

PREPARING ALL LEARNERS TO EXCEL IN A CHANGING WORLD

**Morris Plains Board of Education
Public Meeting – January 5, 2016 - 7:00 p.m.
Meeting will be held in the Borough School Learning Center**

District Goals 2015-2016

1. Improve student performance for ALL students through an intense focus on enhancing the teaching and instructional experience throughout the district; continuing to support the district's initiatives in 21st century learning, technology integration and Writer's Workshop.
2. Effectively utilize newsletters, social media, parent forums, parent workshops, and the school and district websites to keep the community informed about news, events, achievements, and initiatives underway in our district and schools.
3. Identify and implement programs and interventions designed to support the social and emotional needs of our students.
4. Analyze short and long-term facility needs, recognizing items that need immediate action, while maintaining fiscal responsibility. Develop a Long-Range Facility Plan with a projected five year action plan.

I. Call to Order and Reference to the Sunshine Law

In accordance with the requirements of the Open Public Meetings Act (Chapter 231, P.L. 1975), I wish to announce that: The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this act, the Morris Plains School District Board of Education, in the County of Morris, New Jersey has caused notice of this meeting to be published by having the date, time and place thereof posted in the Board Administrative Offices, sent to the Clerk of the Borough of Morris Plains, the Morris Plains Library, the Daily Record, the Star Ledger, and the Morris News Bee.

II. Pledge of Allegiance

III Oath of Office (Board Secretary)

--Lucia Galdi
--Terri Kaag
--Kenneth Wilbur

Distribute Code New Jersey Code of Ethics to the board

III. Roll Call

<input type="checkbox"/> Scott Bober	<input type="checkbox"/> Cynthia Fetherston	<input type="checkbox"/> Francis Foley	<input type="checkbox"/> Anthony Galdi	<input type="checkbox"/> Lucia Galdi
<input type="checkbox"/> Terri Kaag	<input type="checkbox"/> Maria Manley	<input type="checkbox"/> Denise Rawding	<input type="checkbox"/> Ken Wilbur	Quorum? <input type="checkbox"/> yes <input type="checkbox"/> no

Amy Barkman Mark Maire Number of Public

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

IV. Election of Officers

A. Election of Board President

Motion(s) for nominations for the office of President:

Motion by: _____ Candidate Name _____
(Nominee)

Motion by: _____ Candidate Name _____
(Nominee)

Motion to close nominations by: _____ / _____ Voice vote

Motion to accept nominations by: _____ / _____ Voice vote

Roll Call Vote for President:

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

RESOLVED, that in accordance with N.J.S.A. 18A:15-1 the Morris Plains School District Board of Education, in the County of Morris, New Jersey, elects _____ as President of the Board of Education effective immediately until the next organization meeting as prescribed by law.

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

The newly elected President now presides over the meeting.

B. Election of Board Vice-President

Motion(s) for nominations for the office of Vice-President (A second is not required.):

Motion by: _____ Candidate Name _____
(Nominee)

Motion by: _____ Candidate Name _____
(Nominee)

Motion to close nominations by: _____ / _____ Voice vote

Motion to accept nominations by: _____ / _____ Voice vote

Roll call vote for Vice-President:

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

RESOLVED, that in accordance with N.J.S.A.18A:15-1 the _Morris Plains School District Board of Education, in the County of Morris, New Jersey, elects _____ as Vice-President of the Board of Education effective immediately until the next organization meeting as prescribed by law.

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

V. Reorganization Items Prepared for Official Action on January 5, 2016:

A. Annual Appointments

1. Appointment of Board Secretary

On the motion of _____ seconded by _____, the Board approves the following resolution:

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey, appoints Amy Barkman as Board Secretary, (N.J.S.A. 18A: 13-13, N.J.S.A. 18A:17-2, 17-5), effective July 1, 2015 to June 30, 2016.

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

2. Appointment of Attorneys

On the motion of _____ seconded by _____, the Board approves the law firm of Sciarrillo, Cornell, Merlino, McKeever & Osborne, LLC, as the Board's attorney for the July 1, 2015 through June 30, 2016. This resolution and contract are on file and available for public inspection at the Morris Plains Board of Education Office, located at 500 Speedwell Avenue, Morris Plains, NJ 07950.

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

3. Appointment - Architects of Record

On the motion of _____ seconded by _____, the Board approves the following resolution:

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey approves the firm of Settembrino Architects, 25 Bridge Avenue, Suite 201, Red Bank, New Jersey 07701 as architects of record effective October 10, 2015 through June 30, 2016. (NJSA 18A:23-D). This resolution and contract are on file and available for public inspection at the Morris Plains Board of Education Office, located at 500 Speedwell Avenue, Morris Plains, NJ 07950.

