

MORRIS SCHOOL DISTRICT
Minutes of Reorganization Meeting May 9, 2011
LAFAYETTE LEARNING CENTER

The reorganization/regular business meeting of the Board of Education of the Morris School District, of Morris County, New Jersey was held in the 2nd floor conference room of Lafayette Learning Center, 31 Hazel Street, Morristown, New Jersey 07960 on **Monday evening May 9, 2011 at 6:30 p.m.**

Christine A. Kelly, the 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.

OATH OF OFFICE

Christine A. Kelly administered the Oath of Office to Teresa Murphy and Lisa Pollak of Morristown and to Marie Fornaro of Morris Township.

At the Roll Call, the following Board Members were present: Mrs. Nancy Bangiola, Mrs. Marie Fornaro, Ms. Lynn Horowitz, Mrs. Teresa Murphy, Ms. Lisa Pollak, Mrs. Ann Rhines; Ms. Sandra McNeil arrived at 6:50 p.m. Dr. Peter Gallerstein and Dr. Angela Rieck were absent.

Also present from central office were Dr. Thomas Ficarra, Superintendent; Mr. Andrew Williams, Director of Curriculum and Instruction; Dr. Maryann Reilly, Director of Curriculum & Instruction; Mrs. Martha Weber, Manager of Human Resources; Ms. Christine A. Kelly, Board Secretary; Mr. Anthony LoFranco; Ms. Nancy Helterman, Director of Pupil Services.

ELECTION OF PRESIDENT

Ms. Kelly opened the floor to nominations for President.

Motion to nominate Ms. Horowitz for President

Moved by Mrs. Rhines, seconded by Mrs. Murphy

Motion to close nominations

Moved by Ms. Pollak, seconded by Mrs. Bangiola

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

Roll call vote for Ms. Horowitz

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

Ms. Horowitz was elected President

ELECTION OF VICE-PRESIDENT

Ms. Horowitz opened the floor to nominations for Vice-President.

Motion to nominate Mrs. Bangiola as Vice-President

Moved by Ms. Horowitz, seconded by Ms. Pollak

Motion to close nominations.

Moved by Ms. Pollak, seconded by Ms. Horowitz

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

Roll call vote for Mrs. Bangiola

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

Mrs. Bangiola was elected Vice President

At 6:42 p.m. Mrs. Bangiola moved to go into closed session to discuss negotiations and personnel matters. Mrs. Fornaro seconded the motion which carried unanimously with Dr. Gallerstein, Ms. McNeil and Dr. Rieck absent.

At 7:35 p.m. Ms. Horowitz moved to go into open session. Mrs. Murphy seconded the motion which carried unanimously with Dr. Gallerstein and Dr. Rieck absent. Student Representative, Marissa Zuckerman and approximately 10 members of the public, press and staff were now present. Student Representative, Nikhil Shah was absent.

When the Board reconvened, Ms. Horowitz announced that the Board had been meeting in closed session for the purpose of negotiation and personnel matters.

PLEDGE OF ALLEGIANCE

Ms. Horowitz led the audience in the Pledge of Allegiance.

BOARD ORGANIZATION

4. **Appointment and Delegates**

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

Delegate	<u>Board President</u>
State Alternate	Lisa Pollak
County Alternate	Lisa Pollak

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

Member: **Teresa Murphy**

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

Member: **Ann Rhines**

5. **Board Secretary**

Motion, that Christine A. Kelly be appointed Board Secretary for the 2011-2012 school year.

6. **Assistant Board Secretary**

Motion, that Anthony LoFranco be appointed Assistant Board Secretary for the 2011-2012 school year.

7. **Purchasing Agent**

Motion that the Board approve the Business Administrator/Board Secretary as the Purchasing Agent for the Morris School District for the 2011-2012 school year.

8. **Affirmative Action**

Motion, that the Business Administrator/Board Secretary and the Director of Community School be appointed as the Affirmative Action Officers for the district for the 2011-2012 school year.

9. **Public Agency Compliance Officer (P.A.C.O.)**

Motion, that the business administrator/board secretary, be appointed as the Public Agency Compliance Officer for the district for the 2011-2012 school year.

10. **Custodian of School Records**

Motion, that the Business Administrator/Board Secretary be appointed the Custodian of School Records in accordance with the State of New Jersey Open Public Records Act (P.L. 2001,c.404,N.J.S.A. 47:1A-1etseq) for the 2011-2012 school year.

11. **Auditor**

Motion that the firm of Hodulik & Morrison be appointed the Auditor for the 2011-2012 school year for a fee to be determined.

12. **Attorney**
Motion that the firm, Wiley, Malehorn, Sirota and Raynes be appointed Board Attorneys for the 2011-2012 school year at the rates of: Attorney \$150/hr.; Paralegal \$85/hr.
13. **Architect of Record**
Motion that the firm, USA Architects be appointed as the Architect of Record for the 2011-2012 school year. Rate schedule on file in Business Administrator's office.
14. **Special Counsel**
Motion that the Firm of Porzio, Bromberg & Newman be appointed as Special Counsel for the 2011-2012 school year at rates of: Attorney \$185/hr; Paralegal \$125/hr.
15. **School Doctor**
Motion that Dr. Donald Hoelzel, affiliated with Morristown Memorial Hospital, be appointed as the Doctor of Record for the 2011-2012 school year.
16. **Orthopedic Doctor**
Motion that Dr. Berton Taffet be appointed the Orthopedic Doctor of Record for the 2011-2012 school year.
17. **Insurance Broker for Dental, Long Term Disability Benefits.**
Motion, that LDP Consulting Group, Inc .be appointed the Insurance Broker for Dental, and Long Term Disability for the 2011-2012 school year.
18. **Insurance Broker**
Motion, that Wells Fargo, Inc. of Livingston, New Jersey be appointed Insurance Agent of Record for the 2011-2012 school year for property, casualty and liability insurance.
19. **Tax Shelter Annuities**
Motion, that the following be approved as authorized Tax Shelter Annuity Providers for the 2011-2012 school year.
 - Great West
 - Lincoln Financial
 - Lincoln Investment
 - Valic
20. **Library Representative**
Motion, that the Superintendent of Schools, be appointed representative to the Morristown/Morris Township library for the 2011-2012 school year with Debbie Gottslebein, as his designee.
21. **504 Coordinator**
Motion, that the Board approve the Director of Pupil Services as the 504 Coordinator for the 2011-2012 school year.
22. **Attendance Officer**
Motion that the Board approve Edward Conrads as the Attendance Officer for the Morris School District for the 2011-2012 school year fee to be determined at a later date.

