

**Morris Plains Board of Education  
Public Meeting – February 14, 2012**

Meeting will be held in the Borough School Learning Center  
7:30 Public Meeting begins

**I Call to Order and Reference to the Sunshine Law**

In accordance with the requirements of the Open Public Meetings Act (Chapter 231, P.L. 1975), I wish to announce that: The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this act, the Morris Plains School District Board of Education, in the County of Morris, New Jersey has caused notice of this meeting to be published by having the date, time and place thereof posted in the Board Administrative Offices, sent to the Clerk of the Borough of Morris Plains, the Morris Plains Library, the Daily Record, the Star Ledger, and the Morris News Bee.

**II Pledge of Allegiance**

**III Roll Call**

<input type="checkbox"/> Alan Albin	<input type="checkbox"/> Scott Bober	<input type="checkbox"/> Lee Connor	<input type="checkbox"/> Cynthia Fetherston	<input type="checkbox"/> Terri Kaag
<input type="checkbox"/> Maria Manley	<input type="checkbox"/> Wayne Marek	<input type="checkbox"/> Douglas McCabe	<input type="checkbox"/> Denise Rawding	Quorum? <input type="checkbox"/> yes <input type="checkbox"/> no

Alice Bresett       Ernest Palestis       Number of Public

**IV Executive Session**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, BE IT RESOLVED by the Board of Education to recess this public meeting and enter into closed session, where the public will be excluded, for the purpose of discussing personnel items which come within the provisions of NJSA 10:4-12, Chap. 231 of P.L. 1975. The matters discussed in closed session will be disclosed to the public when circumstances permit.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ TK \_\_\_ MM \_\_\_ WM \_\_\_ DMc \_\_\_ DR \_\_\_

**V Return to Regular Session from Closed Session (if necessary)**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, BE IT RESOLVED by the Board of Education to return to the regular session of the Board of Education meeting from the closed session.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ TK \_\_\_ MM \_\_\_ WM \_\_\_ DMc \_\_\_ DR \_\_\_

**VI Hearing of Citizens and/or Delegations**

Public comment is welcome. Time limit for topics is three minutes. Letters or memos are helpful. Please state your name and address for the record.

**VII Superintendent's Report – Dr. Ernest Palestis  
--Enrollment**

**VIII Preliminary 2012-2013 School Budget Expenditures**

**IX Approval of the Board of Education Minutes**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board of Education approves the following minutes: January 24, 2012 – Public and January 24, 2012 – Executive Session.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ TK \_\_\_ MM \_\_\_ WM \_\_\_ DMc \_\_\_ DR \_\_\_

**X Business Items Prepared for Official Action on February 14, 2012:**

**A. Personnel (upon the recommendation of the Superintendent)**

**B. Finance/Buildings & Grounds/Purchasing/Contracts**

**1. Approval of Line Item Transfers**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves line item transfers dated February 14, 2012 in the amount of \$91,412.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ TK \_\_\_ MM \_\_\_ WM \_\_\_ DMc \_\_\_ DR \_\_\_

**2. Approval of Bills and Claims Report**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the attached bills and claims report dated February 14, 2012 in the amount of \$1,315,506.64.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ TK \_\_\_ MM \_\_\_ WM \_\_\_ DMc \_\_\_ DR \_\_\_

**3. Approve to Move Bank Accounts**

Motion by \_\_\_ seconded by \_\_\_ the Board approves moving the following accounts from TD Bank to Investors Savings Bank:

Account	TD Account Number	Signatures
Food Service Account	XXXXXX9191	Board Secretary, Board President, Treasurer
Student Activity Account	XXXXXX2451	Board Secretary, Superintendent, Treasurer
Construction Fund Account	XXXXXX9308	Board Secretary, Board President, Treasurer

Two signatures must be used on each check for each account. These accounts are being moved to Investors Savings Bank since TD Bank will no longer service these accounts without charging us service fees.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ TK \_\_\_ MM \_\_\_ WM \_\_\_ DMc \_\_\_ DR \_\_\_

**4. Authorize Architect to Prepare Applications for Site Projects**

Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ the Board authorizes Parette Somjen Architects to prepare applications to the Department of Education for various site projects including but not limited to the roof replacement and the conversion of storage space to classroom space at Mountain Way School, and affirm that the projects are being submitted as "other capital" projects and the Board of Education is not seeking state funding. The Board further authorizes Parette Somjen to update the district's LRFP if applicable.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ TK \_\_\_ MM \_\_\_ WM \_\_\_ DMc \_\_\_ DR \_\_\_

