

**FRANKLIN LAKES BOARD OF EDUCATION
FRANKLIN LAKES, NEW JERSEY**

SPECIAL MEETING MINUTES

Monday, August 11, 2014

Franklin Avenue Middle School
755 Franklin Avenue, 7:35 PM
Instrumental Music Room

1. **CALL TO ORDER BY THE PRESIDENT**

2. **FLAG SALUTE**

3. **PUBLIC ANNOUNCEMENT**

The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. This does not extend to Board discussions of pending or active litigation, contract negotiation, and matters involving the confidentiality and privacy rights of students and employees. In accordance with the provisions of the Act, the Franklin Lakes Board of Education has caused notice of this meeting to be published by having the date, time, and place thereof posted on the School website; published in the Board's designated newspapers: *The Ridgewood News* and *The Record*; and mailed to all persons, if any, who have requested said notice. In addition, please be aware that employees of this School District retain the right of privacy and shall retain all rights regarding defamation and slander according to the laws of New Jersey. The Board shall not be held liable for comments made by members of the public and, in order to protect the privacy rights of employees in the District, the Board shall not respond to statements made by the public of or about District employees.

Meetings of the Board are conducted for the purpose of carrying on the business of the schools and, therefore, are not public meetings, but meetings held in public. As a reminder, the Board of Education has a "BOE Suggestion Box" located on the District Website under "Board of Education." The Board welcomes your questions, input and suggestions.

4. **ROLL CALL**

Mr. Michael Ben-David, Ms. Christine Christopoul, Mr. Laurence Loprete, Ms. Susan McGowan, Ms. Shirley O'Reilly, Ms. Kathie Schwartz, Mr. Craig Urciuoli, Ms. Jackie Veliky. Mr. Anthony Zolfo was absent due to resignation.

5. **APPROVAL OF MINUTES**

None

6. **MOTION TO APPROVE BOARD SECRETARY AND TREASURER'S REPORTS**

Motion by Mr. Loprete	Seconded by Ms. O'Reilly
To approve Board Secretary and Treasurer's Report for June 2014	On roll call. Motion carried unanimously. Mr. Zolfo was absent.

7. **APPROVAL OF MONTHLY BUDGET STATUS CERTIFICATION**

The Board Secretary certifies that for the month ending June, 2014, no budgetary line item account has obligations and payments (contractual orders) which in total

exceed the amount appropriated by the Board of Education pursuant to N.J.A.C. 6A:23A-16.10(c)3.

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, the Board of Education certifies that as of June, 2014, the Board Secretary's monthly financial report (appropriations section) did not reflect an over-expenditure in any of the major accounts or funds, and based on the appropriation balances reflected on this report and the advice of district officials, we have no reason to doubt that the district has sufficient funds available to meet its financial obligations for the remainder of the fiscal year.

Motion by Mr. Loprete	Seconded by Mr. Urciuoli
To approve Monthly Budget Status Certification ending June 2014	On roll call. Motion carried unanimously. Mr. Zolfo was absent.

8. **PUBLIC WORK SESSION**

- Anthony Zolfo Resignation – Board has 65 days to appoint a new Board member
- Discuss Job Description - Supervisor, Curriculum and Instruction – 10 minutes
- Report of Committees – 10 minutes (first meeting of the month)
 - Curriculum – N/A
 - Finance – Mr. Urciuoli updated the Board
 - Operations – N/A
 - Negotiations – N/A
 - Personnel – N/A
 - Policy – N/A
 - Technology – N/A

9. **QUESTIONS AND COMMENTS FROM THE AUDIENCE ON AGENDA ITEMS (30 MINUTES)**

Motion by Mr. Loprete	Seconded by Ms. O'Reilly
To approve motion to open the meeting to public discussion on agenda items	On roll call. Motion carried unanimously. Mr. Zolfo was absent.