23. **Asbestos Management Officer**
Motion, that the Director of Facilities be appointed as the Asbestos Management officer for the district for the 2011-2012 school year.
24. **Indoor Air Quality Officer**
Motion, that the Director of Facilities be appointed as the Indoor Air Quality Officer for the district for the 2011-2012 school year.
25. **Integrated Pest Management Officer**
Motion, that the Director of Facilities be appointed as the Integrated Pest Management Officer for the district for the 2011-2012 school year.
26. **Right to Know Officer**
Motion, that the Director of Facilities be appointed as the Right to Know Officer for the district for the 2011-2012 school year.
27. **Chemical Hygiene Officer**
Motion, that the Director of Facilities be appointed as the Chemical Hygiene Officer for the district for the 2011-2012 school year.
28. **AHERA Coordinator**
Motion, that the Director of Facilities be appointed as the AHERA Coordinator for the district for the 2011-2012 school year.
29. **Code of Ethics**
Motion, that the Board of Education adopt the “Code of Ethics for School Board Members” as per the attached.
30. **Authorizations**
Motion, that the Assistant Board Secretary or in his/her absence, the President, or the Vice President, act as Board Secretary in the absence of the Board Secretary.
31. **Business Administrator Authorization**
Motion that the Board of Education approve the Business Administrator/Board Secretary to do account transfers, pay bills and approve travel in accordance with policies #0147, 0147A, 3440 and 4440, Board Member Travel Expenses; Staff Travel Expenses and N.J.S.A. 18A:11-12, in between board meetings on an emergency basis with list of such transfers, payments and travel subject to presentation and ratification at the next board meeting.
32. **Charges for Reproducing Public Documents**
Motion, that the Board of Education approves the following chart for photocopying of public documents in compliance with NJSA 47:1A-1

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

33. **Investments**
 Motion, that the Board of Education authorize the Board Secretary and Assistant Board Secretary to invest district funds to maximize interest.

34. **Depositories**
 Motion, that the following be named as depositories of public funds for Morris School District for the purpose of investments for the school year 2011-2012, effective July 1, 2011:

- Provident Bank
- PNC Bank
- Bank of America
- Chase Bank of New Jersey
- HSBC Bank
- Lakeland Bank
- Wells Fargo Bank
- New Jersey Cash Management Fund

35. **Petty Cash**
 Motion, that the Board approve the following petty cash funds for the 2011-2012 school Year.

Location	Amount	Person Responsible	Maxim Expend for one Purpose
HS Office	\$400	Principal	\$ 50
HS Library	150	Librarian	50
AH	200	Principal	50
HC	200	Principal	50
SX	200	Principal	50
TJ	200	Principal	50
AV	200	Principal	50
WD	200	Principal	50
NP	200	Principal	50
Laf. L.C.	200	Principal	50
Maintenance	200	Director of Facilities	50
Adm. Offices	1,000	Business Administrator	500
Frelinghuysen	200	Principal	50
Transportation	200	Supervisor of Transportation	50
Pupil Services	200	Director of Pupil Services	50
Community School	1,650	Director of Community School	500
Community School Office Fund	750	Director of Community School	200

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

36. **Wire Transfers**

Motion, that the Board of Education authorize wire transfer money between the following accounts with Authorized Signatories as listed below.

		AUTHORIZED SIGNATURE
Provident General Operating Account #	JP Morgan Chase Bank ABA # Beneficial Depository . Trust Co. Redemption AC Account #	Business Administrator Assist Business Administrator
Provident General Operating Account #	JP Morgan Chase Bank ABA # Beneficial Depository Trust Co. Dividend Account #	Business Administrator Assist Business Administrator
Provident General Operating Account #	N.J.Cash Management Fund Account #CMF	Business Administrator/ Superintendent

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

Motion, that the depositories for General School funds for the Morris School District, for the school year 2011-2012, effective July 1, 2011, are as follows:

PROVIDENT BANK

1. General Account	<u>3 Signatures Required</u> 1. Board President 2. Board Vice President 3. Business Administrator 4. Assistant Business Administrator
2. Payroll Account	<u>1 Signature Required</u> 1. Assistant Business Administrator
3. Payroll Deduction Account	<u>2 Signatures Required</u> 1. Business Administrator 2. Assistant Business Administrator 3. Payroll Supervisor
4. Summer Pay	<u>2 Signatures Required</u> 1. Business Administrator 2. Assistant Business Administrator 3. Payroll Supervisor
5. Summer Pay Escrow	<u>2 Signatures Required</u> 1. Business Administrator 2. Assistant Business Administrator 3. Payroll Supervisor

6. Petty Cash Account

1 Signature Required

1. Business Administrator
2. Assistant Business Administrator
3. Superintendent
4. Director of Curriculum & Instruction

7. E-Bay Account

1 Signature Required

1. Business Administrator
2. Assistant Business Administrator

8. Coins for A Cause

2. Signature Required

1. Principal
2. Secretary
3. Helping Teacher

9. J. Burton Wiley Scholarship Fund

1 Signature Required

1. Business Administrator
2. Assistant Business Administrator
3. Superintendent
4. Director of Curriculum & Instruction

10. Morristown HS Scholarship Fund

1 Signature Required

1. Business Administrator
2. Assistant Business Administrator
3. Superintendent
4. Director of Curriculum & Instruction

11. Dorothy F. Johnson Scholarship Account

1. Signature Required

1. Business Administrator
2. Assistant Business Administrator
3. Superintendent
4. Director of Curriculum & Instruction

12. Alfred Vail Activity Fund

2. Signatures Required

1. Principal
2. Secretary
3. Helping Teacher

13. Alexander Hamilton Activity Fund

2. Signatures Required

1. Principal
2. Secretary
3. Helping Teacher

14. Sussex Activity Fund

2. Signatures Required

1. Principal
2. Secretary
3. Helping Teacher

- | | |
|---|---|
| 15. Thomas Jefferson Activity Fund | <u>2. Signatures Required</u>
1. Principal
2. Secretary
3. Helping Teacher |
| 16. Woodland Activity Fund | <u>2. Signatures Required</u>
1. Principal
2. Secretary
3. Helping Teacher |
| 17. Frelinghuysen Activity Fund | <u>2. Signatures Required</u>
1. Principal
2. Vice Principal
3. School Treasurer |
| 18. Frelinghuysen Athletic Account | <u>2. Signatures Required</u>
1. Principal
2. Vice Principal
3. School Treasurer |
| 19. Hillcrest Activity Fund | <u>2. Signatures Required</u>
1. Principal
2. Secretary
3. Helping Teacher |
| 20. Normandy Park Activity Fund | <u>2. Signatures Required</u>
1. Principal
2. Secretary
3. Helping Teacher |
| 21. Morristown High School Athletic Account | <u>2. Signature Required</u>
1. Principal
2. Athletic Director
3. Director of Accts. Administration |
| 22. Morristown High School Activity Fund | <u>2. Signature Required</u>
1. Principal
2. Vice-Principal
3. Director of Accts. Administration |
| 23. Morris School District
Cafeteria Account | <u>2. Signatures Required</u>
1. District Food Service Liaison
2. Business Administrator
3. Assistant Business Administrator |
| 24. Morris School District Ann McGiffin's
Small Miracle Fund | <u>1. Signature Required</u>
1. Business Administrator
2. Assistant Business Administrator |

