

PREPARING ALL LEARNERS TO EXCEL IN A CHANGING WORLD

**Morris Plains Board of Education
Minutes of the Public Meeting – February 13, 2018 – 7:00 p.m.
Borough School Learning Center**

2017-2018 District Goals

1. The Morris Plains School District will explore personalized learning to support curriculum, instruction, and assessment that meets the needs of our learners and prepares them for future readiness.
2. The Morris Plains School District will develop and implement a strategic planning process.
3. The Morris Plains School District will continue to attend to the development of all facets of the whole child.
4. The Morris Plains School District will increase the opportunities for all students to be successful through the implementation and expansion of academic and intervention programs.
5. The Morris Plains School District will expand balanced literacy and mathematics training in grades K-8. This includes providing data-driven professional development to support advances in the teaching of reading, writing, and mathematics.

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), Dr. Denise Rawding, Board President, 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

Roll Call

Present: Ms. Lucia Galdi, Mr. Adam Higgins, Mrs. Amy Lyons, Mrs. Maria Manley (arrived at 7:20pm), Ms. Christina Perry, Dr. Denise Rawding, Mr. Kenneth Wilbur and Mrs. Jessica Williams

Absent: Mrs. Shawna Longo

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

Number of public attending: 0

Hearing of Citizens and/or Delegations - None

Presentation - Guidance Department Presentation – Rachel Goodman and Brian Wilson

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

1. Recently, there were 2 HIB investigations. Both investigations were determined to be school conflict, not HIB. Both investigations involved the same pair of students. Support services were activated to address the conflict.
2. January attendance
 - a. MW = 210, Boro = 370, MHS = 249, OOD = 19, Charter = 9
 - b. Total = 857
3. I would like to thank the Morris Plains Police Department for supporting the January 31st HSA lunch/movie fundraiser. The police were present to assist Mountain Way fundraiser participants transitioning to Borough School.
4. Twenty eighth grade students (80% of the applicants) were accepted into Morristown High School's STEM Academy for the 2018-2019 school year. This data clearly indicates a growing interest in STEM from our graduating Borough School students. In addition, the data highlights the quality of students that we continue to send to MHS.
5. Congratulations to fifth grader Sara R. for winning the first place grand prize in the Morris County Pride poster art contest! What beautiful Illustration! We have used her image as our backdrop image on the main district website.
6. District attorney Dennis McKeever and partner Jennifer Osbourne attended our administrative team meeting on Monday. They reviewed HIB regulations, case law, and reviewed our electronic communication policy.
7. The Future Ready certification program is launching 3 regional summits (North, Central, and South). The summits will highlight the Future Ready movement, and provide information and guidance for school districts seeking Future Ready status. We have been asked by the Future Ready Coordinator to serve as the spotlight district for the North summit. By serving as the North Jersey spotlight district, we will represent 150 districts and conduct an hour presentation for over 400 audience members at the February 22nd North Jersey FR Summit. The presentation will have 2 components, a narrative of our future ready journey (why it was important to undertake and how did we achieve certification), and a specific initiative or program we choose to highlight. Our participation in this event will not only shine a brighter light on Morris Plains, but it will open the door for meaningful opportunities (networking, partnerships, etc.)

8. This week, we will disseminate the Strategic Planning survey to the Morris Plains School Community. The survey was shared with members of the Steering Committee, and it reflects their feedback and input. The survey is designed to collect important data that will help guide the Strategic Planning Council as they develop the goals and objectives for the plan. To maximize survey participation, we plan to use the following communication tools to post the survey:
 - a. (District email, district website, district social media sites, Borough School sign, Morris Plains Borough website, Morris Plains Borough email, Community center flyers, Morris Plains Town Council circulation, and community organization circulation)
9. Next week, we will invite staff and a select group of community members to participate in the Strategic Planning Council. We will work from the list of community members we identified as “Key Communicators” during our referendum campaign. The listed members are parents, business owners, alumni, etc. Members of the Strategic Planning Council will meet for three 90-minute work sessions, which I am in the process of scheduling with The Madison Institute.
10. We were selected by Discovery Education to host the Den Ambassador Program, which will focus on Discovery Education Science Techbook as a valuable K-8 resource. Mrs. Lion-Bailey will be leading the program over the course of the next three months. Staff volunteers from both schools (Science and STEM teachers, etc.) will participate. In addition, we will host representatives from the Millburn, Hanover, and East Hanover school districts. Upon the conclusion of the program, participants will have earned DEN Ambassador status and they will have gained a plethora of knowledge and experiences that they can bring back to their classroom and share across the district..
11. On March 14, 2018, NJIT will host a Pi-Day event for our 3rd grade students, along with students from Hillside and Weehawkin. This event brings together partners in the NSF Leadership and iSTEAM for Females in Elementary school (LiFE) grant for a day of STEM learning and exploration. NJIT students and faculty will run grade appropriate STEAM activities related to their area of expertise during 3 consecutive 25 minute sessions during the morning followed by a lunch and whole group hands on working session in the afternoon. The day is meant to share expertise and encourage these impressionable young people to be excited about and pursue STEAM study.
12. Our next staff development day is scheduled for February 22nd. Mrs. Longo will lead an iSTEAM presentation. Additionally, our Child Study Team will conduct a disability awareness presentation.

