

MORRIS SCHOOL DISTRICT
MORRISTOWN HIGH SCHOOL, LEARNING COMMONS

REGULAR BUSINESS MEETING	December 09, 2019
EXECUTIVE SESSION	6:30 P.M.
OPEN SESSION	7:30 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 Mrs. Ann Rhines Mr. Alan Smith Ms. Melissa Spiotta
MORRIS PLAINS REPRESENTATIVE	Ms. Lucia Galdi
STUDENT REPRESENTATIVES	Ms. Katherine Baskin Ms. Briana Franco
PLEDGE OF ALLEGIANCE	
SUPERINTENDENT'S REPORT	Twilight Program: Accelerated Diploma Pathway
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	
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 December 09, 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:

November 25, 2019

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

November 25, 2019

POLICY

2020 BOARD MEETING

Motion #1 that upon the recommendation of the Superintendent, the Board of Education approve a regular business Board of Education meeting to be held January 27, 2019. Executive Session, 6:30 pm and Public Session, 7:30 pm at Morristown High School, Learning Commons.

EDUCATIONAL MATTERS

HARASSMENT, INTIMIDATION, AND BULLYING REPORT

Motion #1 that, upon the recommendation of the Superintendent, the Board of Education accept the Harassment, Intimidation, and Bullying report for the period ending, November 25, 2019.

MSD TWILIGHT PROGRAM

Motion#2 that, upon the recommendation of the Superintendent, the Board of Education approve the MSD Twilight Program at Morristown High School.

[Twilight Program Bilingual Pathway](#)

EXPLANATION:

Description and Scope/Sequence of the Twilight Program. Bilingual and Non Bilingual alternative and accelerated pathways to graduation. The possible start date for the program will be February 2020 contingent upon relevant operational variables.

K-12 LATINO FAMILY LITERACY PROJECT (LFLP) 2019-2020

Motion #3 that, upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education approve the K-12 Latino Family Literacy Project:

Program: K-12 Latino Family Literacy Project
Description: Family Engagement Program
Dates: December, 2019 - June, 2019
Funding Source: Title III

EXPLANATION:

Latino Family Literacy Project is designed to establish family reading routines for Spanish speaking and English speaking parents and their children. Latino Family Literacy Project trains district staff as facilitators in language acquisition methods and a step-by-step reading and literacy instruction process. LFLP focuses on family reading for Hispanic parent involvement, vocabulary development, and English language development for parents and their children. Title III funds must be used to facilitate access to academic success for EL and Immigrant students. We choose to fund Latino Literacy Project through Title III because of the positive impact that parent literacy is proven to have on student success.

RATIONALE:

Latino Family Literacy Project supports the district's commitment to inclusion and access for all students and families. Specifically, LFLP will support MSD's action under "Relationship & Partnerships: Enhance our family partnerships by providing training for families and parent education with respect to equity, inclusion and related topics."

MEL PROJECT RESEARCH

Motion #4 that, upon the recommendation of the Superintendent, and the Board of Curriculum Committee, the Board of Education approve the MEL Project Research.

EXPLANATION: Temple University's College of Education, partnering with the University of Maryland will conduct classroom research in the Morris School District. The project team will be observing the effectiveness of repeated Model-Evidence Link (MEL) diagrams as a support to analyzing and responding to science based essay responses. One MHS science teacher (who attended a summer training at Temple) and students assigned to her class would be involved in the study. The study will be conducted for one school year (January-June 2020).

ROUTES TO RESILIENCE RESEARCH

Motion #5 that, upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education approve the Routes to Resilience Research Project.

EXPLANATION: The Morris School District partners with Good Grief to implement the Routes to Resilience program in our fourth grade classrooms. This year, Good Grief would like to conduct research on the efficiency of the Routes to Resilience program. Surveys will be administered to staff and students twice a year. Feedback will be analyzed by Good Grief and shared with district to support program evaluation and expansion.

