

MORRIS SCHOOL DISTRICT  
Minutes of January 28, 2008  
LAFAYETTE LEARNING CENTER

The regular business meeting of the Board of Education of the Morris School District, of Morris County, New Jersey was held in the Lafayette Learning Center, 31 Hazel Street, Morristown, New Jersey 07960 on Monday evening January 28, 2008 at 6:30 p.m.

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

At the Roll Call, the following Board Members were present: Dr. Peter Gallerstein, Ms. Lynn Horowitz, Mrs. Teresa Murphy, Ms. Lisa Pollak, Mrs. Ann Rhines, Dr. Angela Rieck, Vice-President, Mrs. Nancy Bangiola, President. Mrs. Marie Fornaro and Ms. Sandra McNeil both arrived at 7:30 p.m. Ms. Theresa Kaag, Morris Plains Representative, was absent.

At 6:31 p.m. Dr. Rieck moved to go into closed session to discuss legal, negotiation and personnel matters. Mrs. Murphy seconded the motion which carried unanimously with Mrs. Fornaro, Ms. Kaag, and Ms. McNeil absent.

Also present were Dr. Thomas Ficarra, Superintendent; Dr. Patricia Camp, Director of Curriculum and Instruction; Mr. Andrew Williams, Director of Curriculum and Instruction; Mr. John Christian, Manager of Human Resources; Mr. William VanTassel, Assistant Board Secretary and Mr. Damian Shammas

At 7:30 p.m. Dr. Rieck moved to go into open session. Mrs. Bangiola seconded the motion which carried unanimously with Mrs. Fornaro, Ms. Kaag and Ms. McNeil absent. Student Representative, Avi Jayaraman and approximately 25 members of the public, press and staff were now present. Student Representative, Gareth Brown was absent.

When the Board reconvened, Mrs. Bangiola announced that the Board had been meeting in closed session for the purpose of discussing legal and negotiation matters.

### **PLEDGE OF ALLEGIANCE**

Mrs. Bangiola led the audience in the Pledge of Allegiance.

## **PUBLIC COMMENT**

Members of the public spoke this evening on:

- School Taxes (handout attached)
- PBS Documentary on schools and the internet
- Upset with academics at Morristown High School
- Parents of students in the district spoke regarding:
  - Schools K-5 doing a great job
  - Pleased with diversity within the district
  - Parents hold Administration accountable
  - Parents have a voice
  - Pleased with children's experiences at MHS

Dr. Ficarra responded concerning the tax issue explaining that:

- The State Aid formula is complex and complicated.
- Per Pupil Cost
  - We have very little debt
  - We budget money to maintain our schools (we pay as we go)
  - Factors going into that calculation

## **COMMITTEE REPORTS**

### **Morristown High School**

Avi reported:

Exam's this week

Second semester starts Friday.

Jamie Manser broke 100 meter Breast Stroke Record established in 1982.

### **UPCOMING EVENTS**

Tuesday, January 29, 2008:

Eight Grade Activity Night - for incoming Freshman and their parents.

Will be discussing Scheduling.

Activities Fair.

Wrestling Match in Auxiliary Gym.

Girl's basketball in Main Gym.

Soccer Tournament by LUNA:

Being held next week at lunchtime.

8 Teams involved.

Money raised is for Carolina Himinez Fund and will go to needy Latino Families.

Morristown Idol Finals - Thursday Night.

Back to School Night - February 7<sup>th</sup>

Black History Month

February 11<sup>th</sup> - Assemblies by Cecily Tyson choir from South Orange

Forensics:

Avi - third in debate.

Danny Knapp - first and second in his speech events.

PGC (Peer Group Connection): 99 Applicants.

SAT's were last Friday.

### **Finance Committee**

Mrs. Fornaro reported they met and discussed:

- Morristown High School Budget
- High School Athletic Budget
- Policy
- Woodland & TJ Facilities
- TQM settlement

### **Curriculum**

Mrs. Murphy reported they met and discussed:

- Grant Writing
  - Beth Patterson explained the grant writing process to the committee
- K-12 Curriculum Map Reviewed
- K-5 Visual Arts
- All Curriculum being reviewed
- Course Proposals
- Standardized Testing
- World Language Vision and Goals K-12
- Photography Curriculum at MHS

### **Frelinghuysen PBC**

Mrs. Rhines reported:

- Today was kickoff for Going Green.
- February 5 – Evaluation of First Half of the Year.
  - Review the Action Plans & Initiatives that have taken place.
- February 15 – Each House will have special activities (this is a ½ day).
  - The theme is a “Theme of Giving”.
- February 28 – VPB Leadership Training with George White.
- Dr. Maryann Reilly has been focusing her attention on Special Education and Bilingual Staff.
  - Administrative Team has also attended these workshops.
- Instructional Leaders continuing to work with staff through individual coaching and weekly PLC meetings.
  - Update Administrative team twice a month.
- Three new house logos to be displayed in case in main lobby.

### **NEW BUSINESS BROUGHT BEFORE THE BOARD**

Mrs. Murphy updated the board on the Clergy Council meeting in December.

Mrs. Bangiola reminded the board members of the board retreat – Wednesday, January 30, 2008.

**MINUTES**

Motion #1 that upon the recommendation of the Superintendent, the Board of Education approve executive minutes from the regular business meeting of:  
**January 14, 2008**

Motion #2 that upon the recommendation of the Superintendent, the Board of Education approve minutes from the regular business meeting of:  
**January 14, 2008**

**MINUTES (Motions #1-2)**

Moved by Dr. Rieck, seconded by Mrs. Murphy

AYES: Mrs. Fornaro, Dr. Gallerstein on Motion #1, Ms. Horowitz, Ms. McNeil, Mrs. Murphy, Mrs. Rhines, Dr. Rieck, Mrs. Bangiola

NOES: None

ABSTAIN: Dr. Gallerstein on Motion #2, Ms. Pollak

ABSENT: Ms. Kaag

**EDUCATIONAL MATTERS**

Motion #1 that upon the recommendation of the Superintendent, the Board of Education approve the attendance of the following student in the Morris School District listed, for the 2007-2008 school year, under the terms of Policy 5118, Non-Residents, governing the attendance of students of non-resident full time staff members.

<u>Student</u>	<u>Staff Member</u>	<u>Grade</u>	<u>School</u>
BS	0566	9	MHS

Motion #2 that, upon the recommendation of the Superintendent and Board Curriculum Committee, the Board of Education approve the following updating of MHS photography courses.

Program: Technology Education at MHS  
 Description: Update photography courses  
 Dates: February – June 2008  
 Participating Staff: 1 High School teacher for a maximum of 60 hours  
 Funding Source: Local Funds  
 Rate: 1/140<sup>th</sup> of monthly salary

**EXPLANATION:**

The curriculum for all four photography courses needs to be updated. Photo Imaging 1 & @ is currently 2.5 credits and is overloaded with content; we would like to update the curriculum and make each course 5 credits. Photo Illustration and Photojournalism are currently 2.5 credits – we would like to combine these two courses into one 5 credit course (e.g., Photo Imaging 3) and update the curriculum. (Maximum of 60 hours = maximum of 20 hours/course for all three new courses.)

Motion #3 on the recommendation of the Superintendent, the Board of Education accept monies from the Morris Education Foundation for the following grants:

<u>Amount</u>	<u>School</u>	<u>Project</u>
\$590	AV	<b>From the Mississippi Delta to Urban Chicago: A Month of Blues Music Appreciation</b> This is a cooperative/interactive/academic project exploring the roots of blues music and its influence on American culture. This Black History Month experience begins as a social and biographical study in the classroom and ends with a school-wide multimedia and musical performance.
\$450	NP	<b>Celebrating Literature Through the Arts</b> A class play performance of Stone Soup will take place. In preparation for the class play, the students will participate in many learning activities involving the strong message in the play which involves “the gift of sharing.”

Motion #4 on the recommendation of the Superintendent, the Board of Education approve the submission of an application for Impact Aid Grant for Fiscal Year 2009 of the Elementary and Secondary Education Act.

**EXPLANATION:**

The Morris School District is eligible for Impact Aid because of the presence of certain Federally owned or subsidized facilities in our areas. The basis for this is that either the facilities reduce the total taxable property in the district or impact the schools with children of government employees.

The specific properties identified for Impact Aid eligibility include the National Historic Park, the Army Reserve Center, the FAA facility at Morristown Airport and the Housing Authority Property. The latter is the most significant factor in our eligibility.

Motion #5 that, upon the recommendation of the Superintendent, the Board of Education approve six MHS school students to compete at the 2008 Harvard Invitational Speech and Debate Tournament in Massachusetts on February 15-18, 2008. The students will be staying at the Sheraton Commander Hotel in Cambridge Mass. Three chaperones will accompany the students.

**EXPLANATION:**

There is no cost to the District. The students will be traveling with the team from Arthur L. Johnson High School via Coach bus.

Motion #6 that, upon the recommendation of the Superintendent, the Board of Education approve teachers and substitutes for the “Extended Day Program” for fifth graders only at the four intermediate schools for an additional 12 sessions (March 18 through May 2).

**EXPLANATION:**

This program will be funded through local funds. Upon submission of approved timesheets, teachers will be compensated at a rate of 1/140<sup>th</sup> of their monthly salary.

Motion #7 that, upon the recommendation of the Superintendent, the Board of Education approve the classes listed on the attached pages to be offered by the Morris School District Academy for Professional Development in the Spring, 2008.

Motion #8 that, upon the recommendation of the Superintendent, the Board of Education approve the classes attached to be offered in the Summer Plus 2008 Program which be offered from June 30-August 8, 2008 at Frelinghuysen Middle School.

Motion #9 that, upon the recommendation of the Superintendent and the Board Curriculum Committee, the Board of Education approve the attached updated list of text books.

**EXPLANATION:**

This is a requirement for QSAC monitoring.

Motion #10 on the recommendation of the Superintendent, the Board of Education accept \$1,819 from the Department of New Jersey for the Evening School for Foreign Born Student. The submission of this grant was approved on January 14, 2008

Motion #11 that, upon the recommendation of the Superintendent, the Board of Education approving the following new curricula for the Morris School District for the 2007-2008 school year:

K-12 Comprehensive Physical Education Curriculum

**EXPLANATION:**

The curriculum was reviewed by the Curriculum Council and the Board Curriculum Committee. Both were approved and recommended for Board approval.

Motion #12 that, upon the recommendation of the Superintendent, the Board of Education approve the following course proposals for Morristown High School for the 2008-2009 school year:

- AP Studio Art
- French 5
- Spanish Concepts 2

**EXPLANATION:**

All of the proposals have been reviewed by the Curriculum Council and the Board Curriculum Committee and recommended for Board approval.

