

**Morris Plains Board of Education
Public Meeting Minutes – September 13, 2011
Borough School Learning Center**

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), Mrs. Lee Connor, Board President, opened the meeting at 6:30pm 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.

II Pledge of Allegiance – Led by Dr. Palestis

III Roll Call

Present: Mr. Alan Albin (arrived at 6:35p.m.), Mr. Scott Bober, Mrs. Lee Connor, Mrs. Cynthia Fetherston (arrived at 6:40p.m.), Mrs. Terri Kaag, Mrs. Maria Manley (arrived at 6:50p.m.), Mr. Wayne Marek, Mr. Douglas McCabe (arrived at 6:42p.m.) and Mrs. Denise Rawding

Also present: Dr. Ernie Palestis and Mrs. Alice Bresett

Number of public attending: 2

IV Executive Session

On the motion of Mr. Wayne Marek, seconded by Mr. Scott Bober, BE IT RESOLVED by the Board of Education to recess this public meeting and enter into closed session at 6:42p.m., where the public will be excluded, for the purpose of discussing summer personnel and MPEA negotiations 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.

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

On the motion of Mr. Wayne Marek, seconded by Mr. Scott Bober 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 7:35p.m..

VI Hearing of Citizens and/or Delegations - None

VII Superintendent's Report – Dr. Ernie Palestis – Dr. Palestis reported that the school year began in a positive way. The teachers and principals are doing a great job. The children are wonderful and the community and faculty are very welcoming. The 911 ceremony was well done and our students were well-behaved. The site is very impressive and so was the ceremony.

Dr. Palestis also met with the leadership of the MPEA and will be meeting with the Morris Plains HSA officers. He will be meeting with the Beautification Committee on Thursday, September 22, 2011 and will also be meeting with Dr. Ficarra of the Morris School District. On October 1st, he will be starting 10 minute “walk-throughs” of each classroom. In addition, Dr. Palestis will hold “Cookie Meetings” with the staff.

Back to School night will be held at Mountain Way on Tuesday, September 20th at 6:30pm and on Thursday, September 22nd at Borough School starting at 7:00pm. There will be a CST Parent Advisory meeting one-half hour before each Back to School night.

VIII Approval of the Board of Education Minutes

On the motion of Mr. Douglas McCabe seconded by Mr. Scott Bober, the Board of Education approves the following minutes:

August 23, 2011 – Public
 August 23, 2011 – Executive Session

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

IX Business Items Prepared for Official Action on September 13, 2011:

A. Personnel (upon recommendation of the Superintendent)

1. Approval of Family Leave – Mrs. Alissa Schonmann

On the motion of Mrs. Terri Kaag seconded by Mrs. Cynthia Fetherston, the Board approves a request for Mrs. Alissa Schonmann, Fourth Grade Teacher at the Borough School, for a Maternity Leave effective December 12, 2011 through January 13, 2012 utilizing her unused sick days (approximately 19 days depending on the birth date). The Board also approves a Child Care Leave (unpaid) effective January 16, 2012 through March 29, 2012 (approximately 11 weeks) which is permitted under the New Jersey Family Leave Act. Mrs. Schonmann anticipates returning to work on Friday, March 30, 2012.

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

2. Appointment of Part-Time Special Education Teacher

On the motion of Mrs. Terri Kaag seconded by Mrs. Cynthia Fetherston, the Board appoints Ms. Nancy Patrick (emergent hire, pending criminal history background clearance) as part-time Special Education Teacher at the Borough School effective September 15, 2011 through June 30, 2012 at a prorated salary of \$28,671.70* (BA, Step 5).

*Salary may be adjusted pending negotiation settlement.

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

3. Appointment of Classroom Aide - Mountain Way School

On the motion of Mrs. Terri Kaag seconded by Mrs. Cynthia Fetherston, the Board appoints Mrs. Dawn Bruhn (emergent hire, pending criminal history background clearance) as Classroom Aide at the Mountain Way School (Replacement for Ms. D’Anton) effective September 19, 2011 at a rate of \$14.00 per hour (Step 4 of the Aide Salary Guide), 6.25 hours per day (8:15 a.m. – 3:00 p.m. minus 30 minutes unpaid lunch). Salary of \$16,012.50 pro-rated.

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

4. Appointment of District Anti-Bullying Coordinator

On the motion of Mrs. Terri Kaag seconded by Mrs. Cynthia Fetherston, the Board appoints Ms. Lindsay Nahm as District Anti-Bullying Coordinator for the Morris Plains School District, effective September 13, 2011.

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

5. Appointment of School Anti-Bullying Specialist

On the motion of Mrs. Terri Kaag seconded by Mrs. Cynthia Fetherston, the Board appoints Mr. Brian Wilson as School Anti-Bullying Specialist for the Morris Plains School District, effective September 13, 2011.

