

PREPARING ALL LEARNERS TO EXCEL IN A CHANGING WORLD

**Morris Plains Board of Education
Minutes of the Public Meeting – August 21, 2018 – 7:00 p.m.
520 Speedwell Avenue, Suite 200**

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 7:02pm 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. Lucia Galdi, Mr. Adam Higgins, Mrs. Shawna Longo, Mrs. Maria Manley, Mrs. Amy Lyons, Ms. Christina Perry, Dr. Denise Rawding, Mr. Kenneth Wilbur and Mrs. Jessica Williams

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

Number of public attending: 2

Hearing of Citizens and/or Delegations - none

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

1. There were no incidences of HIB to report.
2. Last week, I attended the Morris Plains Borough Council meeting and presented a plaque to Mayor Druetzler recognizing his years of support and dedication to the Morris Plains School District. Attached to the plaque was a key to the district. Mayor Druetzler was touched, and he expressed his appreciation. Mackey Pendergrast, MSD Superintendent, was also at the meeting to highlight Morristown High School. His presentation was informative, showcasing the high schools accomplishments and accolades. He plans to generate an information sheet for the public, reflecting the impressive data that he shared with the Council. I will pass it along to the district when it becomes available.
3. Summer staff is working hard to prepare schools for the start of the school year. Last week, we participated in a Referendum Planning Progress Meeting with our architect and contractors. The facility projects are moving along nicely. This week, administration will conduct comprehensive facility walk-throughs at each school to ensure that each facility will be ready for students and staff.
4. We continue to monitor student registration and class sizes carefully. This summer, we have received 15 registrations from Johnson Road (new development). Five of the 15 registrations are Morristown High School students. According to Mayor Druetzler, Johnson Road is 60% full.
5. Summative 2018 PARCC scores have been released. Administration is currently working to analyze the testing data. Preliminary analysis shows consistent growth across both tested content areas, across grades 3-8. The analyzed data will be shared with the appropriate staff once they return from summer recess. We will highlight the PARCC data reports in more detail at our upcoming Education Committee meeting. A public presentation on our 2018 PARCC scores is scheduled for the October board meeting.
6. On Tuesday, principals released scheduling information to parents through Genesis. The Genesis parent portal included transportation information and school-related forms, as well. I would like to thank Mr. Kramar and Mrs. Vieira for preparing schedules that maximize student needs, school resources, and student services. Personalizing student schedules is a time-consuming task. However, when done accurately, it creates an environment conducive for learning.
7. We were informed by the NJDOE that we will have 15 School Choice seats for the 2019-2020 school year.
8. We plan to welcome back staff on September 4th. The festivities will begin with a breakfast, sponsored by the HSA, followed by district and school-based meetings. The first day for students is September 6th.
9. I would like to wish staff and students a successful 2018-2019 school year.

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

1. A walk thru of Borough School was held prior to the meeting. An update was given to all Board Members on the status of the referendum projects.
2. A change order has been added to the agenda for approval to paint the coping at Borough School.
3. The Business Office has finished merging all the personnel files.

4. The preliminary numbers are in from the auditor and we are on track to maintain our excess surplus to be used in the 19/20 school year as well as deposit into our tuition reserve account.
5. We are working with Pay Schools to allow us to use the system for student activities, yearbook, etc. An analysis will be done at the end of this year to see if we have significant use by parents for lunches. If not we will consider eliminating this convenience.
6. Maschio's Food Service has rolled out a new link which allows parents to access the school menus on their phones, instead of having to login into our website.
7. The Administrative team is meeting on Thursday to walk thru each building in anticipation of opening day.

Correspondence - none

Board of Education Minutes

1. Approval of the Board of Education Minutes

On the motion of Mr. Kenneth Wilbur seconded by Mrs. Maria Manley, the Board approves the following Minutes: Public and Executive - July 17, 2018

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

2. Approval of the Board of Education Minutes

On the motion of Mr. Adam Higgins seconded by Mrs. Jessica Williams, the Board approves the following Minutes: Public - August 7, 2018

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

IX. Business Items Prepared for Official Action on August 21, 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 Additional Hours for Curriculum Writer during the 2017- 2018 School Year

On the motion of Ms. Christina Perry seconded by Mrs. Amy Lyons, the Board approves an additional 10 hours for curriculum writer, Susan Harrington - K-2 Visual Arts Curriculum Writer for the 2017-2018 school year at a total cost not to exceed \$400.00 (\$40.00/hour x 10 hours).

