

MORRIS SCHOOL DISTRICT
MORRISTOWN HIGH SCHOOL, LEARNING COMMONS

REGULAR BUSINESS MEETING

July 23, 2018 – 6:30 P.M

CALL TO ORDER STATEMENT
ROLL CALL

OPEN PUBLIC MEETING

Mrs. Nancy Bangiola
Mrs. Meredith Davidson
Dr. Peter Gallerstein
Ms. Prim Minchello
Ms. Lisa Pollak
Mr. Leonard Posey
Mrs. Ann Rhines
Ms. Jeanette Thomas
Dr. Jennifer van Frank
Ms. Lucia Galdi

MORRIS PLAINS REPRESENTATIVE

CLOSED SESSION
Litigation, Negotiation, Personnel and Student Matters

6:30 P.M.

OPEN SESSION

7:30 P.M.

PLEDGE OF ALLEGIANCE

SUPERINTENDENT'S REPORT

PRESIDENT'S REPORT

PUBLIC COMMENT

1 Hour (3 minutes per person)

COMMITTEE REPORTS

BUSINESS AGENDA
Communications

All correspondence to the board must be
addressed through the board secretary.
Copies are available in the Board
Secretary's Office

Minutes
Policy
Educational Matters
Pupil Service
Human Resources
Business Matters

NEW BUSINESS BROUGHT BEFORE THE BOARD

CLOSED SESSION
ADJOURNMENT

Private Session
Monday, July 23, 2018

- Legal
- HIB
- Human Resources

MINUTES

Motion #1 that upon the recommendation of the Superintendent, the Board of Education, approve executive session minutes from the regular business meeting of:

June 25, 2018

Motion #2 that upon the recommendation of the Superintendent, the Board of Education, approve minutes from the regular business meeting of:

June 25, 2018

Motion #3 that upon the recommendation of the Superintendent, the Board of Education, approve minutes from the special business meeting of:

July 11, 2018

POLICY

SCHOOL CALENDAR 2018 -2019

Motion #1 that upon the recommendation of the Superintendent, the Board of Education approve the revisions to the school calendar for the 2018-2019 school year as per the attached.

RESIDENCY RESOLUTION

Motion #2 that upon the recommendation of the Superintendent, the Board of Education approve the following resolution:

WHEREAS, on July 13, 2018, the parents/guardians of students #**621100, 621230, 621231, 621232, 622758** were provided with a Notice of Initial Determination of Ineligibility for a free education in the Morris School District ("MSD") based upon the administration's review of their domicile/residency status; and

WHEREAS, they were notified of the right to request a hearing before the Board of Education to demonstrate that the students are entitled to attend school in the MSD; and

WHEREAS, they did not request such a hearing; and

WHEREAS, they have provided no documentation to support the students' eligibility for a free education in the MSD.

NOW, THEREFORE, be it resolved that the students listed below are not eligible to receive a free education in the MSD and the administration is authorized to provide the parents/guardians with a Notice of Final Ineligibility, which will include the rate of tuition that may be assessed against them, along with information regarding their right to appeal this determination to the Commissioner of Education.

Students - ID # 621100, 621230, 621231, 621232, 622758

FIRST READING

Motion #3 that upon the recommendation of the Superintendent, the Board of Education approve for first reading the following new/revised bylaws/policies/regulations:

P3283 Electronic Communications between Certificated Staff Members and Student/Parents or Guardians (M) (additions in blue text; deletions in red with strikethrough)

~~P3125.1~~ Employment of Substitute Teachers

District Policy

3283- ELECTRONIC COMMUNICATIONS BETWEEN CERTIFICATED STAFF MEMBERS AND STUDENTS/PARENTS or GUARDIANS (M)

Section: Teaching Staff Members
Date Created: September, 2014
Date Edited: September, 2014

~~The Board of Education recognizes electronic communications and the use of social media outlets create new options for extending and enhancing the educational program of the school district. Electronic communications and the use of social media can help students and teaching staff members communicate regarding: questions during non-school hours regarding homework or other assignments; scheduling issues for school-related co-curricular and interscholastic athletic activities; school work to be completed during a student's extended absence; distance learning opportunities; and other professional communications that can enhance teaching and learning opportunities between teaching staff members and students. However, the Board of Education recognizes teaching staff members can be vulnerable in electronic communications with students. MSD values communication and partners with parents.....~~

The Morris School District Board of Education strongly believes in partnering with students, parents and/or guardians to develop positive relationships and believes communication is the key to making this partnership work. Face to face conversations or verbal phone communication is preferred.

However, when district employees use electronic communication such as email, social media, or applications specifically designed for electronic communication, they should treat professional and personal social media space and electronic communication like a classroom and/or a professional workplace. The same standards expected in the MSD professional setting are expected on professional social media sites. If a particular type of behavior is inappropriate in the classroom or a professional workplace, then that behavior is also inappropriate on the professional social media site; District employees should exercise caution, sound judgment, and common sense when using professional social media sites and electronic communication. When inappropriate use of computers and internet websites is discovered, the school principals and chief school administrator will seek to preserve the problematic or offensive material and will seek to maintain storage and chain of custody of the evidence. The chief school administrator/principal shall promptly bring that alleged misconduct to the attention of the board president.

In accordance with the provisions of N.J.S.A. 18A:36-40, the Board of Education adopts this Policy to provide guidance and direction to teaching staff members to prevent improper electronic communications between teaching staff members and **STUDENTS/PARENTS or GUARDIANS**. The Commissioner of Education and arbitrators, appointed by the Commissioner, have determined inappropriate conduct may determine a teaching staff member unfit to discharge the duties and functions of their position. Improper electronic communications by teaching staff members may be determined to be inappropriate conduct.

For the purposes of this Policy, "electronic communication" means a communication transmitted by means of an electronic device including, but not limited to, a telephone, cellular telephone, computer, or computer network. ~~personal data assistant, or pager.~~ "Electronic communications" include, but

are not limited to, e-mails, text messages, instant messages, and applications [specifically designed for communications](#) made by means of an Internet website, including social media and social networking websites.

For the purposes of this Policy, “professional responsibility” means a teaching staff member’s responsibilities regarding co-curricular, athletic coaching, and any other instructional or non-instructional responsibilities assigned to the teaching staff member by the administration or Board of Education.

For the purposes of this Policy, “improper electronic communications” means an electronic communication between a teaching staff member and any [student/parent or guardian](#) of the school district when:

1. The content of the communication is inappropriate as defined in this Policy; and/or
2. The manner in which the electronic communication is made is not in accordance with acceptable protocols for electronic communications between a teaching staff member and a [student/parent or guardian](#) as defined in this Policy.

