

MORRIS SCHOOL DISTRICT
THOMAS JEFFERSON ELEMENTARY SCHOOL, AUDITORIUM

REGULAR/ORGANIZATIONAL BUSINESS MEETING	June 14, 2021
EXECUTIVE SESSION	6:30 P.M.
OPEN SESSION	7:30 P.M.
CALL TO ORDER STATEMENT	OPEN PUBLIC MEETING
ROLL CALL	Mrs. Nancy Bangiola Mrs. Meredith Davidson Ms. Linda K. Murphy Mr. Vij Pawar Mrs. Susan Pedalino Mrs. Ann Rhines Mr. Alan Smith Mrs. Melissa Spiotta Mrs. Beth Wall Ms. Lucia Galdi
MORRIS PLAINS REPRESENTATIVE	
STUDENT REPRESENTATIVES	Ms. Briana Franco Ms. Amaya Dummett
PLEDGE OF ALLEGIANCE	
SUPERINTENDENT'S REPORT	
PRESIDENT'S REPORT	
PUBLIC COMMENT	1 Hour (3 minutes per person)
COMMITTEE REPORTS	
BUSINESS AGENDA	
Communications	All correspondence to the board must be addressed through the board secretary. Copies are available in the Board Secretary's Office
Minutes	
Policy	
Educational Matters	
Human Resources	
Business Matters	
NEW BUSINESS BROUGHT BEFORE THE BOARD	
EXECUTIVE SESSION	
ADJOURNMENT	

EXECUTIVE SESSION

Motion #1 AUTHORIZING EXECUTIVE SESSION

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

WHEREAS, the Board has determined that three (3) issues are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance and shall be discussed during an Executive Session to be held on June 14, 2021 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:

May 10, 2021

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

May 10, 2021

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

May 24, 2021

Motion #4 that upon the recommendation of the Superintendent, the Board of Education, approve minutes from the special business meeting of:

May 24, 2021

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:

[P2624 Grading](#)

[P5410 Promotion and Retention](#)

[P9181 Volunteer Athletic Coaches and Co-Curricular Activity Advisors and Assistants](#)

[P5112 Entrance Age](#)

RESIDENCY RESOLUTION

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

WHEREAS, on May 14, 2021, the parents/guardians of student #701989, 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 on May 28, 2021, the parent/guardian of student 618655 and 620250 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;

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

WHEREAS, they did not request such a hearing; and

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

NOW, THEREFORE, be it resolved that the students # 701989, 618655, and 620250 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.

Safe Return Plan

Motion #3 that upon the recommendation of the Superintendent, the Board of Education approve the attached 2021- 2022 [Safe Return Plan](#).

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, May 10, 2021.

K-12 SUMMER ACADEMIC PROGRAMS 2021

Motion #2 that, upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education approve the provision of Summer Academic Programs for MSD students in Grades K-12:

Program: Grades K-12 Summer Academic Programs:
Bilingual Summer Academy; Summer Step Up;
K-5 Full STEAM Ahead; MHS Summer Credit Recovery Program

Description: The programs were designed to span across all grade levels, and support struggling learners, bilingual student populations, special education students and the acceleration of learning skill sets.

Dates: July, 2021 - August, 2021

Funding Source: CARES, Title II, local funds

DISTRICT PRIORITY: *In support of district goal for **Equity & Inclusion: Curriculum** “The provision of summer programs for MSD students supports mastery of standards, strong transitions, social connections and community partnerships.”*

SOCIAL STUDIES ASSESSMENT TEAM

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

Program: 6-8 Social Studies DBQ work

Description: Social Studies Assessment team will work together to refine and align the Common Benchmark Assessments.

Dates: July, 2021 - August, 2021

Funding Source: Local

SCIENCE SPECIALISTS SUMMER PLANNING TEAM

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

Program: K-5 Science Specialists Summer Planning Team
Description: K-5 Science Specialists to plan and collaborate on in-person science instruction across K-5.
Dates: July, 2021 - August, 2021
Funding Source: Local

LANGUAGE LEARNING DISABILITIES PROGRAM (LLD)

Motion #5 that, upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education approve the [Language Learning Disabilities Program](#) (LLD).

2021 MSD SUMMER PROFESSIONAL DEVELOPMENT ACADEMY

Motion #6 that, upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education approve the following MSD Summer Professional Development Academy activities:

Program: 2021 MSD Summer Professional Development Academy
Description: Annual summer teacher professional learning series focused on district goals and initiatives.
Dates: August, 2021
Funding Source: Title II (pending funding and enrollment)

DISTRICT PRIORITY: *In support of district goal for **Equity & Inclusion: Curriculum** “The provision of summer programs for MSD students supports mastery of standards, strong transitions, social connections and community partnerships.”*

WIDA MODEL TESTING

Motion # 7 that, upon the recommendation of the Superintendent, the Board of Education approve MSD staff to administer the WIDA Model test to EL students upon registration when school is not in session.

Program: WIDA Model testing
Description: ESL & Bilingual teachers to administer the WIDA Model test to EL students upon registration when school is not in Session.
Dates: June, 2021
July, 2021 – September, 2021

Funding Source: Local
Staff: All certificated ESL & Bilingual teachers approved by Director of ELL/Bilingual Programs K-12

COMMUNITY SCHOOL 2020-2021 (revision)

Motion #8 that, upon the recommendation of the Superintendent, the Board of Education approve the following additional courses and instructors for the spring semester of the Community School Great Horizons program, to be offered beginning in June. All tuitions will be collected and represented in the 2020-2021 school year. Fees paid from collected tuitions. (See attached Educational folder)

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>
\$6,016.40	MHS	Sound and lighting rental for June, 2021 performance

Morristown High School Theatre is one of Morris School District’s largest and most successful student activities. Over the past few years, it has been one of New Jersey’s leading educational theater programs, winning numerous awards not only for its high-quality stage productions but also its groundbreaking education and outreach programs. Most importantly, the program has graduated ever-increasing numbers of students who are accepted to competitive undergraduate theater programs.

In the hopes of providing important learning, college portfolio material and performance experience for MHS students, MHS Theatre is happy to be able to stage this spring’s production for limited-capacity audiences the week of June 14. Because of the limited equipment in the Morristown High School auditorium, sound and lighting equipment rentals are always the largest part of a typical production budget. MHS Theatre is a self-funded program. Money raised from performance ticket sales goes to fund the next season’s performance. With the loss of the Spring and Fall 2020 ticket sales, the program is short on funds to support next week’s and future performances. A \$6,016.40 grant for the rental of sound and lighting equipment will help MHS Theatre ensure that this year’s students have the tools needed to produce high-quality shows.

Sr. Signs FMS & MHS FMS & MHS graduate signs
As the end of another challenging school year approaches, the students of the class of 2021 deserve recognition for their continued commitment, persistence and resilience. While celebrations are still limited, opportunities to show support for FMS and MHS graduates will create a lasting memory. The MEF is proud to continue the tradition of “Senior Signs” for graduating seniors and 8th graders and gifted all graduates with a sign at no cost to families. Families were encouraged to pick up signs in the MHS back circle on May 22 and 23 from 10am-2pm. Social distancing guidelines were maintained. The MEF was pleased to celebrate the hard-earned and important milestone of these 8th graders and seniors with a Senior Sign!

HUMAN RESOURCES

ABOLISH POSITIONS 2021-2022

Motion #1 that, upon the recommendation of the Superintendent, the Board of Education abolish the following position(s) for the 2021-2022 school year:

- (1) 1.0 CABAS Grade 2, HC
- (1) 1.0 Class III Secretary (Attendance-12 months), FMS
- (1) 0.5 ESL, AH
- (1) 1.0 ESL, MHS
- (1) 0.5 ESL, SX
- (1) 1.0 Grade K, HC
- (1) 1.0 Grade K (Bilingual), HC
- (1) 1.0 Grade K, WD
- (1) 1.0 Grade 1 (Bilingual), HC
- (1) 1.0 Grade 2, AV
- (1) 1.0 Grade 2, HC
- (1) 1.0 Grade 3, AH
- (1) 1.0 Grade 4, AH
- (1) 1.0 Grade 4, SX
- (1) 1.0 Grade 4, TJ
- (1) 1.0 Kindergarten, NP
- (1) 1.0 SLIFE Intervention
- (1) 0.5 Special Education, AV
- (1) 1.0 Special Education, SX
- (2) 0.5 Speech, PS

ESTABLISH POSITION(S) 2021-2022

Motion #2 that, upon the recommendation of the Superintendent, the Board of Education establish the following position(s) for the 2021-2022 school year:

- (1) 1.0 ABS, LLC
- (1) 1.0 Class III Secretary (Attendance - 10 months), FMS
- (1) 1.0 Director of Human Resources and Personnel Relations
- (1) 1.0 ELL/Bilingual Program Specialist
- (1) 1.0 Equity and Inclusion Student Council Advisor
- (2) 0.5 ESL, MHS
- (1) 1.0 ESL, AH
- (1) 1.0 ESL, SX
- (1) 1.0 Grade K/1, NP
- (1) 1.0 Grade K Bilingual, AV
- (1) 1.0 Grade K Bilingual, HC
- (1) 1.0 Grade 5, AH
- (1) 1.0 Language and Learning Special Education (self-contained), NP
- (1) 1.0 Manager of Human Resources
- (1) 1.0 MD, HC
- (1) 1.0 PM Dispatcher
- (1) 1.0 School Nurse, PS
- (2) 0.5 SLIFE Intervention

- (1) 1.0 Special Education, AV
- (1) 0.5 Special Education, TJ
- (1) 1.0 Special Education Language and Learning (L&L)(self contained), NP
- (1) 1.0 Special Education Parent Advisory Group Liaison - Stipend
- (1) 1.0 Speech, PS
- (1) 0.5 Teacher Assistant, AV
- (1) 0.5 Teacher Assistant, NP

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:

Burroughs, Tiffany 1.0 LR/PG Aide, AH	May 31, 2021 Resigned
Feo, Stephanie 0.5 Speech, PS	June 30, 2021 Resigned
Gomez, Carina 1.0 Bilingual Teacher, SX	June 30, 2021 Resigned
Langan, Amanda 1.0 Spanish, FMS	June 30, 2021 Resigned
Norton, Tracy 1.0 ABS, AH	June 18, 2021 Resigned
Watson, John 1.0 Substitute Bus Driver, Transportation	May 24, 2021 Resigned
Wiehe, Petra 1.0 Special Ed., WD	June 30, 2021 Resigned

RESIGNATION(S)/TERMINATION(S)/RETIREMENT(S) 2021-2022

Motion #4 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:

Collins, Kathryn 1.0 ABS, PS	July 1, 2021 Retired
Damiano, Mary 1.0 Teacher Assistant, LLC	July 1, 2021 Retired
Stetz-Bamert, Cheryl 1.0 Math, FMS	July 1, 2021 Retired

Walch, Adele
1.0 ABS, PS

July 1, 2021
Retired

Westenberger, Martha
1.0 ABS, PS

July 1, 2021
Retired

JOB DESCRIPTION(S) 2021-2022

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

- Assistant Dispatcher
- Director of Human Resources and Personnel Relations
- ELL/Bilingual Program Specialist
- Equity and Inclusion Student Council Advisor
- Manager of Human Resources
- PM Dispatcher
- Special Education Parent Advisory Group Liaison - Stipend
- Supervisor of Transportation
- Transportation Dispatcher

MORRIS SCHOOL DISTRICT
Job Description

Title: Assistant Dispatcher

Reports To: Assistant Business Administrator of Operations

Qualifications:

- Must possess a valid New Jersey Class B driver's license with air brake and passenger endorsement and be in compliance with other state statutes
- Good communication skills
- Maintain a good driving record

Responsibilities:

1. Must be able to demonstrate the ability to use department routing and trip maintenance software as well as word processing and spreadsheet documents.
2. Assist dispatcher in maintaining accurate records for fleet mileage, driver trips, vehicle check sheets and other reports required by the Supervisor of Transportation and/or Assistant Business Administrator of Operations.
3. Serve as a contact, when needed, with the drivers to ensure route coverage, especially in the event of absenteeism.
4. Report driver attendance and/or any information relating to driver issues on a daily basis to the Assistant Business Administrator of Operations.
5. Assist dispatcher in assigning drivers to routes, overtime trips and monitoring driver schedules and assignments.
6. Assign drivers to curricular and extracurricular trips as determined by contract.
7. Ensures the accuracy and integrity of the seniority rotation list as drivers are assigned extra work.
8. Maintains an excellent relationship with building administrators and the athletic department staff.
9. Serve as a driver when needed to assist covering routes and trips.
10. Monitor communication between vehicle drivers and the Transportation office.
11. Provide phone coverage for the transportation office.
12. Respond to transportation inquiries by the public and maintain a detailed log of all complaints.
13. Assist in the retrieval and review of bus surveillance videos, sending footage to building principals and district administration.
14. Assist dispatcher in providing a comprehensive program of driver training and safety.
15. Perform other duties as assigned by the Assistant Business Administrator of Operations.

Contract Terms of Employment: Twelve - months, 35 per week

MORRIS SCHOOL DISTRICT
JOB DESCRIPTION

Title: Director of Human Resources and Personnel Relations

Reports To: Superintendent

Qualifications:

1. A minimum of five years in the field of human resources with specific experience in education or alternatives that the Superintendent and Board may find appropriate
2. Experience in planning (strategic, long-term) and data analysis
3. Strong skills in communications, human relations and organization
4. College degree required; master's degree preferred

General Description:

To oversee and monitor the Human Resource Department and all systems related to its operation. To build the capacity of district leadership, assist with developing strong equitable systems that will support the development of all stakeholders.