**EDUCATIONAL MATTERS**

**MOTION TO AMEND MOTION #1 (remove the explanation which was there in error)**

Moved by Mrs. Bangiola, seconded by Dr. Rieck

AYES: Mrs. Fornaro, Dr. Gallerstein, Ms. Horowitz, Ms. McNeil, Mrs. Murphy, Ms. Pollak,  
Mrs. Rhines, Dr. Rieck, Mrs. Bangiola

NOES: None

ABSENT: Ms. Kaag

**EDUCATIONAL MATTERS (Motions #1-12)**

Moved by Ms. Pollak, seconded by Dr. Rieck

AYES: Mrs. Fornaro, Dr. Gallerstein, Ms. Horowitz, Ms. McNeil, Mrs. Murphy, Ms. Pollak,  
Mrs. Rhines, Dr. Rieck, Mrs. Bangiola

NOES: None

ABSENT: Ms. Kaag

## **ACADEMY FOR PROFESSIONAL DEVELOPMENT, SPRING 2008**

### **The Basics of Backward Design Planning**

If teachers want students to explore essential questions and come to understand important ideas contained in content standards, then we'll need to plan accordingly. McTighe and Wiggins (Understanding by Design) propose a three-stage backward design process for curriculum planning. The three stages of lesson planning include: 1) Identify the desired results: 2) Determine acceptable evidence; and 3) Plan learning experiences and instruction. Although not a new idea, teachers will find that the deliberate use of backward design for planning courses, units, and individual lessons results in more clearly defined goals, more appropriate assessments, and more purposeful teaching. Come learn the basics of Backward Design Planning. Participants will need to bring text, lessons, supplemental information to plan a lesson or unit utilizing Backward Design.

### **Introduction to Web Design**

- Basic HTML – Understanding the code within a web page
- Image manipulation/creation – Creating buttons and text, working with photos using Photoshop
- Intro to HTML editors – Dreamweaver overview
- Design concepts – Proper web design layout
- Hosting and publishing your web page – Intro to FTP and web page hosting

\*\*Please note this is a “pilot” course for teachers interested in developing a web page. The technology department will determine future web design software purchases in the K-5 schools based on interest and participation in the course.

### **Research Skills for Graduate Level Work**

This course will familiarize participants with the research process - most particularly how to find quality resources on the web. The different types of research will be discussed as well as how to choose a topic. Internet search engines with particular emphasis on google features will be explored as well as accessing the hidden web. Participants will also be introduced to the various online databases available through the MSD. If participants are taking a graduate course they should bring their research assignments so we can target information to specific assignments.

### **Tapping the Multiple Intelligences Through Learning Centers**

Participants will learn how to incorporate learning centers into everyday classroom routines, while dovetailing district curriculum and state standards. These practical inter-disciplinary centers will provide students with the opportunity to practice basic skills and extend curriculum objectives.

### **“If You Build it, They Will Use it”**

Leveled Bookroom + Quality Literature = Successful Readers

How are books leveled? What do all those letters and numbers mean? Learn the strategies to leveling children's literature in order to differentiate instruction for your children. Become familiar with the Fountas and Pinnell leveling system and how it supports the Developmental Reading Assessment (DRA) leveled texts.

### **Understanding the Needs of Diverse Student Populations**

In this course, participants will examine the diversity that exists within our school district and state. We will discuss some of the family values and views on education of specific cultures. We will explore ways in which we can better serve our students by understanding them and their families. Don't miss this opportunity to be a part of the discussion.

### **Debriefing: Checking for Understanding**

“Any questions?” We allow ample wait time, but we know what will happen – no one will raise their hand to ask a question. So we move on to the next topic, knowing that there are some students who don't understand, are confused, think they know it but really don't, or are embarrassed to ask in front of the class. In today's climate of high stakes testing and accountability, student retention of essential information is a focal point for good instructional practice. The debriefing strategies foster critical thinking, engage all students in their education, and link MSD initiatives. (ex: differentiated instruction, assessment that promotes learning, backwards design planning).

### **Integrated Thematic Planning: Smart, Quick and Engaging Studies in Social Studies and Language Arts**

Learn to plan your study in Social Studies with an eye to integrating Language Arts. Work with a teammate and create a unit of study that is highly engaging for students and takes the work out of weekly lesson planning.

### **Phonics and Phonemic Awareness in the K-5 Classroom**

Explore the research in phonics and phonemic awareness and their importance in assisting children in word reading, reading comprehension and spelling. Understand the implications of phonics and phonemic awareness in reading instruction and learn strategies that can be used to integrate phonics and phonemic awareness in the classroom. New teachers will get a comprehensive introduction and successful strategies, while experienced teachers can reacquaint themselves with these parts of a balanced literacy program.

### **A Multi-Sensory Approach to Teaching Phonics**

Orton-Gillingham is a structured phonics program that can help some children learn decoding and encoding skills. Teachers will learn how to incorporate Orton-Gillingham program strategies into their daily balanced literacy lessons.

### **Stress Management for High Achievers**

The focus of these workshops will be on utilizing a holistic approach to managing the rigors of work, family and living in North Jersey. Specific strategies to be explored include nutrition, exercise, planning and meditation. We will need to incorporate these strategies into our daily lives.

### **Together is Better – Student Led Conferences**

The best spokesman for sharing a portfolio is not the teacher, but the child. During this 1 ½ hour workshop learn how to prepare both the students and their families for student led conferences. Become skilled at creating a supportive environment where the student has an active role in their own learning. You will learn how to organize student portfolios and utilize student and parent reflections to promote active learners.

### **So You Think You Can Dance**

As a teacher you are a choreographer and yes, you create the dance for every lesson. In these workshops you will explore a variety of techniques that truly engage learners during any lesson and increase student accountability. So get ready and put on your dancing shoes.

### **Understanding Behaviors and Behavior Management Within the Classroom**

This workshop will give teachers the tools to identify the function of a student's behavior. It will also provide teachers with strategies to use within the classroom. They will learn how to link the strategies back to the identified function of the behavior.

### **CPR Certification/First Aid Standard for the Workplace**

In this four day workshop the following will be covered: Day 1 – Introduction, Before Giving Care & Checking an injured person; Day 2 – Breathing & Cardiac Emergencies/Unconscious Choking; Day 3 – CPR/Soft Tissue Injuries; Day 4 – Injuries to Muscle, Bones & Joints/ Sudden Illness, Heat & Cold-Related Emergencies.

### **Make & Take Workshop: “Hands on Projects”**

Here's a “hands on” workshop that will provide teachers with an opportunity to develop exemplars of some motivating and exciting projects to help students show what they know in a different way. Because children learn information in different ways, many of the activities we will explore will tap the multiple intelligences. Activities can be utilized in all subjects and span a variety of grade levels with appropriate modifications. Pop-ups, circle books, data disks, “magic” posters are a few of the activities that will be shared. Come and have some fun with your colleagues!

## **SUMMER PLUS 2008 PROGRAM**

### **COMPUTER GAMES (Gr. 1-8)**

Playing games and learning have never been as much fun as they are on the computer! Join us as we explore an unlimited supply of well-known and new games.

### **COOKING FROM A TO Z (Gr. 1-4)**

Mixing – Beating – Cooking – Eating!!! In this new course students will prepare and feast upon a wide variety of foods beginning with the letters of the Alphabet – from A – Z!!! An incredible alphabetical treat!

### **CYBER EXPLORER (Gr. 2-5)**

Put your computer skills to good use by creating crossword puzzles, activity books, greeting cards...even an animated underwater sea adventure!!

### **DIGITAL PHOTOGRAPHY (Gr. 3-8)**

Aim! Click! Develop! Learn how to use a digital camera and basic photography skills that go with it. After mastering these skills, incorporate the photographs into journals, scrapbooks, and albums.

### **DOWN WHERE IT'S WETTER – UNDER THE SEA (Gr. 2-5)**

Take an undersea adventure!! Dive into the awesome world beneath the sea and investigate the creatures of the ocean!! Students will use art, books, music, etc., to explore the world of the sea – it's sights – it's sound – it's magic.

### **EYES TO THE SKIES: STORM WARNING (Gr. 3-8)**

Explore the science of weather systems and climate. Hands-on experiments encourage you to create hypotheses, gather data and test assumptions. Create fog, clouds, tornadoes and lightening in our hands-on science lab. With maps and the Internet, look at weather patterns worldwide to make predictions about the weather in your area and in places around the world.

### **GET READY FOR ASK – Math (Gr. 6-7)**

Help your child prepare for the N.J. Assessment of Skills and Knowledge Exam (ASK) in math. In this new course students will take a diagnostic pretest to find out what they know and what areas need improvement. The program will cover most topics on the exam and will provide targeted drills to increase understanding, lessons and practice to reinforce skills, tips for enhancing specific abilities needed for the test and practice tests with detailed explanation of answers to improve comprehension.

### **GREAT MOVIES --- BAD SCIENCE! (Gr. 3-8)**

Today's movie makers create scenes that look amazingly real, yet sometimes lack the basic principles of science. In this course, students will look at special effects in such movies as "The Terminator", and "The Day After Tomorrow" – and compare the effects to actual scientific principles.

### **MATH CAN BE A BLAST! (Gr. 1-3)**

Get a head start on those addition AND subtraction facts and be ahead of your friends when school starts! This course can help you improve your math skills by using hands-on activities, and other fun learning techniques that will stress important memorization strategies. Find out that math can be a blast!!

**MATH IN MOTION (Gr. 4-6)(AM only)**

If you like math, you will love this new class! This course is designed to motivate students to visualize space, shape, and motion in a challenging, interactive exploration of geometry and measurement. Students will discover the details of volume, area and perimeter and the physics of motion while engaging in constructing models and other activities.

**MATH MANIA (Gr.4-5)**

Enjoy challenging activities, experiments, and exciting games that will reinforce and enhance basic skills from the mathematics curriculum. This course will increase mathematical confidence and keep those math skills fresh over the summer vacation.

**MATH QUEST (Gr. 6-8)**

Multiply with madness, do daring double division, factor fragmented fractions, decimate and wallop wacky word problems as you sharpen your math skills. Discover all the uses for math through exciting games, interesting activities and problem-solving activities. Let the math adventure begin!!

**MEGA FUN MATH GAMES (Gr. 1-5)**

Make your way through a crocodile shortcut --- take a walk up the number ladder --- get lost in the magic mathematical maze – Have fun playing a host of games such as Factor Bowling, Remainder Raccoon, Multiple Alley, Smelly Mountain, Gopher Golf.....and much, much more. All these games will be fun to play while they strengthen the student's skills in addition, subtraction, multiplication, division, decimals, fractions and more.

**PUT YOUR BRAIN TO THE TEST (Gr. 2-8)**

Don't miss a chance to boost your brain power and hone essential critical-thinking skills having loads of fun challenging your friends in games, puzzles, and exciting activities....This will be one of your favorites this summer!

**SUPER SLIMY SCIENCE (Gr. 1-4)**

This class will be oozing with fun!!! In this hands-on gooey science class students will explore the science of really yucky things like sticky and slimy slime. They will look at what animals make and do to help them survive but make us say "Yuck"! --- Make slime --- use microscopes --- explore the creepy and crawly --- have a squishy good time!!

**WHEELS IN MOTION (Gr.1-8)**

Are you interested in gizmos and gadgets? Here's your chance to have fun building and designing cars, planes, and roller coasters! Not only will you learn about the origins of these exciting inventions --- but you'll find out how they're made!!!