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

4. Appointment - Benefits Broker of Record

On the motion of _____ seconded by _____, the Board approves the following resolution:

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey approves Centric Benefits Consulting, 219 South Street, New Providence, New Jersey 07974 as Benefits Broker of Record effective January 1, 2016 through June 30, 2016. (NJSA 18A:18B-7.1). This resolution and contract are on file and available for public inspection at the Morris Plains Board of Education Office, located at 500 Speedwell Avenue, Morris Plains, NJ 07950.

Roll Call: SB____ CF____ FF____ AG____ LG____ TK____ MM____ DR____ KW____

5. Appointment - Broker of Record for Property and Liability Insurance

On the motion of _____ seconded by _____, the Board approves the following resolution:

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey approves CBIZ Insurance, 219 South Street, New Providence, New Jersey 07974 as Benefits Broker of Record effective January 1, 2016 through June 30, 2016. (NJSA 18A:18b-2). This resolution and contract are on file and available for public inspection at the Morris Plains Board of Education Office, located at 500 Speedwell Avenue, Morris Plains, NJ 07950.

Roll Call: SB____ CF____ FF____ AG____ LG____ TK____ MM____ DR____ KW____

6. Appointment of Attorney - Special Education

On the motion of _____ seconded by _____, the Board appoints the law firm of Schwartz Edelstein, Celso & Kessler, Inc. as Board's attorney for Special Education and other Matters as assigned for the January 1, 2016 through December 31, 2016. This resolution and contract are on file and available for public inspection at the Morris Plains Board of Education Office, located at 500 Speedwell Avenue, Morris Plains, NJ 07950.

Roll Call: SB____ CF____ FF____ AG____ LG____ TK____ MM____ DR____ KW____

7. Appointment of Section 504 Officer

On the motion of _____ seconded by _____, the Board approves the following resolution:

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey in accordance with 34 CFR 104.7(a) appoints the school counselor as Section 504 Officer effective January, 2016 – December, 2016.

Roll Call: SB____ CF____ FF____ AG____ LG____ TK____ MM____ DR____ KW____

8. Appointment of Anti-Bullying Specialist

On the motion of _____ seconded by _____, the Board appoints the school counselor as the district Anti-Bullying Specialist effective January, 2016 - December, 2016.

Roll Call: SB____ CF____ FF____ AG____ LG____ TK____ MM____ DR____ KW____

9. Appointment of Anti-Bullying Coordinator

On the motion of _____ seconded by _____, the Board appoints the principal of Mountain Way School as the district Anti-Bullying Coordinator effective January, 2016 - December, 2016.

Roll Call: SB____ CF____ FF____ AG____ LG____ TK____ MM____ DR____ KW____

10. Appointment of Educational Stability Liaison

On the motion of _____ seconded by _____, the Board appoints the principal of Mountain Way School as the district Educational Stability Liaison effective January, 2016 - December, 2016.

Roll Call: SB____ CF____ FF____ AG____ LG____ TK____ MM____ DR____ KW____

11. Appointment of Affirmative Action Officer

On the motion of _____ seconded by _____, the Board approves the following resolution:

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey in accordance with N.J.A.C. 6A:7-1.5 appoints the school business administrator as Affirmative Action Officer effective January, 2016 – December, 2016; and

BE IT FURTHER RESOLVED, that the Board Secretary is directed to advertise the name, office address and telephone number of the Affirmative Action Officer’s office; and

BE IT FURTHER RESOLVED, that the Superintendent is directed to develop and distribute the grievance procedure as per 28 CFR 35.107(a).

Roll Call: SB____ CF____ FF____ AG____ LG____ TK____ MM____ DR____ KW____

12. Appointment of Indoor Air Quality Coordinator

On the motion of _____ seconded by _____, the Board approves the following resolution:

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey appoints the Manager of Buildings and Grounds as the Indoor Air Quality Coordinator effective January, 2016 – December, 2016.

Roll Call: SB____ CF____ FF____ AG____ LG____ TK____ MM____ DR____ KW____

13. Appointment of Right-To-Know Contact Person

On the motion of _____ seconded by _____, the Board approves the following resolution:

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey appoints the Manager of Buildings and Grounds as the Right-To-Know contact person effective January, 2016 - December, 2016.

Roll Call: SB____ CF____ FF____ AG____ LG____ TK____ MM____ DR____ KW____

14. Appointment of Asbestos/AHERA Coordinator

On the motion of _____ seconded by _____, the Board approves the following resolution:

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey appoints the Manager of Buildings and Grounds as the district's designated person and program manager to carry out the duties required under the AHERA (Asbestos Hazard Emergency Response Act) 40 CFR-763 effective January, 2016 - December, 2016.

