

## **FLORHAM PARK BOARD OF EDUCATION**

Regular Public Meeting, October 26, 2020

Board Conference Room

67-71 Ridgedale Avenue

### **AGENDA**

(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).

#### **2019-2020 Board Goals**

- 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.
- Support the development/implementation of the district's Social-Emotional Learning initiative.
- Recognize the accomplishments of staff and students.

#### **2019-2020 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**

<b>BOARD MEMBER</b>	<b>PRESENT</b>	<b>ABSENT</b>
Ms. Cali (Yvonne)		
Ms. Crimi (Fabienne)		
Mr. Perillo (Brian)		
Ms. Rozek(Linda)		
Ms. Heinold (Kristina)		
Mr. Ritriivi (Nicholas)		

**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.

**D. RECONVENE PUBLIC SESSION**

Motion by \_\_\_\_\_ to adjourn the Executive Session for the purposes of negotiations, legal issues, personnel issues and reconvene the Regular Meeting at \_\_\_\_\_p.m. Said motion was seconded by \_\_\_\_\_.

**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**

- Current Enrollment 970
- HIB Report
- Drill Report
- Referendum Update
- Parent/Teacher Conferences
  - Handle with Care Legislation (FPPD & FPPS)
- FPPTA & FPEF Articulation Meeting
- Latest District Communication
  - COVID-19 @ RMS
  - Contact Tracing Procedures
  - Travel Advisory List
  - Delayed Opening Schedules
  - Halloween Tips from the CDC
  - COVID-19 Testing & District Protocols
  - 14-Day Quarantine Reminder - In and out of school events/activities
  - COVID-19 Positive - Etiquette
- New NJDOH Close Contact Definition
- Congratulations - Retirement (Mrs. Sondra Paulson)

### **H. PUBLIC COMMENT-OPEN:**

This portion of the meeting is open to any individuals for the purpose of addressing resolutions on this agenda or matters that they find is important to the Board of Education, and is governed by Board Policy 0167. Prior to making a comment, members of the public are required to state their names, addresses and subject matter of the comment. Comments are limited to three minutes per person. No participant may speak more than once on the same topic until all others who wish to speak on the topic have been heard. Comments made by members of the public may or may not be responded to by the Board. Any response that is provided will be made at the end of the public comment period, after all comments have been heard.

The Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Students and employees have specific legal rights afforded by the laws of New Jersey. Therefore, comments regarding specific students and employees will not be responded to by the Board. The Board bears no responsibility nor will it be liable for any comments made by members of the public. Members of the public should consider their comments in light of the legal rights of those affected or identified in their comments and be aware that they are legally responsible and liable for their comments.

### **I. COMMITTEE REPORTS**

Policy-

Personnel-

Finance/Facility-

Transportation -

H.P.R.H.S Articulation-

Teacher Administrator Board-

Project Community Pride-

Borough Liaison-



7. **Approve** the following Board Goals for FY21 developed by the board and the New Jersey School Boards Association;

**Proposed 2020-2021 Board Goals**

- Regardless of the learning environment (virtual, hybrid, in-person), the board will use student achievement data to monitor the effectiveness of all of our instructional programs, including but not limited to Special Education; and curricular updates that encompass the district's Social Justice vision.
- Ensure that all funds are used in an effective and efficient manner to achieve the Board and District goals; curricular needs; and meet the district's long-range facilities needs, including the capital improvement projects supported by the referendum.
- Continue to support effective and transparent communication with the community to further the development of an engaged, connected community, and a growing environment of local organizations and businesses.
- Support the health, safety, and welfare of the district's students and staff, with a continued emphasis on the district's Social-Emotional Learning initiative.
- Continue to recognize the accomplishments of staff and students.

Motion;                      Second;                      YC      FC      BP      LR      KH      NR