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

1. A meeting was held with the building principals, nurses, the Buildings and Grounds Supervisor and the Business Administrator concerning disinfecting and sanitizing both schools. Custodians at both buildings will continue to up their game.
2. The District is looking into supplemental heat in some of the Mountain Way classrooms. Two additional heaters have been installed in the All Purpose Room at Mountain Way.
3. HVAC contractors are working to diagnose a problem with Boiler #2 at Mountain Way School.

4. A pre-construction meeting is being held on Friday to discuss the floors at Borough School.
5. The colors of the shades and the tinting of the windows have been selected for Borough School.
6. The budget process is continuing with tight strings.
7. The District has implemented Process Management-Analyzing copier counts in attempt to go green.

Correspondence – Ms. Amy Barkman read a thank you note from Mr. Paul Waldek.

Board of Education Minutes

1. Approval of the Board of Education Minutes

On the motion of Mr. Adam Higgins seconded by Mr. Kenneth Wilbur, the Board approves the following Minutes: Public - January 23, 2018

Ms. Lucia Galdi – yes	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - absent	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 February 13, 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.*

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 Substitute - 2017-2018

On the motion of Ms. Lucia Galdi seconded by Mrs. Maria Manley, the Board approves Laurie Grodziak as substitute teacher (teaching certificate) for the 2017-2018 school year.

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

2. Approval to Revise the Hours for Pamela Dise-Moran

On the motion of _____ seconded by _____, the Board approves to revise the hours for Pamela Dise-Moran from 25 hours per week to 27.5 hours per week starting September 1, 2017 through June 30, 2018 (\$56,619 prorated-Teacher BA +30/MA, Step 5).

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

3. Approval of Additional Hours for Classroom Aides (School Play Rehearsals)

On the motion of Ms. Lucia Galdi seconded by Mrs. Maria Manley, the Board approves the following additional hours for classroom aides to assist with school play rehearsals for student # 000649 from February 1, 2018 through May 5, 2018 as follows:

- Employee # 4598 @ \$14.42/Hour x not to exceed 52 hours = \$749.84 (maximum)
- Employee # 4643 @ \$13.86/Hour x not to exceed 52 hours = \$720.72 (maximum)

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

4. Approval to Adjust Enriching Minds Instructor Rate

On the motion of Ms. Lucia Galdi seconded by Mrs. Maria Manley, the Board approves the adjusted hourly rate previously approved at the 9/26/17 BOE meeting for Enriching Minds Instructors from \$32.00 to \$40.00 (\$32/hr to 40/hr for a total of 16 hours = \$640.00)

Course	Instructor	Stipend
3 Doodlers- What Will YOU Create? Grade 2	Elizabeth Demetrician	\$640.00 (\$40.00/hr. x 16 hours)
Lego Lovers Grades K - 2	Isis Sarnowski	\$640.00 (\$40.00/hr. x 16 hours)
Art Explorers Grades 1 & 2	Susan Harrington	\$640.00 (\$40.00/hr. x 16 hours)

Yoga for Youngsters Grades 1 & 2	Maria LaBoy	\$640.00 (\$40.00/hr. x 16 hours)
Poetry Jam Grades 3-5	Jessica Hendershot	\$640.00 (\$40.00/hr. x 16 hours)
Yogi Beavers Grades 5-8	Laura Quinn	\$640.00 (\$40.00/hr. x 16 hours)

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

5. Approval of Medical Leave - Borough School Teacher

On the motion of Ms. Lucia Galdi seconded by Mrs. Maria Manley, the Board approves medical leave for Employee #4332, Borough School Teacher effective February 15, 2018 with the anticipated return date of March 1, 2018.

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

6. Revised Dates for Approval of Medical Leave - Borough School Teacher

On the motion of Ms. Lucia Galdi seconded by Mrs. Maria Manley, the Board approves continued medical leave for Employee #4072, Borough School Teacher effective March 31, 2018 with the anticipated return date of May 16, 2018.

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

7. Approval to Extend Temporary Borough School Teacher

On the motion of Ms. Lucia Galdi seconded by Mrs. Maria Manley, the Board approves to extend Leslie Taylor as a Temporary Borough School Teacher from March 31, 2018 anticipated through May 15, 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 – yes	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - absent	Mrs. Maria Manley - yes	Mr. Kenneth Wilbur - yes
Mr. Adam Higgins - yes	Ms. Christina Perry – yes	Mrs. Jessica Williams - yes

8. Approval of After-School Professional Development Instructors - 2017-2018
(Session B) - February 14, 2018 - March 7, 2018

On the motion of Ms. Lucia Galdi seconded by Mrs. Maria Manley, the Board approves the following Professional Development instructors and stipends for Session B, February 14, 2018 - March 9, 2018.

