

**PREPARING ALL LEARNERS TO EXCEL IN A CHANGING WORLD**

**Morris Plains Board of Education**

**March 19, 2019 - 7:00 p.m.**

**Meeting will be held in the Borough School Learning Center/STEAM Lab**

**2018-2019 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.

**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"/> Diane Del Russo	<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"/> 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
- VI. Business Administrator’s Report - Ms. Amy Barkman
- VII. Correspondence
- VIII. Board of Education Minutes

**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
- Shared Services
- 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
  - Morris Plains Town Council
- Community Outreach

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

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the following:  
Public - February 26, 2019

Roll Call: DD\_\_\_\_\_ LG\_\_\_\_\_ AH\_\_\_\_\_ SL\_\_\_\_\_ AL\_\_\_\_\_ MM\_\_\_\_\_ CP\_\_\_\_\_ DR\_\_\_\_\_ JW\_\_\_\_\_

**X. Business Items Prepared for Official Action on March 19, 2019:**

***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 Chaperone - 8th Grade Trip to Washington, D.C.**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the following chaperone and stipend for the 8th Grade Trip to Washington, D.C. on April 10, 11, 12, 2019:

Kathleen Connolly (Casey Devlin) \$529.00

Roll Call: DD\_\_\_\_\_ LG\_\_\_\_\_ AH\_\_\_\_\_ SL\_\_\_\_\_ AL\_\_\_\_\_ MM\_\_\_\_\_ CP\_\_\_\_\_ DR\_\_\_\_\_ JW\_\_\_\_\_

**2. Approval of Chaperones - 6th Grade Camping Trip**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the following chaperones and stipends for the 6th Grade Camping Trip to Fairview Lake YMCA Camp on April 24, 25, and 26, 2019:

Robert Beck	\$529.00	Scott Curcio	\$529.00
Kathleen Connolly (Casey Devlin)	\$529.00	Nycole Hydock (Nurse)	\$529.00
Laura Quinn	\$529.00	Wayne Looney	\$529.00
Ashley Morris	\$529.00	Alison Porter	\$529.00
Laurie Shorno	\$529.00	Brian Wilson	\$529.00

Roll Call: DD\_\_\_\_ LG\_\_\_\_ AH\_\_\_\_ SL\_\_\_\_ AL\_\_\_\_ MM\_\_\_\_ CP\_\_\_\_ DR\_\_\_\_ JW\_\_\_\_

**3. Approval of Administrator in Charge - 6th Grade Camping Trip**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves Brian Wilson as Administrator in Charge for the 6th Grade Camping Trip to Fairview Lake YMCA Camp on April 24, 25, and 26, 2019 at a total cost of \$300.00 (\$100.00/day x 3 days).

Roll Call: DD\_\_\_\_ LG\_\_\_\_ AH\_\_\_\_ SL\_\_\_\_ AL\_\_\_\_ MM\_\_\_\_ CP\_\_\_\_ DR\_\_\_\_ JW\_\_\_\_

**4. Approval to Revise Previously Approved Salary for Temporary Special Education Teacher at Mountain Way**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the salary revision for Krista Underhill as a Temporary Special Education Teacher at Mountain Way from February 21, 2019 through June 30, 2019 at a per diem rate of \$265.02 (\$53,005 - BA, Step 1) prorated. Health and dental benefits available after 60 days through June 30, 2019.

Roll Call: DD\_\_\_\_ LG\_\_\_\_ AH\_\_\_\_ SL\_\_\_\_ AL\_\_\_\_ MM\_\_\_\_ CP\_\_\_\_ DR\_\_\_\_ JW\_\_\_\_

**5. Approval of Additional Hours for Mountain Way Door Monitor**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves 6.5 additional hours for employee #4561, Mountain Way Door Monitor on: March 14 & 18, 2019 additional hours 6.5 @ \$13.00 per hour = \$84.50 (not to exceed 6.5 hours).