Roll Call: SB____ CF____ FF____ AG____ LG____ TK____ MM____ DR____ KW____

15. Appointment of Integrated Pest Management Coordinator

On the motion of _____ seconded by _____, the Board approves the following resolution:

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey appoints the Manager of Buildings and Grounds as the district's designated IPM (Integrated Pest Management) Coordinator as per N.J.A.C. 7:30-13.3 effective January, 2016 - December, 2016.

Roll Call: SB____ CF____ FF____ AG____ LG____ TK____ MM____ DR____ KW____

16. Appointment of Chemical Hygiene Officer

On the motion of _____ seconded by _____, the Board approves the following resolution:

RESOLVED, that the _____ School District Board of Education, in the County of Morris, New Jersey appoints the Manager of Buildings and Grounds, as the district's Chemical Hygiene Officer as per 29 CFR 1910.1450 effective January, 2016 - December, 2016.

Roll Call: SB____ CF____ FF____ AG____ LG____ TK____ MM____ DR____ KW____

17. Appointment of Substance Awareness Coordinator

On the motion of _____ seconded by _____, the Board approves the following resolution:

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey appoints the school counselor as the district's Substance Awareness Coordinator in accordance with N.J.A.C. 6A:9-13.2 effective January, 2016 - December, 2016.

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

18. Appointment of Title IX Coordinators

On the motion of _____ seconded by _____, the Board approves the following resolution:

RESOLVE, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey in accordance with 34 CFR 106.8 (a) appoints the principals as Title IX Coordinators effective January, 2016 - December, 2016; and

BE IT FURTHER RESOLVED, that the Board Secretary is directed to advertise the name, office address and telephone number of the Title IX Coordinators.

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

19. Appointment of American Disability Act (ADA) Coordinator

Resolved: That the Morris Plains Board of Education appoints the director of Special Services as the American Disability Act Coordinator effective January, 2016 - December, 2016; and BE IT Further Resolved: That the Board Secretary is directed to advertise the name, office address and telephone number of the American Disability Act Coordinator's office; and BE IT RESOLVED: That the Superintendent or his designee is directed to develop and distribute the grievance procedure as per 28 CFR 35.107(a)

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

20. Appointment of Safety Officer

On the motion of _____ seconded by _____, the Board approves the following resolution:

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey appoints the Superintendent as the Safety Officer effective January, 2016 – December, 2016.

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

21. Appointment of Custodian of Records

On the motion of _____ seconded by _____, the Board approves the following resolution:

RESOLVED, the Morris Plains School District Board of Education, in the County of Morris, New Jersey appoints the superintendent as custodian of personnel records and school business

administrator as custodian of all other records in accordance with N.J.S.A. 47:1A-1 et seq. effective January, 2016 - December, 2016; and

BE IT FURTHER RESOLVED, the Morris Plains School District Board of Education indemnifies the superintendent and school business administrator for all legal costs, which might arise from this appointment.

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

22. Appointment of Public Agency Compliance Officer

On the motion of _____ seconded by _____, the Board approves the following resolution:

WHEREAS, in accordance with N.J.A.C., the State of New Jersey Division of Contract Compliance and Equal Employment Opportunity requires that each public agency annually designate an officer or employee to serve as its public agency compliance officer , and

WHEREAS, The public agency compliance officer is also responsible for administering contracting procedures pertaining to equal employment opportunity regarding both the Public Agency and the service providers. The service provider shall include but shall not be limited to goods and services vendors, professional service vendors and construction contractors; and

WHEREAS, the Board of Education has determined that the Board Secretary can effectively and appropriately perform the duties of the public agency compliance officer;

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey hereby designates the Board Secretary as the Public Agency Compliance Officer in accordance with the provisions of N.J.A.C. 17:27-3.2.

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

23. Appointment of Attendance Officers

On the motion of _____ seconded by _____, the Board approves the following resolution:

RESOLVED, upon the recommendation of the Superintendent, the Morris Plains School District Board of Education, in the County of Morris, New Jersey, appoints the following Administrators as the Attendance Officers effective January – December, 2015 (N.J.S.A. 18A: 38-32): principal of Mountain Way School and the principal of Borough School.

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

24. Appointment of Homeless Liaison

On the motion of _____ seconded by _____, the Board approves the following resolution:

WHEREAS, pursuant to IASA, Section 323 of P.L. 103-382, each district needs to appoints a homeless liaison to serve the families of homeless children I the district,

RESOLVED that the Morris Plains School District Board of Education, in the County of Morris, New Jersey approves the school counselor as the Homeless Liaison for the district effective January, 2016 - December, 2016.