COMMUNITY SCHOOL ADULT EDUCATION - SPRING 2020

Motion #6 that, upon the recommendation of the Superintendent, the Board of Education approve the following additional Adult Education classes to be offered by the Community School during the Spring semester of 2020. (See attached Educational folder)

COMMUNITY SCHOOL GREAT HORIZONS - SPRING 2020

Motion #7 that, upon the recommendation of the Superintendent, the Board of Education approve the following additional Great Horizons classes to be offered by the Community School during the Spring semester of 2020. (See attached Educational folder)

COMMUNITY SCHOOL - SUMMER PROGRAMS 2020

Motion #8 that, upon the recommendation of the Superintendent, the Board of Education approve the Community School Summer Plus program for 2020, operating from June 29, 2020 through August 7, 2020 at Frelinghuysen Middle School, with the following included subsections:

- A. **Leadership for Tomorrow (LFT)** – a limited enrollment program for students who have completed grades 7, 8, and 9 in June, 2020 and are recommended to participate by a teacher or guidance counselor; enrollment is limited to 20; students will take courses, participate in leadership/service-oriented workshops and assist in classes for younger students

- B. **Calling All Kids (CAK)** –a program for students entering Kindergarten or grade 1 in September, 2020, that allows them to engage in age- and stage-appropriate activities in a cohort that moves together throughout each day and participates in reading/writing, math, science, art, music and physical fitness activities

Motion #9 that, upon the recommendation of the Superintendent, the Board of Education approves the classes listed below to be offered in the Summer Music Enrichment Program which will be held from June 29, 2020 through July 24, 2020. Most string and band instruments including violin, cello, trumpet, trombone, saxophone, clarinet, flute and percussion instruments will be taught.

Brass Instruction
Concert Band
Guitar
Jazz Improvisation
Music Technology
Piano
Vocal
Woodwind

COMMUNITY SCHOOL SUMMER PLUS PROGRAMS 2020

Motion #10 that, upon the recommendation of the Superintendent, the Board of Education approves the courses to be offered through the Community School Summer Plus program for 2020-21 school year. (See attached Educational folder)

ESEA - ELEMENTARY AND SECONDARY EDUCATION ACT CARRYOVER 2018-2019

Motion #11 that, upon the recommendation of the Superintendent, the Board of Education accept the carryover funds for the Elementary and Secondary Education Act, for the fiscal year 2018-2019 from the New Jersey State Department of Education, in the amount of \$169,737.

TITLE I - A	\$ 7,417
TITLE II - A	\$ 55,527
TITLE III	\$ 82,393
TITLE IV PART A	<u>\$ 24,400</u>
TOTAL ALLOCATION	\$ 169,737

EXPLANATION:

Unexpended funds from the 2019 ESEA are rolled over as carry-over funds and available for use in the 2020 ESEA grant.

2020 ESEA - ELEMENTARY AND SECONDARY EDUCATION ACT GRANT CARRYOVER APPLICATION AMENDMENT

Motion #12 that, upon the recommendation of the Superintendent, the Board of Education approve submission of the Elementary and Secondary Education Act amended application for the fiscal year 2019-2020 from the New Jersey State Department of Education, in the amount of \$970,706.

	<u>FY'20</u>	<u>FY'19</u>	<u>TOTAL</u>
TITLE I - A	\$524,024	\$ 7,417	\$531,441
TITLE II - A	\$119,600	\$ 55,527	\$175,127
TITLE III	\$124,616	\$ 82,393	\$207,009
TITLE IV PART A	<u>\$ 32,729</u>	<u>\$ 24,400</u>	<u>\$ 57,129</u>
TOTAL ALLOCATION	\$800,969	\$169,737	\$970,706

EXPLANATION:

The grant award is being amended to include 2018-2019 ESEA carry-over.

PUPIL SERVICES

OUT OF DISTRICT/HOME INSTRUCTION ROSTER

Motion #1 that, upon the recommendation of the Superintendent, the Board of Education approve placements and instructional services for students with disabilities, including those received by the district and those attending schools for which tuition is charged, for the month of December, as noted in the detailed listing maintained on file in the Board Secretary's office.

EXPLANATION

Students with IEPs whose needs cannot be met in the programs that exist within the district are placed in outside private and public schools approved by the New Jersey Department of Education for students with disabilities. Attendance is monitored monthly in order to ensure students are enrolled as agreed and the state-mandated contract with each school states that two weeks' notice is required for removal of a student. Case managers make at least two visits per school year for each student enrolled in one of these schools, including one visit that involves the convening of an IEP Team to complete an annual review of the student's IEP. In order to preserve confidentiality, all students are identified only by their local and/or state identification numbers in any listing that is maintained outside the Office of Pupil Services.