Roll Call: DD\_\_\_\_ LG\_\_\_\_ AH\_\_\_\_ SL\_\_\_\_ AL\_\_\_\_ MM\_\_\_\_ CP\_\_\_\_ DR\_\_\_\_ JW\_\_\_\_

**6. Approval of 1 Unpaid Day for Mountain Way Aide**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves 1 unpaid day off for Mountain Way Aide # 4531 on March 1, 2019.

Roll Call: DD\_\_\_\_ LG\_\_\_\_ AH\_\_\_\_ SL\_\_\_\_ AL\_\_\_\_ MM\_\_\_\_ CP\_\_\_\_ DR\_\_\_\_ JW\_\_\_\_

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

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves John Lovel Smith as a Substitute Teacher for the 2018-2019 School Year (county substitute certification).

Roll Call: DD\_\_\_\_\_ LG\_\_\_\_\_ AH\_\_\_\_\_ SL\_\_\_\_\_ AL\_\_\_\_\_ MM\_\_\_\_\_ CP\_\_\_\_\_ DR\_\_\_\_\_ JW\_\_\_\_\_

**8. Approval of Unpaid Military Leave - Teacher at Borough School**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves unpaid Military leave for Employee # 4656, teacher at Borough School as follows:

Anticipated June 3, 2019 - June 30, 2021 - Unpaid Military Leave

Roll Call: DD\_\_\_\_\_ LG\_\_\_\_\_ AH\_\_\_\_\_ SL\_\_\_\_\_ AL\_\_\_\_\_ MM\_\_\_\_\_ CP\_\_\_\_\_ DR\_\_\_\_\_ JW\_\_\_\_\_

**9. Approval of Enriching Mind Instructors and Stipends - Spring 2019 Session**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the following Enriching Minds Courses and Instructors effective April 2, 2019 - May 30, 2019; with a makeup week of June 3, 2019:

The following courses will be offered for the Spring 2019 session of Enriching Minds. The courses will meet for a total of 8 hours and staff will be compensated one hour of planning for each hour of instruction. The total number of hours for staff is 16 hours per course at a rate of \$40 per hour.

Course	Instructor	Stipend
<b>Retro Recess Recreational Games Grades 3&amp;4</b>	Sara Fandel	\$320.00 (\$40.00/hr. x 8 hours)
<b>Retro Recess Recreational Games Grades 3&amp;4</b>	Ginny Hussy	\$320.00 (\$40.00/hr. x 8 hours)
<b>Art Explorers Back By Popular Demand! Grades 1&amp;2</b>	Susan Harrington	\$640.00 (\$40.00/hr. x 16 hours)

Roll Call: DD\_\_\_\_\_ LG\_\_\_\_\_ AH\_\_\_\_\_ SL\_\_\_\_\_ AL\_\_\_\_\_ MM\_\_\_\_\_ CP\_\_\_\_\_ DR\_\_\_\_\_ JW\_\_\_\_\_

***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 \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the attached bills and claims reports dated March 1, 2019 in the amount of \$1,293.00, dated March 14, 2019 in the amount of \$1,131.38, and dated March 19, 2019 in the amount of \$826,151.43.

Roll Call: DD\_\_\_\_\_ LG\_\_\_\_\_ AH\_\_\_\_\_ SL\_\_\_\_\_ AL\_\_\_\_\_ MM\_\_\_\_\_ CP\_\_\_\_\_ DR\_\_\_\_\_ 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
2/28/19	General	\$340,529.69
3/15/19	General	\$335,528.15

Roll Call: DD\_\_\_\_ LG\_\_\_\_ AH\_\_\_\_ SL\_\_\_\_ AL\_\_\_\_ MM\_\_\_\_ CP\_\_\_\_ DR\_\_\_\_ JW\_\_\_\_

**3. Approval of Payment #3 (Final) to Mechanical Preservation Associates**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves payment #3 (Final) to Mechanical Preservation Associates for the chiller replacement at Mountain Way School in the amounts of \$2,520.00 and \$12,713.10.

