

MORRIS SCHOOL DISTRICT
MORRISTOWN HIGH SCHOOL, LEARNING COMMONS

REGULAR BUSINESS/REORGANIZATION MEETING January 2, 2020

EXECUTIVE SESSION 6:30 P.M.

OPEN SESSION 7:30 P.M.

CALL TO ORDER STATEMENT OPEN PUBLIC MEETING

ADMINISTRATION OF OATH OF OFFICE Mrs. Susan Pedalino - Morris Twp.
Mrs. Melissa Spiotta - Morris Twp.
Mrs. Nancy Bangiola - Morristown

ROLL CALL Mrs. Nancy Bangiola
Mrs. Meredith Davidson
Ms. Linda K. Murphy
Mr. Vij Pawar
Mrs. Susan Pedalino
Ms. Lisa Pollak
Mrs. Ann Rhines
Mr. Alan Smith
Mrs. Melissa Spiotta

STUDENT REPRESENTATIVES Ms. Katherine Baskin
Ms. Briana Franco

PLEDGE OF ALLEGIANCE

ELECTION OF OFFICERS
BOARD ORGANIZATION

SUPERINTENDENT'S REPORT NJSLA Math Data

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 January 02, 2020 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.

BOARD OF ORGANIZATION

1. **Oath of Office for new Board members when called up individually**

Newly elected School Board Members will be sworn in by the Board Secretary,
Anthony LoFranco.

Mrs. Susan Pedalino	Morris Township	3 year term
Mrs. Melissa Spiotta	Morris Township	3 year term
Mrs. Nancy Bangiola	Morristown	3 year term

2. **Election of President of the Board**

The meeting is now open for nominations for President of the Board.

_____nominated by _____Second _____

_____nominated by _____Second _____

Motion, that nominations be closed: _____Second _____

Vote for President

3. **Election of Vice President**

The meeting is open for nominations for Vice President of the Board.

_____nominated by _____Second _____

_____nominated by _____Second _____

Motion that nominations be closed: _____Second _____

Vote for Vice President

4. **Appointment and Delegates**

Appointment, by the President, of alternate delegate to the New Jersey School Boards Association and the Morris County School Boards Association.

Delegate **Board President**
State Alternate
County Alternate

Appointment, by the President, of a Member to the Morris County Educational Services Commission Board of Directors.

Member:

Appointment, by the President, of a Member to the Morris Educational Foundation.

Member:

5. **Code of Ethics**

Motion, that the Board of Education adopt the “Code of Ethics for School Board Members” as per the attached.

6. **Parliamentary Procedures**

Motion that the Board of Education approve Robert’s Rules of Order as the official Guide for Parliamentary Procedure for the Morris School District.

7. **Policy**

Motion, that all policies, rules, regulations, handbooks and other legislative or regulatory action of this Board, in force immediately prior to this reorganization meeting, are hereby continued in force, as if the Board Year had not changed.

8. **Authorizations**

Motion, that the Assistant Board Secretary or in his/her absence, the President, or the Vice President, act as Board Secretary in the absence of the Board Secretary.

9. **Business Administrator Authorization**

Motion that the Board of Education approve the Business Administrator/Board Secretary to approve bids, approve account transfers, pay bills, approve construction change orders and approve travel in accordance with policies #0147, 0147A, 3440 and 4440, Board Member Travel Expenses; Staff Travel Expenses and N.J.S.A. 18A:11-12, in between board meetings on an emergency basis with list of such bids, transfers, payments, construction change orders and travel subject to presentation and ratification at the next business meeting of the board.

10. **Superintendent’s Authorization**

Motion that the Board of Education approve the Superintendent of Schools or his designee to employ school personnel to fill vacancies in existing job classifications as they may occur in between board meetings on an emergency basis with a list of those employed subject to presentation and ratification at the next business meeting of the board.

11. **Charges for Reproducing Public Documents**

Motion, that the Board of Education approves the following rates for photocopying of public documents in compliance with NJSA 47:1A-1

Letter size or smaller	\$0.05/page
Legal size or larger	\$0.07/page

12. **Meeting Dates Designation**

Motion, that the meetings of the Board of Education shall be held on Monday evenings. The meetings will open at 6:30 p.m. and immediately adjourn to closed session until 7:30 when the regular business meeting will begin. In the event that said schedule is hereafter revised, the Board Secretary is hereby directed to post and direct notice to The Daily Record at least 48 hours before the revised meeting date.

