

**PREPARING ALL LEARNERS TO EXCEL IN A CHANGING WORLD**

**Morris Plains Board of Education  
Public Meeting – June 25, 2013 – 7:30 p.m.  
Meeting will be held in the 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), 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"/> Lucia Galdi
<input type="checkbox"/> Terri Kaag	<input type="checkbox"/> Maria Manley	<input type="checkbox"/> Douglas McCabe	<input type="checkbox"/> Denise Rawding	Quorum? <input type="checkbox"/> yes <input type="checkbox"/> no

Wayne Ceurvels    Mark Maire    Number of Public

**IV 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.

**V Superintendent's Report – Mr. Mark Maire**

**VI Business Administrator's Report**

**VII Recognition of Retirees**

- Mary Lou Bellomo
- Donna Lanktree

**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 Correspondence**

**X Minutes**

**1. Approval of Minutes**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board approves the following Minutes: June 11, 2013 – Public Meeting and June 11, 2013 – Executive Session

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**2. Approval to Amend the Board of Education Minutes of April 9, 2013**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board of Education approves to amend the following minutes deleting the motion to Approve to Purchase Security Equipment from Sterling and South Jersey Technology Partnership.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**XI Business Items Prepared for Official Action on June 25, 2013:**

**A. Personnel (upon the recommendation of the Superintendent) - *The following motions are of a routine nature, noncontroversial, and will be voted on in one motion.***

**1. Accept Resignation – Classroom Aide – Borough School**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board accepts the resignation of Grace Perret, Classroom Aide at Borough School, effective June 30, 2013.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**2. Approve Substitutes – 2013-2014 School Year**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board accepts the attached list of substitutes for the 2013-2014 school year.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**3. Approve Classroom Aide – Extended Year Program (ESY 2013)**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves Kara Pagan as classroom aide in the ESY program preschool class, effective July 1, 2013 – July 30, 2013 (excluding July 4<sup>th</sup> and 5<sup>th</sup>) at a salary of \$1,008.00 (\$16.00/hour x 3 hours/day x 21 days).

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**4. Approve Classroom Aides – 2013-2014 School Year**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the attached list of classroom aides for the 2013-2014 school year.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**B. Finance/Buildings & Grounds/Purchasing/Contracts /Donations - *The following motions are of a routine nature, noncontroversial, and will be voted on in one motion.***

**1. 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 Ana Thomas as Treasurer of School Monies, (N.J.S.A. 18A:17-31), effective July 1, 2013 to June 30, 2014 at an annual salary to be negotiated.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**2. Appointment of Attorneys**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board reapproves Dennis McKeever of Lindabury, McCormick, Estabrook & Cooper, P.C., as the Board’s attorney for the July 1, 2013 through June 30, 2014. 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 \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**3. 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 July, 2013 1 through June 30, 2014 . 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 \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**4. 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. Mauricio 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 July 1, 2013 –June 30, 2014 for a total amount of \$4,100.00.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**5. Appointment of Auditor**

On a motion by \_\_\_\_\_ seconded by \_\_\_\_\_, the board reapproves 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 2013-2014; 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 2013-2014 school year at a fee of \$27,000 (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 \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**6. Appointment - Architects of Record**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board reapproves the following resolution: **RESOLVED**, that the Morris Plains School District Board of Education, in the County of Morris, New Jersey approves the firm of Parrete-Somjen Architects, Route 46, Rockaway, NJ 07066 as architects of record for July 1, 2013 through June 2014. (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 \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**7. Approve Bills and Claims Report/Disbursement Journal**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the attached bills and claims report/disbursement journal dated June 25, 2013 in the amount of \$497,222.19.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**8. Appointment of Right to Know and PEOSH Consultants**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves Rullo and Juliet Associates, Inc. as the District’s Right to Know and PEOSH consultant for the 2013-2014 school year.  
 Fee Schedule:

Right to Know and PEOSH Communications Compliance	\$1,150.00
Updating Hazardous Substance Fact Sheets	\$ 250.00
Filing State Survey with Required Government Agencies	\$ 175.00
CD’s of MSDS and Hazardous Substance Fact Sheets for Both Schools and the Central Office	\$ 300.00

