

PREPARING ALL LEARNERS TO EXCEL IN A CHANGING WORLD

**Morris Plains Board of Education
Public Meeting –October 20, 2015 - 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. Roll Call

<input type="checkbox"/> Alan Albin	<input type="checkbox"/> Scott Bober	<input type="checkbox"/> Francis Foley	<input type="checkbox"/> Cynthia Fetherston	<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	Quorum? <input type="checkbox"/> yes <input type="checkbox"/> no

Amy Barkman Mark Maire Number of Public

Roll Call: AA ____ SB ____ CF ____ FF ____ AG ____ LG ____ TK ____ MM ____ DR ____

IV. 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.

V. Presentation - Student Council - Red Ribbon Week /Week of Respect

- Debbie Drake
- Joyce Peslak

VI. Superintendent's Report – Mr. Mark Maire

- HIB Report

VII. Business Administrator’s Report - Ms. Amy Barkman

VIII. Correspondence

IX. Board Committee Status Reports

- 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

X. Board of Education Minutes

1. Approval of the Board of Education Minutes

On the motion of _____ seconded by _____, the Board approves the following Minutes: Public Session - October 6, 2015

Roll Call: AA ____ SB ____ CF ____ FF ____ AG ____ LG ____ TK ____ MM ____ DR ____

XI. Business Items Prepared for Official Action on October 20, 2015:

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 to Revise a Family Leave Request - First Grade Teacher - Mountain Way School

On the motion of _____ seconded by _____, the Board approves to revise a family leave request for Karen Penkoski, First Grade Teacher at Mountain Way School as follows:

September 18, 2015 - November 9, 2015: Sick Days (Paid)
November 10, 2015 - December 23, 2015: Unpaid Days (NJ Family Leave Act)

Mrs. Penkoski intends to return on January 4, 2016.

Roll Call: AA ____ SB ____ CF ____ FF ____ AG ____ LG ____ TK ____ MM ____ DR ____

2. Approval to Extend a Family Leave Replacement - First Grade Teacher - Mountain Way School

On the motion of _____ seconded by _____, the Board approves to extend Mary Katherine Burke, First Grade Teacher (Family Leave Replacement) to December 23, 2015. Previously approved motion had an end date of December 8, 2015. (Salary of \$51,230, BA, Step 1) to be prorated.

Roll Call: AA ____ SB ____ CF ____ FF ____ AG ____ LG ____ TK ____ MM ____ DR ____

3. Approval of Substitutes- 2015-2016

On the motion of _____ seconded by _____, the Board approves the following substitutes for the 2015-2016 school year:

Jesus Geraldino - Substitute Custodian and Summer Custodian
David Wilson - Substitute Teacher (**County Substitute Certificate**)
Ernestine Wilkins - Substitute Teacher (County Substitute Certificate)

Roll Call: AA ____ SB ____ CF ____ FF ____ AG ____ LG ____ TK ____ MM ____ DR ____

4. Approval of Volunteer Assistance Cheerleader Coach

On the motion of _____ seconded by _____, the Board approves Kimberly Romano as volunteer assistant coach for the 2015-2016 school year.

Roll Call: AA ____ SB ____ CF ____ FF ____ AG ____ LG ____ TK ____ MM ____ DR ____

5. Approval to Accept Resignation - Part-Time Technology Coordinator

On the motion of _____ seconded by _____, the Board accepts the resignation of Christopher Brozuski, Part-Time Technology Coordinator effective October 23, 2015.

Roll Call: AA ____ SB ____ CF ____ FF ____ AG ____ LG ____ TK ____ MM ____ DR ____

6. Approval to Eliminate the Position of Part-Time Technology Coordinator

On the motion of _____ seconded by _____, the Board accepts to eliminate the position of Part-Time Technology Coordinator, effective October 23, 2015.

Roll Call: AA ____ SB ____ CF ____ FF ____ AG ____ LG ____ TK ____ MM ____ DR ____

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

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

Course	Leader	Participants	Stipends
Writer's Workshop Scope and Sequence (2nd Grade)	Michelle Kelly	Three (3)	\$256.00 (\$32.00/hr. x 8 hours)
Novice Teacher Orientation (Borough)	Darlene Koeck	Five (5)	\$256.00 (\$32.00/hr. x 8 hours)
Novice Teacher Orientation (Mountain Way)	Danielle Harris	Five (5)	\$256.00 (\$32.00/hr. x 8 hours)
Writing Workshop Scope and Sequence (4th Grade)	Alissa Schonmann	Five (5)	\$256.00 (\$32.00/hr. x 8 hours)
Improving Classroom and Work Environment	Beth Viegas	Four (4)	\$256.00 (\$32.00/hr. x 8 hours)
Clay Techniques for Stress Relief	Kirstin Rigby	Nine (9)	\$256.00 (\$32.00/hr. x 8 hours)
Writer's Workshop Scope and Sequence (1st Grade)	Andrea Quinzel	Three (3)	\$256.00 (\$32.00/hr. x 8 hours)
Assessment and Tiering Student Work at the Kindergarten Level	Maria Laboy	Four (4)	\$256.00 (\$32.00/hr. x 8 hours)

