

FLORHAM PARK BOARD OF EDUCATION

Special Public Meeting, August 4, 2021

67-71 Ridgedale Avenue

MINUTES

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).

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.

2020-2021 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. Sabatos (Stacey)	X	
Ms. Heinold (Kristina)	X	
Ms. Crimi (Fabienne)	X	
Mr. Ritrivi (Nicholas)		X
Mr. Perillo (Brian)		X
Ms. Rozek(Linda)	X	
Ms. Cali (Yvonne)	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.

D. RECONVENE PUBLIC SESSION

Motion by Ms. Rozek to adjourn the Executive Session for the purposes of negotiations, legal issues, personnel issues and reconvene the Regular Meeting at 6:57 p.m. Said motion was seconded by Ms. Crimi.

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. Caponegro reported:

1. Current Enrollment -
 - 953 students as of July 22, 2021
2. HIB Report
 - Zero (0) completed HIB investigation reported to the BOE for all 3 schools since last month's meeting. As communicated to the public at each meeting, though an HIB investigation may be conducted with results being labeled as "unfounded," intervention and/or remediation counseling to address the specific situation is always provided, as is also being provided for the confirmed case.
3. Drill Report
 - BWD, BKL, & RMS conducted their mandatory drills this past month during ESY and Brain Camp since it is a district operated program. To remind the public and as approved by the NJDOE during this past year, most of our emergency drills are conducted using a "table top" type training during this time, rather than physical walkthroughs. It is anticipated that the NJDOE will communicate their 2021/22 guidelines regarding the procedures for conducting mandatory drills prior to September.
4. Summer Extended School Year Update
 - The Special Services department returned back to a fully in person Extended School Year program for qualifying students with disabilities this summer. It is a five (5) week program, operates 4 days per week, providing literacy, math, social skills classes, as well as occupational, physical, and speech and language therapies, behavior consultations, and individual and group counseling. In order to build students' stamina for the return to school, the program also engages in outdoor activities and social emotional learning lessons, activities. Students and staff enjoy dress up days on Wednesday. Dr. Caponegro provided credit to the director of special services, Mrs. Jane Steffen, and the ESY Staff for operating a well run and organized program.
5. Summer Brain Camp Update
 - The district's first ever Summer Brain Camp started this past month. Was a successful. Brain Camp is a basic skills intervention camp that is an extension of the BSI Program through the summer by servicing 47 students in 1st, 2nd, 3rd, and 4th grades. Over the course of two weeks, students learn reading, phonics, writing, and math skills while also receiving individual support as instruction is specifically tailored to address individual needs. The goal of the program is to provide additional support to identified students who are most at risk for summer learning loss and to mitigate that loss with a fun, intensive, and targeted learning opportunity. Dr. Caponegro recognized the staff involved; Meghan Tighe, Kristin Pettersson, Lisa VanWay, Jordanna Itzkowitz, Maggi Hausman, and Kevin Crosetto, the two administrators who developed and coordinated the program, Mr. Brian Silkens the Supervisor of Curriculum and Instruction, and Dr. Christy O'Connor, the Supervisor of ELA. Thanked BOE for their support of these programs.
6. Referendum Update
 - The referendum video was sent out today. Reported that all referendum projects are on schedule to allow the building to open for Sept. 13th. The district passed the above ceiling inspections last week and the flooring and ceiling lighting is being installed throughout the building, along with other work. Dr. Caponegro thanked Mr. Infantolino, the district's referendum Project Manager/Supervisor of Buildings and Grounds for all of the scheduled meetings, time and effort to ensure the building is open for students on Sept. 13th.
7. 2021/22 School Year Update
 - Governor Murphy stated on July 22 that the wearing of masks will still be a local decision based on local and regional numbers, a decision that is made in consultation and with the recommendation of the local health department. The governor did state that this is subject to change. The NJDOE state that more guidance will be forthcoming prior to the September school year. The district continues to meet with the local health department. Dr. Caponegro, Mr. Infantolino, and Mr. Csatos met with the local health officer today to discuss possible scenarios and trends and to start creating a tiered chart of permissible activities and restrictions based on the local region's level (Green, Yellow, Orange, Red) Dr. Caponegro stated that he will continue to make the BOE and community aware of decisions for the 21/22 school year as the school year approaches, since much can change in the next 5-6 weeks, and emphasized that more guidance from the State is expected. Dr. Caponegro stated that the district is preparing for all possible scenarios, with the health and safety of our staff and students in mind. Dr. Caponegro stated that as discussed at last month's meeting, the district is planning for a more normal opening to the school year, with the understanding that adjustments may need to be made should numbers change. The district has

