

MORRIS SCHOOL DISTRICT
MORRISTOWN HIGH SCHOOL, LEARNING COMMONS

REGULAR BUSINESS MEETING

August 26, 2019 – 6:30 P.M

CALL TO ORDER STATEMENT
ROLL CALL

OPEN PUBLIC MEETING

Mrs. Nancy Bangiola
Mrs. Meredith Davidson
Dr. Peter Gallerstein
Ms. Linda K. Murphy
Mr. Vij Pawar
Ms. Lisa Pollak
Mr. Leonard Posey
Mrs. Ann Rhines
Ms. Melissa Spiotta
Ms. Lucia Galdi

MORRIS PLAINS REPRESENTATIVE

EXECUTIVE SESSION

6:30 P.M.

OPEN SESSION

7:30 P.M.

PLEDGE OF ALLEGIANCE

SUPERINTENDENT’S REPORT

School Opening &
Communication Action Plan

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

EXECUTIVE SESSION

ADJOURNMENT

EXECUTIVE SESSION

Motion #1 AUTHORIZING EXECUTIVE SESSION

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Morris School District Board of Education to be held in public, N.J.S.A. 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in "Executive Session," without the public being permitted to attend, and

WHEREAS, the Board has determined that three (3) issues are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance and shall be discussed during an Executive Session to be held on August 26, 2019 at 6:30 P.M, and

WHEREAS, the nine (9) exceptions to open public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box which will be marked when the issues to be privately discussed fall within that exception, and after each exception is a space where additional information that will disclose as much information about the discussion as possible without undermining the purpose of the exception shall be written:

☒ “(1) Any matter which, by express provision of Federal law, State statute or rule of court shall be rendered confidential or excluded from public discussion.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality are: Student Matters

☐ “(2) Any matter in which the release of information would impair a right to receive funds from the federal government.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is:

☐ “(3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is:

☐ “(4) Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body.” The collective bargaining contract(s) discussed are between (1) the Board and the Morris School District Administrators Association.

☐ “(5) Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is:

☐ "(6) Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is:

☐ "(7) Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer." The parties to and docket numbers of each item of litigation and/or the parties to each contract discussed are and the nature of the discussion, described as specifically as possible without undermining the need for confidentiality is:

☒ "(8) Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting." Subject to the balancing of the public's interest and the employee's privacy rights under South Jersey Publishing Co. v. New Jersey Expressway Authority, 124 N.J. 478 (1991), the employee(s) and nature of the discussion, described as specifically as possible without undermining the need for confidentiality are:

☐ "(9) Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is:

WHEREAS, the length of the Executive Session is estimated to be sixty (60) minutes after which the public meeting of the Board shall (select one) ☐ reconvene and immediately adjourn or ☒ reconvene and proceed with business where formal action will be taken.

NOW, THEREFORE, BE IT RESOLVED that the Morris School District Board of Education will go into Executive Session for only the above stated reasons; and

BE IT FURTHER RESOLVED that the Board hereby declares that its discussion of the aforementioned subject(s) will be made public at a time when the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

MINUTES

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

July 22, 2019

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

July 22, 2019

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

July 15, 2019

POLICY

FIRST READING

Motion #1 that upon the recommendation of the Superintendent, the Board of Education approve for second reading the following new/revised bylaws/policies/regulations:

7440 [School District Security](#)

5600 [Student Discipline/Code of Conduct](#)

2610 [Educational Program Evaluation](#)

4219 [Commercial Driver's License Controlled Substance and Alcohol Testing](#)

DISTRICT PRIORITY:

These policy updates support the district goal Health, Wellness, and Safety, “The Morris School District will implement safety and security actions as well as wellness strategies for students, teachers, and parents in order to ensure a comprehensively healthy community in which each student is empowered to maximize his/her potential”

SECOND READING

Motion #2 that upon the recommendation of the Superintendent, the Board of Education approve for second reading the following new/revised bylaws/policies/regulations:

5111 [Eligibility of resident/non resident pupils](#)

5612 [Assault on District BOE members or employees](#)

5613 [Removal of Students for Assaults with Weapons Offenses](#)

8500 [FOOD SERVICES](#)

8505 [WELLNESS POLICY/NUTRIENT STANDARDS FOR MEALS AND OTHER FOODS](#)

8508 [LUNCH OFFER VERSUS SERVE \(OVS\)](#)

DISTRICT PRIORITY:

These policy updates support the district goal Health, Wellness, and Safety, “The Morris School District will implement safety and security actions as well as wellness strategies for students, teachers, and parents in order to ensure a comprehensively healthy community in which each student is empowered to maximize his/her potential”

RESIDENCY RESOLUTION

Motion #3 that upon the recommendation of the Superintendent, the Board of Education approve the following resolution:

WHEREAS, on July 17, 2019, the parents/guardians of students #702613 and 700880 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 student's eligibility for a free education in the MSD.

NOW, THEREFORE, be it resolved that students #702613 and 700880 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.

SCHOOL CALENDAR 2019-2020 (revised)

Motion #4 that upon the recommendation of the Superintendent, the Board of Education approve the revisions to the school calendar for the 2019-2020 school year:

[2019-2020 School Calendar](#)

SCHOOL CALENDAR 2020-2021

Motion #5 that upon the recommendation of the Superintendent, the Board of Education approve the school calendar for the 2020-2021 school year:

[2020-2021 School Calendar](#)

7440 SCHOOL DISTRICT SECURITY (M)

The Board of Education believes the buildings and facilities of the school district represent a substantial community investment. The Board directs the development and implementation of a plan for school district security to protect the school community's investment in the school buildings and facilities.

The school district security program will include: maintenance of facilities that are secure against unwelcome intrusion; protection against fire hazards and faulty equipment; and compliance with safe practices in the use of electrical, plumbing, heating, and other school building equipment. The Board directs close cooperation of district officials with law enforcement, fire officials, and other emergency agencies.

The Superintendent of Schools shall designate a school administrator, or a school employee with expertise in school safety and security, as a School Safety Specialist for the district in accordance with the provisions of N.J.S.A. 18A:17-43.3. The School Safety Specialist shall be required to acquire a New Jersey Department of Education School Safety Specialist certification in accordance with the provisions of N.J.S.A. 18A:17-43.2. The School Safety Specialist shall also serve as the school district's liaison with local law enforcement and national, State, and community agencies and organizations in matters of school safety and security.

Access to school buildings and grounds outside the hours school is in session shall be limited to personnel whose employment requires their presence in the facility. An adequate key control system will be established to limit building access to authorized personnel and guard against the potential of intrusion by unauthorized persons who have obtained access improperly.

Building records and funds shall be kept in a safe place and secured as appropriate and necessary.

Protective devices designed to be used as safeguards against illegal entry and vandalism may be installed when appropriate. The Board may approve the employment of school resource officers, school security officers, and/or law enforcement officers in situations in which special risks are involved.

N.J.S.A. 18A:17-43.1; 18A:17-43.2; 18A:17-43.3

Revised: 19 March 2018, 9 Sept 2019



POLICY

MORRIS BOARD OF EDUCATION

Property
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SECURITY OF SCHOOL PREMISES

Adopted: 12 January 2009



STUDENT DISCIPLINE/CODE OF CONDUCT (M)

5600 STUDENT DISCIPLINE/CODE OF CONDUCT (M)

The Board of Education adopts this Student Discipline/Code of Conduct Policy to establish standards, policies, and procedures for positive student development and student behavioral expectations on school grounds and, as appropriate, for conduct away from school grounds. Every student enrolled in this district shall observe promulgated rules and regulations and the discipline imposed for infraction of those rules.

The Superintendent of Schools will establish a process for the annual review and update of the district's Student Discipline/Code of Conduct Policy and Regulation that may involve a committee of parents, students, and community members that represent, where possible, the composition of the district's schools and community. The Superintendent will report to the Board the process used for the annual review of this Policy and Regulation and will recommend to the Board updates, if any, to the Student Discipline/Code of Conduct Policy and Regulation.

The Student Discipline/Code of Conduct Policy and Regulation shall be disseminated annually to all school staff, students, and parents. The Board of Education shall provide to all employees annual training on the Student Discipline/Code of Conduct Policy and Regulation, which shall include training on the prevention, intervention, and remediation of student conduct that violates the district's Policy and Regulation. Information on the Student Discipline/Code of Conduct Policy and Regulation shall be incorporated into the orientation for new employees.

The Board provides for the district's Student Discipline/Code of Conduct's equitable application. Student discipline and the Code of Student Conduct will be applied without regard to race; color; religion; ancestry; national origin; nationality; sex; gender; sexual orientation; gender identity or expression; marital, domestic-partnership, or civil union; mental, physical or sensory disability; or by any other distinguishing characteristic, pursuant to N.J.S.A. 10:5.-1 et seq.

For students with disabilities, subject to Individualized Education Programs in accordance with 20 U.S.C. §1400 et seq., the Individuals with Disabilities Education Improvement Act and accommodation plans under 29 U.S.C. §§ 794 and 705(20), the Code of Student Conduct shall be implemented in accordance with the components of the applicable plans.

The Student Discipline/Code of Conduct is established for the purposes outlined in N.J.A.C. 6A:16-7.1(b). Policy and Regulation 5600 include a description of student responsibilities that include expectations for academic achievement, behavior, and attendance, pursuant to N.J.A.C. 6A:32-8 and 123.1; a description of behaviors that will



STUDENT DISCIPLINE/CODE OF CONDUCT (M)

result in suspension or expulsion, pursuant to N.J.S.A. 18A:37-2; and a description of student rights pursuant to N.J.A.C. 6A:16-7.1(c)3.i through vii.

The Board of Education approves the use of comprehensive behavioral supports that promote positive student development and the students' abilities to fulfill the behavioral expectations established by the Board. These behavioral supports include, but are not limited to, positive reinforcement for good conduct and academic success including the programs that honor and reward student conduct and academic achievement; supportive intervention and referral services including those services outlined in Policy 2417; remediation of problem behaviors that take into account the behavior's nature, the students' developmental ages and the students' histories of problem behaviors and performance; and for students with disabilities, the behavior interventions and supports shall be determined and provided pursuant to N.J.A.C. 6A:14.

Policy and Regulation 5600 include a description of school responses to violations of behavioral expectations established by the Board that, at a minimum, are graded according to the severity of the offenses, and consider the developmental ages of the student offenders and their histories of inappropriate behaviors pursuant to N.J.A.C. 6A:16-7.1(c)5.

Students are required to be in compliance with Policy ~~and Regulation~~ 5200 – Attendance pursuant to N.J.A.C. 6A:16-7.6 and Policy and Regulation 5512 – Harassment, Intimidation, and Bullying pursuant to N.J.A.C. 6A:16-7.7.

The Building Principal shall maintain a current list of community-based health and social service provider agencies available to support a student and the student's family, as appropriate, and a list of legal resources available to serve the community.

The Building Principal or designee shall have the authority to assign discipline to students. School authorities also have the right to impose a consequence on a student for conduct away from school grounds that is consistent with the district's Code of Student Conduct pursuant to N.J.A.C. 6A:16-7.5. This authority shall be exercised only when it is reasonably necessary for the student's physical or emotional safety, security, and well-being or for reasons relating to the safety, security, and well-being of other students, staff, or school grounds, pursuant to N.J.S.A. 18A:25-2 and 18A:37-2. This authority shall be exercised only when the conduct that is the subject of the proposed consequence materially and substantially interferes with the requirements of appropriate discipline in the operation of the school. Consequences pursuant to N.J.A.C. 6A:16-7.5 shall be handled in accordance with Policy and Regulation 5600, pursuant to N.J.A.C. 6A:16-7.1, and as appropriate, in accordance with N.J.A.C. 6A:16-7.2, 6A:16-7.3, or 6A:16-7.4. School authorities shall respond to harassment, intimidation, or bullying that occurs off



STUDENT DISCIPLINE/CODE OF CONDUCT (M)

school grounds, pursuant to N.J.S.A. 18A:37-14 and 15.3 and N.J.A.C. 6A:16-1.3, 7.1, and 7.7.

Consequences and appropriate remedial action for a student who commits one or more acts of harassment, intimidation, or bullying may range from positive behavioral interventions up to and including suspension or expulsion. The factors for determining consequences and remedial measures and examples of consequences and remedial measures are listed in Policy 5512 – Harassment, Intimidation, and Bullying.

Consequences for a student who commits an act of harassment, intimidation, or bullying shall be varied and graded according to the nature of the behavior, the developmental age of the student and the student's history of problem behaviors and performance, and shall be consistent with this Policy and the school district's Student Discipline/Code of Conduct Policy pursuant to N.J.A.C. 6A:16-7.1. Remedial measures for one or more acts of harassment, intimidation, or bullying shall be designed to correct the problem behavior; prevent another occurrence of the problem; protect and provide support for the victim of the act; and take corrective action for documented systemic problems related to harassment, intimidation, or bullying.

Consequences and remedial measures to address acts or incidents of dating violence at school shall be consistent with the school district's Student Discipline/Code of Conduct Policy. The factors for determining consequences and remedial measures and examples of consequences and remedial measures are included in Policy and Regulation 5519 – Dating Violence at School and shall be used to address the act or incident as well as serve as remediation, intervention, education, and prevention for all individuals involved. The responses shall be tiered with consideration given to the seriousness and the number of previous occurrences of acts or incidents in which both the victim and aggressor have been involved. Consequences for acts or incidents of dating violence at school may range from admonishment to suspension or expulsion. Retaliation towards the victim of any act or incident of dating violence shall be considered when administering consequences to the aggressor based on the severity of the act or incident. Remedial measures/interventions for acts or incidents of dating violence at school may include, but are not limited to: parent conferences, student counseling (all students involved in the act or incident), peer support groups, corrective instruction or other relevant learning or service experiences, supportive student interventions (Intervention and Referral Services - I&RS), behavioral management plans, and/or alternative placements.

The Board of Education may deny participation in extra-curricular activities, school functions, sports, graduation exercises, or other privileges as disciplinary sanctions when designed to maintain the order and integrity of the school environment, in accordance with N.J.A.C. 6A:16-7.1(d).



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Any student to be disciplined shall be provided the due process procedures for students and their families as set forth in Policy and Regulation 5600 and N.J.A.C. 6A:16-7.2 through 7.4.

In accordance with the provisions of N.J.A.C. 6A:16-7.98, when a student transfers to a public school district from another public school district, all information in the student's record related to disciplinary actions taken against the student by the school district and any information the school district has obtained pursuant to N.J.S.A. 2A:4A-60, Disclosure of Juvenile Information, Penalties for Disclosure, shall be provided to the receiving public school district, in accordance with the provisions of N.J.S.A. 18A:36-19(a) and N.J.A.C. 6A:32-7.5.

The Superintendent may be required to submit a report annually to the New Jersey Department of Education on student conduct, including all student suspensions and expulsions, and the implementation of the Student Discipline/Code of Conduct Policy in accordance with the format prescribed by the Commissioner of Education. The Superintendent shall report to the Commissioner of Education each incident of violence, including harassment, intimidation, and bullying, vandalism, and alcohol and other drug offenses, pursuant to N.J.A.C. 6A:16-4.3, in the school district utilizing the ~~Electronic Violence and Vandalism Reporting Student Safety Data~~ System (SSDS), pursuant to N.J.A.C. 6A:16-5.3.

N.J.S.A. 18A:6-1; 18A:36-25.1; 18A:25-2; 18A:36-19a;

18A:37-1 et seq.; 18A:37-13.1 et seq.

N.J.A.C. 6A:16-7.1 et seq.; 6A:14-1.1 et seq.

Adopted: 12 February 2015 , Revised 13 September 2019



EDUCATIONAL PROGRAM EVALUATION (M)

2610 EDUCATIONAL PROGRAM EVALUATION (M)

The Board of Education directs the Superintendent to develop and implement a systematic plan for the continuous evaluation of the educational program against the educational goals established by this Board. ~~To this end, the~~ The Superintendent shall employ such tests and methods that will ensure decision making is data driven and a variety of sources of data are used to analyze and monitor student achievement and progress, as well as evaluate school programs ~~as may be indicated by sound professional judgment.~~ Wherever possible, the assessment program shall follow evaluation procedures set forth in the course guides.

The Superintendent shall maintain a calendar of assessment activities and shall make periodic evaluation reports to the Board ~~during the school year. Findings of the assessment program that~~ may be used to evaluate the progress of students and the effectiveness of staff members. The Superintendent shall use multiple (more than two) sources of data to monitor student achievement and the progress of students. The Superintendent shall also use multiple (more than two) sources of data to evaluate the effectiveness of programs, initiatives, and strategies.

The Board will annually make available to the public the collective progress of students toward the goals of the district.

The Board will annually, prior to the end of the school year and in conjunction with appropriate members of the administrative staff, conduct a review of the educational progress of the district, assess district and student needs, and establish long range and short range objectives for the educational program. The Board's annual report will be submitted to the Commissioner of Education as required.

The Superintendent shall annually recommend improvements in the educational program based on the Board's evaluation of the district's program. The Board reserves the right to employ experts from outside the school district to serve in the evaluation process.

N.J.S.A. 18A:7A-11

N.J.A.C. 6A:8-4.1 et seq.

N.J.A.C. 6A:19-2.6 [vocational districts]



Adopted: 28 November, 2016; 12 January, 2009, 13 September 2019



COMMERCIAL DRIVER'S LICENSE CONTROLLED SUBSTANCES AND ALCOHOL USE

4219 COMMERCIAL DRIVER'S LICENSE CONTROLLED SUBSTANCES AND ALCOHOL USE TESTING (M)

The Board of Education is committed to a safe, efficient and alcohol and drug-free workplace, that protects the district's pupils -- as well as the health and safety of its employees and the general public. The Board requires all employees of the Board performing any safety-sensitive function to be free of drugs and alcohol and will test those employees who operate a commercial motor vehicle in accordance with 49 C.F.R. 382 et seq. and 49 C.F.R. 40 et seq. **For the purpose of this Policy "employee" means a person required to have a Commercial Driver's License (CDL) in the performance of their job responsibilities.** Safety-sensitive functions as defined by 49 C.F.R. 382.107 means any time from the time an employee begins to work or is required to be in readiness to work until the time the employee is relieved from work and all responsibility for performing work. Safety-sensitive function shall include:

1. All time at the terminal, facility other property, or on any public property waiting to be dispatched unless relieved from duty;
2. All time inspecting equipment **as required by Federal law or otherwise inspecting, servicing, or conditioning any commercial motor vehicle, at any time;**
3. All time spent at the driving controls of a commercial motor vehicle in operation;
4. All time other than driving time in or upon the commercial motor vehicle except time spent resting in an area defined as a sleeping berth;
5. All time loading or unloading a vehicle, supervising, or assisting in the loading or unloading, attending a vehicle being loaded or unloaded, remaining in readiness to operate the vehicle or in giving or receiving receipts for shipments loaded and unloaded; and
6. **All time repairing, obtaining assistance, or remaining in attendance upon a disabled vehicle.**
- 7.

The Omnibus Transportation Employee Testing Act of 1991 requires all operators of commercial motor vehicles subject to the CDL requirements to be tested for controlled



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substances and alcohol. Federal regulations of the U. S. Department of Transportation require that any employee using a CDL be required to submit to alcohol and controlled substance testing in accordance with 49 CFR 40. The Board designates the Supervisor of Transportation as the Designated Employer Representative (DER) of the Board of Education.

The Board designates the _____ (**designated official**) as the Designated Employer Representative (DER) of the Board of Education. The Board may contract with a service agent to provide the testing services as required by Federal law. **In the event the Board contracts with a service provider for transportation, the Board designee will ensure all transportation contractors comply with the drug and alcohol testing requirements of Policy 4219 pursuant to 49 CFR 382 et seq. and 49 CFR 40 et seq.**

No employee at any work site will possess, manufacture, use, sell, or distribute any quantity of any controlled substance, lawful or unlawful, which in sufficient quantity could result in impaired performance, with the exception of substances administered by or under the instructions of a physician. No employee shall perform safety-sensitive functions within four hours after using alcohol and the district will not permit an employee that used alcohol within four hours of performing safety-sensitive functions to perform such functions if the district has actual knowledge of the use, **in accordance with 49 CFR 392.5.**

Violations

Any violation of this Policy may result in discipline, up to and including termination.

Prohibited Substances

The presence of any of the controlled substances **listed in 49 CFR 40.87**, in the body, as evidenced by the results of the initial screening and subsequent confirmatory analysis provided in this Policy, is prohibited for any employee assigned to a classification covered by this policy. All cutoff concentrations shall be in accordance with 49 CFR 40.87 **All test results shall be measured against the cutoff concentrations outlined in 49 CFR 40.87.**



All testing for controlled substances will be conducted in accordance with 49 CFR 40, Subparts A, B, C, D, E, F, G, H and I. The district will only test for drugs or classes of drugs in accordance with 49 CFR. 40.85. Testing for alcohol will be conducted in accordance with 49 CFR 40, Subparts J, K, L, M and N.

"Alcohol" use means the drinking or swallowing of any beverage, liquid mixture or preparation (including medication) containing alcohol.

"Confirmatory drug test" means a second analytical procedure performed on **an aliquot of the original specimen** to identify and quantify the presence of a specific drug or drug metabolite.



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"Confirmed drug test" means a confirmation test result received by a Medical Review Officer (MRO) from a laboratory.

"Controlled substances" means those substances identified in 49 CFR. 40.85.

"CCF" means the Federal Drug Testing Custody and Control Form.

"Designated Employer Representative" DER is an employee of the district authorized to take immediate action (s) to remove employees from safety-sensitive duties, or cause employees to be removed from these covered duties, and to make required decisions in the testing and evaluation processes. The (DER) shall receive test results and other communications for the employer, consistent with the requirements of this Policy and 49 CFR40. Service agents cannot act as a DER.

"FMCSA" means Federal Motor Carrier Safety Administration.

"Initial drug test (also known as a "Screening drug test")" means the test used to differentiate a negative specimen from one that requires further testing for drugs or drug metabolites.

"Initial specimen validity test" means the first test used to determine if a urine specimen is adulterated, diluted, substituted, or invalid.

"Medical Review Officer (MRO)" is a licenses physician responsible for receiving and reviewing laboratory results generated by the district's drug testing program and evaluating medical explanations for certain drug test results.

"Possess" **includes, but is not limited to**, either in or on the driver's person, personal effects, motor vehicle or areas substantially entrusted to the control of the driver.

"Service agent" is any person or entity, other than an employee of the Board, who provides services specified under 49 CFR 40 to the Board.

"Substance Abuse Professional (SAP)" is a person who evaluates employees who have violated a Federal or State drug and alcohol regulation and makes recommendations concerning education, treatment, follow-up testing and aftercare. An individual permitted to act as a SAP must possess the credentials as outlined in 49 CFR. 40 281.



COMMERCIAL DRIVER'S LICENSE CONTROLLED SUBSTANCES AND ALCOHOL USE

"Work Site" means any motor vehicle, office, building, yard or other location at which the driver is to perform work **or any other school district property or at any school district event.**

Categories of Testing

For the purpose of this Policy, the occurrence of the following circumstances/instances shall require an employee to submit to a controlled substance and alcohol screening:

1. Pre-Employment Testing

An individual who has applied for and has been selected to operate a Board vehicle shall, before beginning employment with the Board, submit to a controlled substance screening in conjunction with any required physical examination as per Policy 4160. Such screening shall be conducted in accordance with the procedures set forth in this Policy and 49 CFR. 40. No individual receiving a positive confirmed test result will be employed by the Board.