Inappropriate content of an electronic communication between a teaching staff member and a [student/parent or guardian](#) includes, but is not limited to:

1. Communications of a sexual nature, sexually oriented humor or language, sexual advances, or content with a sexual overtone;
2. Communications involving the use, encouraging the use, or promoting or advocating the use of alcohol or tobacco, the illegal use of prescription drugs or controlled dangerous substances, illegal gambling, or other illegal activities;
3. Communications regarding the teaching staff member’s or student’s past or current romantic relationships;
4. Communications which include the use of profanities, obscene language, lewd comments, or pornography;
5. Communications that are harassing, intimidating, or bullying;
6. Communications requesting or trying to establish a personal relationship with a student beyond the teaching staff member’s professional responsibilities;
7. Communications related to personal or confidential information regarding another school staff member or student; and
8. Communications between the teaching staff member and a student that the Commissioner of Education or an arbitrator would determine to be inappropriate in determining the teaching staff member is unfit to discharge the duties and functions of their position.

The following acceptable protocols for all electronic communications between a teaching staff member and a student shall be followed:

1. E-Mail Electronic Communications Between a Teaching Staff Member and a Student
 - a. All e-mails between a teaching staff member and a student must be sent or received through the school district’s e-mail system [or district approved learning management system \(LMS\)](#). The content of all e-mails between a teaching staff member and a student shall be limited to the staff member’s professional responsibilities regarding the student.
 - b. [All electronic contacts by coaches and extracurricular advisors with team members and members of extracurricular activities shall, as a general rule, be sent to all team members and activity participants using a district approved communication application;](#)
 - c. A teaching staff member shall not provide their personal email address to any student or parent/guardian. If a student sends an e-mail to a teaching staff member’s personal email address,

the staff member shall respond to the email through the school district email system and inform the student his/her personal email address shall not be used for any electronic communication between the teaching staff member and the student.

D. A teaching staff member's school district email account is subject to review by authorized school district officials. Therefore, a teaching staff member shall have no expectation of privacy on the school district's e-mail system.

2. Cellular Telephone Electronic Communications Between a Teaching Staff Member and a Student

a. Communications between a teaching staff member and a student [or a parent/guardian](#) via a personal cellular telephone shall be prohibited.

(1) However, a teaching staff member may, with prior approval of the Principal or designee, communicate with a student [or a parent/guardian](#) using their personal cellular telephone if the need to communicate is directly related to the teaching staff member's professional responsibilities for a specific purpose such as a field trip, athletic event, co-curricular activity, etc. Any such approval for cellular telephone communications shall not extend beyond the specific field trip, athletic event, co-curricular activity, etc. approved by the Principal or designee.

3. Text Messaging Electronic Communications Between Teaching Staff Members and Students

a. Text messaging communications between a teaching staff member and an individual student [or a parent/guardian](#) are prohibited.

(1) However, a teaching staff member may, with prior approval of the Principal or designee, text message students provided the need to text message is directly related to the teaching staff member's professional responsibilities with a class or co-curricular activity. Any such text message must be sent to every student in the class or every member of the co-curricular activity. Any such approval for text messaging shall not extend beyond the class or activity approved by the Principal or designee.

4. Social Networking Websites and other Internet-Based Social Media Electronic Communications Between Teaching Staff Members and a Student

a. A teaching staff member is prohibited from communicating with any student through the teaching staff member's personal social networking website or other Internet-based website. Communications on personal websites are not acceptable between a teaching staff member and a student.

b. A teaching staff member shall not accept "friend" requests from any student on their personal social networking website or other Internet-based social media website. Any communication sent by a student to a teaching staff member's personal social networking website or other Internet-based social media website shall not be responded to by the teaching staff member and shall be reported to the Principal or designee by the teaching staff member.

c. If a teaching staff member has a student(s) as a "friend" on their personal social networking website or other Internet-based social media website they must permanently remove them from their list of contacts on Board adoption of this Policy.

d. Communication between a teaching staff member and a student through social networking websites or other Internet-based social media websites is only permitted provided the website has been approved by the Principal or designee and all communications or publications using such

websites are available to: every student in the class; every member of the co-curricular activity and their parents; and the Principal or designee.

Reporting Responsibilities

In the event a [student/parent or guardian](#) sends an improper electronic communication, as defined in this Policy, to a teaching staff member, the teaching staff member shall report the improper communication to the Principal or designee by the next school day. The Principal or designee will take appropriate action to have the [student/parent or guardian](#) discontinue such improper electronic communications. Improper electronic communications by a teaching staff member or a student may result in appropriate disciplinary action.

A teaching staff member and [student/parent or guardian](#) may be exempt from the provisions outlined in this Policy if a teaching staff member and [student/parent or guardian](#) are relatives. The teaching staff member and the student's parent shall submit notification to the Principal of the student's school of their family relationship and their exemption from the provisions outlined in this Policy.

The provisions of this Policy shall be applicable at all times while the teaching staff member is employed in the school district and at all times the student is enrolled in the school district, including holiday and summer breaks.

A copy of this Policy will be made available on an annual basis, to all parents, students, and school employees either electronically or in school handbooks.

N.J.S.A. 18A:36-40

3125.1 EMPLOYMENT OF SUBSTITUTE TEACHERS

~~The Board of Education will employ substitutes in order to ensure continuity in the instructional program and will approve a list of substitutes on an annual basis and additional approved substitutes will be added to the approved list throughout the school year. Substitute teachers will be employed from the substitute list recommended by the Superintendent and approved by the Board. The Board shall also approve the substitute rate of pay. **All substitutes must agree to and execute the “Substitute Exclusion Policy for all Substitute Categories” attached hereto.**~~

~~All substitute teachers must possess a substitute credential issued by the New Jersey State Board of Examiners in accordance with the provisions of N.J.A.C. 6A:9-6.5. All substitute teachers are required to undergo a criminal history record check in accordance with the provisions of N.J.S.A. 18A:6-7.1 et seq. and New Jersey Department of Education regulations and procedures for criminal history record checks. In accordance with the provisions of N.J.S.A. 18A-6-7.1b., a substitute teacher who is rehired annually by the Board shall only be required to undergo a criminal history record check as required by N.J.S.A. 18A:6-7.1 et. seq. upon initial employment, provided the substitute continues in the employ of at least one of the districts at which the substitute was employed within one year of the approval of the criminal history record check.~~

~~A substitute teacher shall follow the daily lesson plan provided by the regular teacher and, when that plan is exhausted or unavailable, the instructions of the Principal. A substitute teacher may not plan or direct an instructional program except as expressly permitted by the Superintendent.~~

~~In accordance with the provisions of N.J.S.A. 18A:16-1.1b., a vacant teaching position shall not be filled in any school year by one or more individuals employed as substitute teachers and holding a certificate of eligibility or a certificate of eligibility with advanced standing issued by the New Jersey State Board of Examiners and working in an area authorized by their credentials for a total amount of time exceeding sixty school days. The Executive County Superintendent of Schools may grant an extension upon written application from the school district demonstrating the district's inability to hire an appropriately certified teacher for the vacant position within the original sixty-day time limit. In the event that one individual employed pursuant to this provision is employed in the same position for more than sixty days, the substitute shall be compensated by the school district on a pro-rata basis consistent with the salary provided to a teacher with similar credentials in the school district.~~