- | | |
|--|---|
| 25. Morris School District Salary Redirection Account | <u>1. Signature Required</u>
1. Business Administrator
2. Assistant Business Administrator
3. Payroll Supervisor
4. Any one of three
AFLAC REPRESENTATIVES |
| 26. Morris School District Capital Reserve Accounts | <u>2. Signatures Required</u>
1. Business Administrator
2. Assistant Business Administrator
3. Superintendent
4. Director of Curriculum & Instruction |
| 27. Morris School District Maintenance Reserve Account | <u>2. Signatures Required</u>
1. Business Administrator
2. Assistant Business Administrator
3. Superintendent
4. Director of Curriculum & Instruction |
| 28. Community School Checking Account | <u>2. Signatures Required</u>
1. Director
2. Business Administrator
3. Assistant Business Administrator |
| 29. Community School Petty Cash account | <u>2. Signature Required</u>
1. Director
2. Assistant Business Administrator
3. Office Manager |
| 30. Community School CD Account
51-021711-7 | <u>2. Signature Required</u>
1. Director
2. Assistant Business Administrator
3. Office Manager |
|
<u>BANK OF AMERICA</u> | |
| 1. Morris School District Payroll Account | <u>1. Signature Required</u>
1. Assistant Business Administrator |
| 2. Morris School District Payroll Deduction Account | <u>2. Signature Required</u>
1. Business Administrator
2. Assistant Business Administrator
3. Supervisor of Payroll |
| 3. Morris School District SUI Demand Deposit Account | <u>2. Signatures Required</u>
1. Business Administrator
2. Assistant Business Administrator
3. Supervisor of Payroll |

WELLS FARGO

1. Morristown High School Savings Account

2 Signatures Required

1. Principal
2. Vice Principal
3. Director of Accts. Administration

38. **Official Newspaper**

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

39. **Official Station**

Motion, that WCBS (880 AM) and FOX TV (Channel 5) be designated as the official Radio, TV Stations of Morris School District.

40. **Policy**

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

41. **Curriculum**

Motion, that existing courses of study, course guides, instructional materials, handbooks, textbooks, curriculum, educational programs and services, and the five-year curriculum planning and evaluation schedule which all were in force immediately prior to this reorganization meeting are hereby continued in force as if the board year had not changed.

42. **Chart of Accounts**

Motion, that the Board approve the Chart of Accounts for the 2011-2012 school year. as on file in the office of the Business Administrator.

43. **Meeting Dates Designation**

Motion, that the meetings of the Board of Education shall be held on each 2nd and 4th Monday at 6:30 p.m. unless specified otherwise.

In the event that said schedule is hereafter revised, the Board Secretary is hereby directed to post and direct notice to The Daily Record at least 48 hours before the revised meeting date.

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

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

45. **Purchasing Limits**

Motion that the Board of Education according to P.L. 2009, c.166(A.1645) approve the quote threshold to be \$2,625 and the bid threshold to be \$17,500.

46. **School Election**

Motion to approve the 2011-2012 school budget as approved by the voters at the annual School Board Elections, April 27, 2011.

47. **Authorization of Procurement of Goods/Services through State Contracts for 2011-2012 School Year**

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

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

WHEREAS, the Morris School District desires to authorize its purchasing agent for the 2011-2012 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year,

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

48. **Authorization of Procurement of Goods/Services through Joint Purchasing Agreements for 2011-2012 School Year**

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

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

WHEREAS, the Morris School District desires to authorize its purchasing agent for the 2011-2012 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year,

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

49. **Authorization for the Superintendent to request canine searches in the high school and middle School for the 2011-2012 school year.**

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

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

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

NOW, THEREFORE BE IT RESOLVED, the Morris School District Board of Education, in an effort to promote a safe, drug-free environment, authorizes the Superintendent to request the Morristown Police Department and the Morris Township Police Department to conduct suspicion less canine searches for the 2011-2012 school year.

50. **Board Committees**

Motion, that upon the recommendation of the Superintendent, the Board of Education approve board committees for the 2011-2012 school year.

BOARD ORGANIZATION (Motions #4-50)

Moved by Mrs. Bangiola, seconded by Ms. Pollak

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

SUPERINTENDENT’S REPORT

Dr. Ficarra reported:

Former Morristown High School Baseball coach Mr. Harry Shatel had passed away.

There was a very nice, well attended memorial service for him this morning.

Dr. Ficarra informed the board that Mr. Shatel will be further honored Thursday May 12, 2011, when under Executive order of the Governor all flags at state offices and state agencies will be flown at half-staff in recognition and mourning of Mr. Shatel. (resolution attached)

PUBLIC COMMENT

Mr. Gary Keyser an employee of the district addressed the board concerning the weather emergency which happened the week before. Mr. Keyser stated he was addressing the board because he wanted them to be aware of the excellent, phenomenal job done at Morristown High School by the principal, Ms. Linda Murphy. This emergency happened during the student lunch period and what could have been a disaster instead was calm and organized. Mr. Keyser credited Ms. Murphy for this.

COMMITTEE REPORTS

Finance Committee

Mrs. Murphy reported they met April 27, a copy of the minutes are in the board book, however she did mention that they discussed:

Chartwells being approved as our Food Management Company

Urban Garden

This year there will be 3 chickens

This has been approved by our attorney as well as our insurance carrier.

An employee is requesting permission to “change” her 403B contribution outside of the open enrollment period

The committee denied the request

Morristown High School

Marissa reported:

April 30	MHS Dance Production
May 2-13	AP Exams
May 6	Junior Prom at 6:30 p.m.
May 13	Intergenerational Prom
May 16	Final Alive @25 at 7 p.m.
May 20	Orchestra/Band Concert @ 7 p.m.
June 2	Senior Prom
June 9	Senior Award Ceremony @ 7 p.m.

BUSINESS PORTION OF THE MEETING

MINUTES

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

April 11, 2011

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

April 11, 2011

MINUTES (Motions #1-2)

Moved by Ms. Pollak, seconded by Mrs. Fornaro

AYES Mrs. Bangiola, Mrs. Fornaro, Ms. Horowitz, Ms. McNeil,
Mrs. Murphy, Ms. Pollak, Mrs. Rhines,

NOES None

ABSENT Dr. Gallerstein, Dr. Rieck

POLICY

Motion #1 that upon the recommendation of the Superintendent, the Board of Education approve revisions to the 2011-2012 school year calendar as per the attached.

EXPLANATION:

This calendar was approved at the February 18, 2010 board meeting. Revisions to this calendar are:

Monday, January 2, 2012	– New Year's Day observed
Monday, April 9, 2012	– May revert to emergency day if needed
Thursday, June 21, 2012	– Last day of school

POLICY (Motions #1)

Moved by Ms. Pollak, seconded by Mrs. Fornaro

AYES Mrs. Bangiola, Mrs. Fornaro, Ms. Horowitz, Ms. McNeil,
Mrs. Murphy, Ms. Pollak, Mrs. Rhines,

NOES None

ABSENT Dr. Gallerstein, Dr. Rieck

EDUCATIONAL

SCIENCE ACADEMY PROGRAMS

Motion #1 that, upon the recommendation of the Superintendent, the Board of Education approve the following Science Academy programs:

In-Coming 9th Grade Orientation
Fairleigh Dickinson Summer Science Enrichment
Summer Science Poetry

EXPLANATION:

These Science Academy programs are funded through a grant by Pfizer. The ninth grade orientation introduces Science Academy expectations for new students. Summer enrichment provides an opportunity for new and existing Science Academy students to explore modern science issues. The Academy has partnered with Fairleigh Dickinson University's Biology and Chemistry Department to provide a one week enrichment program on Science and the Environment. Modules have been created and will be delivered by four different FDU professors. The summer poetry session provides an interdisciplinary unit of study on life science and poetry.

GET THE MATH

Motion #2 that, upon the recommendation of the Superintendent, the Board of Education approves agreement to the memorandum of understanding between the Morris School District and WNET.