Responsibilities:

1. Oversee the Human Resource department and all systems related to its operation.
2. Provide central office leadership and oversight of the District's Equity and Inclusion Action Plan in the areas of human resources, developing human capacity, and professional training.
3. Develop and maintain affirmative recruitment, hiring, and retention processes to meet district wide goals for culturally competent administrators, faculty, and staff.
4. Collaborate with the Superintendent to structure district leadership.
5. Provide support to promote the development of district leadership for both aspiring and current leadership.
6. Collaborate with the Board of Education and the Business Administration to facilitate negotiations.
7. Collaborate with the Director of Curriculum to manage the evaluation system.
8. Maintain updated copies of all district contracts. Create and archive past contracts including notes related to subsequent changes.
9. Collaborate with building administration to build a strong school culture/climate.
10. Collaborate with district administration to ensure district initiatives are being communicated and executed at the school and program level.
11. Develop and maintain affirmative recruitment, hiring, and retention processes to meet district-wide goals for culturally competent administrators, faculty, and staff.
12. Provide guidance on all grievance issues and related matters. (Certificated and Uncertificated

Issues)

13. Oversee the development of new job descriptions, update, and conduct audits to maintain descriptions relevant to the responsibility of the position.
14. Participate in local, county, state and national professional meetings, which are relevant to the needs of the Morris School District and its programs in accordance with board policy, district procedures and budgetary allocations for professional development.
15. All other duties as assigned by the Superintendent.

Term of Employment: Twelve -months

MORRIS SCHOOL DISTRICT

Job Description

TITLE: ELL/Bilingual Program Specialist

REPORTS TO: Director of ELL/Bilingual Programs

QUALIFICATIONS:

- ❖ New Jersey Teacher Certificate with Bilingual Endorsement and English as a Second Language (ESL) Certificate
- ❖ Bilingual/Biliterate in Spanish and English
- ❖ Broad working knowledge of language acquisition and bilingual education
- ❖ Proficient in Teaching for Biliteracy Framework
- ❖ Minimum 4 years classroom experience, highly effective teaching practices supported by student data;
- ❖ Possessing or working toward Supervisor or School Leadership certification preferred.

Assist the Director of ELL/Bilingual Programs in managing high quality programming for English Language Learners in accordance with school district policies and in compliance with state and federal regulations.

RESPONSIBILITIES:

1. Consults with, and assists classroom teachers with instructional and classroom support aligned with ELL/Bilingual Program goals;
2. Assists in the development, writing, implementation and monitoring of ELL/Bilingual curriculum;
3. Assists in the orientation and training of new teachers in the ELL/Bilingual department;
4. Coordinates the distribution and maintenance of materials and resources that support the ELL/Bilingual program;
5. Assist with state mandated student monitoring process and notification;
6. Assist with ELL registration, orientation and placement;
7. Coordinates the administration of ACCESS Testing including training and professional development, and scheduling, distribution, collection and security of materials, etc.;
8. Assist with gathering, analyzing, and presenting data that supports programming and instruction;
9. Consults with Communications & Community Relations Coordinator, Director of Technology Integration, Director of Pupil Services to support bridge for Spanish-speaking families;
10. Coordinates the organization and facilitation of Outreach Team Meetings and the Bilingual Parent Advisory Council including parent workshops and communication;
11. Facilitate welcome activities and orientations for new families;
12. Assist with state mandated communications to families of ELLs;
13. Perform additional duties as assigned by the Director or her/his designee.

TERMS FOR EMPLOYMENT: 11 months

MORRIS SCHOOL DISTRICT
JOB DESCRIPTION

Position: Equity and Inclusion Student Council Advisor
Supervisor: Principal

Description of the Club:

The purpose of the Equity and Inclusion Student Council is to provide student voice and input on policies, practices and procedures to help ensure that the MSD is an anti-racist and inclusive space for all students.

This club is for students who feel passionate about issues of equity and inclusion and have a desire to improve the school climate.

The Equity and Inclusion Student Council will meet at least 4 times per month for the entire school year and is open to all students in grades 9-12. Up to 50 students can participate in the club.

Advisor Responsibilities:

- Publicize and promote the club to the larger school community.
- Organize recruitment activities to maximize student participation.
- Establish annual goals and develop an action plan for the club. Goals and plan will be submitted to the building principal.
- Hold monthly meetings with Club Officers and General Members.
- Hold monthly meetings with Committee Members as they evaluate and revise relevant school policies, practices and procedures.
- Foster partnerships with local community and municipal organizations such as the Morristown Police Department.
- Keep record of activities including participation levels, dates, and other accomplishments to submit to the principal.

MORRIS SCHOOL DISTRICT
JOB DESCRIPTION

TITLE: Manager of Human Resources

REPORTS TO: Director of Human Resources

QUALIFICATIONS:

1. A minimum of five years in the field of human resources with specific experience in education or alternatives that the Superintendent and Board may find appropriate
2. Experience in planning (strategic, long-term) and data analysis
3. Strong skills in communications, human relations and organization
4. College degree required

RESPONSIBILITIES

1. Collaborate with the Director of Human Resources to manage human relation issues as well as the day-to-day functions of the human resource department.
2. Advise on placement for all certified and non-certified employees, including substitutes. Provide professional support to district administration.
3. In collaboration with the Director of Human Resources and Personnel Relations supervise the evaluation process, new teacher staff orientations, new teacher professional development training, and monitoring the provisional teacher program.
4. Maintain, update, and assist with the development of appropriate job descriptions, policies and regulations for the district.
5. Create HR committee agendas to reflect current human resource related issues.
6. Foster positive employee relations including employee recognition programs and an employee handbook outlining policies, procedures and benefits.
7. Onboard new staff and ensure all required documents and clearance are conducted prior to Board approval.
8. Administer Federal and State Compliance requirements in employment practices including, but not limited to, Affirmative Action, Equal Employment Opportunity, Americans with Disabilities Act, Family and Medical Leave Act and Fair Labor Standards Act.
9. Complete reports pertaining to personnel functions for federal, state, and local authorities.
10. Serve as Custodian of Government Records of personnel items.
11. Work with district administrators to project staffing needs.
12. Develop/maintain staffing allocations per site or office for each labor unit.
13. Generate staffing, enrollment information and personnel-related expenses for the preliminary and annual budget reports.
14. Assist Director of Human Resources and Personnel Relations with gathering information to support the negotiations process.
15. Participate in the development of newsletters/brochures.
16. Draft text for employment opportunity announcements, etc.
17. Review, on an annual basis, postings and employment advertisements to ensure the highest

quality recruitment tools.

18. Keep informed about current research, trends, and development in the areas of human services, information management, technology, and other areas within the spectrum of the responsibilities of this position. Based on this information, upgrade the department as needed.
19. Participate in local, county, state and national professional meetings, which are relevant to the needs of the Morris School District and its programs in accordance with board policy, district procedures and budgetary allocations for professional development.
20. All other duties as assigned by the Director of Human Resources and Personnel Relations.

TERMS OF EMPLOYMENT: Twelve-month

EVALUATION: Performance of the position will be evaluated annually in accordance with the provisions of the board of education policy on evaluation of administrative personnel and this job description.

MORRIS SCHOOL DISTRICT
Job Description

Title: PM Dispatcher

Reports To: Assistant Business Administrator of Operations

Qualifications:

- Must possess a valid New Jersey Class B driver's license with air brake and passenger endorsement and be in compliance with other state statutes.
- Good communication skills
- Maintain a good driving record

Responsibilities:

Must be able to demonstrate the ability to use department routing and trip maintenance software as well as word processing and spreadsheet documents.

Assigns drivers to curricular and extracurricular trips as determined by contract.

Ensures the accuracy and integrity of the seniority rotation list as drivers are assigned extra work.

Maintains and excellent relationship with building administrators and the athletic department staff.

1. Serve as a driver when needed to assist covering routes and trips.
2. Monitor communication between vehicle drivers and the transportation office.
3. Provide phone coverage for the transportation office.
4. Respond to transportation inquiries by the public and maintains a detailed log of all complaints.
5. Assists in reviewing transportation staff timesheets to ensure accuracy.
6. Delivers paperwork to drivers daily at satellite bus depots.
7. Perform other duties as assigned by the Supervisor of Transportation and/or the Assistant Business Administrator of Operations.

Contract Terms of Employment: Twelve - months, Hours: 10:00 am - 6:00 pm

MORRIS SCHOOL DISTRICT
Job Description

Title: Special Education Parent Advisory Group Liaison
Reports To: Director of Pupil Services or designee
Qualifications: Special Education Teacher, School Psychologist, Learning Disability
Teacher-Consultant, School Social Worker, Occupational Therapist, or
Speech-Language Pathologist

Responsibilities:

1. Attend monthly evening SEPAG meetings, September-June
2. Serve as Pupil Services liaison to the Special Education Parent Advisory Group (SEPAG)
3. Participate in quarterly SEPAG panels and/or presentations
4. Act as a resource person and consultant for Morris School District staff members, parents, and the community
5. Facilitate/participate in discussions regarding special education and related services programming in the Morris School District
6. Collaborate with parents and professionals in the development and implementation of presentations and parent education opportunities

MORRIS SCHOOL DISTRICT
Job Description

Title: Supervisor of Transportation

Reports To: Assistant Business Administrator of Operations

Qualifications:

- Successful completion of the New Jersey Supervisor Certification Program
- Must possess a valid New Jersey Class B driver's license with air brake and passenger endorsement and be in compliance with other state statutes
- Knowledge of state laws and regulations governing school bus construction and maintenance, and pupil transportation
- Demonstrated skills in personnel management, route scheduling, fleet management and cost containment
- Excellent driving record

Responsibilities:

1. Assume responsibility for the safe and efficient operation of the school transportation program which includes the school transportation program of in-district pupils and serves as the district coordinator for out-of-district pupils as arranged through jointures and contracts.
2. Ensure compliance with all laws, regulations, and Board policy related to school transportation.
3. Prepare all transportation records and reports as required by law, code or Board policy.
Oversee the operation of the school transportation program of pupils to curricular and extracurricular activities.
4. Establishes and updates all district bus routes.
5. Prepare all bus routes; determines bus stops, pick-up times; ensures compliance with bus capacity limitations.
6. Process Bus Stop Change Forms and Babysitter Forms; assign new students to bus routes.
7. Evaluates and modifies all bus runs for cost efficiency.
8. Evaluate methods for transporting students attending a special education or vocational school outside the District and nonpublic school students.
9. Recommends the use of a CTSA (coordinated transportation service agency) as appropriate. Maintain all district-owned vehicles; develops a plan for preventive maintenance; and oversees the operations in the bus garage.
10. Develops and annually evaluates standard operating procedures for responding to emergency situations and accidents.
11. Maintain an individual and permanent file on each board-owned vehicle as required under law and make them available for inspection upon request.
12. Ensure all the timely state inspection of all board-operated buses.
13. Advise the Superintendent of road conditions for decisions on school closures due to inclement weather.
14. Arrange for the transportation of pupils with disabilities as determined by the child study team.
15. Coordinate authorized transportation services for community groups in accordance with

Board policy.

16. Arrange for the retrieval and review of bus surveillance videos, sending footage to building principals and district administration.
17. Serve as a bus driver for daily routes or field trips on an as needed basis.
18. Perform other duties as assigned by the Assistant Business Administrator of Operations.

Contract Term of Employment: Twelve - months

MORRIS SCHOOL DISTRICT
Job Description

Title: Transportation Dispatcher
Reports To: Assistant Business Administrator of Operations

Qualifications:

- Must possess a valid New Jersey Class B driver's license with air brake and passenger endorsement and be in compliance with other state statutes.
- Experience as a dispatcher and/or bus driver
- Good communication skills
- Maintain a good driving record

Responsibilities:

1. Assist the Supervisor of Transportation relative to the efficient use of personnel, vehicles, route auditing and vehicle maintenance.
2. Coordinate vehicle maintenance and ensure route integrity.
3. Serve as the District's primary contact with the drivers on an "on call" basis to ensure route coverage, especially in the event of absenteeism.
4. Report driver attendance and/or any information relating to driver issues on a daily basis to the Assistant Business Administrator of Operations.
5. Respond to transportation inquiries by the public and maintains a detailed log of all complaints.
6. Assist in the implementation of emergency evacuation drills.
7. Participate in driver training and informational meetings and assists in providing a comprehensive program of driver training and safety.
8. Coordinate vehicle inventory, inspections, vehicle maintenance, gas consumption, mileage reports, and repairs.
9. Assign drivers to routes, overtime trips and monitor driver schedules and assignments.
10. Ensures the accuracy and integrity of the seniority rotation list as drivers are assigned extra work. Assists the Supervisor of Transportation in the construction and evaluation of routes and stops for efficiency, timing and appropriateness and making route revisions based on necessity and/or driver feedback.
11. Arrange for the retrieval and review of bus surveillance videos, sending footage to building principals and district administration.
12. Monitor all contractual routes for effectiveness and efficiency.
13. Participate in the evaluation and communication of road conditions relative to early dismissal or school closings due to inclement weather or other emergencies.
14. Serve as a bus driver in emergency situations or upon arrival as determined by the Supervisor of Transportation.
15. Perform other duties as assigned by the Assistant Business Administrator of Operations.

