

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

**Morris Plains Board of Education  
Minutes of the Public Meeting – September 11, 2018 – 7:00 p.m.  
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.

**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 7:05pm 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 (left at 9:06pm), 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:** 3

**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. We welcomed back all staff on September 4<sup>th</sup>. The day started with a delicious breakfast sponsored by the HSA. I had the pleasure to host the opening remarks. Mayor Druetzler, Mr. Wilbur and Mrs. Williams, and Mrs. Connor (EFMP) had an opportunity to address staff. Their remarks were supportive, complementary, and inspiring. I would like to thank Mr. Wilbur and Mrs. Williams for their time, and for their thoughtful and personal message welcoming the new school year.
3. I would like to thank staff and administration for a wonderful start to the school year. We are excited to showcase our facility enhancements, and open some of our new learning spaces to students and staff. This includes the STEAM Lab and Reading Center in Borough School.
4. The master schedules at both schools are also running well. This includes increased lunch blocks for students to accommodate more recess time.
5. On Tuesday, our students participated in the 9/11 remembrance program. Due to wet conditions outside, the program was held in the Borough School auditorium. The ceremony was appropriate for our student participants. The speeches were extremely powerful, capturing the emotions and profound feelings that continue to stay with us. A big thank you to Mr. Hilton and the teachers for supporting our participation in this ceremony. The program was covered by several media outlets, including the Morris News Bee. Please check our Facebook page to view the speeches (in their entirety) from our students and honored guests, including Mr. Kramar and Assemblyman Jay Webber.
6. BTV is expected to go live on Wednesday morning. We are excited to utilize the newly painted green wall, along with the recently installed interior wall. We look forward to view the work from our skilled and creative students, under the leadership of Dr. Curcio.
7. There will be a district wide faculty meeting Wednesday afternoon. Staff and administration will be discussing 2018-2019 SGOs, PDPs, the coaching model, and other district-wide initiatives. The school year is in full swing.
8. Mr. Wilson has scheduled a heroin awareness presentation for our 7th and 8th grade students and parents on October 15th at 1:45pm. The program, titled HAPPY Week (Heroin Addiction Prevents People's Years), is run by Northern Valley High School students. Mr. Wilson had the opportunity to see the program in Ridgewood. The program includes interviews with a recovering heroin addict and a parent who lost a child to heroin addiction. There will be a question and answer session for students and parents, as well.
9. I would like to thank Mrs. Longo for her anticipated time and expertise. Mrs. Longo has agreed to volunteer her time and work with groups of teachers during department meetings on Arts Integration strategies.
10. On September 26th, our 3rd grade students will participate in a field trip to the Boy Scouts outdoor education facility in Allamuchy. Team-building activities have been pre-determined for students throughout the day. This will be an excellent opportunity for students to build connections with their peers while adjusting to a new educational setting.
11. A reminder, schools will be closed on September 19th (Yom Kippur).
12. The EFMP 5K fundraiser is scheduled for October 14th at Community Park. Registration begins at 8am. Please come out and join us as we raise funds to support innovation and excellence in the Morris Plains schools.

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

1. Referendum Projects – there is still a punch list to be completed. I will be scheduling a meeting with the architect in the near future.
2. We already have a broken window. The good news is it did its job and shattered; no glass was released onto the ground or into the classroom.
3. Student Activities are set up in PaySchools Central. The procedure will be the same as the Cafeteria account.
4. School Boards Convention – Last chance to cancel or sign-up.
5. Next Friday I will be meeting with the NJ Schools Insurance Group to discuss what benefits they offer for free that we are currently paying for i.e. CPR Training, property appraisals, boiler inspections, etc.
6. This school year we have implemented different colored lanyards to be worn by staff, substitute teachers and visitors. In addition, staff is placing a red index card in their mailbox when they leave the building. This comes as a recommendation from the School Safety Specialist training I attended.

**Correspondence - none**

**Board of Education Minutes**

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

On the motion of Mrs. Jessica Williams seconded by Mr. Kenneth Wilbur, the Board approves the following Minutes: Public and Executive - August 21, 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

**Business Items Prepared for Official Action on September 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 - 2018-2019**

On the motion of Mrs. Shawna Longo seconded by Mrs. Christina Perry, the Board approves Theresa Kenner as substitute teacher (certified teacher) 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

**2. Approval of Substitute - 2018-2019**

On the motion of Mrs. Shawna Longo seconded by Mrs. Christina Perry, the Board approves the following as substitute teachers (county certificate) for the 2018-2019 school year.

Darcy White & Nicholas Hussey

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 Resignation for Borough School Aide**

On the motion of Mrs. Shawna Longo seconded by Mrs. Christina Perry, the Board accepts the resignation of Melissa O'Shaughnessy, Borough School Aide, effective 8/27/2018.