~~In accordance with the provisions of N.J.S.A. 18A:16-1.1c., a vacant teaching position shall not be filled in any school year by one or more individuals employed as substitute teachers and holding a certificate of eligibility or a certificate of eligibility with advanced standing issued by the New Jersey State Board of Examiners and working in an area not authorized by their credentials for a total amount of time exceeding twenty school days. The Executive County Superintendent of Schools may grant an extension of up to an additional twenty days upon written application from the school district demonstrating the district's inability to hire an appropriately certified teacher for the vacant position within the original twenty-day time limit.~~

~~In accordance with the provisions of N.J.S.A. 18A:16-1.1d., a vacant teaching position shall not be filled in any school year by one or more individuals employed as substitute teachers and holding a standard instructional certificate issued by the New Jersey State Board of Examiners and working in an area not authorized by their credentials for a total amount of time exceeding forty school days.~~

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~~In accordance with the provisions of N.J.S.A. 18A:16-1.1a., a vacant teaching position shall not be filled in any school year by one or more individuals holding a substitute credential issued by the New Jersey State Board of Education pursuant to the provisions of N.J.S.A. 18A:6-38 for a total amount of time exceeding twenty school days. The Commissioner of Education may grant an extension of up to an additional twenty school days upon written application from the school district demonstrating the district's inability to hire an appropriately certified teacher for the vacant position within the original twenty-day time limit.~~

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~~N.J.S.A. 18A:6-7.1 et seq.; 18A:16-1.1a.; 18A:16-1.1b.;~~
~~18A:16-1.1c.; 18A:16-1.1d.~~



Human Resources

SUBSTITUTE EXCLUSION POLICY FOR ALL SUBSTITUTE CATEGORIES

The Morris School District has implemented a new policy regarding all substitute categories. A substitute who has a performance issue and has been excluded by one of the K-5 schools throughout the district, he/she will no longer be permitted to substitute in any K-5 school.

Furthermore, if a substitute has a performance issue and has been excluded by either Frelinghuysen Middle School or Morristown High School, that substitute will no longer be permitted to substitute in either building.

Please note that the building principal has the right to choose which substitutes work in their building.

A substitute will be removed from the substitute list permanently if the substitute fails to work in any given school year. The Morris School District reserves the right to permanently exclude a substitute from the substitute list for any performance issue. The decision of the district is final.

I have read and understand the policy above:

(Name)

(Signature)

(Date)

SECOND READING

Motion #4 that upon the recommendation of the Superintendent, the Board of Education approve for second reading the following new/revised bylaws/policies/regulations **as attached in the Policy folder:**

P1550	Equal Employment/Anti-Discrimination
P2360	Use of Technology
P6162	Corporate Sponsorships
P6620	Petty Cash

EDUCATIONAL

HARASSMENT, INTIMIDATION, AND BULLYING REPORT

Motion #1 that, upon the recommendation of the Superintendent, the Board of Education affirms the Harassment, Intimidation, and Bullying report for the period ending June 25, 2018.

CURRICULUM DEVELOPMENT

Motion #2 that, upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education approve the following curriculum development/revisions:

Date	Content	Revisions/Additions	Funding
July, 2018	English 1	To establish pacing/organization and assessments specific to the Newcomers course.	Local
July, 2018	Environmental Science	To establish pacing/organization and assessments specific to the Newcomers course.	Local
July, 2018	World History	To establish pacing/organization and assessments specific to the Newcomers course.	Local
July, 2018	Algebra	To establish pacing/organization and assessments specific to the Newcomers course.	Local
July, 2018	Newcomers	To revise content of course as a result of the Newcomers teacher/student feedback from 2017-18 school year.	Local

CURRICULUM

Motion #3 that, upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education approve the following curriculum:

Date	Content	Grade Level	Revisions/Additions	Funding
July, 2018	Reading & Writing: Poetry Unit	Gr. 5	Revisions of current Units of Study to align to NJ Student Learning Standard alignment resource identification. Include common assessment, differentiated supports/resources for teachers, parent and students.	Local

2018 SUMMER FIELD TRIPS

Motion #4 that, upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education approve the following 2018 summer field trips:

Trip #	School	Grade	Number of Students	Destination	Mileage	Educational Rationale for Field Trip	Dept. or Subject	Teacher	Sub Req'd	Est. Cost	Nurse Y/N
1	MSD	Gr. 8	12	TD Bank Ball Park Bridgewater, NJ	49.2	This field trip is for our Write on Sports summer program where students improve their writing skills by tapping into their passion for sports. The program requires that students attend one sporting event and act as reporters who will write and develop videos/blogs/articles about what they observed.	Write on Sports	Priola	0	-	N
2	MSD	Gr. 8	18	TBD	0	This trip is for our Summer Blended Program. As part of the final unit of study students will visit a location in the community and complete a research/writing assignment as a result. Location will be determined by student survey.	Summer Blended	Johnson, Disch	0	0	N

MEF DONOR GRANT

Motion #5 that, upon the recommendation of the Superintendent, the Board of Education accept monies received from a private donor for the following Morris Educational Foundation donor grant:

<u>Amount</u>	<u>School</u>	<u>Project</u>
\$1,353	MHS	Supplies for Art Department

~~BAYER GRANT APPLICATION~~

~~Motion #6 that, upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education accept the grant application to Bayer Corporation from the Normandy Park School HSA for a STEM Playground.~~

~~EXPLANATION:~~

~~The grant will award up to \$50,000 to support and fund the STEM Playground at Normandy Park School.~~

NON RESIDENT STUDENT ATTENDANCE

Motion #7 that, upon the recommendation of the Superintendent, the Board of Education approve the following students in the Morris School District listed, for the 2018-2019 school year, under the terms of Policy 5111, Eligibility of Resident/Non-resident Pupils, governing the attendance of twenty-three non-resident full time staff members: (See attached Educational folder)

INTERDISTRICT SCHOOL CHOICE

Motion #8 that, upon the recommendation of the Superintendent, the Board of Education approve the following Interdistrict School Choice students, under the terms of Policy 5117, Interdistrict School Choice, to the Morris School District for the 2018-2019 school year: (See attached Educational folder)

PUPIL SERVICES

EXTENDED SCHOOL PROGRAMS AND TRANSPORTATION SUMMER 2018

Motion # 1 that, upon the recommendation of the Superintendent, the Board of Education approve extended school year programs and transportation for students with disabilities as noted in the detailed listing attached herein.

EXPLANATION

The students covered in this motion have significant disabilities. State regulations require extended school year programs for this population in an effort to minimize regression over the summer recess.