Course	Leader	Stipends
Nutrition and Exercise	Andrea Chiellini	\$320.00 (\$40.00/hr. x 8 hours)
Gameful Pedagogy	Matt Gottilla	\$320.00 (\$40.00/hr. x 8 hours)
Words Their Way Correlating Spelling Rules	Allison Zakrzewski	\$320.00 (\$40.00/hr. x 8 hours)
Math Differentiation Tools	Darlene Koeck	\$320.00 (\$40.00/hr. x 8 hours)

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

9. Approval of Enriching Mind Instructors and Stipends - Spring 2018 Session

On the motion of Ms. Lucia Galdi seconded by Mrs. Maria Manley, the Board approves the following Enriching Minds Courses and Instructors effective February 26, 2018 - May 3, 2018; with a makeup week of May 7, 2018 - May 11, 2018:

Course	Instructor	Stipend
Once Upon a Time Grades: 1 & 2	Jaclyn Schwarz	\$640.00 (\$40.00/hr. x 16 hours)
Reader's Theater Grades: 1 & 2	Jaclyn Schwarz	\$640.00 (\$40.00/hr. x 16 hours)
Sportsmanship Through Soccer Skills	Jaclyn Schwarz	\$640.00 (\$40.00/hr. x 16 hours)

Grades: K- 2		
Crafty Crafts Grades: 1 & 2	Isis Sarnowski	\$640.00 (\$40.00/hr. x 16 hours)
Puzzles & Games Grades: 1 & 2	Patti Anders	\$640.00 (\$40.00/hr. x 16 hours)

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

10. Approval of Revised Family Leave - Teacher at Mountain Way School

On the motion of Ms. Lucia Galdi seconded by Mrs. Maria Manley, the Board approves a revised family leave for Employee # 4588, teacher at Mountain Way School as follows:

March 05, 2018 - May 4, 2018 - Disability/Paid Sick Days

May 7, 2018 - June 30, 2017 - Unpaid Family Leave Act

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

11. Approval of Preschool Teacher at Mountain Way School (Family Leave Replacement)

On the motion of Ms. Lucia Galdi seconded by Mrs. Maria Manley, the Board approves Kristen Spindler as Preschool Teacher (Family Leave Replacement - Mrs. Burd) effective March 7, 2018 through June 30, 2018 at a salary of \$55,329 (BA30/MA, Step 1) to be prorated at a daily rate of (\$276.64). There are no benefits associated with this position.

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

12. Approval of Substitute - 2017-2018

On the motion of Ms. Lucia Galdi seconded by Mrs. Maria Manley, the Board approves Kristen Spindler as substitute teacher (teaching certificate) for the 2017-2018 school year.

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

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 Ms. Lucia Galdi seconded by Mrs. Maria Manley, the Board approves the attached bills and claims reports dated February 13, 2018 in the amount of \$949,990.84.

Ms. Lucia Galdi – yes	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - absent	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 Ms. Lucia Galdi seconded by Mrs. Maria Manley, 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
1/30/2018	General	\$319,515.33

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

3. Approve Line Item Transfers

On the motion of Ms. Lucia Galdi seconded by Mrs. Maria Manley, the Board approves line item transfers dated February 13, 2018.

Ms. Lucia Galdi – yes	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - absent	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 Ms. Lucia Galdi seconded by Mrs. Maria Manley, the Board accepts and affirms the Superintendent's monthly report of Harassment, Intimidation and Bullying.

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

D. 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 Ms. Lucia Galdi seconded by Mrs. Maria Manley, the Board adopts the following updated policies as prepared by New Jersey School Boards Association:

Series	Policy Number	Title
Instruction	6145.1, 6145.2	Intramural, Interscholastic Competition
Administration	2131	Chief School Administrator
Personnel	4115	Supervision
Personnel	4116	Evaluation of Teaching Staff Members
Personnel	4131/4131.1	Staff Development, Inservice Education, Visitation, Conferences

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

E. 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 Education Foundation of Morris Plains

On the motion of Ms. Lucia Galdi seconded by Mrs. Maria Manley, the Board accepts a donation from the Education Foundation in the amount of \$4,160.24 to purchase Coding Devices and Root-View Farm Kits for Mountain Way School.

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

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 Ms. Lucia Galdi seconded by Mrs. Maria Manley, the Board approves the following list of requests for professional development and corresponding costs:

Professional Development – Request for Approval as per Accountability Regulations – February 13, 2018

Staff Member	Date	Workshop	Mileage	Workshop Fees	Substitute	Total Cost
Kevin Beattie	03/12/2018 - 03/14/2018	2018 NJSBGA Expo and Conference, Atlantic City, NJ	130 x 2 x\$.31 = \$80.60	\$200.00 Hotel - \$297.00 Tolls - \$9.00 Parking - \$5.00 Meals - \$160.00	N/A	\$751.60

Debra Greik	2/26/2018	Best Current Practices for Medical Emergencies	n/a	\$259.00	\$200.00	\$ 459.00
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Ms. Lucia Galdi – yes	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - absent	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** – Mrs. Maria Manley expressed her gratitude for the ceremony for Paul Waldek.

Hearing of Citizens and/or Delegations - none

Adjournment

On the motion of Ms. Christina Perry, seconded by Mrs. Amy Lyons, 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