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

6. Appointment of Two Part-time Cafeteria Aides (Custodial)

Motion by Mrs. Terri Kaag seconded by Mrs. Cynthia Fetherston the Board appoints establish two part-time cafeteria aide (custodial) positions to insure the set-up, clean-up and cleanliness of the cafeteria before, during and after the student lunch periods. One position will cover the three hour time period on Mondays and Tuesdays and the second position will cover the three hour time period on Wednesdays, Thursdays and Fridays during the school year.

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

7. Appointment of Cafeteria Aide (Custodial)

Motion by Mrs. Terri Kaag seconded by Mrs. Cynthia Fetherston the Board appoints Mr. Clark Bagnall to the position of part-time cafeteria aide for the period September 19, 2011 – June 30, 2012. Hours will be 11:15 – 2:15 Mondays and Tuesdays. (3 hours/day at \$12.50 per hour) Cost not to exceed \$2,737.50.

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

8. Appointment of Cafeteria Aide (Custodial)

Motion by Mrs. Terri Kaag seconded by Mrs. Cynthia Fetherston, the Board appoints Paul LoGuidice to the position of part-time cafeteria aide for the period September 21, 2011 – June 30, 2012 pending receipt of fingerprinting and criminal history background clearance. Hours will be 11:15 – 2:15 Wednesdays, Thursdays, Fridays. (3 hours/day at \$12.50 per hour). Cost not to exceed \$4,087.50.

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

B. Finance/Buildings & Grounds/Purchasing/Contracts

1. Approval of Line Item Transfers

On the motion of Mrs. Maria Manley seconded by Mr. Douglas McCabe, the Board approves line item transfers dated September 13, 2011 in the amount of \$89,335.

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

2. Approval of Bills and Claims Report

On the motion of Mrs. Maria Manley seconded by Mr. Douglas McCabe, the Board approves the attached bills and claims report dated September 12, 2011 in the amount of \$226,423.85

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

3. Approve Board Secretary and Treasurer’s Reports For The Periods Ending July 31, 2011

On the motion of Mrs. Maria Manley seconded by Mr. Douglas McCabe 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 July 31, 2011 to be approved.

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

4. Approval of Tuition Rates (Students received from other LEA’s) – 2011-2012

Motion by Mrs. Maria Manley seconded by Mr. Douglas McCabe the board approves the following tuitions rates for students received from other LEAs:

Preschool/Kindergarten	\$11,906
Grades 1 – 5	\$12,422
Grades 6 – 8	\$14,087

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

5. Approval of Tuition Contract with Newark Public Schools

Motion by Mrs. Maria Manley seconded by Mr. Douglas McCabe the board approves a tuition contract with Newark Public School District that permits a 6th grade student to attend Borough School at a cost of \$14,087 pro-rated for the period September 8, 2011 – June 30, 2012 (\$77.40/day).

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

B. Grants – 2011-2012 IDEA Consolidated

1. Approval to Submit and Accept Funds

On the motion of Mrs. Maria Manley seconded by Mr. Douglas McCabe, the Board approves the submission of the 2011-2012 IDEA Consolidated Grant Application and accepts funds in the amounts as follows:

Basic \$169,661
Preschool 6,230

Funds will be used for out of district tuition (Basic) and professional consultants (Preschool).

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

C. Special Education

1. Approval of Clinical Psychological Evaluation

On the motion of Mrs. Maria Manley seconded by Mr. Douglas McCabe, the Board approves a clinical psychological evaluation for student 000937, effective June 29, 2011 at a cost of \$625.00. Services to be provided by Dr. Steven Tobias, Center for Child and Family Development, 145 Washington Street, Morristown, NJ 07960.

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

2. Approval of Tutor

On the motion of Mrs. Maria Manley seconded by Mr. Douglas McCabe, the Board approves a tutor for student 000070, effective July, 2011 – August, 2011 at the student’s home at a total cost of \$1,320. Services to be provided by Mary Ann Sharkey.

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

3. Approval of Applied Behavior Analysis (ABA) Consultant Services

On the motion of Mrs. Maria Manley seconded by Mr. Douglas McCabe, the Board approves Applied Behavior Analysis (ABA) Consultant Services for student 000995, at the student's home and at The Richard Blake Center, Horsehill Road, Cedar Knolls, effective September 6, 2011 through June 30, 2012 at a total cost of \$87,625.00. Services to be provided by The Center for Growth and Development, 384 Danbury Road, Wilton, CT 06897.

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

4. Approval of Out of District Placement – Park Lake School

On the motion of Mrs. Maria Manley seconded by Mr. Douglas McCabe, the Board approves an out of district high school placement for student 000634, effective September, 2011 through June, 2012, at the Park Lake School, 72 Academy Street, Rockaway, NJ 07886 at a total tuition cost of \$56,200. Transportation to be bid through Educational Services Commission.

