

**Morris Plains Board of Education
Public Meeting – April 24, 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

Kristin Kosky 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

VIII 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

IX Approval of the Board of Education Minutes

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

- April 10, 2012 – Executive Session
- April 10, 2012 – Public Meeting

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

X Business Items Prepared for Official Action on April 24, 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 April 24, 2012 in the amount of \$19,200.

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 April 24, 2012 in the amount of \$675,114.53.

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
April 13, 2012	General Fund	\$242,387.76
	Special Revenue	\$ 244.20

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

4. Approve Educational Data Services, Inc. for Bid Purchasing Contract Services

Motion by ___ seconded by ___ RESOLVED that the Board of Education, upon the recommendation of the Interim Superintendent, approves Educational Data Services, Inc. for bid purchasing contract services for cooperative skilled trades, compliance services and ancillary bids in the amount of \$1,990.00 effective April 1, 2012 through March 31, 2013.

5. Approve Board Secretary and Treasurer’s Reports For The Period Ending March 31, 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 March 31, 2012 to be approved.

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

6. Approve Emergency Motion to Award Contracts

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

Whereas, the district has been be made aware of conditions that qualify as an "emergency" under 18A-7(a); and

Whereas, 18A-7(a) permits awarding a contract(s) to remedy such emergencies without regard to bid/quote limitations;

Now, therefore be it resolved, that the Morris Plains Board of Education declare an emergency in compliance with 18A-7(a) and authorize the awarding of a contracts totaling \$25,000 will include a proposal for Magic Touch for plumbing a Middlesex Co-op as well as vendors available through the Education Data Service Commission. These expenses are for the repair of the Sewer line of Borough for the Band Room and Girls Bathroom. Funding of this project will be completed with a general fund transfer or maintenance reserve if necessary.

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

C. School Choice

1. Approve the Submission of the Application for Interdistrict Public School Choice Program

On the motion of _____ seconded by _____, the Board approves the submission of the Interdistrict Public School Choice Program to the State Department of Education.

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

D. Annual Appointments

1. Appointment of Board Secretary

On the motion of _____ seconded by _____, the Board approves the following resolution: RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey, appoints Kristin Kosky as Board Secretary, (N.J.S.A. 18A: 13-13, N.J.S.A. 18A:17-2, 17-5), effective July 1, 2012 to June 30, 2013;

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

2. Appointment of Board Treasurer

On the motion of _____ seconded by _____, the Board approves the following resolution: **RESOLVED**, that the Morris Plains School District Board of Education in the County of Morris, New Jersey, appoints Anna Thomas as Treasurer of School Monies, (N.J.S.A. 18A:17-31), effective July 1, 2012 to June 30, 2013 at an annual salary of \$5,500.

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

3. Appointment of Insurance Brokers

Motion by _____ seconded by _____ to appoints the following Insurance Brokers for the 2012-2013 school year:

- R. K. Hughes (Liability, Auto)
- Burton Agency (Workmen’s Compensation)
- Integrity Consultants (Health, Prescription, Dental)

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

4. Appointment of Bond Counsel

On the motion of _____ seconded by _____, the Board appoints Lisa Gorab of Wilenz, Goldman and Spitzer as bond counsel for the 2012-2013 school year.

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

5. Appointment of Attorneys

On the motion of _____ seconded by _____, the Board appoints Dennis McKeever of Lindabury, McCormick, Estabrook & Cooper, P.C., as the Board’s attorney for the 2012-2013 school year. This resolution and contract are on file and available for public inspection at the Morris Plains Board of Education Office, located at 500 Speedwell Avenue, Morris Plains, NJ 07950.

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

6. Appointment of Attorney - Special Education

On the motion of _____ seconded by _____, the Board appoints Nathanya Simon of Schwartz Edelstein, Celso & Kessler, Inc. as Board’s attorney for Special Education and other Matters as assigned for the 2012-2013 school year. This resolution and contract are on file and available for public inspection at the Morris Plains Board of Education Office, located at 500 Speedwell Avenue, Morris Plains, NJ 07950.