HUMAN RESOURCES

ESTABLISH POSITION(S) 2019-2020

Motion #1 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 MHS Twilight Program Supervisor
- (1) 1.0 School Counselor - Twilight Program
- (1) 1.0 Teacher Stipend for Twilight Program
- (1) 1.0 Wellness Counselor - Twilight Program

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

Motion #2 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:

Atkins, Debra 1.0 Teacher Assistant, PS	February 1, 2020 Retirement
Imbachi Parra, Jose 1.0 Groundskeeper, B&G	December 11, 2019 Resignation

APPOINTMENT(S) 2019-2020 */**

Motion #3 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 (**changes in bold**), 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.:

Denny-Williams, Tracey .5 Bus Aide, Trans.	\$6,750	11/25/19-6/30/20	<u>In place of:</u> Employee #6334 Terminated (Revised)
Marucci, Karen 1.0 Confidential Secretary, HR	\$58,500	12/02/19-06/30/20	Rivers, K. Reassigned
Merves, Harmony 1.0 Art Teacher, TJ/WD	\$65,747 MA, Step 9	01/15/20-06/20/20 (revised dates)	McPeters, S. Retired
Pensado, Luz 1.0 Elem/Bil Teacher, HC	\$57,907 MA, Step 2	01/02/20-06/30/20	Lopez, N. Resigned
Wecht Lesaski, Shawna 1.0 ELA Teacher, MHS	\$64,362 BA, Step 10	TBD	Brady, K. Resigned

- * Pending probationary period
- ** Pending completion of paperwork

SUBSTITUTE APPOINTMENTS 2019-2020

Motion #4 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 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

Dorflauer, Brian (Basketball - Boys eff. 12/4/19)

LR/PG Aide

Denny-Williams, Tracey (eff. 11/26/19)

Nurse

Lonergan, Caroline

Teacher

Rodriguez, Anthony (eff. 12/3/19)

LEAVE(S) OF ABSENCE 2019-2020

Motion #5 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:

Feo, Stephanie	03/03/20-05/01/20 * - Maternity
0.5 Speech, PS	05/02/20-06/30/20 ** - Personal

- * 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/without benefits

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

Motion #6 that, upon the recommendation of the Superintendent, the Board of Education approve the transfers, change(s) of assignment and/or salary for the following Staff:

DRIVER	# of Days	Hours	Rate of Pay	Salary	Longevity	Total Salary
Alberto, Margherita	180	5.75	\$30.00	\$31,050	N/A	\$31,050
Belalcazar, Maryury	180	5.75	\$30.00	\$31,050	N/A	\$31,050
Borda, Maria	180	6	\$30.00	\$32,400	N/A	\$32,400
Brown, Joanna	180	5.5	\$30.00	\$29,700	N/A	\$29,700
Buckley, Natalia	180	5.75	\$30.00	\$31,050	N/A	\$31,050
Byron, Adrienne	180	6.75	\$30.00	\$36,450	N/A	\$36,450
Cadavid, Luz Mary	180	6.25	\$30.00	\$33,750	N/A	\$33,750
Cano, Yamileth	180	5.75	\$30.00	\$31,050	N/A	\$31,050
Cardoza, Melissa	180	5.5	\$30.00	\$29,700	N/A	\$29,700
Chica Hernandez, Lesly	180	6.25	\$30.00	\$33,750	N/A	\$33,750
Clark, George	180	5.75	\$36.60	\$37,881	\$648	\$38,529
Correa, Dora	180	5.25	\$30.00	\$28,350	N/A	\$28,350
Cortes, Juan	180	6.25	\$30.00	\$33,750	N/A	\$33,750
Cullim, Colleen	180	5.75	\$30.00	\$31,050	\$490	\$31,540
Dasilva, Vincent	180	5.25	\$30.00	\$28,350	N/A	\$28,350
Desir, Jean	180	5	\$30.00	\$27,000	N/A	\$27,000
Dullys, Denel	180	5.5	\$30.00	\$29,700	N/A	\$29,700
Ferrero, Frank	180	5.5	\$30.00	\$29,700	\$263	\$29,963
Fortier, Mary Heather	180	7.75	\$41.50	\$57,893	\$648	\$58,541
Giraldo, Luz	180	5.5	\$30.00	\$29,700	\$263	\$29,963
Griffith, David	180	5.75	\$30.00	\$31,050	N/A	\$31,050
Holstein, Barbara	180	5.25	\$30.00	\$28,350	N/A	\$28,350
Huerta, Mario	180	5.5	\$30.00	\$29,700	N/A	\$29,700
Jean-Louis, Jean	180	5	\$30.00	\$27,000	N/A	\$27,000
Jenkins, Melissa	180	5	\$30.00	\$27,000	N/A	\$27,000
Johnson, Pernita	180	6	\$30.00	\$32,400	N/A	\$32,400
Kitchens, Ana	180	5	\$30.00	\$27,000	N/A	\$27,000
Mc Kay, Eugene	180	8	\$39.88	\$57,427	\$648	\$58,075
Mcneal, Karee	180	5.5	\$30.00	\$29,700	N/A	\$29,700
Muhammad, Veronica	180	6.25	\$30.00	\$33,750	N/A	\$33,750
O'Grady, Zina	180	5.75	\$30.00	\$31,050	N/A	\$31,050
Oakley, Kathleen	180	7.75	\$41.50	\$57,893	\$648	\$58,541
Ortiz, Luz	180	5.75	\$30.00	\$31,050	N/A	\$31,050
Prudencio, Zulma	180	5.5	\$30.00	\$29,700	N/A	\$29,700
Ramirez, Marisol	180	5.25	\$30.00	\$28,350	N/A	\$28,350
Richardson, Elissa	180	5.25	\$30.00	\$28,350	N/A	\$28,350
Rodriguez, Nora	180	5.75	\$30.00	\$31,050	\$263	\$31,313

