

PREPARING ALL LEARNERS TO EXCEL IN A CHANGING WORLD

Morris Plains Board of Education Minutes of the Public Meeting – January 22, 2019 - 7:00 p.m. 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.

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 7:02pm 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. Diane Del Russo, Ms. Lucia Galdi, Mr. Adam Higgins, Mrs. Shawna Longo, Mrs. Amy Lyons, Mrs. Maria Manley (arrived at 7:19), Ms. Christina Perry, Dr. Denise Rawding, and Mrs. Jessica Williams

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

Number of public attending: 3

A Moment of Silence was held for former Borough School Principal, Sean Dolan

Hearing of Citizens and/or Delegations – Mr. Donald Cristiano, 15 Briarcliff Road, Morris Plains was inquiring as to the status of the STEM program at Mountain Way School. Mr. Mark Maire responded by letting Mr. Cristiano know that a replacement teacher has been hired.

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

1. There are no incidences of HIB to report at this time.
2. I would like to thank the MPMAC for covering the cost of the Mental Health First Aid training session, which was held last Thursday in Basking Ridge. We had 8 staff members attend, including administrators, health and mental health professionals, and teachers. The training introduced participants to the unique risk factors and warning signs of mental health problems in adolescents, built understanding of the importance of early intervention, and taught folks how to help an adolescent in crisis or experiencing a mental health challenge. During our next administrative team meeting, we will review the training session and discuss an implementation strategy for both schools.
3. This week, Ms. Barkman and I will facilitate budget meetings with administration. During the meetings, members of the administrative team will submit their requests for next year's budget.
4. The first annual Borough School Geography Bee will be held this Friday morning at 8:20 am in the auditorium. Best wishes to all participating students!
5. The second marking period is scheduled to end next Tuesday. The second edition District Newsletter will be shared with members of the school community on January 28th.
6. Last week, Mrs. Gropp pushed out an email to staff members and a select group of community members, inviting them to join our district-based Social and Emotional Learning Committee. The response has been overwhelming. We have 22 school community members scheduled to attend. The committee will meet approximately once per month to achieve the following goals: (1) identify core values/competencies, (2) identify data collection tools to assess current strengths and needs, and (3) review/select curriculum and instructional practices to promote SEL. The first session is scheduled for February 7th.
7. The 4th grade Reading Buddy program is scheduled to start in February. The program will run for four weeks. Fourth grade students will visit Kindergarten and read to kindergarten students. Students will select books that address respect, responsibility, caring, and citizenship
8. Mountain Way School is preparing to kick off their Empathy theme for the month of February. This includes pushing out literature that supports black history month and tolerance.
9. A parent workshop on Decoding Dyslexia has been scheduled for February 5th at 7pm in the Borough School auditorium. Attendees will hear about personal experiences, screening, interventions and services, etc.
10. The next Leadership Roundtable Forum is scheduled for February 7th at 7pm in the Borough School STEAM Lab.
11. Recently, legislation passed requiring districts to implement Financial Literacy instruction to middle school students, grades 6-8. The legislation is in effect September 2019. Districts are expecting to receive more information from the NJDOE Commissioner shortly concerning implementation requirements, course vs. instruction, etc.
12. Our next Early Dismissal/Professional Development Day for staff is scheduled for Wednesday, January 30th. In between personalized PD sessions, our Occupational Therapist, Kim Barbera, will lead a presentation for staff. Staff will learn how Occupational Therapy in the school system continues to evolve and expand to help children develop not only fine motor skills and handwriting but body awareness, organizational skills and self-regulation.

13. I would like to send my deepest condolences to the Dolan Family. The services for Sean are scheduled Wednesday evening, and Thursday morning. Sean was a Borough School principal for 6 years. I had the pleasure of observing his strong bond with his family, his passion for his students, and his dedication to his colleagues. The school community is mourning his loss. May his family find peace and comfort during this difficult time.

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

1. If you have not already, you will shortly receive an email from NJSBA requiring the Board Members to complete the Ethics Disclosure Online Form.
2. The Contractors were at Borough School this past weekend including MLK Day working on punch list items from the renovation.
3. The Governor's Budget Address is scheduled for March 5, 2019. This means the State of New Jersey will have 48 hours in which to release the state aid numbers.
4. Budget meetings are being held this week with key staff members.
5. The District Insurance Broker is out shopping around to see what options the District will have effective for the July 1, 2019 renewal.

Correspondence - none

Board Committee Status Reports –

Finance/Buildings and Grounds: The next meeting will be held on February 12, 2019.

Curriculum and Instruction – The next meeting will be held on January 24, 2019.

