

MORRIS SCHOOL DISTRICT
Minutes of February 24, 2020
MORRISTOWN HIGH SCHOOL

The regular business meeting of the Board of Education of the Morris School District, of Morris County, New Jersey was held in the Learning Commons of Morristown High School, Morristown, New Jersey 07960 on Monday evening, February 24, 2020 at 6:33 p.m.

Anthony Lo Franco, Board Secretary, called the meeting to order and made the following announcement: The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act the Board of Education of the Morris School District in the County of Morris has caused notice of this meeting to be published by having the date, time and place thereof posted. The notice was mailed to the Daily Record, and to those persons or entities requesting notification, posted on the district website and posted at the Administration Center, 31 Hazel Street, Morristown, New Jersey.

At the Roll Call, the following Board Members were present: Mrs. Nancy Bangiola, Mrs. Meredith Davidson, Ms. Linda K. Murphy, Mr. Vij Pawar, Mrs. Susan Pedalino, Mrs. Ann Rhines, Mr. Alan Smith, and Mrs. Melissa Spiotta.

*Ms. Lucia Galdi arrived at 6:37 pm. Ms. Lisa Pollak was absent.

OATH OF OFFICE

Anthony Lo Franco administered the Oath of Office to Ms. Lucia Galdi, Morris Plains Representative.

*Votes by Ms. Galdi pertain to the items outlined under statute N.J.S.A. 18A:38-8.1

Also present were Mr. Mackey Pendergrast, Superintendent, Mr. Anthony Lo Franco, Business Administrator/Board Secretary, Ms. Lora Clark, Director of Human Resources, Personnel & Equity, and Mr. Marc Gold, Director of Pupil Services.

At 6:34 p.m, the Board moved to go into closed session:

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 February 24, 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.

EXECUTIVE SESSION (Motion #1)

Moved by Mr. Pawar, seconded by Mr. Smith

AYES: Mrs. Davidson, Ms. Murphy, Mr. Pawar, Mrs. Pedalino, Mrs. Rhines,
Mr. Smith, Mrs. Spiotta, Mrs. Bangiola

NOES: None

ABSTAIN: None

ABSENT: Ms. Galdi, Ms. Pollak

At 7:23 p.m., Mr. Pawar moved to go into open session and recess. Mr. Smith seconded the motion, which was carried unanimously.

Mrs. Jennifer Adkins, Community School Coordinator, Ms. Deb Engelfried, Supervisor of Social Emotional Learning (SEL) and Information Management, Mr. Richard Ferrone, District Manager of Safety & Operations, Mrs. Joan Frederick, Assistant Business Administrator, Ms. Kelly Harte, Assistant Superintendent of Curriculum and Instruction, Ms. Erica Hartman, Director of Technology, Instructional, and Dr. Jennifer van Frank, Communications & Community Relations Coordinator, arrived at 7:30 pm.

Open Session began at 7:30 pm.

There were approximately 15 people from the public and staff in attendance.

PLEDGE OF ALLEGIANCE

Mrs. Bangiola led the Board in the pledge.

SUPERINTENDENT'S REPORT

Mr. Pendergrast gave a brief presentation continuing on the district's 2040 vision.

Mr. Pendergrast read a recognition to the Frelinghuysen Future City Winners, Team Tormralia, and introduced Ms. Alexandria Lefkovits, a FMS Quest teacher to honor the FMS Future City Winners.

The four FMS students who won first prize at the Future City Competition presented their project to the board.

Mr. Robert Morrison with Hodulik & Morrison/PFK O'Connor Davies Audit Firm presented on the 2018-2019 Audit.

PRESIDENT'S REPORT

Mrs. Bangiola thanked Mr. Pendergrast and his team for their ongoing initiatives facing challenges of the district.