already approved several co-curricular positions for the fall and is anticipating the approval of additional fall co-curricular positions, including RMS athletics, at the Aug 30th BOE meeting.

8. In Loving Memory - Mrs. Lori Pompei
 - *Dr. Caponegro recognized the recent passing of BKL teacher, Mrs. Lori Pompei and had a moment of silence.*
9. Solar PPA Presentation Gabel Associates
 - *Mr. Andrew Conte presented an overview of the Project highlighting the district's feasibility study, the incentive program with the BPU and the RFP process using competitive contracting. Board members had various questions regarding ownership/maintenance of equipment and timeframe to complete. The project equipment is owned and maintained by the successful proposer and the timeframe is 12 months from award date.*

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 the 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.

Mr. of Hanover has specific questions on solar panel warranties, manufacturing, load and wind resistance. Mr. Conte addressed all issues stating the panels need to meet code, must be tier one grade and come with 25 year warranty.

I. COMMITTEE REPORTS

Policy-

Personnel-

Finance/Facility-

Transportation -

H.P.R.H.S Articulation-

Teacher Administrator Board-

Project Community Pride-

Borough Liaison-

J. RESOLUTIONS

POLICY

Upon recommendation of the Superintendent, move to:

1. **Approve** the minutes of the June 28, 2021 Regular Board Meeting.

Motion; LR Second; FC 5 yes, 0 no

2. **Approve** the minutes of the June 28, 2021 Regular Board Meeting Executive Session.

Motion; LR Second; FC 5 yes, 0 no

3. **Approve** the minutes of the July 19, 2021 Curriculum Work Session Meeting.

Motion; LR Second; FC 5 yes, 0 no

4. **Be It Resolved**, that the board accepts and approves the Superintendent's current to date bullying report. *(On file in Administration Office)*

Motion; LR Second; FC 5 yes, 0 no

5. **Approve** the following events/fundraisers for the 2021-2022 school year;

Event/Fundraiser	School	Organization/Staff Member	Dates
2021 Kick Off Event	DIST	PTA	9/16/21

Motion; LR Second; FC 5 yes, 0 no

6. **Approve** the second reading of Policy 0155 Board Committees.

Motion; LR Second; FC 5 yes, 0 no

7. **Approve** the Student Safety Data Submission (SSDS) for the 2020-2021 school year. *(On file in Administration Office)*