An employer is not required to administer a controlled substances test required by 49 CFR 382.301(a) if

- a. The employee has participated in a controlled substances testing program that met the requirements of 49 CFR 382 et seq. within the previous thirty days; and
- b. The employee while participating in that program either:
 - (1) Was tested for controlled substances within the past six months (from the date of application with the employer), or
 - (2) Participated in the random controlled substances testing program for the previous twelve months (from the date of application with the employer.
- c. The DER must ensure that no prior employer, to the DER's knowledge, has records of a violation of a controlled substance testing program within the previous six months.

If an individual is so exempted, the (DER) shall contact the controlled substances testing programs in which the individual participated and shall



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obtain and retain from the testing program(s) the following information in accordance with 49 CFR 382.301(c):

- a. Name and address of the program;
- b. Verification of the individual's participation;
- c. Verification that the program conforms to federal guidelines;
- d. Verification the individual qualified under the law and did not refuse to be tested for controlled substances;
- e. The date the individual was last tested for controlled substances; and
- f. The results of any tests taken within the previous six months and any other violations.

An employee who has applied for and has been selected to operate a Board vehicle or any existing employee transferring into a new position requiring the employee to operate a Board vehicle, shall submit a written consent authorizing the Board to obtain the following information from other employers who have employed the employee during any period during the two years before the date of the employee's application or transfer into the new position. The written consent from the employee will permit the (DER) to obtain the following information from previous Division of Transportation DOT-regulated employers:

- a. Alcohol tests with a result of 0.04 or higher alcohol concentration;
- b. Verified positive drug tests;
- c. Refusals to be tested (including verified adulterated or substituted drug test results);
- d. Other violations of DOT agency drug and alcohol testing regulations; and
- e. With respect to any employee who violated a DOT drug and alcohol regulation, documentation of the employee's successful completion of DOT return-to-duty requirements (including follow-



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up tests). If this information is not available from the previous employer, the DER must seek to obtain this information from the employee.

The DER will obtain and review this information before the employee first performs safety-sensitive functions. If this is not feasible, the DER will not permit the employee to perform safety-sensitive functions after thirty days from the date the employee first performed safety-sensitive functions, unless the DER has obtained or made and documented a good faith effort to obtain this information.

2. Random Testing

Every employee shall submit to random alcohol and controlled substance testing on an unannounced and random basis resulting from the selection by a random generation methodology in accordance with 49 CFR 383.305(i). Random testing will be spread reasonably throughout any given calendar year.

The minimum annual percentage rate for random alcohol testing shall be 10% of the average number of positions. The minimum annual percentage rate for random controlled substances testing shall be 25% of the average number of positions. The minimum annual percentage rates may be adjusted as determined by the FMCSA Administrator in accordance with 49 CFR 382.305.

Employees shall only be random tested when performing safety-sensitive functions or immediately prior to or immediately following the performance of safety-sensitive functions.

3. Post-Accident Testing

The involvement by an employee in a motor vehicle collision while operating a Board vehicle when such accident results in property damage or personal injury, may trigger a post-accident drug and alcohol test.

As soon as practical following an occurrence, the DER will require post-accident alcohol screening for each of the surviving drivers:

- a. Who was performing safety-sensitive functions with respect to a vehicle, if the accident involves the loss of human life; or



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- b. Who receives a citation within eight hours of the occurrence under State or local law for a moving traffic violation arising from the accident, if the accident involved:
 - (1) Bodily injury to any person, who, as a result of the injury immediately receives medical treatment away from the scene of the accident; or
 - (2) One or more motor vehicles incurring disabling damage as a result of the accident, requiring the motor vehicle to be transported away from the scene by a tow truck or other motor vehicle.
- c. If the alcohol test is not administered within two hours following the accident, the DER will prepare and maintain on file a record stating the reasons the test was not promptly administered. If the alcohol test is not administered within eight hours following the accident, the DER shall cease attempts to administer the alcohol test and shall prepare and maintain the same record. Records shall be submitted to the FMCSA upon request.

As soon as possible following an occurrence, the district will require post-accident controlled substance screening for each of the surviving drivers:

- a. Who was performing safety-sensitive functions with respect to a vehicle, if the accident involves the loss of human life; or
- b. Who receives a citation within thirty-two hours of the occurrence under State or local law for a moving traffic violation arising from the accident, if the accident involved:
 - (1) Bodily injury to any person, who, as a result of the injury immediately receives medical treatment away from the scene of the accident; or
 - (2) One or more motor vehicles incurring disabling damage as a result of the accident, requiring the motor vehicle to be transported away from the scene by a tow truck or other motor vehicle.



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- c. If the controlled substance test is not administered within thirty-two hours following the accident, the DER shall cease attempts to administer the controlled substance test and shall prepare and maintain on file a record stating the reasons the test was not promptly administered. Records shall be submitted to the FMCSA upon request.

An employee who is subject to post-accident testing shall remain readily available for such testing or may be deemed by the employer to have refused to submit for testing. A employee r who is injured in an accident and requires medical care, shall submit to post-accident drug and controlled substance testing by the medical care facility providing the treatment or a designee of the Board if the facility is unable to provide the testing. Nothing herein shall be construed to prevent the employee r from leaving the scene of the accident for the period required to obtain necessary assistance or to obtain emergency medical care.

4. Reasonable Suspicion Testing

The DER shall require an employee to submit to an alcohol and/or controlled substance test when the employee is observed by a supervisor or school official who is trained in accordance with 49 CFR 382.603 and causes the observer to have reasonable suspicion to believe the employee has violated 49 CFR. 382 et seq. Reasonable suspicion must exist to require the employee to undergo a test and must be based on specific, contemporaneous, articulable observations concerning the appearance, behavior, speech or body odors of the employee. The observations may include indications of the chronic and withdrawal effects of controlled substances.

Reasonable suspicion alcohol testing is authorized only if the required observations are made during, just preceding, or just after the period of the work day the employee is required to be in compliance with the testing requirements of 49 CFR. 382 et seq.

Reasonable suspicion testing may be required of an employee while the employee is performing, just before the employee will perform, or just after the employee has ceased performing safety-sensitive functions.

If the alcohol test is not administered within two hours following the determination a reasonable suspicion test is required, the DER will prepare



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and maintain on file a record stating the reasons the test was not promptly administered. If the alcohol test is not administered within eight hours following the determination, the DER shall cease attempts to administer the alcohol test and shall state in the record the reasons for not administering the test.

No employee shall report for duty or remain on duty requiring the performance of safety-sensitive functions while the employee is under the influence of or impaired by alcohol, as shown by the behavioral, speech and performance indicators of alcohol misuse. The employee will also not be able to perform or continue to perform safety-sensitive functions until an alcohol test is administered and the employee's concentration measures less than 0.02 or twenty-four hours have elapsed following the determination that reasonable suspicion existed to require an alcohol test.

A written record of the observations leading to a reasonable suspicion test shall be made and signed by the supervisor and/or school official that made the observations. This record shall be made within twenty-four hours of the observed behavior or before the results of the test are released, whichever is earlier.

5. Return to Duty Testing

The district is not required to return an employee to a safety-sensitive position upon receipt of a confirmed drug and/or alcohol test. The DER may recommend to the Superintendent of Schools the employee's employment be terminated depending on the circumstances.

The DER shall ensure that before an employee returns to duty requiring the performance of a safety-sensitive function, the employee shall undergo a return to duty alcohol test indicating a breath alcohol concentration of less than 0.02 and a controlled-substances test with a result indicating a verified negative result for controlled-substances use as required in 49 CFR. 40.305.

Employee permitted to return to duty are required to take return-to-duty tests and shall be evaluated by a Substance Abuse Professional (SAP). These employees must participate in an assistance program prescribed by the SAP and as required in 49 CFR. 40 Subpart O.



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The SAP will determine a written follow-up testing plan for any employee who has been permitted to return to work and has successfully complied with the SAP's recommendations for education and/or treatment. Such employees are subject to a minimum of six (6) unannounced, follow-up drug screening and alcohol tests over the following twelve (12) months. The testing shall not exceed forty-eight (48) additional months. Alcohol follow-up testing shall be performed only when the employee is performing safety-sensitive functions or immediately prior to performing or immediately after performing safety-sensitive functions. All follow-up testing will be completed in accordance with 49 CFR. 40.307. The SAP will comply with all reporting requirements of 49 CFR 40.311.

The Board shall make the ultimate determination to return or not return an employee to a safety-sensitive position subject to any collective bargaining agreements, if any, or other legal requirements.

Medical Review Officer (MRO) Notifications

The Board shall employ or contract with a medical review officer (MRO) who is a licensed physician (M.D. or D.O.) and shall designate the Medical Review Officer as the individual responsible for receiving laboratory results generated by the testing program. The MRO shall have knowledge of controlled substances abuse disorders and have appropriate medical training to interpret and evaluate the employee's confirmed drug test results together with his/her medical history and other biomedical data. The Medical Review Officer will perform all functions and responsibilities as required in 49 CFR 49.121.

Employer Notification

The Medical Review Officer may report controlled substances test results to the DER by any means of communication; however, a signed, written notification must be forwarded within three business days of the completion of the Medical Review Officer's evaluation. The Medical Review Officer must report all drug test results to the employer. The MRO may use a signed or stamped and dated legible photocopy of Copy 2 of the CCF report test results or a written report that must include, at a minimum, the information required in 49 CFR 40.163.

Split Specimen Tests



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Split specimen testing will be conducted in accordance with 49 CFR 40 Subpart H. The MRO will notify the Superintendent of Schools or designee if split specimen testing is requested by the employee.

Designated Collection Facility

The Board shall designate the facility to be used for the collection of the specimen; provided, however, that the designated facility shall possess all required licenses and permits. The collection site will take place in a facility meeting the requirements of 49 CFR 40 Subpart D. The DER will ensure the collection site meets the security requirements of 49 CFR. 40.43.

Designated Screening Laboratory

The Board shall designate the laboratory to which collected fluid samples will be forwarded for drug/alcohol screening. Drug testing laboratories must be certified by the Department of Health and Human Services (HHS) under the National Laboratory Certification Program (NLCP) for all testing required under 49 CFR 40. The laboratory will perform all responsibilities as required in accordance with 49 CFR. 40 Subpart F.

Specimens

The normal screening methodology for controlled substances shall be urinalysis, collected by a trained representative of the Board with appropriate documentation at a site designated and approved by the Board. The presence of alcohol will be determined by an Alcohol Screening Device (ASD) or an Evidential Breath Testing Device administered by an individual certified in accordance with 49 CFR 40.211 and 49 CFR 40.213.

Refusal to Submit

An employee will be deemed as refusing to take a drug test as described in with 49 CFR 40.191. As per 49 CFR 40.191, an employee refuses to take a drug test if he/she:

1. Fails to appear for any test (except a pre-employment test) within a reasonable time, as determined by the DER, consistent with applicable DOT agency regulations, after being directed to do so by the DER;
2. Fails to remain at the testing site until the testing process is complete. An employee who leaves the testing site before the testing process



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commences for a pre-employment test is not deemed to have refused to test;

3. Fails to provide a urine specimen for any drug test required by this policy. An employee who does not provide a urine specimen because he or she has left the testing site before the testing process commences for a pre-employment test is not deemed to have refused to test;
4. Fails to permit the observation or monitoring of providing a specimen. In the case of a directly observed or monitored collection in a drug test;
5. Fails to provide a sufficient amount of urine when directed, and it has been determined, through a required medical evaluation, that there was no adequate medical explanation for the failure;
6. Fails or declines to take an additional drug test the DER of collector has directed the employee to take;
7. Fails to undergo a medical examination or evaluation, as directed by the MRO as part of the verification process, or as directed by the DER under 49 CFR40.193(d). In the case of a pre-employment drug test, the employee is deemed to have refused to test on this basis only if the pre-employment test is conducted following a contingent offer of employment;
8. Fails to cooperate with any part of the testing process (e.g., refuses to empty pockets when so directed by the collector, behaves in a confrontational way that disrupts the collection process), fails to wash hands after being directed to do so by the collector(
- 9.
9. **Fails to follow the collection observer(s) instructions of which could be used to interfere with the collection process;**
10. **Possesses or wears a prosthetic or other device that could be used to interfere with the collection process; or**
11. **Admits to the collector or MRO he/she has adulterated or substituted the specimen.**



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If the MRO reports the employee had a verified adulterated or substituted test result, the result will be deemed refusal to take a drug test.

If an employee refuses to participate in a part of the testing process, the collector or MRO, must terminate the portion of the testing process, document the refusal on the CCF (including in the case of the collector, printing the employee's name on Copy 2 of the CCF), immediately notify the DER by any means (e.g., telephone or secure fax machine) that ensures that the refusal notification is immediately received. A referral physician (e.g., physician evaluating a "shy bladder" condition or a claim of a legitimate medical explanation in a validity testing situation), must notify the MRO, who in turn will notify the DER. In addition, the collector must note the refusal in the "Remarks" line (Step 2), and sign and date the CCF. The MRO must note the refusal by checking the "Refusal to Test because" box (Step 6) on Copy 2 of the CCF, and add the reason on the "Remarks" line. The MRO must then sign and date the CCF. When the employee refuses to take a non-DOT test or to sign a non-DOT form, the employee has not refused to take a DOT test. There are no consequences under DOT agency regulations for refusing to take a non-DOT test.

Record of Negative Screening

An employee required to submit to an alcohol and/or controlled substance screening as provided in this Policy and whose screening results are negative may, at their option, have their personnel file documented to reflect the negative result.

Prescription Drugs

All bus drivers shall notify the DER of the use of any prescription drugs. The Board may require certification from the prescribing physician that the use of the prescription drug will not have an adverse affect on the driver's ability to properly perform safety-sensitive functions.

Consequences to Employees Engaging in Prohibited Conduct

An employee whose screening produces a positive result for a prohibited substance who is permitted to return to work:

1. Shall not be permitted to perform safety-sensitive functions;



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2. Shall be advised by the DER of resources available to them in evaluating and resolving problems associated with the misuse of alcohol or the use of controlled substances;
3. Shall be evaluated by a (SAP) substance abuse professional who shall determine what assistance, if any, is needed to resolve problems with alcohol or controlled substance use;
4. Undergo, before returning to duty, a return to duty alcohol test indicating a breath level of less than 0.02 if the conduct involved alcohol or a controlled substance test with a verified negative result;
5. If assistance was required, the employee must be evaluated by a (SAP) substance abuse professional to determine that the employee has followed the rehabilitation program prescribed;
6. Be subject to unannounced follow up alcohol and/or controlled substance abuse testing; and
7. Be subject to the disciplinary Policy and Regulations of the Board.

Return-to-Work Agreement

An employee who has been permitted to return to work and who fails to comply with any of the terms of a Return to Work Agreement, if provided at the employer's discretion,, shall be subject to disciplinary action which may include termination.

Maintenance and Retention of Records

The DER shall maintain and retain all records as required by federal regulation. Records shall include at least the following:

1. Records Related to the Collection Process:
 - a. Collection logbooks (if used);
 - b. Documents related to the random selection process;
 - c. Calibration documentation for Evidential Breath Testing Devices (EBT's);



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- d. Documentation of Breath Alcohol Technician (BAT) training;
 - e. Documentation of reasoning for reasonable suspicion testing;
 - f. Documentation of reasoning for post-accident testing;
 - g. Documents verifying a medical explanation for the inability to provide adequate breath or urine for testing; and
 - h. Consolidated annual calendar year summaries.
2. Records related to the Employee 's test results:
 - a. Employer's copy of the alcohol test form, including results;
 - b. Employer's copy of the controlled substance test chain of custody and control form;
 - c. Documents sent to the employer by the (MRO) Medical Review Officer;
 - d. Documentation of any employee's refusal to submit to a required alcohol or controlled substance test; and
 - e. Documents provided by a employee to dispute results of test.
3. Documentation of any other Violations of Controlled Substance Use or Alcohol MisusePolicy
4. Records Related to Evaluations and Training:
 - a. Records pertaining to the Substance Abuse Professional's (SAP's) determination of an employee 's need for assistance;
 - b. Records concerning an employee r's compliance with the SAP's recommendations, and records related to education and training;
 - c. Materials on drug and alcohol awareness, including a copy of the employer's policy on drug use and alcohol misuse;



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- d. Documentation of compliance with the requirement to provide employee with educational material, including an employee's signed receipt of materials;
 - e. Documentation of supervisor training; and
 - f. Certification that training conducted under this Policy complies with all requirements of the Policy
5. Records Related to Drug Testing
- a. Agreements with collection site facilities, laboratories, Medical Review Officers (MRO's) and consortia;
 - b. Names and positions of officials and their role in the employer's alcohol and controlled substance testing program;
 - c. Monthly statistical summaries of urinalysis; and
 - d. The employer's drug testing policy and procedures.
6. Required Period of Retention:

Document to be maintained	Period required to be maintained
Alcohol test results indicating a breath alcohol concentration of 0.02 or greater	5 Years
Verified positive controlled substance test results	5 Years
Documentation of refusals to submit to required alcohol or controlled substance tests	5 Years
Calibration documentation	5 Years
Records related to the	5 Years



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administration of alcohol and controlled substances testing program including records of all driver violations.	
Driver evaluations and referrals	5 Years
A copy of each annual calendar year summary	5 Years
Records obtained from previous employers concerning alcohol and drug testing.	3 Years
Records related to the alcohol and controlled substances collection process (except calibration of evidential breath testing devices)	2 Years
Records related to negative and canceled controlled substance test results	1 Year
Alcohol test results indicating a breath alcohol concentration less than 0.02	1 Year
Records related to the education and training of breath alcohol technicians, screening test technicians, supervisors, and drivers shall be maintained by the employer while the individual performs the functions which require the training and for two years after ceasing to perform those functions	Indefinite time period



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Other specific types of records shall be maintained in accordance with 49 CFR 382.401.

7. Location of Records

All required records shall be maintained in accordance with Policy 8320. Records shall be made available for inspection at the Board Offices within two business days after a request has been made by an authorized representative of the FMCSA

8. Annual Calendar Year Summary

The DER shall prepare and maintain an annual calendar year summary of the results of its alcohol and substance abuse testing programs. The summary shall be completed no later than March 15 of each year covering the previous calendar year. The DER upon request of the FMCSA will provide the annual summary to that agency in the required format.

9. Employee Information Program

The Board will provide an employee information program. The DER will be responsible for implementing the program and shall insure that each employee receives information in the manner specified below:

- a. By receiving a copy of this Policy and any subsequent revisions.
- b. The DER will provide written notice to employees of the following information:
 - (1) The identity of the person designated by the employer to answer employee questions about the materials;
 - (2) Which employee are subject to the alcohol misuse and controlled substance requirements;
 - (3) Explanation of what constitutes a safety-sensitive function, so as to make clear what period of the work day the employee is required to be in compliance;



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- (4) Specific information concerning employee conduct that is prohibited;
- (5) The circumstances under which an employee will be tested for alcohol and/or controlled substances;
- (6) The procedures that will be used to test for the presence of alcohol and controlled substances;
- (7) The requirement that an employee submit to alcohol and controlled substance tests;
- (8) An explanation of what constitutes a refusal to submit to an alcohol or controlled substance test;
- (9) The consequences for employees found to have violated the prohibitions of this Policy, including the immediate removal of the employee from safety-sensitive functions;
- (10) The consequences for employees found to have an alcohol concentration level of 0.02 or greater but less than 0.04; and
- (11) Information concerning the effects of alcohol and controlled substances use on an individual's health, work, and personal life. Signs and symptoms of an alcohol or controlled substances problem, and available methods of intervening when an alcohol or a control substances problem is suspected, including confrontation, referral to any employee assistance program and or referral to management.

Omnibus Transportation Employee Transportation Act of 1991
49 CFR. 40 et seq.
49 CFR. 382 et seq.
49 CFRR. 395.2

Adopted: 12 January 2009, Revised 26 August 2019



POLICY

MORRIS
BOARD OF EDUCATION

Support Staff
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ELIGIBILITY OF RESIDENT/NONRESIDENT PUPILS (M)

5111 ELIGIBILITY OF RESIDENT/NONRESIDENT PUPILS (M)

The Board of Education shall admit to its schools, free of charge, persons over five and under twenty years of age, pursuant to N.J.S.A. 18A:38-1, or such younger or older student as is otherwise entitled by law to a free public education.

Eligibility to Attend School

The Board shall admit students eligible to attend school free of charge that are domiciled within the district as defined in N.J.A.C. 6A:22-3.1

A child who is domiciled within the school district and resides with a parent or legal guardian who is a member of the New Jersey National Guard or a member of the reserve component of the armed forces of the United States who is ordered into active military service in a time of war or national emergency shall be permitted to remain enrolled in the school district in which the child is domiciled at the time of the parent or legal guardian being ordered into active military service, regardless of where the child resides during the period of active duty. Following the return of the child's parent or legal guardian from active military service, the child's eligibility to remain enrolled in the school district pursuant to N.J.S.A. 18A:38-3.1 shall cease at the end of the current school year unless the child is domiciled in the school district.

The Board shall also admit any student that is kept in the home of a person other than the student's parent or legal guardian, where the person is domiciled in the school district and is supporting the student without remuneration as if the student were his or her own child in accordance with N.J.A.C. 6A:22-3.2. A student is only eligible to attend school in the district pursuant to N.J.A.C. 6A:22-3.2 if the student's parent or legal guardian files, together with documentation to support its validity, a sworn statement that he or she is not capable of supporting or providing care for the student due to family or economic hardship and the student is not residing with the other person solely for the purpose of receiving a free public education. In addition, the person keeping the student must file, if so required by the Board of Education, a sworn statement that he or she: is domiciled within the school district; is supporting the child without remuneration and intends to do so for a time longer than the school term; will assume all personal obligations for the student relative to school requirements; and provides a copy of his or her lease if a tenant, or a sworn landlord's statement if residing as a tenant without a written lease, or a mortgage or tax bill if an owner. Pursuant to N.J.S.A. 18A:38-1.(c), any person who fraudulently allows a child of another person to use his or her residence and is not the primary financial supporter of that child and any person who fraudulently claims to have



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given up custody of his or her child to a person in another district commits a disorderly persons offense.

A student is eligible to attend school in this school district free of charge pursuant to N.J.S.A. 18A:38-1.b if the student is kept in the home of a person domiciled in the school district, who is not the parent or legal guardian and the parent or legal guardian is a member of the New Jersey National Guard or the reserve component of the United States armed forces and has been ordered into active military service in the United States armed forces in time of war or national emergency. Eligibility under this provision shall cease at the end of the current school year during which the parent or legal guardian returns from active military duty.

A student is eligible to attend school in this school district free of charge pursuant to N.J.S.A. 18A:38-1.d if the student's parent or legal guardian temporarily resides within the school district and elects to have the student attend the school district of temporary residence, notwithstanding the existence of a domicile elsewhere. When required by the Board of Education, the parent or legal guardian shall demonstrate the temporary residence is not solely for purposes of a student attending the school district of temporary residence. When one of a student's parents or legal guardians temporarily resides in the school district while the other is domiciled or temporarily resides elsewhere, eligibility to attend school shall be determined in accordance with the criteria of N.J.A.C. 6A:22-3.1(a)1.i.