EXPLANATION:

The PBS station WNET has applied for a Next Generation Learning Challenges Wave II ("NGLC") award. The memorandum of understanding states that if the award is received, WNET wishes to partner with Morristown High School from June 13, 2011 to September 30, 2012, to provide Algebra I teachers with materials and professional development for three existing and three new Get the Math modules. Algebra I teachers will incorporate these modules into the existing curriculum. WNET will create and distribute assessment tools and surveys throughout the year to evaluate the effectiveness of Get The Math.

SUMMER PROGRAMS

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

Program: Evaluation, Classification, and CST Services

Description: Child Study Teams are needed during the summer for testing, IEP development, parent conferences, scheduling, and review of pupil records for compliance with state and federal regulations. Regular and special education teachers participate in eligibility and IEP meetings, as required by the state administrative code. State and federal regulations have increased the time needed for evaluation planning, compliance with procedural safeguards, meetings, and IEPs.

Dates: 06/24/11 – 8/31/11

Positions: Child Study Team members, General and Special Education Teachers, Speech/Language Specialists

Salary: Certificated Staff: 1/140th of monthly salary

Funding: Local Funds

Program: Preparation for Inclusion

Description: Preparation for the inclusion of students with a diagnosis of Autism/PDD, Asperger's Syndrome or other significant disabilities in general education settings and/or for programming to meet their needs through a combination of training, observation and collaborative planning activities.

Dates: 06/24/11 – 8/31/11

Positions: Teachers and teacher assistants

Salary: Certificated Staff: per contract language
Teacher Assistants: \$13/hour

Funding: Local Funds

Program: Summer Nursing Services Project

Description: Nurses will be needed during the summer to review medical reports submitted from private physicians for athletic eligibility and registration, to assist doctors examining students for sports physicals, to monitor Hepatitis B inoculation records, as per state mandate, to prepare records for new Kindergarten enrollees, and to develop formal procedures in support of district Health Policies.

Dates: 06/24/11 – 8/31/11

Positions: School Nurses

Salary: Certificated Staff: 1/140th of monthly salary

Funding: Local Funds

Program: Preparation for Consultation Services

Description: Teachers who will be engaged in providing consultation services at Morristown High School will receive training in effective strategies for working with content area teachers and students with IEPs to ensure that appropriate modifications are in place and students receive appropriate support.

Dates: 06/24/11 – 8/31/11

Positions: Teachers, Instructional Leader/LDT-C

Salary: Per contract language

Funding: Local Funds

Program: Summer Secretarial Services

Description: Secretarial services needed for completion of Annual Reviews

Dates: 06/24/11 – 8/31/11

Positions: Pupil Services secretaries, up to 280 additional hours @ regular hourly rate

Salary: Hourly rate

Funding: Local Funds

Program: Summer Support Staff in Out-of-District Settings

Description: Staff is needed in support of those students placed in an out-of-district setting.

Dates: 6/21/11-8/31/11

Positions: 1 Student Health Care Specialist @ hourly rate & 1 Teacher Assistant (Regional Day School) @ \$13/hour

Funding: Local Funds

SAFETY GRANT PROGRAM

Motion #4 that, upon the recommendation of the Superintendent, the Board of Education approve the acceptance of \$42,900.00 for the 2011 Safety Grant Program through the New Jersey School Boards Association Insurance Group's ERIC West (NJSBAIG) sub fund for the period of July 1, 2011 through July 30, 2012.

EXPLANATION:

This grant will be used for security cameras at district schools and also snow chains for buses.

ACCEPTANCE OF ELLI GRANT APPLICATION

Motion #5 that, upon the recommendation of the Superintendent and the Curriculum Committee, the Board of Education accept \$234,300 from the New Jersey Department of Education for funding the Early Launch to Learning Initiative (ELLI). The funds will be used to offset costs of five inclusive preschool classrooms at the Lafayette Learning Center as well as for program enhancements at one or more community preschools.

EXPLANATION:

We have used the ELLI Grant awarded for the past six years to offset costs of running our inclusive preschool classrooms. Once renewed, approximately half of the money would remain in-district to enable us to continue to offset local funding costs, with the remaining funds available to enhance program standards for our future Morris School District kindergartners in local community preschool settings

CURRICULUM WRITING

Motion #6 that, upon the recommendation of the Superintendent, the Board of Education approve the following curriculum development activity:

Program:	Latin American Studies
Participating Staff:	2 teachers at \$1,000
Funding Source:	Local Funds
Rate:	Per contract language
Dates:	May 2011 – September 2011

Program:	AP Government and Politics
Participating Staff:	1 teacher at \$1,000
Funding Source:	Local Funds
Rate:	Per contract language
Dates:	May 2011 – September 2011

Program:	Graphic Storytelling
Participating Staff:	1 teacher at \$500
Funding Source:	Local Funds
Rate:	Per contract language
Dates:	May 2011 – September 2011

Program: How Sports Explains the World
 Participating Staff: 1 teacher at \$500
 Funding Source: Local Funds
 Rate: Per contract language
 Dates: May 2011 – September 2011

FIELD TRIPS

Motion #7 that, upon the recommendation of the Superintendent, the Board of Education approve the following overnight 2010-2011 field trip, for the FMS eighth graders, to Washington, D.C., on May 19-20, 2011.

The eighth graders will be accompanied by the following chaperones:
 Jeff Bridge, Rocco Antoniello, Robert Sparano, John Richter, Sarah Smalling, Kevin Rooney, Mariana D’Elia, Nicky Fletcher, Annemarie Forman, Giovanna Ricucci, Tara Moffatt, Amanda Beck, Caitlin Ryan, Elizabeth Greeley, Sharon Scarpa, Matt Daly, Marie Moran, Sue Carey, Tara Montague, Mary Beth Dishinger, Tom Hiserodt.
 This trip was previously approved on October 18, 2010.

Trip #	School	Destination	Mileage	Educational Rationale for Field Trip	Subs Reqd.	Est. Cost of Trip	Over-night
1	FMS	Washington, D.C.	460	Visit the nation’s capital and experience the memorials, museums and buildings.	11	Students pay	May 19-20, 2011

Motion #8 that, upon the recommendation of the Superintendent, the Board of Education approve the following overnight field trips for the 2010-2011 school year.

EDUCATIONAL MATTERS (Motions #1-8)

Moved by Ms. Pollak, seconded by Mrs. Fornaro

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

PUPIL SERVICES

OUT OF DISTRICT/HOME INSTRUCTION ROSTER

Motion #1 that, upon the recommendation of the Superintendent, the Board of Education approve placements and instructional services for students with disabilities, including those on Home Instruction, those received by the district and those attending schools for which tuition is charged, for the month of May 2011, as noted in the detailed listing attached herein and maintained on file in the Board Secretary’s office.

APPROVAL TO PARTICIPATE IN A POST-SCHOOL OUTCOMES SURVEY

Motion # 2 that, upon the recommendation of the Superintendent, that the Board of Education approve the District’s participation in a Post-School Outcomes Survey of Students with Disabilities, as required by the New Jersey Department of Education, Office of Special Education Programs to meet Federally mandated State Performance Plan Indicator #14 at the funding levels given below.