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

7. Appointment of School Physician

On the motion of _____ seconded by _____, the Board approves the following resolution: **RESOLVED**, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey appoints Dr. Maurio Cervone, Morris Plains, New Jersey as School Physician to provide school physician services in accordance with N.J.S.A. 18A:40-1, for the 2012-2013 school year at an annual stipend of \$4,100.

8. Appointment of Auditor

On a motion by _____ seconded by _____, the board approves the following resolution:

WHEREAS, there exists a need for the appointment of auditors to perform the annual audit of the financial books and records of the Morris Plains School District Board of Education, in the County of Morris, New Jersey, for the school year 2012-2013; and

WHEREAS, funds are available in the annual budget for this purpose, and

WHEREAS, the Public School Contracts Law defines auditing and accounting services as professional services not subject to competitive bidding;

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey appoints the Board appoints Mrs. Valerie Dolan, Nisivoccia & Company as the district auditor for the 2012-2013 school year at a fee of \$25,500 (NJSA 18A:23-1). This resolution and contract are on file and available for public inspection at the Morris Plains Board of Education Office, located at 500 Speedwell Avenue, Morris Plains, NJ 07950.

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

9. Appointment of Section 504 Officer

On the motion of _____ seconded by _____, the Board approves the following resolution: **RESOLVED**, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey in accordance with 34 CFR 104.7(a) appoints the school counselor as Section 504 Officer for the 2012-2013 school year.

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

10. Appointment - Architects of Record

On the motion of _____ seconded by _____, the Board approves the following resolution: **RESOLVED**, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey approves the firm of Parete-Somjen Architects, Route 46, Rockaway, NJ 07066 as architects of record for the 2012-2013 school year. (NJSA 18A:23-D). This resolution and contract are on file and available for public inspection at the Morris Plains Board of Education Office, located at 500 Speedwell Avenue, Morris Plains, NJ 07950.

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

11. Appointment of Anti-Bullying Specialist

On the motion of _____ seconded by _____, the Board appoints Mr. Brian Wilson as the district Anti-Bullying Specialist for the 2012-2013 school year.

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

12. Appointment of Anti-Bullying Coordinator

On the motion of _____ seconded by _____, the Board appoints Ms. Lindsay Nahm as the district Anti-Bullying Coordinator for the 2012-2013 school year.

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

13. Appointment of Affirmative Action Officer

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

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey in accordance with N.J.A.C. 6A:7-1.5 appoints the school business administrator as Affirmative Action Officer for the 2012-2013 school year; and

BE IT FURTHER RESOLVED, that the Board Secretary is directed to advertise the name, office address and telephone number of the Affirmative Action Officer’s office; and

BE IT FURTHER RESOLVED, that the Superintendent is directed to develop and distribute the grievance procedure as per 28 CFR 35.107(a).

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

14. Appointment of Indoor Air Quality Coordinator

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

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey appoints the Manager of Buildings and Grounds as the Indoor Air Quality Coordinator for the 2012-2013 school year effective July 1, 2012.

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

15. Appointment of Right-To-Know Contact Person

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

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey appoints the Manager of Buildings and Grounds as the Right-To-Know contact person for the 2012-2013 school year effective July 1, 2012.

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

16. Appointment of Asbestos/AHERA Coordinator

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

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey appoints the Manager of Buildings and Grounds as the district’s designated person and program manager to carry out the duties required under the AHERA (Asbestos Hazard Emergency Response Act) 40 CFR-763 for the 2012-2013 school year effective July 1, 2012.

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

17. Appointment of Integrated Pest Management Coordinator

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

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey appoints the Manager of Buildings and Grounds as the district’s designated IPM (Integrated Pest Management) Coordinator as per N.J.A.C. 7:30-13.3 for the 2012-2013 school year effective July 1, 2012.

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

18. Appointment of Chemical Hygiene Officer

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

RESOLVED, that the _____ School District Board of Education, in the County of Morris, New Jersey appoints the Manager of Buildings and Grounds, as the district’s Chemical Hygiene Officer as per 29 CFR 1910.1450 for the 2012-2013 school year effective July 1, 2012.

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

19. Appointment of Substance Awareness Coordinator

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

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey appoints the school counselor as the district’s Substance Awareness Coordinator in accordance with N.J.A.C. 6A:9-13.2 for the 2012-2013 school year effective July 1, 2012.