Romero-Torres, Liliana	180	5.75	\$30.00	\$31,050	N/A	\$31,050
Rosa, Brenda	180	6	\$30.00	\$32,400	N/A	\$32,400
Saied, Hosam	180	6	\$30.00	\$32,400	N/A	\$32,400
Scharin, Jeffrey	180	5.5	\$30.00	\$29,700	\$490	\$30,190
Scherr, Judit	180	5.5	\$30.00	\$29,700	N/A	\$29,700
Selek, Handan	180	5.75	\$30.00	\$31,050	N/A	\$31,050
Shaw, Maria	180	5.5	\$30.00	\$29,700	N/A	\$29,700
Toro, Kimberly	180	5.75	\$30.00	\$31,050	N/A	\$31,050
Toro, Rosemary	180	5.75	\$37.89	\$39,216	\$648	\$39,864
Torres, Tammy	180	5.5	\$30.00	\$29,700	N/A	\$29,700
Towns, Hawthorne	180	5.25	\$30.00	\$28,350	N/A	\$28,350
Vasquez-Espinosa, Monica	180	5.5	\$30.00	\$29,700	N/A	\$29,700
Wilkerson, George	180	5.25	\$30.00	\$28,350	\$490	\$28,840
Yeboah, Joseph	180	5.25	\$30.00	\$28,350	N/A	\$28,350
AIDE	# of Days	Hours	Rate of Pay	Salary	Longevity	Total Salary
Alexander, Dawn	180	2.25	\$15.00	\$ 6,075	N/A	\$6,075
Anderson, Felice	180	2.5	\$15.00	\$ 6,750	N/A	\$6,750
Chase, Kathleen	180	5	\$15.00	\$ 13,500	N/A	\$13,500
Chavis, Octavia	180	2.25	\$15.00	\$ 6,075	N/A	\$6,075
Denny-Williams, Tracey	180	2.5	\$15.00	\$ 6,750	N/A	\$6,750
Forbes, Margaret	180	2.25	\$15.00	\$ 6,075	N/A	\$6,075
Foster, Katrina	180	5	\$17.87	\$ 16,083	\$490	\$16,573
Gibson, Phyllis	180	3	\$15.00	\$ 8,100	N/A	\$8,100
Guerrero, Afaf Yohari	180	5	\$15.67	\$ 14,103	\$490	\$14,593
Johnson, Bridgette	180	2.5	\$15.00	\$ 6,750	N/A	\$6,750
Nobles, Alice	180	2.5	\$15.00	\$ 6,750	N/A	\$6,750
Osborne Rogers, Myra	180	5	\$15.00	\$ 13,500	\$263	\$13,763
Prudencio, Maria	180	2.5	\$15.00	\$ 6,750	N/A	\$6,750
Reid, Barbara	180	2.75	\$15.00	\$ 7,425	\$490	\$7,915
Roberson, Shirley	180	2.5	\$15.44	\$ 6,949	N/A	\$6,949
Robinson, Rose	180	2.5	\$15.00	\$ 6,750	N/A	\$6,750
Serna, Neina	180	2.5	\$15.00	\$ 6,750	N/A	\$6,750
Smalls, Mildred	180	2.25	\$15.00	\$ 6,075	N/A	\$6,075
Stewart, Elastine	180	2.5	\$15.00	\$ 6,750	N/A	\$6,750
Terry, Mary	180	2.25	\$15.00	\$ 6,075	N/A	\$6,075
Underhill, Jacqueline	180	5	\$15.00	\$ 13,500	\$263	\$13,763
Williams, Candida	180	2.5	\$15.00	\$ 6,750	N/A	\$6,750
Williams, Donald	180	2.5	\$15.00	\$ 6,750	N/A	\$6,750
Woods, Bobby	180	2.5	\$15.00	\$ 6,750	N/A	\$6,750