PUBLIC COMMENT

Members of the public came forward on the following topic(s):

- *Increased promotion on clubs offered in the high school to incoming freshman*

COMMITTEE REPORTS

Curriculum

Mrs. Rhines reported the following was discussed

- *Rising Scholars Program*
- *PreK-12 Special Education ESY*
- *Incoming Bilingual Student Placement*
- *Update from January's Bilingual PAC meeting*
- *Astro-Photographer article*

Human Resources

Mr. Smith reported the following was discussed

- *Challenges in obtaining Leave Replacements*
- *Possible revision to Teacher Evaluation Rubrics*

Finance

Ms. Murphy reported the following was discussed

- *2020-2021 Budget*
- *Decrease in healthcare costs*
- *Increase in student enrollment*
- *Banked CAP*
- *Donation to MHS Theatre Program*
- *Broadcast Room repair timeline*
- *New Demographic Study*
- *Repairing/Upgrading playground equipment*

Policy

Mrs. Spiotta reported the following was discussed:

- *Pupil Suicide Prevention*
- *Go Guardian Software*

Mr. Pendergrast added that the recent state mandated security policies put in place have steadily been in existence at the Morris School District. Mr. Pendergrast thanked Mr. Ferrone for helping the district remain proactive.

ORGANIZATIONAL MOTION

Oath of Office for new Board members when called up individually

Motion #1 Newly elected School Board Members will be sworn in by the Board Secretary,
Anthony LoFranco.

Ms. Lucia Galdi - Morris Plains Representative - 1 year term

Appointment and Delegates

Motion #2 Appointment, by the President, of alternate delegate to the New Jersey School Boards
Association and the Morris County School Boards Association.

Delegate	<u>Board President</u>
State Alternate	
County Alternate	Melissa Spiotta

BUSINESS PORTION OF THE MEETING

MINUTES

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

January 27, 2020

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

January 27, 2020

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

February 10, 2020

MINUTES (Motions #1-3)

Moved by Mrs. Spiotta, seconded by Mr. Pawar

AYES: Mrs. Davidson, Ms. Galdi (Motion #3), Ms. Murphy, Mr. Pawar, Mrs. Pedalino, Mrs. Rhines, Mr. Smith, Mrs. Spiotta, Mrs. Bangiola

NOES: None

ABSTAIN: Ms. Galdi (Motions #1-2)

ABSENT: Ms. Pollak

POLICY

FIRST READING

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

6112 Reimbursement of Federal and Other Grant Expenditures

7440 School District Security

RESIDENCY RESOLUTION

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

WHEREAS, on January 23, 2020, the parents/guardians of students #612595, 621925 and 621818 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, on January 30, 2020, the parents/guardians of students #701541 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 #612595, 621925, 621818 and 701541 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.

POLICY (Motions #1-2)

Moved by Mrs. Spiotta, seconded by Mr. Pawar

AYES: Mrs. Davidson, Ms. Galdi, Ms. Murphy, Mr. Pawar, Mrs. Pedalino, Mrs. Rhines, Mr. Smith, Mrs. Spiotta, Mrs. Bangiola

NOES: None

ABSTAIN: None

ABSENT: Ms. Pollak

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, January 27, 2020.

FIELD TRIPS

Motion #2 that, upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education approve the following field trips for the 2019-2020 school year: (See attached Educational folder)

RENAISSANCE STAR ASSESSMENT FOR BILINGUAL STUDENTS

Motion #3 that, upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education approve the Renaissance Star Assessment for Bilingual students.

DISTRICT PRIORITY:

Curriculum/Mastery Language Arts & Math

EXPLANATION:

The Renaissance Star is an assessment that enables Spanish-speaking English learners to demonstrate mastery in reading and math in both English and Spanish. Teachers are able to see scores in a side-by-side comparison to accelerate growth for Spanish-speaking English Learners and to distinguish between interventions needed for standards mastery versus English language development.

GOOGLE SUITE CERTIFICATION PROGRAM

Motion #4 that, upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education approve the Google Suite Certification Program for FMS and MHS students.

DISTRICT PRIORITY:

Curriculum/Engage and Empower Students with Technology

EXPLANATION:

GSuite Certification is a professional certification from Google that enables students age 13+ to demonstrate mastery of G Suite applications such as Docs, Sheets, and Slides for the workplace. Show prospective employers and colleges that you are fluent in digital collaboration tools.