Roll Call: DD\_\_\_\_ LG\_\_\_\_ AH\_\_\_\_ SL\_\_\_\_ AL\_\_\_\_ MM\_\_\_\_ CP\_\_\_\_ DR\_\_\_\_ JW\_\_\_\_

**4. Approval of the Joint Transportation Agreement for 2019-2020**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_ the Board approves the joint transportation agreement with the Educational Services Commission of Morris County for the 2019-2020 school year at a management fee of 2% for in-district routes and 4% for all other routes.

Roll Call: DD\_\_\_\_ LG\_\_\_\_ AH\_\_\_\_ SL\_\_\_\_ AL\_\_\_\_ MM\_\_\_\_ CP\_\_\_\_ DR\_\_\_\_ JW\_\_\_\_

**5. Approval of the 2019-2020 Agreement with Phoenix Advisors, LLC**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves 2019-2020 Agreement for Continuing Disclosure Agent Services and appointment as Independent Registered Municipal Advisor with Phoenix Advisors, LLC, 625 Farnsworth Avenue, Bordentown, New Jersey 08505.

Roll Call: DD\_\_\_\_ LG\_\_\_\_ AH\_\_\_\_ SL\_\_\_\_ AL\_\_\_\_ MM\_\_\_\_ CP\_\_\_\_ DR\_\_\_\_ JW\_\_\_\_

**6. Approve Professional Support/Non Public Services Agreement and Addendum with ESC of Morris County – 2019-2020**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_ the Board approves the 2019-2020 Professional Support/Non-Public Services Agreement and Addendum with the Educational Services Commission of Morris County (occupational therapy; physical therapy services).

Roll Call: DD\_\_\_\_ LG\_\_\_\_ AH\_\_\_\_ SL\_\_\_\_ AL\_\_\_\_ MM\_\_\_\_ CP\_\_\_\_ DR\_\_\_\_ JW\_\_\_\_

**7. Approve Capital Reserve Fund Withdrawal**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_ the Board approves the withdrawal of Capital Reserve funds in the amount of \$21,000 to be used for site improvements (sidewalks, outdoor multi purpose area) at Borough School.

Roll Call: DD\_\_\_\_\_ LG\_\_\_\_\_ AH\_\_\_\_\_ SL\_\_\_\_\_ AL\_\_\_\_\_ MM\_\_\_\_\_ CP\_\_\_\_\_ DR\_\_\_\_\_ JW\_\_\_\_\_

**C. Proposed School Budget - 2019-2020 - The following motions are of a routine nature, non-controversial, and will be voted on in one motion.**

**1. Approve Submission of the 2019-2020 Tentative School Budget**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Morris Plains Board of Education approves the following resolution and submission of the 2019-2020 proposed budget to the County Office for approval.

BE IT RESOLVED that the tentative budget be approved for the 2019-2020 school year using the 2019-2020 state aid figures and the Secretary to the Board of Education be authorized to submit to the Executive County Superintendent for approval in accordance with N.J.S.A. 18A:7F-5 and 18A:7F-6 as follows:

	GENERAL	SPECIAL	DEBT	
	FUND	REVENUES	SERVICE	TOTAL
2019-2020 Total Expenditures	18,844,600	149,756	1,032,369	20,026,725
Less: Anticipated Revenues	2,299,174	149,756	177,011	2,625,941
Taxes to be Raised	16,545,426	0	855,358	17,400,784

And to advertise said tentative budget in the Daily Record in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at the Borough School Learning Center, Morris Plains Borough School, Morris Plains, New Jersey on April 30, 2019 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2019-2020 School Year.

BE IT RESOLVED that the Morris Plains Board of Education includes in the tentative budget the use of tuition reserve in the amount of \$300K. The additional funds will be used to offset the \$500K increase in tuition at the Morris School District.

