

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

REGULAR BUSINESS MEETING MINUTES

Tuesday, January 06, 2015

Franklin Avenue Middle School
755 Franklin Avenue, 8:30 PM
Multi-Purpose 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 Record* and *The Suburban News*; 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, Mr. Peter Koulikourdis, Dr. Jennifer Marcus, Ms. Susan McGowan, Mr. Robert Medeiros, Ms. Shirley O'Reilly, Ms. Kathie Schwartz, Ms. Jackie Veliky. Ms. Christine Christopoul was absent.

5. **APPROVAL OF MINUTES**

Motion by Ms. O'Reilly	Seconded by Ms. McGowan
To approve Minutes from the meetings on December 15, 2014	On roll call. Motion carried unanimously.

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

Motion by Ms. O'Reilly	Seconded by Ms. McGowan
To approve Board Secretary and Treasurer's Report for November 2014	On roll call. Motion carried. YES: Ben-David, Marcus, Medeiros, Schwartz, Veliky, McGowan, O'Reilly NO: None ABSTAIN: Koulikourdis Ms. Christopoul was absent.

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

The Board Secretary certifies that for the month ending November, 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 November, 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 Ms. O’Reilly	Seconded by Ms. McGowan
To approve Monthly Budget Status Certification ending November 2014	On roll call. Motion carried by vote of 6-1-2. YES: Ben-David, Medeiros, Schwartz, Veliky, McGowan, O’Reilly NO: None ABSTAIN: Koulikourdis, Marcus Ms. Christopoul was absent.

8. **PUBLIC WORK SESSION**

- HIB Grade Report Discussion – Dr. Furnari updated the Board.
- Report of Committees
 - Curriculum N/A
 - Finance N/A
 - Operations N/A
 - Negotiations N/A
 - Personnel N/A
 - Policy N/A
 - Technology - Ms. Schwartz updated the Board

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

Motion by Ms. O’Reilly	Seconded by Ms. McGowan
To approve motion to open the meeting to public discussion on agenda items	On roll call. Motion carried unanimously. Ms. Christopoul was absent

None

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

10. **RESOLUTIONS**

<i>RESOLUTION #</i>	<i>TOPIC</i>
COMMITTEE OF THE WHOLE	
1CW – WALK-IN	ACCEPT RESIGNATION OF CHRISTINE CHRISTOPOUL
Motion by Ms. O’Reilly To Discuss 1CW	Seconded by Ms. McGowan. Motion carried unanimously.
BUILDINGS, GROUNDS AND OPERATIONS	
	NONE
CURRICULUM & INSTRUCTION	
1CUR	APPROVAL OF PROFESSIONAL DEVELOPMENT CONTRACT WITH VINCENT VARRASSI
2CUR	APPROVAL OF FIELD TRIPS
Motion by Ms. Veliky To Approve 1-2CUR	Seconded by Ms. O’Reilly. Motion carried unanimously.
FINANCE	
1F	APPROVAL OF LINE ITEM TRANSFERS - DECEMBER 2014
2F	APPROVAL OF CURRENT BILLS LISTS
Motion by Mr. Medeiros To Approve 1-2F	Seconded by Ms. O’Reilly. Motion carried unanimously.
PERSONNEL	
1P	APPROVAL OF STAFF TRIPS AND CONFERENCES
2P	APPOINTMENT OF SUBSTITUTE TEACHERS

3P	ACCEPT RESIGNATION OF CHRISTINE COUNSEL-FLEISCHMANN, PLAYGROUND/LUNCH AIDE, HIGH MOUNTAIN ROAD SCHOOL
4P	APPROVAL OF ZERO PERIOD PAY FOR CINDY CIPRIANO
5P	APPOINTMENT OF ADDITIONAL PLAYGROUND/LUNCH AIDES FOR THE 2014-15 SCHOOL YEAR
6P	APPOINT MELISSA MICHELMAN FROM .30 FTE TO .40 FTE
7P	APPOINTMENT OF MIREYA PAUWELS AS PREK PARAEDUCATOR AT HIGH MOUNTAIN ROAD SCHOOL
Motion by Mr. Ben-David To Approve 1-7P	Seconded by Ms. O'Reilly. Motion carried unanimously.
POLICY	
1POL	FIRST READING OF REVISED POLICY #6151: CLASS SIZE
Motion by Ms. McGowan To Approve 1POL	Seconded by Ms. O'Reilly. Motion carried by vote of 6-1-1 YES: Ben-David, Marcus, Medeiros, Veliky, McGowan, O'Reilly NO: Schwartz ABSTAIN: Koulikourdis

COMMITTEE OF THE WHOLE

RESOLUTION NO. NONE

BUILDINGS, GROUNDS AND OPERATIONS

RESOLUTION NO. NONE

CURRICULUM & INSTRUCTION COMMITTEE

#1CUR

RESOLUTION NO. 11615

APPROVAL OF PROFESSIONAL DEVELOPMENT CONTRACT WITH VINCENT VARRASSI

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools, the Franklin Lakes Board of Education approves the Professional Development Agreement between Vincent Varrassi and the Franklin Lakes Public Schools to deliver in-service training in the area of collaborative education at the middle school level for Special Education teachers in the Franklin Lakes and Wyckoff School Districts on January 29, 2015 and February 24, 2015. Total cost is \$3,000 split between the two Districts, at a rate of \$1,500.00 each.