PROFESSIONAL DEVELOPMENT (revision)

Motion #5 that, upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education approve the following Professional Development:

Program:	Professional Development
Description:	Blended Learning, Health, Social Studies PD, K-5
Dates:	November 5, 2019

Funding: **Title II**

Program: Professional Development
Description: World Language PD at FMS
Dates: November 5, 2019
Funding: **Title II**

Program: Professional Development
Description: Sheltered English Instruction (SEI), K-5 Science,
MHS Electives & PE/Health
Dates: November 5, 2019
Funding: **Title II**

RISING SCHOLARS PROGRAM 2020 (GR. 6-8)

Motion #6 that, upon the recommendation of the Superintendent and the Board Curriculum Committee the Board of Education approve the Rising Scholars Program for grades 6-8 at Frelinghuysen Middle School:

Program: Rising Scholars
Description: After school, academic literacy and math instruction for grades 6-8 general education and special education students identified through data and teacher recommendations. (Approx. 65 students)
Dates: April, 2020 - May, 2020
Funding Source: Local

PK-12 SPECIAL EDUCATION EXTENDED SCHOOL YEAR

Motion #7 that upon the recommendation of the Superintendent and the Board Curriculum Committee, the Board of Education approves the following:

Program: PreK-12 Special Education Extended School Year
Description: Provide IEP mandated extended school year services to students with disabilities.
Dates: July 6-August 7, 2020
Projected Enrollment: 150 students
Positions: ESY coordinator, preschool site coordinator, special Education teachers, assistant behavioral specialists, teaching assistants, speech language specialists, occupational therapists, physical therapists, secretaries, nurses.
Funding: Local Funds

2019-2020 CARL D. PERKINS GRANT AMENDMENT APPLICATION

Motion #8 that, upon the recommendation of the Superintendent, the Board of Education approve submission of the Carl D. Perkins grant amendment application for 2019-2020 and accept the grant modifications for these funds in the amount of \$37,742.

EXPLANATION

The 2019-2020 application is being amended to reallocate funds for Roll Printer and Laser Printer supplies originally budgeted in the wrong account number.

MEF GRANTS

Motion #9 that, upon the recommendation of the Superintendent, the Board of Education accept monies from the Morris Educational Foundation for the following grants:

<u>Amount</u>	<u>School</u>	<u>Project</u>
\$1,269.00	MHS	National Society of Black Engineers (NSBE) The National Society of Black Engineers is a national pre college organization for elementary to high school students to get involved in a STEM related organization. The Morristown High School NSBE Jr. chapter started September 2018. The group will be going to Austin, Texas for the NSBE national convention. During the convention, our students will compete in a VEX Robotics competition which features teamwork, construction, and design. They will compete in Math related competitions as well. They will attend workshops that are organized for academic support. The MEF will subsidize the trip for one student.
\$900.00	MHS	Film Competition Our students present their original films at a state competition. They have been doing this for the last few years and have been very successful. This year, nine students will be competing. The MEF is paying the registration fee of \$100.00 for each of the nine students.

TITLE ID GRANT CARRYOVER 2018-2019

Motion #10 that, upon the recommendation of the Superintendent, the Board of Education accept the carryover funds for Title ID, for the fiscal year 2018-2019 from the New Jersey State Department of Education, in the amount of \$4,130.

EXPLANATION:

Morris School District did not originally have Title ID carryover funds from 2018-2019. Title ID funds from a closed facility were distributed to all remaining facilities, as a carryover. Morris School District's allocation of that distribution is \$4,130.

2020 TITLE ID GRANT CARRYOVER APPLICATION AMENDMENT

Motion #11 that, upon the recommendation of the Superintendent, the Board of Education approve submission and accept the funds of the Title ID amended application for the fiscal year 2019-2020 from the New Jersey State Department of Education, in the amount of \$43,330.

	<u>FY'20</u>	<u>CARRYOVER</u>	<u>TOTAL</u>
TITLE ID	\$39,200	\$4,130	\$43,330

EXPLANATION:

The grant award is being amended to include 2018-2019 Title ID carry-over funds from a closed facility that were distributed to all remaining facilities.

EDUCATIONAL MATTERS (Motions #1-11)

Moved by Mrs. Spiotta, seconded by Mr. Pawar

AYES: Mrs. Davidson, Ms. Galdi, Ms. Murphy, Mr. Pawar, Mrs. Pedalino, Mrs. Rhines
(Motions #1-8, 10-11), Mr. Smith, Mrs. Spiotta (Motions #1-8, 10-11), Mrs. Bangiola

NOES: None

ABSTAIN: Mrs. Rhines (Motion #9), Mrs. Spiotta (Motion #9)

ABSENT: Ms. Pollak

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 February, 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.