EXTRA PAY 2019-2020

Motion #7 that, upon the recommendation of the Superintendent, the Board of Education approve the following extra-pay positions for the 2019-2020 school year:

FRELINGHUYSEN MIDDLE SCHOOL ATHLETICS					
POSITION	STAFF MEMBER	YR EXP.	SALARY	INC	TOTAL SALARY
ATHLETICS – FMS					
Baseball					
Assistant Coach	Davis, Edgar	6	\$2,064		\$2,064

JOB DESCRIPTION(S) 2019-2020

Motion #8 that, upon the recommendation of the Superintendent, the Board of Education approve the following job descriptions:

- (1) 1.0 MHS Twilight Program Supervisor
- (1) 1.0 School Counselor - Twilight Program
- (1) 1.0 Teacher Stipend for Twilight Program
- (1) 1.0 Wellness Counselor - Twilight Program



Morris School District Job Description

TITLE: MHS Twilight Program Supervisor

REPORTS TO: MHS Principal

QUALIFICATIONS:

- ❖ Valid New Jersey Principal or Supervisor certificate
- ❖ 5 years teaching experience
- ❖ Knowledge of Bilingual Programming
- ❖ Bilingual/Spanish speaking preferred
- ❖ Strong interpersonal and communication skills

RESPONSIBILITIES:

1. Assumes responsibility for the management of the Twilight Program in accordance with law, administrative code and board policies and regulations.
2. Exercises leadership in school level planning for improvement of instruction.
3. Establishes and maintains an effective learning climate in the school.
4. Keeps the High School principal and Superintendent informed of school activities and needs; works cooperatively with central office staff on matters relating to the school and the district.
5. Monitors delivery and implementation of the instructional program and partners with the Assistant Superintendent of Curriculum and Director of Bilingual /ESL Programs in the development and refining of curriculum in order to meet the needs of the students.
6. Work closely with program counselors to monitor student progress, especially as it relates to the Individual Learning Plan.
7. Provides classroom coverage during the event a substitute can not be secured.
8. Conducts observations and evaluations of teaching staff members and offers constructive suggestions for improvement when appropriate and access to related resources.
9. Communicates program events with staff, students and families.
10. Follow all state and district HIB regulations; implement NJ Achieve policies.
11. 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.

12. Reports incidents of violence, vandalism and substance abuse. Works cooperatively with law enforcement authorities in maintaining a safe and drug-free school environment.

13. Prepares or supervises the preparation of all reports, records and other paperwork required to the school's administration.

14. Plans, schedules and supervises fire crisis plan and other emergency drills as required by law and board policy.

15. Maintains high standards of student conduct and enforces discipline as necessary in accordance with board policy and the students' rights to due process.

16. Performs other duties which may be assigned or required by law, code, regulation or board policy.

17. Supervises Summer Bilingual Program.

18. Perform other duties as assigned by the Superintendent or his designee.

Contract Terms of Employment: 12 months



MORRIS SCHOOL DISTRICT

JOB DESCRIPTION

TITLE: SCHOOL COUNSELOR- Twilight Program

REPORTS TO: Director of Guidance/Principal

QUALIFICATIONS:

- New Jersey Certification as a School Counselor
- Fluent English and Spanish Speaking

RESPONSIBILITIES: In fulfillment of his/her general responsibility, the School Counselor shall:

1. Provide educational, academic, social and emotional support for all counselees.
2. Collaborate with the Wellness Counselor to provide individual and group counseling for counselees in such areas as school orientation, self-awareness, growth mindset, self-management, self-efficacy, decision-making, goal setting and schedule planning.
3. Conduct structured, goal oriented counseling sessions in response to identified needs of individuals and groups of students.
4. Meet bi-monthly with students to monitor progress in their Individual Learning Plan.
5. Consult with and serve as a resource for teachers, staff and parents/guardians regarding the developmental needs of students.
6. Provide opportunities for staff consultation, concerning the progress/development of all counselees.
7. Work collaboratively with teachers and support staff to monitor Individual Learning Plans.
8. Collaborate with the Twilight Program Supervisor and Wellness Counselor to develop social and emotional learning experiences one day a week in the Twilight Program, including tutoring, health and wellness presentations, social activities, individual and group counseling, and other related activities.
9. Serve as a student-advocate.

10. Understand community resources available to students and families in need.
11. Be available for parent conferences in conjunction with the regular school wide conference.
12. Provide counselees with educational and vocational information and experiences designed to enhance self-appraisal and effective planning for the future.
13. Assist students and parents/guardians in employment preparation and/or post-secondary education upon graduation from high school.
14. Keep up to date and is knowledgeable about, colleges, other post-secondary institutions, industries, armed services, SAT, PSAT, ACT, AP and ASVAB testing.
15. Provide students with resources for vocational/technical, career, college, military information and employment opportunities.
16. Provide information to parents/guardians and students that relate to standardized testing dates, college visitation dates, deadlines for filing applications, presentations that are held with college and technical school representatives, career speakers and dates of military recruiter visits.
17. Keep updated about special summer and gap year programs available to students and share with students/parents/guardians.
18. Work with students who choose to leave MHS, prior to graduation, to determine the availability of appropriate programs for them to pursue.
19. Process post-secondary and scholarship applications.
20. Write letters of recommendation for students who want to enter post-secondary institutions or are applying for jobs.
21. Prepare and process scholarship materials; establish, organize and meet with scholarship committees; make scholarship applications available to students; and guide students through the total process.
22. Meet with students individually or in groups to discuss credits, courses and entrance exams required by colleges and technical schools.
23. Advise students regarding the accuracy and completeness of records and credits and perform periodic transcript and credit checks from grades nine through 12 with an emphasis on the senior year.
24. Provide written contact and telephone calls to parents/guardians of senior students who are deficient in their credit status.
25. Provide information to students needing to attend summer programs to make up credit deficiencies.

26. Meet with students and/or parents/guardians prior to and during the registration process, inform them of classes relative to course selection and assist the administration in the registration and scheduling process.
27. Assist students with enrollment, registration, class selection, grades in progress and the transfer of credits. He/she shall conduct a screening of cumulative records and/or parent/guardian/student interviews of all students new to the school.
28. Evaluate historical transcripts.
29. Conduct orientation meetings with all eighth grade public and private middle school students/parents/guardians to provide information regarding class offerings and registration procedures.
30. Collaborate with case managers and when appropriate, teachers regarding course recommendations for students.
31. Make recommendations to students regarding course selection that take into consideration the student's abilities, background and interests.
32. Provide individual counseling for students regarding scheduling upon request of the student or his/her parent/guardian.
33. Schedule students into the appropriate courses based upon multiple measures.
34. Attend professional conferences and conferences, including college visits, related to the overall guidance program.
35. Participate in any meetings deemed necessary by the Director of Guidance and the Principal.
36. Work, in a team approach, to develop and present focused programs offered by the department.
37. Develop knowledge of special programs used by the department.
38. Understand, enforce and be able to relate school policies to students/parents/guardians.
39. Perform other duties as assigned by the Superintendent or his designee.

CONTRACT TERMS OF EMPLOYMENT: 10 months



Morris School District Stipend Position

Title: Teacher Stipend for Twilight Program

Reports To: Principal or Designated Administrator

Qualifications:

- Valid New Jersey Instruction Certificate including Subject Area Endorsement if required or CE
- Proof of Highly Qualified Teacher status in designated subject
- Demonstrated knowledge of effective teaching methods and developmentally appropriate classroom activities
- Ability to maintain a positive learning environment
- Strong interpersonal and communications skills