# Exited 09-10	Foundational \$	Supplemental \$ (≥60%)	Supplemental \$ (≥65%)	Supplemental \$ (≥70%)	Supplemental \$ (≥90%)
73	\$1,400	\$700	\$1,400	\$2,800	\$4,200

EXPLANATION

Each year, the State of New Jersey is required to report Post-School Outcomes to the U. S. Department of Education as part of its completion of the State Performance Plan. This year, as participants in Cohort V, the Morris School District has been selected to obtain survey information regarding students with IEPs who graduated or left school during 2009-2010. These funds are available to us following the successful collection of data, which will take place between May 1, 2011 and September 30, 2011. Funds can be used to reimburse payments for employee time sheets, phone bills, photocopying, office supplies, postage, and travel. The foundational amount will be paid if the work is completed; an additional amount is tied to the percentage of responses obtained. Local funds will be used and reimbursed, according to our results.

PUPIL SERVICES (Motions #1-2)

Moved by Ms. Pollak, seconded by Mrs. Fornaro

AYES Mrs. Bangiola, Mrs. Fornaro, Ms. Horowitz, Ms. McNeil,
Mrs. Murphy, Ms. Pollak, Mrs. Rhines,

NOES None

ABSENT Dr. Gallerstein, Dr. Rieck

RESIGNATION(S)/TERMINATION(S) 2011-2012

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

Allan, Theresa K/1, NP	July 1, 2011 Retirement
Balestra, Maurizio Italian, MHS	July 1, 2011 Resignation
Canzano, Lawrence Language Arts, MHS	July 1, 2011 Retirement
Falduto, Ann Elementary/Science, WD	July 1, 2011 Resignation
Gonzalez, Lourdes Special Ed., MHS	July 1, 2011 Retirement
Hashagen, Kenneth TOSA, MHS	July 1, 2011 Retirement
Heiden, Marcia Math, MHS	July 1, 2011 Retirement
Jackler, Carol French, FMS	July 1, 2011 Retirement
Kernoschak, John Custodian, FMS	July 1, 2011 Retirement
Kolovos, Kalliopi Custodian, MHS	July 1, 2011 Retirement
Kraskouskas, Ellen Art, NP	July 1, 2011 Retirement
Lichtmann, Zachary Language Arts, FMS	July 1, 2011 Resignation
Livingston, Lynn Teacher Assistant, Spec. Ed., WD	May 9, 2011 Resignation

RESIGNATION(S)/TERMINATION(S) 2011-2012

Mattos, Patricia Health/PE, MHS	July 1, 2011 Retirement
Meslar, Mary Ellen Grade 4/5, NP	July 1, 2011 Retirement
Roman, Frederic Industrial Arts, MHS	July 1, 2011 Retirement
Sayre, Pamela Secretary, MHS	July 1, 2011 Retirement
Strelec, Mary Jean Receptionist, MHS	July 1, 2011 Retirement
Wallerstein, Norman Public Speaking, MHS	July 1, 2011 Retirement

APPOINTMENT(S) 2010-2011

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.:

Berres, Nicole ® */** .5 Teacher Asst, Spec. Ed	\$11,329.50 Column B, Step 1	04/26/11-06/30/12	<u>In place of:</u> Established: 04/11/11.
Bifulco, Christine */*** Mathematics, MHS	\$56,655 MA, Step 4	09/01/11-06/30/12	Heiden, M. Retired
Cummings, Sarah */*** Grade 4, SX	\$51,147 BA, Step 3	09/01/11-06/30/12	Bohan, M. Retired
Kemp, Christiana */*** Math, MHS	\$49,038 BA, Step 2	09/01/11-06/30/12	Sugar, H. Retired
Warivonchik, Anna */*** Mathematics, MHS	\$46,929 BA, Step 1	09/01/11-06/30/12	Sitarik, K. Retired

- * Pending completion of paperwork
- ** Pending probationary period
- *** Salary to be amended following successful completion of contract negotiations

REAPPOINTMENT ADMINISTRATIVE STAFF 2011-2012

Motion #3 that, upon the recommendation of the Superintendent, the Board of Education approve the administrative staff reappointments for the 2011-2012 school year as filed with the School Business Administrator/Board Secretary and Human Resources offices.

REAPPOINTMENT CERTIFICATED STAFF 2011-2012

Motion #4 that, upon the recommendation of the Superintendent, the Board of Education approve the certificated staff reappointments for the 2011-2012 school year as filed with the School Business Administrator/Board Secretary and Human Resources offices.

REAPPOINTMENT NON-CERTIFICATED STAFF 2011-2012

Motion #5 that, upon the recommendation of the Superintendent, the Board of Education approve the non-certificated staff reappointments for the 2011-2012 school year as filed with the School Business Administrator/Board Secretary and Human Resources offices.

SUBSTITUTE(S) 2010-2011

Motion #6 that, upon the recommendation of the Superintendent, the Board of Education approve that the following name(s) be added to the list of substitutes for the 2010-2011 school year, and further that the Board of 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

Ripa, Savina (1 day~4/29/2011)
Wanko, Lindsey

Nurse

Beston, Anne
Maurice, Kathleen

Secretary

Chrisman, Diane (eff. 4/18/2011)

LEAVE(S) OF ABSENCE 2010-2011

Motion #7 that, upon the recommendation of the Superintendent, the Board of Education approve a leave of absence to the following staff under the conditions stated and effective dates shown:

Krause, Mary Alice Grade 3, SX	06/03/11-06/30/11 * Medical
Lucignani, Megan Grade 5, TJ	04/11/11-05/10/11-Maternity ** 05/11/11-09/08/11-FMLA *** 09/09/11-06/30/12-Childrearing ****
Richter, John Instructional Leader, FMS	04/28/11-05/08/11 – FMLA ***
Yoser, Jodi PAR, HC	04/11/11-05/10/11 Maternity ** 05/11/11-06/23/11 FMLA ***
Employee #1094	04/25/11-until further notice ***** Administrative Leave
Employee #0473	05/04/11-until further notice Suspension

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

EXTRA PAY 2010-2011

Motion #8 that, upon the recommendation of the Superintendent, the Board of Education approve the following extra-pay positions for the 2010-2011 school year:

POSITION	STAFF MEMBER	YR SVC	SALARY	INC.	TOTAL SALARY
CO-CURRICULAR– MHS					
Heritage Club Advisor	Priola, Claudine	11	\$1,693	3	\$2,431

HUMAN RESOURCES/CURRICULUM

PARENTAL WORKSHOPS 2010-2011

Motion #9 that, upon the recommendation of the Superintendent, the Board of Education approve the following **additional (in bold)** K-5 staff to design and present to parents instructional support for students.

Program:	Parental Workshops
Description:	Instructional support to parents
Dates:	October 1, 2010 – June 30, 2011
Participating Staff:	K-5 staff; maximum of 40 hours (\$2,000 total for each school)
Funding Source:	Title I
Rate:	1/140 th of monthly salary

Sussex:

Blumstein, Randee
Esposito, Debbie
Guitierrez, Lauren
Macchia, Michelle
Martell, Marlene

Alfred Vail:

Hantman, Dara
LaVigna, A. Francesca
McAndrew, Anita
Piascik, Anne
Welter, Debra
Payne, Denise
LaBarre, Julie
Manahan, Katie
Vena, Michelle
Jobe, Rachel
McAndrew, Rosemary

Normandy Park:

Ortiz, Ana
Herrmann, Bevinn
Kelly, Donna
Weitz, Jennifer
Hong, Lei-Han
Meslar, MaryEllen
Cantu, Maureen
Rosso, Nicole
Tulli, Nicole
Velez-Manning, Vilma

Alexander Hamilton

Giuliano, Irena
VanDerhoef, Jessica
Horan, Kelly
Emanuele, Lara Ann
Murphy, Linda
Yorston, Lisa
Pietersen, Patricia
Rauchbach, Patricia
Schranck, Thomas A.