PUPIL SERVICES (Motion #1)

Moved by Mrs. Spiotta, seconded by Mr. Pawar

AYES: Mrs. Davidson, Ms. Galdi, Ms. Murphy, Mr. Pawar, Mrs. Pedalino, Mrs. Rhines,
 Mr. Smith, Mrs. Spiotta, Mrs. Bangiola

NOES: None

ABSTAIN: None

ABSENT: Ms. Pollak

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 ABS, PS
- (1) 1.0 Security Monitor, LLC
- (1) 1.0 Teacher Assistant, HC
- (1) 1.0 Teacher Assistant, MHS
- (1) 1.0 Teacher Assistant, PS (eff. 02/01/20)

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:

Enrico, Dosty	February 14, 2020
1.0 School Nurse, SX	Resignation
 Hitchcock, Rebecca	 April 1, 2020
1.0 Speech Therapist, PS	Retirement

RESIGNATION(S)/TERMINATION(S)/RETIREMENT(S) 2020-2021

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:

Hull, Christopher	July 1, 2020
1.0 Special Ed., MHS	Retirement
 Koban, Douglas	 July 1, 2020
1.0 Physical Ed/Health, WD	Retirement

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.:

Beltran, Nancy	\$29,699	02/24/20-06/30/20	<u>In place of:</u> Est. 02/24/20
1.0 Teacher Asst., MHS	Col. B, Step 15		
 Huerta, Edwin	 \$6,750	 02/25/20-06/30/20	 Employee #6605
0.5 Bus Aide, Trans.	\$15/hr, 2.5 hrs/day		

180 days/ year

McCann, Michelle 1.0 Occupational Therapist, PS	\$57,144 MA, Step 1	04/01/20-06/30/20	Laureano, M. Retired
Provus, Amy 0.5 Teacher Asst., PS	\$12,028 Col. B, Step 1	03/02/20-06/30/20	Permison, G, Reassigned
Rojas, Edma 1.0 Custodian, FMS	\$35,000	02/03/20-06/30/20	Gast, D. Resigned
Torres, Adriana 0.5 Teacher Asst., LLC	\$12,028 Col. B, Step 1	02/03/20-06/30/20	McCormack, M. Reassigned
VanWingerden, Shawn 1.0 Social Studies, FMS	\$72,392 MA, Step 12	03/23/20-06/30/20	Urban, A. Resigned
Yermak, Irina 1.0 Bus Driver, Trans	\$29,700 \$30/hr., 5.50 hrs/day, 180 days/year (revised)	01/13/20-06/30/20	Tizio, C.. Resigned
Webster, Adriana 1.0 School Nurse, FMS	\$56,302 BA, Step 5	03/16/20-06/30/20	Goss, M. Reassigned

* 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 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

Fallon, Jacob

Guidance Counselor

Rainho, Siliva (eff. 2/3/2020)

LR/PG Aide

Anderson, Felice (eff. 2/11/2020)

Teacher

Angulo, Yamilet (eff. 1/29/2020)

Barnes, Courtney (eff. 2/3/2020)

Coven, Hart (eff. 2/12/2020)

Permison, Gabriela (eff. 1/29/2020)

JOB DESCRIPTION(S) 2019-2020

Motion #6 that, upon the recommendation of the Superintendent, the Board of Education approve the following job descriptions:

- (1) 1.0 Secretary (CL IV) Preschool/Central Office

Morris School District
Job Description

Title: Secretary (CL IV) Preschool/Central Office

Reports To: Building Principal, Supervisor of SEL and Information Management

Qualifications:

- High School Diploma
- Post High School professional training preferred
- Prior office experience preferred
- Proficiency in oral and written communication and interpersonal skills
- Knowledge of computer skills in Google and Microsoft Office
- Spanish Fluency

Responsibilities:

1. Provide assistance to the supervisor/administrator of the preschool program and SEL.
2. Assist the full-time preschool secretary in all daily work.
3. Maintain a regular filing system and process correspondence and documents in accordance with established office procedures.
4. Perform general secretarial duties, which include but are not limited to:
 - a. acting as receptionist greeting visitors, receiving, placing and directing telephone calls to appropriate personnel
 - b. preparing purchase orders
 - c. preparing, typing and filing correspondence
 - d. prepare for meetings and attend to record minutes if requested
 - e. maintain current contact list
5. Assist District Student Registrar with the registration of PreK to 12th grade students.
 - a. review online student enrollment application and schedule appointments with families to review original documents
 - b. establish student relationship to parent, guardian or affidavit relationship and residency in the district

- c. provide assistance to families in completing the online registration and all related registration paperwork during the in person visit
 - d. notify District Registrar regarding areas that require attention
 - e. provide information to families and respond to inquiries regarding enrollment in the District.
6. Performs other duties as assigned by the Principal, Supervisor of SEL and Information Management or designee.

Employment Term: 12 months

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:

Curcio, Rachel 1.0 Grade 4, TJ	04/17/20-06/04/20 * - Maternity 06/05/20-06/30/20 ** - FMLA/NJFLA 09/01/20-11/03/20 ** - FMLA/NJFLA 11/04/20-11/11/20 *** - Childrearing
Demopolous, Angelica 1.0 Social Worker, MHS	05/07/20-06/30/20 * - Maternity 09/01/20-11/23/20 ** - FMLA/NJFLA 11/24/20-04/16/21 *** - Childrearing
Escobar Nunez, Libia 1.0 ABS, PS	02/04/20-05/06/20 ** - FMLA
Escobedo, Nicole 1.0 Art, FMS	05/18/20-06/30/20 * - Maternity 09/01/20-11/23/20 ** - FMLA/NJFLA
Graziano, Brittany 1.0 Grade 2, HC	03/23/20-04/30/20 * - Maternity 05/01/20-06/30/20 ** - FMLA/NJFLA
Mangrella, Sandra 1.0 Accounts Payable Spec., CO	05/29/20-06/29/20 * - Maternity 06/30/20-10/16/20 ** - FMLA/NJFLA
Moreno, Lauren 1.0 School Nurse, MHS	02/10/20-04/01/20 * - Maternity 04/14/20-06/30/20 ** - FMLA/NJFLA
Shah, Erin 1.0 Math, MHS	04/24/20-06/30/20 * - Maternity 09/01/20-11/23/20 ** - FMLA/NJFLA 11/24/20-06/30/21 *** - Childrearing
Toro, Kimberly 1.0 Bus Driver, Trans.	03/23/20-04/21/20 * - Maternity 04/22/20-10/14/20 ** - FMLA/NJFLA

Waggner, Renee
1.0 LDTC, FMS

09/01/20-09/11/20 * - Maternity
09/14/20-12/04/20 ** - FMLA/NJFLA
12/05/20-06/30/21 *** - Childrearing

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

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

Motion #8 that, upon the recommendation of the Superintendent, the Board of Education approve the change(s) of assignment and/or salary for the following certified staff:

Employee	Former Assignment	New Assignment	Effective	Salary	In place of:
Aguilar, Gloria	1.0 Custodian, MHS	N/A	02/13/20	\$35,000 + \$ 888 lic stipend \$35,888 Total	N/A
Goss, Margaret	1.0 School Nurse, FMS	1.0 School Nurse, SX	02/14/20	N/A	Enrico, D. Resigned
Permison, Gabriela	0.5 Teacher Asst. PS	1.0 Teacher Asst, PS	02/01/20	\$24,381 Col. B, Step 2	Est. 02/24/20

EXTRA PAY 2019-2020

Motion #9 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					
Lacrosse					
Assistant Coach – Girls	Herbert, Meghan	1	\$4,887		\$4,887
Track & Field					
Assistant Coach – Girls	Salako, Olajuwon	1	\$4,459		\$4,459

FRELINGHUYSEN MIDDLE SCHOOL - ATHLETICS					
POSITION	STAFF MEMBER	YR EXP.	SALARY	INC	TOTAL SALARY
ATHLETICS – MHS					
Softball					
Assistant Coach	Cortez, Lindsey	1	\$1,936		\$1,936

COMMUNITY SCHOOL 2019-2020

Motion #10 that, upon the recommendation of the Superintendent, the Board of Education approve the following Summer Plus staff:

Rogers, Emily Supervisor \$35.00/hr

EXPLANATION: The responsibilities for the 2020 Summer Plus Supervisor include pre-season planning from 01/02/20-06/23/20, as needed, as well as full time during the program, 06/29/20-08/07/20. Salary will be paid from collected tuition.

