

FLORHAM PARK BOARD OF EDUCATION

Regular Public Meeting, February 25, 2019

Ridgedale Middle School Auditorium

67-71 Ridgedale Avenue

MINUTES

(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).

2018-2019 Board Goals

- To fortify and strengthen the unification of the Board team with a focus on governance.
- Monitor the effectiveness of all of our instructional programs, including but not limited to Special Education, based on student achievement data.
- Ensure that all funds are used in an effective and efficient manner to achieve the Board and District goals and meet the long-range facilities and curricular needs.
- Support effective and transparent communication with the community to develop an engaged, connected community, and a growing environment of local organizations and businesses.

2018-2019 District Goals

- Increase achievement of all students in the district including those who are not meeting grade-level benchmarks. (Supports Strategic Plan Goal 1)
- Continue to provide for the emotional well being and support for our students. (Supports Strategic Plan Goal 1)
- To assist in developing an engaged and connected environment within the community. (Supports Strategic Plan Goal 4)
- To create a learning environment that maximizes student access to 21st Century Tools. (Supports Strategic Plan Goal 3)

A. CALL TO ORDER

B. ROLL CALL

BOARD MEMBER	PRESENT	ABSENT
Ms. Crimi (Fabienne)	X	
Ms. Cali (Yvonne)	X	
Ms. Rozek(Linda)	X	
Mr. Shanley (Skip)	X	
Ms. Heinold (Kristina)	X	
Ms. Thomas (Alita)		X
Mr. Ritrivi (Nicholas)	X	

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.

Motion; Second; FC YC LR SS KH AT NR

D. RECONVENE PUBLIC SESSION

Motion by Ms. Heinold to adjourn the Executive Session for the purposes of negotiations, legal issues, personnel issues and reconvene the Regular Meeting at 7:01p.m. Said motion was seconded by Ms. Cali.

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 - Dr. Varley reported the following:

- Enrollment as of the meeting date is 992 students.
- HIB Report - There were two incidents investigated and neither was found to be HIB.
- Drill Report - All required drills for the month have been completed and the district is in compliance.
- Ms. Jane Chonowski will be retiring at the end of this school year. She has completed 25 years of service and we all wish her well in her retirement.
- National Geography Bee Recognition - Dr. Varely introduced MR. Silkensen who provided a narrative of the program. Ms. Marissa Perlee and Ms. Beth Karl introduced the students receiving recognition and highlighted the school winners Brooklake School 1st Place = Anoushka Rajesh, 2nd Place = Julia Shrager, 3rd Place = Natasha Blumberg; Ridgedale Middle School - 1st Place = Mary Korab, 2nd Place = James Dwyer and 3rd Place = Ryan Rauschenberger
- Sustainable Living in Germany and Switzerland - Ms. Jayme Russo provided a presentation regarding a student/teacher trip she is leading in the summer of 2020.

H. PUBLIC COMMENT-AGENDA ITEMS

(Petitioners who have requested to speak during the public comment portion of the meeting will be allotted three (3) minutes.) There were no comments at this time.

I. COMMITTEE REPORTS

Policy- Ms. Cali reported on the meeting of February 18, 2019.

Personnel- Ms. Cali reported on the meeting of February 18, 2019.

Finance/Facility- Mr. Ritivi reported on the meeting of February 18, 2019. Mr. Ritivi also reported on the joint meeting with the Mayor at the Office of the Governor regarding equitable funding of schools and compliance with COAH regulations. Mr. Ritivi also provided a review of the first committee meeting on a proposed referendum. The second meeting will occur on Monday, March 4, 2019.

Transportation - Ms. Crimi reported on the meeting of February 18, 2019.

H.P.R.H.S Articulation- Ms. Crimi reported on summer Algebra offering, cancellation of administrator coffee meetings, the “Night for Nick” fundraising event and award winners for the Words/Write Event.

Teacher Administrator Board- No report.

Project Community Pride- Ms. Rozek reported that FPK residents currently make up 25% of current referrals. Dr. Varley added that parents were recently sent a “did you know” document about the program.

Borough Liaison- Mr. Shanley reported he was unable to attend the Borough budget hearing.

Councilman Zuckerman, in attendance, provided a brief narrative.