Woodland

Correia, Catherine
Xenitelis, Christina

HUMAN RESOURCES/CURRICULUM

SCIENCE ACADEMY PROGRAM SUMMER HOURS 2011-2012

ALL SUMMER PROGRAMS PENDING FUNDING & ENROLLMENT

Motion #10 that, upon the recommendation of the Superintendent, the Board of Education approve the following Science Academy summer work:

Program: Science Academy
Description: Science Academy Freshman Orientation & Lessons
Dates: July 11-14, 2011
Participating Staff: Science Academy staff members
Funding Source: Pfizer Grant
Rate of Payment: Per contract language
Science Academy Teachers:
Colfax, Erin (16 hours)
Delimon, Julie (4 hours)
Wilpert, Marya (4 hours)
Madden, John (8 hours)

EXPLANATION:

July 11 - 14 - Science Academy incoming 9th grade orientation - 24 in-coming 9th graders will spend 4 days learning about the unique programming of the Science Academy through sample lessons (taught by Science Academy staff), group bonding activities and a field trip to the Police and Fire Training Academy's crime lab, burn building and virtual shooting range. We need two staff members to run the activities. During the week we have Science Academy staff members teaching "sample" lessons to the students. These are vignettes of what's to come in September. This program is funded by a private donor and the Pfizer Grant.

HUMAN RESOURCES/CURRICULUM

SCIENCE ACADEMY SUMMER HOURS 2011-2012

ALL SUMMER PROGRAMS PENDING FUNDING & ENROLLMENT

Motion #11 that, upon the recommendation of the Superintendent, the Board of Education approve the following Science Academy summer work:

Program: Science Academy
Description: Fairleigh Dickinson University Summer Program
Dates: July 11-15, 2011
Participating Staff: 1 Science Academy staff member for up to 25 hours
Funding Source: Pfizer Grant
Rate of Payment: Per contract language
Science Academy Teacher:
Kiernan, Brian

EXPLANATION:

July, 11 – 15, 2011 - Fairleigh Dickinson University - Summer Science Enrichment Program - 12 Science Academy students will travel to FDU's Madison campus each morning to perform experiments with FDU professors. The experiments deal with environmental issues and the students will work on solving problems that concern each professor's area of expertise and current research. Students will visit a corporate scientific lab that does research in one of the areas that the students will study. We have one teacher who will act as a chaperone for these students. This program is funded by a joint FDU/MHS Science Academy grant from Pfizer Inc.

Motion #12 that, upon the recommendation of the Superintendent, the Board of Education approve the following Science Academy summer work:

Program: Science Academy
Description: Science Poetry Summer Session
Dates: June 27 – 28, 2011
Participating Staff: Science Academy staff member (up to 12 hours)
Funding Source: Pfizer Grant
Rate of Payment: Per contract language
Science Academy Teacher:
Colfax, Erin

EXPLANATION:

June 27 and 28, 2011 - 14 Science Academy students will learn about different poetic styles. They then visit different science related sites in New Jersey with their journals. They are encouraged to write their reflections in the form of one of the poetic styles they have learned. Two teachers will accompany students to these sites and will instruct the students on each poetic form. This is partially funded by the students and partially funded by the Pfizer Grant.

SUMMER 2011 EMPLOYMENT

ALL SUMMER PROGRAMS PENDING FUNDING & ENROLLMENT

Motion #13 that, upon the recommendation of the Superintendent, the Board of Education approve the appointment of the following and payment upon submission of approved time sheets for the staff who will be involved with the 2011 summer curriculum programs, projects and employments as listed on the following pages, and further that the Board of Education approve the submission to the County Superintendent applications for emergency hiring and each applicant's attestation that s/he has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18a:6-7.1 et seq., 18:39-17 et seq.; 18A:6-4.13 at seq.:

Posting: #V-01
Position: Pre K-12 Extended School Year Special Education and elementary (3-5) Basic Skills Development, English Language Learners (ELL) and Special Ed Program Coordinator
Dates: June 27, 2011 to August 4, 2011
Stipend: \$7,000
Coordinator: McCormack, Diane

Posting: #V-02
Position: Summer Academy Program Coordinators
Dates: June 27, 2011 to July 21, 2011
Stipend: \$5,500
Coordinators: Grades K – 2 Richter, John

SUMMER 2011 EMPLOYMENT

Program: **Grades 3-5 Basic Skills Development, Special Education, and English Language Learners**

Description: Provide supplemental instruction in language arts literacy and mathematics for at risk students in grades K-12.
Dates: June 27 – July 21, 2011 (Monday – Thursday)
Enrollment: 160+ students
Funding Source: ARRA & IDEA

Teachers (hourly rate shown):

Bonkoski, Mary - \$34	Moffat, Tara - \$34
Butler, Stephanie - \$34	Rochacewicz, Jill - \$34
Esposito, Debra - \$34	Rooney, Kevin - \$34
Folmar, Leslye - \$34	Salamone, Kirsten - \$34
Green, Devan - \$39	Schafran, Gail - \$34
Herrmann, Bevinn - \$39	Tuzzeo, Margaret - \$39
Kenny, Joan - \$39	Ward, Sarah - \$34

Substitute Teachers - \$34/hr:

Bedell, Linda	Bruno, Kimberly
Blumstein, Randee	Madden, Kathleen

Nurse (hourly rate shown):

Lenat, Marilyn - \$39

Secretary - \$13/hr.

Pierce, Erika

Program: Grades K-2 Basic Skills Development, Special Education, and English Language Learners

Description: Provide supplemental instruction in language arts literacy and mathematics for at risk students in grades K-12.

Dates: June 27 – July 21, 2011 (Monday – Thursday)

Enrollment: 160+ students

Funding Source: ARRA & IDEA, Title I and local funds

Coordinator: Richter, John – Stipend \$5,500

Teachers (hourly rate shown, maximum 67.5 hrs.):

Amsallen, Juliette - \$39

Araujo, Carolina - \$34

Cantu, Maureen - \$34

Correia, Catherine - \$34

Cryan, Ashley - \$34

Favaro, Dina - \$34

Harris-King, Michelle - \$34

Horochofski, Catherine - \$34

Jackson, Mikal - \$34

LaBarre, Julie - \$34

Lieberman, Lance - \$34

Nicol, Katherine - \$34

Ortiz, Ana - \$39

Vargas, Marco - \$39

Weiss-Allen, Gloria - \$39

Welter, Debra - \$34

Nurse (hourly rate shown):

Landers, Laurie - \$39

Secretary – (\$13/hr. – maximum 90 hrs.)

