

**Morris Plains Board of Education  
Public Meeting – November 8, 2011  
Borough School Learning Center**

**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), Mrs. Lee Connor, Board President, opened the meeting at 6:35p.m. and read the following: 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.

**Pledge of Allegiance** – Led by Joanne Borin

**Roll Call**

**Present:** Mr. Alan Albin (arrived at 6:40p.m.), Mrs. Lee Connor, Mrs. Cynthia Fetherston (Left at 7:35 p.m. and returned at 8:10p.m.), Mrs. Terri Kaag, Mrs. Maria Manley (arrived at 7:10 p.m.), Mr. Wayne Marek, and Ms. Denise Rawding  
**Absent:** Mr. Scott Bober, Mr. Douglas McCabe  
**Also present:** Dr. Ernie Palestis, Mrs. Alice Bresett and Mr. Sean Dolan  
**Number of public attending:**4

**Executive Session**

On the motion of Mrs. Cynthia Fetherston, seconded by Mrs. Terri Kaag, BE IT RESOLVED by the Board of Education to recess this public meeting and enter into closed session at 6:36p.m., 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.

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

On the motion of Ms. Denise Rawding, seconded by Mrs. Maria Manley, BE IT RESOLVED by the Board of Education to return to the regular session of the Board of Education meeting from the closed session at 7:27p.m. and Mrs. Lee Connor again read the Call to Order.

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

Mr. Joseph Barlotta spoke about his son's medical bills. There is a bill that Bollinger will not pay due to being in excess of reasonable and customary. He asked the Board to help with this bill. Dr. Palestis advised Mr. Barlotta to leave the bills with him and the Board will respond within 30 days.

**Superintendent's Report – Dr. Ernest Palestis**

Dr. Palestis thanked the HSA for the tile project at the Borough School. He commented that it's beautiful and will continue to be a legacy. He also thanked the HSA for providing the stencils and paint for the Mountain Way playground. Thanked HSA on behalf of the Board for these projects and all the work they do for the benefit of the district.

The sign permits should be available on Thursday.

The Website update and design will be spear-headed by Mr. Scott Curcio. There will also be individual teacher websites.

Dr. Palestis thanked everyone for cooperation during the October snowstorm. Mr. Ken Woods and the custodial staff were in over the weekend to make sure the boilers and grounds were ready. This worked well for us.

There was a presentation at Borough School by Judge Carlucci. Mr. Dolan advised the Board that this is an annual event for Borough students. Students were responsive, courteous and received a “real world” experience.

Bullying report – no incidents occurred since the last meeting.

QSAC – NJ Monitoring - Dr. Palestis met with the Association Leadership. There are 5 areas that will be monitored:

- Instruction and Programs
- Fiscal Management
- Governance
- Personnel
- Operations – Safety team and Bio-Security

QSAC will be a major focus for the district during November and December. We have been getting a good response from the Staff and the Board of Education.

**Ethics Training – Ms. Joanne Borin, New Jersey School Boards Association**

Dr. Palestis introduced Ms. Joanne Borin from the NJSBA. She will be helping us with our Strategic Plan and will be reviewing ethics tonight. The time line for strategic planning will begin in early January.

Ethics – Ms. Borin reviewed the Code of Ethics. The Code was read aloud at the meeting by Board members. She reviewed the different scenarios with the board to give a better understanding of what is permitted and what is not.

There is a new ruling that Board of Education members cannot participate in exit interviews. Board members were asked to sign an “Acknowledgement of Receipt” of reviewing the ethics code that will be used for QSAC.

**Approval of the Board of Education Minutes**

On the motion of Ms. Denise Rawding seconded by Mr. Wayne Marek, the Board of Education approves the following minutes:

October 27, 2011 – Public – as amended (pg.2, Personnel should read “evaluation tools, job descriptions update and evaluate needs for additional technical staff.”

October 27, 2011 – Executive Session

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – absent for vote	Mrs. Terri Kaag – yes	Mrs. Maria Manley
Mr. Wayne Marek - yes	Mr. Douglas McCabe - absent	Ms. Denise Rawding - yes

**Business Items Prepared for Official Action on November 8, 2011:**

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

**Letter of Resignation – Classroom Aide – Special Education – Mt. Way School**

On the motion of Mrs. Maria Manley seconded by Mr. Wayne Marek, the Board accepts the resignation of Katie Richter, special education classroom aide at Mountain Way School, effective November 15, 2011.

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – absent for vote	Mrs. Terri Kaag – yes	Mrs. Maria Manley
Mr. Wayne Marek - yes	Mr. Douglas McCabe - absent	Ms. Denise Rawding - yes

**Approval of Art Club Advisor – 2011-2012**

On the motion of Mrs. Maria Manley seconded by Mr. Wayne Marek, the Board approves Mrs. Kirstin Howie as Art Club Advisor for the 2011-2012 school year at a stipend of \$2,034.

