

PREPARING ALL LEARNERS TO EXCEL IN A CHANGING WORLD

**Morris Plains Board of Education
Minutes of the Public Meeting – January 2, 2018 – 7:00 p.m.
Borough School Learning Center**

2017-2018 District Goals

1. To continue providing communication outreach opportunities to members of the school community.
2. To continue increasing student achievement through individualized instruction, meaningful and authentic assessments, and 21st century teaching strategies.
3. To continue to analyze data to support student performance, professional development, and evaluate programs.
4. To continue to address the Long Range Facility Plan, as well as execute referendum-approved projects, while demonstrating fiscal responsibility.

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), Ms. Amy Barkman, Board Secretary, opened the meeting at 7:00pm and read the following: 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.

Pledge of Allegiance

Oath of Office (Board Secretary)

- Amy Lyons (1-year term)
- Jessica Williams

Distribute Code New Jersey Code of Ethics to the Board

Roll Call

Present: Mr. Adam Higgins, Mrs. Shawna Longo, Mrs. Amy Lyons, Mrs. Maria Manley, Ms. Christina Perry, Dr. Denise Rawding, Mr. Kenneth Wilbur(arrived at 7:15pm) and Mrs. Jessica Williams

Absent: Ms. Lucia Galdi

Also present: Mr. Mark Maire and Ms. Amy Barkman

Number of public attending: 10

Election of Officers

A. Election of Board President

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

Motion by: Mrs. Maria Manley Candidate Name: Dr. Denise Rawding
(Nominee)

Motion to close nominations by: Mrs. Shawna Longo/Ms. Christina Perry Voice vote

Motion to accept nominations by: Ms. Christina Perry/Mr. Adam Higgins Voice vote

Roll Call Vote for President:

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 Dr. Denise Rawding as President of the Board of Education effective immediately until the next organization meeting as prescribed by law.

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

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: Mrs. Maria Manley Candidate Name: Mrs. Shawna Longo
(Nominee)

Motion to close nominations by: Ms. Christina Perry/Mr. Adam Higgins Voice vote

Motion to accept nominations by: Mrs. Jessica Williams/Ms. Christina Perry Voice vote

Roll call vote for Vice-President:

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 Mrs. Shawna Longo as Vice-President of the Board of Education effective immediately until the next organization meeting as prescribed by law.

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

Reorganization Items Prepared for Official Action on January 2, 2018:

A. Annual Appointments

1. Appointment of Attorney - Special Education

On the motion of Mrs. Shawna Longo seconded by Mrs. Maria Manley, the Board appoints the law firm of Scarinci Hollenbeck LLC, 1100 Valley Brook Avenue, Lyndhurst, New Jersey 07071 as the Board's attorney for Special Education and other matters as assigned from January 1, 2018 through December 31, 2018. This resolution and contract are on file and available for public inspection at the Morris Plains Board of Education Office, located at 520 Speedwell Avenue, Suite 116, Morris Plains, NJ 07950.

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

Annual Designations

1. Designate the Official Meeting Place of the Board

On the motion of Mrs. Shawna Longo seconded by Mrs. Maria Manley Be It Resolved that the Board designates the Borough School Learning Center, 500 Speedwell Avenue, Morris Plains, NJ 07950 and the MCESC conference room, 520 Speedwell Ave, Suite 200, Morris Plains, NJ 07950 as the official meeting place of the Board.

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

2. Board of Education Meetings

On the motion of Mrs. Shawna Longo seconded by Mrs. Maria Manley, 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 Organizational 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.

BE IT FURTHER RESOLVED, that the aforesaid notice of regularly scheduled meetings will be posted in the Board of Education Administrative Office, 520 Speedwell Avenue, Suite 116, 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.

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

3. Approves Chart of Accounts

On the motion of Mrs. Shawna Longo seconded by Mrs. Maria Manley, 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.

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

4. Approval of Committees Incoming

On the motion of Mrs. Shawna Longo seconded by Mrs. Maria Manley, 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
 Shared Services
 Liaison Committees

- 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

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

Annual Motions

1. Approves Board Policies and Bylaws

On the motion of Mrs. Shawna Longo seconded by Mrs. Maria Manley, 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.

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

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

On the motion of Mrs. Shawna Longo seconded by Mrs. Maria Manley, 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).

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

3. Authorize Interim Payment of Obligations

On the motion of Mrs. Shawna Longo seconded by Mrs. Maria Manley, 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.