Noll, Patricia

SUMMER 2011 EMPLOYMENT

Program: #V-09 Summer Maintenance & Custodial Work Crews

Funding: Local

Staff: Bassano, James (Supervisor) \$17.50/hour

Caserta, Pellegrino \$15.50/hour

Discolo, Raymond \$14.50/hour

Jordan, Robert \$14.50/hour

Noll, Brian ® \$10.50/hour

Turner, Glenn \$17.50/hour

EMPLOYEE FINE 2010-2011

Motion #14 that, upon the recommendation of the Superintendent, the Board of Education approve the 1/2-day fine of Employee #2564's salary.

EXPLANATION:

This fine was given for poor work performance.

EXTRA SERVICES 2010-2011

Motion #15 that, upon the recommendation of the Superintendent, the Board of Education approve compensation to the following employee for providing Language Arts services after school to a small group of students for 18 one-hour sessions from April 12 through June 16, 2011, per their IEPs.

Baldassari, Michelle

Special Education Teacher

NP

Upon submission of approved timesheets, she will be compensated at her hourly rate.

HUMAN RESOURCES (Motions #1-15)

Moved by Ms. Pollak, seconded by Mrs. Fornaro

AYES Mrs. Bangiola, Mrs. Fornaro, Ms. Horowitz, Ms. McNeil, Mrs. Murphy, Ms. Pollak,
Mrs. Rhines

NOES None

ABSENT Dr. Gallerstein, Dr. Rieck

BUSINESS MATTERS

Financial Reports

Motion #1 **Financial Reports of the Secretary to the Board of Education**
that the Board of Education approve the following financial reports as on file in the Business Administrator's office for the months of **March & April, 2011.**

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 **March & April, 2011** which are reconciled with the Board Secretary's Reports by fund for those periods.

Motion #2 Pursuant to N.J.A.C. 6A:23-2.11 (c) 3, we certify that as of **March & April, 2011** after review of the Secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(a) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Motion #3 Pursuant to N.J.A.C. 6A:23-2.11 (c) 4, I certify that as of **March & April, 2011** no budgetary line item account has been over expended in violation of N.J.A.C. 6A:23-2.11 (b).

Business Administrator/Board Secretary **May 9, 2011**
Date

HELD PURCHASE ORDER

Motion #4 that upon the recommendation of the Superintendent, the Board of Education approve checks totaling **\$ 624.84** as per the attached for expenses incurred as per policy #3320.1.

BUDGET TRANSFERS (10-11)

Motion #5 that upon the recommendation of the Superintendent, the Board of Education approve Budget Transfers for the 2010-2011 budget through **April 30, 2011.**

BILLS LIST (10-11)

Motion #6 that upon the recommendation of the Superintendent, the Board of Education approve the attached 2010-2011 bills list for the period ending:
April 15 & 30, 2011(Payroll)
May 2, 2011
May 9, 2011

BUSINESS ADMINISTRATOR AUTHORIZATION

Motion #7 that upon the recommendation of the Superintendent, the Board of Education approve the Business Administrator/Board Secretary to do account transfers, pay bills and approve travel in accordance with policies #0147, 0147A, 3440 and 4440, Board Member Travel Expenses; Staff Travel Expenses and N.J.S.A. 18A:11-12, from May 10, 2011 to June 6, 2011 which are presented in proper order; list of such payments and travel subject to presentation and ratification at the board meeting to be held June 6, 2011.

SUPERINTENDENT'S AUTHORIZATION

Motion #8 that upon the recommendation of the Superintendent, the Board of Education approve that the Superintendent of Schools is hereby authorized to employ school personnel to fill vacancies in existing job classifications as they may occur between May 10, 2011 and June 6, 2011 subject to presentation and ratification at board meeting to be held June 6, 2011.

403(b) Plan

Motion #9 in accordance with Section 1.3 of the Morris School District Section 403(b) Plan effective January 1, 2009 and adopted by the Board on December 15, 2008, the Board hereby appoints an Administrative Committee consisting of the following members:

Christine A. Kelly	Business Administrator
Anthony LoFranco	Assistant Business Administrator
Michele Meechan	Payroll Supervisor
Lynn Horowitz	Board of Education Member

Additionally, the Board appoints the following individuals as authorized signers related to administrative functions pertaining to the same plan:

Christine A. Kelly	Business Administrator
Anthony LoFranco	Assistant Business Administrator
Michele Meechan	Payroll Supervisor

NEIGHBORHOOD HOUSE

Motion #10 that upon the recommendation of the Superintendent, the Board of Education approve a contract in the amount of \$32,307.00 with the Neighborhood House to provide a Summer Food Service Program for Breakfast and Lunch from June 27, 2011 thru August 26, 2011

AGREEMENTS

Grow it Green

Motion #11 that upon the recommendation of the Superintendent, the Board of Education approve an addendum to the agreement with "Grow It Green Morristown" for a Community Supported Agricultural Garden at the Lafayette Learning Center.

NATURAL GAS SUPPLY SERVICE

Motion #12 that upon the recommendation of the Superintendent, the Board of Education approve a Natural Gas Supply Service Contract between the Morris School District and the Hess Corporation. (Contract on file in Business Administrator's Office.)

DONATION

Motion #13 that upon the recommendation of the Superintendent, the Board of Education accept a donation of \$1,167.54. This donation is being made by the Provident Bank. and was used for the "Coins For A Cause" ice cream social. A letter of appreciation will be sent to the Provident Bank thanking them for their support of the students of the Morris School District.

PAYMENTS

Motion #14 that upon the recommendation of the Superintendent, the Board of Education approve a final payment in the amount of \$77,972.98 to Dakota Excavating Cont., Inc. for Field and Track Rehabilitation at Morristown High School through October 26, 2010.

Motion #15 that upon the recommendation of the Superintendent, the Board of Education approve a payment in the amount of \$2,920.85 to USA Architects for professional service work done on the Alexander Hamilton School Roof Replacement, February 1, 2011 through February 28, 2011. (Invoice #20568)

Motion #16 that upon the recommendation of the Superintendent, the Board of Education approve a payment in the amount of \$8,881.18 to USA Architects for professional service work done on the Thomas Jefferson School Roof Replacement, February 1, 2011 through February 28, 2011. (Invoice #20569)

Motion #17 that upon the recommendation of the Superintendent, the Board of Education approve a payment in the amount of \$5,300.00 to USA Architects for professional service work done on the Morristown High School Science Labs, February 1, 2011 through February 28, 2011. (Invoice #20571)

Motion #18 that upon the recommendation of the Superintendent, the Board of Education approve a payment in the amount of \$2,863.95 to USA Architects for professional service and reimbursable Morristown High School Science Labs, March 1, 2011 through March 31, 2011. (Invoice #20668)

Motion #19 that upon the recommendation of the Superintendent, the Board of Education approve a payment in the amount of \$1,277.63 to USA Architects for professional service and reimbursable Morristown High School Toilet Room Upgrades, March 1, 2011 through March 31, 2011. (Invoice #20677)

PROFESSIONAL SERVICES

Air Quality Permits

Motion #20 WHEREAS, there exists a need for professional services for **2010-2011** 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 Energy For America be engaged for preparation of an application for new, corrected or renewal New Jersey Department of Environmental Protection (NJDEP) Air Quality Permits for

Alfred Vail School at a cost not to exceed \$450.