Responsibilities

1. Work to achieve NJ State Core Curriculum Content Standards and district educational goals and objectives by promoting active learning in the classroom using board adopted curriculum and other appropriate resources and activities.
2. Plan for differentiated instruction that meets the diverse needs of students and incorporate a variety of student-centered activities which develop concepts and skills.
3. Utilize the District's Rubric for Excellence in teaching to drive student achievement.
4. Develop lesson plans that reflect appropriate pacing, content area objectives and effective use of instructional time.
5. Provide a safe classroom environment for learning by having an organized physical space, establish effective procedures cultivate an atmosphere of mutual respect, and maintain a positive behavioral environment.
6. Utilize formative and summative assessment data to inform instructional planning and guide interactions with students.
7. Identify student needs and cooperate with the Twilight Program Supervisor, Success and Wellness Counselor, and School Counselor in supporting the student in the successful completion of their Individual Learning Plan.
8. Provide timely, consistent and accurate feedback to all students.
9. Make effective use of resources available within the school and community to enhance the instructional program.

10. Collaborate with the Twilight Program Supervisor, Success and Wellness Counselor and School Counselor to effectively communicate and partner with parents or guardians.
11. Contribute to the school and district by participating and collaborating in school level planning, faculty meetings/committees and other school system groups.
12. Pursue lifelong learning relevant to best practices by participating in professional development opportunities.
13. Maintain a professional and positive demeanor while serving as an advocate for students and district programs.
14. Clearly communicate through the use of appropriate oral and written language that is distinct to a particular audience.

CONTRACT TERMS OF EMPLOYMENT: 1-night a week/2 classes a night each Semester

**MORRIS SCHOOL DISTRICT
JOB DESCRIPTION**

Position: Wellness Counselor—Twilight Program
Supervisor: Principal and or his/her designee

Qualifications:

- Licensed School Social Worker or other School Counseling Certificate
- Experience working with diverse populations
- Effective communication in English and Spanish Language

Responsibilities:

1. Assist students with the registration process.
2. Support students in their transition into school and the community.
3. Administer diagnostic (ie, academic, ACES) and placement assessments (MODEL).
4. Be knowledgeable about, and be in frequent contact with community services/agencies that support immigrant students.
5. Proactively communicate with families to ensure access to district resources and programs.
6. Lead and participate in education programs provided by the district.
7. Be familiar with the unique needs of immigrant students.
8. Assist in the development of Individual Learning Plans.
9. Work collaboratively with teachers and support staff to monitor Individual Learning Plans.
10. Collaborate with the Twilight Program Supervisor and School Counselor to develop social and emotional learning experiences one day a week in the Twilight Program, including tutoring, health and wellness presentations, social activities, individual and group counseling, and other related activities.
11. Serve as a student-advocate.
12. Attend meetings with Bilingual & Guidance department members.
13. Keep a log of job related activities to be submitted to immediate supervisor on a biweekly basis.
14. Performs other duties as assigned by the building principal or his/her designee.

CONTRACT TERMS OF EMPLOYMENT: 10 months

COMMUNITY SCHOOL 2019-2020

Motion #9 that, upon the recommendation of the Superintendent, the Board of Education approve the salary increase for the following Sunrise/Sunset staff:

Arias, Stephanie	Aide	\$11.00/hr
Burroughs, Alexa	Aide	\$11.00/hr
Webb, Shehkai	Aide	\$11.00/hr

EXPLANATION: Salary increases reflect the new minimum wage. Salaries to be paid out of collected tuition.

PROVISIONAL/NOVICE TEACHER MENTORS – 2019-2020

Motion #10 that, upon the recommendation of the Superintendent, the Board of Education approve the following named certificated staff to serve as mentors to provisional/novice teachers as indicated below as required by N.J.A.C. 6A:9B-8 for the 2019-2020 school year. (*revisions/additions in bold*)

Provisional/Novice Teacher	Staff Member/Mentor	School
Bonilla, Armida	Bautista, Adora	LLC
Bullock, Jessica	Sanders, Michelle	FMA
Cardona, Daniela	Velez-Manning, Vilma	NP/TJ
Cortez, Lindsey	Leidy-Stauffer, Laura	FMS
Ednie, Lisa	Connolly, William	MHS
Ekstroem Knudsen, Jonathan	Doyle, Christina	MHS
Heiman, Carli	Patten, Kelly	HC
Jimenez, Cristal	Restrepo, Maria	WD
Kaczorowska, Daria	Nair, Rajashree	AH
Kim, Ji Young	Graziano, Brittany	HC
Landy, Sarah	Abrahamsen, Brynn	FMS
Masotti, Adrianna	Forman, Annmarie	FMS
McDonald, Emilie	Satkowski, Sarah	FMS
Parisi, Kelly	Verrengia, Karyn	FMS
Pedrero-Davila, Gabriela	Harpaul, Celia	HC
Perez, Stefanie	Jackson, Avelyn	LLC
Roth, Alexandra	Pecoraro, Emma	MHS
Stern, Megan	Nally, Ryan	TJ