Motion #11 that, upon the recommendation of the Superintendent, the Board of Education approve the following Summer Plus Office Assistant:

Davis, Edgar Assistant \$15.00/hr

EXPLANATION: Salaries to be paid out of collected tuition.

AFTER SCHOOL TEACHER PD - 2019 -2020

Motion #12 that, upon the recommendation of the Superintendent, the Board of Education approve teachers in the provisional program and tenure teachers with prior approval from their immediate supervisor to participate in afterschool professional development. Sessions will be held after school hours and will support curriculum, instruction, intercultural competency, culturally responsive practices and district initiatives.

Program: District Professional Development
Description: Certificated Teachers
Dates: October, 2019 - June, 2020
Funding Source: Title II
Rate: \$25/hour not to exceed 8 hours each

EXPLANATION: Staff member will be paid upon submission of an approved timesheet.

HUMAN RESOURCES/CURRICULUM

PROFESSIONAL DEVELOPMENT 2020 (revision)

Motion #13 that, upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education approve the February 18, 2020 Professional Development day.

Program:	Professional Development
Description:	K-12 school based professional development
Dates:	February 18, 2020
Funding Source:	Title II
Rate:	Presenters, \$100 prep session, \$100/presentation
Adler, Kathleen	
Corke, Caroline	
Dabinett, Kelly	
Formoso, Alejandra	
Jones, Robert	
Mamolen, Lee	
Michel, Hailee	
Polcaro, Catherine	

PROFESSIONAL DEVELOPMENT (revision)

Motion #14 that, upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education approve the following Professional Development (**revisions in bold**):

Program:	Professional Development
Description:	Blended Learning, Health, Social Studies PD, ACCESS training, K-5
Dates:	November 5, 2019, February 7, 2020
Funding:	Title II
Rate:	As per contract language; Not to exceed 8 hours total (planning & presenting)

K-5 Facilitators:
Artiga, Maria
Babula, John
Biller, Heidi
Fortmuller, Alison
Gilson, Wendy
Graziano, Brittany
Hall, Vicki B.
Harpaul, Celia

Hodge, Nichole
Jacobus, Amy
Jones, Robert
Jones, Steven
Korman, Kari
Lagos, Claudia
Leeson, Kristin
Lipari, Erin
Michel, Hailee
Milesky, Susan
Nair, Rajashree
Nally, Ryan
Norman, Anja
Pencinger, Jennifer
Restrepo, Maria
Salas, Teddie
Sparano, Robert
Tirri, Kristina
Toye, Crystal
Vazquez, Uray
Vila Chave, Maria

Program: Professional Development
Description: World Language PD at FMS
Dates: November 5, 2019
Funding: **Title II**

Corke, Caroline
Dodson, Samantha
Makar, Youstina
Muster, Anna

Program: Professional Development
Description: Sheltered English Instruction (SEI), K-5 Science, MHS
Electives & PE/Health
Dates: November 5, 2019
Funding: **Title II**

Kern, Tina

RISING SCHOLARS PROGRAM 2020(GR. 6-8)

Motion #15 that, upon the recommendation of the Superintendent and the Board Curriculum Committee the Board of Education approve the Rising Scholars Program for grades 6-8 at Frelinghuysen Middle School:

Program:	Rising Scholars
Description:	After school, academic literacy and math instruction for grades 6-8 general education and Special Education students identified through data and teacher recommendations. Approx. 65 students
Dates:	April, 2020 - May, 2020
Funding Source:	Local
Rate:	Per contract language, maximum number of hours 116

All FMS certificated staff, upon principal approval

EXPLANATION:

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

PK-12 SPECIAL EDUCATION EXTENDED SCHOOL YEAR

Motion #16 that upon the recommendation of the Superintendent and the Board Curriculum Committee, the Board of Education approves the following:

Program:	PreK-12 Special Education Extended School Year
Description:	Provide IEP mandated extended school year services to students with disabilities.
Dates:	July 6, 2020-August 7, 2020
Projected Enrollment:	150 students
Positions:	ESY coordinator, preschool site coordinator, Special Education teachers, assistant behavioral specialists, teaching assistants, speech language specialists, occupational therapists, physical therapists, secretaries, nurses.
Funding:	Local Funds

2019-2020 ACADEMIC AFTER SCHOOL SUPPORT CENTER PROGRAM (revised)

Motion #17 that, upon the recommendation of the Superintendent and the Board Curriculum Committee, the Board of Education approve the Academic After School Support Center Program at each of the elementary schools for the 2019-2020 school year **(revisions in bold)**.