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

25. Appointment of Auditor

On a motion by _____ seconded by _____, the board re-approves the following resolution: WHEREAS, there exists a need for the appointment of auditors to perform the annual audit of the financial books and records of the Morris Plains School District Board of Education, in the County of Morris, New Jersey, for the school year 2016-2017; and WHEREAS, funds are available in the annual budget for this purpose, and WHEREAS, the Public School Contracts Law defines auditing and accounting services as professional services not subject to competitive bidding;

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey appoints the Board appoints Mrs. Valerie Dolan, Nisivoccia & Company as the district auditor for the 2016-2017 school year at a fee of \$29,500 (NJSA 18A:23-1). This resolution and contract are on file and available for public inspection at the Morris Plains Board of Education Office, located at 500 Speedwell Avenue, Morris Plains, NJ 07950.

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

26. Approval of Committees Incoming

On the motion of _____ seconded by _____, the Board approves the following committees of the Board of Education:

Finance

--Buildings and Grounds

Curriculum and Instruction

Legislative

Educational Services Commission of Morris County (ESC)

Morris School District

Personnel

Policy Updates

Liaison Committees (Reports if Available)

--Morris Plains Home and School Association (MPHSA)

--Morris Plains Municipal Alliance Committee (MPMAC)

--Education Foundation of Morris Plains (EFMP)

--Strategic Planning Committees

-- New Jersey School Boards

-- Morris County School Boards Association

Community Outreach

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

VI. Annual Designations

1. Designate the Official Meeting Place of the Board

On the motion of _____ seconded by _____ Be It Resolved that the Board designates the Borough School Learning Center, 500 Speedwell Avenue, Morris Plains, NJ 07950 as the Official Meeting Place of the Board effective January, 2016 - December, 2016.

Roll Call: SB____ CF____ FF____ AG____ LG____ TK____ MM____ DR____ KW____

2. Designate the Official Newspapers for the Morris Plains School District

On the motion of _____ seconded by _____, the Board approves the following resolution:

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey designates the Daily Record as the official newspaper for legal notices and the Star Ledger, or the Morris News Bee be so designated should it be impossible to advertise in the Daily Record for reasons of timely notice, emergency, or other reasons (N.J.S.A 18A: 22-11, 39-3 and 10:4-18); and

BE IT FURTHER RESOLVED, that personnel postings will be placed on the district web site.

Roll Call: SB____ CF____ FF____ AG____ LG____ TK____ MM____ DR____ KW____

3. Approve the Placement of Official Notices

On the motion of _____ seconded by _____, the Board approves the placement of official notices at the following locations:

Borough School
Mountain Way School
Morris Plains Library

Board of Education Office
Borough Hall
Police Department

Roll Call: SB____ CF____ FF____ AG____ LG____ TK____ MM____ DR____ KW____

4. Investment Program

On the motion of _____ seconded by _____, the Board approves the following resolution:

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey designates the Board Secretary as the person responsible for any and all Board of Education investments; and

BE IT FURTHER RESOLVED that the Board Secretary or Assistant Board Secretary be authorized to make wire transfers amongst the board accounts as may be necessary.

Roll Call: SB____ CF____ FF____ AG____ LG____ TK____ MM____ DR____ KW____

5. Tax Shelter Annuities

Motion by _____ seconded by _____ the Board approves the following resolution:

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey designates the following Tax Sheltered Annuity Companies, open for enrollment to any district employee for the 2015-2016 school year as per N.J.S.A. 18A:66-127:

403B / 457:

- AXA Equitable
- Franklin Templeton
- Lincoln National
- Lincoln National Investment Company
- Legend Group
- Met Life

Roll Call: SB____ CF____ FF____ AG____ LG____ TK____ MM____ DR____ KW____

6. Board of Education Meetings

On the motion of _____ seconded by _____, the Board approves the following resolution:

WHEREAS, the Morris Plains School District Board of Education, in the County of Morris, New Jersey is directed to meet at least once every two months during the period in which the schools in the district are in session (N.J.S.A. 18A:10-6), and

WHEREAS, the Open Public Meetings Act requires notice of regularly scheduled meetings within seven days following the Annual Organization Meeting of the Board; be it

RESOLVED, by the Morris Plains School District Board of Education to designate that the following notice of regularly scheduled meetings be adopted in accordance with N.J.S.A. 18A:22-11: "Notice is hereby given that a Regular Meeting of the Morris Plains School District Board of Education, in the County of Morris, New Jersey, will be held on or about the second and fourth Tuesday of each month. The Board will meet in Executive Session prior to the regular agenda at 7:00 p.m. The regular agenda commences at 7:30 pm.

BE IT FURTHER RESOLVED, that the aforesaid notice of regularly scheduled meetings will be posted in the Board of Education Administrative Office, 500 Speedwell Avenue, Morris Plains, New Jersey 07950, and that the aforesaid notice be mailed to the newspapers designated by this Board to receive the notice required by the provisions of the Open Public Meetings Act.

BE IT FURTHER RESOLVED, that the aforesaid notice be filed with the Clerks of municipality.