HUMAN RESOURCES

ABOLISH POSITION(S) 2018-2019

Motion #1 that, upon the recommendation of the Superintendent, the Board of Education abolish the following position(s) for the 2018-2019 school year:

- (1) 1.0 Special Education Teacher, FMS

ESTABLISH POSITION(S) 2018-2019

Motion #2 that, upon the recommendation of the Superintendent, the Board of Education establish the following position(s) for the 2018-2019 school year:

- (3) 1.0 Assistant Behavior Specialist(s), PS

RESIGNATION(S)/TERMINATION(S)/RETIREMENT(S) 2018-2019

Motion #3 that, upon the recommendation of the Superintendent, the Board of Education approve the resignation(s), termination(s) and/or retirement(s) of the following staff according to the effective date and reason shown:

Cavaliere, Cathleen 1.0 Bus Driver, Trans.	July 5, 2018 Resignation
De Los Santos, Erica 1.0 Payroll Clerk, Payroll	August 1, 2018 Resignation
Fierro, Sharon 1.0 Spanish, TJ/NP	July 1, 2018 Retirement
Frazzano, Peter 1.0 Principal, SX	September 1, 2018 Resignation
Pellechio, Robert 1.0 Assistant Principal, MHS	September 11, 2018 Resignation
Quesada, Andy 0.5 ABS, PS	July 1, 2018 Resignation
Sell, James 1.0 LDT-C, PS/MHS	July 1, 2018 Retirement
Whitcomb, Janice 1.0 Grade 1, AV	July 1, 2018 Retirement

APPOINTMENT(S) 2018-2019 *//****

Motion #4 that, upon the recommendation of the Superintendent, the Board of Education approve the appointment of the following to the position/s stated at the annual salary rates and effective date/s shown, and further that the Board of Education approve the submission to the County Superintendent applications for emergency hiring, **pending approval of all Human Resource documents and/or requirements** and each applicant's attestation that s/he has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18a6-7.1 et seq.; 18:39-17 et seq.; 18A:6-4.13 et seq.:

			<u>In place of:</u>
Ahrens, Sandra 0.5 Clerk, HC	\$13,367 Class I, Step 1	09/01/18-06/30/19	Noll, P. Retired
Alessio, Karen 1.0 Secretary, Trans.	\$47,903 Class IV, Step 8	08/15/18-06/30/19	Berres, N. Reassigned
Brown, Carolyn 1.0 Special Ed., FMS	\$58,667 MA, Step 5	09/01/18-06/30/19	Employee #5909
Evans, Gabriela 1.0 Special Education, WD	\$51,812 BA, Step 2	09/01/18-06/30/19	Est. 06/25/18
Mangrella, Sandra 1.0 Accounts Payable Spec., Acct.	\$45,350 Class V, Step 2	08/13/18-06/30/19	Isenberg, J. Reassigned
Rogich, Monica 1.0 Bil. Language Arts, FMS	\$69,672 MA, Step 11	09/01/18-06/30/19	Casais-McBride, B. Reassigned
Stumpf, Michael 1.0 Custodian, FMS	\$30,000	07/16/18-06/30/19	Mejia, H. Reassigned
Vacarro, Lorri 1.0 Principal, SX	\$115,000	09/01/18-06/30/19	Frazzano, P. Resigned
Velasquez, Angela 1.0 Secretary, PS	\$45,912 Class III, Step 9	08/20/18-06/30/19	Levato, T. Reassigned

- * Pending probationary period
- ** Pending completion of paperwork
- *** Salaries to be adjusted pending successful contract negotiations

JOB DESCRIPTION(S) 2018-2019

Motion #5 that, upon the recommendation of the Superintendent, the Board of Education approve the following job descriptions:

- Job Coach
- Special Education Teacher

216.16

MORRIS SCHOOL DISTRICT
Job Description

Title: Job Coach
Reports to: Director of Pupil Services, Supervisor of Pupil Services, Building Administrator

Qualifications:

- Training in theory and practice of behavioral interventions with students demonstrating atypical development
- Valid NJ Driver's License
- High school diploma
- College degree preferred

Responsibilities:

1. Implement individually designed instructional programs in the classroom or community settings
2. Assist with implementing behavioral intervention plans for students as required by their Individualized Education Plans (IEPs)
3. Accompany students into the community for training in independent living skills, community skills, social skills, and prevocational and vocational skills
4. Promote independence and identify natural supports in the community that can be utilized to assist students and encourage the employer to directly interact with the student
5. Willing to obtain a CDL license and transport students who are in the Transition Skills Program into the community using a district school bus if and when district transportation employees are unavailable
6. Collect and record accurate data on the behavior and performance of each student in the manner specified in the individualized plans or as directed by the teacher, Structured Learning Experience Coordinator, Transition Coordinator, or behavior specialist in the classroom and community settings
7. Provide regular feedback to supervising staff member(s) on student progress, including the classroom teacher, Structured Learning Experience Coordinator, Transition Coordinator, and community employer
8. Work effectively and flexibly with students demonstrating atypical development in social behaviors, attention, learning, and pragmatics of language.
9. Demonstrate use of acceptable procedures for intervening students engage in inappropriate behaviors or physical challenges

10. Follow directions of the certified staff member with responsibility for the behavior/educational plans
11. Interact with parents appropriately within the school setting and during meetings
12. Assist with the preparation of materials
13. Participate in training sessions and professional development days
14. Provide own transportation among sites with travel reimbursement in accordance with District procedures
15. Perform such other tasks and assume such other responsibilities as assigned by the Director of Pupil Services, Supervisor of Pupil Services, and/or Building Administrator

Contract Terms

Of Employment: Full-time, 184 days, 7-hours per day (inclusive of lunch) with flexible daily hours as determined by student's needs

MORRIS SCHOOL DISTRICT
Job Description

213.01

Title: Special Education Teacher

Reports To: Principal or Designated Administrator

Qualifications:

- New Jersey Teacher of Students with Disabilities or Teacher of the Handicapped
- Appropriate New Jersey Instructional Certificate including subject area endorsement as required
- Demonstrated knowledge of effective teaching methods and developmentally appropriate classroom activities
- Ability to maintain a positive learning environment
- Strong interpersonal and communications skills

Responsibilities:

1. Work to achieve NJ State Core Curriculum Content Standards and district educational goals and objectives by promoting active learning in the classroom using board adopted curriculum and other appropriate learning activities
2. Develop individualized lesson plans that meet the needs of each student and reflect appropriate pacing, content area objectives and effective use of instructional time
3. Plan and deliver instruction to classified students in accordance with Individualized Education Plans (IEP)
4. Plan individualized and small group differentiated instruction that address the diverse needs of students and incorporates a variety of student-centered activities which develop concepts and skills
5. Provide timely, consistent and accurate feedback to all students
6. Identify distinct opportunities to integrate technology into the curriculum
7. Utilize the District's rubric for excellence in teaching to drive student achievements
8. Utilize formative and summative assessment data to inform instructional planning and guide interactions with students
9. Provide a safe classroom environment for learning by having an organized physical space, establish effective procedures, cultivate an atmosphere of mutual respect, and maintain a positive behavioral environment
10. Contribute to the IEP and participates in meetings with child study team members and parents
11. Monitor the implementation of the goals, objectives, modifications and accommodations as per the IEP
12. Develop quarterly reports to reflect mastery and progress of IEP goals and objectives
13. Maintain accurate records of instructional and non-instructional school activities