HUMAN RESOURCES/CURRICULUM

2019-2020 ACADEMIC AFTER SCHOOL SUPPORT CENTER PROGRAM

Motion #11 that, upon the recommendation of the Superintendent and the Board Curriculum Committee, the Board of Education approve the Academic After School Support Program at each of the elementary schools for the 2019-2020 school year.

Program: Academic After School Program
Description: Academic support for grades K-5
The goal of the work at the centers is to provide additional academic support for students as they work toward mastery of the NJ Student Learning standards in the core areas of instruction.
Dates: December, 2019 – June, 2020
Funding Source: Local
Rate: As per contract language

Bozzi, Amy (AV)
Brown, Jeffrey (TJ)
Bruskin, Jennifer (TJ)
Castello, Jennifer(NP)
Emanuele, Lara Ann (AH)
Esteves, Cecilia (WD)
Ferrer, Mercy (AH)
Folmar, Leslye (SX)
Harpaul, Celia (HC)
Martell, Marlene (SX)
Mitevski, Amy (NP)
Pistner, Blake (WD)
Toye, Crystal (NP)
Vasquez, Yeimi (AV)
Ygnacio, Nilfa (HC)

2019-2020 BILINGUAL ACADEMIC AFTER SCHOOL SUPPORT PROGRAM

Motion #12 that, upon the recommendation of the Superintendent and the Board Curriculum Committee, the Board of Education approve the Bilingual Academic After School Support Program for Grades K-8, for the 2019-2020 school year:

Program: Bilingual Academic After School Support Program
Description: Academic support for grades K-8
To provide additional support for students as they work toward mastery of the WIDA standards and NJ Student Learning standards in the core areas of instruction.
Targeted students: ESL/Bilingual students K-8
Dates: December, 2019 – June, 2020
Funding Source: Title III
Rate: As per contract language

Cabezas, Patricia (AH)
Graham, Kristen (TJ)
Marvez, Audrey (SX)
Oesterle, Victoria (FMS, NP)
Salas, Diego (FMS)
Vargas, Marco (FMS)

EXPLANATION:

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

K-5 HEALTH PLANNING TEAM (revision)

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

Program: K-5 Health
Description: K-5 Health Planning Team
Dates: November, 2019 - June, 2020
Funding: Local
Rate: As per contract language; up to 5 hours

Archibald, Noreen (NP)
Brady, Dina (WD)
Camelotto, Sally (SX)
Caruso, Heidi Lynn (SX)
Jones, Robert (AH)
Jones, Steven (HC)
Lagos, Claudia (TJ)
Michel, Hailee (SX)

EXPLANATION:

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

CURRICULUM DEVELOPMENT (revision)

Motion #14 that upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education approve the following curriculum development/revisions:

Program: ExSEL
Description: Exploring Social Emotional Learning, gr. 6-8
Dates: June, 2019 – June, 2020
Funding Source: Local
Rate: As per contract language

Abrahamsen, Brynn
Kraft, Christine
Louie, Melissa
Molinaro, Jean-Marie
Ricucci, Giovanna
Verteramo, Vincent

EXPLANATION:

Upon submission of an approved timesheet, staff member 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:

**November 30, 2019 (payroll)
December 9, 2019**

PAYMENTS

Motion #2 that upon the recommendation of the Superintendent, the Board of Education approve payment to Energy for America in the amount of \$12,961.40 for their services on the Alfred Vail Boiler Replacements through September 24, 2019. (Invoice #13543)

PROFESSIONAL SERVICES 2019-2020

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

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:

Summit Speech	Acoustic Evaluation (grade K-5)	\$450/evaluation
	Acoustic Evaluation (grade 6-12)	\$600/evaluation
	Staff In-Service	\$200/hour
	Student/ Classroom Observation	\$200/hour
	Consultative Services	\$200/hour

TRAVEL & REIMBURSEMENT

Motion #4 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.