Motion; LR Second; FC 5 yes, 0 no

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	Berlin, Katiyln	Appointment	BKL	Home Instructors		\$40 / hr		11-150-100-101	9/1/21	6/30/22
B	Cogan, Kathleen	Appointment	BKL	Home Instructors		\$40 / hr		11-150-100-101	9/1/21	6/30/22
B	Davis, Jaclyn	Appointment	BKL	Home Instructors		\$40 / hr		11-150-100-101	9/1/21	6/30/22
B	DeSimone, Rosemary	Appointment	BKL	Home Instructors		\$40 / hr		11-150-100-101	9/1/21	6/30/22
B	Ferrate, Jessica	Appointment	BKL	Home Instructors		\$40 / hr		11-150-100-101	9/1/21	6/30/22
B	Grice, Kathleen	Appointment	BKL	Home Instructors		\$40 / hr		11-150-100-101	9/1/21	6/30/22
B	Harris, Michaela	Appointment	BKL	Home Instructors		\$40 / hr		11-150-100-101	9/1/21	6/30/22
B	Kentner, Marian	Salary Increment	RMS	Nurse/SSP.001.NRS.01	1	MA +30/ 22	\$99,560.00	11-000-213-100	9/1/21	6/30/22
B	Klymko, Lindsay	Appointment	BKL	Home Instructors		\$40 / hr		11-150-100-101	9/1/21	6/30/22
B	McParland, Brian	Appointment	BKL	Home Instructors		\$40 / hr		11-150-100-101	9/1/21	6/30/22
B	Montasr, Sarah	Appointment	BKL	Home Instructors		\$40 / hr		11-150-100-101	9/1/21	6/30/22
B	Munzer, Jennifer	Appointment	BKL	Home Instructors		\$40 / hr		11-150-100-101	9/1/21	6/30/22
C	Pizzano, Judith	Appointment	BKL	Home Instructors		\$40 / hr		11-150-100-101	9/1/21	6/30/22
B	Stumpf, Jane	Appointment	BKL	Home Instructors		\$40 / hr		11-150-100-101	9/1/21	6/30/22

B. Appointments/Resignations/Retirements/RIFS:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/Step	Salary	GAAP Code	Eff.	Term.
B	Fugger, Christine	Appointment	BKL	School Psychologist/SED.001.PSY.03	1	MA+30/20	\$94,170.00	11-000-219-104	9/1/21	6/30/22
C	Houston, Kristin	Appointment	DIST	Executive Asst. to the Superintendent/GAP.999.SEC.01	1		\$62,000.00		8/30/21	6/30/22
C	Iacovo, Nicole	Appointment	DIST	Executive Asst. to the BA/CAP.999.SEC.02	1		\$62,000.00		9/1/21	6/30/22

C. Athletics/Co-Curricular Appointments/Revisions:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/ Step	Salary	GAAP Code	Eff.	Term.
E	Foster, Robert	Appointment	DIST	Summer Curriculum Writer Critical Literacy: Unlocking Contemporary Fiction (Gr. 8)	1	\$34/HR	\$510.00	11-000-221-110	7/29/21	09/01/21
E	Harris, Michaela	Appointment	DIST	Summer Curriculum Writer Critical Literacy: Unlocking Contemporary Fiction (Gr. 8)	1	\$34/HR	\$510.00	11-000-221-110	7/29/21	09/01/21

D. College Student Placements:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/ Step	Salary	GAAP Code	Eff.	Term.
F	Inghilterra, Danielle	Student Teaching	BKL	FDU:Math/Science/Social Studies (Letchinger)					9/1/21	5/6/22

E. Leave of Absence:

Code	Name	Action	Loc	Position/UPC	FTE	Degree/ Step	Salary	GAAP Code	Eff.	Term.
C	Chambliss, Shadiyqah	Dock/Unpaid Leave	RMS	Secretary / SAP.999.SEC.05	1.00	Step 6	\$58,320.00	11-000-218-105	7/1/21	8/27/21

Motion; LR Second; FC 5 yes, 0 no

2. Approve the following personnel contracts for the 2021-2022 school year. (On file in Administration Offices)

- A. Executive Assistant to the Superintendent Contract
- B. Executive Assistant to the Business Administrator

Motion; LR Second; FC 5 yes, 0 no

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 are 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; LR Second; FC 5 yes, 0 no

2. Approve the check register submitted by the Business Administrator/Board Secretary to pay bills and claims through June 30, 2021 in the amount(s) of \$3,447,143.14.

Motion; LR Second; FC 5 yes, 0 no

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 June 2021. Business Administrator / Board Secretary

Treasurer's (A149) Report for the Month(s) of June 2021. Business Administrator / Board Secretary

Motion; LR Second; FC 5 yes, 0 no

4. Approve the Report of Transfers submitted by the Business Administrator/Board Secretary for June 30, 2021 in the amount(s) of \$246,092.10.