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

20. Appointment of Title IX Coordinators

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

RESOLVE, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey in accordance with 34 CFR 106.8 (a) appoints the principals as Title IX Coordinators for the 2012-2013 school year; and

BE IT FURTHER RESOLVED, that the Board Secretary is directed to advertise the name, office address and telephone number of the Title IX Coordinators.

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

21. Appointment of Custodian of Records

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

RESOLVED, the Morris Plains School District Board of Education, in the County of Morris, New Jersey appoints the superintendent and school business administrator as Custodian of Records in accordance with N.J.S.A. 47:1A-1 et seq. for the 2012-2013 school year; and

BE IT FURTHER RESOLVED, the Morris Plains School District Board of Education indemnifies the superintendent and school business administrator for all legal costs, which might arise from this appointment.

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

22. Appointment of Public Agency Compliance Officer

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

WHEREAS, in accordance with N.J.A.C., the State of New Jersey Division of Contract Compliance and Equal Employment Opportunity requires that each public agency annually designate an officer or employee to serve as its public agency compliance officer , and

WHEREAS, The public agency compliance officer is also responsible for administering contracting procedures pertaining to equal employment opportunity regarding both the Public Agency and the service providers. The service provider shall include but shall not be limited to goods and services vendors, professional service vendors and construction contractors; and

WHEREAS, the Board of Education has determined that the Board Secretary can effectively and appropriately perform the duties of the public agency compliance officer;

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey hereby designates the Board Secretary as the Public Agency Compliance Officer in accordance with the provisions of N.J.A.C. 17:27-3.2.

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

23. Appointment of Attendance Officers

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

RESOLVED, upon the recommendation of the Superintendent, the Morris Plains School District Board of Education, in the County of Morris, New Jersey, appoints the following Administrators as the Attendance Officers for the 2012-2013 school year (N.J.S.A. 18A: 38-32): principal of Mountain Way School and the principal of Borough School.

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

24. Appointment of Homeless Liaison

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

WHEREAS, pursuant to IASA, Section 323 of P.L. 103-382, each district needs to appoints a homeless liaison to serve the families of homeless children I the district,

RESOLVED that the Morris Plains School District Board of Education, in the County of Morris, New Jersey approves the school counselor as the Homeless Liaison for the district for the 2012-2013 school year.

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

25. Approval of Committees

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

- 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

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

XI Annual Designations

1. Designate the Official Meeting Place of the Board

On the motion of _____ seconded by _____ Be It Resolved that the Board designates the Borough School Learning Center, 500 Speedwell Avenue, Morris Plains, NJ 07950 as the Official Meeting Place of the Board for the 2012-2013 School Year.

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

2. Designate the Official Newspapers for the Morris Plains School District

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

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey designates the Daily Record as the official newspaper for legal notices and the Star Ledger, or the Morris News Bee be so designated should it be impossible to advertise in the Daily Record for reasons of timely notice, emergency, or other reasons (N.J.S.A 18A: 22-11, 39-3 and 10:4-18); and

BE IT FURTHER RESOLVED, that personnel postings will be placed on the district web site.

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

3. Approve the Placement of Official Notices

On the motion of _____ seconded by _____, the Board approves the placement of official notices at the following locations:

- | | |
|-----------------------|---------------------------|
| Borough School | Board of Education Office |
| Mountain Way School | Borough Hall |
| Morris Plains Library | Police Department |

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

4. 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 Morris Plains School District Petty Cash funds in the followings names and amounts:

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 ___

5. Investment Program

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

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey designates the Board Secretary as the person responsible for any and all Board of Education investments; and

BE IT FURTHER RESOLVED that the Board Secretary or Assistant Board Secretary be authorized to make wire transfers amongst the board accounts as may be necessary.