Motion by _____ Seconded by _____
Passed _____ Failed _____

DATED: January 06, 2015
Attachment

#2CUR

RESOLUTION NO. 11616

APPROVAL OF FIELD TRIPS

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools, the Franklin Lakes Board of Education approves the field trips listed on the attached summary.

Motion by _____ Seconded by _____
Passed _____ Failed _____

DATED: January 06, 2015
Attachment

FINANCE

#1F

RESOLUTION NO. 11617

APPROVAL OF LINE ITEM TRANSFERS – DECEMBER, 2014

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools, the Board approves the line item transfers for the months of December, 2014. In order to accomplish the aforesaid purpose the Business Administrator was authorized to transfer the amount of money into and out of the line items set forth on the attached schedule.

Motion by _____ Seconded by _____
Passed _____ Failed _____

DATED: January 06, 2015
Attachment

#2F

RESOLUTION NO. 11618

APPROVAL OF CURRENT BILLS LIST

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools, the Franklin Lakes Board of Education approves the payment of claims on the current bills list in the amount of \$3,320,790.15 for December, 2014.

Motion by _____ Seconded by _____
Passed _____ Failed _____

DATED: January 06, 2015

Attachment

PERSONNEL

#1P

RESOLUTION NO. 11619

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: January 06, 2015

Attachment

#2P

RESOLUTION NO. 11620

APPOINTMENT OF SUBSTITUTE TEACHERS

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools, the Franklin Lakes Board of Education approves the following as Substitute Teacher(s):

Stephanie Ginsberg
Kristen Pizzolo

BE IT FURTHER RESOLVED that that above appointment(s) are subject to proof of compliance with the provisions of N.J.S.A. 18A:6-7.1b, Criminal History Records Checks for Substitutes.

Motion by _____ Seconded by _____
Passed _____ Failed _____

DATED: January 06, 2015

#3P

RESOLUTION NO. 11621

**ACCEPT RESIGNATION OF CHRISTINE COUNSEL-FLEISCHMANN,
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 accepts the resignation of Christine Counsel-Fleischmann, Playground/Lunch Aide, High Mountain Road School, effective January 6, 2015.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Superintendent of Schools is directed to forward a copy of this resolution to Christine Counsel-Fleischmann.

Motion by _____ Seconded by _____
Passed _____ Failed _____

DATED: January 06, 2015

#4P

RESOLUTION NO. 11622

APPROVAL OF ZERO PERIOD PAY FOR CINDY CIPRIANO

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools, the Franklin Lakes Board of Education approves an additional three zero periods per week (one at CRS, one at HMR and one at WAS) at \$1,600.00 each for a total of \$4,800.00, prorated, for Cindy Cipriano, effective January 5, 2015 through June 30, 2015.

Motion by _____ Seconded by _____
Passed _____ Failed _____

DATED: January 06, 2015

#5P

RESOLUTION NO. 11623

**APPOINTMENT OF PLAYGROUND/LUNCH AIDE(S)
FOR THE 2014-15 SCHOOL YEAR**

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools, the Franklin Lakes Board of Education approves the appointment of the following as Playground/Lunch Aide(s) for the remainder of the 2014-15 School Year:

Name	Hours	Hourly rate
Janet Crocamo (HMR)	12.5 per week	\$13.00

BE IT FURTHER RESOLVED that the Board hereby authorizes the Superintendent of Schools to make application for approval of the employment of the above appointment to the Commissioner of Education on an emergent basis for a period of three months pursuant to N.J.S.A. 18A:6-7.1c pending clearance of a Criminal History Records check.

Motion by _____ Seconded by _____
Passed _____ Failed _____

DATED: January 06, 2015

#6P

RESOLUTION NO. 11624

APPOINT MELISSA MICHELMAN FROM .30 FTE TO .40 FTE

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools, the Franklin Lakes Board of Education approves the appointment of Melissa Michelman, part-time Special Education Math Teacher, from .30 FTE to .40 FTE for the remainder of the 2014-15 school year, placed at Step 12, Class BA at a prorated salary of \$26,144.00, effective December 22, 2014 – June 30, 2015.