Contract Terms of Employment: Twelve - months, 35 Hours per week

APPOINTMENT(S) 2021-2022 */**

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

			<u>In place of:</u>
Beltran, Nancy 1.0 Bilingual Grade 2, WD	\$56,772 BA, Step 3	09/01/21-06/30/22	Kwiatkoski, E. Reassigned
Falzarano-Alves, Lee Ann 1.0 LDT-C, PS	\$88,082 MA, Step 18	09/01/21-06/30/22	Weston, D. Retired
Fusciardi, Grace 1.0 Math, MHS	\$56,772 BA, Step 2	09/01/21-06/30/22	Arntzen, K. Retired
Giron, Jose 1.0 Custodian, TJ	\$37,888 (\$37,000 + \$888 lic. stipend)	06/07/21-06/30/22	McCain, J. Reassigned
Leung, Caroline 1.0 LDT-C, PS	\$67,612 MA, Step 8	09/01/21-06/30/22	Waggner R. Resigned
Sterrett, Denise 1.0 Bus Driver, Trans.	\$27,000 \$30/hr, 5 hrs/day, 180 days/year	09/01/21-06/30/22	Est. 07/24/20
Valverde, Eunice 1.0 Custodian, HC	\$35,000	06/14/21-06/30/22	Axjup, E. Reassigned
Ventresca, Lauren 1.0 ESL, WD	\$56,772 BA, Step 2	09/01/21-06/30/22	Salamone, K. Reassigned

* Pending probationary period

** Pending completion of paperwork

REAPPOINTMENT AND SALARIES FOR CERTIFICATED STAFF 2021-2022 - Revised

Motion #7 that, upon the recommendation of the Superintendent, the Board of Education approve the reappointment and salaries of the certificated staff for the 2021-2022 school year as filed with the School Business Administrator/Board Secretary and Human Resources office.

REAPPOINTMENT AND SALARIES - NON-CERTIFICATED STAFF 2021-2022 - Revised *

Motion #8 that, upon the recommendation of the Superintendent, the Board of Education approve the reappointment and salaries of the non-certificated staff (revisions) for the 2021-2022 school year as filed with the School Business Administrator/Board Secretary and Human Resources offices.

*Pending probationary period

REAPPOINTMENT AND SALARIES FOR SUPERVISORY SUPPORT STAFF ASSOCIATION 2021-2022 - Revised

Motion #9 that, upon the recommendation of the Superintendent, the Board of Education approve the reappointment and salaries of the Supervisory Support Staff staff for the 2021-2022 school year as filed with the School Business Administrator/Board Secretary and Human Resources offices.

SUBSTITUTE APPOINTMENTS 2020-2021

Motion #10 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 2020-2021 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.:

Secretary

Torres, Jessica (eff. 5/25/21)

Volunteer(Urban Farm)

Weaver, Marley (eff. 5/14/21)

SUBSTITUTE REAPPOINTMENTS 2021-2022

Motion #11 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 2021-2022 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.:

Bus Driver

Horton, Chester

LR/PG Aide

Arias, Kimberly

Cardona, Lorena
Jenkins, Melissa
Lopez, Jair
O’Grady, Zina
Ortiz, Luz
Rodriguez, Nora
Vance Banks, Jerrell
Wilkerson, George

Secretary

Torres, Jessica

Teacher

Grenz, Dianne

Volunteer(Urban Farm)

Weaver, Marley

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

STUDENT TEACHER APPOINTMENTS 2021-2022

Motion #12 that, upon the recommendation of the Superintendent, the Board of Education approve the following name(s) be added to the list of student teachers, and approve all Morris School District Student Teachers, as assigned for the 2021-2022 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.:

Student Teacher

Soto, Fredy (Drew University)

INCREMENT WITHHOLDING

Motion #13 that upon the recommendation of the Superintendent, Employee #0575’s employment and adjustment increments be and hereby are withheld for the 2021-2022 school year based upon inadequate performance.

TRANSFER(S), CHANGE(S) OF ASSIGNMENT, TITLE AND OR/ SALARY 2021-2022

Motion #14 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:

Staff Member	2020-2021 Assignment	2021-2022 Assignment	In Place Of:
Ajxup, Erica	1.0 Custodian, HC	1.0 Custodian, FMS (eff. 06/03/21)	Tomas Enriquez Retired

Albanese, Sarah	1.0 Science (Grade 6), FMS	1.0 Science (Grade 8), FMS	Folkes, C. Resignation
Archibald, Noreen	1.0 Grade 5, NP	1.0 Grade 4/5, NP	N/A
Artiga, Monica	1.0 Grade 1 Bilingual, WD	1.0 Grade K, WD	Restrepo, Maria
Babula, John	1.0 Grade 5 (Virtual), TJ	1.0 Grade 5, TJ	N/A
Baldassari, Michelle	1.0 Special Ed Grade 3 (Virtual), NP	1.0 Special Ed Grade 2/3, NP	N/A
Beinhaker, Marylynn	1.0 Kindergarten (Virtual), WD	1.0 Kindergarten, WD	N/A
Beltran, Nancy	1.0 Grade 1 Bilingual, WD	1.0 Grade 2 Bilingual, WD	Erin Kwiatkoski
Zavolas, Fani	1.0 Speech Therapist, AV	Speech Therapist PS	N/A
Bernal, Yession	1.0 Spanish, FMS	1.0 Spanish, MHS	Denise Fuentes
Black, Adene	1.0 Grade K, NP	1.0 Grades K/1	Katherine Murphy
Brady, Dina	1.0 Grade 1 (Virtual), WD	1.0 Grade 1, WD	N/A
Brown, Cassandra	1.0 Teacher on Special Assignment, AH	1.0 Art, AH	N/A
Brown, Mara	1.0 Math (Grade 7), FMS	1.0 Special Ed. Math (Grade 8), FMS	Karen London Reassigned
Camacho, Alisa	1.0 Grade 1 (Virtual), AV	1.0 Media Specialist, AV	N/A
Camelotto, Sally	1.0 Grade 3 (Virtual), SX	1.0 Grade 3, SX	N/A
Cardona, Daniela	1.0 Grade 4 (Virtual), NP	Spanish, .5 NP/ .5 TJ	N/A
Carroll, Deborah	1.0 Teacher on Special Assignment, SX	.33 NP/.33/SX/.34 TJ	N/A
Chang, Haein	1.0 Grade 2 (Virtual), WD	1.0 Grade 2, WD	N/A
Cheung, Alice	1.0 Bilingual 1/2 , AV	1.0 Bilingual Grade 2, AV	N/A
Clark, Katherine	1.0 Grade 3, SX	1.0 Grade 2/3, NP	Karen Reuther
Curcio, Rachel	1.0 Grade 4 (Virtual), TJ	1.0 Grade 5	N/A
Curley, Meredith	1.0 Kindergarten, HC	1.0 Grade 1	Est. 08/24/20
Diana, Joelle	1.0 Grade 3 (Virtual), NP	1.0 Grade 2/3 , NP	N/A
Dupree, Jasmine	1.0 PreK, AV	1.0 ELL, NP	Jeanette Sommer
Eickmeyer, Marlene	1.0 Grade 4, NP	1.0 Grade 4/5, NP	N/A
Escobedo, Laura	1.0 Special Ed. (Virtual) WD	1.0 Special Ed., WD	N/A
Esposito, Debra	1.0 Grade 3, AH	1.0 Grade 5, AH	est. 6/14/21

Farrell, Kerri	1.0 Teacher on Special Assignment, HC	1.0 Teacher on Special Assignment @MHS	Damon Clark
Fascia, Tracey	1.0 Grade 1, NP	1.0 Grade K/1, NP	N/A
Fernandez Gomez, Julissa	1.0, Grade 2 Bilingual, HC	1.0 Grade 1 Bilingual, WD	Nancy Beltran
Ferrer, Mercy	1.0 Grade 4, AH	Intervention .5 HC/.5 AH	N/A
Foley, Kelsey	1.0 Grade 3 (Virtual), TJ	1.0 Grade 3, TJ	N/A
Galvin, Maria	1.0 Grade 5 (Virtual), AH	1.0 Grade 5, AH	N/A
Graham, Kristen	1.0 Special Ed. (Virtual), TJ	1.0 Special Ed., TJ	N/A
Graziano, Jean	1.0 Teacher on Special Assignment, AH	1.0 Music, AH	N/A
Green, Devan	1.0 Special Ed. Math (Grade 7), FMS	1.0 Math (Grade 7), FMS	Mara Brown Reassigned
Greenstein, Allyson	1.0 Math (Grade 7), FMS	1.0 Math (Grade 6, FMS	Lisa Hefferon Reassigned
Gutierrez, Lauren	1.0 Grade 4, TJ	1.0 Grade 5, TJ	Karen Thompson
Harpaul, Ingrid	1.0 Kindergarten (Virtual), HC	1.0 Kindergarten, HC	N/A
Hefferon, Lisa	1.0 Math (Grade 6), FMS	1.0 Math (Grade 7), FMS	Allyson Greenstein Reassigned
Hong, Lei-Han	1.0 Grade 2, NP	1.0 Grade 2/3, NP	N/A
Horan, Abigail	1.0, Grade 2, AV	1.0, PreK, AV	Jasmine Dupree
Janosy, Allison	1.0 Language Arts, MHS	1.0 Language Arts, FMS	Tara Montague
Jones, Robert	1.0 PE/ Health (Virtual Grades 3-5)	1.0 PE/Health, AH	N/A
Jones, Steven	1.0 Teacher on Special Assignment, HC	1.0 PE/Health, HC	N/A
Karasiewicz, Eileen	1.0 Grade 3 Special Ed, SX	1.0 Special Ed, AV	N/A
Kelly, Christine	1.0 Media Specialist, AV/, SX	1.0 Media Specialist, SX	N/A
Kelly, Vanessa	1.0 Special Ed. (Virtual), AH	1.0 Special Ed., AH	N/A
Kim, JiYoung	1.0 Grade 2 (Virtual), HC	1.0 Grade 2 CABAS, HC	N/A
Krickus, Melissa	1.0 Grade 3, AH	1.0 Intervention, NP	New
Kwiatkoski, Erin	1.0 Grade 2/3 Bilingual (Virtual), WD/TJ	1.0 Grade 3 Bilingual, TJ	Nicky Lee Castaneda

Lagos, Claudia	1.0 Grade 4/5 Bilingual (Virtual), TJ	1.0 Grade 5 Bilingual, TJ	N/A
Langsdorf, Marie	1.0 Grade K, NP	1.0 Grade K/1, NP	N/A
Levine, Lara	1.0 Art (K-2 Virtual)	1.0 Art, AV	N/A
Lewis-Lahey, Anthony	1.0 Grade 5 (Virtual), SX	1.0 Science, SX	N/A
Lieberman, Lance	1.0, Grade 2 HC	1.0 Grade 2, WD	Marci Guzman
Little, Stephanie	1.0 Grade 4 Special Ed., NP	1.0 Language and Learning Self Contained, NP	est. 6/14/21
London, Karen	1.0 Special Ed. (Math), FMS	1.0 Special Ed. (Math), FMS	Jennifer Zane Reassigned
McLain, Carolyn	1.0 Grade 4, AH	1.0 Science, AH	N/A
Mahony, Sarah	1.0 Grade 5, NP	1.0 Grade 4/5, NP	N/A
Mamolen, Lee	1.0 MusicK-2 (Virtual), CO	1.0 Music, WD	N/A
Marvez, Audrey	1.0 3/4 Grade (Bilingual), SX	1.0 Grade 3 Bilingual, SX	N/A
McAndrew, Anita	1.0 Grade 1, AV	1.0 Grade 2, AV	Kayla Evans
Merves, Harmony	1.0 Art (Virtual), TJ	1.0 Art, TJ	N/A
Miranda Casablanca, Cynthia	1.0 Bilingual (SS), MHS	1.0 Bilingual (SS), FMS	Diego Salas
Mitevski, Amy	1.0 Grade 4 Special Ed. (Virtual), NP	1.0 Grade 4/5 Special Ed., NP	N/A
Montague, Tara	1.0 Language Arts, FMS	1.0 Language Arts, MHS	Allison Janosy
Mortillo, Noelle	1.0 Kindergarten, WD	1.0 Science, WD	N/A
Mullen, William	1.0 Teacher on Special Assignment, SX	1.0 PE, SX	N/A
Murphy, Catherine	1.0 Grade 1 (Virtual), NP	Intervention .5 AV/ .5/ SX	N/A
Murphy, Lori	1.0 Grade 3 (Virtual), AH	1.0 Grade 3, AH	N/A
Nair, Rajashree	1.0 Grade 4 (Virtual), AH	1.0 Grade 4, AH	N/A
Parrillo, Joseph	1.0 Grade 2 (Virtual), AV	1.0 Science, AV	N/A
Paul, Liane	1.0 Kindergarten, WD	1.0 Grade 1, WD	Hall, Vicki
Pensado, Luz	1.0 Grade 1 Bilingual, HC	1.0, Grade K Bilingual , HC	New
Phinn, Vincent	1.0 Social Worker, FMS	1.0 Social Worker, TJ	Dawn Wallace
Profita, Nicole	1.0 Special Ed Math (Grade 7 / 8, FMS	1.0 Special Ed. Math (Grade 8), FMS	Devan Green Reassigned