A student is eligible to attend this school district free of charge:

1. If the student's parent or legal guardian moves to another school district as the result of being homeless, subject to the provisions of N.J.A.C. 6A:17-2 - Education of Homeless Children;
2. If the student is placed by court order or by a society, agency, or institution in the home of a school district resident pursuant to N.J.S.A. 18A:38-2;
3. If the student previously resided in the school district and if the parent or legal guardian is a member of the New Jersey National Guard or the United States reserves and has been ordered to active service in time of war or national emergency, resulting in the relocation of the student out of the school district, pursuant to N.J.S.A. 18A:38-3.(b). The school district shall not be obligated for transportation costs; and



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4. If the student resides on Federal property within the State pursuant to N.J.S.A. 18A:38-7.7 et seq.

Notwithstanding the provisions of N.J.S.A. 18A:38-1 or any other law, rule, or regulation to the contrary, a student who moves out of the school district as a result of domestic violence, sexual abuse, or other family crises shall be permitted to remain enrolled in the school district for the remainder of the school year in pursuant to N.J.S.A. 18A:38-1.1 and in accordance with the provisions of N.J.A.C. 6A:22-3.2(h). If the student remains enrolled in the school district for the remainder of the school year, the school district shall provide transportation services to the student, provided the student lives remote from school, and the State shall reimburse the school district for the cost of the transportation services. Nothing in N.J.S.A. 18A:38-1.1 shall be construed to affect the rights of homeless students pursuant to N.J.S.A. 18A:7B-12, N.J.S.A. 18A:7B-12.1, or any other applicable State or Federal law.

A student's eligibility to attend this school shall not be affected by the physical condition of an applicant's housing, or his or her compliance with local housing ordinances, or terms of lease.

Except as set forth in N.J.A.C. 6A:22-3.3(b)1, immigration/visa status shall not affect eligibility to attend school and the school district shall not condition enrollment in the school district on immigration status. A student's immigration/visa status and their eligibility to attend school shall be in accordance with N.J.A.C. 6A:22-3.3(b) and Regulation 5111.

Proof of Eligibility

The Board of Education shall accept a combination of forms of documentation from persons attempting to demonstrate a student's eligibility for enrollment in the school district in accordance with the provisions of N.J.A.C. 6A:22-3.4. The Board of Education shall consider the totality of information and documentation offered by an applicant, and shall not deny enrollment based on failure to provide a particular form or subset of documents without regard to other evidence presented.

The Board of Education shall not condition enrollment on the receipt of information or documents protected from disclosure by law, or pertaining to criteria that are not a legitimate basis for determining eligibility to attend school as outlined in N.J.A.C. 6A:22-3.4(d). The Board of Education may consider, in a manner consistent with Federal law, documents or information referenced in N.J.A.C. 6A:22-3.4(d) or pertinent parts thereof if voluntarily disclosed by the applicant. The Board of Education may not, directly or indirectly, require or request such disclosure as an actual or implied condition of enrollment. However, in the case of a dispute between the school district and the parent



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or legal guardian of a student in regard to the student's eligibility to enroll in the school district or to remain enrolled in the school district pursuant to the provisions of N.J.S.A. 18A:38-1, the school district may request from the New Jersey Motor Vehicle Commission the parent or legal guardian's name and address for use in verifying a student's eligibility for enrollment in the school district in accordance with the provisions of N.J.S.A. 18A:38-1.3.

Registration Forms and Procedures for Initial Assessment

Registration and initial determinations of eligibility will be in accordance with N.J.A.C. 6A:22-4.1. The Board of Education shall use Commissioner-provided registration forms or locally developed forms that are consistent with the forms provided by the Commissioner. A district-level administrator designated by the Superintendent shall be clearly identified to applicants and available to assist persons who experience difficulties with the enrollment process.

Initial eligibility determinations shall be made upon presentation of an enrollment application, and enrollment shall take place immediately except in cases of clear, uncontested denials. Enrollment shall take place immediately when an applicant has provided incomplete, unclear, or questionable information, but the applicant shall be notified that the student will be removed from the school district if defects in the application are not corrected, or an appeal is not filed, in accordance with subsequent notice to be provided pursuant to N.J.A.C. 6A:22-4.2.

When a student appears ineligible based on the information provided in the initial application, the school district shall issue a preliminary written notice of ineligibility, including an explanation of the right to appeal to the Commissioner of Education.

Enrollment shall take place immediately if the applicant clearly indicates disagreement with the district's determination and an intent to appeal to the Commissioner of Education. An applicant whose student is enrolled pursuant to this provision shall be notified that the student will be removed, without a hearing before the Board, if no appeal is filed within the twenty-one day period established by N.J.S.A. 18A:38-1.

When enrollment is denied and no intent to appeal is indicated, applicants shall be advised they shall comply with compulsory education laws. When the student is between the ages of six and sixteen, applicants also shall, be asked to complete a written statement indicating the student will be attending school in another school district or nonpublic school, or receiving instruction elsewhere than at a school pursuant to N.J.S.A. 18A:38-25. In the absence of this written statement, designated staff shall report to the school district of actual domicile or residence, or the Department of Children and Families, a potential instance of "neglect" for the purposes of ensuring compliance with compulsory



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education law, N.J.S.A. 9:6-1, Staff shall provide the school district or the Department of Children and Families with the student's name, the name(s) of the parent/ legal guardian/resident, and the student's address to the extent known. Staff shall also indicate admission to the school district has been denied based on residency or domicile, and there is no evidence of intent to arrange for the child to attend school or receive instruction elsewhere.

Enrollment or attendance at in the school shall not be conditioned on advance payment of tuition when enrollment is denied and an intent to appeal is indicated, or when enrollment is provisional and subject to further review or information. The Board of Education shall ensure the registration process identifies information suggesting an applicant may be homeless so procedures may be implemented in accordance with N.J.A.C. 6A:17-2, Education of Homeless Children. Enrollment or attendance in the school district shall not be denied based upon the absence of the certified copy of the student's birth certificate or other proof of a student's identity as required within thirty days of initial enrollment, pursuant to N.J.S.A. 18A:36-25.1.

Enrollment in the school district shall not be denied based upon absence of student medical information. However, actual attendance at school may be deferred until the student complies with student immunization rules set forth in, N.J.A.C. 8:57-4.

When enrollment in the school district, attendance at school, or the receipt of educational services in the regular education program appears inappropriate, the student shall not be denied based upon the absence of a student's prior educational record. However, the applicant shall be advised the student's initial educational placement may be subject to revision upon the school district's receipt of records or further assessment of the student.

Notice of Ineligibility

When a student is found ineligible to attend the school district pursuant to N.J.A.C. 6A:22 or the student's initial application is found to be deficient upon subsequent review or investigation, the school district immediately shall provide to the applicant notice that is consistent with Commissioner-provided sample form(s) and meets requirements of N.J.A.C. 6A:22-4 et seq. Notices shall be in writing; in English and in the native language of the applicant; issued by the Superintendent; and directed to the address at which the applicant claims to reside. Notices of ineligibility shall include information as outlined in N.J.A.C. 6A:22-4.2.

Removal of Currently Enrolled Students

Nothing in N.J.A.C. 6A:22-4 et seq. and this Policy shall preclude the Board of Education from identifying through further investigation or periodic requests for revalidation of eligibility, students enrolled in the school district who may be ineligible



ELIGIBILITY OF RESIDENT/NONRESIDENT PUPILS (M)

for continued attendance due to error in initial assessment, changed circumstances, or newly discovered information.

When a student who is enrolled and attending school based on an initial eligibility determination is later determined to be ineligible for continued attendance, the Superintendent may apply to the Board of Education for the student's removal in accordance with the provisions of N.J.A.C. 6A:22-4.3. No student shall be removed from school unless the parent, legal guardian, adult student, or resident keeping an "affidavit student" (as defined in N.J.A.C. 6A:22-1.2) has been informed of his or her entitlement to a hearing before the Board of Education. Once the hearing is held, or if the parent, legal guardian, adult student or resident keeping an "affidavit student", does not respond within the designated time frame to the Superintendent's notice or appear for the hearing, the Board of Education shall make a prompt determination of the student's eligibility and shall immediately provide notice in accordance with N.J.A.C. 6A:22-4.2. Hearings required pursuant to N.J.A.C. 6A:22-4.3 may be conducted by the full Board or a Board Committee, at the discretion of the full Board. If the hearing(s) is conducted by a Board Committee, the Committee shall make a recommendation to the full Board for action. No student may be removed except by vote of the Board taken at a meeting duly convened and conducted pursuant to N.J.S.A. 10:4-6 et seq., the Open Public Meetings Act.

Appeal to the Commissioner

An applicant may appeal to the Commissioner of Education the school district's determination that a student is ineligible to attend its schools. Appeals shall be initiated by petition which shall be filed in accordance with N.J.S.A. 18A:38-1 and N.J.A.C. 6A:3-8.1 and shall proceed as a contested case pursuant to N.J.A.C. 6A:3. Pursuant to N.J.S.A. 18A:38-1.b(1), appeals of "affidavit student" eligibility determinations shall be filed by the resident keeping the student.

Assessment and Calculation of Tuition

If no appeal to the Commissioner is filed following notice of an ineligibility determination, the Board of Education may assess tuition for up to one year of a student's ineligible attendance, including the twenty-one day period provided by N.J.S.A. 18A:38-1 for appeal to the Commissioner. Tuition will be assessed and calculated in accordance with N.J.A.C. 6A:22-6.3 et seq. If the responsible party does not pay the tuition assessment, the Board of Education may petition the Commissioner pursuant to N.J.A.C. 6A:3 for an order assessing tuition, enforceable in accordance with N.J.S.A. 2A:58-10 through recording, upon request of the Board of Education pursuant to N.J.A.C. 6A:3-12, on the judgment docket of the Superior Court, Law Division.



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If an appeal to the Commissioner is filed and the petitioner does not sustain the burden of demonstrating the student's right to attend the school district, or the petitioner withdraws the appeal, fails to prosecute, or abandons the appeal by any means other than settlement agreeing to waive or reduce tuition, the Commissioner may assess tuition in accordance with the provisions of N.J.A.C. 6A:22-6.2(a). Upon the Commissioner's finding that an appeal has been abandoned, the Board of Education may remove the student from school and seek tuition in accordance with N.J.A.C. 6A:22-6.2.

Nonresident Students

The admission of a nonresident student must be approved by the Board. No student otherwise eligible shall be denied admission on the basis of the student's race, color, creed, religion, national origin, ancestry, age, marital status, affectational or sexual orientation or sex, social or economic status, gender identity or expression, or disability.

Enrolled nonresident students may participate in the district's curricular and extracurricular activities and programs, including athletics, same as resident students, and in accordance with the same rules, regulations, policies and procedures for students' participation therein.

The Board shall not be responsible for the transportation to or from school of any nonresident pupil(s), except as may be required by state or federal law.

A nonresident student's continued enrollment is contingent upon his/her maintaining good standards of attendance, citizenship and discipline

Nonresident students will not be permitted to attend the district's schools where the current educational program maintained for the children of this district is inadequate to meet the needs of the nonresident student-applicant

The chief school administrator shall develop procedures for the enrollment of nonresident students that allow admission of such children only on the proper application of the parent/guardian

Nonresident students may be admitted according to the following scenarios:

1. Morristown High School STEM Academy



ELIGIBILITY OF RESIDENT/NONRESIDENT PUPILS (M)

- Conditioned upon **advance** Board approval, nonresident pupils may be admitted upon payment of tuition and availability of space.
- The Board shall annually determine tuition rates for nonresident students.
- Nonresident students may apply for and be admitted in the district's STEM academy on the same basis and criteria as resident students pending availability of seats in the academy.
- Non resident students admitted into the STEM academy **will be required to pay for any and all costs associated with their admittance, including but not limited to, costs associated with additional services for special education, modifications, related services and/or accommodations.**

2. Nonresident students moving into the school district

- A nonresident student otherwise eligible for attendance whose parent or legal guardian anticipates school district residency and has entered a contract to buy, build, or rent a residence in this school district may be enrolled without payment of tuition for a period of time not greater than 60 days prior to the anticipated date of residency.
- If any such student does not become a resident of the school district within 60 days after admission to school, tuition will be charged for attendance commencing the beginning of the first day of enrollment until the student withdraws from school.
- The Board shall not be responsible for the transportation to or from school of any nonresident **until s/he has moved into and begun residing within the school district, except as may be required by state or federal law.**

3. Currently enrolled resident students moving out of the school district

- Students whose parent or legal guardian have moved away from the school district on or after May 1st will be permitted to finish the school year in this school district without payment of tuition.
- Juniors and Seniors, who have attended Morristown High School for at least two (2) academic years may continue enrollment as a nonresident tuition student.



ELIGIBILITY OF RESIDENT/NONRESIDENT PUPILS (M)

- The Board shall not be responsible for the transportation to or from school of any nonresident pupil(s) who has moved out of the school district except as may be required by state or federal law.
4. Children of full-time Board of Education employees
- Children of full-time Board of Education employees may attend the Morris School District in accordance with:
 - Employees must make a written request to the superintendent on or before July 15th if they wish for their child to attend the Morris School District.
 - The cost for any and all additional services that exceeds the general education tuition, which includes, but is not limited to, costs associated with additional services for special education, modifications, related services and/or accommodations shall be entirely and exclusively borne by the nonresident parent/employee. In the event that children of nonresident employees require evaluation by the Child Study Team, related services, or specialized equipment, the costs for such evaluations, services, and/or equipment the costs shall be entirely and exclusively assumed by the nonresident parent/employee. The district shall make every effort to provide agreed-upon evaluations in the most economical manner possible in accordance with provisions set forth in N.J.A.C 6A:14-3.3.
 - This provision does not apply to children of Board of Education employees who were classified as eligible for special education and related services or receive 504 services in the Morris School District prior to August 16, 2019 and who are currently attending the Morris School District.
 - Transportation will not be provided by the Board of Education. Board of Education parents/employees are fully responsible for transporting their enrolled child(ren) to and from the Morris School District.



F-1 Visa Students

F-1 Visa students will not be admitted to this school district.

N.J.S.A. 18A:38-1 et seq.; 18A:38-3; 18A:38-3.1

N.J.A.C. 6A:14-3.3; 6A:17-2.1 et seq.;
6A:22-1.1 et seq. 8 CFR 214.3

Cross reference: Policy Guide No: 5200, 5500, 5600

Adopted: 12 January 2009

Revised: 22 August 2016, 9 April 2018, 15 October 2018, 11 March 2019



ASSAULT ON DISTRICT BOARD OF EDUCATION MEMBERS OR EMPLOYEES (M)

5612 ASSAULT ON DISTRICT BOARD OF EDUCATION MEMBERS OR EMPLOYEES (M)

R 5612 ASSAULTS ON DISTRICT BOARD OF EDUCATION MEMBERS OR EMPLOYEES (M)

A. Definitions

~~"Removal" means the exclusion of a student from the regular education program in the school in which the student was assigned and assigning the student to an alternative education school or program for at least one calendar year, following a proper hearing conducted by the Board of Education.~~

~~"Suspension" means a temporary exclusion from school, following due process procedures as outlined in State law and administrative code.~~

~~"Expulsion" means a permanent exclusion from school which denies a student the free, thorough, and efficient public education provided by the public school district in which the student resides, based on specific conditions and following required due process procedures as outlined in State law and administrative code, including a hearing conducted by the Board of Education.~~

~~"School grounds" means and includes land, portions of land, structures, buildings, and vehicles, when used for the provision of academic or extracurricular programs sponsored by the school district or community provider and structures that support these buildings, such as school district wastewater treatment facilities, generating facilities, and other central services facilities including, but not limited to, kitchens and maintenance shops. "School grounds" also includes athletic stadiums; swimming pools; any associated structures or related equipment tied to such facilities including, but not limited to, grandstands; greenhouses; garages; facilities used for non-instructional or non-educational purposes; and any structure, building, or facility used solely for school administration. School grounds also includes other facilities as defined in N.J.A.C. 6A:26-1.2, playgrounds, and recreational places owned by local municipalities, private entities, or other individuals during those times when the school district has exclusive use of a portion of such land.~~

B. Removal of Students for Assault on Board Members and Employees

~~1. Pursuant to the provisions of N.J.A.C. 6A:16-5.7, A~~any student who commits an assault, as defined under N.J.S.A. 2C:12-1(a)1, not involving the use of a weapon or firearm, upon a teacher, administrator, other school Board employee, or Board of Education member acting in the performance of his or her duties and in a situation where his or her authority to act is apparent, or as a result of the victim's relationship to the



ASSAULT ON DISTRICT BOARD OF EDUCATION MEMBERS OR EMPLOYEES (M)

school district, pursuant to N.J.S.A. 18A:37-2.1 shall be immediately removed from school.

~~2.~~ A student, other than a student with a disability, who commits an assault ~~pursuant to B.1. as defined in N.J.S.A. 2C:12-1(a)1, above,~~ shall be immediately removed from school consistent with due process procedures, pending a hearing, pursuant to N.J.A.C. 6A:16-7.2 through 7.5.

a. Nothing in N.J.S.A. 18A:37-2.1 or N.J.A.C. 6A:16-5.7 shall be construed as prohibiting the expulsion of a general education student.

3. A student with a disability who commits an assault ~~pursuant to B.1. above~~ as defined in this policy shall be removed in accordance with N.J.A.C. 6A:14 and due process proceedings in accordance with N.J.A.C. 14-2.7 and 2.8.

In accordance with the provisions of N.J.S.A. 18A:37-2.1(a), said proceedings shall take place no later than thirty calendar days following the day on which the student is suspended. The decision of the Board shall be made within five days after the close of the hearing. Any appeal of the Board's decision shall be made to the Commissioner of Education within ninety days of the Board's decision. The provisions herein shall be construed in a manner consistent with 20 U.S.C. § 1400 et seq.

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C. Procedures – Removal of Students for Assault on Board Members and Employees

1. The Principal or designee ~~shall:~~ will

~~a. Remove, a student as set forth in B. above;~~

~~b. Isolate, the student~~ and place ~~him or her~~ the student under the supervision of school staff until the student's parent or an appropriate agency takes custody of the student;

~~c. The Principal or designee will i~~Immediately report to the Superintendent the removal of the student and ;

~~d. N~~otify the student's parent of the removal action and the student's due process rights; ~~and~~

e. The Principal or designee will notify the appropriate law enforcement official of a possible violation of the New Jersey Code of Criminal Justice.



ASSAULT ON DISTRICT BOARD OF EDUCATION MEMBERS OR EMPLOYEES (M)

~~2. The Board of Education shall provide due process proceedings for all students in accordance with N.J.A.C. 6A:16-7.2, 7.3, 7.4, and 7.5 and for a student with a disability in accordance with N.J.A.C. 6A:14-2.7 and 2.8.~~

In accordance with the provisions of N.J.S.A. 18A:37-2.1(b), whenever a teacher, administrator, Board member, other school district employee, or a labor representative on behalf of an employee makes an allegation in writing that the Board member or employee has been assaulted by a student, the Principal shall file a written report of the alleged assault with the Superintendent. The Superintendent shall report the alleged assault to the Board at its next regular meeting; provided that the name of the student who allegedly committed the assault, although it may be disclosed to the Board members, shall be kept confidential at the public Board of Education meeting.

Any person who fails to file a report of an alleged assault as required pursuant to N.J.S.A. 18A:37-2.1 and N.J.A.C. 6A:16-5.7 may be liable to disciplinary action by the Board.

The Superintendent of Schools biannually shall submit to the Commissioner of Education a report on each incident under N.J.A.C. 6A:16-5.7 utilizing the Student Safety Data System (SSDS), pursuant to N.J.A.C. 6A:16-5.3(e)1.

Policy and Regulation 5612, implementing the requirements of N.J.A.C. 6A:16-5.7, shall be annually disseminated to all school staff, students, and parents.

N.J.S.A. 18A:37-2.1

N.J.A.C. 6A:14-2.7; 6A:14-2.8; 6A:16-5.7; 6A:16-7.2; 6A:16-7.3; 6A:16-7.4;
6A:16-7.5

Adopted: 16 December 2014

Revised: 15 August 2019



REMOVAL OF STUDENTS FOR ASSAULTS WITH WEAPONS OFFENSES (M)

5613 REMOVAL OF STUDENTS FOR ASSAULTS WITH WEAPONS OFFENSES

The Board of Education is committed to providing a safe and secure school environment to all students attending the public schools. To provide this environment, the Board of Education will implement policies and procedures regarding a student who commits an assault, as defined under N.J.S.A. 2C:12-1(a)1, with a weapon, which includes, but is not limited to, items enumerated in N.J.S.A. 2C:39-1(r), except a firearm as defined by N.J.S.A. 2C:39-1(f) and 18 U.S.C. § 921, upon a teacher, administrator, other school Board employee, Board of Education member, or another student on school grounds, pursuant to N.J.S.A. 18A:37-2.2 through 2.5.

A student, other than a student with a disability, who commits an assault as defined above shall be immediately removed from the school's general education program for a period not exceeding one calendar year and placed in an alternative education program according to the requirements of N.J.A.C. 6A:16-9.1 et seq. **The Superintendent may modify on a case-by-case basis the removal of a general education student in accordance with N.J.A.C. 6A:16-5.6(b)1.** A student with a disability who commits an assault as defined above shall be immediately removed in accordance with the provisions of N.J.A.C. 6A:14 and applicable Federal regulations and shall receive a placement in accordance with N.J.A.C. 6A:14.

The Principal or designee shall remove the student in accordance with the requirements outlined in N.J.A.C. 6A:16-5.6(d), which includes notifying the appropriate law enforcement agency of a possible violation of the New Jersey Code of Criminal Justice.

If it is found that the removed student did not commit these offense(s), the student shall be immediately returned to the program for which he or she was removed.

If a student, other than a student with a disability, is removed from the general education program pursuant to N.J.A.C. 6A:16-5.6 and this Policy, and a placement in an alternative education program is not available, the general education student shall be provided home or other out-of-school instruction, according to N.J.A.C. 6A:16-10.2, until placement is available.

The Superintendent shall make the final determination on whether the general education student removed, in accordance with the requirements of N.J.A.C. 6A:16-5.6 and this Policy, is prepared to return to the general education program or will remain in an alternative education program or receive home or other out-of-school instruction based on the criteria outlined in N.J.A.C. 6A:16-5.6(i).

The Superintendent of Schools biannually shall submit to the Commissioner of Education a report on each incident and the circumstance surrounding the removal of students



REMOVAL OF STUDENTS FOR ASSAULTS WITH WEAPONS OFFENSES (M)

pursuant to N.J.A.C. 6A:16-5.6 utilizing the ~~Electronic Violence and Vandalism Reporting~~ Student Safety Data System (SSDS) System, pursuant to N.J.A.C. 6A:16-5.3(e)1.

This Policy and Regulation 5613, implementing the requirements of N.J.A.C. 6A:16-5.6, shall be annually disseminated to all school staff, students, and parents.

N.J.S.A. 18A:37-1 et seq.

N.J.A.C. 6A:14-2.8 et seq.; 6A:16-5.6; 6A:16-6.1 et seq.; 6A:16-7.1 et seq.; 6A:16-8.1 et seq.; 6A:16-9.1 et seq.; 6A:16-10.2

Adopted: 16 December 2014

Revised: 15 August 2019



8500 FOOD SERVICES

The Board of Education recognizes the midday meal as an important part of each pupil's school day. The Superintendent shall ensure a wholesome, nutritious food services program in the district and one which reinforces the concepts of nutrition education as taught in the classrooms of this district.

The Board shall provide food service facilities for the consumption of food on school premises. All pupils not expressly excused by the Principal shall be expected to remain at school for lunch.