Legislative - none

Educational Services Commission of Morris County (ESC) – Ms. Diane Del Russo reported that services will increase by 2%. In addition, a discussion was held merging Park Lake School into the Regional School. Park Lake School currently is up for sale.

Morris School District - Will be meeting next week.

Personnel – A meeting was held prior to the Board meeting and the agenda items were discussed.

Policy Updates – A meeting will be held tonight after the Board meeting.

Liaison Committees:

- Morris Plains Home and School Association (MPHSA) - none
- Morris Plains Municipal Alliance Committee (MPMAC) - none
- Education Foundation of Morris Plains (EFMP) - none
- Strategic Planning Committees- none
- New Jersey School Boards- none
- Morris County School Boards Association - none

Community Outreach - none

Board of Education Minutes

1. Approval of the Board of Education Minutes

On the motion of Mrs. Lucia Galdi seconded by Mrs. Shawna Longo, the Board approves the following:

Public - January 7, 2019

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

Business Items Prepared for Official Action on January 22, 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.*

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 Basketball Officials and Assigner

On the motion of Ms. Christina Perry seconded by Mrs. Jessica Williams, the Board approves the following basketball officials for 2018-2019 at a cost of \$57.00 per game.

Joe Mydosh
Pat Gavin
Joe McDonald
Roy Martin
Steve Cohen
John Huhn

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

2. Approval of Movement on the Guide - February 1, 2019

On the motion of Ms. Christina Perry seconded by Mrs. Jessica Williams, the Board approves movement on the guide for the following staff, effective February 1, 2019:

Staff Member	Column, Step	Salary	New Column, Step	Adjusted Salary
Laura Morris	BA+15, Step 7	56,493	BA30/MA, Step 7	58,086
Naomi Pochettino	MA+30, Step 16	75,543	MA+45, Step 16	79,069

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

3. Approval of Mountain Way Classroom Aide for 2018-2019 School Year

On the motion of Ms. Christina Perry seconded by Mrs. Jessica Williams, the Board approves Rachel Scowcroft as Mountain Way classroom aide and salary for 2018-2019 school year, starting on January 28, 2019.

NAME	POSITION	SCHOOL	HOURS	TOTAL PAID HRS/DAY	UNPAID TIME (LUNCH) IF APPLICABLE	STEP	HOURLY RATE IF APPLICABLE	YEARLY SALARY
Rachel Scowcroft	Class Aide	Mt. Way	7:55-2:50	5.9	60 minutes	1	\$14.28	15,502.36 (prorated)

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

4. Approval of Leave Replacement Classroom Aide for Borough School

On the motion of Ms. Christina Perry seconded by Mrs. Jessica Williams, the Board approves Raymond Mosso as Leave Replacement classroom aide for Borough School and salary starting on January 23, 2019 - February 12, 2019:

NAME	POSITION	SCHOOL	HOURS	TOTAL PAID HRS/DAY	UNPAID TIME (LUNCH) IF APPLICABLE	STEP	HOURLY RATE IF APPLICABLE	YEARLY SALARY
Raymond Mosso	CST Aide 1/23/19-2/12/19	BOROUGH	8:53-3:10	5.9	23 minutes	3	\$15.42	16,739.95 (prorated)

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

5. Approval of Leave Replacement Classroom Aide for Mountain Way School

On the motion of Ms. Christina Perry seconded by Mrs. Jessica Williams, the Board approves Lori Welcome as Leave Replacement classroom aide for Mountain Way School and salary starting on January 23, 2019 with the anticipated end date of June 4, 2019:

NAME	POSITION	SCHOOL	HOURS	TOTAL PAID HRS/DAY	UNPAID TIME (LUNCH) IF APPLICABLE	STEP	HOURLY RATE IF APPLICABLE	YEARLY SALARY
Lori Welcome	CST AIDE- 1/23/19-6/4/19	Mountain Way	7:55-2:50	5.9	60 minutes	3	\$15.42	16,739.95 (prorated)

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

6. Approval of 6 Unpaid Days for Mountain Way Employee

On the motion of Ms. Christina Perry seconded by Mrs. Jessica Williams, the Board approves 6 unpaid days off for Mountain Way Employee # 4661 from March 11, 2019 - March 18, 2019.

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

7. Approval of Family Leave for Borough Teacher

On the motion of Ms. Christina Perry seconded by Mrs. Jessica Williams, the Board approves family leave for Borough teacher # 4285 for the time-period of June 5, 2019 - November 25, 2019.