Ramirez, Monica	1.0 Grade K/1 Bilingual (Virtual), HC	1.0 Grade 1 Bilingual, HC	Luz Pensado
Reuther, Karen	1.0 Grade 3, NP	1.0 Science, TJ	Gabby Meyers
Restrepo, Maria	1.0 Grade K Bilingual, WD	1.0 Grade 1, WD	Artiga, Monica
Richardson, Nicole	1.0 Kindergarten, NP	1.0 K/1, NP	New
Rizzolo, Cathy	1.0 Kindergarten Special Ed., WD	1.0 Grade 1 Special Education, WD	N/A
Robertelli, Savina	.5 Special Education, AV	.5 Special Education, TJ	Transfer position from AV to TJ
Roby, Lara	1.0 ELL, TJ	1.0 ELL, SX	New Position
Rodriguez, Maria	1.0 Grade 3, SX	Spanish, .5 SX/.5AH	N/A
Rosso, Nicole	1.0 Grade 3, NP	1.0 Grade 2/3, NP	N/A
Russell, Robert	1.0 Grade 2, NP	1.0 Science, NP	N/A
Salamone, Kirsten	1.0 ELL WD	1.0 ELL, TJ	Lara Roby
Salas, Diego	1.0 Bilingual (SS), FMS	1.0 Bilingual (SS), MHS	Cynthia Miranda Casablanca
Santos, Jacqueline	1.0, Special Ed, FMS	1.0 Grade 3, SX	Katherine Clark
Schwam, Ariella	1.0 Grade 3-5 Music (Virtual)	1.0 Music, NP	N/A
Slawecki, Elizabeth	1.0 Grade 4, SX	1.0 Grade 4, AH	Ferrer, Mercy
Sloan, Hailee	1.0 Grade 4, SX	Intervention WD/TJ	N/A
Smith, Cherie	1.0 Grade 2 (Virtual), NP	1.0 Grade 2/3, NP	N/A
Sparano, Robert	1.0 Gym (K-2 Virtual)	1.0 P.E, AV	N/A
Spiegel, Patti	1.0 ELL, HC	1.0, ELL, MHS	Kathryn Tepedino
Stritmater, Kathleen	1.0 Grade 4 (Virtual), SX	1.0 Grade 4, SX	N/A
Tepedino, Kathryn	1.0 ELL, MHS	.5 SLIFE Intervention/ .5 ELL	New Position/Self est 6/14/21
Townsend, Theresa	1.0 Grade 2 (Virtual), WD	1.0 Grade K, WD	Paul, Liane
Toye, Crystal	1.0 Grade 5 (Virtual), NP	1.0 Grade 4/5, NP	N/A
Tulli, Nicole	1.0 Grade K (Virtual), NP	1.0 Grade K/1, NP	N/A
Umanzor, Abigail	ELL, .5 AH/ .5 SX	1.0 ELL AH	New position
Urgino, Roland	1.0 Teacher on Special Assignment, AV	1.0 Music, AV	N/A
Vazquez, Uray	1.0 Grade 1, NP	1.0 Grade K/1, NP	N/A
Vila Chave, Maria	1.0 Grade 4/5 Bilingual, TJ	1.0 Grade 4 Bilingual, TJ	N/A

Welter, Debra	1.0 Grade K, AV	1.0 Grade 1, AV	McAndrews
White, Alina	1.0 ELL	.5 SLIFE Intervention/ .5 ELL	New/Self est 6/14/21
Williams, Christine	1.0 Grade 1 (Virtual), HC	1.0 Science, HC	Kerri Farell
Wolff, Amanda	1.0 Grade 4, NP	1.0 Grade 4/5	N/A
Worts, Mary	1.0 Teacher on Special Assignment, HC	1.0 Music, AH	N/A
Ygnacio, Nilfa	1.0 Grade 1 Bilingual, HC	1.0 ELL, HC	Patti Spiegel
Zane, Jennifer	1.0 Math (Grade 6), FMS	1.0 Science (Grade 6), FMS	Albanese, S. Reassigned

TRANSFER(S), CHANGE(S) OF ASSIGNMENT, TITLE AND OR/ SALARY 2021-2022

Motion #15 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:
Lagonigro-Fazari, Maria	0.5 Speech, PS	1.0 Speech, PS	09/01/21	\$95,862 MA30, Step 20	Est. 6/14/21
Levato, Teresita	1.0 Class III Secretary (Attendance - 12 months), FMS	1.0 Class III Secretary (Attendance - 10 months), FMS	07/01/21	\$47,274 .86 Class III, Step 15	Est. 06/14/21

CHANGE(S) OF HOURS/ SALARY 2020-2021

Motion #16 that, upon the recommendation of the Superintendent, the Board of Education approve the change(s) of hours/salary for the following certified staff:

Transportation								
Last	First	Assignment	20-21 Hours Daily	20-21 Hourly Wage	Eff. Date	20-21 Base Salary	Longevity	20-21 Total Salary
Oakley	Kathy	Bus Driver	7	\$42.72	04/12/21	\$53,827	\$648	\$54,475

CHANGE OF LEVEL OF PROFESSIONAL PREPARATION 2021-2022

Motion #17 that, upon the recommendation of the Superintendent, the Board of Education approve a change of salary for the following certificated staff members that have successfully satisfied the requirements for a change of level of professional preparation:

Employee	School/Dept.	20-21 Level	20-21 Salary	21-22 Level	21-22 Salary
Catania, Gloria	1.0 World Language (Italian) Teacher, MHS	MA, Step 11	\$70,592	MA30, Step 12	\$76,342
Minerowicz, Carly	1.0 Phys Ed/Health Teacher, FMS	BA, Step 6	\$57,972	MA, Step 7	\$63,377

LEAVE(S) OF ABSENCE 2020-2021

Motion #18 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:

Castro-Yarpaz, Jenniffer 1.0 Bilingual, AV	05/05/21-06/16/21 * Maternity 06/17/21-11/22/21 ** FMLA
Chiariello, Cynthia 1.0 Social Worker, MHS	05/21/21-06/17/21 ** FMLA (Intermittent) 09/01/21-05/20/22 ** FMLA (Intermittent)
D'Alconzo, Darren 1.0 Grade 5, AH	05/20/21-05/28/21 - ** FMLA (Revised dates)
Heinicke, Christine 1.0 Business, MHS	05/17/21-06/01/21 ** FMLA (Revised dates)
Norton, Tracy 0.5 ABS, PS	05/21/21-06/04/21 *** Personal
Ramirez, Monica 1.0 Bilingual Teacher, HC	05/24/21-06/17/21 * Maternity 09/01/21-11/23/21 ** FMLA (Revised Dates)

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

LEAVE(S) OF ABSENCE 2021-2022

Motion #19 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:

Archibald, Noreen	09/01/21-09/17/21 * Maternity
1.0 Grade 5, NP	09/20/21-12/10/21 ** FMLA
	12/13/21-03/14/22 *** NJFLA

- * 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~~

EXTRA PAY 2020-2021

Motion #20 that, upon the recommendation of the Superintendent, the Board of Education approve the following extra-pay positions for the 2020-2021 school year:

MORRISTOWN HIGH SCHOOL - CO-CURRICULAR					
POSITION	STAFF MEMBER	YR EXP.	SALARY	INC	TOTAL SALARY
CO-CURRICULAR – MHS					
Swim Team Rental Coordinator	Gelegonya, Donna	20	\$1,000		\$1,000

PROVISIONAL/NOVICE TEACHER MENTORS – 2020-2021

Motion #21 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 2020-2021 school year:

Provisional/Novice Teacher	MSD Mentor	School
Avegno, Abdel	Vena, Nicholas	FMS
Beltran, Nancy	Artiga, Monica	WD

Horan, Abigail	Manahan, Katie	AV
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DISTRICT'S EQUITY AND INCLUSION PLAN - revised

Motion #22 that, upon the recommendation of the Superintendent, the Board of Education approve the following:

Program: Equity and Inclusion
 Description: Support the building Principal or Central office in the execution of the District's Equity and Inclusion Plan.
 Dates: 12/01/20-06/30/21
 Funding Source: Title IV
 Rate: \$25 per hour (max 25 hours per person)
 Staff: All certificated staff as approved by their immediate Supervisor

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

NONPUBLIC TITLE I SUMMER ACADEMIC SUPPORT

Motion #23 that, upon the recommendation of the Superintendent, the Board of Education approve the following:

Program: ESEA Title I - Nonpublic
 Description: Provide academic support for students receiving Title I services
 Dates: 06/19/21-08/30/21
 Funding Source: Title I (Nonpublic)
 Rate: \$34 per hour (max 24 hours)
 Staff: Rochel Koval

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

COMMUNITY SCHOOL 2021-2022

Motion #24 that, upon the recommendation of the Superintendent, the Board of Education approve the following Summer Plus 2021 staff, effective June 16, 2021 – August 13, 2021. This will include pre-camp meetings, the camp season and post-camp cleanup. Hours will be assigned as needed.

Ballard, Martha	Assistant	\$16.00/hr
Behrle, Alicia	Assistant	\$16.00/hr
Bell, Beverly	Security	\$21.00/hr
Brockington, Mamie	Assistant	\$16.00/hr
Brown, Gerald	Teacher	\$27.00/hr
Burroughs, Alexa	Assistant	\$16.00/hr
Burroughs, Tiffany	Teacher	\$27.00/hr

Caruso, Michael	Teacher	\$27.00/hr
Compton, Rachel	Teacher	\$27.00/hr
Falconer, Briana	Teacher	\$27.00/hr
Jorge, Belkis	Teacher	\$27.00/hr
Kersey, Warren	1:1	\$17.00/hr
Minerowicz, Carly	Teacher	\$27.00/hr
Pappas, Aferdita	Assistant	\$16.00/hr
Reilly, Kathleen	Teacher	\$27.00/hr
Rogers, Emily	Summer Plus Sup.	\$35.00/hr
Rogers, Michelle	Teacher	\$27.00/hr
Romanker, Shawn	Teacher	\$27.00/hr
Singleton, Melissa	Assistant	\$16.00/hr
Strelec, Melissa	Teacher	\$27.00/hr
Terhune, Wendy	Sub. Assistant	\$16.00/hr
Underhill, Krista	Teacher	\$27.00/hr
Underhill, Marilyn	Assistant	\$16.00/hr
Underhill, Stephanie	Teacher	\$27.00/hr
Zak, Christopher	Teacher	\$27.00/hr

EXPLANATION: Salaries to be paid out of collected tuition.

ELEVATING STUDENT VOICE - PARTNERSHIP WITH MHS STUDENT EQUITY AND INCLUSION STUDENT COUNCIL and GSA - revised

Motion #25 that, upon the recommendation of the Superintendent, the Board of Education approve:

Program: Elevating Student Voice - Equity & Inclusion
 Description: MSD administration will partner with the MHS Student Equity and Inclusion and GSA teams to meet weekly over the summer with the following key areas of focus: restorative practices/code of conduct, student handbook review, school climate review and reform, partnering with MSD staff on curriculum writing, fostering student connection, development of district and school level PD for fall, development of training for students on these topics, and mentoring initiatives
 Dates: July 1, 2021 - August 31, 2021
 Funding Source: Title IV (4 hours per week per student for 8 weeks)
 Rate: **\$15 per hour**
 Staff:

- | | |
|-----------------|-----------------|
| Wilmer Amaya | Sam Lewis |
| Alison Argueta | Raquel Lofton |
| Amanda Bautista | Kasey Lynch |
| Julia Beckler | Angie Machado |
| Zoey Blagrove | Gina Marasco |
| Isis Bookhart | Alia Masud |
| Euwen Brennan | Carigan McGuinn |
| Corrine Budris | Dan Milich |

Gwyneth Butler
 John Calderon
 Daniela Cappy
 Jackie Chimboraza
 Natasha Dhar
 Maya Dummett
 Angelina Exile-Keith
 Nicole Ezell
 Ashley Fernandez
 MacKenzie Fitzgerald
 Nia Freeman
 Alexis Fuhr
 Valentina Gomez
 Sophia Gonzalez
 Ashley Grant
 Julia Hoey
 Jessica Jabbour
 Valencia Julien
 Jason King

Michael Mohs
 Nayeli Perez
 Snayder Reyes
 Maddison Rice
 Noah Richardson
 Jana Rinaldi
 Yahaira Rivera
 Elizabeth Rivetti
 Jordan Robinson
 Chris Ruiz
 Mercer Santos
 Rory Shea
 Maya Slaughter
 Marbeth Torres
 Krista Vargas
 Shivani Vel
 Nicholas Voltaggio
 Tomi Webber
Ryan Berman
Lucas Ha

EXPLANATION: Revised hourly rate increased from \$12/hr originally approved on 5/10/21 to remain consistent with Summer Plus rates for students. Upon submission of an approved timesheet, students will be compensated as above pending completion of paperwork.