The operation and supervision of the food services program shall be the responsibility of the Manager of Operations/Assistant Board Secretary. Together with the Supervisor of Food Services they shall provide the food services program for the Morris School District.

The district shall participate in the Federal Child Nutrition Program.

The Food Service Program shall be operated on a nonprofit basis. All moneys derived from the operation, maintenance, or sponsorship of the food service facilities shall be deposited in the Food Service Account. The net cash resources of the food service account may not exceed three months' operating cost. A periodic review of the food service account shall be made by the School Business Administrator/Board Secretary. Any surplus funds shall be used to reduce the cost of the service to pupils or to purchase cafeteria equipment.

The Superintendent shall ensure the maintenance of sanitary, neat premises, free from fire and health hazards, for the preparation and consumption of food and the safekeeping and storage of food and food equipment in strict compliance with regulations of the New Jersey State Department of Health.

This institution is an equal opportunity provider.

N.J.S.A. 18A:18A-42.1; 18A:33-3 et seq.; 18A:58-7.1

N.J.A.C. 6A:23-2.6 et seq.

N.J.A.C. 8:24-2.1 through 7.5

Adopted: 12 January 2009, **Revised: 15 August 2019**



WELLNESS POLICY/NUTRIENT STANDARDS FOR MEALS AND OTHER FOODS (M)

8505 WELLNESS POLICY/NUTRIENT STANDARDS FOR MEALS AND OTHER FOODS (M)

The Board of Education recognizes child and adolescent obesity has become a major health concern in the United States. The Healthy, Hunger Free Kids Act of 2010 (HHFKA), funds child nutrition programs and establishes required nutrition standards for school lunch and breakfast programs. In accordance with the requirements of the HHFKA each school in the district shall implement this Wellness Policy that includes goals for nutrition promotion, nutrition education, physical activity, and other school-based activities that promote student wellness.

A. Wellness Policy Goals

The goals as outlined below shall apply to each school in the district.

1. Goals for Nutrition Promotion – The following activities will be coordinated in each school in the district:
 - a. Age-appropriate posters will be posted on the walls where food and beverages are served to students highlighting and encouraging the value of good nutrition.
 - b. The school lunch program will have promotional days during the school year where at least one new nutritional alternative menu item will be featured as part of the menu pattern meal component. The food service staff members will promote this nutritional alternative during meal service with posters, flyers, and/or hand-outs regarding the nutritional menu item alternative.
 - c. The Principal or designee will encourage food products that meet the nutrition standards of the HHFKA when used as an incentive or reward for student accomplishments, club or activity achievements, and/or success in competitions within the school.
 - d. Food service staff, in consultation with the Principal or designee, will coordinate obtaining student input on menu planning that will include taste testing of new nutritional food, satisfaction surveys, and other activities that will promote nutrition awareness.



WELLNESS POLICY/NUTRIENT STANDARDS FOR MEALS AND OTHER FOODS (M)

- e. Food service staff will place the healthier food items in the service line where students are more likely to choose them.
 - f. Parents will be provided the nutritional standards of the HHFKA and encourage parents to pack lunches and snacks that meet the HHFKA nutritional standards.
2. Goals for Nutrition Education – The following activities will be coordinated in each school in the district:
- a. The Principal will ensure each student receives at least one presentation per school year that promotes good nutrition and nutrition education. These presentations may be provided through classroom visits from school staff members trained in nutrition, school-wide or group assembly programs, during health/physical education classes during the school year, or any other presentation manner. This requirement may be provided as part of nutrition education provided to students as part of the district's curriculum.
 - b. The Principal or designee will post the nutritional guidelines of the HHFKA in the area of the school building where food and beverages are served.
 - c. The school lunch menu will include nutritional information, activities, recipes, and/or any other information that encourages the selection of healthy food items.
3. Goals for Physical Activity
- a. The following activities will be coordinated in each elementary school in the district:
 - (1) All students shall receive health/physical education under the supervision of a properly certified teaching staff member as required by the New Jersey Department of Education.



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- (2) The Principal or designee will ensure there is age-appropriate equipment and supplies available during recess time for students to participate in physical activities.
 - (3) Students will be encouraged by school staff members supervising student recess time to participate in some type of physical activity, which may include, but not be limited to: walking; playing games that require physical activity, such as kick ball, volleyball, baseball, basketball, etc.; rope jumping; and/or using playground equipment.
 - (4) The Principal will encourage classroom teachers to incorporate brief, physical activity breaks into the school day to establish an environment that promotes regular physical activity throughout the school day.
 - (5) The Principal or designee will coordinate special events that highlight physical activity, which may include field days, walk-a-thons, and activity tournaments or competitions. The Principal or designee may involve parents, community members, and students in the planning of these events.
- b. The following activities will be coordinated in each middle school in the district:
- (1) All students shall receive health/physical education under the supervision of a properly certified teaching staff member as required by the New Jersey Department of Education.
 - (2) The Board of Education may offer middle school students opportunities to participate in after-school intramural and/or interscholastic team activities coordinated and under the supervision of school staff members.



WELLNESS POLICY/NUTRIENT STANDARDS FOR MEALS AND OTHER FOODS (M)

- (3) The Board of Education will support after-school activities and clubs where physical activity for students is included as a key component to the activity's or club's purpose. These clubs may include, but not be limited to, gardening clubs, walking clubs, and exercise classes.
 - c. The following activities will be coordinated in each high school in the district:
 - (1) All students shall receive health/physical education under the supervision of a properly certified teaching staff member as required by the New Jersey Department of Education.
 - (2) The Board of Education will offer high school students opportunities to participate in after-school intramural and/or interscholastic team activities coordinated and under the supervision of school staff members.
 - (3) The Board of Education will support after-school activities and clubs where physical activity for students is included as a key component to the activity's or club's purpose. These clubs may include, but not be limited to, gardening clubs, walking clubs, and exercise classes.
- 4. Goals for Other School-Based Activities - The following activities will be coordinated in each school in the district:
 - a. Each school in the district will establish a Wellness Committee comprised of the Principal or designee, at least one health/physical education teacher, a school nurse, at least two parents, at least two students, and at least one food service staff member.



WELLNESS POLICY/NUTRIENT STANDARDS FOR MEALS AND OTHER FOODS (M)

- b. The Principal or designee will coordinate information being disseminated to students and parents promoting the school lunch program, nutrition, and nutrition education.
 - c. The school district will celebrate a School Wellness Week, as determined by the Superintendent of Schools, where schools will have special activities throughout the week to promote nutrition and physical activity. These special activities will be planned and coordinated by each school's Wellness Committee.
 - d. The Principal will encourage fund-raising activities that promote physical activity such as walk-a-thons, teacher-student activity competitions, family activity nights, and school dances.
- 5. Annual School Progress Report
 - a. The goals for nutrition promotion, nutrition education, physical activity, and other school-based activities that promote student wellness shall be evaluated annually by the Principal or designee of each school and the school's Wellness Committee in an Annual School Progress Report provided to the Superintendent of Schools before June 30.
 - b. The Annual School Progress Report shall present the extent to which each school is in compliance with this Policy, the progress made in attaining the goals of this Policy, any recommended changes to this Policy, and an action plan for the following school year to achieve the school's annual goals and objectives.
- 6. Annual District Summary Progress Report
 - a. Upon receiving the Annual School Progress Report from each school, the Superintendent or designee will compile an Annual District Summary Progress Report to be presented to the Board of Education at a public meeting before the beginning of the school year. The public will be provided an opportunity to review and comment on the



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Annual District Summary Progress Report at the Board meeting.

- b. Revisions to this Policy will be recommended by the Superintendent or designee to be approved by the Board of Education before September 30 of each school year.

7. Additional Wellness Policy Goals

- a. Nothing in this Policy shall prevent an individual school in the district from developing and implementing additional activities, approved by the Superintendent or designee, to those required in this Policy.

B. Nutrition Guidelines for All Foods and Beverages

1. The Board of Education requires each school in the district to comply with the Federal school meal nutrition standards and the smart snacks in accordance with the requirements HHFKA. The nutritional standards shall apply to all foods and beverages sold in each school in the district as part of the menu pattern meal, a la carte, in school stores, snack bars, or vending machines. The food requirements for any food sold in schools must meet a range of calorie and nutrient requirements as outlined in the HHFKA.
2. The school district will comply with the HHFKA beverage requirements and beverage portion requirements for elementary, middle, and secondary schools. Each school will make potable water available to children at no charge in the place where breakfast, lunch, and afterschool snacks are served during meal service.
3. On-campus fundraisers involving food or beverage items must meet the Smart Snack standards of the HHFKA. The nutrition standards of the HHFKA do not apply to non-school hours, weekends, and off-campus fundraising events. The United States Department of Agriculture defines school day as starting from midnight to thirty minutes after the end of the school day.



WELLNESS POLICY/NUTRIENT STANDARDS FOR MEALS AND OTHER FOODS (M)

Fundraisers involving the sale of food or beverages must be submitted to the Principal or designee for approval.

C. District Coordinator

The Superintendent or designee shall be the school district official responsible to ensure each school in the district complies with the requirements as outlined in this Policy.

D. Publication/Dissemination

This Policy will be made available to staff members, students, and parents by being posted on the school district and/or school websites.

This institution is an equal opportunity provider.

The Healthy, Hunger-Free Kids Act of 2010

Adopted: 5 January, 2015; 12 January 2009,
27 February 2012, 4 March 2013, **15 August 2019**



8508 LUNCH OFFER VERSUS SERVE (OVS)

The Board of Education, to be in compliance with the Healthy Hunger Free Kids Act (HHFKA) of 2010, adopts this Offer Versus Serve (OVS) Policy. Offer Versus Serve is a Policy for Federally reimbursable meals that allows students to decline a certain number of food components in the meal to reduce plate waste and food cost. Board of Education approval to implement a Lunch OVS Policy is required at the high school level and is optional at all other grade levels. The provisions of the Lunch OVS Policy shall be in accordance with the requirements of the HHFKA of 2010.

A school lunch eligible for Federal reimbursement shall offer five food components in the appropriate amounts per grade grouping:

- Fruit;
- Vegetable;
- Milk;
- Grain; and
- Meat/Meat Alternate

Students are allowed to decline two of the five required food components, but must select at least a half cup of either fruit (or fruit combination) or a half cup of vegetable (or vegetable combination) or half cup of a fruit/vegetable combination.

After selecting the half cup fruit or vegetable requirement, students must select at least two additional full components in the full amounts (per age/grade grouping required amounts) to count toward the reimbursable offer versus serve meal.

The student's decision to accept all five food components or to decline two food components shall not affect the price charged for the meal as the lunch is priced as a unit. If students do not choose enough food items to comprise a reimbursable meal, a la carte prices will be charged.

School staff members cannot make exceptions to the Policy, such as requiring every child to take a particular food component. It is the student's choice to select any three, four, or all five components of the reimbursable meal.



At each school implementing this Lunch OVS Policy, food service staff members will be trained annually on the provisions of the district's Lunch OVS Policy.

Lunch OVS will be implemented at the following schools:

Morristown High School, Alexander Hamilton, Alfred Vail, Frelinghuysen Mid. School, Sussex Avenue, Thomas Jefferson Normandy Park, Hillcrest, Woodland

This institution is an equal opportunity provider.

Adopted: 4 August 2014

Revised: 15 August 2019



MORRIS SCHOOL DISTRICT 2019-2020 SCHOOL CALENDAR

Approved: December 10, 2018 Revised: January 28, 2019, August 26, 2019

SEPTEMBER (17/19)				
MON	TUE	WED	THU	FRI
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

OCTOBER (22/22)				
MON	TUE	WED	THU	FRI
		2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

NOVEMBER (16/17)				
MON	TUE	WED	THU	FRI
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

DECEMBER (15/15)				
MON	TUE	WED	THU	FRI
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

JANUARY (21/21)				
MON	TUE	WED	THU	FRI
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

FEBRUARY (18/19)				
MON	TUE	WED	THU	FRI
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28



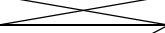

MARCH (22/22)				
MON	TUE	WED	THU	FRI
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

APRIL (17/17)				
MON	TUE	WED	THU	FRI
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

MAY (20/20)				
MON	TUE	WED	THU	FRI
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

JUNE (17/17)				
MON	TUE	WED	THU	FRI
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

2019-2020		
9/2/19	Labor Day – School Closed	MON
9/3/19	Opening Day for Teachers	TUES
9/4/19	Staff Development – Students Off	WED
9/5/19	First Day for Students	THURS
9/30/19	Rosh Hashanah – School Closed	MON
10/9/19	Yom Kippur – School Closed	WED
11/4/19	Conferences – All Grades – 4 hr. day for students	MON
11/6/19	Conferences – All Grades – 4 hr. day for students	WED
11/5/19	Staff Development – Students Off	TUES
11/7/19-11/8/19	NJEA Convention – School Closed	THURS-FRI
11/13/19	End of 1 st Marking Period (45 days)	WED
11/27/19	Early Dismissal for Students	WED
11/28/19-11/29/19	Thanksgiving – School Closed	THURS-FRI
12/23/19-1/1/20	Winter Recess – School Closed	MON - WED
1/20/20	Martin Luther King's Birthday – School Closed	MON
2/3/20	End of 2 nd Marking Period (47 days)	MON
2/17/20	Presidents' Day/Midwinter Break	MON
2/18/20	Staff Development – Students Off	TUES
TBD	Middle/High School Parent Conferences – 4 hr. day for students	
4/10/20	Good Friday – School Closed	FRI
4/6/20-4/13/20	Spring Break – School Closed	MON - MON
4/20/20	End of 3 rd Marking Period (47 days)	MON
4/21/20	Elementary School Parent Conferences – 4 hr. day for students	TUES
4/22/20	Elementary School Parent Conferences – 4 hr. day for students	WED
5/25/20	Memorial Day – School Closed	MON
6/18/20-6/24/20	4 hr. day for MHS students only (Finals)	THURS-WED
6/22/20-6/24/20	4 hr. day for PK-12 students	MON-WED
6/23/20	Middle School Graduation	TUES
6/24/20	High School Graduation – FINAL DAY OF SCHOOL	WED

Key		
	School closed	 MHS Final Exam Schedule – 4 hr. day/students
	Staff in all day – students off	
	4 hr. day students, certificated staff, teacher assistants, ISCA, Security and Assistant Behavior Specialists Full day 12 month employees	

This calendar provides for 185 student days and 189 staff days with five emergency days built in. If for any reason more days are used, **any school holiday or recess remaining on the calendar may, at the discretion of the Board, be rescheduled as a school day or additional days may be scheduled at the end of the school year.** This advice is offered to parents, students and all district employees in advance of any arrangements any individuals may elect to make at their own risk to schedule personal or family activities on holiday or recess days that may be converted to school days as required. Unused emergency days will be deducted from the end of the school year. State testing schedules may necessitate changes to this calendar.

MORRIS SCHOOL DISTRICT 2020-2021 SCHOOL CALENDAR

Proposed: 08/26/19

SEPTEMBER (20/18)				
MON	TUE	WED	THU	FRI
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

FEBRUARY (19/18)				
MON	TUE	WED	THU	FRI
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26

OCTOBER (22/22)				
MON	TUE	WED	THU	FRI
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

MARCH (20/20)				
MON	TUE	WED	THU	FRI
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

NOVEMBER (17/16)				
MON	TUE	WED	THU	FRI
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				


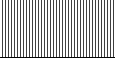
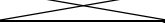
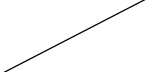
APRIL (19/19)				
MON	TUE	WED	THU	FRI
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

DECEMBER (17/17)				
MON	TUE	WED	THU	FRI
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

MAY (20/20)				
MON	TUE	WED	THU	FRI
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

JANUARY (19/19)				
MON	TUE	WED	THU	FRI
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

JUNE (16/16)				
MON	TUE	WED	THU	FRI
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

2020-2021		
9/1/20	Opening Day for Teachers	TUES
9/2/20	Staff Development – Students Off	WED
9/3/20	First Day for Students	THURS
9/7/20	Labor Day – School Closed	MON
9/18/20	Rosh Hashanah – School Closed	FRI
11/3/20	Staff Development – Students Off	TUES
11/5/20-11/6/20	NJEA Convention – School Closed	THURS-FRI
11/11/20	End of 1 st Marking Period (45 days)	WED
11/25/20	Early Dismissal for Students	WED
11/26/20-11/27/20	Thanksgiving – School Closed	THURS-FRI
12/23/20	Early Dismissal for students	WED
12/24/20-1/1/21	Winter Recess – School Closed	THURS-FRI
1/18/21	Martin Luther King's Birthday – School Closed	MON
1/29/21	End of 2 nd Marking Period (47 days)	FRI
2/15/21	Presidents' Day/Midwinter Break	MON
2/16/21	Staff Development – Students Off	TUES
3/29/21-4/5/21	Spring Break – School Closed	MON-MON
4/2/21	Good Friday – School Closed	FRI
4/16/21	End of 3 rd Marking Period (47 days)	FRI
5/31/21	Memorial Day – School Closed	MON
6/16/21-6/22/21	4 hr. day for MHS students only (Finals)	WED-TUES
6/18/21-6/22/21	4 hr. day for PK-12 students	FRI-TUES
6/21/21	Middle School Graduation	MON
6/22/21	High School Graduation – FINAL DAY OF SCHOOL	TUES
TBD	Conferences – All Grades – 4 hr. day for students	
TBD	Conferences – All Grades – 4 hr. day for students	
TBD	Middle/High School Parent Conferences – 4 hr day for students	
TBD	Elementary School Parent Conferences – 4 hr day for students	
Key		
	School closed	 MHS Final Exam Schedule – 4 hr. day/students
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EDUCATIONAL MATTERS

CURRICULUM 2019-2020

Motion #1 that, upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education approve the following curriculum revisions:

Date	Content	Grade Level	Revisions/Additions	Funding
8/26/2019	World Language Level 2	9-12	Revisions to Level 2 World Language at MHS to align with updated standards, design update assessment and pacing and ensure integration of culture.	Local
8/26/2019	World Language Level 5	9-12	Revisions to Level 5 World Language at MHS to align with updated standards, design update assessment and pacing and ensure integration of culture.	Local
8/26/2019	Mystery Genre	12	The purpose of this revision is to align the Mystery Genre curriculum to the New Jersey Student Learning Standards for English Language Arts while adhering to the progress indicators for Grades 11-12. In order to effectively align the curriculum to the standards, it will require a revision of the concepts, skills, assessments, learning supports, activities, and resources. The course description will undergo revision as well to reflect the updates.	Local
8/26/2019	World Literature	12	The purpose of this revision is to align the World Literature curriculum to the New Jersey Student Learning Standards for English Language Arts while adhering to the progress indicators for Grades 11-12. In order to effectively align the curriculum to the standards, it will require a revision of the concepts, skills, assessments, learning supports, activities, and resources. The course description must undergo revision as well to reflect the updates.	Local
8/26/2019	Latinx	10-12	This is a new five-credit elective history course which is divided into four major units of study to Latin America and its interaction with the United States, both through historical investigations and via discussions about contemporary issues with an emphasis on Latinx cultural and social identity in the US. The course content and assessments will be aligned to NJSLs for relevant content areas and differentiation as well as responsive resources will be written into the course.	Local

8/26/2019	AP US History	10-12	This course revision is necessary due to significant changes in the AP US History course requirements. The revisions will ensure that this course will provide the required seven themes that students explore throughout the course in order to make connections among historical developments in different times and places: American and national identity; migration and settlement; politics and power; work, exchange, and technology; America in the world; geography and the environment; and culture and society.	Local
8/26/2019	Design Thinking: Application and Experimentation	10th	The purpose of these revisions is to continue the effort to create a cohesive 4-year experience in the MHS Humanities Academy. This revision will focus on organizing NJSLs for ELA and College/Career Readiness standards around the opportunity for students to explore many of their interests, curiosities and passions within the framework of design thinking.	Local
8/26/2019	Design Thinking: Action Research	11th	The purpose of these revisions is to continue the effort to create a cohesive 4-year experience in the MHS Humanities Academy. This revision will focus on organizing NJSLs for ELA and College/Career Readiness standards around teaching students to prioritize and focus on deeper, longer term projects that will eventually inform their 12 th grade capstone project.	Local
8/26/2019	Transition Skills (Special Ed.)	9-12	Revision of the Transition Skills Curriculum will give focus to feedback provided from the Boggs Center and include updated resources, activities and differentiated instructional guidance. The curriculum will align to Work Place Readiness and NJSLs for various content areas.	Local
8/26/2019	Citizenship and Community (Special Ed.)	9-12	Revision of the Citizenship and Community Curriculum will give focus to feedback provided from the Boggs Center and include updated resources, activities and differentiated instructional guidance	Local
8/26/2019	Fundamentals of Personal Finance (Special Ed.)	9-12	Development of the Fundamentals of Personal Finance Curriculum will provide special education students with a fourth year math course. The development of this curriculum will align to DOE requirements; NJSLs for appropriate content give focus to functional life skills, resources, activities and assessments.	Local
8/26/2019	Navigating Digital Systems	6th	Navigating Digital Systems (6th grade elective) needs updating to align with Applied Digital Skills , newly released Common Sense Digital Citizenship units and ISTE Standards for students	Local
8/26/2019	Library and Technology	K-5	Align to ISTE standards for students , Future Ready Librarians, and Common Sense newly released units on digital citizenship.	Local

EXPLANATION:

Revisions to curriculum are required, at least every five years, in order to ensure updates to standards alignment, effective assessments and that teachers are being guided in the seamless use of technology and resources that are current, relevant and responsive to the needs of all MSD students.

DISTRICT PRIORITY:

In support of the MSD Enduring Beliefs, Commitments & Aspirations: The MSD will develop curricular programs, instructional practice and seamless technology integration so each student will academically and emotionally ascend through our schools. In support of the MSD Equity & Inclusion Action Plan: The Morris School District will provide each student with culturally relevant learning experiences and access to rigorous instruction, high expectations & meaningful curricular programs.

2019-2020 DISTRICT PROFESSIONAL DEVELOPMENT PLAN SOA

Motion #2 that, upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education approve the 2019-2020 MSD Professional Development Plan Statement of Assurance (SOA).

EXPLANATION:

Submission of a District Professional Development Plan is required annually (by September 1) by the NJDOE. This plan (linked above and in educational matters folder) reflects the plan is created to identify “big goals” for professional development in the upcoming school year. The plan does not reflect all professional development offered in the district. The MSD District PD Plan is directly aligned to district priorities and commitments so that there is coherence in the work being done during the school year. The goals in this plan are supported through Title II and local funding.

DISTRICT PRIORITY:

In support of the MSD Enduring Beliefs, Commitments & Aspirations: Mastery by Grade 3, Mastery of Language Arts & Math, Student Wellness, Engage & Empower with Technology: “Provide training and ongoing support in exploring wellness issued and Provide the highest quality professional learning through online and face-to-face opportunities for teachers, administration and staff.” In support of the MSD Equity & Inclusion Action Plan-Professional Development & Training: “The Morris School District will provide all personnel with yearly, sustained professional training that fosters a more inclusive and equitable learning community.”

2019-2020 MSD DIGITAL PLATFORMS

Motion #3 that, upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education approve the Morris School District 2019-2020 Digital Platforms. (See attached Educational folder)

EXPLANATION:

The MSD Digital Platform document (linked above and in educational matters folder) was created as a way to clearly communicate district approved platforms to teachers and staff. The 2019-20 version includes descriptions of each platform with special notation of which platforms support Bilingual students. This document is intended to support teachers in their seamless integration of technology “in service to learning” in

the classroom and to empower teachers with regard to which platforms can best inform and enhance their face-to face instruction with students.