Board candidate interviews are anticipated to begin at 7:00 p.m. on September 9

Motion by Mr. Loprete	Seconded by Ms. O'Reilly
To approve motion to close the public discussion and re-enter the regular public meeting.	On roll call. Motion carried unanimously. Mr. Zolfo was absent

10. RESOLUTIONS

RESOLUTION #	TOPIC
COMMITTEE OF THE WHOLE	
1CW	ACCEPT RESIGNATION OF ANTHONY ZOLFO
2CW	APPROVE USE OF PARKING LOT
Motion by Mr. Loprete To approve 1-2CW	Seconded by Ms. Christopoul. Motion carried unanimously. Mr. Zolfo was absent.
BUILDINGS, GROUNDS AND OPERATIONS	
	NONE
COMMUNITY RELATIONS	
	NONE
CURRICULUM & INSTRUCTION	
	NONE
FINANCE	
	NONE
PERSONNEL	
1P	APPROVAL OF JOB DESCRIPTION
2P	ACCEPT RESIGNATION OF SUE BARDZELL, SCHOOL SECRETARY, COLONIAL ROAD SCHOOL
3P	ACCEPT RESIGNATION OF ERIN NOLL, PLAYGROUND/LUNCH AIDE, HIGH MOUNTAIN ROAD SCHOOL

4P	ACCEPT RESIGNATION OF GABRIELLE GIORDANO, PARAEDUCATOR, COLONIAL ROAD SCHOOL
5P	TERMINATION OF EMPLOYEE, FRANKLIN LAKES SCHOOL DISTRICT
6P	APPOINTMENT OF MARITZA ITURRALDE AS 10-MONTH SCHOOL SECRETARY, HIGH MOUNTAIN ROAD SCHOOL
7P	APPROVAL OF STAFF TRIPS AND CONFERENCES
8P	SUMMER COMPUTER INTERN
9P	ACCEPT RESIGNATION OF LISA GAYET, K-8 LANGUAGE ARTS/LITERACY STAFF DEVELOPER, FRANKLIN LAKES SCHOOL DISTRICT
Motion by Mr. Ben-David To approve 1-9P	Seconded by Ms. O'Reilly. Motion carried unanimously. Mr. Zolfo was absent.
POLICY	
	NONE

COMMITTEE OF THE WHOLE

#1CW

RESOLUTION NO. 11498

ACCEPT RESIGNATION OF ANTHONY ZOLFO

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Franklin Lakes Board of Education accepts the resignation of Anthony Zolfo as Board of Education Trustee, effective August 11, 2014.

Motion by _____ Seconded by _____
Passed _____ Failed _____

DATED: August 11, 2014

#2CW

RESOLUTION NO. 11499

APPROVE USE OF PARKING LOT

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools, the Board approves the use of the Franklin Avenue Middle School parking lot on the evening of September 19, 2014 and all day September 20, 2014 for the Franklin Lakes Town Fair.

Motion by _____ Seconded by _____
Passed _____ Failed _____

DATED: August 11, 2014
Attachment

BUILDINGS, GROUNDS AND OPERATIONS

RESOLUTION NO. NONE

COMMUNITY RELATIONS

RESOLUTION NO. NONE

CURRICULUM & INSTRUCTION COMMITTEE

RESOLUTION NO. NONE

FINANCE

RESOLUTION NO. NONE

PERSONNEL

#1P

RESOLUTION NO. 11500

APPROVAL OF JOB DESCRIPTION

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools, the Franklin Lakes Board of Education approves the following job description:

Supervisor of Curriculum and Instruction

Motion by _____
Passed _____ Failed _____

Seconded by _____

DATED: August 11, 2014
Attachment

#2P

RESOLUTION NO. 11501

**ACCEPT RESIGNATION OF SUE BARDZELL,
SCHOOL SECRETARY, COLONIAL ROAD SCHOOL**

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools, the Franklin Lakes Board of Education accepts the resignation of Sue Bardzell, School Secretary, Colonial Road School, effective August 15, 2014.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Superintendent of Schools is hereby directed to forward a copy of this resolution to Sue Bardzell.

Motion by _____
Passed _____ Failed _____

Seconded by _____

DATED: August 11, 2014

#3P

RESOLUTION NO. 11502

**ACCEPT RESIGNATION OF ERIN NOLL,
PLAYGROUND/LUNCH AIDE, HIGH MOUNTAIN ROAD SCHOOL**

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools, the Franklin Lakes Board of Education retroactively accepts the resignation of Erin Noll, Playground/Lunch Aide, High Mountain Road School, effective July 16, 2014.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Superintendent of Schools is hereby directed to forward a copy of this resolution to Erin Noll.