Roll Call: SB____ CF____ FF____ AG____ LG____ TK____ MM____ DR____ KW____

7. Approves Chart of Accounts

On the motion of _____ seconded by _____, the Board approves the following resolution:

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey designates the NJDOE Chart of Accounts as the minimum Chart of Accounts for use in the district; and

BE IT FURTHER RESOLVED, that the business office is authorized to add additional sub account designation (both within the existing sub accounts as well as additional sub positions), as the School Business Administrator may deem necessary; and

BE IT FURTHER RESOLVED, that the Superintendent is authorized to make any necessary transfer below the level of the NJDOE Chart of Accounts.

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

VII Annual Motions

1. Approves Board Policies and Bylaws

On the motion of _____ seconded by _____, the Board approves the following resolution

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey adopts and shall be governed in all actions and business to come before this Board by the written Board Policies, Regulations, and Job Descriptions previously duly adopted and contained in the Board of Education Policy Book.

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

2. Authorize the School Board Secretary/Business Administrator to Award Contracts

On the motion of _____ seconded by _____, BE IT RESOLVED, that the Board authorizes the School Board Secretary/Business Administrator to award contracts up to the current bid threshold (\$40,000) as set by the Division of Local government Services and further set the quote threshold at 15% of the bid threshold (\$6,000).

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

3. Authorize Interim Payment of Obligations

On the motion of _____ seconded by _____, BE IT RESOLVED, that the Board authorizes the Business Administrator/Board Secretary to do account transfers, pay bills and approve travel in accordance with Policy #4133 and #9250, Travel and Related Services, and N.J.S.A. 18A:11-12, in between board meetings on an emergency basis with list of such transfers, payments and travel subject to presentation and ratification at the next board meeting.

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

4. Designation of Depositories of School Funds

On the motion of _____ seconded by _____, the Board approves the following resolution: RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey approves that all checks, drafts or other orders for payment or withdrawal of money from said account be signed by the person holding the appropriate title as listed below (N.J.S.A. 18A:19-1):

<u>Account</u>	<u>Signature</u>	<u>Bank</u>	<u>Account #</u>
General Account	President, Vice President, Treasurer and Secretary # of Signatures (3)	Investors Savings Bank	XXXXXX0870
Food Service Account	President, Treasurer and Secretary # of Signatures (3)	Investors Savings Bank	XXXXXX1935
Unemployment Trust Fund	President, Vice President, Treasurer and Secretary # of Signatures (2)	Investors Savings Bank	XXXXXX0897
Payroll Agency	President, Vice President, Treasurer and Secretary # of Signatures (2)	Investors Savings Bank	XXXXXX0889
Payroll Account	Treasurer, President, and Secretary Signature of (2)	Investors Savings Bank	XXXXXX0902
Student Activity Fund	Treasurer, Secretary, & Superintendent # of Signatures (2)	Investors Savings Bank	XXXXXX1919
Referee Account	President, Vice President, Treasurer and Secretary # of Signatures (2)	Investors Savings Bank	XXXXXX0910
Construction Account	President, Treasurer and Secretary # of Signatures (3)	Investors Savings Bank	XXXXXX1927
Capital Reserve Account	Treasurer, Secretary, Superintendent # if Signatures (2)	Investors Savings Bank	XXXXXX2909

Roll Call: SB ___ CF ___ FF ___ AG ___ LG ___ TK ___ MM ___ DR ___ KW ___

5. Advertisement of Bids

On the motion of _____ seconded by _____, the Board authorizes the Business Administrator to advertise for bids as needed during the calendar year 2016 as required by the Public School Contracts Law.

Roll Call: SB____ CF____ FF____ AG____ LG____ TK____ MM____ DR____ KW____

6 New Jersey School Board Code of Ethics

On the motion of _____ seconded by _____, the Board approves the following resolution:

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey adopt the following Code of Ethics as per N.J.S.A. 18A:12-21 et seq.:

The members of the board of education recognize that they hold authority not as individuals but as members of the board. In order to make a clear public statement of its philosophy of service to the pupils of the district, the board adopts this code of ethics:

- a. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
- c. I will confine my board action to policymaking, planning and appraisal and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
- e. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.
- f. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.
- h. I will vote to appoint the best-qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

The board shall see that all members of the board receive training in understanding and adhering to this code of ethics and shall discuss it annually at a regularly scheduled public meeting. Each member shall sign documentation that he/she has received a copy of it and has read and understood it.