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

4. Designation of Depositories of School Funds

On the motion of Mrs. Shawna Longo seconded by Mrs. Maria Manley, 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	XXXXX0870
Food Service Account	President, Treasurer and Secretary # of Signatures (3)	Investors Savings Bank	XXXXX1935
Unemployment Trust Fund	President, Vice President, Treasurer and Secretary # of Signatures (2)	Investors Savings Bank	XXXXX0897
Payroll Agency	President, Vice President, Treasurer and Secretary # of Signatures (2)	Investors Savings Bank	XXXXX0889
Payroll Account	Treasurer, President, and Secretary Signature of (2)	Investors Savings Bank	XXXXX0902
Student Activity Fund	Treasurer, Secretary, & Superintendent # of Signatures (2)	Investors Savings Bank	XXXXX1919
Referee Account	President, Vice President, Treasurer and Secretary # of Signatures (2)	Investors Savings Bank	XXXXX0910

Construction Account	President, Treasurer and Secretary # of Signatures (3)	Investors Savings Bank	XXXXX1927
Capital Reserve Account	Treasurer, Secretary, Superintendent # if Signatures (2)	Investors Savings Bank	XXXXX2909

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

5. New Jersey School Board Code of Ethics

On the motion of Mrs. Shawna Longo seconded by Mrs. Maria Manley, 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 policy making, 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.

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

6. Authorization of Procurement of Goods/Services - State Contracts

Motion by Mrs. Shawna Longo seconded by Mrs. Maria Manley 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 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.

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

7. Authorization of Procurement of Goods/Services through Joint Purchasing Agreements

Motion by Mrs. Shawna Longo seconded by Mrs. Maria Manley 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 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.

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

Public Board of Education Meeting Begins

Hearing of Citizens and/or Delegations – Mrs. Tina Genest, 11 Forest Avenue, Morris Plains, thanked Mrs. Maria Manley for her service to the Board, as well as other members of the Board. She also expressed her gratitude to all, including the new Board members. She also asked if anyone knew of anyone interested in public service to please let her know.

Strategic Planning Presentation - Dr. Brian Chinni (The Madison Institute)

Superintendent's Report – Mr. Mark Maire reported the following:

1. Thank you to both Mrs. Manley and Mrs. Galdi for their time and support serving in board leadership roles over the past three years. Their dedication and commitment to our school community is commendable.
2. There was 1 HIB investigation, which was determined not to be a case of HIB.
3. December enrollment
 - a. MW = 205
 - b. Boro = 370
 - c. MHS = 249
 - d. OOD = 19
 - e. Charter = 9
 - f. Total = 857
4. On December 19th, our fourth grade students visited NJIT to participate in hands-on learning experience promoting STEAM. The folks at NJIT designed 11 project-based learning stations, led by NJIT professors from the Chemistry, Math, Physics, Technology, and Theatre Department. The students, along with Hillside students, rotated through the various stations. It was a wonderful learning experience for our young learners. I would like to thank our NJIT partners for their ongoing support.
5. On December 20th, Ms. Barkman and I attended our county budget meeting. The meetings are required by the NJDOE. We were joined by superintendents and business

administrators from Florham Park, East Hanover, and Long Hill. As Ms. Barkman and I shared our reflections afterwards, it was very clear the spotlight throughout the roundtable centered around Morris Plains. We were recognized for passing a successful referendum. Additionally, we were commended for our Future Ready certifications, proactive communication with the Unity Charter School, partnership with our Education Foundations, and our recent negotiations success. We appreciated the respect we received from both our colleagues and the county office, and we recognize that our entire organization is the driving force behind this success. .

6. I would like to thank Ms. Politi and Ms. Wilczyk for leading the Treats for Troops program for our district. Our district donated three large boxes for troops in Afghanistan. The "Treats for Troops" campaign was sponsored by the Morris Plains Education Association, who donated the boxes and shipping costs. Families were asked to send in packaged goodies, personal care items, and games for the troops. Many of the students made cards and wrote letters of support and encouragement, as well. The generosity of the community led to over 200 pounds of surprises packed into 15 cartons and shipped out. Ms. Prisco's brother-in-law and his team were the recipients of the donated goods. They shared a picture of them with the goods in Afghanistan. A big thank you to Mrs. Schorno for bringing this program to Morris Plains and facilitating it for so many years. Additionally, an equally big thank you to Mr. Schorno, for delivering the boxes of donations to the Jersey Cares Organization.
7. The next Leadership Roundtable Forum is scheduled for February 1st at 7pm in the Borough School Library.
8. The Morris Plains Borough Reorganization Meeting is scheduled for Thursday evening at 7pm.
9. I would like to wish everyone a happy and healthy New Year.

