

PREPARING ALL LEARNERS TO EXCEL IN A CHANGING WORLD

Morris Plains Board of Education

December 11, 2018 - 7:00 p.m.

Meeting will be held at 500 Speedwell Avenue, Borough School Learning Center

2018-2019 District Goals

1. The Morris Plains School District will continue developing student achievement through innovative learning experiences, while accessing 21st Century tools and skills.
2. The Morris Plains School District will continue to focus on the review and refinement of curricula, instructional practices, and professional development.
3. The Morris Plains School District will increase the practice of collecting and using data to make informed decisions in all aspects of the school district.
4. The Morris Plains School District will continue to provide for student and staff wellness, safety and security, and additional resources to support students socially and emotionally.
5. The Morris Plains School District will continue to demonstrate fiscal responsibility by exploring cost saving measures that will result in replenishing the various reserve accounts.

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, Daily Record, Star Ledger, and the Morris News Bee.

II. Pledge of Allegiance

III. Roll Call

<input type="checkbox"/> Lucia Galdi	<input type="checkbox"/> Adam Higgins	<input type="checkbox"/> Shawna Longo	<input type="checkbox"/> Amy Lyons	<input type="checkbox"/> Maria Manley
<input type="checkbox"/> Christina Perry	<input type="checkbox"/> Denise Rawding	<input type="checkbox"/> Kenneth Wilbur	<input type="checkbox"/> Jessica Williams	Quorum? <input type="checkbox"/> yes <input type="checkbox"/> no

Amy Barkman Mark Maire Number of Public

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. **Superintendent’s Report - Mr. Mark Maire**
 - **Bus Evacuation Drill**
 - **Borough School and Mountain Way**
 - **November 26, 2018 (morning arrival)**

VI. **Business Administrator’s Report - Ms. Amy Barkman**

VII. **Correspondence**

XIII. **Board of Education Minutes**

IV. **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
 - New Jersey School Boards
 - Morris County School Boards Association
- Community Outreach

1. **Approval of the Board of Education Minutes**

On the motion of _____ seconded by _____, the Board approves the following Minutes:
Public and Executive - November 6, 2018

Roll Call: LG____ AH____ SL____ AL____ MM____ CP____ DR____ KW____ JW____

X. **Business Items Prepared for Official Action on December 11, 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 Teacher for the 2018-2019 School Year

On the motion of _____ seconded by _____, the Board approves Nicole Donahue as a Substitute Teacher for the 2018-2019 School Year (teaching certification).

Roll Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

2. Approval of Substitute Teacher for the 2018-2019 School Year

On the motion of _____ seconded by _____, the Board approves Christina Joiner as a Substitute Teacher for the 2018-2019 School Year (county substitute certification).

Roll Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

3. Approval of Substitute Teacher for the 2018-2019 School Year

On the motion of _____ seconded by _____, the Board approves Lynne Scott as a Substitute Teacher for the 2018-2019 School Year (county substitute certification).

Roll Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

4. Approval of Medical Leave - Aide at Mt. Way School

On the motion of _____ seconded by _____, the Board approves a medical leave for Employee #4215, aide at Mt. Way School, as follows: Expected to return to work on June 5, 2019.

January 7, 2019 - June 5, 2019 Paid/Unpaid Medical Leave

Roll Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

5. Approval of Medical Leave - Teacher at Mountain Way School

On the motion of _____ seconded by _____, the Board approves a medical leave for Employee # 4407, teacher at Mountain Way School as follows:

November 26, 2018 - February 19, 2019 - Paid Sick Days/Unpaid Family Leave Act

Roll Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

6. Approval of Medical Leave - Teacher at Mountain Way School

On the motion of _____ seconded by _____, the Board approves a medical leave for Employee # 4487, teacher at Mountain Way School as follows:

November 29, 2018 - January 1, 2019 - Paid Sick Days/Unpaid Family Leave Act

Roll Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

7. Approval of 1 Unpaid Day for District Employee

On the motion of _____ seconded by _____, the Board approves 1 unpaid day off for District Employee # 4521 on November 21, 2018.

Roll Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

8. Approval of 1/2 Unpaid Day for District Employee

On the motion of _____ seconded by _____, the Board approves 1/2 unpaid day off for District Employee # 4473 on November 21, 2018.

Roll Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

9. Approval of 2 Unpaid Days for District Employee

On the motion of _____ seconded by _____, the Board approves 2 unpaid days off for District Employee # 4519 on 11/29/18 and 11/30/18.

Roll Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

10. Approval of Instrumental Music Teacher - Borough School

On the motion of _____ seconded by _____, the Board approves Minesh Shah as Instructional Music Teacher at Borough School, effective January 1, 2019 through June 30, 2019 at a salary of \$60,493; BA+30/MA, Step 11 (to be prorated).