Motion by _____
Passed _____ Failed _____

Seconded by _____

DATED: August 11, 2014

#4P

RESOLUTION NO. 11503

**ACCEPT RESIGNATION OF GABRIELLE GIORDANO,
PARAEDUCATOR, COLONIAL ROAD SCHOOL**

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools, the Franklin Lakes Board of Education retroactively accepts the resignation of Gabrielle Giordano, ParaEducator, CAPS Program, Colonial Road School, effective August 1, 2014.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Superintendent of Schools is hereby directed to forward a copy of this resolution to Gabrielle Giordano.

Motion by _____
Passed _____ Failed _____

Seconded by _____

DATED: August 11, 2014

**TERMINATION OF EMPLOYEE,
FRANKLIN LAKES SCHOOL DISTRICT**

WHEREAS, an employee whose name is on file in the Board office was suspended with pay on or about July 25, 2014; and

WHEREAS, said employee has an individual employment contract with a sixty (60) day notice provision; and

WHEREAS, the Superintendent has recommended that the Board invoke the sixty (60) day notice provision to terminate said employee's individual employment contract; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Education hereby invokes the sixty (60) day notice provision of the above referenced employee's individual employment contract; and

BE IT FURTHER RESOLVED that said employee shall not be required to continue to perform his duties during the period between the giving of notice and the date of termination of his employment on October 11, 2014; and

BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator shall provide the employee with notice of the Board's action as set forth in this Resolution forthwith.

ROLL CALL VOTES:

AYES:

NAYS:

ABSTENTIONS:

CERTIFICATION

I hereby certify that the within Resolution was adopted by the Franklin Lakes Board of Education by a majority vote at its duly authorized meeting on August 11, 2014.

MICHAEL J. SOLOKAS
Board Secretary/School
Business Administrator

Motion by _____
Passed _____ Failed _____

Seconded by _____

DATED: August 11, 2014

#6P

RESOLUTION NO. 11505

**APPOINTMENT OF MARITZA ITURRALDE AS 10-MONTH SCHOOL SECRETARY,
HIGH MOUNTAIN ROAD SCHOOL**

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools, the Franklin Lakes Board of Education hereby approves the appointment of Maritza Iturralde as 10-Month School Secretary, High Mountain Road School, for the 2014-15 school year, at a salary of *\$30,936.00, effective September 1, 2014;

BE IT FURTHER RESOLVED that this appointment is expressly contingent upon Maritza Iturralde executing the Board’s customary employment contract, containing a thirty (30) day termination clause.

*SALARY TO BE ADJUSTED UPON RATIFICATION OF SUCCESSOR BOARD/FLEA AGREEMENT

Motion by _____ Seconded by _____
Passed _____ Failed _____

DATED: August 11, 2014

#7P

RESOLUTION NO. 11506

APPROVAL OF STAFF TRIPS AND CONFERENCES

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools, the Franklin Lakes Board of Education approves the attendance of staff members at the conferences listed on the attached summary.

Motion by _____ Seconded by _____
Passed _____ Failed _____

DATED: August 11, 2014
Attachment

#8P

RESOLUTION NO. 11507

SUMMER COMPUTER INTERN

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools, the Board of Education agrees to hire a computer intern for the remainder of the summer as follows:

Joseph Donofrio \$9.00 per hour

Motion by _____ Seconded by _____
Passed _____ Failed _____

DATED: August 11, 2014

**ACCEPT RESIGNATION OF LISA GAYET,
K-8 LANGUAGE ARTS/LITERACY STAFF DEVELOPER, FRANKLIN LAKES
SCHOOL DISTRICT**

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools, the Franklin Lakes Board of Education accepts the resignation of Lisa Gayet, K-8 Language Arts/Literacy Staff Developer, Franklin Lakes School District, effective October 7, 2014.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Superintendent of Schools is hereby directed to forward a copy of this resolution to Lisa Gayet.

Motion by _____ Seconded by _____
Passed _____ Failed _____

DATED: August 11, 2014

POLICY

- 11. **SUSPENSION REPORT** - N/A
- 12. **ENROLLMENT REPORT** - Dr. Furnari updated the Board on enrollment and that Woodside enrollment is increasing.
- 13. **REPORT OF THE SUPERINTENDENT OF SCHOOLS**

In pursuit of our district’s vision to build a learning environment where all children and adults take ownership to become imaginative, reflective, information age explorers and contributors to society, by developing in students a life-long commitment to learning, a sense of personal and social responsibility, healthy self-esteem, and a respect and appreciation of diversity, I offer the following update on our progress toward District Goals.

Our first goal speaks to the professional development of administrators and staff in support of teaching and learning.