**YOU'RE EATING MY EXPERIMENT (Gr. 1-4)**

Learn about science in new and tasty ways!! By cooking fun and tasty foods you will – use the science of chemistry to mix and heat ingredients to make something new, like bread from flour and popcorn from corn kernels, -- learn about biology when you investigate fruits, seeds, grains, herbs and other products from nature --- and while you're learning you are eating, eating, eating!!

**A TRIP DOWN THE NILE (Gr. 1-6)(PM only)**

Why did Egyptians mummify their dead? What were the traditions and beliefs of the ancient Egyptians? How were pyramids built? In this new art program students will use a wide variety of materials to create models of ancient pyramids, exotic masks and other symbols of ancient Egyptians.

**GREAT BATTLES (Gr. 3-8)**

Ever wonder what it would be like to match wits against your friends in a military conflict such as Cannae or Gettysburg? From the ancient Egyptian battle of Megiddo in 1469 BC to Pearl Harbor, great battles have had an enormous impact on the shaping of history. Each class will focus on a certain battle, the commanders, the size of the opposing forces, the battle plans, military strategies, and how history has been shaped due to the conflict. This is a class that history lovers do not want to miss!

**HOW MANY STAIRS IN THE WASHINGTON MONUMENT? (Gr. 3-8)**

Monuments make us remember people or events that had special meaning in our history and in our lives. Students will discuss elements of design and symbolism before they design monuments of special places and events that are important to them.

**MAGICAL MYSTERY OF MYTHS (Gr. 2-5)**

Enter the enchanting world of mythology in this new class. Mythology is a way of learning about the people of long ago and about the qualities people have admired. Students will read and explore different myths and use writing and art to adapt and create their own original stories.

**MAPPING IMAGINARY PLACES (Gr. 1-4)**

Create your favorite places, people and things! Students will explore the world of real and imaginary places. By using collage, drawing and found treasures, each student will create an imaginary world to treasure for years to come.

**THE WAR BETWEEN THE STATES (Gr. 3-8)(AM only)**

Were Robert E. Lee and U. S. Grant great strategists or just plain lucky? This class focuses on the strategies Civil War generals used and their flaws. At the same time, students will be reenacting many battles by matching their wits against each other. Do you have what it takes to be a Lee or Grant?

**2D and 3D COLLAGE (Gr. 3-8)**

Have you always wanted to take things you find and combine them in interesting and unusual ways? Collages are a way for you to create funny, meaningful and surprising pictures and sculptures. You will experiment with different types of paper, print media, photographs, found objects and things we find in nature to make collages and small sculptures.

**A STITCH HERE....A BEAD THERE: Wearable Art (Gr. 4-8)(PM only)**

Having fun with basic fashion design principles, this workshop will explore a variety of ways to alter or reinvent existing clothing. Adding collage, hand-dying, stamping, simple patterning, embroidery or beading to clothing --- can turn an old favorite into a new up-to-date piece of wearable art. (Students provide clothing to be updated.)

**A TISKET – A TASKET – MAKE YOURSELF A BASKET (Gr. 1-8)**

In this creative course students will weave baskets out of a variety of materials – clay, yarn, straw, materials, etc.

**BACKSTAGE BROADWAY (Gr. 4-8)**

Put your creativity to work designing, drawing, painting, and building! Students will create the scenery, masks, props, etc. for the performances of scenes from “High School Musical II” and other programs to be performed this summer.

**CATS & DOGS (Gr. 1-3) (& Kindergarten)**

If you can’t resist these furry friends, this is the class for you! We’ll draw, paint, and create masks, as well as dine on puppy chow and cat cookies that we make ourselves. You will become an author as you write and illustrate your own story or poetry book about your favorite pets.

**THE CAT’S MEOW – and more!! (Gr. 2-6)**

In this quilting class students will learn the history and techniques of quilt-making. They will design and create their own quilts using pictures of their favorite animals, and leave with a memento they will cherish forever.

**DEDICATED TO DRAWING (Gr. 1-8)**

This course is for students with a strong interest in drawing. Students will work to develop their technical level of drawing proficiency using a wide variety of materials such as pencils, craypas, and colored pencils.

**KALEIDOSCOPE ART (Gr. 3-8)(PM only)**

There is nothing as magical as looking into a kaleidoscope, and looking at all the beautiful creations inside. In this program students will focus on creating vibrant kaleidoscopes, flowers and line art.

**MERMAID ART ADVENTURE (Gr. 2-8)**

Put on your fish tails and dive beneath the waves to explore the legendary world of mermaids (and mermen). While you listen to the sounds of the sea, you will create fantastic mermaid-inspired projects, including drawings, paintings, sculpture, seashell jewelry and other under-the-sea creations.

**MY COOL ROOM (Gr. 3-8)**

Have you ever wished you could decorate your own room? This program will help you do just that. You’ll learn some new skills that you can use to complete tons of fun projects with which to decorate your room, such as a bulletin board, fleece pillow case, decorative beaded picture and many more! After all, it’s your room!

**PACKAGING IS EVERYTHING (Gr. 3-8)**

In this exciting program, students will create their own original CD and DVD covers for their favorite music and movies, as well as design and create original packages for well known or imaginary products.

**PUSH, PULL, POUND AND ROLL (PPPR) I and II**

**PPPR I (Gr. 1-3) PPPR II (Gr. 4-8)**

Enjoy the thrill of turning a lump of clay into a work of art!! This is a class designed to bring out a child's creative talents using various methods of working with clay --- From tiles to jewelry to sculpture --- All kinds of projects --- all kinds of creations!!

**SCULPTURES R US (Gr. 1-8)**

Take a look around and you will notice that sculptures are everywhere...made of everything!!! In this course students will create 3-dimensional sculptures using a variety of media...cardboard...straw...wood, etc.

**WEAVING AND BEADING (Gr. 3-8)**

Explore some traditional and not so traditional techniques of weaving using a simple loom made in class. Experience the process of properly threading the loom, changing fiber color and blending technique with color and design to weave bracelets, chokers, belts and even baskets. Then journey into practicing ancient and modern techniques of working with beads and other materials by combining designs with charms, texture and color to create jewelry and other accessories.

**WHEREFORE ART THOU? (Gr. 1-4)**

Feeling creative? In this class students will be encouraged to let their creativity run wild as they explore their unique artistic style. Students will explore a variety of art mediums, including pastels and watercolors.

**WONDERFUL WORLD OF CARTOONING (Gr. 2-8)**

Cartooning is an excellent example of creative thinking. This course will introduce students to the basic techniques of drawing cartoons; creating characters, determining basic details, designing backgrounds. They will learn how to create, design, illustrate and tell a story featuring their own original characters and stories.

**CREATIVE MOVEMENT/CHOREOGRAPHY (Gr. 4-8)(AM only)**

In this new course, students will create and choreograph their own original dance compositions and present them at the end of the summer program.

**FOOTLOOSE (Gr. 2-8)**

Using a variety of popular music, learn how to express yourself with new moves that are creative and exciting. Traditional movement (like line-dancing), hip-hop, African and Latin dance moves, combined with a little street "funk" are sure to create a unique dance experience.

**GUITAR I (Gr. 3-8) (AM only) (6-week students ONLY)**

From folk to blues, classical to rock...learn to play guitar in just six weeks! Understand different styles of guitar and guitar playing while taking the first steps in reading music and playing chords.

**GUITAR II (Gr. 3-8) (AM only) (6-week students ONLY)**

If you are taking guitar lessons or have studied guitar before, this is the class for you! Join and explore the art of guitar playing and learn chord progressions, techniques and styles from different time periods.

**MINNIE, MICKEY & MERMAIDS (Gr. 1-4)(PM only)**

Your favorite Disney characters are on a mission to help out one of their friends in this original play featuring characters and music from our favorite Disney shows. You can give them a hand helping their friend by being a part of this brand new show, which will be performed at the end of the Summer Plus program.

**PIANO KEYBOARDING I (BEGINNING) (Gr. 1-8) (6-week students ONLY)**

Now is your chance to gain the skills of piano keyboarding. Students will learn to play musical selections using their own (classroom use) keyboard. A performance will be held at the end of the summer program.

**PIANO KEYBOARDING II (Gr. 1-8) (6-week students ONLY)(PM only)**

Students will expand their knowledge and skills of basic keyboarding as they learn and practice musical selections for an end-of-summer performance. (For students who have taken lessons elsewhere or who have completed two to three years of Summer Plus piano lessons.)

**ART AND WRITING ADVENTURE (Gr. 2-4)**

This course takes an art and literature based approach to writing. Using five ancient languages, such as Australian Aboriginal Art, Egyptian hieroglyphics, and prehistoric caveman paintings, as well as a variety of art materials, students will expand their creativity as they learn how to create pictures that tell a story and write words to paint pictures.

**CAN'T STOP READING (Gr. 3-8)**

Reading --- it's everywhere! Come explore just how much fun reading can be. We will read a novel and many other shorter pieces as we increase our reading and comprehension skills as well as love of reading. You may use your Summer Reading book in this class.

**ESSAY WRITING WORKSHOP (Gr. 4-8)**

This course will provide students with intensive practice in writing an effective essay. They will formulate thesis statements, practice taking effective notes, develop cohesive ideas, outline material as well as work on the importance of word choice, grammar and vocabulary development.

**GET READY FOR ASK – Language Arts Literacy (Gr. 6-7)**

This new course will help prepare students for the N.J. Assessment of Skills and Knowledge Exam (ASK) in Language Arts Literacy. The course will familiarize students with the test's format and different question types, as well as provide skill reinforcement in writing descriptive, narrative and persuasive essays. Students will take practice tests to provide test-taking experience as well as to determine areas needing additional reinforcement.

**I AM WHO I AM (Gr. 3-8)**

This new class is an exploration of student identity through the use of writing, collage and painting. Students will create portraits of themselves by keeping journals, writing about personal experiences, examining personally meaningful poetry, and portraiture through pictures.

**ONCE UPON A TIME (Gr. 1-2)**

A beginning writing course for primary school students. In this program, young readers and writers will create their own original endings to stories they read, as well as write and illustrate their own books.

**ONE MINUTE MYSTERIES --- THEIRS AND YOURS (Gr. 3-6)**

Students will develop their reasoning, problem-solving and analytical thinking and writing skills by reading short mysteries, figuring out the solutions, and writing their own stories to share with their classmates.

**SUMMER READING MAGIC (Gr. 1-4)**

Summer Reading Magic will provide students an opportunity to reinforce their reading skills by reading throughout the summer. Each week participants will journey with (at least) one new book and do related activities such as story and journal writing, skits, puzzles --- even produce their own book. Reading strategies will be strengthened – and students will discover the magical world of reading!!

**WRITER'S ODYSSEY (Gr. 3-8)**

In this new course you will brainstorm and produce short stories, poetry, non-fiction, journal entries, plays, advertisements, and even do some illustrating. We'll learn to dig for good ideas and turn them into great writing. Don't forget to bring your imagination!!

