

**Morris Plains Board of Education
Public Meeting Minutes – September 27, 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 6:35pm 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

III Roll Call

Present: Mr. Alan Albin, Mr. Scott Bober, Mrs. Lee Connor, Mrs. Cynthia Fetherston, Mrs. Terri Kaag, Mrs. Maria Manley (arrived at 7:10p.m.), Mr. Wayne Marek and Mrs. Denise Rawding

Absent: Mr. Douglas McCabe

Also present: Dr. Ernie Palestis, Mrs. Alice E. Bresett, Ms. Lindsay Nahm, and Ms. Jamie Duffy of Patch.com

Number of public attending: 3

IV Executive Session

On the motion of Mr. Scott Bober, seconded by Mr. Wayne Marek, BE IT RESOLVED by the board of education to recess this public meeting and enter into closed session at 6:37pm, 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.

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

On the motion of Mrs. Terri Kaag, seconded by Mrs. Cynthia Fetherston, 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 7:35pm.

VI Presentation – Strategic Plan – Ms. Joanne Borin, NJSBA –

Ms. Borin gave an overview of Strategic Planning:

- 5 year time span
- 2 Committees: State of the School (6min) and State of the Community (6min)
- 3 Meetings each – big picture and executive summary
- 6-8 month process

Mrs. Connor thanked Ms. Borin for coming. Ms. Borin will e-mail Alice Bresett information to forward to the Board of Education.

VII Superintendent's Report – Dr. Ernest Palestis – Dr. Palestis welcomed everyone. At his first cookie meeting, he discussed the Board of Education goals, QSAC and the Retreat. He complimented the staff and principals for a great Back to School night. He also thanked the HSA for providing the great treats. Dr. Palestis gave a Power Point presentation, “Working Together To Design Our School Year.” Dr. Palestis also gave an overview of NCLB goals and expectations. Morris Plains is doing exceptionally well in all areas we test.

VIII Hearing of Citizens and/or Delegations -

Mrs. Michele Lynch, 8 Cutler Road, Morris Plains – Mrs. Lynch asked how is the NJASK different from the NJ INVUE? Dr. Palestis and Ms. Nahm explained that the NJASK is an achievement test and the NJ INVUE is a cognitive ability test.

IX Board Committee Status Reports

--Finance/B&G – Mrs. Fetherston reported that boiler project is almost complete. We are in the process of getting quotes for footings for the shed and that the electrical work on the Mountain Way kitchen should be done in early November. We also reviewed the motions on tonight's agenda for the truck and tech support.

Curriculum and Instruction – The 6th Grade Camping Trip was discussed. The In-service Workshop was also discussed as well as the Barnes and Noble Summer Reading list for Morris Plains. Technical curriculum – Website needs a Webmaster. The Guidance curriculum will be discussed at the October Board meeting. The next Morris Plains Curriculum meeting is October 11, 2011.

Legislative – Mrs. Lee Connor is will attend a meeting in Trenton next week. Mr. Wayne Marek will also be attending meetings.

Educational Services Commission of Morris County (ESC) – Mrs. Fetherston gave a brief report regarding the ESC.

Morris School District – Mr. Alan Albin attended the Morris School District meeting on September 26, 2011. The Morris School District is recovering from flooding. The pool at MHS may need minor repairs. Work is continuing at Alexander Hamilton School. HIB training was also discussed.

Personnel – Mrs. Lee Connor reported that we are reviewing our evaluation models and job descriptions. Dr. Palestis and the administrators will also be doing “10 minute walk-thrus” of classes.

Policy Updates – Policies were reviewed for a second reading tonight. Also, reviewed what is needed for QSAC. In addition, reviewing and updating discretionary policies. The next meeting will be at the end of October.