DISTRICT PRIORITY:

In support of the MSD Enduring Beliefs, Commitments & Aspirations: Engage & Empower with Technology: “Each student will navigate digital systems, master innovative technologies and be equipped with tools to provide leadership in a changing world. Build the instructional and technological capacity to deliver (about) 50% of the curriculum seamlessly and efficiently through digital platforms. Use blended strategies to encourage greater student control, ownership and personalized learning. Provide the highest quality professional learning opportunities... for teachers and staff.”

MEF DONATIONS

Motion #4 that, upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education accept the following donations from the Morris Educational Foundation :

<u>Amount</u>	<u>School</u>	<u>Project</u>
\$10,000	PreK-12 schools	Festival of Books
\$10,000	AV, HC, NP, WDL	Grade 2-Family Literacy Program

EXPLANATION:

The Morris Educational Foundation and the Morristown Festival of Books will partner to provide a donation of \$10,000 to the Morris School District PreK-12 school libraries and pre-school classrooms so that they can purchase picture, chapter and non-fiction books, in both English and Spanish, authored by the culturally diverse, featured authors at the 2019 this Festival of Books. Schools will highlight the authors and encourage students to broaden their reading experiences. In addition, the MSD will encourage families to visit the Festival of Books to hear the authors speak.

The MEF along with a private donor will sponsor two Grade 2-Family Literacy Program events for second grade families in MSD. A guest author will speak to the families and every second grader will receive a copy of the author’s book, whether they attend the family event or not.

DISTRICT PRIORITY:

In support of the MSD Enduring Beliefs, Commitments & Aspirations-Student & Community Wellness: MSD will ensure that each student is connected to people, ideas, knowledge and service in the community.

Community Integration: The MSD will tightly integrate and guide a range of community supports with the MSD curricular model in order to improve student learning, growth and access.” In support of the MSD

Equity & Inclusion Action Plan-Relationships & Partnerships: “The Morris School District will strengthen district and community relationships in order to create a more inclusive and equitable learning community.”

NON RESIDENT STUDENT ATTENDANCE

Motion#5 that, upon the recommendation of the Superintendent, the Board of Education approve the following listed students in the Morris School District for the 2019-2020 school year, under the terms of Policy 5111, Eligibility of Resident/Non-resident Pupils, governing the attendance of 23 non resident full time staff members. (See attached Educational folder.)

INTERDISTRICT SCHOOL CHOICE

Motion #6 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 2019-2020 school year: (See attached Educational folder.)

2020 TITLE I, PART D, SUBPART 2 (TIPD), LOCAL EDUCATIONAL AGENCY (LEA)

Motion #7 that, upon the recommendation of the Superintendent, the Board of Education approve submission of the Title I, Part D, Subpart 2 grant.

EXPLANATION:

The NJDOE is required to reserve, from its Title I allocation, funds generated by the annual caseload data of the number of children and youth living in local facilities for delinquent children and county correctional facilities. The NJDOE awards the funds to the local education agencies that are associated with the locally run correctional facility. The purpose of this federal funding is to support the operation of LEA programs that involve collaboration with locally operated correctional facilities; 1. To carry out high-quality education programs to prepare children and youth for secondary school completion, training, employment, or further education; 2. To provide activities to facilitate the transition of such children and youth from the correctional program to further education or employment; and 3. To operate programs in local schools for children and youth returning from correctional facilities and programs which may serve at-risk children and youth.

PUPIL SERVICES

EXTENDED SCHOOL PROGRAMS AND TRANSPORTATION SUMMER 2019

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.

COMMUNITY BASED INSTRUCTION (CBI) 2019-2020

Motion #2 that, upon the recommendation of the Superintendent, the Board of Education approve the provision of instruction in the community that involves specific individualized student learning objectives, in order to meet the needs of students with disabilities who require Community Based Instruction for the 2019-2020 school year. Part of the program involves off-site experiences at community environments. Parents are informed of each of these off-site experiences in advance. Community Based Instruction is not a field trip as directed by NJDOE.

EXPLANATION

Community Based Instruction facilitates the transition to adult life for students with disabilities through sustained and repeated instruction that takes place in the community and provides “real life” opportunities to teach components of NJ Core Curriculum Content Standards and Common Core State Standards. Based on age-appropriate transition assessments, transition planning also addresses post- secondary goals including self-help, health, housing, independent living, finances, other daily living skills, and postsecondary education or employment and career development. List of sites is on file in the Business Administrator’s office, updated as necessary.

STRUCTURED LEARNING EXPERIENCES (SLE) 2019-2020

Motion #3 that, upon the recommendation of the Superintendent, the Board of Education approve the provision of instruction in the community that involve specific individualized student learning objectives, in order to meet the needs of students with disabilities who require Structured Learning Experiences for the 2019-2020 school year. Part of the program involves off-site internships and job sampling at job sites and other community partnerships. Parents are informed of each of these off-site experiences in advance. Structured Learning Experience is not a field trip as directed by NJDOE. The list of community partnerships is as follows:

5 Below
Beyer Ford
Century 21
Frelinghuysen Arboretum
Grow It Green (Urban Farm and College of St. Elizabeth)
High End Barber Shop
I Do I Do
IHOP Restaurant

Metlife
Morris County Court House
Morris County Sheriff's Office
Morristown Carwash
Morristown/Morris Township Public Library
Panera Bread
Staples
Tito's Burritos Commissary Kitchen
Verilli's Bakery
Whitsons Food Services

EXPLANATION

Structured Learning Experiences, such as job sampling and internships, give students an opportunity to utilize their skills in the real world in integrated community business settings with the guidance of a job coach/SLE instructor. A formal training plan will be written as part of the student's IEP and overseen by a Structured Learning Coordinator for any type of SLE.

STIPULATION OF SETTLEMENT

Motion #4 that, upon the recommendation of the Superintendent, the Board of Education approve Stipulation of Settlement resolving a dispute pertaining to student #608659. The Stipulation of Settlement is on file in the office of the Director of Pupil Services.

HUMAN RESOURCES

ABOLISH POSITION(S) 2019-2020

Motion #1 that, upon the recommendation of the Superintendent, the Board of Education abolish the following position(s) for the 2019-2020 school year:

- (1) 1.0 Kindergarten Teacher, WD

ESTABLISH POSITION(S) 2019-2020

Motion #2 that, upon the recommendation of the Superintendent, the Board of Education establish the following position(s) for the 2019-2020 school year:

- (1) 1.0 ABS, PS
- (1) 1.0 Bil/Elementary Teacher, AV
- (1) 1.0 Bil/Elementary Teacher, WD
- (2) 1.0 Bus Driver, Transportation
- (1) 0.5 Teacher Assistant, AV
- (1) 1.0 Teacher Assistant, PS
- (1) 0.5 Teacher Assistant, WD

RESIGNATION(S)/TERMINATION(S)/RETIREMENT(S) 2019-2020

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:

Barrero, Erika 0.5 Teacher Assistant, AV	August 19, 2019 Resignation
Barreto, Gaby 1.0 Spanish, FMS	October 11, 2019 Resignation
Merrell, Brooke 0.5 ABS, FMS	August 23, 2019 Resignation
Oakes, Kayla 1.0 Science, FMS	October 5, 2019 Resignation
Rough, Jamie 0.5 ABS, LLC	August 8, 2019 Resignation
Stornetta, Wakefield 1.0 Mathematics, MHS	October 1, 2019 Resignation

APPOINTMENT(S) 2019-2020 */**

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>
Angulo, Yamilet 0.5 Clerk, AV	\$13,840 .5 Class I, Step 1	09/01/19-06/30/20	Barrero, E. Reassigned
Bajwa, Tanya 1.0 CABAS Trainee, HC	\$22,784	09/01/19-06/30/20	Phu, W. Intern. Completed
Bayan, Dallal 1.0 CABAS Trainee, AH	\$22,784	09/01/19-06/30/20	Kaczorowska, D. Intern. Completed
Bullock, Jessica 1.0 Science Teacher, FMS	\$53,544 BA, Step 1	09/01/19-04/20/20	Sullivan, E. Leave Replacement
Cahill, Patricia 1.0 CABAS Trainee, AH	\$22,784	09/01/19-06/30/20	Cunningham, R. Intern. Completed
Camacho Ramundo, Alisa 1.0 School Media Specialist, AV	\$81,937 MA30, Step 15	10/21/19-06/30/20	Ferrante, J. Resigned
Caravaglia, Michelle 0.5 Teacher Asst., WD	\$12,028 Col B, Step 1	09/01/19-06/30/20	Blauner, B. Resigned
Cardoza, Melissa 1.0 Bus Driver, Trans.	\$27,000 \$30/hr., 5 hrs/day/180 days	09/01/19-06/30/20	Andrews, B. Resigned
Castro, Nicole 1.0 Spec. Ed. Teacher, FMS	\$57,907 MA, Step 3	09/01/19-06/30/20	Waggner, R. Reassigned
Choi, Song 1.0 CABAS Trainee, AH	\$22,784	09/01/19-06/30/20	Lewis, A. Intern. Completed
Cristao, Pauliana 0.5 Teacher Asst., HC	\$12,028 Col B, Step 1	09/01/19-06/30/20	Est. 07/22/19
Damico, Amanda 1.0 CABAS Trainee, HC	\$22,784	09/01/19-06/30/20	Zhi, H. Intern. Completed
DaSilva, Vincent 1.0 Bus Driver, Trans.	\$27,000 \$30/hr., 5 hrs/day/180 days	09/01/19-06/30/20	Est. 08/26/19
Donegan, Barbara 0.5 Teacher Asst., NP	\$12,028 Col B., Step 1	09/01/19-06/30/20	McQueeney, L. Reassigned
Doyle, Karen 0.5 Teacher Assistant, NP	\$12,028 Col B., Step 1	09/01/19-06/30/20	Niehenke, A. Reassigned

Dress, Josephine 1.0 CABAS Trainee, HC	\$22,784	09/01/19-06/30/20	Tierney, K. Intern. Completed
Dunham, Michaela 1.0 CABAS Trainee, HC	\$22,784	09/01/19-06/30/20	Bakaev, E. Intern. Completed
Galloway-Gorman, Heather .05 Teacher Assistant, AV	\$12,028 Col. B, Step 1	09/01/19-06/30/20	Barrero, E. Resigned
Gaustello, Deanne 1.0 Pre-School Principal, LLC	\$120,000	TBD	Andre, K. Retired
Gibson, Ruby 1.0 CABAS Trainee, AH	\$22,784	09/01/19-06/30/20	Hanczyk, V. Intern. Completed
Gomez, Carina 1.0 Bil/Elem, SX	\$58,332 BA, Step 7	10/16/19-06/30/20	Employee #5772
Grosso, Lauren 1.0 Grade 3, TJ	\$54,307 BA, Step 3	09/01/19-06/30/20	Biller, H. Reassigned
Jamieson, Daniel 1.0 LDT-C, PS	\$79,037 MA, Step 15	09/01/19-06/30/20	Heywood, D. Reassigned
Jenkins, Melissa 1.0 Bus Driver, Trans.	\$27,000 \$30/hr., 5 hrs/day/180 days	09/01/19-06/30/20	Riano, J. Resigned
Karanian, Genevieve 1.0 CABAS Trainee, HC	\$22,784	09/01/19-06/30/20	Pedrero-Davila, G. Intern. Completed
Khan, Sofia 1.0 CABAS Trainee, HC	\$22,784	09/01/19-06/30/20	Qiu, Y. Intern. Completed
Koval, Christy 0.40 Intervention, CO	\$30,105 0.41 BA, Step 14	09/01/19-06/30/20	Freeman, B. Resigned
Landy, Sarah 1.0 Special Ed., FMS	\$57,144 MA, Step 1	09/01/19-06/30/20	Brown, C. Reassigned
Leiter, Rachel 1.0 CABAS Trainee, AH	\$22,784	09/01/19-06/30/20	Heiman, C. Intern. Completed
Masotti, Adrianna 1.0 Special Ed., FMS	\$53,544 BA, Step 1	09/01/19-06/30/20	Paige, J. Reassigned
McDonald, Emilie 1.0 ELA, FMS	\$57,144 MA, Step 1	09/01/19-04/20/20 <i>(revised dates)</i>	Louie, M. Leave Replacement

Migliore, Matthew 1.0 Computer Technician, CO	\$57,000	08/05/19-06/30/20	Stecky-Ogintz, J. Resigned
Oh, Enhea 1.0 CABAS Trainee, HC	\$22,784	09/01/19-06/30/20	Pepkin, S. Intern. Completed
Ortiz, Luz 1.0 Bus Driver, Trans.	\$27,000 \$30/hr., 5 hrs/day/180 days	09/01/19-06/30/20	Employee #6357
Parisi, Kelly 1.0 ELA Teacher, FMS	\$57,144 MA, Step 1	09/01/19-03/19/20	Robbins/DeJesus Leave Replacement
Ramirez, Marisol 1.0 Bus Driver, Trans.	\$27,000 \$30/hr., 5 hrs/day, 180 days	09/01/19-06/30/20	Wood, G. Retired
Rosa, Brenda 1.0 Bus Driver, Trans.	\$27,000 \$30/hr., 5 hrs/day/180 days	09/01/19-06/30/20	Est. 08/26/19
Rosero, Ines 1.0 PreK, LLC	\$59,932 BA, Step 8	09/01/19-06/30/20	Colucci, N. Resigned
Salako, Olajuwon 1.0 Teacher Assistant, PS	\$24,055 Col. B, Step 1	09/01/19-06/30/20	Est. 0/26/19
Short, Mary Kate 1.0 CABAS Trainee, HC	\$22,784	09/01/19-06/30/20	Kim, J. Intern. Completed
Toledo, Rebecca 1.0 Bil/Science, MHS	\$57,907	09/01/19-06/30/20	Employee #6211
Uscamayta, Jessica 1.0 Speech, PS	\$57,144 MA, Step 1	09/01/19-06/30/20	Ochs, L. Resigned
Virk, Maninder 1.0 CABAS Trainee, AH	\$22,784	09/01/19-06/30/20	Yoo, Jamie. Intern. Completed
Weiser, Sarah 1.0 CABAS Trainee, HC	\$22,784	09/01/19-06/30/20	Wong, K. Intern. Completed
White, Mary 1.0 CABAS Trainee, FMS	\$22,784	09/01/19-06/30/20	Sun, Yifei Intern. Completed
Zhang, Wenhui 1.0 CABAS Trainee, HC	\$22,784	09/01/19-06/30/20	Abdool-Ghany, F. Intern. Completed

* Pending probationary period

** Pending completion of paperwork

SUBSTITUTE APPOINTMENTS 2019-2020

Motion #5 that, upon the recommendation of the Superintendent, the Board of Education approve the following name(s) be added to the list of substitutes, and approve all Morris School District Substitute Teachers to also provide service as a Teacher Assistant, ABS, and Lunchroom Playground Aide as assigned for the 2019-2020 school year, and further that the Board of Education approve submission to the County Superintendent application 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., 18A:6-4.13 et seq.:

Athletic Volunteer

Percontino, Angela – Soccer Girls
Powell, Jordan – Football
Villegas, Alexis - Wrestling

Bus Driver

Irving, Margo
Serna, Alejandro

LR/PG Aide

Ortiz, Luz (\$15 pr/hr)

Teacher

Baurkot, Elena
Beckmann, Marlene
Collins, Kathryn
McKeon, Kendal
Powell, Jordan
Riker-Doe, Janice
Villegas, Alexis

CHANGE OF LEVEL OF PROFESSIONAL PREPARATION 2019-2020

Motion #6 that, upon the recommendation of the Superintendent, the Board of Education approve a change of salary for the following certificated staff members that have successfully satisfied the requirements for a change of level of professional preparation:

Employee	School/Dept.	19-20 Level	19-20 Salary	19-20 Level	19-20 Salary
Horan, Kelly	ELA, MHS	MA, Step 23	\$98,682	MA30, Step 23	\$101,582
Wilcox-Avalos, Catherine	Special Ed., TJ	BA, Step 5	\$56,302	MA, Step 5	\$59,902

JOB DESCRIPTION(S) 2019-2020

Motion #7 that, upon the recommendation of the Superintendent, the Board of Education approve the following job descriptions:

- Drill Team Coach
- Ecology Club Advisor
- PBIS (Positive Behavioral Intervention Supports) Coach – (FMS)
- Preschool Consortium School Nurse (.5 Part Time)
- Preschool Principal (Revised)

Morris School District
Job Description

Title: Drill Team Coach

Reports to: High School Principal

Qualifications: Substitute Certificate
Dance or Drill Team experience preferred

Responsibilities:

- Schedule and supervise practices
- Coordinate team performances, and travel as necessary with the Athletic Department and basketball teams
- Ensure students have met the requirements associated with sports physicals
- Choreograph unique routines and teach these routines to the team
- Observe performances and provide feedback/suggestions for refinement

**MORRIS SCHOOL DISTRICT
JOB DESCRIPTION**

Position: **Ecology Club Advisor**

Supervisor: Principal

Description of the Club:

The purpose of the Biology Club is to give students the opportunity to engage in field observation and research in their immediate community; to identify problems facing their community; and to test, engineer, and/or discuss solutions to those problems.

The Biology Club would always maintain the ambitious goal that, if real issues are identified and reasonable solutions are proposed, that they could promote change in their immediate community through their focused and organized effort.

This club is for students who enjoy being outside, are interested in science and engineering, want to collaborate with a group to solve problems and promote change in their community.

The FMS Ecology Club will meet at least once a month for the entire school year, and is open to all students in grades 6-8. Up to 30 students can participate in the club.

Advisor Responsibilities:

1. Publicize and promote the club to the larger school community.
2. Organize recruitment activities to maximize student participation,
3. Establish goals, and develop an action plan for the club by September 13th.
4. Create a meeting calendar for the year and share with the principal by September 13th.
5. Plan and facilitate monthly meetings.
6. Sustain the FMS Community Garden through the efforts of the members of the club and through Community Partnerships.
7. Foster partnerships with local community organizations such as the National Audubon Society or the Morristown Urban Farm to provide authentic learning experiences to members of the club.
8. Maintain and submit records of activities including participation levels, dates, and other accomplishments by June 1st.

**MORRIS SCHOOL DISTRICT
JOB DESCRIPTION**

Position: **PBIS (Positive Behavioral Intervention Supports) Coach – (FMS)**

Supervisor: Principal

Description of the Role:

The purpose of the PBIS Coach position is to oversee the successful implementation of the PBIS framework at the school level.

Qualifications:

- Works closely with Principal/Administrative Team
- Effective speaking and listening skills
- Proficiency with PowerSchool and the use of Google Sheets

Responsibilities:

1. Manage behavior and equity data collection in building (ie: big five) on a monthly basis.
2. Facilitation of monthly PBIS Team meetings, including creating an agenda, analysis of data, identification of trends and problem solving.
3. Planning and communication of PBIS training/activities/data at faculty meetings.
4. Ensure behavior expectations are taught, reinforced, and monitored at the school wide level.
5. Organize and execute PBIS celebrations for both students and staff.
6. Network with other coaches, and sub-region coordinators.
7. Perform such other tasks and assume such other responsibilities as assigned by the building Principal.

Morris School District Job Description

Position: Preschool Consortium School Nurse (.5 Part Time)

Supervisor: Preschool Principal

The Preschool Consortium is defined as all centers in contract with Morris School District under the PEA grant for preschool expansion. The Preschool Consortium Nurse is a health services specialist who assists students, families and staff at Consortium locations in attaining and maintaining optimal health and health attitudes.

QUALIFICATIONS:

- Certification: NJ Certification as a School Nurse
- Knowledge of Preschool Program Requirements
- Ability to strategize and collaborate
- Strong organizational skills
- Outstanding written and verbal communication skills (Spanish speaking a plus!)

RESPONSIBILITIES:

The responsibilities of the **Preschool Consortium Nurse** include but are not limited to:

- Review Preschool Consortium contracted partner paperwork ensuring that preschool health screenings (vision, hearing, dental, height, and weight screenings) have been completed at Preschool Consortium contracted preschool centers.
- Conduct screenings as needed
- Ensure compliance with state and local requirements for Health Services at Preschool Consortium contracted preschool centers
- Ensures that medication is stored in a secure location and administers medication in accordance with a physician's orders at all Preschool Consortium centers, when needed
- Monitor and follow up on individual child health records at Preschool Consortium centers
- Collaborate with partner health care specialist or director to ensure that individual student health care plans are in place and being followed
- Prepare health record status reports and share with district and preschool center administrators
- Document and communicate with staff and parents at Preschool Consortium centers about allergies or other health issues
- Assist in writing and updating policies related to preschool health, safety and nutrition
- Assist parents in locating appropriate medical and health resources, as needed.
- Assist in the development of written emergency procedures for preschool classrooms, preschool centers, and individual students, when needed
- Communicate with health department regarding health concerns, trends, issues in Preschool Consortium classrooms
- Collaborate with partner director and health care specialists to provide health-related training for preschool staff, parents and/or children
- Collaborate with partner preschools to provide training in the administration of epi pens and use of AED and other health related equipment
- Collaborate with partner program personnel to plan and facilitate parent education around important health topics
- Participates in parent meetings and Individualized Education Plan meetings, when appropriate
- Work collaboratively with Preschool Consortium team and district administration on grant requirements, program evaluation and goal setting
- Attend district professional development and department meetings when appropriate
- Participate in DOE sponsored Preschool professional development and meetings
- Perform all other duties in accordance with State Board of Nursing

MORRIS SCHOOL DISTRICT
Job Description

Title: PRESCHOOL PRINCIPAL

Reports To: Superintendent

Qualifications:

- Valid New Jersey Principal certificate or eligibility
- Preschool Experience required
- Knowledge of Preschool Standards and NJ Preschool Expansion Grant requirements preferred
- Demonstrates leadership skills in the areas of curriculum, program evaluation, staff development and school improvement
- Strong organizational skills and ability to complete job responsibilities in a timely and efficient way
- Strong interpersonal and communication skills

Responsibilities:

1. Assumes responsibility for the management of the school in accordance with law, administrative code and board policies and regulations.
2. Oversees the MSD Preschool Consortium contracted partners with regard to compliance with Preschool School Expansion grant requirements
3. Organizes, facilitates and ensures timely submission of required DOE applications, reporting and self-assessment for the MSD Preschool Consortium
4. Collaborates with the Business Department to complete state grants related to the preschool program.
5. Keeps the Superintendent informed of school activities and needs; works cooperatively with central office staff on matters relating to the school and the district.
6. Exercises leadership in school level planning for improvement of instruction in accordance with NJ Preschool Program and Preschool Expansion requirements
7. Establishes and maintains an effective learning climate in the school.
8. Oversees and works collaboratively with the Preschool Master Teacher, Community Parent Involvement Specialist, Preschool Intervention Team and Child Study Team to enhance student outcomes.
9. Collaborates with the Master teacher to provide coaching to improve teaching practice through the reflective cycle to achieve school readiness goals within the NJ Preschool Teaching Learning Standards and NJ Preschool Program Implementation Guidelines.
10. Monitors delivery and implementation of the instructional program, and provides feedback directly to teachers.
11. Reviews teacher lesson plans to ensure alignment to preschool standards as well as district approved curriculum.
12. Complete staff observation and evaluation in accordance with NJAchieve requirements.