J. RESOLUTIONS

POLICY

Upon recommendation of the Superintendent, move to:

1. **Approve** the minutes of the January 28 , 2019 Regular Board Meeting.

Motion; YC Second; KH 6 yes, 0 no

2. **Approve** the minutes of the January 28 , 2019 Regular Board Meeting Executive Session.

Motion; YC Second; KH 6 yes, 0 no

3. **Approve** the minutes of the February 19, 2019 Curriculum Work Session Meeting.

Motion; YC Second; KH 6 yes, 0 no

4. **Approve** the following event/fundraisers for the 2018-2019 school year:

Fundraiser	School	Organization/Staff Member	Dates
Jump Rope for Heart	BKL	American Heart Association / Gilligan, Jennifer	4/10/19 - 4/25/19
Habit Burger Fundraiser	RMS	8th Grade Dance Committee / Jenn Casola/Sharon Treiber	3/15/19
Jump-A-Thon	BWD	American Heart Association / Susie Chapin	4/1/19 - 4/24/19

Motion; YC Second; KH 6 yes, 0 no

5. **Approve** the first reading of the following Policy:

- A. Policy 2415.06 - Unsafe School Choice Option
- B. Policy 2610 - Educational Program Evaluation
- C. Policy 5330.04 - Administering an Opioid Antidote
- D. Policy 5612 - Assaults on District Board of Education Members or Employees
- E. Policy 5613 - Removal of Students for Assaults with Weapons Offenses
- F. Policy 5756 - Transgender Students

Motion; YC Second; KH 6 yes, 0 no

6. **Approve** the first reading of the following Regulation:

- A. R2460.8 - Special Education - Free and Appropriate Public Education
- B. R5330.04 - Administering an Opioid Antidote
- C. R5530 - Substance Abuse
- D. R5611 - Removal Of Students for Firearms Offenses
- E. R5612 - Assaults on District Board of Education Members or Employees
- F. R5613 - Removal of Students for Assaults with Weapons Offenses

Motion; YC Second; KH 6 yes, 0 no

7. **Approve** the following job description for the FY19. (On file in Administration Offices)

- A. Director of Special Services Job Description
- B. Read Across Brooklake Job Description

Motion; YC Second; KH 6 yes, 0 no

PERSONNEL

1. Upon recommendation of the Superintendent, move to approve the following Personnel Items:

A. Appointments/Resignations

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
B	Chonowski, Jane	Retirement	BWD	Teacher / SED.001.RRM.07	1.00	MA / Step 21	\$95,460.00	11-213-100-101	6/30/19	6/30/19
B	Desai, Vishakha	Appointment	BKL	Gr. 4 Teacher / SED.001.RRM.03 (Replacing MD)	.70	BA / 1	\$51,605.00	11-213-100-101	9/3/19	11/3/19
C	Esposito, Cinthya	Resignation	RMS	Staff Assistant / SED.999.CLA.10	.75	Step 2	\$14,443.63	11-213-100-106	12/21/18	12/21/18
B	Letchinger, David	Appointment	BKL	Home Instructors	N/A	\$40 / hr	N/A	11-150-100-101	2/25/19	6/30/19
B	Zurbach, Alexis	Appointment	BKL	Gr. 3 Teacher / SED.001.RRM.10 (Replacing JD)	1.00	MA / Step 3	\$59,505.00	11-213-100-101	9/3/19	11/14/19

B. Leave of Absence

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
B	Bernstein, Cheryl	Family Illness Leave	BKL	Guidance / SSP.001.GUI.03	1.00	MA+30 / 18	\$87,110.00	11-000-218-104	2/11/19	2/14/19
B	Ocejo, Lauren	Maternity Leave	BWD	Teacher / SED.001.RRM.12	1.00	BA / 7	\$56,450.00	11-213-100-101	6/3/19	12/1/19
C	Pizzano, Judith	Medical Leave	BKL	Staff Assistant / SED.999.CLA.15	0.75	Step 9	\$17,193.51	11-213-100-106	2/19/19	3/12/19

C. College Student Placements:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
F	Colton, Lauren	Field Experience	BKL	FDU: Gr. 3 - (Alcuri)	N/A	N/A	N/A	N/A	4/1/19	5/10/19