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

5. Approval of Out of District Placement – Park Lake School

On the motion of Mrs. Maria Manley seconded by Mr. Douglas McCabe, the Board approves an out of district high school placement for student 000635, effective September, 2011 through June, 2012, at the Park Lake School, 72 Academy Street, Rockaway, NJ 07886 at a total tuition cost of \$56,200. Transportation to be bid through Educational Services Commission.

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

6. Approval of Out of District Placement – Park Lake School

On the motion of Mrs. Maria Manley seconded by Mr. Douglas McCabe, the Board approves an out of district high school placement for student 000636, effective September, 2011 through June, 2012, at the Park Lake School, 72 Academy Street, Rockaway, NJ 07886 at a total tuition cost of \$56,200. Transportation to be bid through Educational Services Commission.

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

D. Workshops/Seminars/Conferences

1. Approval of Professional Development

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

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

E. Policies

1. **Approval of Policies for First Reading** - Mr. Wayne Marek thanked Mr. Doug McCabe, Mrs. Denise Rawding and Dr. Ernie Palestis for outlining the changes.

On the motion of Mr. Wayne Marek seconded by Mr. Douglas McCabe, the Board approves, on first reading, the following policies:

- 2240 Research, Evaluation, and Planning
- 2255 Action Planning for State Monitoring NJQSAC
- 3000/3010 Concepts and Roles in Business and Non-instructional Operations
- 3100 Budget Planning, Preparation and Adoption
- 3220/3230 State and Federal Funds
- 3326 Payment for Goods and Services
- 3327 Relations with Vendors
- 3451 Petty Cash Funds
- 3510 Operation and Maintenance of Plant
- 3516 Safety
- 3600 Evaluation of Business and Non-instructional Operations
- 4111/4211 Recruitment, Selection and Hiring
- 4112.2 Certification
- 4112.8/4212.8 Nepotism
- 4121 Substitute Teachers
- 5113 Attendance, Absences and Excuses
- 5118 Nonresidents
- 5131.6 Drugs, Alcohol, Steroids, Tobacco (Substance Abuse)
- 5141 Health
- 5145.4 Equal Educational Opportunity
- 5145.12 Search and Seizure
- 6010 Goals and Objectives
- 6114 Emergencies and Disaster Preparedness
- 6121 Nondiscrimination/Affirmative Action
- 6142.2 ESL/Bilingual Education
- 6142.4 Physical Education
- 6142.12 Career and Technical Education
- 6142.13 HIV Prevention Education
- 6145.1/6145.2 Intramural Competition/Interscholastic Competition
- 6164.1 Intervention and Referral Services for General Education Students
- 6171.4 Special Education
- 6178 Early Childhood Education/Preschool
- 9322 Public and Executive Session

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

F. Job Descriptions

1. **Approval of Job Descriptions**

On the motion of Mrs. Cynthia Fetherston seconded by Mrs. Denise Rawding, the Board approves the following job descriptions:

1. District Anti-Bullying Coordinator
2. School Anti-Bullying Specialist
3. Principal (Revised)

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

G. Donations

1. **Approval of Donation from Morris Habitat for Humanity** – Mrs. Maria Manley added that a family from Morris Plains organized the event. In addition, Mrs. Arlene Millman set up the event for the younger children.

Motion by Mr. Wayne Marek seconded by Mrs. Denise Rawding, RESOLVED that the Board accepts a donation from Morris Habitat for Humanity to the Mountain Way School in the amount of \$100.

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

2. **Approval of Donation from Target**

Motion by Mr. Wayne Marek seconded by Ms. Denise Rawding, RESOLVED that the Board accepts a donation from Target to the Borough School in the amount of \$103.26.

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

Donations will be deposited in the Student Activity fund for each school.

X Discussion Items:

A. New Business - none

B. Old Business

--Rescheduling of the October 25, 2011 Board of Education Meeting – The meeting will be changed to Thursday, October 27, 2011.

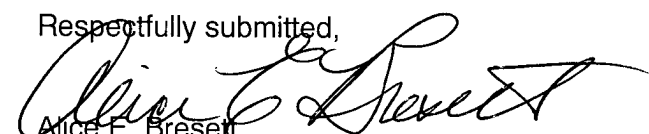
--Board Retreat - The retreat is scheduled for Saturday, September 17, 2011 from 8:45a.m. – 12:00 at the Morris Plains Community Center.

XIII Hearing of Citizens and/or Delegations - none

XIV Adjournment

On the motion of Mrs. Terri Kaag, seconded by Ms. Denise Rawding, BE IT RESOLVED that the Morris Plains Board of Education moves to adjourn the meeting at 8:10p.m.

Respectfully submitted,



Alice E. Bresett
Board Secretary