INVOLUNTARY TRANSFERS 2020-2021

Motion #26 that upon the recommendation of the Superintendent, the Board of Education approve compensation in the amount of \$100 to each of the following staff members due to involuntary transfer for the 2021-2022 school year:

Staff Member	2020-2021 Assignment	2021-2022 Assignment
Bratspies, Jamie	1.0 Psychologist, PS (TJ)	1.0 Psychologist, PS (FMS)
Farrell, Kerri	1.0 Teacher on Special Assignment, HC	1.0 Teacher on Special Assignment, MHS
Fernandez Gomez, Julissa	1.0, Grade 2 Bilingual, HC	1.0 Grade 1 Bilingual, WD
Fleming, Carol	1.0 Nurse, PS (FMS/MHS)	1.0 Nurse, PS (MHS)
Janosy, Allison	1.0 Language Arts, MHS	1.0 Language Arts, FMS
Kraft, Christina	1.0 Psychologist, FMS	1.0 Psychologist, WD/TJ
Lieberman, Lance	1.0, Grade 2, HC	1.0 Grade 2, WD
McDonald, Sharon	1.0 School Nurse, PS (LLC)	1.0 School Nurse, PS (AV)

Miranda Casablanca, Cynthia	1.0 Bilingual Social Studies, MHS	1.0 Bilingual Social Studies, FMS
Montague, Tara	1.0 Language Arts, FMS	1.0 Language Arts, MHS
Reuther, Karen	1.0 Grade 3, NP	1.0 Science, TJ
Robertelli, Savina	.5 Special Education, AV	.5 Special Education, TJ
Roby, Lara	1.0 ELL, TJ	1.0 ELL, SX
Salamone, Kirsten	1.0 ELL WD	1.0 ELL, TJ
Salas, Diego	1.0 Bilingual Social Studies, FMS	1.0 Bilingual Social Studies, MHS
Sommer, Jeannette	1.0 ELL, NP	1.0 ELL, FMS
Spiegel, Patti	1.0 ELL, HC	1.0, ELL, MHS
Umanzor, Abigail	ELL, .5 AH/ .5 SX	1.0 ELL AH
Uscamayta, Jessica	1.0 Speech, PS (FMS)	1.0 Speech, PS (NP)
Zavolas, Fani	1.0 Speech, PS (AV)	1.0 Speech, PS (WD)

HUMAN RESOURCES/CURRICULUM
CURRICULUM DEVELOPMENT

Motion #27 that upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education approve the following curriculum development/revisions:

Program: Social Studies
Description: Gr. K-5, Equity, Inclusion and Race in America
Dates: July, 2021- August, 2021
Funding Source: Local
Rate: As per contract language; \$1,000
Staff: Artiga, Monica
Beneventine, Ashley
Falconer, Briana S.
Folmar, Leslye
Harpaul, Celia
Richardson, Nicole

K-12 SUMMER ACADEMIC PROGRAMS 2021

Motion #28 that, upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education approve the provision of Summer Academic Programs for MSD students in Grades K-12:

Program: Bilingual Summer Academy
Description: Provide targeted literacy instruction to selected students who need intensive support in order to meet grade level standards in the fall.
Dates: July, 2021 - August, 2021
Funding Source: CARES
Rate: As per contract language
Staff: Bateman, Wendy
Pensado, Luz
Rosario, Anllileny
Tepedino, Kathryn
Umanzor, Abigail
Vasquez, Yeimi
Ventresca, Lauren
Substitutes: All certificated ESL & Bilingual teachers

Program: Summer Step Up
Description: Each session should work to accomplish targeted learning goals that help the students deepen their understanding of the “Habits for Success” within a mathematics classroom/program.
Dates: July, 2021 - August, 2021
Funding Source: Local
Rate: As per contract language; 30 hours each
Staff: London, Karen
Nicol, Katherine
Toye, Crystal
Substitutes: All certificated staff

Program: MHS Summer Credit Recovery Program
Description: Coursework will be offered in Math, Science, Social Studies, ELA, Bilingual Ed, PE/Health/DE and (possibly) in select Tech & Visual Arts areas. (45 hours of seat time to fulfill recovery requirements)
Dates: July, 2021 - August, 2021
Funding Source: CARES
Rate: As per contract language
Staff: Bosworth, Connor (ELA)
Downing, Sean (ELA)
Fontanella, Dillon (Biology)
Fusciardi, Grace (Math/sub)
Manahan, Bryan (Math)
Rooney, Kevin (US History)
Villane, Kristen (Math)
Ellen Cheikes (Counselor)
Substitutes: All certificated staff

EXPLANATION:

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

SCIENCE SPECIALISTS SUMMER PLANNING TEAM

Motion #29 that, upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education approve the following:

Program: K-5 Science Specialists Summer Planning Team
Description: K-5 science specialists to plan and collaborate on in-person science instruction across K-5.

Dates: July, 2021 - August, 2021
Funding Source: Local
Rate: As per contract language; 10 hours each
Staff: Lewis-Lahey, Anthony
McLain, Carolyn
Mortillo, Noelle
Parillo, Joseph
Ruether, Karen
Russell, Robert
Williams, Christine

EXPLANATION:

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

SOCIAL STUDIES ASSESSMENT TEAM

Motion #30 that, upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education approve the following:

Program: Gr. 6-8 Social Studies DBQ work
Description: Social Studies Assessment team will work together to refine and align the Common Benchmark Assessments.
Dates: July, 2021 - August, 2021
Funding Source: Local
Staff: Adler, Kathleen
Bozza, Amy
Burdge, Jeffrey
Kennedy, Craig
Romanker, Shawn
VanWingerden, Shawn

EXPLANATION:

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

WIDA MODEL TESTING

Motion #31 that, upon the recommendation of the Superintendent, the Board of Education approve MSD staff to administer the WIDA Model test to EL students upon registration when school is not in session.

Program: WIDA Model testing
Description: ESL & Bilingual teachers to administer the WIDA Model test to EL students upon registration when school is not in

Session.
Dates: June, 2021
July, 2021 – September, 2021
Funding Source: Local
Rate: As per contract language
Staff: All certificated ESL & Bilingual. Hours and Timesheets will be approved by Director of ELL/Bilingual Programs K-12

EXPLANATION:

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

CURRICULUM DEVELOPMENT (revision)

Motion #32 that upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education approve the following curriculum development/revisions:

Program: Health
Description: Gr. 6-8 Nurse revision of health curriculum
Dates: July, 2021- August, 2021
Funding Source: Local
Rate: As per contract language; \$1,000 stipend
Staff: Goss, Margaret

Program: Mathematics
Description: Gr. 3 Mathematics
Dates: July, 2021- August, 2021
Funding Source: Local
Rate: As per contract language; \$1,000 stipend (\$500 each)
Staff: **Foley, Kelsey**
Rose, Hollie

Program: Mathematics
Description: Gr. 5 Mathematics
Dates: July, 2021- August, 2021
Funding Source: Local
Rate: As per contract language; \$1,000 stipend
Staff: **D'Alconzo, Darren**
Toye, Crystal

CURRICULUM DESIGN 2020-2021 (revision)

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

Program: Learning Academy; K-5 Design Team
Description: Teachers to work with B. Young and E. Hartman to develop content and instructional resources.
Dates: January, 2021 - June, 2021 (Units 3 & 4)
Funding Source: Title II
Rate: \$50 per hour; 40 hours each
Staff: Allocco, Christina
Beeck, Carol
Byrne, Bridget
Chang Haein, Helen
Falconer, Briana S.
Foley, Kelsey
Kim, JiYoung
Mitevski, Amy
Nair, Rajashree
Richardson, Nicole
Rose, Hollie
Toye, Crystal
Vazquez, Uray

EXPLANATION:

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

MHS GRADUATION RECOVERY PROGRAM

Motion #34 that, upon the recommendation of the Superintendent, and the Board Curriculum Committee, the Board of Education approve the following:

Program: MHS Graduation Recovery Program
Description: Extra support to seniors in danger of graduation due to academic progress.
Dates: April, 2021 - June, 2021
Funding Source: Local
Rate: As per contract language, staff will be compensated for a 7th period.

Staff: Boothby, James
Colfax, Erin
Daly, Matthew
Drewery, Gordon
Izsa, Rob
Kern, Tina
Salas, Sergio

EXPLANATION:

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

SUMMER 2021

ALL SUMMER EMPLOYMENT PENDING FUNDING AND ENROLLMENT

Motion #35 that, upon the recommendation of the Superintendent, the Board of Education approve the appointment of the following and payment upon submission of approve time sheets for the staff who will be involved with the 2021 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: #F11
Position: Field Maintenance (**revisions in bold**)
Dates: April 26, 2021 – June 30, 2021
July 1, 2021 – September 10, 2021
Funding: Local Funds
Staff: Dobbs, Kenshin \$15.00/hour
Grafer, Scott \$15.00/hour
Izaguirre, Diego \$15.00/hour
Maxton, James \$15.00/hour
O’Kane, George \$15.00/hour
Walker, Brandon \$15.00/hour

Posting: **MHS SUMMER GUIDANCE HOURS**
Program: Guidance Services – MHS
Description: Guidance services are needed during the summer to complete and correct schedules. Counselors will be working with students and parents as they do this. In addition, counselors will be meeting with and scheduling new students. They will also be working on developing new programs to be offered next year to students and parents.
Dates: June 18, 2021-August 31, 2021
Funding: Local
Rate of pay: 1/140th (up to \$60 per hour)

Staff: not to exceed the allotted number of hours for each counselor.
Counselors (10):
Barrera, Claudia - 56 hours (8 days)
Caruso, Sandra - 42 hours (6 days)
Cheikes, Ellen - 49 hours (7 days)
Kenny, Kristina - 49 hours (7 days)
Matthews, Craig - 49 hours (7 days)
Miller, Robert - 42 hours (6 days)
Norton, Michael - 49 hours (7 days)
Pichardo, Oshaira - 56 hours (8 days)
Tate Melendez, Monica - 49 hours (7 days)
Streiff, Cheryl - 42 hours (6 days)
Wolf, Karen - 56 hours (8 days)

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

~~Program: CST Evaluations (psychological, educational, social history, speech and occupational therapy)
Description: CST evaluations to be completed by CST case managers in compliance with state and federal regulations.
Dates: June 18, 2021 – June 30, 2021
July 1, 2021-August 31, 2021
Funding: Local Funds
Compensation: Not to exceed 100 evaluations (in total) to be paid per contract language
Staff: MSD CST/evaluation staff
Bralla, Renata (substitute)~~

Posting: #F5
Program: CST Services
Description: Child Study Teams are needed during the summer for IEP development, parent conferences, and scheduling in compliance with state and federal regulations. General and special education teachers participate in eligibility and IEP meetings, as required by the state administrative code.
Dates: June 23, 2021 – June 30, 2021
July 1, 2021-August 31, 2021
Funding: Local Funds
Hrs/Compensation: Not to exceed 750 hours total at 1/140th
Not to exceed 50 evaluations to be paid per contract
Staff: All MSD certificated staff and CST/evaluation staff
Bralla, Renata (Substitute)

Program: **Summer Counselor Continuity and Outreach K-12**
Description: Counselors will ensure continued support and proactive

outreach to our students at risk and in need throughout the
summer to maintain connection

Dates: June 28, 2021-August 13, 2021
Funding: CARES Act
Rate of pay: 1/140th of monthly salary:
not to exceed 450 hours in total
Staff: All MSD Staff that hold the appropriate NJ School Counselor
Certificate

EXPLANATION: Upon submission of approved timesheets, employees will be compensated as
above.

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 **April 2021**
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 **April 2021** 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 **April 2021** after review of the Secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(a) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Motion #3 Pursuant to N.J.A.C. 6A:23-2.11 (c) 4, I certify that as of **April 2021** no budgetary line item account has been over-extended in violation of N.J.A.C. 6A:23-2.11 (b).

Business Administrator/Board Secretary **June 14, 2021**
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 2020-2021 budget through **April 2021**.

BILLS LIST 2020-2021

Motion #5 that upon the recommendation of the Superintendent, the Board of Education approve the attached 2020-2021 bills list for the period ending:

May 15, 2021 & May 31, 2021 (payroll)
June 14, 2021

DONATION

Motion #6 that upon the recommendation of the Superintendent, the Board of Education approve the donation of 63 classic novels from two former graduates of Morristown High School, Erin Olander (MHS 2008) and Emily Olander (MHS 2012) to be used in the English classes that use these titles with the remainder going to the media center for student use.

EXPLANATION

The Director of Curriculum has approved this donation. A letter of appreciation will be sent for their support of the Morris School District.

BIDS

RFP #22-019 Providing After School Enrichment / Recreational Programs for Students in grades K-5

Motion #7 that upon the recommendation of the Superintendent, the Board of Education approve pursuant to the provisions of N.J.S.A. 18A:18A-42, the RFP for Providing After School Enrichment / Recreational Programs for Students in grades K-5, #22-019, having been duly advertised and received on May 4, 2021, be awarded to SEE Camp, Inc. DBA Horizons in Learning, Livingston, NJ, sole bidder, for the 2021-2022 school year. Expenses will be offset by program fees.

<u>Category</u>	<u>Vendor</u>	<u>Cost Per Student</u>
STEM	SEE Camp, Inc. DBA Horizons in Learning	\$15/week
Theater	SEE Camp, Inc. DBA Horizons in Learning	\$15/week
Art	SEE Camp, Inc. DBA Horizons in Learning	\$15/week
Science	SEE Camp, Inc. DBA Horizons in Learning	\$15/week
Theater / Language Arts	SEE Camp, Inc. DBA Horizons in Learning	\$15/week
Sports and Fitness	SEE Camp, Inc. DBA Horizons in Learning	\$15/week

Fire Alarm Repairs, Testing and Inspections

Motion #8 that upon the recommendation of the Superintendent, the Board of Education approve pursuant to the provisions of N.J.S.A. 18A:18A-42, bid for Fire Alarm Repairs, Testing and Inspections #22-021, having been duly advertised and received on June 2, 2021, Contract A be awarded to Sal Electric Co., Inc., Jersey City, New Jersey, and Contract B be awarded to American Protective Systems, Inc., Branchburg, NJ, as listed below. The District has the option of renewing the bid for (2) one year extensions.