Motion; LR Second; FC 5 yes, 0 no

5. **BE IT RESOLVED**, that the Florham Park Board of Education approves, that as of June 30, 2021 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; LR Second; FC 5 yes, 0 no

6. **Approve** the following change order on State Project#1530-030-19-3000 /Local Project Contract#19 Bathroom Renovations at Ridgedale Middle School.

• CO#19 004	Removal Abandoned Sanitary Pipe	\$2,368.00
• CO#19 005	Remove and Replace Conduit	\$5,050.46
• CO#19 006	Repair Electrical Feed	\$3,330.72

Motion; LR Second; FC 5 yes, 0 no

7. **Approve** contracting with LAN Associates, Architect of Record as proposed to conduct a Feasibility Study for Additions to the Board Of Education Office and Maintenance Garage at Ridgedale Middle School \$8,700.00

Motion; LR Second; FC 5 yes, 0 no

8. **Approve** contracting with D.C. Fagan Psychological Services, LLC, Franklin Lakes, NJ for the 2021/2022 fiscal year to provide evaluation services as proposed at a cost estimated not to exceed \$4,000.00/evaluation. (On file in the administrative office.)

Motion; LR Second; FC 5 yes, 0 no

9. **Approve** acceptance of the following Fiscal Year 2022 Non Public Entitlement Grants:

Title	Holy Family	Magic Kingdom	Montessori
Textbooks	\$ 900.00	\$ 900.00	\$ 180.00
Nursing	\$1,680.00	\$1,680.00	\$ 336.00
Technology	\$ 630.00	\$ 630.00	\$ 126.00
Security	\$2,625.00	\$2,625.00	\$ 525.00

Motion; LR Second; FC 5 yes, 0 no

10. **Approve** contracting with Mt. Lakes Board of Education for Mainstream Support Program Itinerant Services for an in district student for the period SY2022 at a cost of \$12,540.00. (On file in the administrative office.)

Motion; LR Second; FC 5 yes, 0 no

11. **Approve** contracting with Mr. Jeffrey Oster to provide residency investigative services, as needed for the 2021/2022 fiscal year at a cost of \$50.00/hr. (On file in the administrative office.)

Motion; LR Second; FC 5 yes, 0 no

12. **Approve** the following change order on State Project#1530-030-19-3000 /Local Project Contract#21 State Project#1530-030-19-3000 /Local Project Contract#21 Auditorium Renovations at Ridgedale Middle School.

• CO#21 001	Additional Scope of ACM Removal	\$31,563.91
Motion; LR	Second; FC	5 yes, 0 no

13. **Approve** the following Out of District Placement:

2022-002	Mt. Lakes Public Schools - Lake Drive	SY22	\$ 73,127.00
Motion; LR	Second; FC		5 yes, 0 no

14. **WHEREAS**, The Board of Education of the Borough of Florham Park in the County of Morris, New Jersey (the “Board” when referring to the governing body and the “School District” when referring to the territorial boundaries governed thereby) desires to contract with a vendor for a power purchase agreement (the “Solar PPA”) involving the installation of solar panels on school sites in the School District (the “Solar Project”) in an effort to provide energy savings to the School District; and

WHEREAS, pursuant to N.J.S.A. 18A:18A-4.1(j) and (k), the Board may use competitive contracting in lieu of public bidding for procurement of specialized goods and services, the price of which exceeds the bid threshold, for concessions, and also for the operation, management or administration of other services, with the approval of the Division of Local Government Services in the New Jersey Department of Community Affairs (the “Division”); and

WHEREAS, the Division has, by its Local Finance Notice (LFN 2009-10) dated June 12, 2009 (“Local Finance Notice 2009-10”), authorized the use of competitive contracting (in accordance with, in relevant part, N.J.S.A. 18A:18A:4.1 through 4.5) for solar power purchase agreements, pursuant to either N.J.S.A. 18A:18A-4.1(j) or (k); and

WHEREAS, the Board desires to use competitive contracting to procure the above mentioned specialized services; and

WHEREAS, pursuant to N.J.S.A. 18A:18A-4.3(a), the Board is required to adopt a resolution authorizing the use of competitive contracting; and

WHEREAS, pursuant to N.J.S.A. 18A:18A-4.3(b), 4.4 and 4.5, the competitive contracting process, including the preparation of a request for proposal documentation (the “Solar RFP”), solicitation of proposals, and award of a contract based upon the methodology set forth in the aforesaid Solar RFP, must be administered by the Board’s purchasing agent; and

WHEREAS, in connection with such Solar PPA, and pursuant to Local Finance Notice 2009-10, the Board is required, to amend its Long Range Facilities Plan, to the extent required, to incorporate the Solar Project.