**AMERICAN RED CROSS SWIMMING INSTRUCTION (Gr. 1-6)**

Our program allows sufficient time for swimming instruction as well as a period for practice and recreational swim – all under the supervision of certified lifeguards. Our American Red Cross swim lessons will be held at the Morristown High School pool so that our swimmers will swim – rain or shine! Swimming classes will be assigned by age and instructed by ability. (All children are tested and must wear our safety devices until told to remove them.) Please note: swimming classes meet for 2 consecutive periods. (Please bring swimwear to Summer Plus on day 1.)

**BASEBALL (Gr. 1-8)**

Play Ball! Enjoy America's favorite summer sport. There will be instruction in fielding, throwing, hitting, base running, pitching, and general baseball strategy. (Younger students will play T-Ball.)

**BASKETBALL (Gr. 1-8)**

Back for another season! Learn techniques in ball handling, passing, shooting, rebounding and defensive moves.

**FIELD HOCKEY (Gr. 3-8)**

Have fun learning one of America's favorite games. There will be instruction in fielding, passing and scoring.

**FUN, FITNESS, FRIENDSHIP (Gr. 1-4)**

Fun, fitness and friendship will be stressed in this sports and recreation program that will give students a chance to participate in cooperative and team games, parachutes, relay races, and a host of other energetic and creative activities.

**GO FOR THE GOLD! – Track and Field (Gr. 2-8) (AM only)**

Feel a part of the Olympic excitement that will take place this summer! Experience and participate in the essentials of track and field – stretching – long/short distance running/sprinting; long jumps, relay races and more. We'll have our own end of summer Olympics to see who takes home the gold!!!

**LACROSSE (Gr. 3-8)**

A great opportunity to learn the fundamentals of one of the fastest growing sports in the country. No experience necessary; equipment will be provided.

**LAWN GAMES: The Best and the Greatest!!!**

**LAWN I (Gr. 1-3) LAWN II (Gr. 4-8)**

Some of the oldest games in the world are still some of the most popular today! Come learn the history, basic rules and strategies of games such as badminton, bocce ball, bean bags, horseshoes, ultimate Frisbee and kickball. We'll spend most of our time "on the lawn" trying out and playing these fun outdoor games.

**SOCCER (Gr. 1-8)**

Increase your enjoyment of the game by improving your skills in dribbling, heading, kicking, trapping and throw ins. Learn correct soccer techniques that will make the game more exciting and interesting. (Repeats welcome!)

**TENNIS (Gr. 1-8)**

Learn to play tennis – a sport for a lifetime. In this popular program students will learn and practice the skills, techniques and strategies for singles and doubles play. Students will be divided by skill level: beginner, intermediate and advanced. Enrollment is limited.(Intermediate – at least one year of Summer Plus tennis)

**TOUCH FOOTBALL (Gr. 3-8) (AM only)**

Practice for the fall season in this action packed class. Skills in throwing, catching, punting and kicking will be taught. Exciting play off games will culminate the season. This class is offered for boys and girls. (Repeats welcome!)

**VOLLEYBALL I – INTRO (Gr. 1-3)**

Learn lead-up games for the sport of volleyball. Using a softer volleyball, catching and throwing the ball over the net will be used to simulate skills needed in volleyball. Skills will be added as students progress.

**VOLLEYBALL II (Gr. 4-8)**

Learn the basics of volleyball including forearm pass, overhead set, serving technique and rules of the game.

**CHESS: THE GAME OF KINGS (Gr. 1-8)**

Learn how to play the most popular game ever invented! – where the game came from – the rules of the game – how the pieces move – and some of the important strategies for winning. Figure out how to use all the pieces on the board to defeat your opponents in one of the most exciting and challenging games around today. If you already know how to play, the course will give you a chance to put your skills to the test as you compete in a chess tournament with your fellow players.

**CHOCOLATE, CHOCOLATE, AND MORE CHOCOLATE (Gr. 1-8)**

Dark! Light! Bittersweet! – Chocolate kisses!!! --- Chocolate fudge!!! – The wonderful world of chocolate!! In this course students will explore CHOCOLATE: books about chocolate --- and, of course – we will be creating lots and lots and pots and pots of chocolate!!

**EXOTIC APPETITES (Gr. 4-8)**

Take an eating trip around the world and taste the incredible foods eaten by people on distant shores. We'll eat our way through such countries as Mexico, Italy, France, Spain, and of course --- the United States! Students will prepare the food and then enjoy eating it!!

**I AM WHO I AM (Gr. 3-8)**

This new class is an exploration of student identity through the use of writing, collage and painting. Students will create portraits of themselves by keeping journals, writing about personal experiences, examining personally meaningful poetry, and portraiture through picture.

**I'D RATHER HAVE DESSERT (Gr. 3-8)**

If you believe the best part of a meal is the dessert, you will love this class!! Be prepared to indulge in your passion, as you create and enjoy what some people consider the most magnificent and delicious course of a meal.

**KID TV (Gr. 2-8)**

Lights, Camera, Action! Don't miss the chance to be part of Summer Plus Kid TV Network. As part of the KTVN crew you will create, write, film and even star in your very own reality show, music video, commercial, comedy skit and even a talk show! Join us and explore your creativity in this fun and exciting class where YOU are the star!

**PUT YOUR BRAIN TO THE TEST (Gr. 2-8)**

Don't miss a chance to boost your brain power and hone essential critical-thinking skills having loads of fun challenging your friends in games, puzzles, and exciting activities....This will be one of your favorites this summer!

**SUPERHEROES AND SOCIETY (Gr. 3-8)**

Explore the evolution of Comic Book superheroes – Learn about their history and how they reflect American society --- create your own comic book with your own superhero.

**WHEELS IN MOTION (Gr.1-8)**

Are you interested in gizmos and gadgets? Here's your chance to have fun building and designing cars, planes, and roller coasters! Not only will you learn about the origins of these exciting inventions --- but you'll find out how they're made!!!

**YOU'RE EATING MY EXPERIMENT (Gr. 1-4)**

Learn about science in new and tasty ways!! By cooking fun and tasty foods you will – use the science of chemistry to mix and heat ingredients to make something new, like bread from flour and popcorn from corn kernels, -- learn about biology when you investigate fruits, seeds, grains, herbs and other products from nature --- and while you're learning you are eating, eating, eating!!

## RESOLUTION

**WHEREAS**, the Board of Education has received notification of the retirement of Andrew Bartek, Business Education Teacher assigned to Morristown High School, effective April 1, 2008.

**WHEREAS**, the Board of Education wishes to recognize his forty years and seven months of dedicated service to the students of The Morris School District.

**THEREFORE, BE IT RESOLVED**, that the Board of Education accept the retirement of Mr. Bartek with sincere regret, and with best wishes for a happy retirement life.

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, that this Resolution be spread Upon the Minutes of this meeting and a copy forwarded to Mr. Bartek.

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Board President

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Board Secretary

**MORRIS SCHOOL DISTRICT**  
**REGULAR BUSINESS MEETING, JANUARY 28, 2008**

**HUMAN RESOURCES**

***RESIGNATION/TERMINATION 2007-2008***

Motion #1 that, upon the recommendation of the Superintendent, the Board of Education approve the resignation and/or termination of the following staff according to the effective date and reason shown:

Bartek, Andrew Business Ed, MHS	April 01, 2008 Retired
Byron, Adrienne LR/PG Aide, TJ	February 01, 2008 Resigned
Finley, April LR/PG Aide, AV	January 17, 2008 Resigned

***APPOINTMENT 2007-2008***

Motion #2 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 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.:

In Place Of:

LaVigna, A. Francesca Grade 2, WD	\$43,749 BA, Step 1	09/01/07-06/30/08 *	Williams, C. Leave of Absence
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\* Revised dates.

***SUBSTITUTES 2007-2008***

Motion #3 that, upon the recommendation of the Superintendent, the Board of Education approve that the following names be added to the list of substitutes for the 2007-2008 school year, and further that the Board of Education approve 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., 18A:6-4.13 et seq.:

Teacher, Degreed  
Gatscha, Rose Marie  
Neilan, Vanessa  
Prager, Kathryn  
Salierno, John (effective 1/4/08)

***SUBSTITUTES 2007-2008***

Teacher, Non-Degreed  
Bye, Emily

Teacher Assistant  
Bye, Emily  
Mortillo, Noelle  
Neilan, Vanessa

Food Service  
Blaney, Maria

***LEAVES OF ABSENCE 2007-2008***

Motion #4 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:

Glenn, Paul PE/Health, NP	02/05/08-03/09/08 FMLA **
Heimbach, Christine Grade 1, HC	03/28/08-05/22/08 Maternity * 05/23/08-06/30/08 FMLA **
Williams, Christine Grade 2, WD	09/04/07-09/07/07 Maternity * 09/08/07-11/30/07 FMLA ** 12/01/07-06/30/08 Childrearing ** Revised dates

\* Accumulated sick leave may be used up to a period of eight weeks (four weeks before and four weeks after the birth of the baby).

\*\* Without pay.

***CHANGE OF ASSIGNMENT AND/OR SALARY 2007-2008***

Motion #5 that, upon the recommendation of the Superintendent, the Board of Education approve the 2007-2008 change of assignment and/or salary for the following staff:

<u>New Assignment</u>	<u>Former Assignment</u>	<u>In Place Of:</u>
Still, Naomi Student Support Coordinator, MHS	Social Worker, TJ	Established Agenda: 08/20/07

***REVISED JOB DESCRIPTIONS 2007-2008***

Motion #6 that, upon the recommendation of the Superintendent, the Board of Education approve the following revised job descriptions for the 2007-2008 school year:

- Assistant Athletic Coach
- Assistant Behavior Specialist
- Athletic Coach
- Building Custodial Foreperson
- Custodian
- Learning Disabilities Teacher – Consultant (LDT-C)
- Maintenance Mechanic
- Occupational Therapist
- School Psychologist
- School Social Worker
- Speech Language Therapist
- Student Health Care Specialist
- Teacher/Behavior Specialist

MORRIS SCHOOL DISTRICT  
Job Description

Title: Assistant Athletic Coach – Middle & High School

Reports To: Supervisor of Athletics Grades 9-12  
Supervisor of Athletics Grades K-8 & PE/Health Grades K-12  
Appropriate Athletic Coach

Qualifications:

- A permanent teaching certificate or an active Substitute Certificate issued by the State of New Jersey
- Must possess an adequate knowledge of the sport and prior playing or coaching experience
- Must be CPR certified
- Familiar with the rules and regulations of NJSIAA
- Must complete the NFHS/ACEP Coaching Principles Course and Sports First Aid within 1-year of hire

Responsibilities:

1. Assist and provide support to the head coach, as assigned in the management of the designated sport program.
2. Perform duties assigned by the head coach and/or the appropriate Supervisor which are associated with management of the designated sport program and which provide instruction and experiences for students to help prepare them mentally and physically for athletic competition and to enhance their personal, physical, emotional and social growth and development.
3. Assist the head coach in supporting the academic performance of team members and work with teachers and administrators to encourage satisfactory academic performance.
4. Keep abreast of current sport knowledge (Iron Hills Conference, NJSIAA, NFHS, and local league rules and regulations) and coaching techniques in the designated sport by attending clinics and studying related literature.
5. Plan and supervise scheduled workouts and games for assigned team; instruct participants in the skills and techniques of the position played in the sport.
6. Attend athletic contests and practices as requested, and provide support for the head coach in decisions and management of assigned sport events.
7. Perform scouting duties as assigned by the head coach.
8. Assist the head coach as assigned in management of equipment, maintenance of records, issuing athletic awards and other functions associated with the promotion and management of the designated sport program.
9. Attend meetings and clinics required by the appropriate Supervisor.
10. Encourage academic achievement through active cooperation and communication with the teaching staff.
11. Perform other related duties as assigned by the head coach and appropriate Supervisor.