**5. Approve Purchase of Synergistic Lab Equipment/Upgrades**

Motion by \_\_\_ seconded by \_\_\_ the Board approves the purchase of Synergistic Lab equipment, software upgrades, professional development, delivery and installation in the amount of \$26,428.72 from Pitsco Education. This equipment and software is proprietary and can only be purchased from this vendor. Funds for this purchase will come from 2010-11 Extraordinary Aid and are necessary to keep this program running.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ TK \_\_\_ MM \_\_\_ WM \_\_\_ DMc \_\_\_ DR \_\_\_

**6. Approve Purchase of Cafeteria Equipment**

Motion by \_\_\_ seconded by \_\_\_\_, the Board approves the purchase of the following cafeteria equipment for the Mountain Way kitchen. Funds will come from the Food Service Account:

Vendor	Equipment	Cost
Savco Restaurant Equipment	Stainless Steel Hood	\$1,950
Savco Restaurant Equipment	Turbo Air 2 door freezer	\$3,430
Savco Restaurant Equipment	Stainless Steel Work Table	\$ 200
Savco Restaurant Equipment	5-shelf unit	\$ 204
Singer Equipment Company	Convection Gas Oven	\$2,980
Total		\$8,764

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ TK \_\_\_ MM \_\_\_ WM \_\_\_ DMc \_\_\_ DR \_\_\_

**7. Approve Purchase of Cafeteria Equipment**

Motion by \_\_\_ seconded by \_\_\_\_, the Board approves the purchase of a 2-door Reach-in freezer in the amount of \$3,034 from Central Restaurant Products for use in the Borough School cafeteria. This freezer will replace the current freezer which is no longer reliable. Funds will come from the Food Service Account.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ TK \_\_\_ MM \_\_\_ WM \_\_\_ DMc \_\_\_ DR \_\_\_

**8. Adopt a Resolution Curtailing all Non-Essential General Fund Spending**

Motion by \_\_\_ seconded by \_\_\_ the board approves the following resolution:

WHEREAS, the Board of Education has a responsibility to exercise fiscal prudence and to protect its limited surplus, be it

RESOLVED, effective immediately all non-essential general fund spending be curtailed, and be it

FURTHER RESOLVED, costs associated with health, safety, required maintenance, IEPs, as well as any functions or projects scheduled or budgeted for prior to adoption of this resolution be excluded from the moratorium on spending.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ TK \_\_\_ MM \_\_\_ WM \_\_\_ DMc \_\_\_ DR \_\_\_

**9. Adopt Special Education Medicaid Initiative (SEMI) Program Waiver**

Motion by \_\_\_ and seconded by \_\_\_ the Board adopts the following resolution:

WHEREAS, N.J.A.C. 6A:23A-5.3(b)2 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2012-2013 school year; and

WHEREAS, the Morris Plains Board of Education desires to apply for this waiver due to the fact that it projects having fewer than forty Medicaid eligible classified students;

NOW, THEREFORE, BE IT RESOLVED, that the Morris Plains Board of Education hereby authorizes the Superintendent of Schools to submit to the Executive County Superintendent of Schools in the County of Morris an appropriate waiver of the requirements of N.J.A.C. 6A:23A-5.3 for the 2012-2013 school year.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ TK \_\_\_ MM \_\_\_ WM \_\_\_ DMc \_\_\_ DR \_\_\_

**C. School Elections**

**1. Adopt Resolution Moving School Elections from April to November**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board adopts the attached resolution to change the school election date from the third Tuesday in April to the first Tuesday after the first Monday in November.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ TK \_\_\_ MM \_\_\_ WM \_\_\_ DMc \_\_\_ DR \_\_\_

**D. School Calendar – 2012-2013**

**1. Approval of School Calendar**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the school calendar for the 2012-2013 school year as per the attached.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ TK \_\_\_ MM \_\_\_ WM \_\_\_ DMc \_\_\_ DR \_\_\_

**E. Superintendent’s Anti-Bullying Report**

**1. Accept and Affirm the Superintendent’s Anti-Bullying Report**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board accepts and affirms the Superintendent’s monthly report of Harassment, Intimidation and Bullying.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ TK \_\_\_ MM \_\_\_ WM \_\_\_ DMc \_\_\_ DR \_\_\_

**F. Programs/Fundraisers**

**1. Approval of Proposal for Evening Courses – Borough School Computer Lab**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the attached proposal for Evening Courses in the Borough School Computer Lab for the purpose of assisting community members with instruction of software programs and to raise money to purchase digital cameras and memory cards for the Computer Lab. This will be sponsored by the Morris Plains Home and School Association.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ TK \_\_\_ MM \_\_\_ WM \_\_\_ DMc \_\_\_ DR \_\_\_