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – absent for vote	Mrs. Terri Kaag – yes	Mrs. Maria Manley
Mr. Wayne Marek - yes	Mr. Douglas McCabe - absent	Ms. Denise Rawding - yes

**Approval of Substitute Nurse – 2011-2012**

On the motion of Mrs. Maria Manley seconded by Mr. Wayne Marek, the Board approves Mrs. Mary Phillips as substitute school nurse for the 2011-2012 school year.

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – absent for vote	Mrs. Terri Kaag – yes	Mrs. Maria Manley
Mr. Wayne Marek - yes	Mr. Douglas McCabe - absent	Ms. Denise Rawding - yes

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

**Approval of Line Item Transfers**

On the motion of Mrs. Maria Manley seconded by Mrs. Terri Kaag, the Board approves line item transfers dated November 8, 2011 in the amount of \$10,285.00.

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley - yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe - absent	Ms. Denise Rawding - yes

**Approval of Bills and Claims Report**

On the motion of Mrs. Maria Manley seconded by Mrs. Terri Kaag, the Board approves the attached bills and claims report dated November 8, 2011 in the amount of \$135,650.59.

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley - yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe - absent	Ms. Denise Rawding - yes

**Approve Board Secretary and Treasurer’s Reports For The Period Ending September 30, 2011**

On the motion of Mrs. Maria Manley seconded by Mrs. Terri Kaag 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 September 30, 2011 to be approved.

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley - yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe - absent	Ms. Denise Rawding - yes

**Approve Funds from Student Activity Account for New Web Site (Schoolwires)**

Motion by Mrs. Maria Manley seconded by Mrs. Terri Kaag, the Board approves use of up to \$9,500 from the student activity fund account for the hosting, template, consultation and training of the new school website using Schoolwires as per quote NA-QUO-14585-FZ34. Money to be transferred to the general fund when purchase order is issued.

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley - yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe - absent	Ms. Denise Rawding - yes

**Approve Title I Funds for New Web Site Software (Schoolwires)**

Motion by Mrs. Maria Manley seconded by Mrs. Terri Kaag, the Board approves use of \$981.33 of Title I funds to be used to purchase Schoolwires software as per quote NA-QUO-14585-FZ34.

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley - yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe - absent	Ms. Denise Rawding - yes

**Approve Title IIA Funds for Staff Training - Schoolwires**

Motion by Mrs. Maria Manley seconded by Mrs. Terri Kaag, the Board approves the use of Title IIA funds in the amount of \$1,800 to be used toward the training of staff on Schoolwires as per quote NAQUO-14585-FZ34.

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley - yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe - absent	Ms. Denise Rawding - yes

**Approve Title IIA Funds for Promethean Board Training**

Motion by Mrs. Maria Manley seconded by Mrs. Terri Kaag, the Board approves the use of Title IIA funds in the amount of \$1,920 to be used for Promethean Board Training per quote number AAAQ1588. This training will be for 9 designated classroom teachers. One 8-hour training class and eight (8) one-hour follow-up workshops.

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley - yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe - absent	Ms. Denise Rawding - yes

**Approve Purchase of Additional Lockers**

Motion by Mrs. Maria Manley seconded by Mrs. Terri Kaag, the Board approves the purchase of additional lockers from Nickerson, N.J. Inc, in the amount of \$6,284.64. Pricing is in accordance with Bid #MRESC 10/11-40.

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley - yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe - absent	Ms. Denise Rawding - yes

**QSAC**

**Approval of New Jersey Quality Single Accountability Continuum (QSAC) Statement of Assurance.**

Dr. Palestis explained the Statement of Assurance requirements and the financial component as well.

On the motion of Ms. Denise Rawding seconded by Mrs. Maria Manley, the Board approves the New Jersey Quality Single Accountability Continuum (QSAC) Statement of Assurance, effective November 8, 2011.

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley - yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe - absent	Ms. Denise Rawding - yes

## Policy

### Approval of Policies for Second Reading

On the motion of Ms. Denise Rawding seconded by Mrs. Maria Manley, the Board adopts, on second reading, the following policies:

- 5127 Commencement Activities
- 6111 School Calendar
- 6112 School Day
- 6115 Ceremonies and Observances
- 6112 Articulation
- 6140 Curriculum Adoption
- 6141 Curriculum Design/Development
- 6141.2 Recognition of Religious Beliefs and Customs
- 6142 Subject Fields
- 6142.1 Family Life Education
- 6142.6 Basic Skills
- 6142.9 Arts
- 6142.10 Technology
- 6143 Curriculum Guides
- 6143.1 Lessons Plans
- 6144 Controversial Issues
- 6145.3 Publications
- 6146.2 Promotion/Retention
- 6147 Standards of Proficiency
- 6147.1 Evaluation of Individual Student Performance
- 6151 Class Size
- 6154 Homework/Make-up Work
- 6156 Instructional Planning/Scheduling
- 6160 Instructional Services and Resources
- 6161.1 Guidelines for Evaluation and Selection of Instructional Materials
- 6162.4 Community Resources
- 6163.1 Media Center/Library
- 6164.2 Guidance Services
- 6164.4 Child Study Team
- 6171 Special Instructional Programs
- 6171.1 Remedial Instruction
- 6171.2 Gifted and Talented
- 6171.3 At – Risk and Title 1
- 6172 Alternative Educational Programs
- 6300 Evaluation of the Instructional Program
- 6146 Graduation Requirements

Mr. Wayne Marek stated that Policy 6145 was removed for modification and will be approved when ready.

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley - yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe - absent	Ms. Denise Rawding - yes

**Workshops/Seminars/Conferences**

**Approval of Professional Development**

Mr. Dolan thanked the Board of Education for the Professional Development for LAL involving Gary Chadwell. The program is working well.

On the motion of Mrs. Maria Manley seconded by Mrs. Cynthia Fetherston, the Board approves the attached list of requests for professional development and corresponding costs.

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley - yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe - absent	Ms. Denise Rawding - yes

**Special Education**

**Approval of Level 3 Services**

On the motion of Mrs. Maria Manley seconded by Mrs. Cynthia Fetherston, the Board approves Level 3 Services for Borough School student 000002, effective September, 2011 through June, 2012 at an annual cost of \$11,500. Services provided through Commission for the Blind and Visually Impaired.

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley - yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe - absent	Ms. Denise Rawding - yes

**Approval of Functional Behavioral Assessment and Behavior Treatment Plan**

On the motion of Mrs. Maria Manley seconded by Mrs. Cynthia Fetherston, the Board approves Functional Behavioral Assessment and Behavior Treatment Plan for student 000937, effective September, 2011 at the Mountain Way School at a total cost of \$1,375. Services to be provided by Progressive Therapy of NJ, 1 Meredith Court, Oak Ridge, NJ 07438.

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley - yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe - absent	Ms. Denise Rawding - yes

**Approval of Applied Behavior Analysis (ABA) Observation and Consultation Services**

On the motion of Mrs. Maria Manley seconded by Mrs. Cynthia Fetherston, the Board approves Applied Behavior Analysis (ABA) Observation and Consultation Services for student 000092, effective October, 2011 through November, 2011 at the Borough School at a total cost of \$375.00. Services to be provided by Progressive Therapy of NJ, 1 Meredith Court, Oak Ridge, NJ 07438.

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley - yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe - absent	Ms. Denise Rawding - yes

**Approval of Out of District Placement**

On the motion of Mrs. Maria Manley seconded by Mrs. Cynthia Fetherston, the Board approves an out of district placement for student 000995 at the Aaron Decker School, Butler, NJ, effective November 7, 2011 through June 30, 2012 at an annual tuition cost of \$53,820, prorated to \$41,561. Transportation will be provided through Educational Services Commission at a cost of \$129.00 per day.

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley - yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe - absent	Ms. Denise Rawding - yes

**Discussion Items:**

**New Business**

**---Change of Venue for November 22, 2011 Meeting – Mt. Way Library**  
There will be a demonstration of the Promethean Boards.

Mrs. Terri Kaag distributed curriculum documents regarding William and Mary Gifted and Talented program for Board Members to review as well as the Technology Curriculum. These items will be on the December agenda for approval.

The Style Studio will be holding a fundraiser for the Sound System on November 14, 2011.

At the Delegate Assembly, a resolution will be presented by the NJSBA to support the elimination of criminal background checks. A discussion took place by the Board of Education on whether or not to support it. The Board recommended Mr. Marek to cast an “abstain” vote since the Board was split.

**Old Business - none**

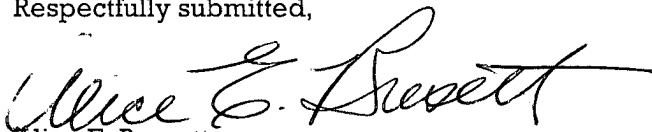
**Hearing of Citizens and/or Delegations - none**



**Adjournment**

On the motion of Mrs. Terri Kaag, seconded by Mrs. Maria Manley, BE IT RESOLVED that the Morris Plains Board of Education moves to adjourn the meeting at 8:35p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Alice E. Bresett". The signature is written in black ink and is positioned above the printed name and title.

Alice E. Bresett  
Board Secretary