D. Revisions

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
C	Costa, Kathleen	Appointment	BWD	Staff Assistant / SED.999.CLA.06	0.75	Step 1	\$14,010.86	11-000-217-100	2/19/19	6/30/19
C	Homyak, Wanda	Appointment	BWD	Staff Assistant / SED.999.CLA.35	0.75	Step 1	\$14,010.86	11-000-217-100	3/4/19	6/30/19

Motion; YC Second; KH

6 yes, 0 no

2. Approve the following positions for the 2019 Extended School Year Program (ESY19):

As performed annually, below is the proposal for Child Study Team Summer Hours 2019, as well as the Extended School Year 2019 Positions that will need to be budgeted, approved by the BOE, and posted. This proposal is based upon anticipated Child Study Team activities over the summer, as well as anticipated student enrollment in the Extended-School Year program.

Summer 2019 Child Study Team Positions

It is anticipated that the CST will require the following summer allotment to meet NJAC 6A:14 requirements and to coordinate and prepare for the 2019-2020 school year. These hours will be used as required for evaluations, IEP meetings, program evaluations, case management, and school and parent meetings, etc.

POSITION:

- A. LDT-C
- B. Psychologist
- C. Social Worker
- D. Speech-Language Therapist

TOTAL MAXIMUM HOURS:

- 60 hours
- 60 hours
- 30 hours
- 30 hours

- | | | |
|----|-----------------------------------|----------|
| E. | District Behaviorist | 15 hours |
| F. | Teacher(s) to attend IEP meetings | 30 hours |

Extended School Year 2019 Teacher and Staff Assistant Positions

In order to meet the needs of the students anticipated to qualify for the Extended School Year program through their IEP, it's anticipated that the staff positions will be needed. Hours are based upon a 25-day ESY program.

POSITION:	TOTAL MAXIMUM HOURS:
A. Teacher(s)	112.5 hours
B. Teacher(s)	75 hours
C. Staff Assistant(s)	138 hours (AM/PM bus for specified students)
D. Staff Assistant(s)	100 hours
E. Staff Assistant(s)	75 hours
F. Speech-Language Therapist(s)	110 hours
G. Speech-Language Therapist (OoD)	30 hours
H. Occupational Therapist	112.5 hours
I. Physical Therapist	40 hours
J. Nurse for 25 day	112.5 hours
K. Behaviorist	75 hours

Extended School Year 2019 Bus Aide Positions

In order to meet the transportation needs of the district's students who attend an Out-of-District Extended School Year program, it is anticipated that the following staff positions will need to be posted:

POSITION:	TOTAL MAXIMUM HOURS:
A. Bus Aides	180 hours (30 days up to 6.0 hours a day)

Anti-Bullying Coordinator/Guidance

In order to meet the needs of district HIB concerns.

POSITION:	TOTAL MAXIMUM HOURS:
B. Anti-Bullying Coordinator	50 hours

Discussion: Dr. Varley stated the program is comprised of the same hours as the previous year. Mr. Csatlós explained the purpose of seeking bus aides for the period as well.

Motion; YC Second; KH 6 yes, 0 no

CURRICULUM

Upon recommendation of the Superintendent, move to:

1. **Be It Resolved**, that the board accepts and approved the Superintendent's current to date bullying report.

Motion; SS Second; KH 6 yes, 0 no

2. **Be It Resolved**, that the board accepts and approved to pilot Do The Math Intervention program by Marilyn Burns.

Motion; SS Second; KH

6 yes, 0 no

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 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 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	Full Name	Notes to Administrator	Admin. Approval Date
5/15 - 5/17/2019	Varley, Melissa	NJASA/NJAPSA Spring Leadership Conference-Atlantic City, NJ-Est. \$700.00	02/04/2019
7/16 - 7/17/2019	Caponegro, Steve	NJPSA School Leadership Program- NJL2L Mentor Training, Monroe Township, \$75 Fees + Mileage	2/4/19
3/1/2019	Pompei, Lori	NJASA Women's Leadership-Westwood, NJ-\$60 Fees + Mileage	2/21/19
3/1/2019	Van Way, Lisa	NJASA Women's Leadership-Westwood, NJ-\$60 Fees + Mileage	2/21/19
3/1/2019	Codey, Erin	NJASA Women's Leadership-Westwood, NJ-\$60 Fees + Mileage	2/21/19
3/1/2019	Couto, Sonia	NJASA Women's Leadership-Westwood, NJ-\$60 Fees + Mileage	2/21/19
7/29 -7/31/019	Caponegro, Steve	Hobson's Summer Institute-Marco Island, Fl, Est. \$2,000.00	2/4/19