**PERSONNEL**

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

**A. Additional Compensation:**

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
B	Cogan, Kathleen	Appointment	BKL	Home Instructors		\$40 / hr		11-150-100-101	9/1/20	6/30/21
B	Davis, Jaclyn	Appointment	BKL	Home Instructors		\$40 / hr		11-150-100-101	9/1/20	6/30/21
B	Gatti, Jessica	Appointment	BWD	Home Instructors		\$40 / hr		11-150-100-101	9/1/20	6/30/21
B	LaValle, Joseph	15 Yr. Longevity	RMS				\$900.00	11-130-100-101	9/1/20	
B	McParland, Brian	Appointment	RMS	Home Instructors		\$40 / hr		11-150-100-101	9/1/20	6/30/21
B	Munzer, Jennifer	Appointment	BKL	Home Instructors		\$40 / hr		11-150-100-101	9/1/20	6/30/21
C	Pizzano, Judith	Appointment	BKL	Home Instructors		\$40 / hr		11-150-100-101	9/1/20	6/30/21
C	Renzi, Laura	Appointment	BWD	Home Instructors		\$40 / hr		11-150-100-101	9/1/20	6/30/21
B	Tierney, Kaitlyn	Appointment	BWD	Home Instructors		\$40 / hr		11-150-100-101	9/1/20	6/30/21
B	Tighe, Meghan	Appointment	BWD	Home Instructors		\$40 / hr		11-150-100-101	9/1/20	6/30/21
B	Zurbach, Alexis	Appointment	BKL	Home Instructors		\$40 / hr		11-150-100-101	9/1/20	6/30/21

**B. Appointments/Resignations/Retirements/RIFS:**

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
B	Paulson, Sondra	Retirement	RMS	Teacher / REG.001.TMC.02	1	MA+30/22	\$99,560.00	11-130-100-101	1/1/21	1/1/21

**C. Leave of Absences:**

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
C	Haynes, Alan	FFCRA Leave of Absence	BWD	Custodian / OMP.999.CUS.10	.50	Step 2	\$24,017.50	11-000-262-100	10/13/20	10/23/20
C	Maltino, Lynda	Dock/Unpaid Leave	BKL	Staff Assistant/SED.999.CLA.14	.75	Step 16	\$22,828.51	11-213-100-106	10/8/20	10/9/20
B	Munzer, Jennifer	Revised Leave of Absence	BKL	Teacher / SED.001.LLD.03	1.00	MA/10-11	\$70,120.00	11-204-100-101	9/25/20	10/23/20
C	Rella, Farrah	FFCRA Leave of Absence	BKL	Teacher / REG.001.K25.19	1.00	Step 15	\$70,010.00	11-120-100-101	10/26/20	11/2/20
B	Serfozo, Jeremy	Leave of Absence	BWD	Teacher / REG.001.TMC.05	1	MA/12	\$71,710.00	11-120-100-101	10/16	10/20 -10/22

Motion;                      Second;                      YC      FC      BP      LR      KH      NR

**2. Approve** the following personnel contracts for the 2020-2021 school year. (On file in Administration Offices)

- A. Accounts Payable/Transportation Specialist Contract
- B. Executive Assistant to the Superintendent Contract
- C. Payroll Benefits Specialist Contract
- D. Supervisor of Buildings & Grounds Contract
- E. Technology Coordinator Contract

Motion; Second; YC FC BP LR KH NR

**CURRICULUM**

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

**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
12/8/20	ERICKSON, LAUREN	Managing Frustration, Anxiety, & Teaching Social Skills Webinar Cost \$150	9/21/2020
1/21/21	STEFFEN, JANE	Legal One- Legal Issues Pertaining to Student Vaccinations & Schools Cost \$0	10/13/2020

Motion; Second; YC FC BP LR KH NR

**2. Approve** the check register submitted by the Business Administrator/Board Secretary to pay bills and claims through September 30, 2020 in the amount(s) of \$3,348,191.40.

Motion; Second; YC FC BP LR KH NR

**3. Approve** the following District financial reports and submission to the Executive County Business Administrator.

Board Secretary's (A148) Report for the Month (s) of September 2020. Business Administrator / Board Secretary

Treasurer's (A149) Report for the Month(s) of September 2020. Business Administrator / Board Secretary

Motion; Second; YC FC BP LR KH NR

**4. Approve** the Report of Transfers submitted by the Business Administrator/Board Secretary for September 30, 2020 in the amount(s) of \$347,678.46.

Motion; Second; YC FC BP LR KH NR

5. **BE IT RESOLVED**, that the Florham Park Board of Education approves, that as of September 30, 2020 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; YC FC BP LR KH NR

6. **Approve** contracting with Cross County Clinical & Educational Services, Inc. on an as needed basis for the period SY2020/21 in accordance with the proposed fee schedule.

Motion; Second; YC FC BP LR KH NR

7. **Approve** contracting with Accu Scan for the following district projects under the Cooperative Purchasing System#65 ESCNJ Bid/RFP#16/17-48 and in compliance with Artemis.

- Personnel and Purchasing Records Digitization, Destruction and Storage \$9,738.60
- District Archives 6 Domains Destruction and Storage \$4,050.00

Motion; Second; YC FC BP LR KH NR

8. **Approve** rescinding the following change order on State Capital Project #1530-015-19-3000 Security Entrance at Briarwood School.