June 5, 2019 - November 25, 2019 Paid/Unpaid Family Leave

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

8. Approval of Enriching Mind Instructor and Stipend - January 16, 2019 - May 22, 2019

On the motion of Ms. Christina Perry seconded by Mrs. Jessica Williams, the Board approves the following Enriching Minds Stipend and Instructor effective January 16, 2019 - May 22, 2019

Course	Instructor	Stipend
(LiFE) Leadership and iSTEAM for Females in Elementary School	Felicia Lee	\$800.00(\$40.00/hr x 20 hours)

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

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

On the motion of Ms. Christina Perry seconded by Mrs. Jessica Williams, the Board approves Bernadette Ross as a Substitute Teacher for the 2018-2019 School Year (county substitute certification).

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

10. Approval of Stipend Positions

On the motion of Ms. Christina Perry seconded by Mrs. Jessica Williams, the Board approves the following stipend position and dates:

Activity	Staff Member	Stipend	Effective Dates
Junior Model UN Consortium	Cari Segall	\$176/event	1/2/19 - 6/30/19

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

11. Approval to Rehire Borough School CST Aide from Leave Replacement for 2018-2019 School Year

On the motion of Ms. Christina Perry seconded by Mrs. Jessica Williams, the Board re-approves Krista Underhill as Borough CST aide and salary for 2018-2019 school year, starting on February 13, 2019.

NAME	POSITION	SCHOOL	HOURS	TOTAL PAID HRS/DAY	UNPAID TIME (LUNCH) IF APPLICABLE	STEP	HOURLY RATE IF APPLICABLE	YEARLY SALARY
Krista Underhill	Class Aide	Borough	8:53-3:10	5.9	23 minutes	2	\$14.85	16,120.24 (prorated)

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

12. Approval of Unpaid Day for Mountain Way School Aide

On the motion of Ms. Christina Perry seconded by Mrs. Jessica Williams, the Board approves 1 unpaid day off for Mountain Way Aide # 4561 on 1/18/19.

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

13. Approve Revision of Employee Return to Work Date

On the motion of Ms. Christina Perry seconded by Mrs. Jessica Williams, the Board approves the revision of Employee #4407 return to work date from February 19, 2019 to February 13, 2019.

Ms. Diane Del Russo - yes	Mr. Adam Higgins - yes	Ms. Christina Perry – yes
Ms. Lucia Galdi – yes	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - 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. Christina Perry seconded by Mrs. Jessica Williams, the Board approves the attached bills and claims reports dated January 9, 2019 in the amount of \$25,145.67 and January 22, 2019 in the amount of \$899,726.78

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

2. Approve Payroll Distribution

On the motion of Ms. Christina Perry seconded by Mrs. Jessica Williams, 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
1/15/2019	General	\$331,668.25

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

3. Approval of the Board Secretary and Treasurer’s Reports For The Period Ending December 31, 2018

On the motion of Ms. Christina Perry seconded by Mrs. Jessica Williams 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 December 31, 2018 to be approved.

Ms. Diane Del Russo - yes	Mr. Adam Higgins - yes	Ms. Christina Perry – yes
Ms. Lucia Galdi – yes	Mrs. Amy Lyons - yes	Dr. Denise Rawding – yes
Mrs. Shawna Longo - yes	Mrs. Maria Manley - 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. Amy Lyons seconded by Ms. Christina Perry, the Board accepts and affirms the Superintendent's monthly report of Harassment, Intimidation and Bullying.

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

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

1. Approval of Curricula Revisions from First Reading

On the motion of Mrs. Amy Lyons seconded by Ms. Christina Perry, the Board approves the following curricula revisions from first reading for final approval:

- Visual Arts
- World Language
- Music K-8

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

E. 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 Mrs. Amy Lyons 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 22, 2019

Staff Member	Date	Workshop	Mileage	Workshop Fees	Substitute	Total Cost
Rachel Goodman	October 25, 2018	Intervention and Referral Services Training Galloway, NJ	n/a	Fee - \$178.00	n/a	\$178.00
Wayne Looney	Feb. 26 & 27, 2019	NJASPERD Annual Convention, Long Branch NJ	120.4 miles x .31 = \$37.32	Fee - \$180.00 Tolls - \$4.50	2 x \$100 = \$200	\$421.82

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

Discussion Items:

- **New Business** – A discussion was held to fill the rest of the Board Committee openings. In addition, the Board previewed the 2019-2020 school calendar to be approved in February.
- **Old Business** - none

Hearing of Citizens and/or Delegations - none

Adjournment

On the motion of Mrs. Shawna Longo, seconded by Mrs. Maria Manley, BE IT RESOLVED that the Morris Plains Board of Education moves to adjourn the meeting at 7:26pm.

Motion carried by unanimous voice vote.

Respectfully submitted,



Amy Barkman
Board Secretary