BE IT FURTHER RESOLVED that this appointment is expressly contingent upon Melissa Michelman executing the Board’s customary employment contract, containing a sixty (60) day termination clause.

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

Motion by _____ Seconded by _____
Passed _____ Failed _____

DATED: January 06, 2015

#7P

RESOLUTION NO. 11625

APPOINTMENT OF MIREYA PAUWELS AS PREK PARAEDUCATOR AT HIGH MOUNTAIN ROAD SCHOOL

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools, the Franklin Lakes Board of Education approves the appointment of Mireya Pauwels as a PreK ParaEducator at High Mountain Road School for the 2014-15 school year, at a salary of *\$23,496.00, prorated, effective January 12, 2015 – June 30, 2015.

BE IT FURTHER RESOLVED that the Board hereby authorizes the Superintendent of Schools to make application for approval of the employment of Mireya Pauwels to the Commissioner of Education on an emergent basis for a period of three months pursuant to N.J.S.A. 18A:6-7.1c pending clearance of a Criminal History Records check.

BE IT FURTHER RESOLVED that this appointment is expressly contingent upon Mireya Pauwels executing the Board’s customary employment contract, containing a sixty (60) day termination clause.

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

Motion by _____ Seconded by _____
Passed _____ Failed _____

DATED: January 06, 2015

POLICY

#1POL

RESOLUTION NO. 11626

FIRST READING OF REVISED POLICY #6151: CLASS SIZE

BE IT RESOLVED that upon the recommendation of the Superintendent of Schools, the Franklin Lakes Board of Education approves a first reading for revised Policy #6151: Class Size.

Motion by _____ Seconded by _____
Passed _____ Failed _____

DATED: January 06, 2015
Attachment

- 11. **SUSPENSION REPORT** – Dr. Furnari reported 1 suspension at FAMS
- 12. **ENROLLMENT REPORT** - Dr. Furnari updated Board
- 13. **REPORT OF THE SUPERINTENDENT OF SCHOOLS**

Vision Statement:

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 would like to share with you information regarding our district’s progress toward achievement of our District Goals:

Goal 1: Student Achievement

The Franklin Lakes Public Schools will provide exemplary educational opportunities and experiences, promoting the intellectual, physical, social and emotional growth of each and every student, preparing them to become meaningful contributors to the world in which they live.

- In preparation for student success in the area of academic performance, principals at all schools ensure that teachers are using state and local data to inform instruction and lesson design.
- All teachers have crafted Student Growth Objectives and are monitoring the progress of their students daily.
- In addition, all schools are monitoring student attendance using the newly revised attendance policy as our guide. The administrative team is collaborating on a set of regulations that detail the manner in which the district will manage attendance and tardiness under the policy. These regulations will be made available in the very near future. Please know that the regulations are intended to document more formally the process already in place at our schools using new policy language.
- As you know, the NJDOE has identified the Franklin Lakes Public Schools as a high achieving district, and therefore will not be conducting a formal Quality Single Accountability Continuum (QSAC) visit for another 3 years. In relation to Goal 1, this means that we have met all state requirements with regard to our curriculum as noted in Objective B of this goal to date. We will of course continue to update curriculum as required.

- In addition, the One to One Laptop Initiative had an extremely successful start, and continues to move forward under the guidance of FAMS and district administration. You will hear more about the initiative at the January 27th meeting of the Board.
- Benchmark assessment development continues. The FLOW districts are collaborating as they have in the past on Math benchmarks at the elementary level, in an effort to ensure that all students are similarly prepared.
- Our work around school culture is in place at all schools. The primary program, Olweus, supports social emotional learning through a variety of activities and topics. On this evening's agenda is the NJDOE HIB Report Card for our district. The 2013-2014 self-reported data contained in this report card indicates our district earned a score of 75 out of a possible 78 points. The report will be posted on our district webpage as required by NJDOE.

Goal 2: Professional Growth

The Franklin Lakes Public Schools will provide targeted, meaningful and collaborative professional learning opportunities to staff, as they continue to grow professionally, in order to ensure the needs of all students are appropriately met.

- As reported last month, District and School administrators completed a total of 158 observations of teachers during Cycle 1. In addition, all members of the instructional administrative staff received their first of three evaluations.
- School Improvement Panels at each school work with their building administrators to support the professional growth of staff and to ensure that professional development opportunities are aligned with the observation process. The District Evaluation Advisory Committee is also actively working with District administration to provide similar supports across the district.
- Training in the implementation of Student Growth Objectives was provided and support continues to occur at the school and district levels.
- The Department of Curriculum & Instruction is working closely with the Technology department to ensure that meaningful use of technology is infused into both the curriculum and daily instruction.
- The third indicator for Goal 2 involves the establishment of a process for teachers to share best practices through observing colleagues. Teachers and administrators have become engaged in this work, and we have even had teachers from other FLOW district schools visit our classrooms, most recently with regard to the integration of technology at the middle school level.