<u>CONTRACT A – NOTIFIER SYSTEM</u>	<u>VENDOR:</u>		
	<u>American Protective Systems, Inc.</u>	<u>Sal Electric Co., Inc.</u>	<u>Absolute Protective Systems, Inc.</u>
Repair Hourly Labor Rate:			
Normal Business Hours	\$95.00	\$110.00	N/A
Outside Normal Business Hours	\$142.50	\$185.00	N/A
Materials Markup	15%	15%	N/A
Tool Rental	At Cost	At Cost	N/A
Testing & Inspections	\$ 17,892.00	\$ 11,700.00	N/A

<u>CONTRACT B – EDWARDS SYSTEM</u>	<u>VENDOR:</u>		
	<u>American Protective Systems, Inc.</u>	<u>Sal Electric Co., Inc.</u>	<u>Absolute Protective Systems, Inc.</u>
Repair Hourly Labor Rate:			
Normal Business Hours	\$105.00	\$110.00	\$ 145.00
Outside Normal Business Hours	\$157.50	\$185.00	\$ 215.00
Materials Markup	15%	15%	10%
Tool Rental	At Cost	At Cost	At Cost
Testing & Inspections	\$ 2,880.00	\$ 4,600.00	\$ 4,050.00

Plumbing Services and Repair

Motion #9 that upon the recommendation of the Superintendent, the Board of Education approve pursuant to the provisions of N.J.S.A. 18A:18A-42, the bid for Plumbing Services and Repair, #22-022, having been duly advertised and received on June 2, 2021, the award be made to Robert Griggs Plumbing and Heating, LLC, Hillsborough, New Jersey, for the 2021-2022 school year as set forth below. The District has the option of renewing the bid for (2) one year extensions.

	Robert Griggs Plumbing and Heating, LLC	Magic Touch Construction Co., Inc.
Tradesman per Hour	\$ 96.01	\$ 125.50
Helper per Hour	\$ 47.80	\$ 95.50
Material Markup	10 %	10 %
Subcontracting Markup	7.5 %	N/A

Bid Renewal #16-015

Motion #10 Renewal at 1.69% for Bid No. 16-015 for To and From School Bus Transportation to Jordan Transportation Co., Inc., Pinebrook, New Jersey for the 2021-2022 school year in the amount of \$456,856.60 with an increase/decrease mileage adjustment of \$1.00 per mile.

<u>ROUTE NO.</u>	<u>SCHOOL</u>	<u>ROUTE COST</u>	<u>AIDE COST</u>	<u>MILEAGE ADJ.</u> <u>PER MILE</u>	<u>TOTAL COST</u>
115PA	Frelinghuysen	\$38,071.38		\$1.00	\$38,071.38
6013	Sussex	\$38,071.38		\$1.00	\$38,071.38
1201	Unity Charter	\$38,071.38		\$1.00	\$38,071.38
4046	Alexander Hamilton	\$38,071.38		\$1.00	\$38,071.38
127P	Morristown High	\$38,071.38		\$1.00	\$38,071.38
3005	Normandy	\$38,071.38		\$1.00	\$38,071.38
159	Frelinghuysen	\$38,071.38		\$1.00	\$38,071.38
83	Alfred Vail	\$38,071.38		\$1.00	\$38,071.38
9310	Morristown High	\$38,071.38		\$1.00	\$38,071.38
9314	Unity Charter	\$38,071.38		\$1.00	\$38,071.38
9365	Frelinghuysen	\$38,071.38		\$1.00	\$38,071.38
9364	Alexander Hamilton	\$38,071.38		\$1.00	\$38,071.38

TOTAL ROUTE COST \$456,856.60

Bid Renewal #00-030

Motion #11 Renewal 1.69% for Bid No. 00-030 for To and From School Bus Transportation to Wilkerson Transportation Co., Inc., Parsippany, New Jersey for the 2021-2022 school year in the amount of \$149,308.54 with an increase/decrease mileage adjustment of \$2.00 per mile.

<u>ROUTE NO.</u>	<u>SCHOOL</u>	<u>ROUTE COST</u>	<u>AIDE COST</u>	<u>PER MILE</u>	<u>TOTAL COST</u>
1010	Morristown High	\$37,327.13		\$2.00	\$37,327.13
3002	Normandy Park	\$37,327.13		\$2.00	\$37,327.13
1610	Assumption	\$37,327.13		\$2.00	\$37,327.13
6110	Vail/Sussex	\$37,327.13		\$2.00	\$37,327.13

TOTAL ROUTE COST \$149,308.54

Bid Renewal # 19-006 District Computer Repairs

Motion #12 that upon the recommendation of the Superintendent, the Board of Education approve pursuant to the provisions of N.J.S.A. 18A:18A-42, bid for District Computer Repairs, #19-006, having been duly advertised and received on May 14, 2019 and awarded on June 24, 2019 to Softnetworks, LLC, Whippany, NJ, shall be renewed for the second one-year renewal at a 0% increase for the 2021-2022 school year as set forth below:

District Computer Repairs	Softnetworks, LLC
Hourly Repair Rate	\$45.00
Material Mark Up %	10.00%

BID REJECTION

HVAC Tim & Materials

Motion #13 that upon the recommendation of the Superintendent, the Board of Education approves the following resolution rejecting the bids submitted for HVAC Time and Materials, Bid #22-002, having been duly advertised and received on June 2, 2021.

WHEREAS, a bid opening was held on June 2, 2021 in connection with obtaining bids in this regard; and

WHEREAS, the bid submitted by the putative lowest responsible bidder for the HVAC Time and Materials, McCloskey Mechanical Contractors, Inc., is materially defective

because it did not include the acknowledgement of Addendum #1, which is a material non-waivable defect; and

WHEREAS, the other bid submitted to be rejected due to the bidder is substantially over budget; and

NOW, THEREFORE, BE IT RESOLVED BY THE MORRIS SCHOOL DISTRICT BOARD OF EDUCATION that in accordance with N.J.S.A. 18A:18A-22, the Bids submitted for HVAC Time and Materials, Bid #22-002 be and hereby are rejected.

BE IT FURTHER RESOLVED that the Board hereby authorizes the re-advertisement for bids in connection therewith.

PROFESSIONAL SERVICES 2020-2021 - revised

Motion #14 WHEREAS, there exists a need for professional services for 2020-2021 and funds are available for these purposes.

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

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

Energy for America	Professional Engineering, Design and	\$117,522
	Facilities Management	

TUITION RATES

Motion #15 that upon the recommendation of the Superintendent the Board of Education approve the tuition rates for the 2021 – 2022 school year for Pre-School - Grade 12 Classes.

REGULAR CLASSES

Pre-School	\$ 13,906.00
Kindergarten	\$ 16,611.00
Grades 1-5	\$ 16,855.00
Grades 6-8	\$ 16,892.00
Grades 9-12	\$ 17,607.00

SPECIAL CLASSES

Multiple Disabled	\$ 59,719.00
Multiple Disabled Summer	\$ 7,963.00
Pre-School Disabled	\$ 44,318.00
Pre-School Disabled Summer	\$ 5,909.00

STATE CONTRACT VENDORS (2020-2021)

RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED STATE CONTRACT VENDORS

PURSUANT TO N.J.S.A. 18A:18A-10(A)

Motion #16 that upon the recommendation of the Superintendent, the Board of Education authorizes purchases with the following State Contract vendors who agree to sell goods and services to the Board of Education in accordance with all conditions of the individual state contract that may or may not exceed the bid threshold in the aggregate.

The duration of the contracts between the Morris School District Board of Education and the referenced State Contract Vendors shall be for the 2020-2021 School Year as amended from time to time by the Division of Purchase and Property in the Department of the Treasury.

Vendor	State Contract #	Title
Beyer Bros Corp.	42069	Automotive Parts for Heavy Duty Vehicles (Class 5 or Higher, Over 15,000 LB GVWR)
Bridgestone Americas Inc.	19-FLEET-00708	Bridgestone Tires, Tubes & Service
Bus Parts Warehouse	42088	Automotive Parts for Heavy Duty Vehicles (Class 5 or Higher, Over 15,000 LB GVWR)
Cisco Systems	87720	Data Communications Equipment
Cliffside Body Co.	40822	OEM & NON-OEM MAINTENANCE & REPAIR SERVICES FOR LIGHT/MEDIUM DUTY VEHICLES
Dell	19-TELE-00656	COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES
Dover Brake & Clutch	42094	Automotive Parts for Heavy Duty Vehicles (Class 5 or Higher, Over 15,000 LB GVWR)
Fastenal Company	19-FLEET-00565	Industrial/MRO Supplies & Equip
Fastenal Company	19-FLEET-00678	Industrial/MRO Supplies & Equip – Custom Orders
Hewlett Packard Enterprise	40116	NASPO Valuepoint Computer
HP Inc.	89974	COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES
Hon	19-FOOD-00927	Furniture: Office, Lounge
Jewel Electric Supply	19-FOOD-00608	ELECTRICAL EQUIPMENT AND SUPPLIES NORTH, CENTRAL AND SOUTH REGIONS
Lakeshore Learning Materials	17-FOOD-00250	Library Supplies, School Supplies & Teaching Aids
Lawson Products Inc.	42111	Automotive Parts for Heavy Duty Vehicles (Class 5 or Higher, Over 15,000 LB GVWR)
Lenovo US	40121	COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES

Lightspeed Technologies of Oregon, Inc.	17-FOOD-00261	Library Supplies & School Supplies
Mannington Mills, Inc.	81751	Carpet/Flooring Supply & Install
Mid Atlantic Truck Ctr.	42075	Automotive Parts for Heavy Duty Vehicles (Class 5 or Higher, Over 15,000 LB GVWR)
Mohawk Group	81753	Carpet/Flooring Supply & Install
One Source of New Jersey LLC	42119	AUTOMOTIVE PARTS FOR HEAVY DUTY VEHICLES (CLASS 5 OR HIGHER, OVER 15,000 LB GVWR)
Philip M. Casciano Associates Inc.	83900	RADIO COMMUNICATION EQUIPMENT AND ACCESSORIES
Rich Tree Service Inc.	18-DPP-00645	Tree Trimming, Pruning & Removal Services
Ricoh USA Inc.	40467	COPIERS & MULTI-FUNCTION DEVICES, MAINTENANCE, SUPPLIES & PRINT SERVICES
Samuels Inc	42071	Automotive Parts for Heavy Duty Vehicles (Class 5 or Higher, Over 15,000 LB GVWR)
School Specialty	17-FOOD-00242	Library Supplies, School Supplies, Teaching Aids
Steelcase Inc.	81639	Furniture: Office, Lounge
Storr Tractor	43038	Parts and Repairs for Lawn & Grounds Equipment
Verizon Wireless	82583	Wireless Devices & Services
Wasak Inc.	42247	Water Treatment & Maintenance Services (Heating & Cooling) - Statewide
W W Grainger Inc. EXPIRES	19-FLEET-00566	Facilities Maintenance and Repair & Operations (MRO) and Industrial Supplies
WURTH USA Inc.	42110	Automotive Parts for Heavy Duty Vehicles (Class 5 or Higher, Over 15,000 LB GVWR)

EXPLANATION

All contracts are listed under the State Distribution and Support Services State of New Jersey, Division of Purchase and Property.

Each administrator/supervisor who recommends purchases through the referenced State Contract vendors has certified by signing the purchase order that sufficient funds exist to purchase the goods or services.

STATE CONTRACT VENDORS (2021-2022)

RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED STATE CONTRACT VENDORS PURSUANT TO N.J.S.A. 18A:18A-10(A)

Motion #17 that upon the recommendation of the Superintendent, the Board of Education authorizes purchases with the following State Contract vendors who agree to sell goods and services to the Board of Education in accordance with all conditions of the individual state contract that may or may not exceed the bid threshold in the aggregate.

The duration of the contracts between the Morris School District Board of Education and the referenced State Contract Vendors shall be for the 2021-2022 School Year as amended from time to time by the Division of Purchase and Property in the Department of the Treasury.