Ms. Lucia Galdi – yes	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 Movement on the Guide - September 1, 2018

On the motion of Ms. Christina Perry seconded by Mrs. Amy Lyons, the Board approves movement on the guide for the following staff, effective September 1, 2018:

Staff Member	Column, Step	Salary	New Column, Step	Adjusted Salary
Cazzola, Michelle	Teacher MA+45, Step 8-9	64,363	Teacher MA+60, Step 8-9	67,390
Distefano, Lisa	Teacher MA+45, Step 10	65,577	Teacher MA+60, Step 10	69,042
Drake, Deborah	Teacher BA, Step 7	54,900	Teacher BA+30/MA, Step 7	58,086
Gottilla, Matthew	Teacher BA, Step 5	54,205	Teacher BA+30/MA, Step 5	57,319
Pagan, Kara	Teacher MA+15, Step 4	58,522	Teacher MA+30, Step 4	60,060
Pochettino, Naomi	Teacher MA+15, Step 16	74,049	Teacher MA+30, Step 16	75,543
Porter, Alison	Teacher MA+45, Step 12	68,496	Teacher MA+60, Step 12	72,661
Rolph, Kara	Teacher MA+45, Step 18	85,084	Teacher MA+60, Step 18	88,564
Usdin, Carly	Teacher MA+45, Step 8-9	64,363	Teacher MA+60, Step 8-9	67,390
Viegas, Beth	Teacher BA+30/MA, Step 14	65,035	Teacher MA+15, Step 14	67,584

Ms. Lucia Galdi – yes	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 Substitute - 2018-2019

On the motion of Ms. Christina Perry seconded by Mrs. Amy Lyons, the Board approves Thomas Locatelli as substitute teacher (county certificate) for the 2018-2019 school year.

Ms. Lucia Galdi – yes	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 Substitute - 2018-2019

On the motion of Ms. Christina Perry seconded by Mrs. Amy Lyons, the Board approves Meghan Carton as substitute teacher (county certificate) for the 2018-2019 school year.

Ms. Lucia Galdi – yes	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 Door Monitor for Mountain Way School - 2018-2019 School Year

On the motion of Ms. Christina Perry seconded by Mrs. Amy Lyons, the Board approves Maggie Weng as door monitor at Mt. Way School for the 2018-2019 school year at a salary of \$13.00 per hour/4.1 hours per day (183 days) at a total cost of \$9,753.90

Ms. Lucia Galdi – yes	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 Student Teacher - Borough School

On the motion of Ms. Christina Perry seconded by Mrs. Amy Lyons, the Board approves Thomas Locatelli as Borough School (Physical Education) Student Teacher during September 4, 2018 - December 31, 2018.

Ms. Lucia Galdi – yes	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

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. Amy Lyons, the Board approves the attached bills and claims reports dated August 15, 2018 in the amount of \$53,875.00, August 21, 2018 in the amount of \$462,786.99 and August 21, 2018 in the amount of \$107,289.37.

Ms. Lucia Galdi – yes	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 Ms. Christina Perry seconded by Mrs. Amy Lyons, 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
8/14/18 (summer pay)	General	\$65,082.88
8/15/18	General	\$82,075.09

Ms. Lucia Galdi – yes	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 7/31/2018

On the motion of Ms. Christina Perry seconded by Mrs. Amy Lyons, 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 July 31, 2018 to be approved.

Ms. Lucia Galdi – yes	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 Ms. Christina Perry seconded by Mrs. Amy Lyons, the Board approves line item transfers for June and July 2018.

Ms. Lucia Galdi – yes	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 the Boiler Preventative Maintenance Agreement

On the motion of Ms. Christina Perry seconded by Mrs. Amy Lyons, the Board approves the Broiler Preventative Maintenance Agreement, effective July 1, 2018 through June 30, 2019 with Industrial Combustion Associates, 20 Worlds Fair Drive - Unit C, Somerset, NJ 08873 at a cost of \$4,000.

Ms. Lucia Galdi – yes	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 License Agreement between the YMCA and the Morris Plains Board of Education 2018-2019

On the motion by of Ms. Christina Perry seconded by Mrs. Amy Lyons, the Board approves the License Agreement between the YMCA and the Morris Plains Board of Education, effective September 1, 2018 through June 30, 2019 in the amount of \$5000.

Ms. Lucia Galdi – yes	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 Payment #2 to Daskal LLC

On the motion of Ms. Christina Perry seconded by Mrs. Amy Lyons, the Board approves payment #2 to Daskal LLC in the amount of \$44,492.00 for corridor floor referendum project..

Ms. Lucia Galdi – yes	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. Approval of Payment #5 to Daskal LLC

On the motion of Ms. Christina Perry seconded by Mrs. Amy Lyons, the Board approves payment #5 to Daskal LLC in the amount of \$62,797.37 for window/door replacement referendum project.

Ms. Lucia Galdi – yes	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. Approval of Change Order #1 to Daskal LLC

On the motion of Ms. Christina Perry seconded by Mrs. Amy Lyons, the Board approves Change Order #1 in the amount of \$8,464.00 to paint red coping black to match window color at Borough School.