- #20-1346-001- Additional Removal/Replacement of Flooring in Main Office \$825.00, and

**Approve** the following change order on State Capital Project #1530-015-19-3000 Security Entrance at Briarwood School.

- CO#20-1346-001 Installation of custom post \$1,584.00
- CO#20-1346-002 Supply and Installation of solid panel \$ 660.00
- CO#20-1346-003 Rejected
- CO#20-1346-004 Additional Removal/Replacement Flooring Main Office \$ 825.00

Motion; Second; YC FC BP LR KH NR

9. **Approve** the following change order on State Project#1530-015-19-4000/Local Project Contract#4 Replace Lighting/Kawall System in Multipurpose Room at Briarwood Elementary School;

- CO#4-005 Reduction of length of light fixture \$1,210.00

Motion; Second; YC FC BP LR KH NR

10. **Approve** the following change order on State Project#1530-020-19-2000/Local Project Contract#8/8A Replace Building Ceilings and Lighting at Brooklake Elementary School;

- CO#8/8A-010 Disconnect, reroute conduit to interior \$8,140.00
- CO#8/8A-011 Rejected
- CO#8/8A-012 Replace Corridor Door \$2,327.66
- CO#8/8A-014 Additional Soffits Constructed \$5,280.00
- CO#8/8A-015 Replacement of Ceiling Tiles #31&#32 \$3,036.00
- CO#8/8A-016 Painting #25, 26 and #27 \$ 636.00
- CO#8/8A-019 New Door Kick Plates \$ 308.00

Motion; Second; YC FC BP LR KH NR

11. **Approve** the following change order on State Project#1530-020-19-2000/Local Project Contract#9 Renovation of Student Bathrooms at Brooklake School;

- CO#9-009 Modify Urinal Privacy Panel \$1,403.00

Motion; Second; YC FC BP LR KH NR

12. **Approve** the following change order on State Project#1530-020-19-2000/Local Project #12 Replace Classroom ACM Flooring with VCT Flooring at BrooklakeElementary School;

- CO#12-002 Additional ACM Removal/VCT Replacement Room 22 \$10,300.00
- CO#12-003A Concrete Slab creation for HVAC Unit \$ 1,385.00

Motion; Second; YC FC BP LR KH NR

13. **Approve** contracting with NEXTMARK Mental Health and Practical Strategies Teacher Trainings for 12 additional participants from October 2020 through October 2021 at a cost of \$1,200.00.

Motion; Second; YC FC BP LR KH NR

14. **Approve** the submission of the following Fiscal Year 2020 Entitlement Grant and NonPublic Project Completion Reports and carryover funding;

<u>Title</u>	<u>Award</u>	<u>Expended</u>	<u>Carryover</u>	<u>Due to State</u>
ESEA				
Title 1	\$22,940	\$22,610	\$ 330	
Title 2A	\$13,171	\$13,171	\$ 7,324	
Title 3 Immigrant	\$ 2,455	\$ 2,455		
Title 4	\$ 7,500	\$ 4,100	\$ 3,400	
IDEA				
Basic	\$205,057	\$196,940	\$ 8,057	
PreSchool	\$ 16,423	\$ 16,423		
Non Public				
Textbooks	\$ 1,740	\$ 1,740		
Technology	\$ 1,188	\$ 1,188		
Nursing	\$ 3,201	\$ 3,201		
Security	\$ 4,950	\$ 4,950		

Motion; Second; YC FC BP LR KH NR

15. **Approve** the following In District Placement;

#1002021001 Ridgedale Middle School SY 2021 \$18,340.00

Motion; Second; YC FC BP LR KH NR

16. **Approve** an Amendment of the FY20 NJSIG ERIC West Funding Grant Application as follows:

- Rescind - "Security Camera System - Briarwood School" \$12,200
- Replace - "Purchase of Student Desk Shields - District" \$12,200

Motion; Second; YC FC BP LR KH NR



**FACILITIES**

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

<b>Organization</b>	<b>Location</b>	<b>Date</b>
The Work Family Connection	Brooklake and Briarwood Schools	SY2020/2021

Motion;            Second;                            YC    FC    BP    LR    KH    NR

**TRANSPORTATION**

**K. OLD BUSINESS/NEW BUSINESS:**

**L. CORRESPONDENCE/COMMUNICATIONS:**

**M. ADJOURNMENT**

Move to adjourn the meeting at \_\_\_p.m.