Roll Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

11. Approval of Teacher Reassignment

On the motion of _____ seconded by _____, the Board approves the re-assignment of Jessica Drew-Suttile, Gifted and Talented teacher at Borough School to Full-time Second Grade teacher at Mountain Way School, effective December 3, 2018 - June 30, 2019, at a annual salary of \$59,724 MA+30, Step 3 (to be prorated).

Roll Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

12. Approval of Resignation of Stipend Positions for 2018-2019

On the motion of _____ seconded by _____, the Board accepts the resignation of stipend positions for Jessica Drew-Suttile for the 2018-2019 school year as follows.

Activity	Staff Member	Effective Dates
Junior Model UN Consortium	Jessica Drew-Suttile	December 3, 2018-June 30, 2019

Roll Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

13. Approval of Stipend Positions

On the motion of _____ seconded by _____, the Board approves the the following stipend positions and dates:

2018-2019 Stipends

Activity	Staff Member	Stipend	Effective Dates
Team Leader - Kindergarten	Patti Anders	\$797 (prorated)	November 26, 2018 - February 19, 2019 (cover for leave replacement employee # 4407)
Instrumental Music (Early Morning Band)	Minesh Shah	\$3,103 (prorated)	January 1, 2019 - June 30, 2019 (replacing employee # 4289)
Jazz Band	Minesh Shah	\$342 (prorated)	January 1, 2019 - June 30, 2019 (replacing employee # 4289)

Roll Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

14. Approval of Resignation for Borough School Aide

On the motion of _____ seconded by _____, the Board accepts the resignation of Krista Underhill, Borough School Aide, effective 11/30/2018.

Roll Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

15. Approval of Kindergarten Special Education Teacher (Medical Leave Replacement)

On the motion of _____ seconded by _____, the Board approves Krista Underhill as Kindergarten Special Education Teacher (Medical Leave Replacement) effective December 3, 2018 through February 19, 2019 at a salary of \$53,005 prorated (BA, Step 1) to be prorated at a daily rate of (\$265.02). There are no benefits associated with this position.

Roll Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

16. Award Tenure to Borough School Teacher

On the motion of _____ seconded by _____, the Board approves tenure to Mt. Way School teacher, Kara Everhart (BA+30/MA, Step 10) for the 2018-2019 school year, effective November 22, 2018, as per the agreement between the Morris Plains Board of Education and the Morris Plains Education Association (2017-2020).

Roll Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

17. Approval of Additional Hours Per Day for Borough & Mt. Way School Aide

On the motion of _____ seconded by _____, the Board approves additional hours for Borough School & Mt. Way School Aide Alyssa Pizzi from 4.53 hours per day to 5.75 hours per day effective December 10, 2018 as follows:

NAME	POSITION	SCHOOL	HOURS	TOTAL PAID HRS/DAY	UNPAID TIME (LUNCH) IF APPLICABLE	STEP	HOURLY RATE IF APPLICABLE	YEARLY SALARY
Alyssa Pizzi	CST AIDE	Borough/ Mt. Way	9:00-3:15	5.75	30 minutes	3	\$15.42	\$16,314.36 prorated

Roll Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

18. Approval of Retro Payment Adjustment for Borough School Aide

On the motion of _____ seconded by _____, the Board approves a retro payment adjustment for Alyssa Pizzi, Borough School Aide in the amount of \$302.23, reflecting correction to daily hours as of 9/12/18 as follows: (21 mins X 56 Days worked = 19.6 hrs @ a hourly rate of \$15.42 = \$302.23)

Roll Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

19. Approval of After-School Professional Development Instructors - 2018-2019

(Session A) - January 9, 2019 - February 6, 2019

On the motion of _____ seconded by _____, the Board approves the following Professional Development instructors and stipends for Session A, January 9, 2019 - February 6, 2019.

Course	Leader	Stipends
What's in the Mt. Way Library	Danielle Mastrogiovanni	\$320.00 (\$40.00/hr. x 8 hours)
Updated Google Website	Alissa Schonmann	\$320.00 (\$40.00/hr. x 8 hours)
Yoga	Allison Zakrzewski	\$320.00 (\$40.00/hr. x 8 hours)
Hip-Hop	Lindsey Irwin	\$320.00 (\$40.00/hr. x 8 hours)
Organizing your Word Study	Karen Penkoski	\$320.00 (\$40.00/hr. x 8 hours)

Roll Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

20. Approval of Enriching Mind Instructor and Stipends - Fall 2018 Session

On the motion of _____ seconded by _____, the Board approves the following Enriching Minds Courses and Instructor, replacement for medical leave instructor, effective December 4, 2018 - December 13, 2018; with a makeup week of December 17, 2018:

Course	Instructor	Stipend

FitKids (12/6, 12/13, 12/20) Grades 1&2 - Mt. Way	Beth Shepard	\$240.00 (\$40.00/hr. x 6 hours)
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Roll Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

21. Approval of Temporary Leave Replacement for Mt. Way School CST Aide

On the motion of _____ seconded by _____, the Board approves a temporary leave replacement for a Mountain Way School CST Aide effective January 5, 2019 through June 5, 2019:

NAME	POSITION	SCHOOL	HOURS	TOTAL PAID HRS/DAY	UNPAID TIME (LUNCH)	STEP	HOURLY RATE	Daily Rate	YEARLY SALARY
Jessica Anne Merinho-Eng	CST AIDE	Mt. Way	7:55-2:50	5.9	60 minutes	1	\$14.28	\$84.25	\$15,502.37 prorated

Roll Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

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 reports dated 11/20/2018 in the amount of \$635,290.29 and 12/11/2018 in the amount of \$665,561.10

Roll Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

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
11/15/2018	General	\$348,898.12
11/30/2018	General	\$333,652.22

Roll Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

3. Approval to Void Checks

On the motion of _____ seconded by _____, the Board approves to void checks as follows:

General Account -

Date	Check #	Amount
10/26/2010	41075	\$109.40
4/12/2011	41617	\$390.00
4/25/2011	41631	\$17.81
5/24/2011	41752	\$5.49
12/13/2011	42473	\$19.03
2/14/2012	42715	\$30.01
4/10/2012	43086	\$2,532.88
4/10/2012	43087	\$442.00
12/11/2012	43944	\$26.26
2/25/2014	45579	\$4.12
11/25/2014	46614	\$18.91
1/6/2015	46712	\$28.40
2/10/2015	46835	\$296.13
5/26/2015	47196	\$35.00
3/18/2016	48335	\$200.00
3/28/2016	48373	\$748.00
5/10/2016	48589	\$69.99
6/13/2016	48710	\$17.01
6/28/2016	48864	\$442.00

Student Activity Account -

Date	Check #	Amount
5/25/2012	1047	\$8.00

Referee Account -

Date	Check #	Amount
6/22/2011	1174	\$110.00

Roll Call: LG____ AH____ SL____ AL____ MM____ CP____ DR____ KW____ JW____

4. Approval of the Board Secretary and Treasurer's Reports For The Period Ending 10/31/2018

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 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 October 31, 2018 to be approved.

Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

5. Approve Line Item Transfers

On the motion of _____ seconded by _____, the Board approves line item transfers for December 11, 2018.

Roll Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

6. Approve Final Payment to Daskal LLC

On the motion of _____ seconded by _____, the Board approves final payment to Daskal LLC for the auditorium in the amount of \$23,587.37.

Roll Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

C. Anti -Bullying Bill of Rights Act -The following motions are 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: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

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

1. Approval of OOD Tuition for 2018-2019 School Year

On the motion of _____ seconded by _____, the Board approves OOD tuition for student 700684 at a cost not to exceed \$37,437. Services to be provided by Hunterdon Preparatory School Annandale, NJ.

Roll Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

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

1. Approval of Policies for First Reading

On the motion of _____ seconded by _____, the Board approves the following policies for first reading:

Series	Policy Number	Title
Personnel	4111.2/4211.2	Domestic Violence

Roll Call: LG____ AH____ SL____ AL____ MM____ CP____ DR____ KW____ JW____

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 – December 11, 2018

Staff Member	Date	Workshop	Mileage	Workshop Fees	Substitute	Total Cost
Cari Segall	January 8, 9, 10, 2019	Wilson Reading System 4, High Bridge, NJ	57.1 x .31 = \$17.70 x 3 days = \$53.10	Fee - \$325.00	n/a	\$378.10
Kara Rolph	10/17, 10/24, 11/7	Live Webinars: Planning the 180 Days: Designing Units of Instruction that Engage and Empower	n/a	Fee - \$159.00 each	n/a	\$159.00

Laura Quinn	2/21-2/23/2019	NJMEA Conference, East Brunswick, NJ	130 x .31 = \$40.30 (2 days - staying in hotel at own expense one night)	Fee - \$180.00 Meals - \$54.00	3 x \$100 = \$300	\$574.30
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Roll Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

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 Home and School Association

On the motion of _____ seconded by _____, the Board accepts a donation of 8 gallons of hand sanitizer from the Morris Plains Home and School Association valued at \$179.54.

Roll Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

XI. Discussion Items:

- **New Business**
 - **2019-2020 Preschool Tuition**
- **Old Business**

XII. 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.

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 School Security. The Board will not 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: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___

XIV. Adjournment

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

Roll Call: LG ___ AH ___ SL ___ AL ___ MM ___ CP ___ DR ___ KW ___ JW ___