NOW, THEREFORE, BE IT RESOLVED by The Board of Education of the Borough of Florham Park in the County of Morris, New Jersey, pursuant to the aforesaid statutes, as follows:

1. The Board hereby authorizes a competitive contracting process for the solicitation of bids for the Solar PPA, including the distribution of a Solar RFP in connection therewith.

2. Gabel Associates, with the assistance of the Board's architect of record, as needed, are hereby authorized and directed to undertake the drafting and distribution of such Solar RFP, including the evaluation of such Solar PPA bids, and to finalize a Solar PPA with a selected solar provider, to the extent awarded by the Board and in conjunction with the Board's professionals and administration.

3. Gabel Associates and/or the Board's architect of record are hereby authorized and directed, to the extent not otherwise already accomplished, to (i) submit an application to the New Jersey Department of Education with respect to the Solar Project and to amend the School District's Long Range Facilities Plan to include the Solar Project, to the extent it is not incorporated therein, and (ii) submit the Solar RFP to the Florham Park Planning Board, as applicable, for its review.

4. The Board hereby authorizes and directs the Superintendent and the Business Administrator/Board Secretary to appoint a committee to evaluate the Solar PPA bids and to report the same to the Board.

5. The President, Vice-President and Business Administrator/Board Secretary or any other appropriate officer or representative of the Board, are hereby authorized and directed to execute and deliver any and all documents and to do and cause to be done any and all acts and things necessary or proper for carrying out the transaction contemplated by this resolution, and the Solar RFP. The execution by such officials and officers of any such documents, with changes, insertions or omissions approved by the Business Administrator/Board Secretary, in consultation with the Board's professionals, shall be conclusive, and no further ratification or other action by the Board shall be required with respect thereto.

6. This resolution shall take effect immediately.

Motion; LR Second; FC 5 yes, 0 no

FACILITIES

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

Control	Organization	Location	Date
22-002	Daisy Troop 98277	Briarwood Faculty Lounge	Various Dates
22-003	Girl Scout Troop 97353	Brooklake Gym	Various Dates
22-004	Girl Scout Troop 97639	Brooklake Gym	Various Dates
22-005	Morris Magic	RMS Gymnasium	Various Dates
22-006	The Work Family Connection	Briarwood Multiple Rooms	8/30/21-9/10/21

Motion; LR Second; FC 5 yes, 0 no

TRANSPORTATION

1. _____ **Approve** the ESY21/SY22 Joint Transportation and Parental Transportation Contract(s) as follows:

<u>Route</u>	<u>School</u>	<u>Joiner</u>	<u>Revenue</u>	<u>Cost</u>
FPKOD5	Mt. Lakes Public School District	C.C.		\$3,211.37

Motion; LR Second; FC

5 yes, 0 no

K. OLD BUSINESS/NEW BUSINESS: - Ms. Cali stated:

- Policy 0155 has now been adopted that effectively cancels the Board Committee Meeting and establishes a curriculum committee of board members.
- Formation of the BOE Curriculum Committee Members will consist of - L.Rozek (chair), F.Crimi, Y.Cali.
- The Board of Education will resume in person meetings in September. The location will be determined at a later date and posted on the website.

L. CORRESPONDENCE/COMMUNICATIONS: There were no communications.

M. ADJOURNMENT

Ms. Crimi motioned to adjourn the Special Public Meeting at 8:07 p.m. The motion received a second from Ms. Rozek and was passed by unanimous consent.

Respectfully submitted,

John Csatló
Business Administrator/Board Secretary