Liaison Committee

--Shared Services – no report

HSA – Mrs. Teri Belles and Mrs. Karen Dovano are alternating attending Board of Education meetings. The HSA will have a presentation at the Back to School nights. The HSA will only be holding 4 meetings per year. A new process is in place to give funds to schools via Principals. The initial amounts given to each school are \$1,000 to Mountain Way and \$1,500 to Borough. Principals will give a list of priorities to the

HSA of items to be purchased. The Tile Project with Art Teacher, Mrs. Howie, will be funded by the HSA. The current fundraisers are the Kids Stuff books, Beautification Mum orders, Spirit Wear and Book Fairs in October.

X 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:

September 13, 2011 – Executive Session
 September 13, 2011 – Public Meeting
 September 17, 2011 – Board Retreat

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 - absent	Ms. Denise Rawding - yes

XI Business Items Prepared for Official Action on September 27, 2011:

A. Personnel (upon the recommendation of the Superintendent)

1. Appointment of Special Education Teacher – Family Leave – Borough School – October 3, 2011 – February 10, 2012

On the motion of Mr. Scott Bober seconded by Mrs. Maria Manley, the Board appoints Ms. Carly Siber (emergent hire, pending results of criminal background history clearance as Special Education Teacher at the Borough School (Family Leave Replacement for Mrs. Naomi Pochettino), effective September 28, 2011 through February 15, 2012 at a per diem rate of \$247.16 (BA, Step 1) \$49,432*. There are no benefits with this position. *Pending negotiations 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 - absent	Ms. Denise Rawding - yes

2. Amended Motion - Appointment of First Grade Teacher – Family Leave – Mountain Way School - November 29, 2011 – June 30, 2012

On the motion of Mr. Scott Bober seconded by Mrs. Maria Manley the Board appoints Ms. Holly Musso (emergent hire) as First Grade Teacher at the Mountain Way School (Extended Family Leave Replacement for Mrs. Viegas) effective November 29, 2011 through June 30, 2012 at a salary of \$52,398.00* (BA+30/MA Step 1 – to be prorated). Benefits are included with this replacement position. Pending negotiations settlement. (Amended motion reflects a prorated salary instead of a per diem rate.)

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 - absent	Ms. Denise Rawding - yes

3. Approval of a Leave of Absence – Classroom Aide

On the motion of Mr. Scott Bober seconded by Mrs. Maria Manley, the Board approves a leave of absence (due to a family death), without pay for Mrs. Laurie Rafuse, classroom aide effective September 19, 20, 21, 22, 23, 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 - absent	Ms. Denise Rawding - yes

4. Appointment of Mentors – 2011-2012

On the motion of Mr. Scott Bober seconded by Mrs. Maria Manley, the Board approves mentors for the 2011-2012 school year as follows:

<u>Name of Mentor</u>	<u>Teacher being Mentored</u>
Mary Lou Bellomo	Caitlin Hamill, G&T Teacher
Denise Zalis	Nicole Riotto, 7 th Grade LAL
Patty Anders	Shannon Prisco, Kindergarten, Family Leave
Laurie Schorno	Valerie Tonini, Special Education, Family Leave
Jane Hurley-Mead	Carly Siber, Special Education, Family Leave

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 - absent	Ms. Denise Rawding - yes

5. Approval of Substitute Teacher

On the motion of Mr. Scott Bober seconded by Mrs. Maria Manley, the Board approves Ms. Kaitlin Scorsune as substitute teacher for the 2011-2012 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 - absent	Ms. Denise Rawding - yes

6. Appointment of Coach/Advisor Positions 2011-2012

On the motion of Mr. Scott Bober seconded by Mrs. Maria Manley, the Board approves the following coach and advisor positions for the 2011-2012 school year:

Richard Hilton	Media Crew Advisor	\$2,034
Alison Porter	Yearbook Advisor	\$2,632
	Homework Advisor	\$ 250

Mary Ellen Sullivan	Chess Club Advisor	\$ 322

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 - absent	Ms. Denise Rawding - yes

7. Approval of Stipend to Attend Consortium Chess Tournament

On the motion of Mr. Scott Bober seconded by Mrs. Maria Manley, the Board approves a stipend of \$166.00 for Mr. Steve Brochstein to attend the Consortium Chess Tournament with the Borough School students on October 19, 2011 at the Central Avenue School in Stirling, NJ.