Roll Call: AA ____ SB ____ CF ____ FF ____ AG ____ LG ____ TK ____ MM ____ DR ____

8. Approval of Substitute Teacher and Family Leave Replacement (Mrs. Isis Sarnowski - Grade 2 Teacher)

On the motion of _____ seconded by _____, the Board approves Laura Small (Emergent Hire) **as substitute teacher at a per diem rate of \$100.00** and also as Family Leave Replacement Teacher, Grade 2 at Mountain Way School, at a salary of \$54,254 (BA+30/MA, Step 1), prorated. There are no benefits associated with this position.

Anticipated start date: November 20, 2015

Anticipated end date: March 13, 2016

Roll Call: AA ____ SB ____ CF ____ FF ____ AG ____ LG ____ TK ____ MM ____ DR ____

9. Approval to Revise a Family Leave Request - Mountain Way School

On the motion of _____ seconded by _____, the Board approves to revise a family leave request for Maria Laboy, Teacher at Mountain Way School as follows:

November 30, 2015 - January 28, 2016:

Sick Days (Paid)

January 29, 2016 - April 15, 2016:

Unpaid Days (NJ Family Leave Act)

Mrs. Laboy intends to return on April 18, 2016.

Roll Call: AA ____ SB ____ CF ____ FF ____ AG ____ LG ____ TK ____ MM ____ DR ____

10. Approval to Adjust Salary - Classroom Aide - Mountain Way School

On the motion of _____ seconded by _____, the Board approves to adjust the salaries of the following classroom aide at the Mountain Way School:

Name	Hours	Hours/day	Step	Hourly Rate	Annual Salary
LORI BERGERON (effective 9/1/2015)	8:10AM- 2:20PM	5.83 hours/day (excludes 20 minute unpaid lunch)	3	\$14.19	\$15,139.16

Roll Call: AA ____ SB ____ CF ____ FF ____ AG ____ LG ____ TK ____ MM ____ DR ____

11. Approve Special Education Teacher - Borough School - 2015-2016

On the motion of _____ seconded by _____, the Board approves Karen Lieberman as Special Education teacher at Borough School at a salary of \$59,364 (MA+15, Step 9), prorated, not to exceed 19.5 hours/week. There are no benefits associated with this position.

Anticipated start date: November 9, 2015

Roll Call: AA ____ SB ____ CF ____ FF ____ AG ____ LG ____ TK ____ MM ____ DR ____

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 10/20/2015 in the amount of \$493,201.60.

Roll Call: AA ____ SB ____ CF ____ FF ____ AG ____ LG ____ TK ____ MM ____ DR ____

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
10/15//2015	General	\$313,940.71

Roll Call: AA ____ SB ____ CF ____ FF ____ AG ____ LG ____ TK ____ MM ____ DR ____

3. Approve the Board Secretary and Treasurer's Reports For The Period Ending 8/31/2015

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 August 31, 2015 to be approved.

Roll Call: AA ____ SB ____ CF ____ FF ____ AG ____ LG ____ TK ____ MM ____ DR ____

4. Approve Petty Cash Funds

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

WHEREAS, there has been a need to reestablish a petty cash fund for the purpose of making immediate payments of comparatively small amounts as per board policy; and

WHEREAS, the State Board of Education has amended N.J.A.C. 6A:23-2.9, N.J.S.A. 18A:19-13 to establish requirements which strengthen the fiscal controls and accountability for petty cash funds;

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey authorizes the establishment of the Morris Plains School District Petty Cash funds in the followings names and amounts:

	<u>Authorized Person</u>	<u>Amount</u>	<u>Max. Amt./Disbursement</u>
Stem Lab (MW)	Principal	\$500.00	\$50.00

Roll Call: AA ____ SB ____ CF ____ FF ____ AG ____ LG ____ TK ____ MM ____ DR ____

5. Approval of District-Wide Building Condition Assessment by Settembrino Architects

On the motion of ____ seconded by ____ the Board of Education approves Settembrino Architects to provide a District-Wide Building Condition Assessment as a supplement to the Architect of Record Agreement in the amount of \$14,750.

