

Morris Plains Board of Education
Public Hearing on the School Budget/Public Meeting
March 27, 2012 (Tuesday)

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

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 Public Hearing on the Proposed 2012-2013 School Budget

VIII Superintendent's Report – Dr. Ernest Palestis

IX Board Committee Status Reports

- Finance
 - Buildings and Grounds
- Curriculum and Instruction
- Legislative
- Educational Services Commission of Morris County (ESC)
- Morris School District
- Personnel
- Policy Updates
- Liaison Committees (Reports if Available)
 - Morris Plains Home and School Association (MPHSA)
 - Morris Plains Municipal Alliance Committee (MPMAC)
 - Education Foundation of Morris Plains (EFMP)
 - Strategic Planning Committees

X Approval of the Board of Education Minutes

On the motion of _____ seconded by _____, the Board approves the following Minutes:
 March 13, 2012 – Executive Session
 March 13, 2012 – Public Meeting

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

XI Business Items Prepared for Official Action on March 27, 2012:

A. Personnel (upon the recommendation of the Superintendent)

B. Finance/Buildings & Grounds/Purchasing/Contracts

1. Approve Line Item Transfers

On the motion of _____ seconded by _____, the Board approves line item transfers dated March 27, 2012 in the amount of \$_____.

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

2. Approve Bills and Claims Report

On the motion of _____ seconded by _____, the Board approves the attached bills and claims report dated March 27, 2012 in the amount of \$204,663.62.

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

3. Approve Payroll Distribution

Motion by ___ seconded by ___ RESOLVED that the Board of Education approves the payroll distribution summarized below and directs that the payroll distribution be attached to and be made part of these Minutes.

Payroll Date	Fund	Amount
March 15, 2012	General Fund	\$250,426.23
	Special Revenue	\$ 244.20

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

4. Approve Board Secretary and Treasurer’s Reports For The Period Ending February 29, 2012

On the motion of _____ seconded by _____ Be It Resolved, that the Board of Education acknowledges receipt of the Certification from the Board Secretary that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of NJAS 18A:17-9, further that District Board of Education, after review of the Board Secretary’s and Treasurer’s monthly financial reports upon consultation with the appropriate district personnel, certifies that no major account or fund has been over expended in violation of NJAS 18A:17-36, and that sufficient funds are available to meet the District Board of Education’s financial obligations for the remainder of the fiscal year and that therefore it is recommended that the Secretary’s and Treasurer’s Reports for the period ending February 29, 2012 to be approved.

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

5. Approve Business Administrator/Board Secretary as Qualified Purchasing Agent

On the motion of _____ seconded by _____ the Board approves the following resolution: **WHEREAS**, N.J.S.A. 18A:18A-3a, permits a board of education to authorize its purchasing agent to award contracts that do not exceed in a contract year the annual limit as established by the Governor, and

WHEREAS, local boards of education have been advised by the Local Finance Board through that the Governor has authorized the following bid and quotation thresholds effective April 2, 2012.

	Bid Threshold	Quotation Threshold
Base Amount	\$17,500	\$2,625
With Qualified Purchasing Agent	\$36,000	\$5,400

WHEREAS, Kristin Kosky possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.; and

WHEREAS, Morris Plains Board of Education desires to increase the bid threshold as provided in N.J.S.A. 18A:18A-3; now, therefore, be it

RESOLVED, that the governing body of the Morris Plains Board of Education, in the County of Morris, in the State of New Jersey hereby increases its bid threshold to \$36,000 and its quotation threshold to \$5,400 and be it further

RESOLVED, that the governing body hereby appoints Kristin Kosky as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education; and be it further

RESOLVED, that in accordance with N.J.A.C. 5:34-5.2 the Board of Education Secretary is hereby authorized and directed to forward a certified copy of this resolution and a copy of Kristin Kosky’s certification to the Director of the Division of Local Government Services.

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

6. Appoint Purchasing Agent

On the motion of _____ seconded by _____, **Be It Resolved**, that the Board appoints Kristin Kosky as the Purchasing Agent for the District for the 2011-2012 school year; **Be It Further Resolved**, that the Board authorizes the Purchasing Agent to procure goods and services on behalf of the District through State Contracts, Cooperative Purchasing Agencies and via Shared Services with other local government agencies according to P.L. 1999 c.440.

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

7. Approval of Petty Cash Funds

On the motion of _____ seconded by _____, the Board approves the following resolution:

WHEREAS, there has been a need to reestablish a petty cash fund for the purpose of making immediate payments of comparatively small amounts as per board policy; and

WHEREAS, the State Board of Education has amended N.J.A.C. 6A:23-2.9, N.J.S.A. 18A:19-13 to establish requirements which strengthen the fiscal controls and accountability for petty cash funds;

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey authorizes the establishment of the following petty cash funds in the amounts indicated below:

Business Administrator	Kristin Kosky	\$200.00
Principal, Borough School	Sean Dolan	\$200.00
Principal, Mt. Way School	Lindsay Nahm	\$200.00

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

8. Approval of Change Orders – Relocation of the Boiler

Motion by ___ seconded by ___, the Board approves Change Order # 001 to Architect Project #4527 T.M. Brennan Contractors, relocation of boiler from Borough School to Mountain Way School in the amount of \$1,908.08 for installation of owner-provided pump. Money to be taken from budgeted contingency; and Resolved that the Board approve Change Order #002 in the amount of \$3,091.92 credit and deduct this remaining contingency allowance from the project total. Total project amount is now \$53,908.08. Original project budget was \$57,000.