Job Description: Assistant Athletic Coach – Middle & High School continued  
Terms

Of Employment: During the designated sports season

MORRIS SCHOOL DISTRICT  
Job Description

Title: Assistant Behavior Specialist

Reports To: Director of Pupil Services, Supervisor of Special Education, Building Administrator

Qualifications:

- Training in the theory and practice of behavioral interventions with students demonstrating atypical development
- Must meet NJ HQTAs standards
- College degree preferred

Responsibilities:

1. Conduct ABA trials and assist with individualized instruction.
2. Assist with implementing behavioral intervention plans for students as required in their Individualized Education Programs (IEPs).
3. Implement individually designed programs in classroom, home, or other appropriate settings.
4. Work effectively and flexibly with students demonstrating atypical development in social behaviors, attention, learning and pragmatics of language.
5. Demonstrate use of acceptable procedures for intervening if students engage in inappropriate behaviors or physical challenges.
6. Follow directions of the certificated staff member with responsibility for the behavior and/or educational plans.
7. Interact with parents appropriately within the home setting and during staffings and conferences.
8. Maintain accurate, current data on each student in the manner specified in the individualized plans or as directed by the teacher/behavior specialist.
9. Provide regular feedback to supervising staff member on student progress.
10. Participate regularly in the staffings established to review progress and modify plans.
11. Assist with preparation of materials.
12. Participate in training sessions specified by the Director of Pupil Services.
13. Provide own transportation among sites with travel reimbursement in accordance with district procedures.
14. Perform such other tasks and assuming such other responsibilities as assigned by Director of Pupil Services, Supervisor of Special Education and/or Building Administrator.

Contract Terms

Of Employment: Full-time, 186-days, 7-hours per day (inclusive of lunch) with flexible daily hours as determined by student's needs.

MORRIS SCHOOL DISTRICT  
Job Description

Title: Athletic Coach – Middle & High School

Reports To: Supervisor of Athletics Grades 9-12  
Supervisor of Athletics Grades K-8 & PE/Health Grades K-12

Qualifications:

- A permanent teaching certificate or an active Substitute Certificate issued by the State of New Jersey
- Must possess an adequate knowledge of the sport and prior playing or coaching experience
- Must be CPR certified
- Familiar with the rules and regulations of NJSIAA
- Must complete the NFHS/ACEP Coaching Principles Course and Sports First Aid within 1-year of hire

Responsibilities:

1. Provide students with an opportunity to participate in a competitive athletic program.
2. Recruit, organize, and train students to become part of a team.
3. Assist students in developing self discipline and dedication to a goal.
4. Make team members aware of training rules, academic requirements and have team members adhere to them.
5. Plan and supervise scheduled workouts and games for assigned team; instruct participants in the skills and techniques of the position played in the sport.
6. Have team members accept and conform to all rules which govern athletics in Morris School District schools and the New Jersey Interscholastic Athletic Association.
7. Support the academic performance of team members and work with teachers and administrators to encourage satisfactory academic performance.
8. Be responsible for the issue, care, maintenance, and return of all non-expendable supplies and equipment.
9. Supervise the health and safety of all team members.
10. Actively participate in activities that prevent damage to school facilities.
11. Perform scouting duties.
12. Perform duties and responsibilities to meet the requirements of the Board of Education and the administrators' policies, procedures, and requirements.
13. Perform all other duties as assigned by the appropriate Supervisor.

Term

Of Employment: During the designated sports season.

MORRIS SCHOOL DISTRICT  
Job Description

Title: Building Custodial Foreperson

Reports to: Director of Facilities and/or designee

Qualifications:

- Must possess Black Seal Boiler License
- Must be able to fairly evaluate the appointed custodial staff for individual performance and renewal of annual contracts and help to evaluate newly assigned staff during their period of probation
- Demonstrated ability to work well with others
- Visual ability to read handwritten or typed documents
- Ability to lift 50 lbs. frequently
- Ability to climb stairs, ladders and scaffolds, bend, stoop, push, pull, reach and kneel.
- Such alternatives to the above as the Board of Education may find appropriate and acceptable

Responsibilities:

1. Cooperate with the Principal of building to assure the safety and welfare of all persons in the school building.
2. Ensure proper care and cleaning of the assigned building and associated grounds.
3. Develop, with the assistance of the Director of Facilities, a daily work schedule for each custodian assigned to his/her building. Provide a copy of this schedule to each custodian.
4. Supervise the performance of custodians assigned to his/her building and instruct them on the basic mechanical functions of the building, which should include the location and use of gas and water shutoffs, lights, boiler shutoff, fire extinguishes.
5. Supervise and instruct building custodians on the proper use and maintenance of all custodial equipment and all required health and safety procedures.
6. Keep reasonable inventories of all custodial supplies and custodial equipment in use.
7. Perform all needed minor maintenance work in the building, such as repair of locks, the oiling of equipment, minor adjustments and report, through a work order to the Director of Facilities and Principal, without delay, all items of maintenance which he/she cannot remedy.
8. Maintain walk areas, steps, drives, etc., to ensure they are safe from snow, ice and debris.
9. Make emergency or temporary repairs to any problem until permanent repair can be made.
10. Monitor heat ventilation and air to provide appropriate temperature.

Job Description: Building Custodial Foreperson – continued

11. Responsible for the safe opening and closing of the facility buildings. This includes setting proper alarms, making sure all windows and doors are still shut.
12. Conduct daily inspections, including Saturdays, Sundays and holidays, of the buildings and grounds under his/her jurisdiction, as well as weekly inspections with the Director of Facilities.
13. Report all acts of vandalism to the Director of Facilities, maintenance department (if they have to make a repair), Principal and police department immediately and stay at the building until all is in order.
14. Be available to provide needed service on an emergency basis after normal work hours to maintain and repair heating, ventilating and air conditioning systems.
15. Assign overtime, after securing authorization from the Director of Facilities and approve, by signature, all time sheets for his/her custodial staff.
16. Operate a variety of powered industrial vehicle equipment and tools associated with building repair and maintenance, preventive maintenance and construction, in a safe and effective manner.
17. Perform such other tasks and assuming such other responsibilities as assigned by Director of Facilities or designee.

Contract Terms  
Of Employment:

Full-time, 12-months, 8-hour day exclusive of ½ hour lunch

MORRIS SCHOOL DISTRICT

Job Description

Title: Custodian

Reports To: Building Custodial Foreperson and/or Custodial Day/Night Foreperson

Qualifications:

- Demonstrated ability of skills and knowledge needed to perform in areas of responsibility and an ability to obtain training for same
- Must complete within one year of employment a Black Seal Boiler License course
- Must possess, or acquire within two years of employment, a Black Seal Boiler License. This provision does not apply to anyone hired prior to July 7, 1997
- Must be available to provide needed service on an emergency basis after normal work hours as necessary to meet the needs of the District
- Ability to lift 50 lbs. frequently
- Demonstrated ability to work well with others
- Such alternatives to the above as the Board of Education may find appropriate and acceptable
- Must pass 90-day probation period

Responsibilities:

1. Daily:
  - a. Dust mop all tile and wood floor areas and vacuum all carpeted areas. Use damp mop and spot clean, where necessary, to remove excess soiling. Move furniture, where necessary, to clean thoroughly. Replace furniture in regular positions.
  - b. Mop the floors of all kitchens, cafeterias, lavatories, locker rooms and shower rooms with germicidal cleaner. Wash and disinfect all garbage cans.
  - c. Wash all drinking fountains, sinks, toilet bowls and urinals with a germicidal cleaner.
  - d. Empty all waste baskets, refuse receptacles and pencil sharpeners. Collect and transport all trash and recyclables to proper containers.
  - e. Clean all chalkboards and chalk rails.
  - f. Clean all mirrors and chrome.
  - g. Remove all broken furniture to maintenance area for repair.
  - h. Refill all towels, toilet tissue, soap and sanitary napkin dispensers.
  - i. Check for broken glass and window blinds, windows and doors that will not open or close properly, obstructed drains, burned-out light bulbs, water leaks, unusual motor and/or fan noises or odors and report, in writing, to Building Foreperson or Director of Facilities.
  - j. Make sure all windows and doors are closed and locked; all necessary fans and lights are turned off.
  - k. Remove garbage and recyclables from cafeteria after each lunch period when on duty.
  - l. Raise and lower the American flag.

Job Description: Custodian - continued

- m. Assist in the receipt and delivery of supplies throughout the building.
  - n. Police grounds for rubbish and debris.
2. During the Week:
    - a. Remove all graffiti from furniture. Remove gum deposits.
    - b. Remove markings and smudges from painted and tile walls.
    - c. Clean door glass and frames of smudges and fingerprints.
    - d. Dust furniture, window ledges, shelves, maps, globes, charts, display cases, bleachers (clean under bleachers at this time), lockers, etc.
    - e. Replace mops and supplies in closets (towels, tissues, soap, germicidal detergent disinfectant, light bulbs, stripper and floor finish).
    - f. Scrub walls of shower rooms with germicidal cleaner.
  3. Monthly as time permits or need requires:
    - a. Strip and refinish heavy traffic tile areas. Shampoo heavy traffic carpet areas.
    - b. Wash windows.
    - c. Dust high surfaces, such as vents and light fixtures.
    - d. Replace filters in HVAC equipment.
  4. While school is closed for vacations or emergency reasons:
    - a. Strip, seal and refinish tile and wood floors.
    - b. Vacuum and clean all carpeted areas.
    - c. Wash walls, brush ceilings and other major housekeeping chores.
    - d. Wash windows.
    - e. Clean furniture.
    - f. Clean univents.

Miscellaneous  
Responsibilities:

1. Provide necessary custodial services at all student athletic, dramatic, musical and social events, as well as community activities. This service should also include coverage for such activities as the adult evening school, college entrance examinations and commencement exercises, and approved use of the facilities by outside organizations.
2. Assist the other schools' custodial staff during vacations or emergencies, such as flooding and vandalism, as directed.
3. Move furniture from room to room and building to building as needed.
4. Know the basic function of the building's mechanical systems.
5. Know the location of all of the building's utilities, gas, water, electric, fire alarm, extinguishers, and be able to shut off each in an emergency.
6. Make minor repairs, as directed by the Building Foreperson.
7. Know the proper use and maintenance requirements for the equipment used.
8. Perform various tasks that require moderate physical strength.