Roll Call: SB____ CF____ FF____ AG____ LG____ TK____ MM____ DR____ KW____

7. Approves Collection and Maintenance of Pupil Records

On the motion of _____ seconded by _____, the Board approves the following resolution:

RESOLVED, that Morris Plains School District Board of Education, in the County of Morris, New Jersey authorizes certified school personnel to collect and maintain the following mandated pupil records as per N.J.A.C. 6A:32-7.3:

- a. The student’s name, address, telephone number, date of birth, name of parent(s), gender, citizenship, standardized assessment and test answer sheets (protocol), grades, attendance, classes attended, grade level completed, and year completed.
- b. Record of daily attendance;
- c. Descriptions of student progress according to the system of student evaluation used in the school district;
- d. History and status of physical health compiled in accordance with State regulations, including results of any physical examinations given by qualified school district employees;
- e. Records pursuant to rules and regulations regarding education of students with disabilities;
- f. All other records required by State Board of Education

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

8. Charges for Reproducing Public Documents

Motion by _____ seconded by _____ that the Board of Education approves a cost of \$.05 per page for letter size and \$.07 for legal size photocopying of public documents in compliance with NJSA 47:1A-1.

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

9. Authorization of Procurement of Goods/Services - State Contracts effective January, 2016 – December, 2016

Motion by ___ seconded by _____ to approve the following resolution:

WHEREAS, Title 18A:18A-10 provides that, “A Board of Education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the state by the Division of Purchase and Property, and

WHEREAS, the Morris Plains School District has the need, on a timely basis, to procure goods and services utilizing State Contracts, and

WHEREAS, the Morris Plains School District desires to authorize its purchasing agent for the calendar year 2016 to make any and all purchases necessary to meet the needs of the school district throughout the school year,

NOW THEREFORE BE IT RESOLVED that the Morris Plains School District Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors, as per list filed in the office of the Business Administrator/Board Secretary.

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

10. Authorization of Procurement of Goods/Services through Joint Purchasing Agreements effective January, 2016 - December, 2016.

Motion by ___ seconded by _____ to approve the following resolution:

WHEREAS, Title 18A:18A-10 provides that, "A Board of Education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the state by the Division of Purchase and Property, and

WHEREAS, the Morris Plains School District has the need, on a timely basis, to procure goods and services utilizing Joint Purchasing Agreement, and

WHEREAS, the Morris Plains School District desires to authorize its purchasing agent for the calendar year 2016 to make any and all purchases necessary to meet the needs of the school district throughout the school year,

NOW THEREFORE BE IT RESOLVED that the Morris Plains School District Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services enter into with Joint Purchasing Agreements on behalf of the State by the Division of Purchase and Property utilizing various vendors, as per list filed in the office of the Business Administrator/Board Secretary.

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

Public Board of Education Meeting Begins

I. Hearing of Citizens and/or Delegations

Public comment is welcome. Time limit for topics is three minutes. Letters or memos are helpful. Please state your name and address for the record.

II. Superintendent's Report – Mr. Mark Maire

- HIB Report

III. Business Administrator's Report - Ms. Amy Barkman

IV. Correspondence

V. Board of Education Minutes

1. Approval of the Board of Education Minutes

On the motion of _____ seconded by _____, the Board approves the following Minutes: _____.

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

VI. Business Items Prepared for Official Action on January 5, 2016:

A. Personnel (upon the recommendation of the Superintendent) - *The following motions are of a routine nature, non controversial, and will be voted on in one motion.*

Note: Employment of personnel contained in these resolutions in this section are provisional, contingent upon a criminal record check in compliance with P.L.1986, C.116 and approval of the submission of the "Application for Emergent Hire."

1. Approval of Part-Time Music Teacher - Mountain Way School

On the motion of _____ seconded by _____, the Board approves Ashley Davison (emergent hire) as part-time Music Teacher (.55) at the Mountain Way School, effective January 6, 2016 through June 30, 2016 at a salary of \$28,506.50 to be prorated (\$51,830 x .55; BA, Step 3).

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

2. Approval of Preschool Aide - Mountain Way School

On the motion of _____ seconded by _____, the Board approves Emily Brick (emergent hire) as Preschool Aide effective January 11, 2016 through June 30, 2016 at a salary of \$13,215.34 (Step I; \$13.13/hour x 5.5 hours per day x 183 days) to be prorated.

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

3. Approval of Computer Teacher - (Leave) - Borough School

On the motion of _____ seconded by _____, the Board approves Karen Tucker (emergent hire) as Computer Teacher, Borough School effective February 1, 2016 through June 30, 2016 at a salary of \$60,301 (MA+60, Step 1) to be prorated.

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

4. Appointment of School Business Administrator/Board Secretary - January 1, 2016 - June 30, 2016

On the motion of _____ seconded by _____, the Board approves a contract for Amy Barkman as School Business Administrator/Board Secretary, effective January 1, 2016 - June 30, 2016.

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

5. Appointment of School Business Administrator/Board Secretary - 2016-2017

On the motion of _____ seconded by _____, the Board approves a contract for Amy Barkman as School Business Administrator/Board Secretary, effective July 1, 2016 through June 30, 2017.