14. Identify student needs and cooperate with other professional staff members in assessing and resolving learning issues
15. Work collaboratively with building personnel, including the teaching assistant and assistant behavior specialist staff, general education teaching staff, Child Study Team, counselor, related service providers, and outside consultants
16. Make effective use of resources available within the school and community to enhance the instructional program
17. Pursue lifelong learning relevant to best practices by participating in professional development opportunities
18. Contribute to the school and district by participating and collaborating in school level planning, faculty meetings/committees and other school system groups
19. Maintain a professional and positive demeanor while serving as an advocate for students and district programs
20. Communicate with parents through conferences and other means to inform them about school program and to discuss student progress
21. Clearly communicate through use of appropriate oral and written language that is distinct to a particular audience
22. Uphold and enforce school rules, administrative regulations and board policy
23. Perform other duties within the scope of his/her employment and certification as may be assigned

Contract Terms
of Employment: 184 days/year

LEAVE(S) OF ABSENCE 2018-2019

Motion #6 that, upon the recommendation of the Superintendent, the Board of Education approve a leave of absence to the following staff members under the conditions stated and effective dates shown:

Employee #0051 07/24/18-08/31/18 ** - Administrative**

Kemp, Christiana 09/04/18-10/12/18 * - Maternity
1.0 Mathematics, MHS 10/13/18-11/11/18 ** - FMLA

Toler, Michelle 11/01/18-01/01/19 * - Maternity
1.0 ABS, LLC 01/02/19-03/26/19 ** - FMLA

- * Accumulated sick leave may be used up to a period of eight weeks (four weeks before and four weeks after the birth of the baby) – with pay/with benefits.
- ** Without pay/with benefits
- *** Without pay/without benefits
- **** With pay/with benefits

TRANSFER(S), CHANGE(S) OF ASSIGNMENT, TITLE AND OR/SALARY 2018-2019

Motion #7 that, upon the recommendation of the Superintendent, the Board of Education approve the change(s) of assignment and/or salary for the following certified and non-certificated staff:

Employee	Former Assignment	New Assignment	Salary	Effective	In Place of
Berres, Nicole	1.0 Secretary, Trans. Class IV, Step 9	0.5 Clerk, TJ Class 1, Step 10	\$16,472	09/01/18	Craig, V. Resigned
Levato, Teresita	1.0 Secretary, PS Class III, Step 11	1.0 Secretary, FMS Class III, Step 11	N/A	09/01/18	Mota, J. Reassigned
Miller, Christopher	1.0 Special Ed Teacher, NP	1.0 Principal, NP	\$115,000	08/01/18	Clark, L. Reassigned
Opena, Paul	0.5 ABS, PS	1.0 ABS, PS	\$25,760	09/01/18	Est. 07/23/18
Opipari, Carolyn	0.5 ABS, PS	1.0 ABS, PS	\$25,760	09/01/18	Est. 07/23/18
Williams, Nancy	0.5 ABS, PS	1.0 ABS, PS	\$25,760	09/01/18	Est. 07/23/18

EXTRA SERVICES 2018-2019

Motion #8 that, upon the recommendation of the Superintendent, the Board of Education approve the following Interim Foreman stipend, based on the Sidebar agreement with TEAM approved on June 25, 2018:

Garzon, Rubiel Interim Foreman FMS \$50 p/day effective July 2, 2018
 Suitt, Tyrone Interim Foreman AV \$50 p/day effective July 16, 2018

COMMUNITY SCHOOL 2018-2019

Motion #9 that, upon the recommendation of the Superintendent, the Board of Education approve the following Community School staff:

Bell, Jr., Beverly Security (Evenings/Weekends) \$25.25/hr
 Chase, Christina * Lifeguard Instructor \$20.50/hr
 Gelegonya, Donna ** Lifeguard Coordinator \$33.50/hr
 Linares, Paula Security (Evenings) \$15.60/hr
 Traetto, Michael Evening Site Coordinator \$33.50/hr
 Vorhies, Cara Security (Evenings) \$15.60/hr

PSAT Workshop - \$400./ 1 session (Saturday, October 7, 2017)
 Cora, Angel PSAT Instructor
 Janosy, Allison PSAT Instructor

Priola, Claudine	PSAT Instructor	
Caruso, Michael	PSAT Instructor, Coordinator	\$475.00

EXPLANATION: Salaries to be paid out of collected tuitions.

- * Approved until April 26, 2019 only
- ** Approved until February 20, 2019 only

Motion #10 that, upon the recommendation of the Superintendent, the Board of Education approve the following Community School Advisory Board members and chaperones:

Brennick, Elaine
 Buchanan, Robin
 Gibson, Charles
 Hadzima, Barbara
 Hermann, Suzanne
 Jones, Penny
 Robinson, Noel
 Trautman, Shelley

Motion #11 that, upon the recommendation of the Superintendent, the Board of Education approve the following Sunrise/Sunset staff:

Alloco, Christina	Substitute	\$13.75/hr
Andrade, Nilsa	Assistant	\$13.50/hr
Arakelian, Allison	Assistant	\$18.05/hr
Atkins, Debra	Assistant	\$13.75/hr
Atkins, Debra	Sub Site Leader	\$17.35/hr
Brockington, Mamie	Site Leader	\$20.55/hr
Brown, Sydney®	Substitute	\$11.25/hr
Bruno, Kimberly	Substitute	\$13.50/hr
Burroughs, Alexa®	Aide	\$ 9.20/hr
Burroughs, K'yanna®	Substitute	\$11.25/hr
Burroughs, Shari	Substitute	\$15.20/hr
Burroughs, Tiffany®	Assistant	\$13.75/hr
Burroughs, Tiffany®	Site Leader	\$17.35/hr
Cantarero, Ann Marie	Aide	\$11.25/hr
Caravaglia, Michelle	Assistant	\$13.75/hr
Correa, Rosario	Assistant	\$16.25/hr
Correia, Janet	Substitute Assistant	\$18.05/hr
Damiano, Mary	Assistant	\$13.25/hr
Davis, F. Yvonne	Site Leader	\$23.65/hr
Ferrarelli, Kathryn®	Assistant	\$13.25/hr
Goldfield, Denise	Site Leader	\$17.00/hr
Gupta, Sheela	Assistant	\$14.00/hr
Jorge, Belkis	Assistant	\$15.55/hr
Kerri, Rudina	Assistant	\$14.00/hr

Kersey, Warren	Assistant	\$13.50/hr
King, Jaylen	Aide	\$11.50/hr
Koba, Migdonia	Assistant	\$13.50/hr
Lowry-Davis, Gail	Site Leader	\$19.45/hr
Majorossy, Stephanie	Sunset Supervisor	\$28.65/hr
Mataj, Marieta®	Assistant	\$15.55/hr
McElwee, Jermaine	Assistant	\$15.20/hr
McElwee, Jermaine	Site Leader	\$21.35/hr
Moore, Debra	Sunrise Coordinator	\$19.45/hr
Pappas, Aferdita	Assistant	\$14.90/hr
Petrosino, Lisa	Substitute Assistant	\$13.25/hr
Russo, Carolyn	Assistant	\$16.25/hr
Shaw, Bianca	Substitute Aide	\$11.00/hr
Simpson, Christina	Assistant	\$13.25/hr
Singleton, Melissa	Assistant	\$13.75/hr
Terhune, Wendy	Site Leader	\$20.95/hr
Thomas, Dorota	Sunset Supervisor	\$28.65/hr
Turan, Najiba	Assistant	\$13.50/hr
Underhill, Krista	Substitute Assistant	\$15.55/hr
Underhill, Marilyn	Site Leader	\$21.35/hr
Underhill, Stephanie	Substitute Assistant	\$15.55/hr
Walker, Brianna®	Aide	\$ 9.25/hr
Wallace, Dawn	Site Leader	\$21.35/hr
Ward-Miller, Angela	Assistant	\$13.50/hr
Wilcox, Cathy	Substitute Assistant	\$18.05/hr

EXPLANATION: Salaries to be paid out of collected tuitions.