Job Description: Custodian - continued

9. Know how to secure the building.
10. Try to comply with all reasonable requests made and discuss any complications with the Building Custodial Foreperson.
11. Remove snow.
12. Perform such other duties in the performance of the general responsibility as may be necessary or desirable as assigned by the Building Custodial Foreperson and/or Custodian Day/Night Foreperson, Assistant to the Director of Facilities, Director of Facilities.

Contract Terms

Of Employment: Full-time, 12-months, 8-hour day exclusive of ½ hour lunch

MORRIS SCHOOL DISTRICT

Job Description

Title: Learning Disabilities Teacher – Consultant (LDT-C)

Reports To: Director of Pupil Services or designee

Qualifications:

- Appropriate NJ LDT-C Certificate
- License or other legal credential required by the State of New Jersey

Responsibilities:

1. Serve a member of the basic Child Study Team.
2. Serve as a case manager for students with disabilities by coordinating the development, monitoring and evaluating the effectiveness of IEP's.
3. Provide preventive and support services to students with disabilities.
4. Provide services to the general education staff regarding techniques, materials and programs for students experiencing difficulties in learning.
5. Prepare educational evaluation reports as required by state regulations for the eligibility determination for special education related services.
6. Interpret educational evaluation reports to parents, teachers, principals and other appropriate staff members.
7. Participate in the decisions regarding classification, recommend placement and program development and implementation of the IEP.
8. Serve as a member of the I&RT Team or CORE Team as directed.
9. Act as a resource person and consultant for Morris School District staff members, students, parents and the community.
10. Communicate with and serve as members of appropriate school and community committees/agencies.
11. Maintain contacts with other professionals in the field of education.
12. Perform such other tasks and assuming such other responsibilities as assigned by the Director of Pupil Services or designee.

Contract Terms

Of Employment: Full-time, 186-days, 7-hours per day

MORRIS SCHOOL DISTRICT  
Job Description

Title: Maintenance Mechanic (carpenter, electrician, painter, plumber, mason)

Reports to: Director of Facilities

Qualifications:

- Must possess a valid NJ Driver's License
- Visual ability to read handwritten or typed documents
- Ability to lift 50 lbs. frequently
- Ability to operate a variety of equipment and tools associated with building repair and maintenance, preventive maintenance and construction, in a safe and effective manner
- Such alternatives to the above as the Board of Education may find appropriate and acceptable
- Must pass 90-day probation period

Responsibilities:

1. Responsible for carrying out operational procedures, preventive maintenance and repair programs in such a manner as to provide a safe and healthy environment in all Morris School District facilities.
2. Maintain and repair all exterior site components including sidewalks, driveways, fences, utilities, athletic fields, etc.
3. Maintain and repair all exterior and interior building components including roofs, gutters, windows, doors, ceilings, walls, floors, stairs, chalkboards, lockers, equipment, etc.
4. Maintain and repair all building systems and equipment including HVAC, electrical, fire alarms, emergency lights, plumbing, security, etc.
5. Execute all written or verbal orders and work assignments as designated by authorized by Director of Facilities or designee.
6. Prepare and complete all required record keeping activities.
7. Maintain assigned vehicle and equipment and keep secure at all times.
8. Follow safe procedures in the carrying out of projects.
9. Account for all materials and time used to complete assigned projects.
10. Must be available to provide needed services on an emergency basis after normal work hours as necessary to meet the needs of the School District.
11. Carry out all other duties as assigned by the Director of Facilities or Assistant to the Director of Facilities.

Contract Terms  
Of Employment:

Full-time, 12-months, 8-hour day exclusive of ½ hour lunch

MORRIS SCHOOL DISTRICT  
Job Description

Title: Occupational Therapist

Reports To: Director of Pupil Services or designee

Qualifications: Appropriate NJ Occupational Therapist certificate

Responsibilities:

1. Assess students for school-based occupational therapy needs and/or assistive technology when appropriate. Interpret occupational therapy reports to parents and staff, as needed.
2. Design individual therapy plans for children receiving services; coordinate recommendations with teachers and other related service providers.
3. Deliver direct services to children individually and in small groups in accordance with the Individualized Education Programs (IEPs).
4. Organize the occupational therapy schedule for students in a manner which minimizes fragmentation of services.
5. Develop strategies and techniques for integrating occupational therapy into the educational program.
6. Evaluate progress of students in relation to the occupational therapy goals and objectives.
7. Prepare evaluation reports and quarterly progress reports on all children receiving occupational therapy.
8. Communicate clearly and regularly with parents and teachers regarding the occupational therapy program in general and the progress of individual students.
9. Work closely with the teachers and I&RS in developing intervention plans for general education students when appropriate.
10. Participate in parent conferences and IEP meetings regarding individual students receiving services.
11. Conduct training for staff and parents regarding the school-based occupational therapy program and its integration into the educational program/application to community activities.
12. Provide consultation services to staff regarding accommodations or modifications within the classroom.
13. Order equipment and supplies for the occupational therapy program
14. Perform such other tasks and assuming such other responsibilities as assigned by the Director of Pupil Services or designee.

Contract Terms

Of Employment: Full-time, 197-days, 7-hours per day

MORRIS SCHOOL DISTRICT  
Job Description

Title: School Psychologist

Reports To: Director of Pupil Services or designee

Qualifications:

- Appropriate NJ School Psychologist Certificate
- License or other legal credential required by the State of New Jersey

Responsibilities:

1. Evaluate and participate in determination of eligibility of students for special education and/or related services according to NJAC 6A:14.
2. Serve a member of the basic Child Study Team.
3. Serve as a case manager for students with disabilities by coordinating the development, monitoring and evaluating the effectiveness of IEP's.
4. Deliver appropriate related services to students.
5. Provide preventive and support services to students with disabilities.
6. Provide services to the general education staff regarding techniques, materials and programs for students experiencing difficulties in learning.
7. Prepare psychological assessment reports as required by state regulations for the eligibility determination for special education related services.
8. Interpret psychological assessments to parents, teachers, principals and other appropriate staff members.
9. Participate in the decisions regarding classification, placement recommendations and program development and implementation of the IEP.
10. Serve as a member of the I&RT Team or CORE Team as directed.
11. Act as a resource person and consultant for Morris School District staff members, students, parents and the community.
12. Communicate with and serve as members of appropriate school and community committees/agencies.
13. Maintain contacts with other professionals in the field of mental health and special education.
14. Provide school-based psychological or crisis-intervention services as needed.
15. Perform such other tasks and assuming such other responsibilities as assigned by the Director of Pupil Services or designee.

Contract Terms

Of Employment: Full-time, 186-days, 7-hours per day

MORRIS SCHOOL DISTRICT  
Job Description

Title: School Social Worker

Reports To: Director of Pupil Services or designee

Qualifications:

- Appropriate NJ School Social Worker Certificate
- License or other legal credential required by the State of New Jersey

Responsibilities:

1. Evaluate and participate in determination of eligibility of students for special education and/or related services according to NJAC 6A:14.
2. Serve a member of the basic Child Study Team.
3. Serve as a case manager for students with disabilities by coordinating the development, monitoring and evaluating the effectiveness of IEP's.
4. Deliver appropriate related services to students with disabilities.
5. Provide preventive, support and counseling services to students.
6. Provide services to the general education staff regarding techniques, materials and programs for students experiencing difficulties in learning.
7. Prepare social assessment reports as required by state regulations for the eligibility determination for special education related services.
8. Interpret social assessments to parents, teachers, principals and other appropriate staff members.
9. Participate in the decisions regarding classification, recommend placement and program development and implementation of the IEP.
10. Serve as a member of the I&RT Team or CORE Team as directed.
11. Act as a resource person and consultant for Morris School District staff members, students, parents and the community.
12. Communicate with and serve as members of appropriate school and community committees/agencies.
13. Maintain contacts with other professionals in the field of mental health and special education.
14. Perform such other tasks and assuming such other responsibilities as assigned by the Director of Pupil Services or designee.

Contract Terms  
Of Employment:

Full-time, 186-days, 7-hours per day

MORRIS SCHOOL DISTRICT  
Job Description

Title: Speech Language Therapist

Reports To: Building Principals

Qualifications:

- Appropriate NJ Speech Language Specialist Certificate
- License or other legal credential required by the State of New Jersey

Responsibilities:

1. Consult with pupils, parents and staff regarding corrective programs including pre-referral interventions where appropriate.
2. Provide services to the general education staff regarding techniques, materials and programs for students experiencing difficulties in learning.
3. Screen and (when appropriate) evaluate all students during the primary grades, new students, those having previously received speech correction and others referred by teachers, administrators or other pupil services staff for speech disorders.
4. When necessary, cooperate with Child Study Team in planning evaluations and planning and implementing special education programs involving speech/language services.
5. Prepare speech/language assessment reports and explain them to parents and staff.
6. Develop and administer a corrective program for students demonstrating speech/language disorders and prepare periodic reports on pupil progress.
7. Serve as a case manager for students with disabilities by coordinating the development, monitoring and evaluating the effectiveness of IEP's.
8. Provide preventive and support services to students with disabilities.
9. Maintain contacts with other professionals in the field of speech therapy and special education.
10. Perform such other tasks and assuming such other responsibilities as assigned by the Building Principal.

Contract Terms

Of Employment: Full-time, 186-days, 7-hours per day

MORRIS SCHOOL DISTRICT  
Job Description

- Title: Student Health Care Specialist
- Reports To: Director of Pupil Services or designee
- Qualifications: Minimum of NJ Licensed Practical Nurse
- Responsibilities:
1. Provide health care to a medically fragile student who requires one-on-one assistance from a trained, licensed professional in order to have access to an educational program.
  2. Demonstrate use of appropriate medical procedures with students who rely on medical devices or assistance for basic bodily functions, such as feeding, respiration, or elimination.
  3. Provide health care services to a medically fragile student that would not normally be assigned to a person with less training than that of an LPN.
  4. Work effectively and flexibly with students who may demonstrate atypical development in social behaviors, attention, and pragmatics of language as a consequence of their medical condition.
  5. Follow directions of the classroom teacher with responsibility for the instructional program.
  6. Maintain accurate, current information on each student in the manner specified in the individualized plans.
  7. Provide regular feedback to supervising staff members on student medical condition and needs.
  8. Identify when additional, emergency medical attention is needed and seek appropriate types of assistance.
  9. Assist the student with learning needs as directed by the teacher;
  10. Interact with parents appropriately during staffings and conferences.
  11. Perform other functions consistent with the job description, training and student's needs and as assigned by the Director of Pupil Services or designee.
- Contract Terms  
Of Employment: Full-time, 186-days, 8-hours per day

MORRIS SCHOOL DISTRICT

Job Description

Title: Teacher/Behavior Specialist

Reports To: Director of Pupil Services or designee

Qualifications:

- Appropriate NJ Teacher of Students with Disabilities certificate
- Training and experience with Applied Behavior Analysis programming in school and home programs

Responsibilities:

1. Address the needs of students (ex: with a diagnosis on the autism spectrum and/or other severe disabilities) to permit them to function within a public school setting.
2. Assess student needs to determine baseline data for skill levels related to academic readiness, language and socialization.
3. Develop individualized programs in identified areas of need for implementation in the classroom and/or at home utilizing the principles of ABA or other systems utilized with this population of students.
4. Provide instruction to ABS staff on the implementation of individualized programs for each student using techniques of demonstration, guided practice, feedback, and consultation.
5. Administer individualized programs used for managing and instructing students with a diagnosis on the autism spectrum and/or severe disabilities.
6. Develop systematic programs and monitor student progress.
7. Work with parents individually and in groups; provide instruction to parents to implement appropriate program at home.
8. Provide individual and/or small group instruction to students.
9. Conduct periodic staffings to coordinate implementation of instruction and therapy with staff, including parents when appropriate.
10. Assess students using systematic data collection procedures for monitoring attainment of specific objectives in the programs.
11. Provide consultation services at request of I&RT, principal or Director of Pupil Services in order to facilitate appropriate student behavior in school environment.
12. Participate in IEP meetings when appropriate.
13. Perform such other tasks and assuming such other responsibilities as assigned by the Director of Pupil Services or designee.