13. Plans, organizes and supervises all curricular and school sponsored extracurricular activities.
14. Plans and organizes professional development for preschool teachers and staff that meet requirements of NJ Preschool Standards, GrowNJKids and reflects professional needs supported by data from multiple sources such as observations, lesson plans, etc.
15. Conducts staff meetings as required for the proper functioning of the school.
16. Interviews, recommends for appointment, assigns, supervises and evaluates the performance of all school employees and assists them in achievement of their job goals.
17. Follow all state and district HIB regulations
18. Prepares and submits the school's budget requests and monitors the expenditure of funds.
19. Establishes and maintains an efficient office system to support the administrative functions of the school.
20. Ensures the safekeeping of student and personnel files and other confidential records and documents; and the destruction of public records in accordance with law and regulations.
21. Reports incidents of violence, vandalism and substance abuse. Works cooperatively with law enforcement authorities in maintaining a safe and drug-free school environment.
22. Develops and maintains a Crisis Management Plan and building security plan.
23. Plans, schedules and supervises fire crisis plan and other emergency drills as required by law and board policy.
24. Maintains high standards of student conduct and enforces discipline as necessary in accordance with board policy and the students' rights to due process.
25. Acts as a liaison between the school, home and community; interprets policies, programs and activities; and encourages board community participation in the affairs of the school.
26. Communicates information to parents and the community that is required by law or administrative code.
27. Assumes responsibility for his/her continuing professional growth and development by attendance at professional meetings, memberships in professional organizations, enrollment in advanced courses and by reading professional journals and other publications.
28. Performs other duties which may be assigned or required by law, code, regulation or board policy.
29. Monitor compliance requirements with state and federal regulations to ensure that regulations are instituted accurately.
30. Perform other duties as assigned by the Superintendent or his designee.

Contract Terms of Employment: 12 month position

LEAVE(S) OF ABSENCE 2019-2020

Motion #8 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:

Greenstein, Allyson 1.0 Mathematics, FMS	09/01/19-09/15/19*-Maternity 09/16/19-12/08/19**-FMLA (revised dates)
Kenny, Lauren 1.0 Grade 4, TJ	09/03/19-09/12/19*-Maternity 09/13/19-12/5/19**-FMLA
Louie, Melissa 1.0 ELA, FMS	09/09/19-10/20/19 * - Maternity 10/21/19-01/22/20 **-Family Leave 01/23/20-04/20/20 ***-Childrearing (revised dates)

* 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

TRANSFER(S), CHANGE(S) OF ASSIGNMENT, TITLE AND OR/ SALARY 2019-2020

Motion #9 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	Effective	Salary	In Place of
Berry-Brown, Kendra	0.5 ABS, PS	1.0 ABS, PS	09/01/19	\$25,760 \$20 pr/hr 184 days/year 7 hrs/day	Barry, N. Reassigned
Bratspies, Jaime	1.0 School Psychologist, AV/SX	1.0 School Psychologist, WD/TJ	09/01/19	N/A	DiCataldo, M. Reassigned
Cheung, Alice	1.0 Grade 1 Teacher, AC	1.0 Bil/Elem Teacher, AV	09/01/19	N/A	Est. 08/26/19
Cole, William	1.0 School Psychologist, FMS	1.0 School Psychologist, NP	09/01/19	N/A	Golob, J. Reassigned
DiCataldo, Mary Ellen	1.0 School Psychologist, WD/TJ	1.0 School Psychologist, FMS	09/01/19	N/A	Cole, W. Reassigned

Dutton, Sonia	0.5 Clerk, NP	0.5 Clerk, WD	09/01/19	N/A	Barrero, E. Reassigned
Fuller, Amanda	1.0 LDT-C, TBD	1.0 LDT-C, WD/TJ	09/01/19	N/A	Graham, J. Retired
Fortmuller, Alison	1.0 K Teacher, WD	1.0 Grade 1 Teacher, AV	09/01/19	N/A	Cheung, A. Reassigned
Golob, Janis	1.0 School Psychologist, NP/LLC	1.0 School Psychologist, LLC	9/1/19	N/A	Need based services
Hitchcock, Rebecca	1.0 Speech TJ/WD	1.0 Speech, WD/LLC	09/01/19	N/A	Need based services
Hwang-Nesbit, Francis	1.0 PreK, LLC	1.0 PreK, HC	09/01/19	N/A	Vacant Position
Lagonigro- Fazari, Maria	0.5 Speech, LLC	0.5 Speech, AV	09/01/19	N/A	Need based services
Marazita, Kathleen	0.4 Speech, FMS	0.4 Speech, SX	09/01/19	N/A	Need based services
Marino, Paola	1.0 LDT-C, MHS	1.0 LDT-C, FMS	09/01/19	N/A	Need based services
Messina, Christine	1.0 LDT-C, FMS	1.0 LDT-C, AV/SX	09/01/19	N/A	Weston, D. Reassigned
Niehenke, Ana	0.5 Teacher Asst., NP	0.5 Clerk, NP	09/01/19	\$13,840	Dutton, S. Reassigned
Silvers, Jessica	1.0 Speech AV/TJ	1.0 Speech, TJ/WD	09/01/19	N/A	Need based services
Solorzano-Cor reia, Janet	1.0 Elementary Teacher, TJ	1.0 Spec. Ed Teacher, WD	09/01/19	N/A	Mocko, J. Reassigned
Taylor, Nailah	0.83 Teacher Asst., PS	1.0 Teacher Asst., PS	09/01/19	\$34,869 (\$33,944 Col. A, Step 20 + \$925 longevity)	Est. 08/26/19
Teixeira, Dina	0.3 LR/PG Aide, HC	0.5 Teacher Assistant, HC	09/01/19	\$12,028 Col. B, Step 1	Culmone, G. Reassigned
Weston, Deborah	1.0 LDT-C, AV/SX	1.0 LDT-C, NP	09/01/19	N/A	Need based services

COMMUNITY SCHOOL 2019-2020

Motion #10 that, upon the recommendation of the Superintendent, the Board of Education approve the following Sunrise/Sunset staff:

Andrade, Nilsa	Assistant	\$13.75/hr
Aria, Stephanie	Aide	\$10.00/hr
Arnette, Shari	Assistant	\$13.25/hr
Atkins, Debra	Assistant	\$14.00/hr
Ballard, Martha	Assistant	\$13.25/hr
Bedoya, Edilson	Assistant	\$13.25/hr
Bedoya, Ingris	Assistant	\$15.55/hr
Brockington, Mamie	Site Leader	\$20.95/hr
Bruno, Kimberly	Substitute Assistant	\$13.75/hr
Burroughs, Alexa®	Aide	\$10.00/hr
Burroughs, K'yanna	Substitute Assistant	\$11.50/hr
Burroughs, Shari	Substitute Assistant	\$16.25/hr
Burroughs, Tiffany	Site Leader	\$17.70/hr
Cantarero, Ann Marie	Assistant	\$11.50/hr
Caravaglia, Michelle	Site Leader	\$17.00/hr
Correa, Rosario	Assistant	\$16.60/hr
Damiano, Mary	Assistant	\$13.50/hr
Davis, F. Yvonne	Site Leader	\$24.15/hr
Gitzel, Lie	Assistant	\$13.25/hr
Granado, Cynthia	Assistant	\$13.25/hr
Gupta, Sheela	Assistant	\$14.30/hr
Jorge, Belkis	Assistant	\$15.90/hr
Kerri, Rudina	Assistant	\$14.30/hr
Kersey, Warren	Site Leader	\$17.00/hr
Koba, Migdonia	Assistant	\$13.75/hr
Lewis-Lahey, Anthony	Sunrise Supervisor	\$19.80/hr
Majorossy, Stephanie	Sunset Supervisor	\$29.00/hr
Mataj, Marieta	Assistant	\$15.90/hr
McElwee, Jermaine	Site Leader	\$21.75/hr
Pappas, Aferdita	Assistant	\$15.20/hr
Petrosino, Lisa	Substitute Assistant	\$13.50/hr
Russo, Carolyn	Assistant	\$16.60/jr
Shaw, Bianca	Substitute Aide	\$11.25/hr
Simpson, Cristina	Substitute Assistant	\$13.50/hr
Singleton, Melissa	Assistant	\$14.00/hr
Stroh, Katherine	Assistant	\$13.00/hr
Terhune, Wendy	Site Leader	\$21.35/hr
Thomas, Dorota	Sunset Supervisor	\$29.00/hr
Turan, Najiba	Assistant	\$13.75/hr
Underhill, Krista	Assistant	\$15.90/hr
Underhill, Stephanie	Substitute Assistant	\$15.90/hr
Wallace, Dawn	Site Leader	\$21.75/hr
Ward-Miller, Angela	Assistant	\$13.75/hr
Ward-Miller, Angela	Site Leader	\$17.00/hr

EXPLANATION: Salaries to be paid out of collected tuition.

COMMUNITY SCHOOL STAFF

Motion #11 that, upon the recommendation of the Superintendent, the Board of Education approve the following Community School staff:

Bell, Jr., Beverly	Security (Evenings/Weekends)	\$25.75/hr
Chase, Christina	Lifeguard Instructor	\$21.00/hr
Gelegonya, Donna	Lifeguard Coordinator	\$34.00/hr
Linares, Paula	Security (Evenings)	\$16.00/hr
Traetto, Michael	Evening Site Coordinator	\$34.00/hr
Vorhies, Cara	Security (Evenings)	\$16.00/hr

PSAT Workshop - \$400./ 1 session (Saturday, October 12, 2019)

Cora, Angel	PSAT Instructor	
Priola, Claudine	PSAT Instructor	
Warivonchik, Anna	PSAT Instructor	
Caruso, Michael	PSAT Instructor, Coordinator	\$475.00

EXPLANATION: Salaries to be paid out of collected tuition.

COMMUNITY SCHOOL ADVISORY BOARD

Motion #12 that, upon the recommendation of the Superintendent, the Board of Education approve the following Community School Advisory Board members:

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

COMMUNITY SCHOOL SKI PROGRAM

Motion #13 that, upon the recommendation of the Superintendent, the Board of Education approve the Morris School District Community School Ski Program to be offered after school for Frelinghuysen Middle School students at Shawnee Mountain, and for Morristown High School students at Camelback Mountain, during the months of January, February and March, 2020.

EXPLANATION: Expenses to be paid from collected tuition.

DISTRICT MENTORING PLAN (2019-2020)

Motion # 14 that, upon the recommendation of the Superintendent, the Board of Education approve the 2019-2020 District Mentoring Plan. (See attached Educational folder)

EXTRA CURRICULAR SUPPORT 2019-2020

Motion #15 that, upon the recommendation of the Superintendent, the Board of Education approve all Morris School District certificated staff and non-certificated staff who hold the appropriate credentials to provide extracurricular support in before or after school activities to Special Education students, as needed for the 2019-2020 school year, at a rate of \$24.72/hr.

EXPLANATION: This is a pre-established annual extra pay position. Upon the submission of approved timesheets, the staff will be compensated as outlined above

EXTRA PAY - FMS - SUPERVISORS ADM. DETENTION (6-8) - 2019-2020

Motion #16 that, upon the recommendation of the Superintendent, the Board of Education approve all Frelinghuysen Middle School certificate and non-certificated staff who hold appropriate teaching credentials to provide supervision of detention as assigned for the 2019-2020 school year at a rate of **\$24.72/hr.**

EXPLANATION: This is a pre-established annual extra pay position. Upon the submission of approved timesheets, the staff will be compensated as outlined above.

EXTRA PAY - MHS - SUPERVISORS ADM. DETENTION (9-12) DETENTION - 2019-2020

Motion #17 that, upon the recommendation of the Superintendent, the Board of Education approve all Morristown High School certificated and non-certificated staff who hold appropriate teaching credentials to provide supervision of detention as assigned for the 2019-2020 school year at a rate of **\$24.72/hr.**

EXPLANATION: This is a pre-established annual extra pay position. Upon the submission of approved timesheets, the staff will be compensated as outlined above.

EXTRA PAY 2019-2020

Motion #18 that, upon the recommendation of the Superintendent, the Board of Education approve the following extra-pay positions for the 2019-2020 school year:

MORRISTOWN HIGH SCHOOL ATHLETICS					
POSITION	STAFF MEMBER	YR EXP.	SALARY	INC	TOTAL SALARY
ATHLETICS – MHS					
Athletic Site Manager (Fall)	Carmel, Matthew	4	\$2,333		\$2,333
Athletic Site Manager (Winter)	Piccolo, Rose	2	\$2,333		\$2,333
Athletic Site Manager (Spring)	Bell, Beverly	4	\$2,333		\$2,333
Baseball					
Head Coach	Collins, Edward	8	\$7,111		\$7,111
Assistant Coach	Componile, Joseph	9	\$5,475		\$5,475
Assistant Coach	Murphy, Kyle	9	\$5,475		\$5,475

Basketball					
Head Coach – Boys	Serra, Michael	6	\$7,111		\$7,111
Assistant Coach – Boys	Anderson, Charles	4	\$5,037		\$5,037
Assistant Coach – Boys	Mullen, William	1	\$5,037		\$5,037
Head Coach – Girls	Pisciotto, James	13	\$8,594	3	\$9,704
Assistant Coach – Girls	Trifari, Don	5	\$5,037		\$5,037
Assistant Coach – Girls	Vanorskie, Louis	4	\$5,037		\$5,037
Bowling					
Head Coach	Cora, Angela	2	\$4,419		\$4,419
Unified Assistant Coach	McBride, Sean	2	\$2,000		\$2,000
Cheerleading					
Head Coach – Fall	Chase, Christina	11	\$5,092		\$5,092
Assistant Coach – Fall	Perez, Cynthia	1	\$3,591		\$3,591
Cheerleading					
Head Coach – Winter	Chase, Christina	10	\$4,750		\$4,750
Assistant Coach – Winter	Perez, Cynthia	1	\$3,591		\$3,591
Cross Country					
Head Coach – Boys	Buccino, Paul	24	\$6,331	4	\$7,811
Assistant Coach – Boys	Bosworth, Connor	3	\$4,459		\$4,459
Head Coach – Girls	Componile, Bernadette	1	\$5,192		\$5,192
Fencing					
Assistant Coach	Diamond, Paige	3	\$2,444		\$2,444
Assistant Coach	Gringeri, John	16	\$5,428	4	\$6,908
Assistant Coach	Vassoler, Caitlin	3	\$4,887		\$4,887
Assistant Coach	Wieselgren, Hans	5	\$2,444		\$2,444
Field Hockey					
Head Coach	DeBiasse, Katherine	2	\$5,964		\$5,964
Assistant Coach	Costa, Kelli	1	\$4,887		\$4,887
Assistant Coach	Goss, Emily	2	\$4,887		\$4,887
Assistant Coach	Jordan, Robert	1	\$4,887		\$4,887
Football					
Head Coach	Power, John	18	\$9,797		\$9,797
Assistant Coach	Ashford, Kendall	6	\$5,989		\$5,989
Assistant Coach	Flynn, Casey	3	\$5,740		\$5,740
Assistant Coach	Jacobus, Scott	7	\$5,989		\$5,989
Assistant Coach	Mitchell, Omar	14	\$6,370		\$6,370
Assistant Coach	Mullen, William	4	\$5,740		\$5,740
Assistant Coach	Rzucidlo, William	2	\$5,740		\$5,740
Assistant Coach	Salako, Olajuwon	2	\$5,740		\$5,740
Assistant Coach	Yeager, Kevin	7	\$5,989		\$5,989

Golf					
Head Coach	Edmondson, Christopher	27	\$5,881	4	\$7,361
Assistant Coach	Carmel, Matthew	7	\$3,591		\$3,591
Ice Hockey					
Head Coach - Boys	Jones, Robert	11	\$7,708		\$7,708
Assistant Coach - Boys	Jones, Stephen	7	\$5,913		\$5,913
Assistant Coach - Boys	Keller, Brian	3	\$5,037		\$5,037
Head Coach – Girls	Dolan, Kelly	1	\$6,522		\$6,522
Indoor Track					
Head Track Coach	Buccino, Paul	24	\$8,594	4	\$10,074
Assistant Coach	Bosworth, Connor	5	\$4,887		\$4,887
Assistant Coach	Lee, Rodney	3	\$4,887		\$4,887
Lacrosse					
Head Coach – Boys	Goss, Kyle	3	\$5,964		\$5,964
Assistant Coach – Boys	Fontanella, Dillon	2	\$4,887		\$4,887
Assistant Coach – Boys	Towns, Desmond	2	\$4,887		\$4,887
Assistant Coach - Girls	Goss, Emily	9	\$5,204		\$5,204
Soccer					
Head Coach – Boys	Salas, Diego	2	\$5,964		\$5,964
Assistant Coach – Boys	Jimenez, Jeffrey	3	\$4,887		\$4,887
Assistant Coach – Boys	Ranawat, Surina	8	\$5,204		\$5,204
Assistant Coach – Boys	Vargas, Marco	9	\$5,204		\$5,204
Head Coach – Girls	Hansen, Scott	3	\$5,964		\$5,964
Assistant Coach – Girls	Bodnarchuk, John	29	\$4,975	4	\$6,455
Assistant Coach – Girls	Loaiza-Beltran, Eder	2	\$4,887		\$4,887
Assistant Coach – Girls	Weber, John	3	\$4,887		\$4,887
Softball					
Head Coach – Girls	Flynn, Casey	1	\$6,522		\$6,522
Assistant Coach – Girls	Mullen, William	1	\$5,037		\$5,037
Assistant Coach – Girls	Trifari, Don	5	\$5,037		\$5,037
Swimming					
Head Coach	Gelegonya, Donna	28	\$8,594	4	\$10,074
Assistant Coach	Componile, Bernadette	7	\$4,680		\$4,680
Assistant Coach	Sparano, Robert	13	\$5,428	3	\$6,538
Tennis					
Head Coach – Boys	Lieberman, Lance	10	\$4,750		\$4,750
Assistant Coach – Boys	McBride, Sean	5	\$3,591		\$3,591
Head Coach – Girls	Tukel, Jeffrey	22	\$5,497		\$5,497
Assistant Coach – Girls	Graziano, Brittany	4	\$3,591		\$3,591
Assistant Coach - Girls	Serra, Michael	3	\$3,591		\$3,591

Track & Field					
Head Coach – Boys	Buccino, Paul	26	\$8,141	4	\$9,621
Assistant Coach – Boys	Bosworth, Connor	5	\$4,459		\$4,459
Assistant Coach – Boys	Jacobus, Scott	3	\$4,459		\$4,459
Head Coach – Girls	Drewery Jr., Gordon	20	\$8,141	4	\$9,621
Assistant Coach – Girls	Lee, Rodney	5	\$4,459		\$4,459
Volleyball					
Head Coach – Girls	Costigan, Rita	2	\$5,964		\$5,964
Assistant Coach – Girls	Catania, Gloria	1	\$4,887		\$4,887
Assistant Coach – Girls	Trifari, Don	5	\$4,887		\$4,887
Wrestling					
Head Coach	Flynn, Casey	3	\$6,522		\$6,522
Assistant Coach	Towns, Desmond	3	\$5,037		\$5,037

FRELINGHUYSEN MIDDLE SCHOOL ATHLETICS					
POSITION	STAFF MEMBER	YR EXP.	SALARY	INC	TOTAL SALARY
ATHLETICS – FMS					
Baseball					
Head Coach	Manahan, Bryan	18	\$4,975	4	\$6,455
Basketball					
Head Coach – Boys	Phinn, Vincent	16	\$5,428	4	\$6,908
Head Coach – Girls	Cahill, Jacob	5	\$3,520		\$3,520
Assistant Coach – Girls	Daly, Ashley	4	\$1,936		\$1,936
Cheerleading					
Head Coach	Leidy-Stauffer, Laura	4	\$2,696		\$2,696
Cross Country					
Head Coach	Mytrowitz, Kristina	1	\$3,629		\$3,629
Assistant Coach	Coyne, Timothy	1	\$1,996		\$1,996
Drill Team Coach	Green, Devan	12	\$1,347	3	\$1,726
Field Hockey					
Head Coach	Manahan, Bryan	19	\$4,975	4	\$6,455
Assistant Coach	Daly, Ashley	11	\$2,713	3	\$3,823
Assistant Coach	Green, Devan	10	\$1,866		\$1,866
Lacrosse					
Head Coach – Boys	Cervona, Peter	10	\$3,394		\$3,394
Assistant Coach - Boys	Salas, Diego	2	\$1,673		\$1,673
Head Coach – Girls	DeSalvo, Diane	22	\$4,975	4	\$6,455
Assistant Coach - Girls	Minerowicz, Carly	3	\$1,673		\$1,673
Soccer					
Head Coach – Boys	Bernal, Yeisson	7	\$3,042		\$3,042

Head Coach – Girls	Cahill, Jacob	4	\$3,042		\$3,042
Assistant Coach – Girls	Burdge, Jeffrey	3	\$1,673		\$1,673
Softball					
Head Coach	Coyne, Timothy	2	\$3,520		\$3,520
Track & Field					
Head Coach	Green, Devan	6	\$3,696		\$3,696
Assistant Coach	Bernal, Yeisson	1	\$1,996		\$1,996
Assistant Coach	Phinn, Vincent	6	\$2,033		\$2,033
Wrestling					
Head Coach	Manahan, Bryan	20	\$5,428	4	\$6,908
Assistant Coach	Bodnarchuk, John	34	\$5,428	4	\$6,908

MORRISTOWN HIGH SCHOOL - CO-CURRICULAR					
POSITION	STAFF MEMBER	YR EXP.	SALARY	INC	TOTAL SALARY
CO-CURRICULAR – MHS					
Academic Decathlon Advisor	Emma, David	16	\$4,522	4	\$6,002
Academic Decathlon Coaches					
Essay	Dabinett, Kelly	21	\$906	4	\$1,398
Language & Literature	Furphey, Jennifer	24	\$906	4	\$1,398
Social Studies	Emma, David	17	\$906	4	\$1,398
Speech	LaVigne, George	7	\$906		\$906
African American Club Adv.	Cepeda, Tanya	4	\$1,809		\$1,809
All In Club Advisor	Corona, Stephanie	3	\$3,000		\$3,000
All In Club Advisor	O'Brien, Matthew	3	\$3,000		\$3,000
Assessment Coordinator	Henry, Lindsay	2	\$3,500		\$3,500
Broadcaster Advisor					
Co-Advisor	Kenny, Christopher	5	\$2,261		\$2,261
Co-Advisor	Vagnini, Julie	4	\$2,261		\$2,261
Broadcasting Coordinator	Butler, Michael	10	\$10,000		\$10,000
Class Advisors					
Senior Co-Advisor	Pecoraro, Emma	1	\$1,810		\$1,810
Senior Co-Advisor	Ranawat, Surina	1	\$1,810		\$1,810
Junior Co-Advisor	Disch, Kaitlyn	1	\$1,583		\$1,583
Junior Co-Advisor	McGrover, Jessica	1	\$1,583		\$1,583
Sophomore Co-Advisor	Mele, Susan	1	\$2,714		\$2,714
Freshman Co-Advisor	Cora, Angel	1	\$1,131		\$1,131
Freshman Co-Advisor	Formoso, Alejandra	1	\$1,131		\$1,131
Cobbonian					
Co-Advisor	Kievning, Brian	7	\$3,619		\$3,619
Co-Advisor	McGrover, Jessica	7	\$3,619		\$3,619