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

9. Adopt Resolution Authorizing Change in Dental Carriers

Motion by ___ seconded by ___, the Board adopts the following resolution authorizing change in Dental Carriers:

WHEREAS, the Morris Plains Board of Education currently offers Dental Coverage to its' employees through Delta Dental Plan of New Jersey and;

WHEREAS, the Integrity Consulting Group has received a quote on behalf of the Board of Education from Horizon Blue Cross Blue Shield of New Jersey, and;

WHEREAS, the quoted rates received from Horizon Blue Cross Blue Shield of New Jersey are less expensive than the current Delta Dental Plan of New Jersey Plan for the period July 1, 2012 through June 30, 2013, and;

WHEREAS, the Integrity Consulting Group recommends the change in Dental Carriers effective July 1, 2012;

NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF EDUCATION OF MORRIS PLAINS THAT, the change in Dental Carriers to Horizon Blue Cross Blue Shield of New Jersey, Inc., be effective July 1, 2012.

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be forwarded to the Integrity Consulting Group for execution with insurance carrier.

C. Budget – 2012-2013 School Year

1. Approve Submission of the 2012-2013 School Budget

On the motion of _____, seconded by _____, the Morris Plains Board of Education approves the following resolution and submission of the 2012-2013 final budget to the County Office.

BE IT RESOLVED that the Morris Plains School Board of Education, in the County of Morris, New Jersey approves the 2012-2013 school district budget for submission to the county superintendent as follows:

General Fund	\$14,994,161
Special Revenue Fund	\$ 144,211
Debt Service Fund	\$ 555,100

and;

BE IT FURTHER RESOLVED, that there should be raised for the General Fund \$13,884,036 and Debt Service \$545,458 for the ensuing School Year (2012-2013); and

WHEREAS, the district has a taxing authority which is composed of \$0.00 for health benefits adjustment, \$0.00 for enrollment adjustment, \$0.00 for PERS Deferment, and \$23,599 banked levy from previous budgets are available to the district for the school budget for 2012-2013 in addition to the 2% cap increase over the prior year which totals \$23,599 resulting in a maximum district tax levy available of \$13,941,748.

WHEREAS, The Board has approved that there should be raised for the General Fund a tax levy of \$13,884,036 for the ensuing School Year (2012-2013).

BE IT RESOLVED, that the Morris Plains Board of Education, in the County of Morris, New Jersey approves that the unused taxing authority of \$57,712 be banked for potential use in the subsequent three fiscal years.

BE IT RESOLVED, that the Morris Plains Board of Education, in the County of Morris, New Jersey approves the withdrawal of \$143,825 from the Capital Reserve to provide funding for the following Projects:

Conversion of Storage to Classroom Space – Mt. Way	\$81,500
Partial Roof Replacement – Mt. Way	\$62,325

WHEREAS, school district policy and N.J.A.C. 6A:23A-7.3(a) provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2012-2013 school year; and

WHEREAS, maximum expenditure amount allotted for travel and expense reimbursement for the 2011-2012 school year was \$25,000; and

WHEREAS, travel and expense reimbursement has reached a total amount \$9,394 as of February 1, 2012;

BE IT RESOLVED, that the Morris Plains School Board of Education, in the County of Morris, New Jersey hereby establishes the school district travel maximum for the 2012-2013 school year at the sum of \$25,000; and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded; and

WHEREAS, N.J.A.C. 6A:23A:5.2 (a) mandates boards to establish annually prior to budget preparation, for public relations and each type of professional service a maximum level of spending for the ensuring school year; and

WHEREAS, the Administration needs to notify the board if there arises a need to exceed said maximums, and the board may adopt a dollar increase in the maximum amount through formal board action;

NOW, THEREFORE, BE IT RESOLVED THAT the Morris Plains Board of Education set, for the following professional services, maximum annual expenditures for the 2012-2013 budget:

Legal	\$ 50,000
Audit	\$ 25,500
Architect	\$ 5,000
School Physician	\$ 4,300
OT/PT/Speech/ABA	\$354,759

Roll Call: AA ___ SB ___ LC ___ CF ___ CG ___ RL ___ MM ___ WM ___ DR ___

D. Special Education

1. Approval of Home Applied Behavior Analysis (ABA) Instruction and Consultation

On the motion of _____ seconded by _____, the Board approves Home Applied Behavior Analysis (ABA) Instruction and Consultation for student 000650, effective September, 2011 through June, 2012 at Mountain Way School at a cost not to exceed \$2,500. (\$125.00/hour; 2 hours/month for 10 months (Consult). Services provided by Progressive Therapy of NJ, 1 Meredith Court, Oak Ridge, NJ 07438.

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. Workshops/Seminars/Conferences

1. Approve 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 ___

2. Approve Reimbursement for Interscholastic Head Injury Safety Training Program; Concussion Wise Pro for Coaches

On the motion of _____ seconded by _____, the Board approves reimbursement for participation in the Interscholastic Head Injury Safety Training Program; Concussion Wise Pro for Coaches as follows:

Dr. Maurice Cervone	\$39.99
Ms. Debra Greik	\$29.99

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

3. Approve Stress Management Lunch and Learn (Free) Workshop

On the motion of _____ seconded by _____, the Board approves a free Stress Management Lunch and Learn Workshop for teachers and staff (date to be announced). This will be presented for any staff members who are interested. The purpose is to promote healthy living for district employees. Ms. Greik will present the program.

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

XII Discussion Items:

- A. New Business**
- B. Old Business**

XIII Executive Session (if necessary)

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XIV 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 ___

XV 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.

XVI 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 ___