Contract Terms

Of Employment: Full-time, 186-days, 7-hours per day

***MHS MATH/LAL AFTER SCHOOL PROGRAM REVISION 2007-2008***

Motion #7 that, upon the recommendation of the Superintendent and Board Curriculum Committee, the Board of Education approve the additional staff member (**in bold**) for the new Math and LAL support program for MHS:

Program: Math/LAL MHS After School Support Program  
Description: After school support for identified students.  
Dates: October 2007 – June 2008  
Participating Staff: 4 teachers; up to 180 hours total/per teacher  
1 coordinator; up to 140 hours total  
Funding Source: NCLB Title III & IDEA  
Rate: 1/140<sup>th</sup> of monthly salary  
Math/LAL MHS After School Support Program Coordinator:  
Priola, Claudine

Math/LAL MHS After School Support Program Teachers:

**Cabezas, Patricia**  
Delimon Julie  
Furphey, Jennifer  
Nowetner, Rachel

Math/LAL MHS After School Support Program Substitutes:

Bandola, Marya  
Brown, Victoria

**EXPLANATION:** Morristown High School has recently developed a 7 year improvement plan which includes objectives that address improving academics and personalizing students' experience at the high school. In an effort to move those two objectives forward, we feel that our proposal for an after school tutoring program will decrease the numbers of failing grades that students earn in their classes, and provide students with an opportunity to feel more comfortable and accepted as a member of the MHS community. To help improve HSPA performance this program will target those student groups that need additional support in Math and LAL.

***TECHNOLOGY EDUCATION @ MHS 2007-2008***

Motion #8 that, upon the recommendation of the Superintendent, and after review of the Curriculum Committee, the Board of Education approve the following curriculum updating of MHS photography courses:

Program: Technology Education @ MHS  
Description: Update photography curriculum  
Dates: December 2007 – June 2008  
Participating Staff: One high school teacher for a maximum of 60 hours  
Funding Source: Local  
Rate: 1/140<sup>th</sup> of monthly salary  
Technology Education @ MHS Teacher:  
Kievning, Brian

**EXPLANATION:** The curriculum for all 4 photography courses needs to be updated. Photo Imaging 1 & 2 are currently 2.5 credits and are overloaded with content; we would like to update the curriculum and make each course 5 credits. Photo Illustration and Photojournalism are currently 2.5 credits – we would like to combine these two courses into one 5 credit course (e.g., Photo Imaging 3) and update the curriculum. (Maximum of 60 hours = maximum of 20 hours/course for the three new courses.)

***EXTENDED DAY PROGRAM FOR FIFTH GRADE 2007-2008***

Motion #9 that, upon the recommendation of the Superintendent, the Board of Education approve the following teachers and substitutes for the “Extended Day Program” for fifth graders only at the four intermediate schools for an additional 12 sessions (March 18 through May 2, 2008):

Teachers:

Ferraiolo, Elizabeth  
Herrmann, Bevinn  
Kelly, Maria

Lucignani, Megan  
Moore, Debra

Substitutes:

Allan, Theresa  
Castello, Jennifer  
Cole, William  
Fascia, Tracey  
Gilson, Wendy

Ginsberg, Laurel  
Kraskouskas, Ellen  
Richardson, Nicole  
Rosso, Nicole  
Ward, Sarah

**EXPLANATION:** This program will be funded through local funds. Upon submission of approved timesheets, teachers and substitutes will be compensated at a rate of 1/140<sup>th</sup> of their monthly salary.

***DETENTION TEACHER 2007-2008***

Motion #10 that, upon the recommendation of the Superintendent, the Board of Education approve the appointment of Helen Nelly Tsonopoulos, Special Education Teacher assigned to TJ, to the position of detention teacher at TJ for the 2007-2008 school year.

**EXPLANATION:** This is a pre-established annual stipend position. Upon submission of approved timesheets, compensation will be paid at the rate of \$15.00 per hour.

***EXTRA SERVICES 2007-2008***

Motion #11 that, upon the recommendation of the Superintendent, the Board of Education approve compensation, for up to 10 hours per week, to Adora Bautista, Special Education Teacher assigned to LLC, for work outside the school day from 11/12/07 to 6/30/08.

**EXPLANATION:** This time is necessary for Ms. Bautista to complete programming for her students that cannot be done during the school day, due to her one-on-one program being understaffed for a period of time. Funds were budgeted for this expense in order to allow for understaffing, when necessary or unavoidable. Upon submission of approved timesheets, Ms. Bautista will be compensated at a rate of 1/140 of her monthly salary.

***FMS HOMEWORK TUTORIAL PROGRAM REVISION 2007-2008***

Motion #12 that, upon the recommendation of the Superintendent, the Board of Education approve the appointment of the following additional FMS staff member (**in bold**) to the FMS Homework Tutorial Program for the 2007-2008 school year:

Almonte, Wilkia	Leeson, Janet
Amsallen, Juliette	Liss, Thomas
Bedell, Linda	London, Karen
Bender, Deborah	McNamara, Patricia
Berek, Cheryl	Meslar, Mary Ellen
Brown, Renee	Moffatt, Tara
Campbell-Studer, Kimberly	Montemurno, Roberta
Carey, Susan	Muster, Anna
Caruso, Sandra	Phinn, Vincent
Cirrotti, Cathleen	Reis, Patricia
Crews, Anita	Romanker, Shawn
DiBenedetto, Marcella	Rosner, Sharon
Enderley, Judith	Sieka, Suzanne
<b>Engelfried, Debra</b>	Turner, Glenn
Falk, Deirdre	Vargas, Marco
Farrell, Kerri	Warchol, Kathryn
Fulgione, Andrew	
Green, Devan	
Griffith, June	
Jenkins, Joy	

***FMS HOMEWORK TUTORIAL PROGRAM REVISION 2007-2008***

**EXPLANATION:** This is a pre-established annual position. Upon the submission of approved timesheets, the staff will be compensated at a rate of \$25 per session. This program will be funded through local funds.

***NCLB PAYROLL REVISION 2007-2008***

Motion #13 that, upon the recommendation of the Superintendent, the Board of Education approve the following revised NCLB payroll for the 2007-2008 school year:

## No Child Left Behind 2007-2008

<b>Title/School</b>	<b>Name</b>	<b>Position</b>	<b>Salary Allocated</b>
<b>Title I Part D</b>			
Morristown High Frelinghuysen	Violet Brown Kerri Lee Farrell Carol Guarino (Substitute)	Neglected & Delinquent Teachers	\$17,473 (Timesheets)
<b>Total for Title I Neglected and Delinquent Salaries</b>			
<b>Title I</b>			<b>Title I (T) 20%</b>
Alfred Vail	Marilyn Niedziela	Basic Skills Teacher	16,923
Alfred Vail	Rosemary McAndrew	Reading Recovery	16,006
Alfred Vail	Diane McCormack (.5)	Reading Recovery	8,782
Hillcrest	Natalie Greisberg	Reading Recovery	16,923
Hamilton	Barbara Friedman	Basic Skills Teacher	17,123
Hamilton	Vilma Velez-Manning (.5)	Basic Skills Teacher	6,641
Sussex	Margaret Tuzzeo	Basic Skills Teacher	13,671
Sussex	Carolyn Green	Basic Skills Teacher	17,174
Normandy Park	Lora Clark	Basic Skills Teacher	13,420
Normandy Park	Nicole Richardson	Reading Recovery	13,282
Frelinghuysen	Joy Jenkins	LA Teacher	16,395
Frelinghuysen	Matthew Daly	LA Teacher	10,947
<b>Total for Title I Basic Skills/Reading Recovery Teachers</b>			<b>\$167,287</b>
<b>Title I TA</b>			<b>Title I (TA) 14%</b>
Alfred Vail	Deborah Ayres	Teacher Assistant	4,025
Alfred Vail	Laurie Flynn	Teacher Assistant	4,732
Alfred Vail	Elissa Gagliardi	Teacher Assistant	3,127
Alfred Vail	April Pruess	Teacher Assistant	4,247
Alfred Vail	Mary Sullivan	Teacher Assistant	4,732
Hillcrest	Linda Baker	Teacher Assistant	4,732
Hillcrest	Barbara Preziosi	Teacher Assistant	4,472
Hillcrest	Rosario Correa	Teacher Assistant	4,247
Hillcrest	Gloria Weiss-Allen	Teacher Assistant	5,111
Hillcrest	Maria Celis	Teacher Assistant	3,286
Hillcrest	Tehzeeb Ansari-Grossman	Teacher Assistant	2,829
Normandy Park	Louise DiDomenico	Teacher Assistant	4,472
Normandy Park	LuAnn Fabbo	Teacher Assistant	4,472
Normandy Park	Kristen Price	Teacher Assistant	3,081
Normandy Park	Barbara Mayer	Teacher Assistant	3,513
<b>Total for Title I Teaching Assistants</b>			<b>\$61,078</b>
<b>Title IIA</b>	Teacher Timesheets	Teachers	\$108,000

No Child Left Behind 2007-2008

<b>Title III</b>	Teacher Timesheets	Teachers	\$51,462
<b>Title III TA</b>			<b>Title III (TA) 14%</b>
<u>Alfred Vail</u>	<b>Armida Martinez</b>	<b>TA Bilingual</b>	<b>3,870</b>
<u>Hillcrest</u>	<b>Betty Ford</b>	<b>TA Bilingual</b>	<b>1,320</b>
<u>Normandy Park</u>	<b>Laurel Ginsberg</b>	<b>TA Bilingual</b>	<b>2,829</b>
<b>Total for Title III Teaching Assistants</b>			<b>\$8,019</b>
<b>Title V</b>			
Morristown High	Jill Magidson	Medical Science	<b>4,252</b>
<b>Total for Title V Salaries</b>			<b>\$4,252</b>

**EXTRA PAY APPOINTMENTS 2007-2008**

Motion #14 that, upon the recommendation of the Superintendent, the Board of Education approve the following appointments to extra-pay positions for the 2007-2008 school year:

POSITION	STAFF MEMBER	YRS SVC	PTS.	SALARY	INCR.	TOTAL SALARY
<b>CO-CURRICULAR – MHS</b>						
<b>Drama</b>						
Instrumental Director	Donough, Erik	1	6	\$2,454		\$2,454
<b>Music - Marching Band</b>						
Instrumental Woodwind Clinician	Donough, Erik	3	3	\$1,227	1	\$1,350

**EXTRA PAY REVISIONS 2007-2008**

Motion #15 that, upon the recommendation of the Superintendent, the Board of Education approve the following revisions to extra-pay positions for the 2007-2008 school year:

POSITION	STAFF MEMBER	YRS SVC	PTS.	SALARY	INCR.	TOTAL SALARY
<b>CO-CURRICULAR – MHS</b>						
<b>Drama</b>						
Director – Spring	LaVigne, George	3	15	\$6,135	1	\$6,505
<b>CO-CURRICULAR – FMS</b>						
<b>Drama</b>						
Assistant Director	Limone, Gianna	2	6	\$2,454		\$2,454
<b>8<sup>th</sup> Gr. Student Council House</b>	Burdge, Jeffrey	4	3	\$1,227	1	\$1,350
<b>Adv.</b>						
<b>8<sup>th</sup> Gr. Student Council House</b>	Bozza, Amy	1	3	\$1,227		\$1,227
<b>Adv.</b>						

**COMMUNITY SCHOOL- SUMMER PLUS STAFF 2007-2008 & 2008-2009**

Motion #16 that, upon the recommendation of the Superintendent, the Board of Education approve the following Summer Plus staff, effective June 30, 2008:

Aquino, Rosario	Teacher	\$25.00
Belmonte, Lauren	Teacher	\$25.00
Borth, Rachel	Teacher	\$25.00
Bozza, Amy	Summer Plus Spvr	\$29.00 (7/28/08-08/08/08)
Bozza, Amy	Great Summer Coord	\$28.00
Bozza, Amy	Teacher	\$25.00
Brown, Gerald	Teacher	\$25.00
Cieplik, Beverly	Nurse	\$36.00
Clark, George	Bus Driver	\$25.89
Covington, Janet	Teacher	\$25.00
Dotzenrod, Heidi	Teacher	\$25.00
Engfer, Erica	Teacher	\$25.00
Friedrich, Mark	Teacher	\$25.00
Hall, Kathleen	Teacher	\$25.00
Hintz, Karen	Teacher	\$25.00
Kenny, Christopher	Teacher	\$25.00
Lee, Jillian	Teacher	\$25.00
Lee, Jillian	Aide	\$12.00
Lee, Lauren	Teacher	\$25.00
Logan, Timothy	Teacher	\$25.00
Majorossy, Stephanie	Teacher	\$25.00
Pahoulis, Anne Marie	Teacher	\$25.00
Palladino, Vincent	Teacher	\$25.00
Pallis, Paris	Summer Plus Spvr	\$39.00 (6/27/08-7/25/08)
Romanker, Shawn	Teacher	\$25.00
Spoerl, Stephanie	Teacher	\$25.00
Swenson, Matthew	Teacher	\$25.00
Switzler, Jacqueline	Teacher	\$25.00
Tukel, Allison	Teacher	\$25.00
Tukel, Allison	Aide	\$12.00
Tukel, Kristen	Teacher	\$25.00
Vogt, Mary	Teacher	\$25.00
Wheeler, Joan	Nurse	\$36.00
Wildonger, Beth	Teacher	\$25.00

**EXPLANATION:** Salaries to be paid from collected tuitions.

***COMMUNITY SCHOOL SUNRISE/SUNSET STAFF 2007-2008***

Motion #17 that, upon the recommendation of the Superintendent, the Board of Education approve the following Sunrise/Sunset staff:

Ramos, Jennifer	Substitute	\$12.00/hr (retroactive to 1/17/2008)
Underhill, Kristen®	Substitute	\$ 9.00/hr
Underhill, Stephanie®	Substitute	\$ 9.00/hr

**EXPLANATION:** Salaries to be paid from collected tuitions.

***NON-REPRESENTED EMPLOYEE CONTRACTS 2007-2008***

Motion #18 that, upon the recommendation of the Superintendent, the Board of Education approve the employment contracts of the following employees as filed with the School Business Administrator/Board Secretary and Human Resources office:

Christian, Jr., John – Manager of Human Resources  
Terry, George – Supervisor of Transportation  
Van Tassel, William – Manager of Operations/Assistant Board Secretary

**HUMAN RESOURCES (Motions #1-18)**

Moved by Dr. Rieck, seconded by Mrs. Murphy

AYES: Mrs. Fornaro, Dr. Gallerstein, Ms. Horowitz, Ms. McNeil, Mrs. Murphy, Ms. Pollak,  
Mrs. Rhines, Dr. Rieck, Mrs. Bangiola

NOES: None

ABSENT: Ms. Kaag

**BUSINESS MATTERS**  
**FINANCIAL REPORTS**

Motion #1 **Financial Reports of the Secretary to the Board of Education**  
that the Board of Education acknowledges receipt of the following financial reports in Appendix A for the month of **December 2007.**

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

**Financial Reports of the Treasurer of School Monies**  
that the Board of Education accept the Board Treasurer's Report for the months of **December 2007** which is reconciled with the Board Secretary's Reports by fund for that period.

Motion #2 Pursuant to N.J.A.C. 6A:23-2.11 (c) 3, we certify that as of **December, 2007,** 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 overexpended 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 **December 2007** no budgetary line item account has been overexpended in violation of N.J.A.C. 6A:23-2.11 (b).

\_\_\_\_\_  
Business Administrator/Board Secretary

**January 28, 2008**  
Date

**HELD PURCHASE ORDER**

Motion #4 that upon the recommendation of the Superintendent, the Board of Education approve checks totaling **\$ 5,472.66** as per the attached for expenses incurred as per policy #3320.1.

**BUDGET TRANSFERS**

Motion #5 that upon the recommendation of the Superintendent, the Board of Education approve Budget Transfers for the 2007-2008 budget through **January 28, 2008.**

**BILLS LIST**

Motion #6 that upon the recommendation of the Superintendent, the Board of Education approve the attached 2007-2008 bills list for the period ending:

**January 28, 2008**

**MEMORANDUM OF AGREEMENT**

Motion #7 that upon the recommendation of the Superintendent, the Board approve the

Revised Memorandum of Agreement between the Morris School District and the Law Enforcement Officials of Morristown and Morris Township. (Agreement on file in Business Administrator's Office)

***DONATION***

Motion #8 that the Board of Education gratefully accept the donation of 42 pairs of Reebok Basketball Shoes valued at approximately \$3,359.58 retail to the students of the Morristown High School Basketball Program from Mr. James Jones of Jimmy Jones & Associates. A letter of appreciation will be sent to Mr. Jones to thank him for his support of the children of the Morris School District.

***PAYMENT***

***Teen Pride***

Motion #9 that upon the recommendation of the Superintendent, the Board of Education approve an additional payment in the amount of \$38,750.00 to Teen Pride for counseling services for the period July 1, 2007 thru December 31, 2007.

***Construction Payment***

Motion #10 that upon the recommendation of the Superintendent, the Board of Education approve payment #3 to Barrett Roofs, Inc. in the amount of \$17,590.50 for work done on the Woodland Partial Roof Replacement project.

***CONSTRUCTION***

Motion #11 **WHEREAS**, there exists a need for professional services for **2007-2008** 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:

Cubellis Associates, Inc.	Woodland School Office & Classroom Conversion	\$18,500. Project Fee
	DOE #27-3385-115-08-1000	\$ 1,850. Reimbursable Expenses

***LRFP AMENDMENT***

Motion #12 that upon the recommendation of the Superintendent, the Board of Education authorize an amendment to the district's approved Long Range Facility Plan, to include the:

Woodland School Office & Classroom Conversion DOE #27-3385-115-08-1000

***PROJECT SUBMISSION***

Motion #13 that upon the recommendation of the Superintendent, the Board of Education approve

submission to the State Department of Education the project application for the following work as an other capital project.

Woodland School Office & Classroom Conversion

DOE #27-3385-115-08-1000

***BIDS***

Cafeteria Paper Goods/Supplies

Motion #14 That bids for Cafeteria Paper Goods/Supplies, #08-002, having been duly advertised and received on January 24, 2008, the award be made to Jersey Paper Co., Edison, NJ, the sole bidder, in the estimated amount of \$27,051.00, for the contract period 3/01/08 8/31/08, from 2007-2008 and 2008-2009 Expense Funds.

***TRAVEL & REIMBURSEMENT***

Motion #15 that upon the recommendation of the Superintendent, the Board of Education approve the following resolution:

WHEREAS, employees are attending conferences, conventions, staff training seminars or workshops as depicted on attachment A: and

WHEREAS, the attendance at stated functions was previously approved by the chief school administrator as work related and within the scope of the work responsibilities of the attendees; and

WHEREAS, the attendance at the functions was approved as promoting delivery of instruction or furthering efficient operation of the school district; and fiscally prudent, and

WHEREAS, the travel and related expenses particular to attendance at functions may exceed the state travel guidelines established by the Department of Treasury in NJOMB circular letter; be it

RESOLVED, that the board finds the travel and related expense and the excess expenses particular to attendance at these functions are necessary, unavoidable, justified and therefore reimbursable

**BUSINESS MATTERS (Motions #1-15)**

Moved by Dr. Rieck, seconded by Mrs. Murphy

AYES: Mrs. Fornaro, Dr. Gallerstein, Ms. Horowitz, Ms. McNeil, Mrs. Murphy, Ms. Pollak, Mrs. Rhines, Dr. Rieck, Mrs. Bangiola

NOES: None

ABSENT: Ms. Kaag

**ADJOURNMENT TO EXECUTIVE FOR NEGOTIATION MATTERS (8:17 p.m.)**

Moved by Dr. Rieck, seconded by Mrs. Murphy

AYES: Mrs. Fornaro, Dr. Gallerstein, Ms. Horowitz, Ms. McNeil, Mrs. Murphy, Ms. Pollak, Mrs. Rhines, Dr. Rieck, Mrs. Bangiola

NOES: None

ABSENT: Ms. Kaag

**RECONVENE TO OPEN SESSION (9:22 p.m.)**

Moved by Dr. Rieck, seconded by Mrs. Murphy

AYES: Dr. Gallerstein, Ms. Horowitz, Ms. McNeil, Mrs. Murphy, Ms. Pollak, Mrs. Rhines,  
Dr. Rieck, Mrs. Bangiola  
NOES: None  
ABSENT: Mrs. Fornaro, Ms. Kaag

**ADJOURNMENT (9:22 p.m.)**

Moved by Dr. Rieck, seconded by Mrs. Murphy

AYES: Dr. Gallerstein, Ms. Horowitz, Ms. McNeil, Mrs. Murphy, Ms. Pollak, Mrs. Rhines,  
Dr. Rieck, Mrs. Bangiola  
NOES: None  
ABSENT: Mrs. Fornaro, Ms. Kaag

Respectfully Submitted

Susan Young  
Business Administrator/  
Board Secretary