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

6. Accept Letter of Resignation - Preschool Teacher - Mountain Way School

On the motion of _____ seconded by _____, the Board approves to accept the resignation of Michele Donker, Preschool Teacher at Mountain Way School, effective February 23, 2016.

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

7. Approval of After-School Professional Development Instructors-2015-2016(Session B)

On the motion of _____ seconded by _____, the Board approves the following Professional Development Instructors and stipends for Session B for the 2015-2016 school year.

Course	Leader	Participants	Stipends
Make a Dreamcatcher while learning design concepts for your classroom	Kirstin Rigby	3	\$256.00 (\$32.00/hr. x 8 hours)
Writer's Workshop Informational/ Opinion Unit	Felicia Politi	4	\$256.00 (\$32.00/hr. x 8 hours)
Writer's Workshop Opinion Unit	Michelle Kelly	4	\$256.00 (\$32.00/hr. x 8 hours)
Zumba Fitness	Hayley Davis	18	\$256.00 (\$32.00/hr. x 8 hours)
Assessing Incoming Kindergarten (Brigance Revamp)	Shannon Prisco	4	\$256.00 (\$32.00/hr. x 8 hours)
Stem in the Classroom	Elizabeth Demetrician	3	\$256.00 (\$32.00/hr. x 8 hours)
Writer's Workshop Informational / Opinion Unit	Michelle Leibrecht	4	\$256.00 (\$32.00/hr. x 8 hours)

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

8. Approval of Enriching Mind Instructors and Stipends - Winter 2016 Session

On the motion of _____ seconded by _____, the Board approves the following Enriching Mind Instructors effective January 25, 2016 - March 31, 2016 as follows:

Course	Instructor	Stipend
Transforming Robots	Alissa Schonmann	\$384.00 (\$32.00/hr. x 12 hours)
Cool Colors	Elizabeth Demetrician	\$384.00 (\$32.00/hr. x 12 hours)
Cool Chemistry		\$384.00 (\$32.00/hr. x 12 hours)
Adventures with Flat Stanley	Kara Cipoletti	\$384.00 (\$32.00/hr. x 12 hours)
Mini Chefs		\$384.00 (\$32.00/hr. x 12 hours)
Rube Goldberg Buddies	Danielle Harris	\$384.00 (\$32.00/hr. x 12 hours)
MW Cheer (K)		\$384.00 (\$32.00/hr. x 12 hours)
MW Cheer (1&2)		\$384.00 (\$32.00/hr. x 12 hours)
Math Games	Salvatore Morelli	\$384.00 (\$32.00/hr. x 12 hours)

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

9. Approval of Revised Job Description - Technology Coordinator

On the motion of _____ seconded by _____, the Board approves the revised job description for technology coordinator for the 2015-2016 school year.

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

10. Approval of Substitute (County Substitute Certificate)

On the motion of _____ seconded by _____, the Board approves Emily O'Brien as substitute teacher (county substitute) for the 2015-2016 school year.

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

B. Finance/Buildings & Grounds/Purchasing/Contracts - The following motions are of a routine nature, non controversial, and will be voted on in one motion.

1. Approve Bills and Claims Report

On the motion of _____ seconded by _____, the Board approves the attached bills and claims report dated January 5, 2016 in the amount of \$653,274.10

Roll Call: SB____ CF____ FF____ AG____ LG____ TK____ MM____ DR____ KW____

2. Approve Payroll Distribution

On the motion of _____ seconded by _____, the Board approves the payroll distribution summarized below and directs that the payroll distribution be attached to and made part of these minutes

Payroll Date	Fund	Amount
12/15/15	General	\$302,893.22
12/23/15	General	\$330,785.69

Roll Call: SB____ CF____ FF____ AG____ LG____ TK____ MM____ DR____ KW____

3. Approve the Board Secretary and Treasurer's Reports For The Period Ending 11/30/2015

On the motion of _____ seconded by _____ Be It Resolved, that the Board of Education acknowledges receipt of the Certification from the Board Secretary that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of NJAS 18A:17-9, further that District Board of Education, after review of the Board Secretary's and Treasurer's monthly financial reports upon consultation with the appropriate district personnel, certifies that no major account or fund has been over expended in violation of NJAS 18A:17-36, and that sufficient funds are available to meet the District Board of Education's financial obligations for the remainder of the fiscal year and that therefore it is recommended that the Secretary's and Treasurer's Reports for the period ending 11/30/2015 to be approved.

Roll Call: SB____ CF____ FF____ AG____ LG____ TK____ MM____ DR____ KW____

4. Approve Line Item Transfers

On the motion of _____ seconded by _____, the Board approves line item transfers dated January 5, 2016.