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

**4. Approval of Classroom Aide for 2018-2019 School Year**

On the motion of Mrs. Shawna Longo seconded by Mrs. Christina Perry, the Board approves a classroom aide and salary starting on September 12, 2018 - June 30, 2019:

NAME	POSITION	SCHOOL	HOURS	TOTAL PAID HRS/DAY	UNPAID TIME (LUNCH) IF APPLICABLE	STEP	HOURLY RATE IF APPLICABLE	YEARLY SALARY
<b>Alyssa Pizzi</b>	<b>CST AIDE</b>	<b>Borough</b>	<b>9:36-3:15</b>	<b>4.53</b>	<b>46 minutes</b>	<b>3</b>	<b>\$15.42</b>	<b>\$12,852.40 prorated</b>

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 Additional Hours for Curriculum Writer**

On the motion of Mrs. Shawna Longo seconded by Mrs. Christina Perry, the Board approves an additional 2 hours for curriculum writer, Jessica Hendershot Fifth Grade Curriculum Writer (Readers' Workshop), at a total cost not to exceed \$80.00 (\$40.00/hour x 2 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

**6. Approval of Additional Hours for Curriculum Writer**

On the motion of Mrs. Shawna Longo seconded by Mrs. Christina Perry, the Board approves an additional 2.5 hours for curriculum writer, Andrea Bruno Second Grade Curriculum Writer (Readers' Workshop), at a total cost not to exceed \$100.00 (\$40.00/hour x 2.5 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

**7. Approval of Nursing Services**

On the motion of Mrs. Shawna Longo seconded by Mrs. Christina Perry, the Board approves additional hours for Nicole Hydock to provide Nursing Services for student #2025147 for the Borough School Fall Sport Season at an hourly rate of \$41.91.

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 Custodial Reassignment**

On the motion of Mrs. Shawna Longo seconded by Mrs. Christina Perry, the Board approves the re-assignment of Luis Giraldo, custodian/maintenance/traffic control from PM shift at Borough School to AM shift at Mountain Way School @ an annual salary of \$41,116 (prorated) effective September 1, 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 Mrs. Shawna Longo seconded by Mrs. Christina Perry, the Board approves the attached bills and claims reports dated September 11, 2018 in the amount of \$155,727.00

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 Mrs. Shawna Longo seconded by Mrs. Christina Perry, 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
8/30/2018 (summer pay)	General	\$65,082.80
8/31/18	General	\$66,586.01

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. Approve Change Order #2 to Daskal LLC**

On the motion of Mrs. Shawna Longo seconded by Mrs. Christina Perry, the Board approves change order #2 to Daskal LLC in the amount of \$4,220.27 for hallway work outside the art room.

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 the Sending-Receiving Agreement for Tuition with Morris School District – 2018-2019**

On the motion of Mrs. Shawna Longo seconded by Mrs. Christina Perry, the Board approves a Sending-Receiving Agreement for Tuition for students in grades nine through twelve between the Morris Plains Board of Education and the Morris School District Board of Education effective July 1, 2018 through June 30, 2019.

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. Amy Lyons, the Board approves OOD tuition for the following:

**Student 621295:** at a cost not to exceed \$ 83,610. Services to be provided by Bergen County Special Services; MP Godwin School, Paramus NJ.

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. 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. Amy Lyons, the Board accepts a donation from the Morris Plains Home and School Association in the amount of \$624 towards the purchase of Student Agendas for Grades 5-8 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

**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. Amy Lyons, the Board approves the following list of requests for professional development and corresponding costs:

**Professional Development – Request for Approval as per Accountability Regulations – September 11, 2018**

Staff Member	Date	Workshop	Mileage	Workshop Fees	Substitute	Total Cost
Susan Harrington	9/30/2018 10/1/2018	AENJ Conference, Ocean Place, Long Branch, NJ	122 x.31 = \$37.82 x 2 days = 75.64	Fee - \$200.00 (employee responsible for balance of \$35.00) Tolls - \$4.50 x 2 days = \$9.00	\$100/day	\$384.64
Elizabeth Demetrician	10/23/2018 10/24/2018	New Jersey Science Convention	84x.31=\$26.04 X 2 days =\$52.08	Fee - \$295.00 (employee responsible for balance of \$95.00)	100/day	\$452.08

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** – Mrs. Maria Manley thanked the Administration and Staff for the continued support of the 9/11 Presentation.
- **Old Business** – Dates to remember: October 6<sup>th</sup> – 8<sup>th</sup> Grade Food Truck Fundraiser  
October 14<sup>th</sup> – EFMP 5K Fundraiser

**Hearing of Citizens and/or Delegations** – Mrs. Lisa DiStefano, 7 Laurel Street, Morris Plains appreciated the Morris Plains Home and School Association for providing breakfast. She also thanked the Board of Education members for attending.



**Board Member Retreat** – Charlene Peterson from New Jersey School Boards facilitated the Retreat.

**Adjournment**

On the motion of Mr. Adam Higgins seconded by Mrs. Jessica Williams, BE IT RESOLVED that the Morris Plains Board of Education moves to adjourn the meeting at 9:11pm.

Motion carried by unanimous voice vote.

Respectfully submitted,



Amy Barkman  
Board Secretary