Motion; NR Second; KH

6 yes, 0 no

2. **Approve** the check register submitted by the Business Administrator/Board Secretary to pay bills and claims through January 31, 2019 in the amount(s) of \$2,644,910.04. *(On file in Administration Office)*

Motion; NR Second; KH

6 yes, 0 no

3. **Approve** the following District financial reports and submission to the Executive County Business Administrator. *(On file in Administration Office)*

Board Secretary's (A148) Report for the Month (s) of January 2019

Business Administrator / Board Secretary

Treasurer's (A149) Report for the Month(s) of January 2019

Business Administrator / Board Secretary

Motion; NR Second; KH

6 yes, 0 no

4. **Approve** the Report of Transfers submitted by the Business Administrator/Board Secretary for January 31, 2019 in the amount(s) of \$201,317.68. *(On file in Administration Office)*

Motion; NR Second; KH

6 yes, 0 no

One Bluebird 54 Passenger Bus Vin#1GDJT1C41J510093	\$10.00
One Bluebird 54 Passenger Bus Vin#1BABGCKA46F230846	\$10.00
One Bluebird 24 Passenger Bus Vin#1FDXE45P75HB13705	\$10.00

Motion; NR Second; KH 6 yes, 0 no

FACILITIES

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

Organization	Location	Date
Florham Park Police Jr. Academy	RMS (Various Rooms)	July 2019
Halo's For Angels	TBD	June-July 2019
PTA Track Program	RMS Front Lawn & BKL Outdoor Fields	April-May 2019
Florham Park Education Foundation	Board Conference Room	March 5 & 12, 2019
Madison REC Softball	RMS Gym	Feb-May 2019

Motion; NR Second; FC 6 yes, 0 no

TRANSPORTATION

1. **Approve** the following field trips:

School	Staff Member	Date	Trip Location	Class/Group
BKL	Pompei, Lori	3/26/19	MPAC - Morristown, NJ	4th Grade
BWD	Gatti, Jessica	6/11/19	Morris Museum	1st Grade
BWD	Gatti, Jessica	6/13/19	Morris Museum	1st Grade

Motion; FC Second; LR 6 yes, 0 no

2. **Approve** ratification of a labor agreement between the Florham Park Board of Education and the Florham Park Transportation Drivers for the Years July 2017 - June 2020.

Motion; FC Second; LR 6 yes, 0 no

K. OLD BUSINESS/NEW BUSINESS: Mr. Shanley wished to recognize the players and his fellow coaches for winning the Morris County CYO Girls Basketball Championship. Mr. Ritrivi stated that negotiations will be starting shortly with the administrators association. Mr. Ritriv stated he would be contacting MR. Crist and Dr. Caponegro to assist in updating Great Schools information. Ms. Crimi communicated her support for the infusion of Responsive Classroom and the removal of iCare. Ms. Heinold attended a “lunch and learn” regarding a science program sponsored by Novartis. She is looking into expanding efforts in Florham Park. Mr. Shanley recognized the efforts and decision of Ms. Harris to include former RMS students to serve as judges for talent show event. Ms. Crimi recognized Ms. Harris, Mr. Russo and Ms. Stein for their support and efforts with the ski club.

L. CORRESPONDENCE/COMMUNICATIONS: Dr. Varley informed the board of a communication seeking changes to the FY20 school calendar. Dr. Varley will reply.

M. PUBLIC COMMENT-OPEN: There was no comment at this time.

N. ADJOURNMENT - Ms. Heinold mad a motion to adjourn the regular public meeting of the Florham Park Board of Education at 8:16 p.m. The motion received a second from Ms. Rozek and the motion passed by unanimous consent.

Move to adjourn the meeting at ___p.m.