

**Finance/Facility Committee  
Transportation Committee  
Minutes  
Board Conference Room  
June 17, 2019 4:00pm**

In attendance; Dr. Varley, Mr. Csatlos, Mr. Infantolino, Ms. Rozek, Mr. Ritrivi and Ms. Crimi

**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

Motion;                      Second;                      BP      FC      YC      LR      KH      AT      NR

**2. Approve** the check register submitted by the Business Administrator/Board Secretary to pay bills and claims through April 30, 2019 & May 31, 2019 in the amount(s) of \$2,443,045.02 & \$1,875,211.13. *(On file in Administration Office)*

Motion;                      Second;                      BP      FC      YC      LR      KH      AT      NR

**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 April 2019 & May 2019                      Business Administrator / Board Secretary

Treasurer's (A149) Report for the Month(s) of April 2019 & May 2019                      Business Administrator / Board Secretary

Motion;                      Second;                      BP      FC      YC      LR      KH      AT      NR

**4. Approve** the Report of Transfers submitted by the Business Administrator/Board Secretary for April 30, 2019 & May 31, 2019 in the amount(s) of \$54,137.67 & \$48,911.78. *(On file in Administration Office)*

Motion; Second; BP FC YC LR KH AT NR

5. **BE IT RESOLVED**, that the Florham Park Board of Education approves, that as of April 30, 2019 & May 31, 2019 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; Second; BP FC YC LR KH AT NR

6. **Approve** the FY 2019/2020 Health and Environmental Safety Agreement between the Florham Park School District and the Educational Services Commission of Morris County in the amount of \$7,020.00

Motion; Second; BP FC YC LR KH AT NR

7. **Approve** the FY 2019/2020 Shared Services Agreement for Bidding/Purchasing Services between the Florham Park School District and the Educational Services Commission of Morris County in the amount of \$3,800.00.

Motion; Second; BP FC YC LR KH AT NR

8. **BE IT RESOLVED**, that the Florham Park Board approves the following Routine and Required Maintenance Contacts with applicable rates for the 2019-2020 School Year.

Knox Monitoring Inc.  
PO Box 823  
Budd Lake, NJ 07828

Motion; Second; BP FC YC LR KH AT NR

9. **Approve** the following Out of district Placements:

<u>Case#</u>	<u>Placement</u>	<u>ESY 2019</u>	<u>SY2020</u>
#19/20-001	Mt. Lakes Public Schools/Lake Drive Programs	\$ 6,500.00	\$66,000.00
#19/20-002	P.G. Chambers School	\$11,960.40	\$71,762.40

Motion; Second; BP FC YC LR KH AT NR

10. **Approve** the submission of the Certification of Implementation of Corrective Action Plan related to the 2017-2018 Annual Audit Findings to the State of New Jersey.

Motion; Second; BP FC YC LR KH AT NR

**11. WHEREAS**, NJSA18A:7F-41, NJAC 6A:23A-14.4 (a)(1) and NJAC 6A:23A-14.1 provide guidance and permit a Board of education to establish and/or deposit into certain reserve accounts at year end, and

**WHEREAS**, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

**WHEREAS**, the Florham Park Board of Education wishes to deposit anticipated current year surplus into the Capital Reserve Account and Maintenance Reserve Account at year end, and

**WHEREAS**, the Florham Park Board of Education has determined that approximately \$400,000.00 is available for such purpose of transfer;

**NOW, THEREFORE, BE IT RESOLVED**, by the Florham Park Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations, specifically Capital Reserve (Not to exceed) \$400,000.00

Motion;                      Second;                      BP      FC      YC      LR      KH      AT      NR

Discussion: All items were reviewed and approved for placing on agenda. Mr. Csatos will update resolution #11. Prior to the meeting if forecast changes and rules of Emergency Reserve.

**Other Finance Items:**

- Referendum Update - Mr. Csatos stated LRFP is being handled by LAN Assoc. Mr. Infantolino will attend Borough Planning Board meeting on June 24, 2019 along with LAN Assoc representative at the request of Mr. Scaramella.
- Merit Goal Completion - Mr. Csatos reviewed sheets document and commented on the results of his research.

**FACILITIES**

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

Organization	Location	Date
Morris Magic Basketball	RMS & BKL Gyms	July 2019-June 2020
Garden State Basketball	RMS & BKL Gyms	July 2019-June 2020
Starting Five Basketball	RMS & BKL Gyms	July 2019-June 2020
Dragon Army Basketball	RMS & BKL Gyms	July 2019-June 2020
Florham Park Police Dept	RMS, BKL, & BWD Gyms	July 2019-June 2020
Florham Park Recreation	RMS, BKL, & BWD Gyms & Fields	July 2019-June 2020
Hoop Heaven Basketball	RMS & BKL Gymsq	July 2019-June 2020
New Horizon Day Camp	RMS & BKL (Various Rooms and Fields)	July 2019-June 2020
No Idea Sports	RMS & BKL Gyms	July 2019-June 2020
Work Family Connection	RMS; BKL; BWD (Various Rooms and Fields)	July 2019-June 2020
The Adult School	RMS (Various Rooms)	July 2019-June 2020
Building Blocks of Lacrosse	RMS (Outdoor Fields)	July 2019-June 2020
Holy Family CYO Basketball	RMS Gym	July 2019-June 2020

Florham Park PTA Events	RMS; BKL; BWD (Various Rooms & Fields)	July 2019-June 2020
Police Unity Tour	RMS Auditorium	July 2019-June 2020
PTA Open/Closed Meetings	RMS & BKL (Various Rooms)	July 2019-June 2020
Florham Park Education Foundation	Board Conference Room	July 2019-June 2020
Florham Park Soccer Club	RMS & BKL Gyms	July 2019-June 2020
Florham Park Little League	RMS & BKL Gyms	July 2019-June 2020
Park East Baseball	RMS & BKL Gyms	July 2019-June 2020

Motion;                      Second;                      BP      FC      YC      LR      KH      AT      NR

This item was reviewed and approved for the board meeting agenda.

**Other Facility Items - Mr. Infantolino Reported on the following:**

- Summer Projects - Phone System, Preschool Playground
- AEDs - Lease/Maintenance/Monitor
- Fire Panel(s) - Central Monitoring Insurance Claim
- Merit Goal Completion - Mr. Csatos reviewed documents and his research.
- FY20 Merit Goal - Mr. Csatos is inquiring with Sustainable NJ to outline information to achieve the goal of bronze status for all three schools.

**TRANSPORTATION**

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

School	Staff Member	Date	Trip Location	Class/Group
RMS	Christ, Peter	6/21/19	Brooklake Elementary School	8th Grade

Motion;                      Second;                      BP      FC      YC      LR      KH      AT      NR

2. **Approve** the Reports of School Bus Emergency Evacuation Drills per NJAC 6A:27-11.2.  
(On file in Administration Offices)

Motion;                      Second;                      BP      FC      YC      LR      KH      AT      NR

Discussion: Both resolutions were reviewed and passed for inclusion on 6/24 Agenda.

**Other Transportation Items :**

- Merit Goal Completion - Mr. Csatos reviewed his goals and supporting documents. Various ideas were presented,
- FY20 Elementary School Seat Assignments - Mr. Csatos reviewed the new measure. The committee preferred implementation, not pilot. Principals to send seating chart.