Vendor	State Contract #	Title
Beyer Bros Corp.	42069	Automotive Parts for Heavy Duty Vehicles (Class 5 or Higher, Over 15,000 LB GVWR)
Bridgestone Americas Inc.	19-FLEET-00708	Bridgestone Tires, Tubes & Service
Bus Parts Warehouse	42088	Automotive Parts for Heavy Duty Vehicles (Class 5 or Higher, Over 15,000 LB GVWR)
Cliffside Body Co.	40822	OEM & NON-OEM MAINTENANCE & REPAIR SERVICES FOR LIGHT/MEDIUM DUTY VEHICLES
Dell	19-TELE-00656	COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES
Dover Brake & Clutch	42094	Automotive Parts for Heavy Duty Vehicles (Class 5 or Higher, Over 15,000 LB GVWR)
Fastenal Company	19-FLEET-00565	Industrial/MRO Supplies & Equip
Fastenal Company	19-FLEET-00678	Industrial/MRO Supplies & Equip – Custom Orders
Hewlett Packard Enterprise	40116	NASPO Valuepoint Computer
HP Inc.	89974	COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES
The Hon Company	19-FOOD-00927	FURNITURE: OFFICE, LOUNGE AND SYSTEMS - STATEWIDE
Lakeshore Learning Materials	17-FOOD-00250	Library Supplies, School Supplies & Teaching Aids
Lawson Products Inc.	42111	Automotive Parts for Heavy Duty Vehicles (Class 5 or Higher, Over 15,000 LB GVWR)
Lenovo US	40121	COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES
Lightspeed Technologies of Oregon, Inc.	17-FOOD-00261	Library Supplies & School Supplies
Mid Atlantic Truck Ctr.	42075	Automotive Parts for Heavy Duty Vehicles (Class 5 or Higher, Over 15,000 LB GVWR)
One Source of New Jersey LLC	42119	AUTOMOTIVE PARTS FOR HEAVY DUTY VEHICLES (CLASS 5 OR HIGHER, OVER 15,000 LB GVWR)
Philip M. Casciano Associates Inc.	83900	RADIO COMMUNICATION EQUIPMENT AND ACCESSORIES
Rich Tree Service Inc.	18-DPP-00645	Tree Trimming, Pruning & Removal Services

Ricoh USA Inc.	40467	COPIERS & MULTI-FUNCTION DEVICES, MAINTENANCE, SUPPLIES & PRINT SERVICES
Samuels Inc	42071	Automotive Parts for Heavy Duty Vehicles (Class 5 or Higher, Over 15,000 LB GVWR)
School Specialty	17-FOOD-00242	Library Supplies, School Supplies, Teaching Aids
Steelcase Inc.	81639	Furniture: Office, Lounge
Storr Tractor	43038	Parts and Repairs for Lawn & Grounds Equipment
Verizon Wireless	82583	Wireless Devices & Services
Wasak Inc.	42247	Water Treatment & Maintenance Services (Heating & Cooling) - Statewide
W W Grainger Inc. EXPIRES	19-FLEET-00566	Facilities Maintenance and Repair & Operations (MRO) and Industrial Supplies
WURTH USA Inc.	42110	Automotive Parts for Heavy Duty Vehicles (Class 5 or Higher, Over 15,000 LB GVWR)

EXPLANATION

All contracts are listed under the State Distribution and Support Services State of New Jersey, Division of Purchase and Property.

Each administrator/supervisor who recommends purchases through the referenced State Contract vendors has certified by signing the purchase order that sufficient funds exist to purchase the goods or services.

MEMBERSHIPS

NEW JERSEY STATE INTERSCHOLASTIC ATHLETIC ASSOCIATION (NJSIAA) 2021-2022

Motion #18 that upon the recommendation of the Superintendent, the Board of Education approve the following Resolution:

Pursuant to the provisions of Chapter 172 of the Laws of 1979 approved by the Governor of the State of New Jersey on August 26, 1979 (N.J.S.A. 18A:11-3, et seq), it is necessary for our member schools to adopt by resolution membership in the NJSIAA. It must be emphasized that in adopting such a resolution, a member school agrees to be governed by the Constitution, Bylaws and Rules and regulations of NJSIAA, including all rules governing student-athletic eligibility

AGREEMENTS

CO-OP AGREEMENT

Motion #19 that upon the recommendation of the Superintendent, the Board of Education approve pursuant to the provisions of N.J.S.A. 40A:11-11(5), the annual renewal of the Cooperative Pricing Agreement with the County of Somerset and that such membership shall continue thereafter unless Morris School District elects to formally withdraw from the agreement.

CO-OP AGREEMENT

Motion #20 that upon the recommendation of the Superintendent, the Board of Education approve pursuant to the provisions of N.J.S.A. 40A:11-11(5), the annual renewal of the Cooperative Pricing Agreement with the County of Middlesex and that such membership shall continue thereafter unless Morris School District elects to formally withdraw from the agreement.

CO-OP AGREEMENT

Motion #21 that upon the recommendation of the Superintendent, the Board of Education approve pursuant to the provisions of N.J.S.A. 40A:11-11(5), the annual renewal of the Cooperative Pricing Agreement with the County of Hunterdon and that such membership shall continue thereafter unless Morris School District elects to formally withdraw from the agreement.

MORRIS COUNTY CO-OPERATIVE PRICING COUNCIL

Motion #22 that upon the recommendation of the Superintendent, the Board of Education approve the following resolution:

WHEREAS, the Morris County Cooperative Pricing Council (“MCCPC”) was created in 1974 to conduct a voluntary cooperative pricing system with municipalities, boards of education, and other public bodies located in the County of Morris and adjoining counties; and

WHEREAS, the purpose of the MCCPC is to provide substantial savings on various goods and services to its members through the cooperative public bidding process; and

WHEREAS, Morris School District desires to enter into an Agreement with the MCCPC, which is administered by Randolph Township as Lead Agency, to renew its membership in the MCCPC for the period of October 1, 2021 through September 30, 2026.

BE IT RESOLVED, by the Morris School District, County of Morris, State of New Jersey as follows:

1. The Board of Education of the Morris School District hereby authorizes the execution of an Agreement with the Morris County Cooperative Pricing Council by the Township of Randolph as Lead Agency dated October 1, 2021, pursuant to N.J.S.A. 40A:11-11(5). Said Agreement is for renewal of membership in the MCCPC for a five (5) year period from October 1, 2021, through September 30, 2026.

2. The Morris School District is hereby directed to submit a copy of this adopted Resolution, along with an executed Agreement, to Randolph Township as Lead Agency of the MCCPC. Morris County Cooperative Pricing Council 502 Millbrook Avenue, Randolph, NJ 07869-3799 Tel: (973) 989.7059 • Fax: (973) 989.7076
3. This Resolution shall take effect immediately upon final passage according to law.
4. All appropriate Morris School District officials are authorized and directed to perform all required acts to affect the purpose of this Resolution.

TRANSPORTATION JOINTURE 2021-2022

Morris County Educational Services Commission

Motion #23 WHEREAS, in accordance with the statutes of 18A:18A-11, Boards of Education of two or more districts may provide jointly, by agreement, the transportation of pupils attending schools within or outside of the district:

WHEREAS, the Morris County Educational Services Commission provides transportation services for many school districts to various schools:

NOW THEREFORE, BE IT RESOLVED:

1. that the Business Administrator/Board Secretary be authorized to pursue the said transportation jointure with the Morris County Educational Services Commission.
2. that the services provided by the Morris County Educational Services Commission shall be provided in accordance with the rules, regulations and policies as established by the Commission.
3. that the cost of transportation, as apportioned to each participating district and computed by the Commission, shall be in accordance with policy as established by the Commission's Board of Directors.
4. that the Morris School District will pay a management fee to Morris County Educational Services Commission

BE IT ALSO RESOLVED, that the Morris County Educational Services Commission be authorized to receive transportation bids for the 2021-2022 school year on behalf of Morris School District.

Morris Plains School District

Motion #24 WHEREAS, in accordance with the statutes of 18A:18A-11, Boards of Education of two or more districts may provide jointly, by agreement, the transportation of pupils attending schools within or outside of the district:

WHEREAS, Morris School District and Morris Plains School District intend to enter into an agreement to provide certain transportation services for Morris Plains School District:

NOW THEREFORE, BE IT RESOLVED:

1. that the Business Administrator/Board Secretary be authorized to pursue the said transportation jointure with the Morris Plains Board of Education.
2. that the services provided by the Morris School District Board of Education shall be provided in accordance with the rules, regulations and policies as established by the Morris School District Board of Education.
3. that the cost of transportation, as apportioned to each participating district and computed by Morris School District, shall be in accordance with policy as established by the Morris School District Board of Education.
4. that the Morris Plains School District will pay a management fee to Morris School District.

BE IT ALSO RESOLVED, that the Morris School District Board of Education be authorized to enter into a transportation jointure for the 2021-2022 school year with Morris Plains Board of Education.

Harding Township Public Schools

Motion #25 WHEREAS, in accordance with the statutes of 18A:18A-11, Boards of Education of two or more districts may provide jointly, by agreement, the transportation of pupils attending schools within or outside of the district:

WHEREAS, Morris School District and Harding Township School District intend to enter into an agreement to provide certain transportation services for Harding Township School District:

NOW THEREFORE, BE IT RESOLVED:

1. that the Business Administrator/Board Secretary be authorized to pursue the said transportation jointure with the Harding Township Board of Education.
2. that the services provided by the Morris School District Board of Education shall be provided in accordance with the rules, regulations and policies as established by the Morris School District Board of Education.
3. that the cost of transportation, as apportioned to each participating district and computed by Morris School District, shall be in accordance with policy as established by the Morris School District Board of Education.
4. that the Harding Township School District will pay a management fee to Morris School District.

BE IT ALSO RESOLVED, that the Morris School District Board of Education be authorized to enter into a transportation jointure for the 2021-2022 school year with Harding Township Board of Education.

UNUM

Motion #26 that upon the recommendation of the Superintendent, the Board of Education approve the current long term disability rate of 0.79% for UNUM. The rate had no change from last year and is guaranteed until August 1, 2022.

INSURANCE

Delta Dental Flagship

Motion #27 that upon the recommendation of the Superintendent, the Board of Education approve a one year renewal of the optional Flagship employee managed-care dental coverage insurance with Delta Dental for July 1, 2021– June 30, 2022.

	<u>Flagship Plan</u>
Employee Only	\$27.89 per month
Employee & 1 Dependent	\$53.28 per month
Full Family	\$88.21 per month

Traditional Coverage

Motion #28 that upon the recommendation of the Superintendent, the Board of Education approve employee traditional dental coverage Insurance with Delta Dental for the period July 1, 2021– June 30, 2022. The renewal rates for the 20-21 year are at a 0% increase.

	<u>Traditional Plan 01</u>	<u>Traditional Plan 02</u>
Employee	\$ 38.05 month	\$38.77 month
Employee & 1 Dependent	\$ 77.09 month	\$78.54 month
Full Family	\$131.28 month	\$133.73 month

Student Insurance

Motion #29 that upon the recommendation of the Superintendent, the Board of Education approve Student Basic Accident and Catastrophic Student Insurance policy for the period July 1, 2021 – June 30, 2022. This policy is through Bollinger Specialty Group. The premium will be \$151,455.00.

PROFESSIONAL SERVICES 2021-2022

Morris County Educational Services Commission (non-public)

Motion #30 WHEREAS, there exists a need for professional services for 2021-2022 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

Morris County Educational Services Commission	Shared Services for Non-Public Nursing Shared Services for Professional Support Services OT, PT and Speech Services Chapter 192/193 Non-Public IDEA - B
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EXPLANATION

Shared service for Chapter 192/193 and Non-Public grants are pending funding.

Energy For America

Motion #31 WHEREAS there exists a need for professional services for 2021-2022 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 as follows:

Energy For America	Energy Professional Engineering and Facilities Management services for school year 2021-2022.	\$ 105,036
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Motion #32 WHEREAS, there exists a need for professional services for 2021-2022 and funds are available for these purposes.

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

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

Behavior Analysts of NJ, LLC	Direct and Indirect Services BCBA-D - Consultative Services BCBA-D - Professional Development BCBA Direct Instructor Direct Intensive Instruction	\$175/hour \$150/hour \$125/hour \$100/hour \$75/hour
Barbara C. Miller PT, PA	General Physical Therapy Consultation Services Direct Physical Therapy Services	\$125/hour

BAYADA Home Health Care, Inc.	Nursing Services	\$60/hour for RN Services \$48/hour for LPN Services
BAYADA Home Health Care, Inc.	Substitute School Nursing Services	\$63/hour for RN Services \$50/hour for LPN Services
Center for Psychological Assessment and Treatment, Loren Amsell, Ph.D.	Psychosexual Evaluation Psychological Evaluation Threat Assessment and School Violence Risk Consultation (Policy / Assessment Development / Training)	\$1,800/evaluation \$1,800/evaluation \$1,800/evaluation \$185/hour
Fast ER Urgent Care	Basic Student Medical Exam Complex Student Medical Exam Extended panel urine drug collection with ETG/S with MRO review Breath alcohol test with confirmation of all positives On call fee - 3 hour min. (if outside normal business hours) Review of student's sports forms - 2 hour min. Review of employee work accommodations	\$70/exam \$175/exam \$70 \$25 \$50/hour \$100/hour \$200/hour
Brian Fennelly, M.D.	Psychiatric Evaluation Emergency Psychiatric Evaluation (requiring a letter in 24 hours) Missed Evaluation or cancellation with less than 24 hours notice	\$715/evaluation \$775/evaluation \$310
Glasberg Behavioral Consulting Services, LLC	Behavioral Consultation	\$150/hour
Go for Bodywork Manual Physical Therapy	Physical Therapy Services Physical Therapy Evaluations	\$109/hour \$250/evaluation

Goryeb Children's Hospital-Atlantic Health System	Neurodevelopmental Evaluation	\$675/evaluation
Hillmar, LLC	Bilingual and monolingual speech-language, psychological, educational, social, BDI evaluations CST evaluations for Hearing impaired - speech-language, psychological, educational, and social evaluations Occupational and Speech Therapy Services Applied Behavior Services Counseling Services, Participation in IEP meetings, Oral and written translation	See attached rate sheet
Intensive Therapeutics, Inc.	Occupational Services Physical Therapy Services Speech Services	\$65/hour \$65/hour \$65/hour
Jennifer Weber, Ph.D., BCBA-D	Direct Services Indirect Services	\$150/hour \$150/hour
Tri-County Behavioral Care, LLC	School Clearance Risk Assessment	\$100/assessment

ORGANIZATIONAL MOTIONS

Motion #33 that upon the recommendation of the Superintendent, the Board of Education approve the reorganization motions #1 - 40 as follows:

BOARD ORGANIZATION

1. **Board Secretary**

Motion, that Anthony LoFranco be appointed Board Secretary for the 2021-2022 school year.