Roll Call: AA ____ SB ____ CF ____ FF ____ AG ____ LG ____ TK ____ MM ____ DR ____

6. Approval of Technical Services Agreement with PeggNet Computers

On the motion of ____ seconded by ____ the Board of Education approves the Technical Services Agreement with PeggNet Computers for a Level II Desktop Support Technician effective October 26, 2015 through June 30, 2016 in the amount of \$46,800 prorated.

Roll Call: AA ____ SB ____ CF ____ FF ____ AG ____ LG ____ TK ____ MM ____ DR ____

C. Special Education - The following motion is of a routine nature, non-controversial, and will be voted on in one motion.

1. Approval of LDTC Consultation

On the motion of _____ seconded by _____, the Board approves Educational Evaluations, Consultation and Case Management effective September 1, 2015 through June 30, 2016 at a cost not to exceed \$32,000 (\$400.00/day). Services to be provided by Rosanne McCann, 15 Dorset Drive, Hackettstown, NJ 07840.

Roll Call: AA ____ SB ____ CF ____ FF ____ AG ____ LG ____ TK ____ MM ____ DR ____

2. Approval of Home Instruction

On the motion of ____ seconded by ____ the Board of Education approves Home Instruction for student #000670 effective October, 2015 – February, 2016 at a cost not to exceed \$2,838.00 (\$33.00/hour; 10 hours/week, maximum 60 days (8.6 weeks). Services to be provided by Alison Porter.

Roll Call: AA ____ SB ____ CF ____ FF ____ AG ____ LG ____ TK ____ MM ____ DR ____

D. 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: AA ____ SB ____ CF ____ FF ____ AG ____ LG ____ TK ____ MM ____ DR ____

E. Field Trips - 2015-2016 - *The following motion is of a routine nature, non-controversial, and will be voted on in one motion.*

1. Approve Field Trip Locations - 2015-2016

On the motion of _____ seconded by _____, the Board approves the following field trip locations for the 2015-2016 school year: Great Swamp Outdoor Educational Center - Chatham, NJ and State House/State Museum, Trenton, NJ

Roll Call: AA ____ SB ____ CF ____ FF ____ AG ____ LG ____ TK ____ MM ____ DR ____

F. 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
October 20, 2015**

Staff Member	Date	Workshop	Mileage	Fee	Sub	Total
Jessica Hendershot	December 11, 2015	Dr. Jean’s Active Learning Adventure West Orange	34.86 x.31 =\$10.81	\$220.00	\$100.00	\$330.81
Shannon Prisco	December 11, 2015	Dr. Jean’s Active Learning Adventure, West Orange	34.86 x.31= \$10.81	\$220.00	\$100.00	\$330.81
Andrew Kramar	January 20, 2016	Steven’s Institute of Technology Evaluating and Selecting Appropriate STEM Curricula	N/A	N/C	N/A	N/C

Roll Call: AA ____ SB ____ CF ____ FF ____ AG ____ LG ____ TK ____ MM ____ DR ____

G. Donations - *The following motions are of a routine nature, non-controversial, and will be voted on in one motion.*

1. Accept a Donation From Morris Plains Home & School Association

On the motion of _____ seconded by _____, the Board accepts a donation from the Morris Plains Home & School Association, in the amount of \$958.50 for the purchase of Student Agendas for Borough School.

Roll Call: AA ____ SB ____ CF ____ FF ____ AG ____ LG ____ TK ____ MM ____ DR ____

2. Accept A Donation From Honeywell

On the motion of _____ seconded by _____, the Board accepts a donation from Honeywell (Morris Township) of 20 conference chairs, a 12ft. conference table, 5 teacher desks and 10 whiteboards.

Roll Call: AA ____ SB ____ CF ____ FF ____ AG ____ LG ____ TK ____ MM ____ DR ____

3. Accept A Donation From Telecom Pioneers, Chapter 99

On the motion of _____ seconded by _____, the Board accepts a donation from Telecom Pioneers, Chapter 99 of 17 large whiteboards valued at \$425.00.

Roll Call: AA ____ SB ____ CF ____ FF ____ AG ____ LG ____ TK ____ MM ____ DR ____

XII. Discussion Items:

- **New Business**
 - a. **November Board Committees**

- **Old Business**

XIII. 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:
_____.

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: AA ____ SB ____ CF ____ FF ____ AG ____ LG ____ TK ____ MM ____ DR ____

XIV 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: AA ____ SB ____ CF ____ FF ____ AG ____ LG ____ TK ____ MM ____ DR ____

XV. 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.

XVI. Adjournment

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

Roll Call: AA _____ SB _____ CF _____ FF _____ AG _____ LG _____ TK _____ MM _____ DR _____