MHS GRADUATION MOTIONS 2017-2018

Motion #12 that, upon the recommendation of the Superintendent, the Board of Education approve compensation to the following employee for providing assistance to students in the preparation and presentation of speeches at the MHS graduation ceremony:

Laudadio, Cynthia

EXPLANATION: This employee will work with students for up to a maximum of 7 hours assisting them with the writing and the presentation of their speeches at the MHS 2018 Graduation ceremony. Upon submission of an approved timesheet the employee will be compensated at her hourly rate.

HUMAN RESOURCES/CURRICULUM

Motion #13 that, upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education approve the following curriculum development/revisions:

Program: English 1, Environmental Science, World History, Algebra, Newcomers
Description: Establish pacing/organization and assessments

specific to the Newcomers course
Dates: July, 2018 – June, 2019
Funding Source: Local
Rate: As per contract language; up to 10 hours each

Bouchard, Judson
Caprioli, Betiana
Kern, Tina
Miranda, Cynthia
O'Rourke, Kaitlin
Petrucci, Debora
Rosario, Adda

EXPLANATION: Upon submission of an approved timesheet, staff member will be compensated as outlined above.

WIDA MODEL TESTING (revised)

Motion #14 that, upon the recommendation of the Superintendent, the Board of Education approve MSD staff to administer the WIDA Model test to EL students upon registration when school is not in session. (**revision in bold**)

Program: WIDA Model testing
Description: ESL teachers to administer the WIDA Model test to EL students upon registration when school is not in session.
Dates: June, 2018– September, 2018
Funding Source: Local funds
Rate: As per contract language
Staff: All certificated ESL **or bilingual** teachers approved by building administrator

SUMMER 2018

***ALL SUMMER EMPLOYMENT PENDING FUNDING AND ENROLLMENT
SUMMER ACADEMY PROGRAMS***

Motion #15 that, upon the recommendation of the Superintendent, the Board of Education approve the appointment of the following and payment upon submission of approved time sheets for the staff who will be involved with the 2018 summer curriculum programs, projects and employments as listed on the following pages, and further that the Board of Education approve the submission to the County Superintendent applications for emergency hiring and each applicant's attestation that s/he has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18a:6-7.1 et seq., 18:39-17 et seq.; 18A:6-4.13 at seq.:

Posting: #C3
Position: Special Education Extended School Year Program Coordinator
Program: PreK-12 Special Education
Dates: April 9, 2018 – June 22, 2018

July 9, 2018 – August 10, 2018

Stipend: \$7,000
Funding Source: Local

Miller, Christopher

Posting:

#C2

Program:

PK-12 Extended School Year (ESY) for Special Education

Description:

Provide extended school year services to students with significant disabilities.

Dates:

July 9, 2018 – August 10, 2018

Funding Source:

Local Funds

Teachers - \$34.00/hr

Archibald, Noreen

Bruskin, Jennifer

Chen, Angela

Colucci, Nicole

Corona, Stephanie

Crosbie, Caroline

Esteves, Cecilia

Fayad, Kristin

Heywood, Danae

Hoffman, Nicole

Jackson, Avelyn

Murphy, Catherine

O'Brien, Matthew

Robertelli, Savina

Verteramo, Vincent

Waggner, Renee

Wiehe, Petra

Wilcox, Catherine

Young, Kristina

Weber, Samantha

Teachers - \$39.00/hr

Bass-Singleton, Robin

Bozzi, Amy

Davis, F. Yvonne

Hodge, Nichole

Solorzano-Correia, Janet

Substitute Teachers - \$34.00/hr

Baldassari, Michelle

Clark, Bridget

Clark, Katherine

Esposito, Debra

Hamfeldt, Tomasina
Sharma, Sunita B.
Richardson, Nicole
Russell, Robert
Smith, Kathleen
Stropnicky, Nancy
Toye, Crystal
~~Weber, Samantha~~
Wolff, Amanda

Teacher Assistants - \$13.00/hr

Celis, Maria
Cole, William
Damiano, Mary
Evans, Carolyn
Granato, Cynthia
Jackson, Laura
Koba, Migdonia
Nixon, Caroline
Rangel, Teresa
Taylor, Nailah
~~Terhune, Wendy~~

Substitute Teacher Assistants - \$13.00/hr

Baldassari, Michelle
Clark, Bridget
Clark, Katherine
Esposito, Debra
Hamfeldt, Tomasina
Richardson, Nicole
Russell, Robert
Smith, Kathleen
Toye, Crystal
Sharma, Sunita B.
Stropnicky, Nancy
~~Weber, Samantha~~
Wolff, Amanda

Assistant Behavior Specialists - \$27.50/hr

Amieva, Lucy
Arakelian, Allison
Baran, Christine
Berry-Brown, Kendra
Bie, Jennifer
Carfano, Kristin
Cotten, Tawanna
Danna, Karen

DeLillo, Heather
Escobar-Nunez, Libia
Faccini, Maria
Goldfield, Denise
Gupta, Sheela
Haith, Seynabou
~~Hammond, Aatifa~~
Handel, Madeline
Hwang, Jihye
Kardaras, Barbara
McBride, Sean
McDonald, Eugene
Mercer, Joshua
Merrell, Brooke
Mestell, Jonathan
Meza, Luz
~~Murphy, Catherine~~
Nally, Ryan
Opena, Paul
Phinn, Vincent
Phu, Waikhine
Rios-Vargas, Daniela
Rolfe, Jill
Semper, Lisa
Smith, Kathleen
Sun, Yifei
Tierney, Kaleigh
Toler, Michelle
Verma-Arora, Preeti
Weiss, Gloria
Weller, Michael
Williams, Nancy B.