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

6. Tax Shelter Annuities

Motion by _____ seconded by _____ the Board approves the following resolution:

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey designates the following Tax Sheltered Annuity Companies, open for enrollment to any district employee for the 2012-2013 school year as per N.J.S.A. 18A:66-127:

403 (B):	AXA Equitable	457 (B):	AXA Equitable
	Franklin Templeton		Lincoln National
	Lincoln National Investment Company		Met Life
	Legend Group		
	Met Life		

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

7. Board of Education Meetings

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

WHEREAS, the Morris Plains School District Board of Education, in the County of Morris, New Jersey is directed to meet at least once every two months during the period in which the schools in the district are in session (N.J.S.A. 18A:10-6), and

WHEREAS, the Open Public Meetings Act requires notice of regularly scheduled meetings within seven days following the Annual Organization Meeting of the Board; be it

RESOLVED, by the Morris Plains School District Board of Education to designate that the following notice of regularly scheduled meetings be adopted in accordance with N.J.S.A. 18A:22-11: “Notice is hereby given that a Regular Meeting of the Morris Plains School District Board of Education, in the County of Morris, New Jersey, will be held on or about the second and fourth Tuesday of each month. The Board will meet in Executive Session from 6:30 - 7:30 p.m. Public Meeting commences at 7:30 pm.

BE IT FURTHER RESOLVED, that the aforesaid notice of regularly scheduled meetings will be posted in the Board of Education Administrative Office, 500 Speedwell Avenue, Morris Plains, New Jersey 07950, and that the aforesaid notice be mailed to the newspapers designated by this Board to receive the notice required by the provisions of the Open Public Meetings Act.

BE IT FURTHER RESOLVED, that the aforesaid notice be filed with the Clerks of municipality.

BE IT FURTHER RESOLVED, that the regular meetings during the period of May 2012 through June 2013 shall be listed as per the attached calendar.

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

8. Approval of the 2012-2013 General Account (GAAP) Codes and Chart of Accounts

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

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey designates the NJDOE Chart of Accounts as the minimum Chart of Accounts for use in the district; and

BE IT FURTHER RESOLVED, that the business office is authorized to add additional sub account designation (both within the existing sub accounts as well as additional sub positions), as the School Business Administrator may deem necessary; and

BE IT FURTHER RESOLVED, that the Superintendent is authorized to make any necessary transfer below the level of the NJDOE Chart of Accounts.

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

XII Annual Motions

1. Approves Board Policies and Bylaws

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

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey adopts and shall be governed in all actions and business to come before this Board by the written Board Policies, Regulations, and Job Descriptions previously duly adopted and contained in the Board of Education Policy Book.

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

2. Authorize the School Board Secretary/Business Administrator to Award Contracts

On the motion of _____ seconded by _____, BE IT RESOLVED, that the Board authorizes the School Board Secretary/Business Administrator to award contracts up to the current bid threshold (\$36,000) as set by the Division of Local government Services and further set the quote threshold at 15% of the bid threshold (\$5,400).

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

3. Authorize Interim Payment of Obligations

On the motion of _____ seconded by _____, BE IT RESOLVED, that the Board authorizes the Business Administrator/Board Secretary to do account transfers, pay bills and approve travel in accordance with Policy #4133 and #9250, Travel and Related Services, 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.

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

4. Designation of Depositories of School Funds

On the motion of _____ seconded by _____, the Board approves the following resolution: **RESOLVED**, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey approves that all checks, drafts or other orders for payment or withdrawal of money from said account be signed by the person holding the appropriate title as listed below (N.J.S.A. 18A:19-1):

<u>Account</u>	<u>Signature</u>	<u>Bank</u>	<u>Account #</u>
General Account	President, Vice President, Treasurer and Secretary # of Signatures (3)	Investors Savings Bank	XXXXXX0870
Cafeteria Account	President, Treasurer and Secretary # of Signatures (3)	Investors Savings Bank	XXXXXX1935
Unemployment Trust Fund	President, Vice President, Treasurer and Secretary # of Signatures (2)	Investors Savings Bank	XXXXXX0897
Payroll Agency	President, Vice President, Treasurer and Secretary # of Signatures (2)	Investors Savings Bank	XXXXXX0889
Payroll Account	Treasurer or President Signature of 1	Investors Savings Bank	XXXXXX0902
School Fund	Treasurer, Secretary, & Superintendent # of Signatures (2)	Investors Savings Bank	XXXXXX1919
Referee Account	President, Vice President, Treasurer and Secretary # of Signatures (2)	Investors Savings Bank	XXXXXX0910
Construction Account	President, Treasurer and Secretary # of Signatures (3)	Investors Savings Bank	XXXXXX1927
General Fund CD	President, Treasurer and Secretary # of Signatures (3)	TD	XXXXXX3464