Cohort Leader	Botsakos, Sara	3	\$1,500		\$1,500
Cohort Leader	Disch, Kaitlynn	4	\$1,500		\$1,500
Cohort Leader	Flynn, Casey	2	\$1,500		\$1,500
Cohort Leader	McGrover, Jessica	2	\$1,500		\$1,500
Colonial Rocketry Club Advisor	Petrillo-Spencer, Deborah	3	\$1,500		\$1,500
Digital Content Mgr. (MHS)	Grogan, James	5	\$4,211		\$4,211
Digital Content Manager (AH)	Graziano, Jean	2	\$500		\$500
Digital Content Manager (AV)	Parillo, Joseph	2	\$500		\$500
Digital Content Manager (FMS)	Rosso, Keith	2	\$500		\$500
Digital Content Manager (HC)	Sutton, Patricia	2	\$500		\$500
Digital Content Manager (NP)	Russell, Robert	2	\$500		\$500
Digital Content Manager (SX)	Kelly, Christine	1	\$500		\$500
Digital Content Manager (TJ)	Salas, Teddie	2	\$500		\$500
Digital Content Manager (WD)	Biller, Heidi	2	\$500		\$500
Diversity Network Coordinator	Carmel, Matthew	3	\$5,000		\$5,000
Drama					
Drama Director – Fall	LaVigne, George	1	\$3,619		\$3,619
Backstage Manager – Fall	Adams, Katie	2	\$1,809		\$1,809
.5 Costumer – Fall	Adams, Katie	4	\$906		\$906
Technical Assistant – Fall	Hession, Michael	1	\$3,619		\$3,619
Drama Director – Spring	Adams, Katie	2	\$4,925		\$4,925
Assistant Director – Spring	Rubin, Stephanie	2	\$2,513		\$2,513
Backstage Manager – Spring	Adams, Katie	2	\$1,809		\$1,809
.5 Costumer – Spring	Adams, Katie	2	\$906		\$906
Music Director – Spring	Gallagher, David	5	\$4,522		\$4,522
Technical Assistant – Spring	Gulen, Michael	2	\$2,513		\$2,513
F.C.C.L.A.	Camisa, Christine	16	\$1,809	4	\$2,793
Forensics	Matro, Brian	4	\$3,618		\$3,618
Future Teachers Club Advisor	Portelli, Rachel	2	\$1,200		\$1,200
Gay/Straight Alliance Advisor	Catalano, Kelly	4	\$1,809		\$1,809
Girls in Stem/Engineering Advisor	Kolker, Mariel	3	\$1,500		\$1,500
Girls Who Code Co-Advisor	Kolker, Mairel	3	\$750		\$750
Girls Who Code Co-Advisor	O'Rourke, Kaitlin	3	\$750		\$750
Habitat for Humanities Advisor	McBride, Sean	3	\$1,752		\$1,752

Healthy Schools Sustainability Coordinator	Mendez, Paula	3	\$5,000		\$5,000
Helping Teacher – AH	Hamilton, Kristen	4	\$3,815		\$3,815
Helping Teacher – AH	Jones, Robert	2	\$3,815		\$3,815
Helping Teacher – AV	Salazar, Jennifer	8	\$3,815		\$3,815
Helping Teacher – AV	Sparano, Robert	8	\$3,815		\$3,815
Helping Teacher – HC	Harpaul, Celia	4	\$3,815		\$3,815
Helping Teacher – HC	Jones, Steven	3	\$3,815		\$3,815
Helping Teacher – NP	Pollock-Gilson, Wendy	5	\$3,815		\$3,815
Helping Teacher – NP	Russell, Robert	2	\$3,815		\$3,815
Helping Teacher – SX	Lewis-Lahey, Anthony	5	\$3,815		\$3,815
Helping Teacher – SX	Michel, Hailee	5	\$3,815		\$3,815
Helping Teacher – TJ	Babula, John	7	\$3,815		\$3,815
Helping Teacher – TJ	Milesky, Susan	3	\$3,815		\$3,815
Helping Teacher – WD	Hall, Vicki	1	\$3,815		\$3,815
Helping Teacher – WD	Pencinger, Jennifer	1	\$3,815		\$3,815
Heritage Club Advisor	Rooney, Kevin	4	\$1,812		\$1,812
Interact Club Co-Advisor	Doyle, Christina	3	\$1,810		\$1,810
Interact Club Co-Advisor	Petrucchi, Debora	4	\$1,810		\$1,810
Jazz Choir Advisor	Brown Jr., Vinroy	3	\$1,809		\$1,809
Key Club Co-Advisor	Brady, Kaitlyn	4	\$1,810		\$1,810
Key Club Co-Advisor	Disch, Kaitlynn	7	\$1,810		\$1,810
Lead Teacher	Bisulca, Tracy	3	\$1,000		\$1,000
Lead Teacher	Boothby, James	7	\$1,000		\$1,000
Lead Teacher	Bouchard, Judson	1	\$1,000		\$1,000
Lead Teacher	Formoso, Alejandra	3	\$1,000		\$1,000
Lead Teacher	Gelegonya, Donna	3	\$1,000		\$1,000
Lighting Coordinator	Hession, Michael	2	\$2,500		\$2,500
LUNA	Acevedo-Ramirez, Rosario	3	\$906		\$906
Math Team Co-Advisor	Bragina, Marina	9	\$1,809		\$1,809
Math Team Co-Advisor	Kemp, Christiana	9	\$1,809		\$1,809
Mock Trial Advisor	Chamberlain, Bruce	1	\$1,809		\$1,809
Model U.N. Advisor	Diamond, Paige	3	\$1,321		\$1,321
Music Marching Band					
Director	Gallagher, David	4	\$4,925		\$4,925
Assistant Director	Marsicovete, Jean	3	\$2,714		\$2,714
Assistant Director	Chu, Ross	1	\$2,714		\$2,714
Arranger	Donough, Erik	3	\$2,500		\$2,500
Band & Drill Assistant	Carroll, Casey	2	\$1,809		\$1,809
Battery Percussion Assistant	Ocasio, Ariel	4	\$1,357		\$1,357
Color Guard Assistant	Aitken, Meghan	2	\$1,809		\$1,809

Instrumental Woodwind Clinician	Sauer, Ryan	4	\$1,357		\$1,357
String Ensemble Advisor	Davis, Norma	7	\$1,357		\$1,357
National Art Honor Society	Compton, Rachel	6	\$2,714		\$2,714
National Honor Society Advisor	Hansen, Scott	3	\$2,714		\$2,714
National Honor Society Social Studies Advisor	Cepeda, Tanya	3	\$1,000		\$1,000
NJ Science League					
Co-Advisor	Danese, Anthony	5	\$1,125		\$1,125
Co-Advisor	Spencer, Stacy	3	\$1,125		\$1,125
Co-Advisor	Trampler, Helen	5	\$1,125		\$1,125
Co-Advisor	Villhauer, Edwin	4	\$1,125		\$1,125
PSAT Test Site Supervisor	Henry, Lindsay	2	\$700		\$700
PSAT Test Site Coordinator	Henry, Lindsay	2	\$700		\$700
Peer Group Connection Coordinator	Priola, Claudine	7	\$1,000		\$1,000
Peer Group Connection					
Advisor	Carmel, Matthew	7	\$1,800		\$1,800
Advisor	Flynn, Casey	2	\$1,800		\$1,800
Advisor	Formoso, Alejandra	3	\$1,800		\$1,800
Advisor	Priola, Claudine	7	\$1,800		\$1,800
Prime Time MHS Advisor	Butler, Michael	10	\$6,332		\$6,332
Production Printing	Boothby, James	16	\$5,428	4	\$6,908
SGO Advisors					
Co-Advisor	Componile, Bernadette	5	\$2,261		\$2,261
Co-Advisor	Componile, Joseph	5	\$2,261		\$2,261
SSD Coordinator	Chiariello, Cynthia	2	\$2,500		\$2,500
Speech Therapist Coordinator	Corona, Beverly	8	\$6,000		\$6,000
Staff Assistant for Nursing	Mendez, Paula	6	\$6,000		\$6,000
STEM Academy Coordinator	Ranawat, Surina	6	\$6,000		\$6,000
Student Finance					
Director of Accounts – Administration	Bassano, James	38	\$3,619	4	\$5,099
Director of Accounts – Athletics	Bassano, James	14	\$3,619	3	\$4,729
Swim Team Rental Coordinator	Gelegonya, Donna	19	\$1,000		\$1,000
TSA/Technology Student Association Advisor	Diamond, Paige	2	\$905		\$905
TSA/Technology Student Association Advisor	Rizzo, Jaques	19	\$905	4	\$1,889
Tricorn Advisors					
Co-Advisor	Kievning, Brian	12	\$1,809		\$1,809
Co-Advisor	LaVigne, George	11	\$1,809		\$1,809
Tri-M Music Honor Society Advisor	Davis, Norma	6	\$2,714		\$2,714

Winter Guard – Head	Aitken, Meghan	3	\$2,100		\$2,100
Winter Guard – Assistant	Cloughley, Felicia	3	\$1,809		\$1,809
Winter Guard – Visual Tech	Gallagher, David	3	\$1,809		\$1,809
World Language Club & Honor Society Advisors					
Advisor (Chinese)	Chen, Hui-Tzu	3	\$679		\$679
Co-Advisor (French)	Corke, Caroline	3	\$679		\$679
Co-Advisor (Italian)	Catania, Gloria	3	\$679		\$679
Co-Advisor (Spanish)	Dodson, Samantha	4	\$340		\$340
Co-Advisor (Spanish)	Murphy, Kelly	5	\$340		\$340

FRELINGHUYSEN MIDDLE SCHOOL - CO-CURRICULAR					
POSITION	STAFF MEMBER	YR EXP.	SALARY	INC	TOTAL SALARY
CO-CURRICULAR – FMS					
3D Art Advisor	Escobedo, Nicole	3	\$906		\$906
8th Grade Class Advisor	Bozza, Amy	3	\$1,809		\$1,809
African American Heritage Club Co-Advisor	Brown, Renee	3	\$905		\$905
African American Heritage Club Co-Advisor	Kersey, Warren	3	\$905		\$905
All in Club Advisor	Plate, Kelly	3	\$2,550		\$2,550
All in Club Advisor	Skurkovich, Lindsey (Sept 2019 – Nov 2019)	2	\$450		\$450
Art Advisor	Narciso, Martin	17	\$906	4	\$1,398
Chamber Music Advisor	Tomblin, Samantha	5	\$1,321		\$1,321
Chess Club Advisor	Rosso, Keith	14	\$906	3	\$1,275
Consortium/Cultural Advisor – Winter	Lefkovits, Alexandria	1	\$897		\$897
Drama					
Assistant Director	Bozza, Amy	5	\$2,212		\$2,212
Assistant Director	Molinaro, Jean-Marie	18	\$2,642	4	\$4,122
Ecology Club Advisor	Majestic, William	1	\$1,321		\$1,321
Intramurals – Volleyball	Phinn, Vincent	9	\$906		\$906
Literary Advisor	Varughese, Rachel	2	\$3,619		\$3,619
Model U.N. Advisor	Lefkovits, Alexandria	3	\$1,321		\$1,321
Model U.N. Advisor	Verteramo, Vincent	1	\$1,321		\$1,321
Music Advisor	Ocasio, Ariel	4	\$1,357		\$1,357
National Society of Black Engineers					
Co-Advisor	Kersey, Warren	3	\$905		\$905

Co-Advisor	Powell, Bradd	2	\$905		\$905
Performance Dance Advisor	Sanders, Michelle	2	\$645		\$645
Performance Dance Advisor	Verrengia, Karyn	3	\$645		\$645
Select Chorus Advisor	Erlenborn, Gillian	2	\$1,357		\$1,357
Student Council Advisor 6-8	Abrahamsen, Brynn	2	\$1,809		\$1,809
Student Council Advisor 6-8	Rodrigues, Erin	2	\$1,809		\$1,809
TSA/Technology Student Association Advisor	Scheerer, Harrison	4	\$1,809		\$1,809
Treasurer	Osborne, Ricky	15	\$3,619	4	\$5,099
Wind Ensemble Advisor	Ocasio, Ariel	1	\$1,321		\$1,321
Yearbook Advisor	Satkowski, Sarah	6	\$3,041		\$3,041
Unit Leaders					
Grade 6-1	Daly, Ashley	7	\$5,989		\$5,989
Grade 6-2	Leidy-Stauffer, Laura	1	\$5,989		\$5,989
Grade 6-3	Romanker, Shawn	3	\$5,989		\$5,989
Grade 7-1	Green, Devan	8	\$5,989		\$5,989
Grade 7-2	Forman, Annemarie	4	\$5,989		\$5,989
Grade 7-3	Mytrowitz, Kristina	6	\$5,989		\$5,989
Grade 8-1	Antoniello, Rocco	6	\$5,989		\$5,989
Grade 8-2	Burdge, Jeffrey	7	\$5,989		\$5,989
Grade 8-3	Bozza, Amy	6	\$5,989		\$5,989

FMS-ACADEMIC TUTORIAL PROGRAM 4 DAYS PER WEEK (Grades 6-8) 2019-2020

Motion #19 that, upon the recommendation of the Superintendent, the Board of Education approve all Frelinghuysen Middle School certificated and non-certificated staff who hold appropriate teaching credentials to provide homework tutorial supervision as assigned for the 2019-2020 school year at a rate of **\$25.00/hr.**

EXPLANATION: This is a pre-established annual stipend position. Upon the submission of approved timesheets, the staff will be compensated as outlined above (not to exceed \$36,000 in total).

HOME INSTRUCTION 2019-2020

Motion #20 that, upon the recommendation of the Superintendent, the Board of Education approve all Morris School District certificated staff and all non-certificated staff who hold appropriate teaching credentials to provide home instruction as assigned for the 2019-2020 school year.

EXPLANATION: Upon the submission of approved timesheets, the staff will be compensated at approved rate.

INVOLUNTARY TRANSFERS 2019-2020

Motion #21 that upon the recommendation of the Superintendent, the Board of Education approve compensation in the amount of \$100 to each of the following staff members due to involuntary transfer for the 2019-2020 school year:

Staff Member	2018-2019 Assignment	2019-2020 Assignment
Cahill, Marcy	1.0 .Sp. Ed. Teacher, 0.5NP/0.5TJ	1.0 Sp. Ed., NP
Casperson, Meghan	1.0 Behavior Specialist, SX	1.0 Behavior Specialist, MHS
Chamberlain, Bruce	1.0 Mathematics Teacher, FMS	1.0 Mathematics Teacher, MHS
Chang, Helen	1.0 Intervention Teacher, TJ	1.0 Intervention Teacher, WD
Clark, Damon	1.0 ISS Teacher, FMS	1.0 TOSA, MHS
Cole, William	1.0 School Psychologist, FMS	1.0 School Psychologist, NP
Fortmuller, Alison	1.0 KDG Teacher, WD	1.0 Gr. 1 Teacher, AV
Golob, Janice	1.0 School Psychologist, NP/LLC	1.0 School Psychologist, LLC
Guzman, Marcie	1.0 Intervention Teacher, HC	1.0 Intervention Teacher, TJ
Hwang-Nesbitt, Francis	1.0 Pre-K Teacher, LLC	1.0 Pre-K Teacher, HC
Lagonigro-Fazari, Maria	0.5 Speech, LLC	0.5 Speech, AV
Marazita, Kathleen	0.4 Speech, FMS	0.4 Speech, SX
Pencinger, Jennifer	1.0 Sp. Ed. Teacher, TJ	1.0 Sp. Ed. Teacher, WD
Silvers, Jessica	1.0 Speech AV/TJ	1.0 Speech, TJ/WD
Weston, Deborah	1.0 LDT-C, AV/SX	1.0 LDT-C, NPS

MHS – HOMEWORK TUTORIAL PROGRAM (Grades 9-12) - 2019-2020

Motion #22 that, upon the recommendation of the Superintendent, the Board of Education approve all Morristown High School certificated staff and all non-certificated staff who hold appropriate teaching credentials to provide homework tutorial supervision as assigned for the 2019-2020 school year at a rate of **\$25.00/hr.**

EXPLANATION: This is a pre-established annual stipend position. Upon the submission of approved timesheets, the staff will be compensated as outlined above (not to exceed \$5,000 in total).

MHS WORKING PAPERS 2019-2020

Motion #23 that, upon the recommendation of the Superintendent, the Board of Education approve the appointment of the following staff assigned to the Guidance Department in Morristown High School, as issuing officers, during the term of their employment, for the purpose of issuing working papers on behalf of the State of New Jersey.

Barrera, Claudia
Bedoya, Ingris
Jeron, Thomas
Johnson, W. Darell
Novello, Maryanne

EXPLANATION: The NJ Department of Education requires that employees issuing work papers be approved on an agenda.

MISCELLANEOUS

Motion #24 that, upon the recommendation of the Superintendent, the Board of Education approve the following individuals for the purpose of conducting formal teacher observations for the 2019-2020 school year at the rate of \$200 per completed observation:

Cardinale, Mario, Interim Administrator
Effective 10/1/2019 to 4/30/2020

Memoli, James, Interim Administrator
Effective 10/1/2019 to 4/30/2020

Mendelowitz, Lawrence, Interim Administrator
Effective 10/1/2019 to 4/30/2020

PROFESSIONAL DEVELOPMENT/TRAINING AMENDMENT

Motion #25 that upon the recommendation of the Superintendent, the Board of Education approve the following Professional Development/training (**revisions in bold**):

Program:	Training for New Pupil Services Staff
Description	Training to include Co-Teaching models and how to develop effective IEPs in accordance with state and federal guidelines
Dates:	August 15, 2019
Funding Source:	Local
Rate:	\$25 per hour; 4 hours each

Dehn, Karlie
Eck, Tracy
Escobedo, Laura
Fuller, Amanda
Heiman, Carli
Kaczorowska, Daria
Landy, Sarah
Marchand, Renee
Masur, Julia
Trezza, Kristen
Uscamayta, Jessica

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

PROFESSIONAL DEVELOPMENT/TRAINING

Motion #26 that upon the recommendation of the Superintendent, the Board of Education approve the following Professional Development/training:

Program: Crisis Prevention Institute (CPI) Training
Description: Crisis Prevention Training is to train MD and ABS staff on how to safely prevent and de-escalate student behavior that interferes with their learning and safety. This needs to be renewed every year.
Dates: September 3, 2019 and September 4, 2019
Funding Source: Local
Instructor: Casperson, Meghan
Rate: Per contract, up to 9 hours of instruction and 3 hours preparation time

PROFESSIONAL DEVELOPMENT/TRAINING

Motion #27 that upon the recommendation of the Superintendent, the Board of Education approve the following Professional Development/training:

Program: Assistant Behavioral Specialist (ABS) Training
Description: Training for MHS ABS staff on procedures and strategies for task analysis, data collection, and tracking in the classroom as well as application for Community Based Instruction and Structured Learning Experiences.
Dates: September 3, 2019 and September 4, 2019
Funding Source: Local
Instructor: Corona, Stephanie and Herbert, Patricia
Rate: Per contract, up to 3 hours of instruction and 3 hours preparation time

PROJECT LEAD THE WAY TRAINING

Motion #28 that, upon the recommendation of the Superintendent, the Board of Education approve the following:

Program: Project Lead the Way Training
Description: PLTW Core Training: Computer Science Principles at Da Vinci HS, El Segundo CA
Dates: June 17 – June 28, 2019
Funding Source: PLTW grant and Local funds
Rate: As per contract language (\$25.00/hour)
Staff: Chamberlain, Bruce

SCHOOL IMPROVEMENT PANEL MEMBERS

Motion #29 that, upon the recommendation of the Superintendent, the Board of Education approve the following named staff to serve as SCIP panel members for the 2019-2020 school year:

SCIP Committee

School	Committee Members
AH	Hamilton, Kristen Jones, Robert Kelly, Vanessa Marmora, Pamela Yorston, Lisa
AV	Allocco, Christina Cheung, Alice Falconer, Briana Hodge, Nicole Manahan, Katie Salazar, Jennifer Sparano, Robert Welter, Debra
FMS	Escobedo, Nicole Montague, Tara Stetz-Bamert, Cheryl Vargas, Marco
Hillcrest	Clark, Bridget Harpaul, Celia Lieberman, Lance Patten, Kelly
LLC Preschool	Carolan, Nicole Cobilich, Barbara Mendonca, Carolina Mocko, Jennifer
MHS	Pisciotta, Allison Pulgarin, Sandra Ostendorp, Elizabeth Shah, Erin Brady, Kaitlyn Catalano, Kelly Margenau, Samantha
Normandy Park	Fascia, Tracey Mahony, Sarah

	Ortiz- Davis, Ana Rosso, Nicole Toye, Crystal
Sussex Avenue	Caruso, Heidi Folmar, Leslye Jacobus, Amy Leeson, Kristen Lewis-Lahey, Anthony
TJ	Babula, John Critelli, Jennifer Meyer, Gabrielle Milesky, Susan
WD	Artiga, Monica Christina Xenitelis Horton, Lisa Pencinger, Jennifer

EXPLANATION: Each school is required to form a School Improvement Panel (ScIP) whose role is to ensure, oversee, and support the implementation of the district's evaluation, professional development (PD), and mentoring policies at the school level.

SIGNING BONUS 2019-2020

Motion #30 that, upon the recommendation of the Superintendent, the Board of Education authorizes the payment of a signing bonus to Carina Gomez, Bil/Elem teacher assigned to Sussex Avenue School in the amount of \$3,000. Payment will be in two (2) installments – half in November and half following completion of four (4) months employment.