**2. Approval of Proposal for Republican Club Support of the Eighth Grade Trip**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the attached proposal for a donation of \$500.00 to the Class of 2012 to offset some of the costs for the annual educational trip to Washington, D.C. in exchange for Class of 2012 volunteers to set-up, serve and help with child care at the Republican Club’s Annual Pasta Dinner on March 24, 2012 from 4:00 p.m. to 7:00 p.m. at the Morris Plains Community Center. No alcohol will be served and there will be adult supervision.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ TK \_\_\_ MM \_\_\_ WM \_\_\_ DMc \_\_\_ DR \_\_\_

**G. Workshops/Seminars/Conferences**

**1. Approval of Professional Development**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the attached list of requests for professional development and corresponding costs.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ TK \_\_\_ MM \_\_\_ WM \_\_\_ DMc \_\_\_ DR \_\_\_

**H. Policy****1. Approval of Policies for Second Reading**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_, the Board adopts, on second reading, the following policies:

1120	Board of Education Meetings
1140	Distribution of Materials by Pupils and Staff
2000/2010	Concepts and Roles in Administration: Goals and Objectives
2121	Line of Responsibility
2131	Chief School Administrator
2210	Administrative Leeway in Absence of Board Policy
2224	Nondiscrimination/Affirmative Action
3160	Transfer of Funds Between Line Items/Amendments/Purchases Not Budgeted
3250	Income from Fees, Fine, Charges
3260/3270	Sale and Disposal of Books, Equipment and supplies
3280	Gifts, Grants and Bequests
3320	Purchasing Procedures
3400	Accounts
3440	Inventories
3450	Money in School Buildings
3453	School Activity Funds
3514	Equipment
3515	Smoking Prohibition
3541.3	Nonschool Use of District Vehicles
3541.31	Privately Owned Vehicles
3541.32	District Owned Vehicles
3510	Operation and Maintenance of Plant
4111.1	Nondiscrimination/Affirmative Action
4115	Supervision
4119.22/4219.22	Conduct and Dress
4138	Nonschool Equipment
4138.2	Private Tutoring
4147	Employee Safety
4151	Attendance Patterns
4151.1	Personnel Illness and Injury/Health and Hardship
4213/4214	Assignment Transfers
4215	Supervision
4219.21	Conflict of Interest
4222	Noninstructional Aides
4231/4231.1	Staff Development; Inservice Education/Visitation/Conferences
4238	Nonschool Employment
4247	Employees Safety
4251	Attendance Patterns
4251.1	Personal Illness and Injury/Health and Hardship
5124	Reporting to Parents/Guardians
5131.7	Weapons and Dangerous Instruments
5134	Married/Pregnant Pupils
5141.1	Accidents
5141.6	Suicide Prevention
6145	Extracurricular Activities

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ TK \_\_\_ MM \_\_\_ WM \_\_\_ DMc \_\_\_ DR \_\_\_

**I Special Education**

**1. Approval of Home Instruction**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves home instruction for student 000641 at the student’s home, effective February 2012 through June 2012, not to exceed 10 hours per week for 18 weeks at a total cost not to exceed \$5,940.00 (\$33.00 per hour).

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ TK \_\_\_ MM \_\_\_ WM \_\_\_ DMc \_\_\_ DR \_\_\_

**XI Discussion Items:**

- A. New Business**
  - ✓ **School Elections**

- B. Old Business**

**XII Executive Session (if necessary)**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, BE IT RESOLVED by the board of education to recess this public meeting and enter into closed session, where the public will be excluded, for the purpose of discussing personnel items which come within the provisions of NJSA 10:4-12, Chap. 231 of P.L. 1975. The matters discussed in closed session will be disclosed to the public when circumstances permit.

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**XIII Return to Regular Session from Closed Session (if necessary)**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, BE IT RESOLVED by the board of education to return to the regular session of the Board of Education meeting from the closed session.

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**XIV Hearing of Citizens and/or Delegations**

Public comment is welcome. Time limit for topics is three minutes. Letters or memos are helpful. Please state your name and address for the record.

**XV Adjournment**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, BE IT RESOLVED that the Morris Plains Board of Education moves to adjourn the meeting.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ TK \_\_\_ MM \_\_\_ WM \_\_\_ DMc \_\_\_ DR \_\_\_