13. **Official Newspaper**

Motion, that the Daily Record be designated as the official newspaper of the Morris School District. Other notices, which require a broader circulation, shall also be published in The Star Ledger.

14. **Board Committees**

Motion, that upon the recommendation of the Superintendent, the Board of Education continue with existing committees of the Board of Education until such time as new Committees are chosen.

MINUTES

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

December 09, 2019

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

December 09, 2019

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, December 9, 2019.

COMMUNITY SCHOOL SPRING 2020

Motion #2 that, on the recommendation of the Superintendent, the Board of Education approve the following courses for the spring semester of the Community School:

Brain Games – Give your brain the most fun workout ever! Every session is packed with learning and playing the most fun brain games around. This workshop is totally fun and brains!

Stop Motion Claymation – Video production fun using stop-motion animation! Using technology and award-winning software, learn to bring inanimate objects to life, just like they do in the movies! Children are only limited by their own Imaginations.

The Robot Factory-Hey young robotic engineers! Finally, a robotics workshop that encourages creativity, experimentation and engineering for K-2 graders. Robotis is the newest wave of block robotics straight from Korea. Each week students will be challenged to build a new robot using rivets, plates and wheels. The actuator (motor) makes their new creation move on its own. Join the robot revolution with the Robot Factory.

Cartooning – DIY Comic Book – Create your very own comic book! We provide the cartooning instruction and you fill in the story, dialogue and scenery. Every session consists of one instructional video of a character, followed by Comic Book Development time when students will create unique comic books by adding characters, story, dialogue and scenery. Students add new characters each week and see how their stories take shape.

EXPLANATION: Courses to be offered through AlphaBest Explorations. Salaries to be paid by collected tuition.

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 Custodian, MHS

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

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:

Bullock, Jessica 1.0 Science, FMS (Leave Replacement)	February 15, 2020 Resignation
Urban, Ana 1.0 Social Studies, FMS	February 18, 2020 Resignation
Wertheim-Fraebel, Elisabeth 1.0 ELL Teacher, AV	July 1, 2020 Retirement

RESCIND MOTION – APPOINTMENT(S) 2019-2020

Motion #4 that, upon the recommendation of the Superintendent, the Board of Education rescind a portion of Human Resources Motion #3 which was approved on November 25, 2019 Board of Education Agenda.

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, 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.:

Phillips, Pamela 1.0 Science, FMS	\$54,307 BA, Step 3	01/02/20-06/30/20	<u>In place of:</u> Folkes, C. Leave Replacement
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* Pending probationary period

** Pending completion of paperwork

APPOINTMENT(S) 2019-2020 */**

Motion #5 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. 18A:6-7.1 et seq.; 18:39-17 et seq.; 18A:6-4.13 et seq.:

Enrico, Dosty 1.0 School Nurse, SX	\$58,322 BA, Step 7	TBD	<u>In place of:</u> Bellomo, A. Resigned
DiGennaro, Peter 1.0 English Teacher, FMS	\$53,544 BA, Step 1	01/02/20-06/30/20	Brady, K.. Resigned

* Pending probationary period

** Pending completion of paperwork

SUBSTITUTE APPOINTMENTS 2019-2020

Motion #6 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

Vogelsang, Ashton (Softball - eff 11/22/19)

Bedside

Beckmann, Marlene

Teacher

Johnson Jr., Edward

LEAVE(S) OF ABSENCE 2019-2020

Motion #7 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:

Jimenez, Cristal	03/02/20-03/17/20 * - Maternity
1.0 Elementary/BIL, WD	03/18/20-04/13/20 ** - 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/with benefits

HUMAN RESOURCES/CURRICULUM

2019-2020 BILINGUAL ACADEMIC AFTER SCHOOL SUPPORT PROGRAM (revision)

Motion #8 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)
Esteves, Cecilia (WD)
Graham, Kristen (TJ)
Marvez, Audrey (SX)
Oesterle, Victoria (FMS, NP)
Salas, Diego (FMS)
Vargas, Marco (FMS)
Vasquez, Yeimi (AV)
Ygnacio, Nilfa (HC)