Air Quality Permits

Motion #21 WHEREAS, there exists a need for professional services for **2010-2011** 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 Energy For America be engaged for preparation of an application for new, corrected or renewal New Jersey Department of Environmental Protection (NJDEP) Air Quality Permits for

Woodland School at a cost not to exceed \$450

BIDS

Roof Replacement at Alexander Hamilton and Thomas Jefferson Schools

Motion #22 that bids for Roof Replacement at Alexander Hamilton and Thomas Jefferson Schools, #11-003 and 11-004, having been duly advertised and received on March 23, 2011, the award, be made to BMV, Old Bridge, NJ, in the low bid amount of \$1,169,500 from 2011-2012 Expense Funds.

	<u>TOTAL BID</u>
BMV	\$ 1,169,500
Laumar Roofing	\$ 1,188,000
Barrett Roofs	\$ 1,191,875
Arch Concept Construction	\$ 1,268,500
USA General Contractors	\$ 1,337,000

BID REJECTION

Motion #23 that upon the recommendation of the Superintendent, the Board of Education approve the following resolution rejecting bids submitted for replacing windows and doors at Morristown High School and Hillcrest School, adopted by the Morris School District Board of Education.

WHEREAS, there exists a need for replacing windows and doors; and

WHEREAS, a bid opening was held on March 23, 2010, in connection with obtaining bids in this regard; and

WHEREAS, a review of the bids submitted indicated that the specifications had been unclear regarding the documentation required to be submitted with the bids and that said specifications should be clarified in order to maintain the fairness of the bidding process.

NOW, THEREFORE, BE IT RESOLVED BY THE MORRIS SCHOOL DISTRICT BOARD OF EDUCATION that in accordance with *N.J.S.A. 18A:18A-22*, the bids submitted for windows and doors at Morristown High School and Hillcrest School be and hereby are rejected because of the need to revise the bid specifications; and

BE IT FURTHER RESOLVED that the Board hereby retroactively authorizes the revision of the specifications and the re-advertisement for bids to be opened on May 25, 2011, in connection therewith.

FOOD SERVICE

Motion #24 that upon the recommendation of the Superintendent, the Board of Education approve the food service management company contract, subject to state approval, between the Morris Board of Education and Compass Group USA, Inc., by and through its Chartwells Division located at 3 International Drive Rye Brook, NY 0573 be awarded the contract for the 2011-2012 school year under the following arrangements:

1. Chartwells will charge a management fee of nineteen and eighty-nine hundredths tens cents (\$.1989) per meal served and meal equivalents during the 2011-2012 academic year.
2. The calculation of cash receipts for meals served to children, excluding sales of National School Lunch Program, School Breakfast Program, and After School Snack Program, shall be divided by \$2.00 to arrive at an equivalent meal count.
3. Chartwells guarantees that the subsidy/deficit to the LEA from the Food Service Program for the school year will be -\$320,834. If the annual operating statement shows a subsidy/deficit of greater than -\$320,834, Chartwells shall pay the difference between the actual and the guaranteed amount. Chartwells guarantees that the bottom line of the operational financial report for the school year will reflect a loss no greater than -\$320,834. The Guaranteed Subsidy is based on the following conditions and assumptions remaining in effect for the school year:
 - a. Reimbursement rates for the Child Nutrition Program meals will not be less than the rates in effect for any prior school year.
 - b. The value of government-donated commodities will not be less than the value of government-donated commodities received during the prior school year.
 - c. The number of days for breakfast and lunch meals are served during the school year will not be less than as follows:

Number of Serving Days		
School	Lunch	Breakfast
Lafayette PreK & Administration	180	165
Hamilton Elementary (3-5)	180	174
Vail Elementary (K-2)	180	165
Hillcrest Elementary (K-2)	180	165
Normandy Park Elementary (K-7)	180	165
Sussex Avenue Elementary (3-5)	180	165
Jefferson Elementary (3-5)	180	164
Woodland Elementary (K-2)	180	177
Middle School (6-8)	168	178
High School (9-12)	168	178
<i>Inclement weather or other emergencies closings may further reduce serving days</i>		

- d. The number of serving periods, locations, serving times and types of service will not change materially.
- e. The student enrollment for the Term of the Agreement will not be less than 4,908 students.
- f. The level of wages, salaries and fringe benefits will not exceed those included in Chartwells' proposed operating budget submitted to the LEA.
- g. The selling prices of Menu Pattern Meals and a la carte selections will not be less than those included in Chartwells' proposed operating budget submitted to the LEA.
- h. Service will not be interrupted as a result of fire, work stoppage, strike or school closing.
- i. The District and its representatives including but not limited to, school principals, teachers and District employees shall fully cooperate with Chartwells in the implementation of the Food Service Program. The District shall fully cooperate with Chartwells to limit the expansion of competitive food sales in order to maximize the gross receipts and other non-cash sales of the Food Service Program.
- j. The LEA shall have timely submitted all documentation for reimbursement claims, except where such failure is due to an act or omission of Chartwells.
- k. The number of students eligible for free and reduced price meals will be no less than that during the prior school year.
- l. The following variable District expenses charged to the Food Service budget by the District must be identified and capped so as not to exceed the following amounts:
 - Local Education Agency Labor Expense in the amount of \$785,484
 - POS System Annual Charges of \$6,000
- m. Labor costs are higher than that budgeted by Chartwells as a result of the LEA not providing the collective bargaining agreement in connection with the Request for Proposal.

In the event the foregoing conditions are not met during the school year, Chartwells' guarantee obligation shall be reduced by an amount equivalent to any increased cost or loss of revenue attributable to the changes in such conditions.

PROFESSIONAL SERVICE

Motion #25 WHEREAS there exists a need for professional services for **2010-2011** 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:

Whitman Companies
State Contract #77648

Asbestos Abatement for Science Labs at Morristown
High School.

TRAVEL & REIMBURSEMENT

Motion #26 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 critical to the instructional needs of the school district or furthering the efficient operation of the school district; and

WHEREAS, the travel and related expenses particular to attendance at these functions are in compliance with the state travel payment guidelines established by the Department of Treasury and with guidelines established by the Federal Office of Management and Budget; be it

RESOLVED, that the board approves the travel and related expenses particular to attendance at these functions.

BUSINESS MATTERS (Motions #1-26)

Moved by Ms. Pollak, seconded by Mrs. Fornaro

AYES Mrs. Bangiola, Mrs. Fornaro, Ms. Horowitz, Ms. McNeil,
Mrs. Murphy, Ms. Pollak, Mrs. Rhines,

NOES None

ABSENT Dr. Gallerstein, Dr. Rieck

NEW BUSINESS BROUGHT BEFORE THE BOARD

Mrs. Murphy presented Dr. Ficarra and the Board with the Normandy Park Literary Journal. This comes out once every 4 years. It is a writing sample of every child in the school. The journal was assembled under the direction of Bevin Hermann and Laureen Winfield.

ADJOURNMENT (7:55 P.M.)

Moved by Ms. Horowitz, seconded by Ms. Pollak

AYES Mrs. Bangiola, Mrs. Fornaro, Ms. Horowitz, Ms. McNeil,
Mrs. Murphy, Ms. Pollak, Mrs. Rhines,

NOES None

ABSENT Dr. Gallerstein, Dr. Rieck

Respectfully Submitted

Christine A. Kelly
Business Administrator/Board Secretary