Business Administrator's Report - Ms. Amy Barkman reported the following:

1. The new copiers were delivered over the winter break. The savings to the district is approximately \$6,500 annually x 5 years = \$32,000 plus \$10,000 from Atlantic Health Systems.
2. The heating concerns at Mountain Way School were discussed. All is well at Borough School.
3. Budget discussions will continue as well as meeting with all departments on January 22, 2018.

Correspondence - none

Board of Education Minutes

1. Approval of the Board of Education Minutes

On the motion of Mr. Adam Higgins seconded by Mrs. Shawna Longo, the Board approves the following:

Public: December 12, 2017

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - abstain	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - abstain

Business Items Prepared for Official Action on January 2, 2018:

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.

1. Approval of Substitute - 2017-2018 School Year

On the motion of Mrs. Maria Manley seconded by Ms. Christina Perry, the Board approves Jessica Wujkowski as substitute teacher (county certificate) for the 2017-2018 school year.

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

2. Approval of Medical Leave - Borough School Teacher

On the motion of Mrs. Maria Manley seconded by Ms. Christina Perry, the Board approves continued medical leave for Employee #4072, Borough School Teacher with the anticipated return date of February 20, 2018.

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

3. Approval to Extend Temporary Borough School Teacher

On the motion of Mrs. Maria Manley seconded by Ms. Christina Perry, the Board approves to extend Leslie Taylor as a Temporary Borough School Teacher from January 24, 2018 anticipated through February 16, 2018, at a per diem rate of \$276.64 (\$55,329 - BA+30/MA Step 1) prorated. There are no benefits associated with this position.

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

4. Revise the Hours/Salary of a Borough School Aide for the 2017-2018 School Year

On the motion of Mrs. Maria Manley seconded by Ms. Christina Perry, the Board approves to revise the hours/salary of Christie Heuneman, CST Aide, starting on September 18, 2017 - June 30, 2018:

NAME	POSITION	SCHOOL	HOURS	TOTAL PAID HRS/DAY	UNPAID TIME (LUNCH) IF APPLICABLE	STEP	HOURLY RATE IF APPLICABLE	YEARLY SALARY
Christie Heuneman	CST AIDE	Borough	8:05-3:00	5.9	69	2	\$14.42	\$15,567.81 prorated

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

5. Approval of Unpaid Day for Borough School Aide

On the motion of Mrs. Maria Manley seconded by Ms. Christina Perry, the Board approves 1 unpaid day off for Borough School Aide # 4519 on 12/21/17.

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

6. Approval of Unpaid Day for Borough School Aide

On the motion of Mrs. Maria Manley seconded by Ms. Christina Perry, the Board approves 1 unpaid day off for Borough School Aide # 4636 on 12/22/17.

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

7. Approval of Additional Hour - Aide at Borough School

On the motion of Mrs. Maria Manley seconded by Ms. Christina Perry, the Board approves an additional 1 hour at an hourly rate of \$13.86 for medical training on 1/3/2018 for Borough School Aide #4643.

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

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.”

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 Mrs. Maria Manley seconded by Ms. Christina Perry, the Board approves the attached bills and claims report dated January 2, 2018 in the amount of \$934,974.54

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

2. Approve Payroll Distribution

On the motion of Mrs. Maria Manley seconded by Ms. Christina Perry, 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
12/15/17	General	\$329,136.08
12/22/17	General	\$350,406.60

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

3. Approval of the Board Secretary and Treasurer's Reports For The Period Ending November 30, 2017

On the motion of Mrs. Maria Manley seconded by Ms. Christina Perry, 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 NJSA 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 NJSA 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 November 30, 2017 to be approved.

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

4. Approve Line Item Transfers

On the motion of Mrs. Maria Manley seconded by Ms. Christina Perry, the Board approves line item transfers dated November 30, 2017.

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

5. Approve Payment #8 To Belacon

On the motion of Mrs. Maria Manley seconded by Ms. Christina Perry, the Board approves Payment #8 to Belacon LLC in the amount of \$50,642.30.