Substitute Assistant Behavior Specialists - \$27.50/hr

Baldassari, Michelle
Barry, Nancy
Casadevall, Andrew
Clark, Bridget
Clark, Katherine
Danna, Karen
Esposito, Debra
Hamfeldt, Tomasina
Richardson, Nicole
Russell, Robert
Toye, Crystal
Sharma, Sunita B.
Stropnicky, Nancy
~~Weber, Samantha~~

Wolff, Amanda

Speech Therapists – 1/140th of monthly salary

Beeck, F. Jean
Corona, Beverly
Hitchcock, Rebecca
Laginigro Fazari, Maria

Nurses – 1/140th of monthly salary

Eriksen, Carolyn
Fleming, Carol
Goss, Margaret
Kelly, Kathleen
Ruta, Linda
Supple, Mary Beth

Secretary - \$13.00/hr

Guglielmetti, Maxim

Substitute Secretary - \$13.00/hr

Barrero, Erika

Posting:

Program:

Description:

Dates:

Funding:

Hrs/Compensation:

Staff:

#C4

Evaluation, Classification, and CST Services

Child Study Teams are needed during the summer for testing, IEP development, parent conferences, scheduling, and review of pupil records for compliance with state and federal regulations. Regular and special education teachers participate in eligibility and IEP meeting, as required by the state administrative code. State and federal regulations have increased the time needed for evaluation planning, compliance with procedural safeguards, meetings, and IEPs.

June 25, 2018 – June 30, 2018

July 1, 2018-August 31, 2018

Local Funds

Not to exceed 1000 hours total at 1/140th

All MSD certificated and qualified non-certificated staff

All MSD CST/evaluation staff

Posting:

Program:

Description:

Dates:

#C5

Summer Nursing Services Project

To complete paperwork for athletic eligibility required immunization, new enrollee records and AED Action Plan.

June 25, 2018 – June 30, 2018

July 1, 2017 – August 31, 2018

Funding: Local Funds
Hrs./Compensation: Not to exceed 375 hours total at 1/140th
Staff: All MSD nursing staff

Posting: #C9
Positions: Custodial Work Crews
Dates: June 25, 2018 - August 31, 2018
Funding: Local Funds
Staff: Bassano, James (Supervisor) \$18.00/hour
Jordan, Robert \$15.00/hour

Posting: #C10
Positions: Field Maintenance
Dates: April 30, 2018 – June 29, 2018
July 2, 2018 – August 31, 2018
Funding: Local Funds
Rate: April 30, 2018 – July 27, 2018 - \$11.00/hour
July 29, 2018 – August 31, 2018 - \$15.00/hour
Staff: Benitez, Herbert
Blanco, Jason
Dobbs, Kenshin
Fulgenzl, Daniel
Long, Connor
Rudolph, Sekayi
Towns, Desmond
Schneider, Robert

EXPLANATION: Upon submission of an approved timesheet, employees will be compensated as outlined above.

Posting: #C6
Position: Bus Drivers
Dates: 7/9/18 – 8/10/18
Funding Source: Title I & Local Funds
Rate: Hourly rate of pay

Bus Drivers
Borda, Maria
Byron, Adrienne
Clark, George
Deprosio, Anthony
Dullys, Denel
Ferrero, Frank
Fortier, Mary Heather
Giraldo, Luz

Kitchens, Ana
Oakley, Kathleen
Rodriguez, Nora
Scharin, Jeffrey
Shaw, Joseph
Shaw, Maria
Toro, Rosemary
Wilkerson, George

Substitute Bus Drivers - \$23.00/pr hr

Guridy, Alexander
Hendricks, William
Huerta, Mario
Johnson, William
McKay, Betty
McKay, Eugene
O'Grady, Zina
Riano, Johanna
Richardson, Elissa
Rodriguez, Gloria
Scherr, Judit
Toro, Kimberly
Quint, Vladimir
Watson, John

Posting:

#C7

Position:

Bus Aides

Dates:

7/9/18 – 8/10/18

Funding Source:

Local Funds

Rate:

Hourly rate of pay

Bus Aides

Alberto, Margherita
Chase, Kathleen
Foster, Katrina
Gibson, Phyllis
Johnson, Pernita
Nobles, Alice
Osborne Rogers, Myra
Prudencio, Maria
Reid, Barbara
Robinson, Rose
Underhill, Jacqueline
Yohari Guerror, Afaf

Substitute Bus Aides - \$8.45pr/hr

Woebse, Katelyn

Posting: #C8
Position: Bus Washers
Dates: 7/2/18 – 8/31/18
Funding Source: Local Funds
Rate: \$12.00 per hour; not to exceed 40 total hours each

Bus Washers
Kitchens, Ana
Riano, Johanna
Richardson, Elissa
Scharin, Jeffrey
Giraldo, Luz

SUPERINTENDENT'S GOALS

Motion #16 that the Board of Education acknowledge the full achievement by Mackey Pendergrast, Superintendent of Schools of the following Qualitative Goal as on file in the offices of Human Resources and the Business Administrator, and the full merit criterion has been met and payment is approved for the same in the amounts listed below:

Qualitative Goal #1 (1%) Data Interoperability Action Plan

EXPLANATION:

The above Qualitative Goal was approved at the Board of Education September 11, 2017 Business Matters Motion #11 and subsequently approved by the Executive County Superintendent of Schools on September 12, 2017. Criterion achievement and related bonus level will be submitted to the Executive County Superintendent of Schools for approval before payment is made.

Motion #17 that the Board of Education acknowledge the full achievement by Mackey Pendergrast, Superintendent of Schools of the following Quantitative Goal as on file in the offices of Human Resources and the Business Administrator, and the full merit criterion has been met and payment is approved for the same in the amounts listed below:

Quantitative Goal #1 (3.3%) Developing an Intercultural Mindset and
Competency Three Year Action Plan

EXPLANATION:

The above Quantitative Goal was approved at the Board of Education September 11, 2017 Business Matters Motion #11 and subsequently approved by the Executive County Superintendent of Schools on September 12, 2017. Criterion achievement and related bonus level will be submitted to the

Executive County Superintendent of Schools for approval before payment is made.

Motion #18 that the Board of Education acknowledge the full achievement by Mackey Pendergrast, Superintendent of Schools of the following Quantitative Goal as on file in the offices of Human Resources and the Business Administrator, and the full merit criterion has been met and payment is approved for the same in the amounts listed below:

Quantitative Goal #2 (3.3%) College Outreach and College Counseling Program

EXPLANATION:

The above Quantitative Goal was approved at the Board of Education September 11, 2017 Business Matters Motion #11 and subsequently approved by the Executive County Superintendent of Schools on September 12, 2017. Criterion achievement and related bonus level will be submitted to the Executive County Superintendent of Schools for approval before payment is made.

Motion #19 that the Board of Education acknowledge the full achievement by Mackey Pendergrast, Superintendent of Schools of the following Quantitative Goal as on file in the offices of Human Resources and the Business Administrator, and the full merit criterion has been met and payment is approved for the same in the amounts listed below:

Quantitative Goal #3 (3.3%) Enhance District Communication

EXPLANATION:

The above Quantitative Goal was approved at the Board of Education September 11, 2017 Business Matters Motion #11 and subsequently approved by the Executive County Superintendent of Schools on September 12, 2017. Criterion achievement and related bonus level will be submitted to the Executive County Superintendent of Schools for approval before payment is made.