2. **Assistant Board Secretary**
Motion, that Joan Frederick be appointed Assistant Board Secretary for the 2021-2022 school year.
3. **Purchasing Agent**
Motion that the Board approve the Business Administrator/ Board Secretary as the Purchasing Agent for the Morris School District for the 2021-2022 school year.
4. **Affirmative Action**
Motion that the Business Administrator/Board Secretary and the Director of Human Resources, Personnel & Equity be appointed as the Affirmative Action Officers for the district for the 2021-2022 school year.
5. **Public Agency Compliance Officer (P.A.C.O.)**
Motion, that the Business Administrator/Board Secretary, be appointed as the Public Agency Compliance Officer for the district for the 2021-2022 school year.
6. **Custodian of School Records**
Motion, that the Business Administrator/Board Secretary be appointed the Custodian of School Records in accordance with the State of New Jersey Open Public Records Act (P.L. 2001,c.404,N.J.S.A. 47:1A-et seq) for the 2021-2022 school year.
7. **School Physician**
Motion that Morristown Memorial Hospital Center of Atlantic Health Systems be appointed to provide physicians to the school district for the 2021-2022 school year.
8. **Orthopedic Doctor**
Motion that Dr. Berton Taffet be appointed the Orthopedic Doctor of Record for the 2021-2022 school year.
9. **Insurance Broker for Dental, Long Term Disability Benefits.**
Motion, that Brown & Brown of Livingston, N.J. be appointed the Insurance Broker for Dental, and Long Term Disability for the 2021-2022 school year.
10. **Insurance Broker**
Motion, that The Morville Agency, Newton, New Jersey be appointed Insurance Agent of Record for the 2021-2022 school year for property, casualty and liability insurance.
11. **Tax Shelter Annuities 403 (b) providers**
Motion, that the following be approved as authorized Tax Shelter Annuity Providers for the 2021-2022 school year.
 - Great West
 - Lincoln Financial
 - Lincoln Investment
 - Valic
 - Equitable (Formerly Axa Equitable)
 - Security Benefit Advisors

12. **403(b) Plan Signers**
Motion, that the following individuals be authorized signers related to administrative functions pertaining to the same plan:
 - Business Administrator
 - Assistant Business Administrator
 - Payroll Supervisor

13. **457 Plan Provider**
Motion, that the following be approved as an authorized 457 Plan Provider for the 2021-2022 school year.
 - Lincoln Financial
 - Lincoln Investment
 - Valic
 - Equitable (Formerly Axa Equitable)
 - Security Benefit Advisors

14. **457 Plan Authorized Signers**
Motion that the following individuals be authorized signers related to administrative functions pertaining to the 457 plan:
 - Business Administrator
 - Assistant Business Administrator
 - Payroll Supervisor

15. **Library Representative**
Motion, that the Superintendent of Schools be appointed representative to the Morristown/Morris Township library for the 2021-2022 school year with Debra Gottsleben, as his designee.

16. **504 Coordinator**
Motion, that the Board approve the Director of Pupil Services as the 504 Coordinator for the 2021-2022 school year.

17. **Asbestos Management Officer**
Motion, that the Director of Facilities be appointed as the Asbestos Management and PEOSH Officer/Coordinator for the district for the 2021-2022 school year.

18. **Indoor Air Quality Officer**
Motion, that the Director of Facilities be appointed as the Indoor Air Quality Officer for the district for the 2021-2022 school year.

19. **Integrated Pest Management Officer**
Motion, that the [Integrated Pest Management Plan](#) be approved and that the Director of Facilities be appointed as the [Integrated Pest Management Officer](#) for the district for the 2021-2022 school year.

20. **Right to Know Officer**
Motion, that the Director of Facilities be appointed as the Right to Know Officer for the district for the 2021-2022 school year.
21. **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.
22. **Business Administrator Authorization**
Motion that the Board of Education approve the Business Administrator/Board Secretary to do account transfers, pay bills 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 transfers, payments and travel subject to presentation and ratification at the next business meeting of the board.
23. **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.
24. **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 |
25. **Investments**
Motion, that the Board of Education authorize the Board Secretary and Assistant Board Secretary to invest district funds to maximize interest.
26. **Depositories**
Motion, that the following be named as depositories of public funds for Morris School District for the purpose of investments for the school year 2021-2022, effective July 1, 2021:
- Provident Bank
 - New Jersey Cash Management Fund
27. **Wire Transfers**
Motion, that the Board of Education authorize wire transfer money between the following accounts with Authorized Signatories as listed below.

SIGNATURE

AUTHORIZED

Provident General Operating Account

N.J.Cash Management Fund Account

Business Administrator Superintendent

Provident Agency Account

Visions Federal Credit Union

Business Administrator Assistant Business Administrator

28. **Petty Cash**

Motion, that the Board approve the following petty cash funds for the 2021-2022 school Year as per Policy 6620

Account Title	Custodian(s)	Amount	Maximum Single Expenditure
High School Office	Principal	\$ 450	\$50
Alexander Hamilton School	Principal	\$200	\$50
Hillcrest School	Principal	\$200	\$50
Sussex Avenue School	Principal	\$200	\$50
Thomas Jefferson School	Principal	\$200	\$50
Alfred Vail School	Principal	\$200	\$50
Woodland School	Principal	\$200	\$50
Normandy Park Magnet School	Principal	\$200	\$50
Lafayette Learning Center	Principal	\$200	\$50
Cafeteria Change Fund	Food Services	\$1,000	\$0
Maintenance	Supervisor of Buildings and Grounds	\$200	\$50
Administration Offices	School Business Administrator/Board Secretary	\$1,000	\$500
Frelinghuysen Middle School	Principal	\$200	\$50
Transportation	Supervisor of Transportation	\$200	\$50
Pupil Services	Director of Pupil Services	\$400	\$100
Community School	Director of Community School	\$3,000	\$200
Community School Office Fund	Director of Community School	\$1,000	\$200

Requests for reimbursement must be made at least every three months. (May be requested sooner, if needed.)

29. **Designation of Depositories for School Funds**

Motion, that the depositories for General School funds for the Morris School District, for the school year 2021-2022, effective July 1, 2021, are as follows:

PROVIDENT BANK

- | | |
|-------------------------------------|---|
| 1. General Account | <u>3 Signatures Required</u>
1. Board President
2. Board Vice President
3. Business Administrator
4. Assistant Business Administrator |
| 2. Payroll Account | <u>2 Signatures Required</u>
1. Board President
2. Business Administrator
3. Assistant Business Administrator
4. Payroll Supervisor |
| 3. Payroll Deduction Account | <u>2 Signatures Required</u>
1. Business Administrator
2. Assistant Business Administrator
3. Payroll Supervisor |
| 4. Petty Cash Account | <u>1 Signature Required</u>
1. Business Administrator
2. Assistant Business Administrator
3. Superintendent
4. Assistant Superintendent for Curriculum |
| 5. Coins for A Cause | <u>2. Signature Required</u>
1. Principal
2. Secretary
3. Helping Teacher |
| 6. J. Burton Wiley Scholarship Fund | <u>1 Signature Required</u>
1. Business Administrator
2. Assistant Business Administrator
3. Superintendent
4. Assistant Superintendent for Curriculum |

7. Morristown HS Scholarship Fund

1 Signature Required

1. Business Administrator
2. Assistant Business Administrator
3. Superintendent
4. Assistant Superintendent for Curriculum

8. Dorothy F. Johnson Scholarship Account

1. Signature Required

1. Business Administrator
2. Assistant Business Administrator
3. Superintendent
4. Assistant Superintendent for Curriculum

9. Alfred Vail Activity Fund

2. Signatures Required

1. Principal
2. Secretary
3. Helping Teacher

10. Alexander Hamilton Activity Fund

2. Signatures Required

1. Principal
2. Secretary
3. Helping Teacher

11. Sussex Activity Fund

2. Signatures Required

1. Principal
2. Secretary
3. Helping Teacher

12. Thomas Jefferson Activity Fund

2. Signatures Required

1. Principal
2. Secretary
3. Helping Teacher

13. Woodland Activity Fund

2. Signatures Required

1. Principal
2. Secretary
3. Helping Teacher

14. Frelinghuysen Activity Fund

2. Signatures Required

1. Principal
2. Supervisor of Instruction
3. School Treasurer

- | | |
|--|--|
| 15. Frelinghuysen Athletic Account | <u>2. Signatures Required</u>
1. Principal
2. Supervisor of Instruction
3. School Treasurer |
| 16. Hillcrest Activity Fund | <u>2. Signatures Required</u>
1. Principal
2. Secretary
3. Helping Teacher |
| 17. Normandy Park Activity Fund | <u>2. Signatures Required</u>
1. Principal
2. Secretary
3. Helping Teacher |
| 18. Morristown High School Athletic Account | <u>2. Signature Required</u>
1. Principal
2. Athletic Director
3. Director of Accts. Administration |
| 19. Morristown High School Activity Fund | <u>2. Signature Required</u>
1. Principal
2. Vice-Principal
3. Director of Accts. Administration |
| 20. Morris School District Cafeteria Account | <u>2. Signatures Required</u>
1. District Food Service Liaison
2. Business Administrator
3. Assistant Business Administrator |
| 21. Morris School District Ann McGiffin's Small Miracle Fund | <u>1. Signature Required</u>
1. Business Administrator
2. Assistant Business Administrator |
| 22. Morris School District Salary Redirection Account | <u>1. Signature Required</u>
1. Business Administrator
2. Assistant Business Administrator
3. Payroll Supervisor
4. Any one of three AFLAC REP. |
| 23. Morris School District Capital Reserve Accounts | <u>2. Signatures Required</u>
1. Business Administrator
2. Assistant Business Administrator
3. Superintendent
4. Assistant Superintendent for Curriculum |

24. Morris School District Maintenance Reserve Account
2. Signatures Required
1. Business Administrator
 2. Assistant Business Administrator
 3. Superintendent
 4. Assistant Superintendent for Curriculum
25. Community School Checking Account
2. Signatures Required
1. Director
 2. Business Administrator
 3. Assistant Business Administrator
26. Community School Petty Cash Account
2. Signature Required
1. Director
 2. Business Administrator
 3. Assistant Business Administrator
27. Morris School District SUI Account
- 1 Signature Required
1. Business Administrator
 2. Assistant Business Administrator
30. **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.
31. **Official Station**
Motion, that FOX TV (Channel 5) be designated as the official Television Station of Morris School District.
32. **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 school year had not changed.
33. **Curriculum**
Motion, that existing courses of study, course guides, instructional materials, handbooks, textbooks, curriculum, educational programs and services, and the five-year curriculum planning and evaluation schedule which all were in force immediately prior to this reorganization meeting are hereby continued in force as if the school year had not changed.
34. **Chart of Accounts**
Motion, that the Board approve the Chart of Accounts for the 2021-2022 school year as on file in the office of the Business Administrator.

35. **Award of Purchases, Contracts or Agreements**

Motion that the Board of Education approve, in accordance with Title 18A:18A-37(c), the authorization of the Business Administrator to award contracts that are in the aggregate less than 15 percent of the bid threshold without soliciting competitive quotes.

36. **Purchasing Limits**

Motion that the Board of Education according to NJSA 18A:18A-3 (a) and NJAC 5:34-5.4 approve the quote threshold to be \$6,600. and the bid threshold to be \$44,000.

37. **Tax Schedules**

Motion that the Board of Education approve the [attached](#) Tax Schedules for the Town of Morristown and Morris Township for the 2021-2022 school year.

38. **Authorization of Procurement of Goods/Services through Joint Purchasing Agreements for 2021-2022 School Year**

WHEREAS Title 18A:18A-11 provides that, “The Boards of Education, of two or more districts may provide jointly by agreement for the provision and performance of good and services for their respective districts, or one or more boards of education may provide for such provision or performance of goods or services by joint agreement with the governing body of any municipality or county, and

WHEREAS, the Morris School District has the need, on a timely basis, to procure goods and services utilizing Joint Purchasing Agreements, and

WHEREAS, the Morris School District desires to authorize its purchasing agent for the 2021-2022 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year,

NOW THEREFORE BE IT RESOLVED that the Morris School District Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services utilizing joint purchasing agreements.

39. **Authorization of Procurement of Goods/Services through State Contracts for 2021-2022 School Year**

WHEREAS Title 18A:18A-10 provides that, “A Board of Education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the state by the Division of Purchase and Property, and

WHEREAS, the Morris School District has the need, on a timely basis, to procure goods and services utilizing State Contracts, and

WHEREAS, the Morris School District desires to authorize its purchasing agent for the 2021-2022 school year to make any and all purchases necessary to meet the needs of the

school district throughout the school year,

NOW THEREFORE BE IT RESOLVED that the Morris School District Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors, as per list filed in the office of the Business Administrator/Board Secretary.

40. **Authorization for the Superintendent to request canine searches in the high school and middle school for the 2021-2022 school year.**

WHEREAS, the Morris School District Board of Education believes that random canine searches promote a safe school environment and act as a means to educate and deter children from bringing illegal drugs to school; and

WHEREAS, the Morristown Police Department and the Morris Township Police Department, in cooperation with the Morris County Prosecutor's Office, will conduct suspicionless canine searches at the high school and middle school periodically throughout the school year; and

WHEREAS, these searches will be scheduled in advance and require the approval of the building principal and district superintendent; and

NOW, THEREFORE BE IT RESOLVED, the Morris School District Board of Education, in an effort to promote a safe, drug-free environment, authorizes the Superintendent to request the Morristown Police Department and the Morris Township Police Department to conduct suspicionless canine searches for the 2021-2022 school year.