Roll Call: SB____ CF____ FF____ AG____ LG____ TK____ MM____ DR____ KW____

5. Approval of Maintenance Contract for Handilift

On the motion of _____ seconded by _____, the Board approves a contract with Handilift for Maintenance Contract with 4 visits per year for each handicap chair lifts for January 1, 2016 - December 31, 2016 in the amount of \$1,558.00.

Roll Call: SB____ CF____ FF____ AG____ LG____ TK____ MM____ DR____ KW____

6. Approves the Resolution for Phoenix Advisors as the Continuing Disclosure Agent

Motion by _____ seconded by _____ the Morris Plains Board of Education adopts the attached resolution approving Phoenix Advisors as the Continuing Disclosure Agent for required scheduled filings of bond issuances for the fiscal year 2015/2016.

Roll Call: SB ___ CF ___ FF ___ AG ___ LG ___ TK ___ MM ___ DR ___ KW ___

7. Approves the Resolution for Phoenix Advisors as the Continuing Disclosure Agent

Motion by _____ seconded by _____ the Morris Plains Board of Education adopts the attached resolution approving Phoenix Advisors as the Continuing Disclosure Agent for required scheduled filings of bond issuances for the fiscal year 2016/2017.

Roll Call: SB ___ CF ___ FF ___ AG ___ LG ___ TK ___ MM ___ DR ___ KW ___

C. Superintendent’s Anti-Bullying Report - *The following motion is of a routine nature, non controversial, and will be voted on in one motion.*

1. Accept and Affirm the Superintendent’s Anti-Bullying Report

On the motion of _____ seconded by _____, the Board accepts and affirms the Superintendent’s monthly report of Harassment, Intimidation and Bullying.

Roll Call: SB ___ CF ___ FF ___ AG ___ LG ___ TK ___ MM ___ DR ___ KW ___

D. Workshops/Seminars/Conferences - *The following motion is of a routine nature, non-controversial, and will be voted on in one motion.*

1. Approval of Professional Development

On the motion of _____ seconded by _____, the Board approves the following list of requests for professional development and corresponding costs.

Professional Development – Request for Approval as per Accountability Regulations – January 5, 2016

Staff Member	Date	Workshop	Mileage	Fee	Sub	Total
Christine Lion Bailey Andrew Kramar	1/28/2016 1/29/2016	Techspo 2016, Harrah’s Resort, Atlantic City, NJ	258.8 x .31 =\$80.23/pers on	\$335/person Hotel - \$124/person Tolls - \$10/person Parking - \$5/person Meals - \$96/person	none	\$1300.46
Mark Maire	1/28/2016 1/29/2016	Techspo 2016, Harrah’s Resort, Atlantic City, NJ	258.8 x .31 =\$80.23/pers	\$335/person Hotel -	none	\$623.23

			on	\$97/person Tolls - \$10/person Parking - \$5/person Meals - \$96/person		
Maria Manley Lucia Galdi Terri Kaag	1/28/2016 1/29/2016	Techspo 2016, Harrah's Resort, Atlantic City, NJ	258.8 x .31 =\$80.23/pers on	\$420/person Hotel - \$97/person Tolls - \$10/person Parking - \$5/person Meals - \$96/person	none	\$2,124.6 9
Andrew Kramar Scott Curcio Casey Devlin Ed Frankosky Matthew Gottilla	1/20/2016	Evaluating and Selecting Appropriate STEM Curricula, Stevens Institute of Technology, Hoboken, NJ	N/A	\$500	\$400	\$900

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

VII. Discussion Items:

- **New Business**
- **Old Business**

VIII. Executive Session (Determined when the Board Meeting Opens)

On the motion of _____, seconded by _____, the Board approves the following resolution: **WHEREAS:** The Open Public Meetings Act, N.J.S.A. 10:4-11, permits the Board of Education to meet in closed session to discuss certain matters; now, therefore be it **RESOLVED:** The Board of Education adjourns to closed session to discuss an employee request for FMLA, an employee request for leave of absence, and possible reduction of board members from nine to seven.

The Board may take action at the conclusion of executive session, and the minutes of this closed session will be made public when the need for confidentiality no longer exists.

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

VIII. Return to Regular Session from Closed Session (if necessary)

On the motion of _____, seconded by _____, BE IT RESOLVED by the Board of Education to return to the regular session of the Board of Education meeting from the closed session.

Roll Call: SB___ CF___ FF___ AG___ LG___ TK___ MM___ DR___ KW___

IX. Hearing of Citizens and/or Delegations

Public comment is welcome. Time limit for topics is three minutes. Letters or memos are helpful. Please state your name and address for the record.

X. Adjournment

On the motion of _____, seconded by _____, BE IT RESOLVED that the Morris Plains Board of Education moves to adjourn the meeting.

Roll Call: SB____ CF____ FF____ AG____ LG____ TK____ MM____ DR____ KW____