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

6. Approve Payment #5 To Laumar Roofing

On the motion of Mrs. Maria Manley seconded by Ms. Christina Perry, the Board approves payment #5 to Laurmar Roofing in the amount of \$68,110.00.

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

7. Approve Belacon LLC Change Order

On the motion of Mrs. Maria Manley seconded by Ms. Christina Perry, the Board approves the Deduct Change Order for Belacon LLC in the amount of (\$43,874.63).

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

8. Approve the Rental Agreement for Point of Sale (POS) System

On the motion of Mrs. Maria Manley seconded by Ms. Christina Perry, the Board approves the rental agreement for a POS System for the school cafeterias with PaySchools, 40 Burton Hills Blvd., Suite 415, Nashville, TN 37215 at a cost of \$359/month starting January 1, 2018.

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

9. Approve Agreement with the Finesville Institute

On the motion of Mrs. Maria Manley seconded by Ms. Christina Perry, the Board approves the agreement with the Finesville Institute for Innovative Teaching, 169 County Road 627, Phillipsburg, NJ 08865 for the period of January 1, 2018 - May 31, 2018 at a rate of \$500 per month, not to exceed \$2,500.

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

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 Mrs. Maria Manley seconded by Ms. Christina Perry, the Board accepts and affirms the Superintendent's monthly report of Harassment, Intimidation and Bullying.

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

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 Mr. Kenneth Wilbur seconded by Ms. Christina Perry, the Board approves the following list of requests for professional development and corresponding costs:

Professional Development – Request for Approval as per Accountability Regulations January 2, 2018

Staff Member	Date	Workshop	Mileage	Workshop Fees	Substitute	Total Cost
Maria Laboy	January 19, 2018	Yoga and Mindfulness in the Classroom, Fairfield NJ	28.2 x .31 = \$8.74	\$199.00	\$100.00	\$307.74
Sara Chauvette	January 19, 2018	Yoga and Mindfulness in the Classroom, Fairfield NJ	28.2 x .31 = \$8.74	\$199.00	\$100.00	\$307.74
Kara Everhart	January 19, 2018	Yoga and Mindfulness in the Classroom, Fairfield NJ	28.2 x .31 = \$8.74	\$199.00	\$100.00	\$307.74

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

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

1. Adoption of Updated Policies Prepared by New Jersey School Boards Association

On the motion of Mr. Kenneth Wilbur seconded by Ms. Christina Perry, the Board adopts the following updated policies as prepared by New Jersey School Boards Association:

Series	Policy Number	Title
Community	1250	Visitors
Administration	2130	Principal Evaluation

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

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

1. Approve the Resolution for School Board Recognition Month in New Jersey

On the motion of Mr. Kenneth Wilbur seconded by Ms. Christina Perry, the Board approves the following resolution:

WHEREAS, The New Jersey School Boards Association has declared January 2018 to be the 15th Annual School Board Recognition Month, a time that all residents might acknowledge the contributions made by our local school board members; and

WHEREAS, The Morris Plains Board of Education is one of more than 581 local school boards in New Jersey that sets policies and oversees operations for public school districts; and

WHEREAS, The Morris Plains Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey’s local school boards help determine community goals for the education of approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey’s 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public’s expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation’s best in indicators such as high school graduation rates, class size, college entrance exam participation, and Advanced Placement offerings and test scores. Now, therefore, be it

RESOLVED, That the Morris Plains Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2018 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RESOLVED, That the Morris Plains Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the improvement of our children's education.

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

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

1. Accept a Donation from the Morris Plains Basketball Association

On the motion of Mr. Kenneth Wilbur seconded by Ms. Christina Perry, the Board accepts a donation from the Morris Plains Basketball Association for enhancements to the Borough School Gym in the amount of \$8,000.00.

Ms. Lucia Galdi – absent	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

Discussion Items:

- **New Business** - none
- **Old Business** - none

Hearing of Citizens and/or Delegations – Mr. Donald Cristiano, 15 Briarcliff Road, Morris Plains asked if the teachers had to approve the Strategic Plan. Mr. Mark Maire explained that they do not however they will be part of the process.

Adjournment

On the motion of Mrs. Maria Manley, seconded by Mr. Kenneth Wilbur, BE IT RESOLVED that the Morris Plains Board of Education moves to adjourn the meeting at 8:06pm.

Motion carried by unanimous voice vote.

Respectfully submitted,



Amy Barkman
Board Secretary