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 - absent	Ms. Denise Rawding - yes

8. Approval of Office Assistance – Borough School Office

On the motion of Mr. Scott Bober seconded by Mrs. Maria Manley, the Board approves Mrs. Tracey Flanagan to provide office assistance in the Borough School Office from September 13, 2011 through September 16, 2011 at a per diem rate of \$45.00, total cost \$180.00.

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 - absent	Ms. Denise Rawding - yes

9. Approval of Classroom Aide – Special Education

On the motion of Mr. Scott Bober seconded by Mrs. Maria Manley, the Board approves Ms. Katie Richter (emergent hire, pending results of criminal history clearance), as classroom aide (Special Education) effective October 3, 2011 through June 30, 2012 at a rate of \$12.50 per hour (Step 1 of the Aide Salary Guide), 6.25 hours per day (8:15 a.m. – 3:00 p.m., minus 30 minutes unpaid lunch).

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 - absent	Ms. Denise Rawding - yes

B. Finance/Buildings & Grounds/Purchasing/Contracts

1. Approve Line Item Transfers

On the motion of Mrs. Cynthia Fetherston seconded by Ms. Denise Rawding, the Board approves line item transfers dated September 27, 2011 in the amount of \$99,404.57.

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 - absent	Ms. Denise Rawding - yes

2. Approve Bills and Claims Report

On the motion of Mrs. Cynthia Fetherston seconded by Ms. Denise Rawding, the Board approves the attached bills and claims report dated September 27, 2011 in the amount of \$369,654.02.

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 - absent	Ms. Denise Rawding - yes

3. Approve a License Agreement – YMCA – 2011/2012

On the motion of Mrs. Cynthia Fetherston seconded by Ms. Denise Rawding, the Board approves the License Agreement between the Morris Plains Board of Education and the Morris Center Y.M.C.A., effective September 1, 2011 through June 30, 2012 as per the attached.

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 - absent	Ms. Denise Rawding - yes

4. Approve a Tuition Contract for an Out of District High School Student

On the motion of Mrs. Cynthia Fetherston seconded by Ms. Denise Rawding, the Board approves a tuition contract with Red Bank Regional High School, 101 Ridge Road, Little Silver, NJ 07739 for a high school student residing in Red Bank, NJ, effective September 6, 2011 through June 18, 2012 at a tuition cost of \$17,500.

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 - absent	Ms. Denise Rawding - yes

5. Approve the Uniform State Memorandum of Agreement Between Education and Law Enforcement Official – 2011 Revisions

On the motion of Mrs. Cynthia Fetherston seconded by Ms. Denise Rawding the Board approves the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials – 2011 Revisions.

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 - absent	Ms. Denise Rawding - yes

6. Approve Presenters and Payment for the September 29, 2011 Staff In-service

On the motion of Mrs. Cynthia Fetherston seconded by Ms. Denise Rawding, the Board approves the following presenters and corresponding payments for the September 29, 2011 Staff In-service:

- a. John Lallis – payment not to exceed \$550 (to be paid from NCLB funds) to present “Skills and Strategies for Inclusion and Disability Awareness”.
- b. Alexis Battaglia – payment not to exceed \$1,500 (to be paid from NCLB funds) to present “Active Participation Strategies”.
- c. Gary Chadwell – payment not to exceed \$8,000 (to be paid from NCLB funds) to offer four days of professional development writing to staff, including model lessons, small group work sessions, and curriculum development, on Collins Writing Program. Contracted days are scheduled for October through December.

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 - absent	Ms. Denise Rawding - yes

7. Approve Quote #AAAQ1565 – Peggnet Computers – Technical Assistance

Motion of Mrs. Cynthia Fetherston seconded by Ms. Denise Rawding, the Board approves a quote #AAAQ1565 from Peggnet Computers to provide technical assistance in setting up district computers. Cost not to exceed \$11,520. Funds will be appropriated to budget using 2010-11 Extraordinary Aid.