BUSINESS MATTERS

Financial Reports

Motion #1 **Financial Reports of the Secretary to the Board of Education**
that the Board of Education approve the following financial reports as on
file in the Business Administrator's office for the month of **June 2018.**

Fund 10 -- General Fund
Fund 20 -- Special Revenue Fund
Fund 30 -- Capital Projects Fund
Fund 40 -- Debt Service Fund

Statement of Cash Balances

that the Board of Education accept the Statement of Cash Balances for the month of
June 2018 which are reconciled with the Board Secretary's
Reports by fund for that month.

Motion #2 Pursuant to N.J.A.C. 6A:23-2.11 (c) 3, we certify that as of **June 2018** after
review of the Secretary's monthly financial report (appropriations section) and upon
consultation with the appropriate district officials, to the best of our knowledge, no
major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(a)
and that sufficient funds are available to meet the district's financial obligations for the
remainder of the fiscal year.

Motion #3 Pursuant to N.J.A.C. 6A:23-2.11 (c) 4, I certify that as of **June 2018** no
budgetary line item account has been over expended in violation of N.J.A.C.
6A:23-2.11 (b).

Business Administrator/Board Secretary

July 23, 2018
Date

BUDGET TRANSFERS

Motion #4 that upon the recommendation of the Superintendent, the Board of Education approve
the Budget Transfers as on file in the Business Administrator's Office for the
2017-2018 budget through **June 2018.**

BILLS LIST 2017-2018

Motion #5 that upon the recommendation of the Superintendent, the Board of Education approve
the attached 2017-2018 bills list for the period ending:

June 30, 2018 (payroll)
June 30, 2018

BILLS LIST 2018-2019

Motion #6 that upon the recommendation of the Superintendent, the Board of Education approve the attached 2018-2019 bills list for the period ending:

July 15, 2018 (payroll)
July 23, 2018

MEMBERSHIPS

NEW JERSEY SCHOOL BOARDS ASSOCIATION

Motion #7 that upon the recommendation of the Superintendent, the Board of Education approve the district's membership in the New Jersey School Boards Association for the 2018-2019 school year.

INSURANCE

Excess Umbrella Policy (Revised)

Motion #8 that upon the recommendation of the Superintendent, the Board of Education approves the excess umbrella insurance provider as the Morville Agency with the Fireman's Fund CAP Shared Excess Liability Policy for the 2018-2019 School Year, **with the premium amount of \$26,154.00. (Revisions in bold)**

Flood Insurance

Motion #9 that renewal of Flood Insurance coverage for the policy period September 8, 2018–September 8, 2019 for:

Frelinghuysen Middle School	\$3,323.00
Frelinghuysen Building & Grounds Building	\$3,323.00
Woodland Elementary School	\$3,323.00

Be awarded to Selective Insurance at the annual premium of \$3,323.00/each. This insurance is through The Morville Agency, Newton, New Jersey.

BID REJECTION

Motion #10

that upon the recommendation of the Superintendent, the Board of Education approves the following resolution rejecting the bid submitted for New Vestibules at Morristown High School, Frelinghuysen Middle School and Alfred Vail School, Bid #18-023, having been duly advertised and received on July 19, 2018.

WHEREAS, a bid opening was held on July 19, 2018 in connection with obtaining bids in this regard; and

WHEREAS, the bid submitted to be rejected due to the bidders are substantially over budget; and

NOW, THEREFORE, BE IT RESOLVED BY THE MORRIS SCHOOL DISTRICT BOARD OF EDUCATION that in accordance with *N.J.S.A. 18A:18A-22*, the Bid submitted for New Vestibules at Morristown High School, Frelinghuysen Middle School and Alfred Vail School, Bid #18-023 be and hereby are rejected:

Vendor	ZN Construction, LLC
Base Bid	\$644,000.00
Alternate 1	\$ 21,000.00
Alternate 2	\$ 15,000.00

PAYMENTS

Motion #11 that upon the recommendation of the Superintendent, the Board of Education approves Payment App #2 in the amount of \$126,925.88 to GPC, Inc. for work done on the Morristown High School Phase 3B Interior Renovations through June 30, 2018.

Motion #12 that upon the recommendation of the Superintendent, the Board of Education approves Payment App #1 in the amount of \$4,123.00 to Wojchik Electric, Inc., for work done on the Morristown High School Parking Lot Lighting through June 19, 2018.

Motion #13 that upon the recommendation of the Superintendent, the Board of Education approve the payment in the amount of \$34,683.35 to Energy For America, Inc. for work done on Alfred Vail School Boiler Replacement. (Invoice #13355)

Motion #14 that upon the recommendation of the Superintendent, the Board of Education approve the payment in the amount of \$1,000.00 to Energy For America, Inc. for work done on Alfred Vail School Boiler Replacement. (Invoice #13356)

Motion #15 that upon the recommendation of the Superintendent, the Board of Education approve the payment in the amount of \$7,213.99 to Energy For America, Inc. for work done on Sussex Avenue School Boiler Replacements. (Invoice #13360)

CHANGE ORDER

Motion #16 that upon the recommendation of the Superintendent, the Board of Education approve Change Order #1 for GPC, Inc.:

Contract Amount	\$1,717,000.00
Original Allowance	\$ 45,000.00
Change Order GC-1 (Permit Fees)	<u>(\$ 9,650.00)</u>
Remaining Allowance	\$ 35,350.00

EXPLANATION

There is no change to the contract amount. This was discussed at the Finance Committee Meeting.

Motion #17 that upon the recommendation of the Superintendent, the Board of Education approve Change Order #2 for GPC, Inc.:

Contract Amount	\$1,717,000.00
Allowance	\$ 35,350.00
Change Order GC-2 (Installation of Grilles)	<u>(\$ 3,535.00)</u>
Remaining Allowance	\$ 31,815.00

EXPLANATION

There is no change to the contract amount. This was discussed at the Finance Committee Meeting.

PROFESSIONAL SERVICES 2018-2019

Motion #18 WHEREAS, there exists a need for professional services for 2018-2019 and funds are available for these purposes.

WHEREAS, the Public School Contracts Law (Chapter 114, Laws of 1977) requires that the Resolution authorizing the award of contracts for professional services without competitive bids be publicly adopted,

NOW THEREFORE BE IT RESOLVED by the Morris School District Board of Education that the following be engaged for professional services as described and in the amount not to exceed as follows:

Dr. Janet DiGiorgio-Miller	Psychosexual Evaluation In Office Out of Office	\$1,300/evaluation \$1,400/evaluation
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TRAVEL & REIMBURSEMENT

Motion #19 that upon the recommendation of the Superintendent, the Board of Education approve the following resolution:

WHEREAS, employees are attending conferences, conventions, staff training seminars or workshops as depicted on attachment A: and

WHEREAS, the attendance at stated functions was previously approved by the chief school administrator as work related and within the scope of the work responsibilities of the attendees; and

WHEREAS, the attendance at the functions was approved as critical to the instructional needs of the school district or furthering the efficient operation of the school district; and

WHEREAS, the travel and related expenses particular to attendance at these functions are in compliance with the state travel payment guidelines established by the Department of Treasury and with guidelines established by the Federal Office of Management and Budget; be it

RESOLVED, that the board approves the travel and related expenses particular to attendance at these functions.