \$ 819.27
  - k. Technology Supplies Electronix, SATCO \$ 449.95

Note; All vendor documents on file in administration offices.

Motion; JG      Second; KH      7 yes, 0 no

2. **WHEREAS**, the Florham Park Public School District has requested and received proposals for various comprehensive property and liability insurance coverage provided by Arthur Gallagher/O'Gorman & Young, approved Broker of Record, and

**WHEREAS**, the proposals have been reviewed by the Broker of Record and the District Business Administrator,

**NOW THEREFORE BE IT RESOLVED**, that the Board of Education approve contracting with New Jersey School Insurance Group (NJSIG) and sub fund ERIC West for the fiscal year 2015 at a cost of \$223,405 (.47%) increase with a one year renewal for fiscal year 2017.

Motion; JG      Second; KH      7 yes, 0 no

3. **Approve** the following Nursing Service and Other Related Services contracts and rates for the fiscal year 2016;

Maxim Staffing Solutions	\$52.00/hr. RN	
Bayada Home Healthcare Inc.	\$55.50/hr. RN	\$45.50/hr. LPN
Emerald Healthcare Services Inc.	\$50.00/hr. RN	
Liberty Healthcare Services Inc.	\$55.00/hr. RN	\$45.00/hr. LPN

Motion; JG      Second; KH      7 yes, 0 no

4. **Approve** the acceptance of IDEA, NCLB, Non Public Textbook, Non Public Technology and Non Public Nursing 2015-2016 funds and submission of grant program applications where applicable.

	<u>Local</u>	<u>Non Public</u>	<u>Total</u>
IDEA Basic	\$219,191		\$219,191
IDEA Preschool	\$ 8,520		\$ 8,520
NCLB – Title 1	\$ 20,778		\$ 20,778
Title 2A	\$ 22,180	\$ 2,513	\$ 24,693
Title 3 Immigrant	\$ 6,842		\$ 6,842
NP Textbook	\$	\$ 6,224	\$ 6,224
NP Technology	\$	\$ 2,834	\$ 2,834
NP Nursing	\$	\$ 9,810	\$ 9,810

*(Applications on file in Administration Office)*

Motion; JG      Second; KH      7 yes, 0 no

5. **WHEREAS**, John Csatlós, School Business Administrator/Board Secretary possesses a qualified purchasing agent (QPA) certificate; and

**WHEREAS**, the Governor, in consultation with the State Treasurer and pursuant to N.J.S.A. 18A:18A-3 (b), on July 1, 2015 has increased the bid threshold amount for school districts with purchasing agents who possess qualified purchasing agent certificates, from \$36,000 to \$40,000;

**NOW, THEREFORE BE IT RESOLVED** that the Florham Park Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$40,000 for the board of education, and further authorizes John Csatlós School Business Administrator/Board Secretary to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

Motion; JG      Second; KH      7 yes, 0 no

6. **Approve** the acceptance of forming a 2015-2016 NCLB Title 3 Consortium Agreement with the Madison School District and the Hanover Park Regional High School.  
*(On file in Administration Office)*

Motion; JG      Second; KH      7 yes, 0 no

**7. 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.

	<u>Name</u>	<u>Position</u>	<u>Description</u>	<u>Date(s)</u>	<u>Approx. Cost</u>	<u>Funding Source</u>
A.	John Csatos	SBA	NJASBO/MCASBO Meetings	2 dates/month	\$200.00	Local
B.	John Csatos	SBA	Eric West	4 dates/year	\$200.00	Local
C.	John Csatos	SBA	MUJC Meetings	2 dates/year	\$50.00	Local
D.	Melissa Varley	Superintendent	County Meetings	1 date/month	\$200.00	Local
E.	Melissa Varley	Superintendent	MUJC	1 date/month	\$200.00	Local
F.	Philip Infantolino	Supervisor of Buildings and Grounds	NJSBA Convention	10/26/15-10/29/15	\$800.00	Local
G.	John Csatos	SBA	NJSBA Convention	10/26/15-10/29/15	\$800.00	Local
H.	Melissa Varley	Superintendent	NJSBA Convention	10/26/15-10/29/15	\$800.00	Local
I.	Steven Caponegro	Principal	NJSBA Convention	10/26/15-10/29/15	\$800.00	Local
J.	Kristina Heinold	Board Member	NJSBA Convention	10/26/15-10/29/15	\$800.00	Local
K.	Alita Thomas	Board Member	NJSBA Convention	10/26/15-10/29/15	\$800.00	Local

Motion; JG      Second; KH

7 yes, 0 no



**FACILITIES**

Upon recommendation of the Superintendent, move to:

**1. Approve the following facility requests:**

2015-2016- Facility Use-July Agenda			
01	Starting Five Basketball	RMS Gym	July 2015
02	Garden State Basketball	RMS Gym	July 2015
03	Morris Magic Basketball	RMS Gym	July 2015
04	Morris Magic Basketball	BKL Gym	July 2015

Motion; KH      Second; JG

7 yes, 0 no

**TRANSPORTATION:**

**I. CORRESPONDENCE/COMMUNICATIONS:**

- Trans Options-Solar Sprints – Mr. Csatos read letter of thanks.