- During the month of July, the District Administrative Team engaged in a 2-day administrative retreat. Stephen Fogarty provided us with an update on legal issues, including topics such as Harassment, Intimidation & Bullying legislation, Special Education code revisions, digital methods of communication. The team also engaged in leadership and goal setting activities, and discussed PARCC, and recent modifications to the teacher evaluation process resulting from the Governor’s Executive Order on Assessment and updates to the AchieveNJ regulations. The team will reconvene on August 28th to review NJASK results from the Spring 2014 assessment.

- Mrs. Pastenkos and her team continue to prepare for the one-to-one Laptop initiative at FAMS, including the training of more than 40 student ambassadors. I am pleased to report that the laptops are undergoing the final stages of preparation and will be ready for student use in September.
- Dr. Caliso continues to plan for the training of staff in the use of IEP Direct, a comprehensive system designed to support the IEP, Intervention & Referral Services, and Section 504 processes. It is our hope that the program will be ready for use sometime this winter.

Our second goal is related to Financial & Resource Management.

- We continue to enroll new students across the district in a variety of grades.
- Our facilities are undergoing summer maintenance in preparation for the opening of school. Mr. Solokas and Mr. Horner are overseeing this work.

Our third goal speaks to the importance of Student Achievement, assessment and program evaluation.

- Summer curriculum work is complete. Our teachers collaborated under the guidance of Mrs. Jameson, on projects including Mathematics for our Special Education program, CAPS, Language Arts K-8, and Mathematics 6-8. I would like to thank staff for their participation in this important work.
- We continue to prepare for the upcoming administration of the Partnership for Assessment of Readiness for College and Careers (PARCC). As noted earlier, administrators spent time studying the latest information released by the New Jersey Department of Education in July and August, and will keep up to date as new information is released.
- We continue to engage in the process of hiring new staff in order to ensure that every opening is filled in preparation for the new school year. Our New Teacher Orientation will take place on August 25th, 26th, & 27th.

Our 4th goal is about communication.

- The PTAs have made their Back to School packets available online. This information was e-blasted to parents today, August 11th. It is expected that district information for each school will be made available to families shortly.
- The New Jersey Department of Education has indicated that Spring 2014 NJASK Individual Student Records should arrive in school districts September 8-15, 2014. Once these reports arrive, schools will send them out to parents/caregivers, most likely during the 3rd week of September.
- I would like to take this opportunity to thank the Franklin Lakes Public Library for providing our District Administrative Team with the use of both the Technology and History rooms for our retreat that was held on July 30th & 31st. Their hospitality was greatly appreciated.

This concludes my update to the Board. I am happy to address any questions you may have. Thank you.

14. **BOARD COMMENTS/NEW BUSINESS**

15. **QUESTIONS AND COMMENTS FROM THE AUDIENCE ON ANY TOPIC OF CONCERN – 30 MINUTES**

Motion by Mr. Loprete	Seconded by Ms. O'Reilly
To approve motion to open the meeting to public discussion on any topic of concern.	On roll call. Motion carried unanimously. Mr. Zolfo was absent.

Parent asked about plan to replace Staff Developers and Gifted and Talented program.
Another parent asked about CRS Sections

Another parent asked about Meet and Greet with the new Superintendent.

Motion by Mr. Loprete	Seconded by Ms. O'Reilly
To approve motion to close the public discussion and re-enter the regular public meeting.	On roll call. Motion carried unanimously. Ms. Zolfo was absent.

16. **PRIVATE WORK SESSION TIME:**

WHEREAS, the Open Public Meetings Act and the Franklin Lakes Board of Education reserve the right within the constraints of State Law to sit in Private Session; and WHEREAS, there now exists a need for this Board of Education to meet in Private Session;

NOW, THEREFORE, BE IT RESOLVED, that the Franklin Lakes Board of Education recess into Private Work Session to discuss exempt matters pertaining to personnel, legal matters and any such matters that may come before the Board; and

BE IT FURTHER RESOLVED that the public will be informed regarding the topics discussed in Private at a later date undetermined at this time.

None

17. **ADJOURNMENT**

Motion by Mr. Loprete	Seconded by Ms. O'Reilly
To approve motion to adjourn meeting at 8:35 p.m.	On roll call. Motion carried unanimously. Mr. Zolfo was absent.

Respectfully submitted,

Michael Solokas
Business Administrator/Board
Secretary