BE IT RESOLVED that the Morris Plains Board of Education includes in the tentative budget the adjustment for increased costs of health benefits in the amount of \$79,632. The additional funds will be used to pay the additional increases in health benefit premiums, and

BE IT RESOLVED that the Morris Plains Board of Education includes in the tentative budget the adjustment for banked cap in the amount of \$184,894. In accordance with N.J.A.C. 6A:23A-10.3(b), the district has fully executed all eligible statutory spending authority. The adjustment will be used to offset Morristown High School tuition. The Morris Plains Board of Education will complete this by the end of the 2020 budget year and acknowledges that it cannot be deferred or incrementally completed over a longer period of time.

#### **1a. Travel and Related Expense Reimbursements**

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

WHEREAS, pursuant to N.J.A.C. 6A:23A-7.3, a board of education must establish a maximum dollar amount for travel expenditure, as defined in N.J.A.C. 6A:23A-7.1 et seq.,

NOW, THEREFORE, BE IT RESOLVED, that the Morris Plains Board of Education approved establishing a maximum amount of travel expenditure amount of \$36,000 for the 2019-2020 school year. The maximum travel expenditure amount for the 2018-2019 is \$36,000, of which, \$9,389 has been spent and \$26,611 is encumbered to date.

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

#### **1b. Professional Expenses**

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

BE IT RESOLVED, that the Morris Plains Board of Education, in the County of Morris, New Jersey approves Professional Services for the school year 2019-2020:

WHEREAS, N.J.A.C. 6A:23A-5.2 mandates boards to establish annually prior to budget preparation, for public relations and each type of professional service a maximum level of spending for the ensuing school year; as defined in N.J.A.C. 6A:23A-9.3(c)14,

NOW THEREFORE, BE IT RESOLVED, that the Morris Plains Board of Education hereby establishes the following maximums for the 2019-2020 year as follows:

WHEREAS, the tentative budget includes the following appropriations

Legal	\$24,500
Auditor	\$33,800
Architect	\$ 7,000
Physician	\$ 6,500

For a total amount of \$71,800

BE IT FURTHER RESOLVED, that the School Business Administrator track and record these costs to insure that the maximum amount is not exceeded.

Roll Call: DD\_\_\_\_ LG\_\_\_\_ AH \_\_\_\_ SL\_\_\_\_ AL\_\_\_\_ MM\_\_\_\_ CP\_\_\_\_ DR\_\_\_\_ 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 Educational Audiological Consultation**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves an Educational Audiological consultation for student #2034376 at a cost not to exceed \$1,316.00. Services to be provided by Bergen County Special Services, 540 Farview Avenue, Paramus.

Roll Call: DD\_\_\_\_ LG\_\_\_\_ AH \_\_\_\_ SL\_\_\_\_ AL\_\_\_\_ MM\_\_\_\_ CP\_\_\_\_ DR\_\_\_\_ JW \_\_\_\_

**E. 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: DD\_\_\_\_ LG\_\_\_\_ AH \_\_\_\_ SL\_\_\_\_ AL\_\_\_\_ MM\_\_\_\_ CP\_\_\_\_ DR\_\_\_\_ 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 – March 19, 2019**

Staff Member	Date	Workshop	Mileage	Workshop Fees	Substitute	Total Cost
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Susan Kitzen	05/17/2019	35th Annual Winners! Workshop, Whippany, NJ	N/A	\$200.00	N/A	\$200.00
Andrew Kramar	3/25/2019	Stronge Effective Teacher & Leader Institute - Hiring the Best Teachers, Monroe, NJ	44.6 x 2 x \$.31= \$27.65	\$295.00	N/A	\$322.65

Roll Call: DD\_\_\_\_ LG\_\_\_\_ AH \_\_\_\_ SL\_\_\_\_ AL\_\_\_\_ MM\_\_\_\_ CP\_\_\_\_ DR\_\_\_\_ JW \_\_\_\_

**XI. Discussion Items:**

- **New Business**
- **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. Adjournment**

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

Roll Call: DD\_\_\_\_ LG\_\_\_\_ AH \_\_\_\_ SL\_\_\_\_ AL\_\_\_\_ MM\_\_\_\_ CP\_\_\_\_ DR\_\_\_\_ JW \_\_\_\_