***HUMAN RESOURCES/CURRICULUM
LLC PRESCHOOL BOOK CLUB***

Motion # 31 that upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education approve staffing (**revisions in bold**) for the Lafayette Learning Center Book Club as awarded in the Morris Education Foundation grant for the 2018-2019 school year:

Program:	LLC Preschool Book Club
Description:	Family book clubs are held monthly to engage students and their families in literacy activities, foster community relationships, and promote the joy of reading.
Dates:	Monthly from October 22, 2018—May 20, 2019
Funding Source:	MEF grant

Rate: Coordinator stipend (\$1400 stipend to be paid in two segments January & May 2019); Translator paid \$25 per evening session for each of the 8 sessions to translate in Spanish, \$200 total

Staff: **Manobianca, Amy (Coordinator)**
Jackson, Avelyn (Coordinator)
Escobar, Nunez Libia (Translator)

EXPLANATION:

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

2019 MSD SUMMER PROFESSIONAL DEVELOPMENT ACADEMY (revised)

Motion #32 that, upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education approve the following Summer Professional Development Academy activities:

Program: 2019 MSD Summer Professional Development Academy
Description: Annual Summer Teacher professional learning series focused on district goals and initiatives.
Dates: August, 2019
Funding Source: Title II (pending funding and enrollment)
Rate: As per contract language for presenters
\$25.00/hour for attendees

Cobillich, Barbara
Madden, John
Michel, Hailee
Nair, Rajashree
Nally, Ryan
Vila Chave, Maria

FAMILY ENGAGEMENT SESSIONS (revision)

Motion #33 that, upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education approve staff for the following:

Program: Title I & Title III Summer Family Engagement Sessions
Description: Family Engagement to help families access learning and higher levels of proficiency toward standards.
Dates: June, 2019
Funding Source: Title I and III
Staff: **K-12**

Black, Adene (Title I)
Castro, Jennifer (Title I)
Chang, Helen (Title I)
Giuliano, Irena (Title I)
Guzman, Marcie (Title I)
Herrera, Karen (Title III)

Katterman, Lisa (Title I)
Kwiatkoski, Erin (Title III)
Lagos, Claudia (Title III)
LoVerde, Melanie (Title I)
Marvez, Audrey (Title III)
Norman, Anja (Title III)
Puccio, Carolina (Title III)
Pulgarin, Sandra (Title III)
Sommer, Jeanette (Title III)
Torre, Michelle (Title III)
Vargas, Marco (Title III)
Vasquez, Yeimi (Title III)
Velez-Manning, Vilma (Title III)
Vila Chave, Maria (Title III)
Welter, Debra (Title I)
Yoser, Jodi (Title I)

EXPLANATION:

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

ESEA PAYROLL 2019-2020

Motion #34 that, upon the recommendation of the Superintendent, the Board of Education approve the following ESEA payroll for the 2019-2020 school year:

Title IA

Name	Position / Account Number	Full Salary	Grant Salary	%
Michel, Hailee	Intervention Teacher/ 20-231-100-101-14-00	\$ 70,177	\$ 32,758	46.68%
Katterman, Lisa	Intervention Teacher/ 20-231-100-101-14-00	\$ 103,662	\$ 35,846	34.58%
Giuliano, Irena	Intervention Teacher/ 20-231-100-101-14-00	\$ 74,607	\$ 36,960	49.54%
Williams, Christine	Intervention Teacher/ 20-231-100-101-14-00	\$ 81,252	\$ 40,626	50.00%
Lo Verde, Melanie	Intervention Teacher/ 20-231-100-101-14-00	\$ 62,147	\$ 35,840	57.67%
Richardson, Nicole	Intervention Teacher/ 20-231-100-101-14-00	\$ 101,582	\$ 31,358	30.87%
Mager, Evan	Intervention Teacher/ 20-231-100-101-14-00	\$ 65,747	\$ 65,747	100.00%
Hall, Vicki	Intervention Teacher/ 20-231-100-101-14-00	\$ 103,662	\$ 28,838	27.82%
Adler, Kathleen	Intervention Teacher/ 20-231-100-101-14-00	\$ 61,932	\$ 41,494	67.00%
Koval, Christy	Intervention Teacher/ 20-231-100-101-14-CL	\$ 30,105	\$ 30,105	100.00%

Title ID

Name	Position / Account Number	Full Salary	Grant Salary	%
Franko, Kelvin	Academic Intervention Teacher/ 20-237-100-101-14-DL	\$ 103,662	\$ 36,414	35.13%

Title III

Name	Position / Account Number	Full Salary	Grant Salary	%
Guglielmi, Yessenia	Bilingual Newcomer Success Counselor/ 20-241-200-104-14-00	\$ 57,144	\$ 57,144	100.00 %

EXPLANATION: Motion to approve positions and staff funded by the ESEA grant.

PRESCHOOL EDUCATION AID (PEA) GRANT PAYROLL 2019-2020

Motion #35 that, upon the recommendation of the Superintendent, the Board of Education approve the following PEA payroll for the 2019-2020 school year:

Position / Account #	Name	Full Salary	PEA Grant Salary	Local Funds Salary
Teacher 20-218-100-101-19-00	Manobianca, Amy	\$ 65,747	\$ 44,050	\$ 21,697
	Ford, Jennifer	\$ 62,147	\$ 41,638	\$ 20,509
	Carolan, Nicole	\$ 57,907	\$ 38,798	\$ 19,109
	Jackson, Avelyn	\$ 59,902	\$ 40,134	\$ 19,768
	Young, Kristina	\$ 58,887	\$ 39,454	\$ 19,433
	Perez, Stefanie	\$ 53,544	\$ 35,875	\$ 17,669
	Di Domenico, Sherry	\$ 85,122	\$ 57,031	\$ 28,091
	TOTAL TEACHERS	\$ 443,256	\$ 296,980	\$ 146,276
Teacher Assistants 20-218-100-106-19-00	Mazza, Maria	\$ 41,029	\$ 27,489	\$ 13,540
	Ryan, Diane	\$ 43,277	\$ 28,996	\$ 14,281
	Celis, Maria	\$ 39,229	\$ 26,283	\$ 12,946
	Price, Kristen	\$ 38,176	\$ 25,578	\$ 12,598
	Terhune, Wendy	\$ 36,269	\$ 24,300	\$ 11,969
	Permisson, Gabriela	\$ 12,191	\$ 8,168	\$ 4,023
	McCormack, Margaret	\$ 12,521	\$ 8,389	\$ 4,132
	Correa, Rosario	\$ 43,277	\$ 20,402	\$ 22,875
	TOTAL TEACHER ASSTS.	\$ 265,969	\$ 169,605	\$ 96,364

Master Teacher 20-218-200-102-19-00	Cobilich, Barbara	\$ 72,392	\$ 72,392	\$ 0.00
Principal 20-218-200-103-19-00 11-000-240-103-14-00	Andre, Karen	\$ 153,569	\$ 35,115	\$ 118,454
PIRT Coordinator 20-218-200-102-19-00	Mocko, Jennifer	\$ 101,582	\$ 101,582	\$ 0.00
Community Parent Involvement Specialist 20-218-200-173-19-00	Mendonca, Carolina	\$ 76,822	\$ 76,822	\$0.00
Bus Drivers 20-218-200-110-19-00 11-000-270-160-13-00	Rosa, Brenda	\$ 27,000	\$ 13,365	\$ 13,635
	Byron, Adrienne	\$ 33,750	\$ 16,875	\$ 16,875
	Muhammad, Veronica	\$ 27,000	\$ 13,365	\$ 13,635
	Huerta, Mario	\$ 27,000	\$ 13,365	\$ 13,635
	Buckley, Natalia	\$ 27,000	\$ 13,365	\$ 13,635
	Cardoza, Melissa	\$ 27,000	\$ 13,365	\$ 13,635
	TOTAL BUS DRIVERS	\$ 168,750	\$ 83,700	\$ 85,050

EXPLANATION: Motion to approve positions and staff funded by the PEA grant.

SUMMER 2019

ALL SUMMER EMPLOYMENT PENDING FUNDING AND ENROLLMENT

SUMMER ACADEMY PROGRAMS

Motion #36 that, upon the recommendation of the Superintendent, the Board of Education approve the appointment of the following and payment upon submission of approved timesheets for the staff who will be involved with the 2019 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:	#D1
Position:	Special Education Extended School Year Program Coordinator
Program:	PreK-12 Special Education
Dates:	April 1, 2019 – June 26, 2019 July 8, 2019 – August 9, 2019
Stipend:	\$7,000
Funding Source:	Local

McBride, Sean

Posting:	#D14
Position:	Special Education Extended School Year Program Pre-School Site Leader
Program:	PreK-12 Special Education

Dates: April 1, 2019 – June 26, 2019
July 8, 2019 – August 9, 2019
Stipend: \$4,500
Funding Source: IDEA Grant

Rudiger, Kristen

Posting: #D3
Program: PK-12 Extended School Year (ESY) for Special Education
Description: Provide extended school year services to students with significant disabilities.
Dates: July 8, 2019 – August 9, 2019
Funding Source: Local Funds

Teachers – \$34.00/hr
Bie, Jennifer

Bisulca, Tracy
Bruskin, Jennifer
Carolan, Nicole
Cobilich, Barbara
Colucci, Nicole
Eck, Tracey
Esteves, Cecilia
Hwang, Jihye
Jackson, Avelyn
Kersey, Warren
Merrell, Brooke
O'Brien, Matthew
Ronay, Scott
Sun, Yifei
Verteramo, Vincent
Wiehe, Petra
Wilcox-Avalos, Catherine
Young, Kristina

Teachers – \$39.00/hr
Bozzi, Amy
Corona, Stephanie
Davis, F. Yvonne
Hodge, Nichole
Robertelli, Savina

Substitute Teachers - \$34.00/hr
Black, Adene
Clark, Bridget
Clark, Katherine

DiDomenico, Sherry
Hamfeldt, Tomasina
Heher, Kathleen
Manobianca, Amy
Sharma, Sunita
Smith, Kathleen
Vanorskie, Louis
Verma-Arora, Preeti
Waxgiser, Samantha
Waxgiser, Sandra

Teacher Assistants - \$13.00/hr

Celis, Maria
Gaskins, Courtney
~~Granato, Cynthia~~
Taylor, Nailah

Substitute Teacher Assistants - \$13.00/hr

Clark, Bridget
Clark, Katherine

Assistant Behavior Specialists - \$27.50/hr

Arakelian, Allison
Amieva, Lucy
Baran, Christine
Barry, Nancy
Berry-Brown, Kendra
Bonilla, Armida
Carfano, Kristin
Casadevall, Andrew
DeLillo, Heather
Escobar Nunez, Libia
Esposito, Debra
Facchini, Maria
Granato, Cynthia
Griffith, June
Gupta, Sheela
Haith, Seynabou
Hammond, Aatifa
Hanczyk, Victoria
Handel, Madeline
Heher, Kathleen
Kaczorowska, Daria
Kardaras, Barbara
McDonald, Eugene
Mercer, Joshua
Mestell, Jonathan
Meza, Luz

Nally, Ryan
Opena, Paul
Opipari, Carolyn
Phinn, Vincent
Rangel, Teresa
Rios-Vargas, Daniela
Rolfe, Jill
Semper, Lisa
Smith, Kathleen
Tierney, Kaleigh
Titus-Thermitus, Carline
Toler, Michelle
Vanorskie, Louis
~~Waxgiser, Samantha~~
Weiss, Gloria
Weller, Michael
Williams, Nancy B.
Yoo, Jaime

Substitute Assistant Behavior Specialists - \$27.50/hr

Black, Adene
Clark, Katherine
Hamfeldt, Tomasina
Handel, Madeline
Manobianca, Amy
Sharma, Sunita B.
Smith, Kathleen
Verma-Arora, Preeti
Waxgiser, Sandra

Speech Therapists – 1/140th of monthly salary

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

Nurses – 1/140th of monthly salary

Caamano-Hussein, Christina
Goss, Margaret
McDonald, Sharon
Ruta, Linda

Substitute Nurses – 1/140th of monthly salary

Gill, Karen

Substitute Nurses – \$34/hr

Gill, Karen
Kelly, Kathleen

Secretary - \$13/hr
Ahrens, Sandra
~~Catania, Gloria~~

Substitute Secretaries - \$13/hr
~~Ahrens, Sandra~~

Volunteers
Chin, Sarah
Dhar, Natasha Thussu
Fahmy, Leana
Hadley, Luca
Ona, Stephanie
Reynolds, Jordan
Ryan, Clendenin
Ryan, Devon
Ryan, Taylor
Siguencia Calle, Zaida
Padilla Ortiz, Carmen
Osorio Melgar, Keydi

Posting:	#D4-A
Program:	CST Evaluations (psychological, educational, social history, speech and occupational therapy)
Description:	CST evaluations to be completed by CST case managers in compliance with state and federal regulations.
Dates:	June 24, 2019 – June 30, 2019 July 1, 2019-August 31, 2019
Funding:	Local Funds
Compensation:	Not to exceed 50 evaluations to be paid per contract language
Staff:	All MSD CST/evaluation staff

Posting:	#D4-B
Program:	CST Services
Description:	Child Study Teams are needed during the summer for IEP development, parent conferences, and scheduling in compliance with state and federal regulations. General and special education teachers participate in eligibility and IEP meetings, as required by the state administrative code.
Dates:	June 24, 2019 – June 30, 2019 July 1, 2019-August 31, 2019
Funding:	Local Funds
Hrs/Compensation:	Not to exceed 750 hours total at 1/140 th
Staff:	All MSD certificated staff and CST/evaluation staff

Posting: #D5
Program: Summer Nursing Services Project
Description: To complete paperwork for required immunizations and new enrollee records.
Dates: June 24, 2019 – June 30, 2019
 July 1, 2019 – August 31, 2019
Funding: Local Funds
Hrs./Compensation: Not to exceed 375 hours total at 1/140th
Staff: All MSD nursing staff

Posting: #D11
Positions: Custodial Work Crews
Dates: June 24, 2019 - August 30, 2019
Funding: Local Funds
Staff: Bassano, James (Supervisor) \$18.00/hour
 Jordan, Robert \$15.00/hour

Posting: #D12
Positions: Field Maintenance
Dates: April 29, 2019 – June 28, 2019
 July 1, 2019 – August 30, 2019
Funding: Local Funds
Staff: Bell, Tahir ® \$15.00/hour
 Benitez, Herbert \$15.00/hour
 Davis, Treyvaughn \$15.00/hour
 Dobbs, Kenshin \$15.00/hour
 MacIntyre, Neil \$15.00/hour
 Regan, Brady \$15.00/hour
 Zdroik, Clayton \$15.00/hour

Posting: #D8
Position: Bus Drivers
Dates: 07/08/19-08/08/19
Funding Source: Title I & Local Funds
Rate: Hourly rate of pay

Bus Drivers
 Alberto, Margherita
 Borda, Maria
 Byron, Adrienne
 Clark, George
 Cortes, Juan
 Dullys, Denel

Ferrero, Frank
Fortier, Mary Heather
Giraldo, Luz
Griffith, Daivd
Kitchens, Ana
O'Grady, Zina
Richardson, Elissa
Rodriguez, Nora
Scharin, Jeffrey
Scherr, Judit
Shaw, Maria
Toro, Kimberly
Toro, Rosemary
Wilkerson, George

Substitute Bus Drivers - \$30/hr

Belalcazar, Maryury
Huerta, Mario
McKay, Betty
McKay, Eugene
McNeal, Karee
Muhammad, Veronica
Ramirez, Marisol
Rodriguez, Nora
Vasquez, Monica
Yeboah, Joseph

Posting:

Position:

Dates:

Funding Source:

Rate:

#D9

Bus Aides

07/08/19-08/08/19

Title I & Local Funds

Hourly rate of pay

Bus Aides

Anderson, Felice
Cardoza, Melissa
Foster, Katrina
Gibson, Phyllis
Muhammad, Veronica
McNeal, Karee
Nobles, Alice
Ortiz, Luz
Prudencio, Maria
Robinson, Rose
Stewart, Elastine
Williams, Candida

Williams, Donald
Woods, Bobby
Yohari Guerror, Afaf

Posting:	#D10
Position:	Bus Washers
Dates:	06/26/17-08/03/17
Funding Source:	Local Funds
Rate:	\$12.00 per hour; not to exceed 40 total hours each

Bus Washers 7/1/19 – 8/12/19

Cortes, Juan
Gibson, Phyliss
Muhammad, Veronica

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

BUSINESS MATTERS

BILLS LIST 2019-2020

Motion #1 that upon the recommendation of the Superintendent, the Board of Education approve the attached 2019-2020 bills list for the period ending:

**July 31, 2019 & August 15, 2019 (payroll)
August 26, 2019**

DONATIONS

Motion #2 that upon the recommendation of the Superintendent, the Board of Education approve the donation by Ms. Ilene Wolff for the updating of the Alfred Vail School Courtyard including:

Removal existing grass/weeds
Regrade
Top soil to existing drains
Seed/Mulch hay
Install river rock by bird houses
Replace two dead arborvitaes

A letter of appreciation will be sent to the donor for their support to the students of the district.

Motion #3 that upon the recommendation of the Superintendent, the Board of Education approve the donation of 25-50 filled back-packs for Morristown High School from Market Street Mission. A letter of appreciation will be sent to the donor for their support to the students of the district.

HOME & SCHOOL ASSOCIATIONS 2019-2020

Motion #4 that, on the recommendation of the Superintendent, the Board of Education approve the following Home and School Associations and PTO's as the official representatives of the Morris School District to run fundraisers and club activities for the 2019-2020 school year.

Alexander Hamilton
Alfred Vail
Frelinghuysen Middle School
Hillcrest
Lafayette Learning Center
Morristown High School
Normandy Park
Sussex Avenue
Thomas Jefferson
Woodland

AGREEMENTS

SENDING-RECEIVING 2019-2020

Motion #5 that upon the recommendation of the Superintendent, the Board of Education approve the Sending-Receiving Agreement between the Morris School District Board of Education and the Morris Plains Board of Education for July 1, 2019 - June 30, 2020. Agreement on file in the Business Administrator's Office.

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT 2019-2020

Motion #6 that upon the recommendation of the Superintendent, the Board of Education approve an agreement with the Morris County Vocational School District for the 2019-2020 school year and approve the following tuition. Agreement on file in the Business Administrator's Office:

	<u>Full Time Student</u>	<u>Part Time Student</u>
<i>General Education</i>	\$ 9,000.00	\$4,450.00
<i>Special Education</i>	\$10,900.00	\$5,400.00

PHOENIX ADVISORS 2019-2020

Motion #7 that upon the recommendation of the Superintendent, the Board of Education approve an agreement with Phoenix Advisors LLC, an independent registered Municipal Advisor in the amount of \$1,000. Agreement is on file in the Business Administrator's Office.

EDVOCATE

Motion #8 that upon the recommendation of the Superintendent, the Board of Education approve the contract with Edvocate School Support Solutions for the 2019-2020 school year in the amount of \$ 13,812.00

EXPLANATION

Edvocate provides oversight for the Food Service management company, this was discussed at the finance committee meeting.

UNUM

Motion #9 that upon the recommendation of the Superintendent, the Board of Education approve the current long term disability rate of 0.79% for UNUM. The rate had no change from last year and is guaranteed until August 1, 2020.

CHANGE ORDER

Motion #10 that upon the recommendation of the Superintendent, the Board of Education approve the following Change Order for Mechanical Preservation Associates for work done on the Alfred Vail Boiler Replacements:

Current Contract Amount: \$40,910.98

Changer Order #1 \$ 2,259.00
(*Installation of steam control valves*)

Adjusted Contract Amount: \$43,169.98

PAYMENTS

Motion #11 that upon the recommendation of the Superintendent, the Board of Education approve Payment #1 to Mark Construction, Inc. in the amount of \$379,117.45 for work done on the Toilet Renovations at Morristown High School and Thomas Jefferson School through August 15, 2019.

Motion #12 that upon the recommendation of the Superintendent, the Board of Education approve the Final Payment #5 to Mechanical Preservation Associates in the amount of \$43,169.98 for the work done on the Boiler Replacements at Alfred Vail School through July 30, 2019.

Motion #13 that upon the recommendation of the Superintendent, the Board of Education approve the following payments to DiCara Rubino Architects:

Project	Amount
MHS & TJ Toilet Renovations	\$18,528.81
MHS Masonry Repointing	\$ 7,936.41
Transportation Bldg. Renovations	\$ 5,062.48

ALTERNATE TOILET 2019-2020

Motion #14 that upon the recommendation of the Superintendent, the Board of Education, approve the use of an alternate method of compliance in accordance with N.J.A.C. 6A:26-6.3(h)4ii by providing toilet rooms adjacent to or outside the classroom in lieu of individual toilet rooms in:

Classroom #103, 104 & 105 at Lafayette Learning Center
Classrooms #10, 11, 12, 13, 22 & 23 at Hillcrest School
Classrooms #22 & 26 at Normandy Park
Classroom #12 at Woodland
Classroom #5 Lower Level at Morristown Neighborhood House
Classroom #7 at Greater Morristown YMCA/Children on the Green

The students will be supervised at all times.

DUAL USE ROOMS 2019-2020

Motion #15 that upon the recommendation of the Superintendent, the Board of Education approve the dual use of rooms for the following schools:

<u>SCHOOL</u>	<u>ROOM #</u>	<u>DUAL USE</u>
Alexander Hamilton	2	Academic Intervention/Academic Intervention
Frelinghuysen MS	104/106	Spanish/World Language
Frelinghuysen MS	202/203	Language Arts/Science
Frelinghuysen MS	221/222	Math/Language Arts
Lafayette Learning Ctr	106	Speech Therapy/Occupational Therapy
Normandy Park	27	ESL/ESL
Normandy Park	28	Intervention/Intervention
Sussex	111	Academic Enrichment/Academic Enrichment
Woodland	1	Intervention/Intervention

TEMPORARY USE 2019-2020

Motion #16 that upon the recommendation of the Superintendent, the Board of Education approve use of Temporary Instructional Space in the following location(s):

Lafayette Learning Center

Room #'s: 101, 102, 103, 104, 105, 107, 108

EXPLANATION

A county waiver is required for Instructional Space that is less than 950 square feet.

ORGANIZATIONAL MOTIONS

Motion #17 that upon the recommendation of the Superintendent, the Board of Education approve the following reorganization motions:

Depositories - Revised

Motion, that the following be named as depositories of public funds for Morris School District for the purpose of investments for the school year 2019-2020, effective July 1, 2019:

Provident Bank
Chase Bank of New Jersey
TD Ameritrade -Escrow Financing
US Bank - Escrow Financing
New Jersey Cash Management Fund
Bank of America

EXPLANATION

Originally approved 6/03/19, Business Motion #42, Section 33. Revisions in bold.

Designation of Depositories for School Funds

Motion, revised to include the following depositories for General School funds for the Morris School District, for the school year 2019-2020, effective July 1, 2019, are as follows:

BANK OF AMERICA

- | | |
|--|---|
| 1. Morris School District Payroll Account | <u>1. Signature Required</u>
1. Assistant Business Administrator |
| 2. Morris School District Payroll Deduction Account | <u>2. Signature Required</u>
1. Business Administrator
2. Assistant Business Administrator
3. Supervisor of Payroll |
| 3. Morris School District SUI Demand Deposit Account | <u>2. Signatures Required</u>
1. Business Administrator
2. Assistant Business Administrator
3. Supervisor of Payroll |

EXPLANATION

Originally approved 6/03/19, Business Motion #32, Section 36.

PROFESSIONAL SERVICES 2019-2020

Teen Pride “Traditional”

Motion #18 WHEREAS, there exists a need for professional services for 2019-2020 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 as follows:

TEEN PRIDE	Counseling Services as per contract	\$254,713.00
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EXPLANATION

Services to be provided at Morristown High School and Frelinghuysen Middle School.
Contract is on file in the Business Administrator’s office.

Motion #19 WHEREAS, there exists a need for professional services for 2019-2020 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 an amount not to exceed as follows:

SportsCare Institute, Inc.	Athletic Training	\$45/hr
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Silvergate Prep	Home / Bedside Instruction	\$55/hour
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Professional Education Services, Inc. (PESI)	Home / Bedside Instruction	\$/50/hour
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St. Clare's Hospital	Home / Bedside Instruction	\$55/hour
Learn Well	Home or Hospital Instruction	\$53.50/hour plus 33% for admin./prep time
American Tutor, Inc.	Home / Bedside Instruction	\$59/hour
Lindamood Bell Learning Processes	Screening Fee Sensory Cognitive Instruction (1:1)	\$99/screening \$123.76/hour
Data Group	Behavior Consultation (school based) Behavior Modification Specialist (school based) Behavior Modification Specialist (home based) Program Coordination/Parent Training (home based) Initial Program Assessment (home based)	\$115/hour \$70/hour \$70/hour \$115/hour \$115/hour
Center for Psychological Assessment and Treatment, Loren Amsell, Ph.D.	Psychosexual Evaluation Psychological Evaluation Threat Assessment and School Violence Risk Consultation (Policy / Assessment Development / Training)	\$1,800/evaluation \$1,800/evaluation \$1,800/evaluation \$185/hour

TRAVEL & REIMBURSEMENT

Motion #20 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: 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