Ms. Lucia Galdi – yes	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. 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 Mrs. Shawna Longo seconded by Mrs. Maria Manley, the Board approves OOD tuition for the following:

Student 2026150: at a cost not to exceed 91,940.00. Services to be provided by Educational Services Commission.

Ms. Lucia Galdi – yes	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. Field Trips - The following motion is of a routine nature, non-controversial, and will be voted on in one motion.

1. Approval of Field Trips - 2018-2019 - Mountain Way and Borough Schools

On the motion of Mrs. Shawna Longo seconded by Mrs. Maria Manley, the Board approves the following field trip locations for the 2018-2019 school year:

All public schools and state colleges in New Jersey	Morris Plains Plaza Diner
Arbor Terrace	Morris Plains Community Park
Borough School	Morris View Nursing Home
Boy Scout Camp - Allamuchy	Morristown Beard
Central Middle School	Morristown High School
College of St. Elizabeth	Morristown Unitarian Fellowship
Community Theatre	Mountain Way School
County College of Morris - Planetarium	Mt. Freedom Golf
County College of Morris - Planetarium	Museum of Early Trades & Crafts
Delbarton	Newark Academy
Diamond Rock Climbing Wall	Oak Knolls

Drew University	Oratory Prep
Florham Park Middle School	Point Pleasant
Fosterfields	Rockaway Mall
Frelinghuysen School	Sandy Hook Reinforce Environmental Unit
Funplex - East Hanover	Shoprite of Morristown
Great Swamp	St. Catherines
Great Swamp Outdoor Education Center	St. Ann's Parish, Parsippany
Hanover Lanes	Stanlick Elementary, Jefferson
Imagine That Discovery Museum	State House/State Museum, Trenton
Joyful Noise Morris Plains	Sterling Mines
Knoll Country Club	Stillwater Lake Camp, Still Water
Morris Plains 9/11 Memorial	Turtle Back Zoo
Morris Plains Fire Dept	United Nations Headquarters, New York
Morris Plains Halloween Window Painting	Walking Tour of Morris Plains
Morris Plains Library	Washington, DC
Morris Plains Municipal Court	Watnong Park

Ms. Lucia Galdi – yes	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. 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. Shawna Longo 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 – August 21, 2018

Staff Member	Date	Workshop	Mileage	Workshop Fees	Substitute	Total Cost
Siobhan Kolodziej	11/15/18 - 11/17/18	ASHA Convention, Boston Convention Center, Boston, MA	486 x.31 = \$150.66	Fee - \$200.00 (employee responsible for balance of \$190.00) Hotel - \$574.00 Parking - \$56.00 Meals - \$172.50 Tolls - \$14.05	N/A	\$1,165.21

Ms. Lucia Galdi – yes	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. 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 Mrs. Shawna Longo seconded by Mrs. Maria Manley, the Board accepts a donation from the Morris Plains Home and School Association in the amount of \$6,980 towards the refurbishment and new logo for the Borough School Gym Floor.

Ms. Lucia Galdi – yes	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**
 - 2018-19 District Goals**
 - 2018-19 Board Goals**

The Board Members need to email Ms. Amy Barkman to register for mandated trainings. Mrs. Maria Manley acknowledged the Morris Plains Home and School

Association for their generosity toward refurbishing the Borough School Gym Floor. Mr. Kenneth Wilbur and Mrs. Jessica Williams will attend the Welcome Back Breakfast for staff.

- **Old Business** - none

Hearing of Citizens and/or Delegations – Mr. Donald Cristiano, 15 Briarcliff Road, Morris Plains, wanted clarification of test scores and whether or not the coaching program is continuing. He also wanted verification if Reading for Miles is continuing. He was happy to see we had tree work done at both schools.

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

1. Approval of 2018-2019 District Goals

On the motion of Mrs. Shawna Longo seconded by Mr. Adam Higgins, the Board approves the 2018-2019 District Goals.

Ms. Lucia Galdi – yes	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

Executive Session

On the motion of Mr. Adam Higgins, seconded by Mrs. Jessica Williams, 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 7:37pm to discuss legal matters.

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.

Motion carried by unanimous voice vote.

Return to Regular Session from Closed Session

On the motion of Mrs. Lucia Galdi, seconded by Ms. Christina Perry, BE IT RESOLVED by the Board of Education to return to the regular session of the Board of Education meeting from the closed session at 7:45pm.

Motion carried by unanimous voice vote.

Adjournment

On the motion of Mrs. Amy Lyons, seconded by Mrs. Shawna Longo, BE IT RESOLVED that the Morris Plains Board of Education moves to adjourn the meeting at 7:45pm.

Motion carried by unanimous voice vote.

Respectfully submitted,



Amy Barkman
Board Secretary