Goal Three: Communication

The Franklin Lakes Public Schools will communicate effectively with parents, students, and the Franklin Lakes community.

- Data and Communication tools such as Aspen, Live Gradebook, email, text notifications, Reverse 911 calls and Genesis Parent Resources have all been upgraded and made available. Maintenance and upkeep continue.
- The District continues to prepare for the administration of a satisfaction survey, as noted in Objective B of this goal. We anticipate the survey to be open in late February or early March, 2015.
- In order to keep parents well informed about the PARCC assessment process, the Department of Curriculum & Instruction in collaboration with each of our schools will be hosting Coffee & Curriculum sessions. These sessions are posted on the district calendar, and principals are sending out notifications to parents whose children are in tested grades.

Goal Four: Resource Management

The Franklin Lakes Public Schools will ensure that all resources are allocated in support of goals 1-3, while continuing to exercise fiscally responsible practices.

- Goal 4, Objective B is concerned with the process for Budget preparations for the 2014-2015 school year. As has been reported both by the Finance Committee and by me,

the budget calendar was established, and there have been numerous discussions at the District and Board level with regard to the crafting of budget assumptions. There will be more detail about the budget process provided in upcoming months.

- One element under Objective B of this goal deals with QSAC monitoring. As previously reported, QSAC monitoring will not occur for another 3 years, as the NJDOE has designated Franklin Lakes Public Schools as a high achieving district.
- School safety training, including a tabletop exercise for administrators and emergency management personnel, updates to the district's emergency plan, and the institution of staff IDs have all been completed.
- Objective C of this goal has to do with the process of strategic planning. To date, four service providers have been identified for the Board's consideration. We plan to engage one of the four to assist us in the stages of strategic planning that includes involvement of a variety of stakeholders.

In addition to our progress toward the attainment of District Goals I would like to provide some insights into our recent research and discussions with regard to Kindergarten programming. As I have shared with the Board and the public, I was asked early in my superintendency to look into the feasibility of our schools providing full day Kindergarten programming. This topic had been discussed over the years prior to my arrival. I recommended that we review information that was previously gathered, survey parents, and hold internal discussions among administrators and Kindergarten teaching staff members. All of these activities have been completed. I would like to provide my professional opinion to the data gathering. As both a teacher and principal, I have first hand working knowledge of the things teachers and children can accomplish when provided with ample time and resources. As a supervisor, director and Assistant Superintendent for Curriculum & Instruction, I have had the opportunity to support teachers, schools and districts in the implementation of Kindergarten programming. Those supports include time and resource management, professional learning, and meaningful collaboration. I shared with our administrative team and Kindergarten teachers how much I value what they do, as early childhood education is the foundation for everything that comes after. Our creative use of time and resources is key to keeping the high quality of our programming, while serving the needs of all students. With all that said, I truly believe that full day Kindergarten would be beneficial to our students. However, I have also heard the concerns raised about allowing enough time to properly prepare for such a change. I plan to make a formal recommendation to the Board at our next meeting, but wanted to share that at the present time, we are in the process of mapping out a potential plan to implement full day programming to begin in 2016-2017. There is a great deal of work to be done to ensure a smooth transition, which I intend to present to the Board for consideration at the January 27th meeting. As always, my main focus is on providing our children with opportunities that will best prepare them for rigorous expectations that when attained will serve them for a lifetime.

This concludes my State of the District Report on our progress toward District Goals for the 2014-2015 school year. Periodic updates and reports will continue throughout the year, and a summary report will be provided at the end of the academic year. Thank you for your kind attention.

14. **BOARD COMMENTS/NEW BUSINESS** – Ms. Schwartz acknowledged Ms. Christine Christopoul's service.

Ms. Veliky asked about committee structure.

Ms. Schwartz agreed that finance and personnel be Committees of the Whole

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

Motion by Ms. O'Reilly

Seconded by Ms. McGowan

To approve motion to open the meeting to public discussion on any topic of concern.	On roll call. Motion carried unanimously.
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Ms. Stacey Melhorn spoke on behalf of all Kindergarten teachers regarding the Kindergarten program.

A parent stated current "K" program is excellent and would like to keep the current program.

A parent congratulated the new board members and requested unity. Also expressed sadness about Ms. Christine Christopoul's resignation and thanked her for her service.

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.

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.

17. ADJOURNMENT

Motion by Ms. O'Reilly	Seconded by Ms. McGowan
To approve motion to adjourn meeting at 9:45p.m.	On roll call. Motion carried unanimously.

Respectfully submitted,

Michael Solokas
Business Administrator/Board
Secretary