**J. OLD BUSINESS/NEW BUSINESS :** Mr. DeCoursey read the following document into the minutes and made a motion for adoption.

***WHEREAS**, the School Ethics Act, N.J.S.A. 18A:12-21 et seq. was enacted by the New Jersey State Legislature to ensure and preserve public confidence in school board members and school administrators and to provide specific ethical standards to guide their conduct; and*

***WHEREAS**, questions have arisen regarding how a Board should invoke the Doctrine of Necessity when a quorum of a board of education has conflicts of interest on a matter required to be voted upon; and*

***WHEREAS**, the School Ethics Commission has provided some guidance in Public Advisory Opinion A03-98 (April 1, 1998), but finds that there is a need to repeat and clarify its opinion; and*

***WHEREAS**, the opinion set forth that, when it is necessary for a Board to invoke the Doctrine of Necessity, the Board should state publicly that it is doing so, the reason that such action is necessary and the specific nature of the conflicts of interest; and*

***WHEREAS**, in keeping with the Legislative purpose as set forth in N.J.S.A. 18A:12-22(a), the School Ethics Commission views public disclosure of conflicts of interest to be paramount when it is necessary to invoke the Doctrine of Necessity;*

***WHEREAS**, the State Department of Education promulgated N.J.A.C. 6A:23A-6.2, which also places standards and restrictions upon the ability of a board member to vote on a particular issue; and*

***WHEREAS**, the Board is required by law to vote to ratify the collective negotiations agreement with the Florham Park Education Association (“Association”); and*

**WHEREAS**, the Board Attorney has reviewed the State regulations and the advisory decisions of the Commission and has determined that four (4) board members of the total seven (7) members of the Board have conflicts that prohibit them from voting on the collective negotiations agreement with the Association; and

**WHEREAS**, the board member conflicts are as follows for in-district conflicts:

1. Board Member John Gaffney's spouse is employed as a teacher with the Millburn Board of Education and a member of the NJEA; and
2. Board member Marianne Haynes's son and daughter-in-law are employed by the Florham Park Board of Education and are members of the Association and the NJEA; and
3. Board Member Alita Thomas was publicly endorsed by the Association in her 2014 election to the Board and accepted campaign contributions from the Association President in support of her 2014 election to the Board; and
4. Board Member Kristina Heinold was publicly endorsed by the Association in her 2014 election to the Board and accepted campaign contributions from the Association President in support of her 2014 election to the Board; and

**WHEREAS**, the inability of the aforementioned board members to vote as a result of their conflict(s) will result in a lack of a quorum necessary to vote to ratify the collective negotiations agreement with the Association; and

**WHEREAS**, in order to vote to ratify the collective negotiations agreement with the Association, as required by law and contract, the Board desires to invoke the Doctrine of Necessity, in accordance with the procedures established by the School Ethics Commission.

**NOW THEREFORE BE IT RESOLVED** by the Florham Park Board of Education, County of Morris, State of New Jersey, as follows:

1. That the aforementioned members are prohibited from participating in voting to ratify the collective negotiations agreement with the Association; and
2. That the Board therefore invokes the Doctrine of Necessity in order to allow the full body of the Board to vote to ratify the collective negotiations agreement with the Association in accordance with State law; and
3. That this resolution shall be read at a regularly scheduled meeting of the Board and be posted on the Board's website for a minimum of thirty (30) days, as well as posted at other location(s) where the Board posts its public notices; and
4. That a copy of this resolution shall be forwarded to the School Ethics Commission.

*Discussion: No discussion*

Motion; KD      Second; LM

7 yes, 0 no

**K. 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 renewals, non-renewals and tenure, negotiations FPBOE/FPEA, 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; JC      Second; MH      7 yes, 0 no

Motion by Dr. Carollo to adjourn the Executive Session for the purposes of negotiations, legal issues, personnel issues and reconvene the Regular Meeting at 8:47 p.m. The motion received a second by Mr. Gaffney.

Motion; JC      Second; JG      7 yes, 0 no

**L. ADJOURNMENT**

Move to adjourn the meeting by Dr. Carollo at 8:49 p.m. The motion received a second by Mr. Gaffney.

Motion; JC      Second; JG      7 yes, 0 no

Respectfully submitted



John Csatlos  
Business Administrator/Board Secretary