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)
Salas, Teddie (TJ)
Pistner, Blake (WD)
Toye, Crystal (NP)
Vasquez, Yeimi (AV)
Ygnacio, Nilfa (HC)

Subs:

All certificated staff, upon principal approval

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

Motion #18 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 (**revisions in bold**):

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)

Subs:

All certificated staff, upon principal approval

ESEA PAYROLL 2019-2020

Motion #19 that, upon the recommendation of the Superintendent, the Board of Education approve the following **revised** ESEA payroll for the 2019-2020 school year:

Title IA

Name	Position / Account Number	Full Salary	Grant Salary	%
Adler, Kathleen	Intervention Teacher/ 20-231-100-101-14-00	\$ 61,932	\$ 61,932	100.00%
Black, Adene	Intervention Teacher/ 20-231-100-101-14-00	\$ 101,172	\$ 31,358	30.995%
Giuliano, Irena	Intervention Teacher/ 20-231-100-101-14-00	\$ 74,607	\$ 36,960	49.54%
Hall, Vicki	Intervention Teacher/ 20-231-100-101-14-00	\$ 103,662	\$ 28,838	27.82%
Katterman, Lisa	Intervention Teacher/ 20-231-100-101-14-00	\$ 103,662	\$ 35,846	34.58%
Koval, Christy	Intervention Teacher/ 20-231-100-101-14-CL	\$ 30,105	\$ 30,105	100.00%
Lo Verde, Melanie	Intervention Teacher/ 20-231-100-101-14-00	\$ 62,147	\$ 35,840	57.67%
Mager, Evan	Intervention Teacher/ 20-231-100-101-14-00	\$ 23,011	\$ 23,011	100.00%
Michel, Hailee	Intervention Teacher/ 20-231-100-101-14-00	\$ 70,177	\$ 32,758	46.68%
Williams, Christine	Intervention Teacher/ 20-231-100-101-14-00	\$ 81,252	\$40,626	50.00%
Yoser, Jodi	Intervention Teacher/ 20-231-100-101-14-00	\$ 83,742	\$ 40,623	48.51%

EXPLANATION: The salary revisions in bold represent a change in staff allocated to the Title IA grant due to resignations/changes in assignment.

TITLE ID PAYROLL 2019-2020

Motion #20 that, upon the recommendation of the Superintendent, the Board of Education approve the following **revised** Title ID payroll for the 2019-2020 school year:

Title ID

Name	Position / Account Number	Full Salary	Grant Salary	%
Franko, Kelvin	Academic Intervention Teacher/ 20-237-100-101-14-DL	\$ 103,662	\$ 32,096	30.96%

EXPLANATION: The salary revision in bold represents an amendment to the Title ID grant due to funds from a closed facility that were distributed to all remaining facilities.

SUMMER 2020

ALL SUMMER EMPLOYMENT PENDING FUNDING AND ENROLLMENT

SUMMER ACADEMY PROGRAMS

Motion #21 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 2020 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: #E1
Position: Special Education Extended School Year Program Coordinator
Program: PreK-12 Special Education
Dates: February 25, 2020 – June 24, 2020
July 6, 2020 – August 7, 2020
Stipend: \$7,000
Funding Source: Local

McBride, Sean

HUMAN RESOURCES (Motions #1-21)

Moved by Mrs. Spiotta, seconded by Mr. Pawar

AYES: Mrs. Davidson, Ms. Galdi, Ms. Murphy, Mr. Pawar, Mrs. Pedalino, Mrs. Rhines,
Mr. Smith, Mrs. Spiotta, Mrs. Bangiola

NOES: None

ABSTAIN: None

ABSENT: Ms. Pollak

BUSINESS MATTERS

Financial Reports

- Motion # 1 **Financial Reports of the Secretary to the Board of Education**
that the Board of Education approve the following financial report as on
file in the Business Administrator's office for the month of **December 2019.**

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

Statement of Cash Balances

that the Board of Education accept the Statement of Cash Balances for the month of
December 2019 which are reconciled with the Board Secretary's Reports by fund for
that month.