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

5. Adopt Curriculum Guides

On the motion of _____ seconded by _____, the Board adopts the following curriculum guides for the Morris Plains Schools:

Physical Education K-8	Health/Family Living K-8
Science K-8	Gifted and Talented K-8
English as a Second Language K-8	Mathematics K-8
Language Arts Literacy K-8	Library Skills K-8
Preschool Disabled – Tools of the Mind	Visual Performing Arts 2012
World Language 2012	Social Studies 2012
Guidance Curriculum 2011	Technology 2011
World Languages 2012	

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

6. Adopt Textbooks Series

On the motion of _____ seconded by _____, the Board adopts all textbook series as per the attached list.

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

7. Advertisement of Bids

On the motion of _____ seconded by _____, the Board authorizes the Business Administrator to advertise for bids as needed during the 2012-2013 school year as required by the Public School Contracts Law.

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

8. Tax Payment Schedule

Motion by ___ seconded by ___ the Board approves the attached resolution:

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey approves the schedule of tax payments from the municipality for the 2012-2013 school year as follows in accordance with N.J.S.A. 18A:13-23.

Morris Plains Board of Education - Tax Payment Schedule – 2012-2013

Month	General Fund Tax Levy	Debt Service Tax Levy	Total Tax Due
July 2011	\$1,157,003.00	\$87,908.00	\$ 1,244,911.00
August 2011	\$1,157,003.00		\$ 1,157,003.00
September 2011	\$1,157,003.00		\$ 1,157,003.00
October 2011	\$1,157,003.00		\$ 1,157,003.00
November 2011	\$1,157,003.00		\$ 1,157,003.00
December 2011	\$1,157,003.00		\$ 1,157,003.00
January 2012	\$1,157,003.00	\$457,550	\$ 1,157,003.00
February 2012	\$1,157,003.00		\$ 1,157,003.00
March 2012	\$1,157,003.00		\$ 1,157,003.00
April 2012	\$1,157,003.00		\$ 1,157,003.00
May 2012	\$1,157,003.00		\$ 1,157,003.00
June 2012	\$1,157,003.00		\$ 1,157,003.00
Total 2011-2012	\$13,884,036.00	\$545,848	\$14,429,884.00

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

9. New Jersey School Board Code of Ethics

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

RESOLVED, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey adopt the following Code of Ethics as per N.J.S.A. 18A:12-21 et seq.:

The members of the board of education recognize that they hold authority not as individuals but as members of the board. In order to make a clear public statement of its philosophy of service to the pupils of the district, the board adopts this code of ethics:

- a. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
- c. I will confine my board action to policymaking, planning and appraisal and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
- e. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.
- f. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.
- h. I will vote to appoint the best-qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

The board shall see that all members of the board receive training in understanding and adhering to this code of ethics and shall discuss it annually at a regularly scheduled public meeting. Each member shall sign documentation that he/she has received a copy of it and has read and understood it.

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

10. Approves Collection and Maintenance of Pupil Records

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

RESOLVED, that Morris Plains School District Board of Education, in the County of Morris, New Jersey authorizes certified school personnel to collect and maintain the following mandated pupil records as per N.J.A.C. 6A:32-7.3:

- a. The student's name, address, telephone number, date of birth, name of parent(s), gender, citizenship, standardized assessment and test answer sheets (protocol), grades, attendance, classes attended, grade level completed, and year completed.
- b. Record of daily attendance;
- c. Descriptions of student progress according to the system of student evaluation used in the school district;
- d. History and status of physical health compiled in accordance with State regulations, including results of any physical examinations given by qualified school district employees;
- e. Records pursuant to rules and regulations regarding education of students with disabilities;
- f. All other records required by State Board of Education

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

11. Continuation of Membership in the Worker’s Compensation Pool

On the motion of _____ seconded by _____, the Board approves the continuation of membership in the Morris Essex Insurance Group (MEIG) Worker’s Compensation Pool for the 2012-2013 school year.