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 - absent	Ms. Denise Rawding - yes

8. Approve Truck Purchase – Flemington Chevy Buick GMC Cadillac

Motion of Mrs. Cynthia Fetherston seconded by Ms. Denise Rawding, the Board approves purchase of a 2012 GMC Sierra 4WD 2500 HD Pickup Truck from Flemington Chevy Buick

GMC Cadillac, LLC located in Flemington, NJ. Purchase will be made using State Contract #A78847 T2754. Cost of truck is \$24,050 less \$7,500 trade-in. Funds will be appropriated to budget using 2010-11 Extraordinary Aid.

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 - absent	Ms. Denise Rawding - yes

9. Approve Installation of Salter and Plow – West Chester Machinery and Supply

Motion of Mrs. Cynthia Fetherston seconded by Ms. Denise Rawding, the Board approves West Chester Machinery and Supply, Flanders, NJ to install Salter and Plow on new truck at cost of \$2,042. Funds will be appropriated to budget using 2010-11 Extraordinary Aid.

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 - absent	Ms. Denise Rawding - yes

C. Violence and Vandalism Annual District Report – 2010-2011

1. Approve Annual District Report – Violence and Vandalism – 2010-2011

Motion of Ms. Denise Rawding seconded by Mr. Wayne Marek, the Board approves the Annual District Report of Violence and Vandalism for the 2010-2011 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 - absent	Ms. Denise Rawding - yes

Dr. Palestis reviewed the report and determined that there were no incidents of violence or vandalism.

D. Programs – Dr. Palesits explained the program.

1. Approve Participation in the TransOptions Solar Car Student Competition

Motion of Mrs. Terri Kaag seconded by Mrs. Cynthia Fetherston, the Board approves student participation (grades 6-8) in the TransOptions, Inc. solar car student competition to be held on May 16th at Central Park of Morris County. Students from schools throughout Morris County will be competing against one another. There will be a maximum of 60 students (15 teams of 4) meeting weekly, starting in January. All materials will be provided by the students or TransOptions. Ed Frankosky and Casey Devlin, Science Teachers at Borough School will supervise the students.

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 - absent	Ms. Denise Rawding - yes

E. Policy

1. Approval of Policies for Second Reading

On the motion of Mrs. Cynthia Fetherston seconded by Ms. Denise Rawding, the Board adopts, on second 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 Noninstructional 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 - absent	Ms. Denise Rawding - yes

XII Discussion Items:

- A. New Business** – Delegate Assembly to be held November 19
- B. Old Business** - none

XIII Correspondence - none

XIV Hearing of Citizens and/or Delegations -

Mr. Scott Bober spoke about a program at Frelinghuysen called Force=Mass x Acceleration. Honeywell and NASA reached out to the Morris School District students to promote science in education.

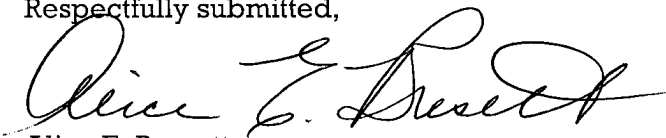
Mrs. Teri Belles, 24 Glenbrook Road, Morris Plains – Asked if the 6th Grade Camping Trip is fully funded by the families? Does the Board contribute anything?

Mrs. Jill Cecere, 11 Dayton Road, Morris Plains – Wanted to know how many miles are on the Board of Education truck? In addition, how old is the truck? Mrs. Bresett will find out the information and get back to Mrs. Cecere.

XV Adjournment

On the motion of Mrs. Terri Kaag, seconded by Mrs. Cynthia Fetherston, BE IT RESOLVED that the Morris Plains Board of Education moves to adjourn the meeting at 9:28 p.m.

Respectfully submitted,



Alice E. Bresett
Board Secretary