- Motion #2 Pursuant to N.J.A.C. 6A:23-2.11 (c) 3, we certify that as of **December 2019** after
review of the Secretary's monthly financial report (appropriations section)
and upon consultation with the appropriate district officials, to the best of our
knowledge, no major account or fund has been over expended i
n violation of N.J.A.C. 6A:23-2.11(a) and that sufficient funds are available to meet
the district's financial obligations for the remainder of the fiscal year.
- Motion #3 Pursuant to N.J.A.C. 6A:23-2.11 (c) 4, I certify that as of **December 2019** no
budgetary line item account has been over-extended in violation of N.J.A.C.
6A:23-2.11 (b).

_____	<u>February 24, 2020</u>
Business Administrator/Board Secretary	Date

BUDGET TRANSFERS

- Motion #4 that upon the recommendation of the Superintendent, the Board of Education approve
the Budget Transfers as on file in the Business Administrator's Office for the
2019-2020 budget through **December 2019.**

BILLS LIST 2019-2020

- Motion #5 that upon the recommendation of the Superintendent, the Board of Education approve
the attached 2019-2020 bills list for the period ending:

January 31, 2020 & February 15, 2020 (payroll)
February 24, 2020

DONATION

- Motion #6 that upon the recommendation of the Superintendent, the Board of Education approve a donation in the amount of \$3,750 from Mr. and Mrs. Bashant to support the MHS Theater group. A letter of appreciation will be sent to the donors for supporting the students of the district.
- Motion #7 that upon the recommendation of the Superintendent, the Board of Education approve a donation of \$800 from Ms. Judy Banks to be used towards the expense of the Morristown High School's NSBE (National Society of Black Engineers) trip to the NSBE Convention in San Antonio, TX in March. A letter of appreciation will be sent to the donor for their support.
- Motion #8 that upon the recommendation of the Superintendent, the Board of Education approve a donation of \$9,629.00 from the Morristown High School Swim Boosters for the remaining cost of the new starting blocks.

E-RATE CONTRACTING

- Motion #9 that upon the recommendation of the Superintendent, the Board of Education award the following contract in connection with the filing of Morris School District's E-Rate Form # 200011970 for the 2020-2021 School Year. The following awards for services and purchases are in accordance with the School and Libraries E-Rate program rules and regulations for 2020-2021:

Networking Equipment – Aspire Technology Partners
Telecommunications Services - Altice USA

EXPLANATION

The issuance of purchase orders may be contingent on the Schools & Libraries final Erate award decision as well as the District's' ability to adequately fund the above purchases and projects.

PROFESSIONAL SERVICES 2019-2020

Motion #10 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:

Kaleidoscope Education Solutions	Speech Language Pathologist (SLP)	\$89.50/hour
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TRAVEL & REIMBURSEMENT

Motion #11 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.

BUSINESS MATTERS (Motions #1-11)

Moved by Mrs. Spiotta, seconded by Mr. Pawar

AYES: Mrs. Davidson, Ms. Galdi, Ms. Murphy, Mr. Pawar, Mrs. Pedalino, Mrs. Rhines,
Mr. Smith, Mrs. Spiotta, Mrs. Bangiola

NOES: None

ABSTAIN: None

ABSENT: Ms. Pollak

NEW BUSINESS BROUGHT BEFORE THE BOARD

Mrs. Rhines reminded the Board, Morristown On Stage is Wednesday night.

ADJOURNMENT (8:53 PM)

Moved by Mr. Pawar, seconded by Mr. Smith

AYES: Mrs. Davidson, Ms. Galdi, Ms. Murphy, Mr. Pawar, Mrs. Pedalino, Mrs. Rhines,
Mr. Smith, Mrs. Spiotta, Mrs. Bangiola

NOES: None

ABSTAIN: None

ABSENT: Ms. Pollak

Respectfully Submitted,

Anthony Lo Franco
Business Administrator/
Board Secretary