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

12. Approve Participation in Educational Services Commission of Morris County Programs

On the motion of _____ seconded by _____, the Board approves participation in Educational Services Commission of Morris County programs that meet district needs for the 2012-2013 school year at a cost to be determined by program/service required.

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

13. Approve Participation in the Student Insurance Program

On the motion of _____ seconded by _____, the Board approves participation in the C.W. Bollinger student insurance program for the 2012-2013 school year with the following stipulation: “that the Superintendent of Schools notify C.W. Bollinger and Company not to solicit Morris Plains parents and/or guardians for other forms of insurance.” (pending receipt of disclosure forms)

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

14. Approval of Health and Environmental Safety Services Agreement (ESC) 2012-13

On the motion of _____ seconded by _____, the Board approves the Health and Environmental Safety Services Agreement with Educational Services Commission of Morris County in the amount of \$4,138.00 for the period July 1, 2012 - June 30, 2013.

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

15. Charges for Reproducing Public Documents

Motion by _____ seconded by _____ that the Board of Education approves a cost of \$.05 per page for photocopying of public documents in compliance with NJSA 47:1A-1 for the 2012-2013 school year.

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

16. Authorization of Procurement of Goods/Services - State Contracts for 2012-13

Motion by _____ seconded by _____ to approve the following resolution:

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

WHEREAS, the Morris Plains School District desires to authorize its purchasing agent for the 2012-2013 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 Plains 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.

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

17. Authorization of Procurement of Goods/Services through Joint Purchasing Agreements for 2012-2013 School Year

Motion by ___ seconded by _____ to approve the following resolution:

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

WHEREAS, the Morris Plains 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 Plains 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.

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

E. Policy

1. Approve Policy for First Reading

On the motion of _____ seconded by _____, the Board approves the following Policy for first reading: Policy 4119.23 - Employee Substance Abuse

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

2. Approve Policy for Second Reading

On the motion of _____ seconded by _____, the Board adopts the following policy for second reading: Policy 9326 - Minutes.

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

F. Special Education

1. Approve 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 at the student’s home, effective July and August, 2012, and approves Mrs. Maria Laboy as instructor. The total cost is \$1,170 (\$45.00/hour x 38 hours).

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

2. Approve 2012 Extended School Year (ESY) Program

On the motion of _____ seconded by _____, the Board approves a 2012 Extended School Year (ESY) Program at the Borough School, effective July 2, 2012 through July 30, 2012 from 8:30 a.m. – 11:30 a.m. (Monday through Friday) at a total cost of \$19,516.00.

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

3. Approve Assistive Technology Evaluation

On the motion of _____ seconded by _____, the Board approves an Assistive Technology Evaluation for student 000898, effective April, 2012 in the amount of \$1,000.00. Services to be provided by Dr. Brian Friedlander, 174 Stephensburg Road, Port Jervis NJ 07865.

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

4. Approve Tutoring Services

On the motion of _____ seconded by _____, the Board approves Tutoring Services for student 000070, at the student’s home, effective March, 2012 at a total cost of \$726.00 (\$33.00/hour x 22 hours). Services to be provided by Mary Ann Sharkey.

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

G. Donations - Educational Foundation of Morris Plains

1. Accept Donation from the Educational Foundation of Morris Plains – (2) Cameras

On the motion of _____ seconded by _____, the Board accepts a donation from the Educational Foundation of Morris Plains (Teacher Grant Recipient) as follows:

(2) ELMO TT-02RX Document Cameras @\$574.00 each for a total amount of \$1,150.00.

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

2. Accept Donation from the Education Foundation of Morris Plains in the amount of \$250.00 (Sound System for Borough School)

On the motion of _____ seconded by _____, the Board accepts a donation in the amount of \$250.00 from the Education Foundation of Morris Plains to be used toward the purchase of the new sound system for Borough School and to move the existing sound system and install it at Mountain Way School.

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

H. 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 ___

I. 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 ___

XIII Discussion Items:

A. New Business

B. Old Business

XIV 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.

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

XV 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 ___

XVI 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.

XVII 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 ___