MEF AFTER SCHOOL TUTORING COORDINATOR - FMS

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

Program:	FMS After School Tutoring Coordinator
Description:	Coordinate the MEF Tutoring Program
Staff Member:	Sanders, Michelle
Dates:	December, 2019 through June 30, 2020
Funding Source:	MEF funding
Rate:	\$2,500

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:

**December 15 & 31 2019 (payroll)
January 2, 2020**

DONATION

Motion #2 that upon the recommendation of the Superintendent, the Board of Education approve a donation from the Morristown High School Swim Boosters in the amount of \$12,500 to be used towards the purchase of new Starter Blocks for the pool. A letter of appreciation will be sent for the support of the district's students. This was discussed at the December Finance Committee meeting.

SALE OF SURPLUS PROPERTY

Motion #3 WHEREAS the following property is not needed for school purposes; there exists a need for all available space at the various schools; and, the NJ Public School Contracts Law, 18A: 18A-45, requires a resolution authorizing the disposition of surplus property,

NOW, THEREFORE BE IT RESOLVED by the Morris School District Board of Education authorizes the Business Administrator to dispose of this surplus property. The items that are in saleable condition will be listed on the online auction site www.GovDeals.com. The sale is being conducted pursuant to Local Finance Notice 2008-9. The terms and conditions of the agreement entered into with GovDeals are available on the vendor's website and available in the Morris School district's Business Office. Items not sold within 14 days of listing may be removed from district premises at no cost to the district. Items listed as salvage will be removed from school property.

Description	Quantity	Age	Asset Tag #	Location	Comment
Bleacher Retractor/Mule	1	Approx. 10 years	N/A	MHS	Obsolete
Drum sander	1	Approx. 5 years	N/A	MHS	No longer in working condition
1996 F350 Box Truck (Marching Colonials)	1	23 years	12466A	FMS	End of useful life
Oliver Grinder - Model 2085	1	40 years	04155	MHS	End of useful life
State Disc sander	1	29 years	04168	MHS	End of useful life
Field Hockey Kilt (damaged)	1	10+ years	N/A	MHS	Replaced, poor condition
Field Hockey Long sleeve jerseys	24	10+ years	N/A	MHS	Replaced, poor condition
Field Hockey Tank Tops	26	10+ years	N/A	MHS	Replaced, poor condition
Field Hockey Shooting shirts	7	10+ years	N/A	MHS	Replaced, poor condition
Drums: 4 Bass, 4 Snare, & 2 Quint Tenor	10	15-20 years	N/A	MHS	Outdated, no longer in use
LaserJet 3800 Color Printer	1	10+ years	N/A	FMS	No longer in working condition

LaserJet 2600n Color Printer	1	13 years	013524	FMS	Outdated, no longer in use
LaserJet 4250n Printer	1	14 years	012837	SX	No longer in working condition
LaserJet C9661a Printer	1	15 years	12133	SX	No longer in working condition
LaserJet C4266a Printer	1	14 years	012345	LLC	Outdated, no longer in use
Keller Electric Hack Saw	1	30 + Years	N/A	B&G	Outdated, no longer in use
Dell 1210S Projector	1	Approx. 9 years	N/A	FMS	Outdated, no longer in use
iPad - 1st generation	6	Approx. 9 years	N/A	TJ	Outdated, no longer in use
iPad - 2nd generation	2	Approx. 7 years	N/A	TJ	Outdated, no longer in use
Dell Workstation Computer	1	4-5 years	N/A	MHS	Damaged beyond repair
Yamaha Speakers	4	15+ years	N/A	FMS	Outdated, no longer in use
iPod	20	8+ years	N/A	FMS	Outdated, no longer in use
Hobart Mixer	1	28 years	03070	AH	No longer in working condition
Food Warmer	1	10 years	N/A	MHS	No longer in working condition
Technology Carts	3	5+ years	N/A	LLC	Outdated, no longer in use
Bretford iPad Carts	2	8 years	014913	LLC	Outdated, no longer in use
Savin 8045sp Copier	1	10 years	012491	CO	End of useful life

PROFESSIONAL SERVICES 2019-2020

Motion #4 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:

Stepping Forward Counseling Center, LLC	Home Instruction	\$75/hour
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TRAVEL & REIMBURSEMENT

Motion #5 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.