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**9. Approve Line Item Transfers**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the attached line item transfers dated June 25, 2013 in the amount of \$ 7,500.00.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**10. Approve Payroll Distribution**

On the motion of \_\_\_\_\_ 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
6/15/2013	General Fund	\$268,225

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**11. Approve Board Secretary and Treasurer’s Reports For The Period Ending May 31, 2013**

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 May 31, 2013 to be approved.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**12. Approval of the IEP Planner Software Maintenance Agreement – 2013-2014**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the IEP Planner Software Maintenance Agreement, effective July 1, 2013 through June 30, 2014 with EdNet Technologies, LLC, P.O. Box 5177, North Branch, NJ 08876 at a cost of \$1,436.00.

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

**13. Approval to Transfer Current Year Surplus to Capital Reserve Account**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ the Board approves the following motion:  
 WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess

current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Morris Plains Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Capital Reserve account at year end, and

WHEREAS, the Morris Plains Board of Education has determined that an amount not to exceed \$300,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Morris Plains Board of Education that it hereby authorizes the district’s School Business Administrator to make this transfer consistent with all applicable laws and regulations.

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

**14. Approval to Transfer Current Year Surplus to Tuition Account**

Motion by \_\_\_\_, seconded by \_\_\_\_\_ the Board approves the following motion:

WHEREAS, the authority of the Commissioner of Education permits a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Morris Plains Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Tuition account at year end, and

WHEREAS, the Morris Plains Board of Education has determined that an amount not to exceed \$200,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Morris Plains Board of Education that it hereby authorizes the district’s School Business Administrator to make this transfer consistent with all applicable laws and regulations.

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

**15. Approval of School Lunch Rates – 2013-2014**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the following resolution: RESOLVED, upon the recommendation of the Superintendent, that the Morris Plains School District, in the County of Morris, New Jersey approves the rates for school lunch 2013-2014 school year:

Paid Student Lunch	2.90
Adult Lunch	3.90
Reduced Student Lunch	.40

A La Carte Items: See attached list for Borough and Mountain includes the following:

Entrée Only	2.90
1% Low-Fat or Skim Milk	.65
Snapple 100% Juice	1.35

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

**16. Approve Fund Transfer Request to Morris County Superintendent**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the submission of a request to transfer funds in excess of 10% of the advertised appropriations as per attached to the Morris County Superintendent of Schools.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**C. Special Education - *The following motions are of a routine nature, noncontroversial, and will be voted on in one motion.***

**1. Approval of Out of District Students Attending ESY Programs, Summer, 2013**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves out of district students attending ESY Programs, Summer, 2013 as per the attached.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**2. Approval of Substitute Teacher for the Morris Plains ESY Summer Program, July 1- July 30, 2013**

2. On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves Elizabeth DeVincentis as substitute teacher for the Morris Plains ESY Summer Program, July 1 – July 30, 2013 (excluding July 4<sup>th</sup> and 5<sup>th</sup>, 2013) at an hourly rate of \$38.00.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**D. Superintendent’s Anti-Bullying Report - *The following motion is of a routine nature, noncontroversial, and will be voted on in one motion.***

**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 \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**E. Professional Development - *The following motion is of a routine nature, noncontroversial, and will be voted on in one motion.***

**1. Approval of 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 \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**F. Policy – First Reading - *The following motion is of a routine nature, noncontroversial, and will be voted on in one motion.***

**1. Approve Policy 9322 – Bylaw – Public and Executive Sessions – First Reading**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves, on first reading, policy 9322 – Bylaw – Public and Executive Sessions.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**G. Donation - *The following motion is of a routine nature, noncontroversial, and will be voted on in one motion.***

**1. Accept a Donation From Morris Plains Home & School Association**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board accepts a donation from the Morris Plains Home & School Association, in the amount of \$1,637.45 for a Digital Information Board for Borough School.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**XII Discussion Items:**

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

**XIII Executive Session**

**WHEREAS:** The Open Public Meetings Act, N.J.S.A. 10:4-11, permits the Board of Education to meet in closed session to discuss certain matters; now, therefore be it

**RESOLVED:** The Board of Education adjourns to closed session to discuss: (select one or more)

- 1) a matter rendered confidential by federal or state law;
- 2) a matter in which release of information would impair the right to receive government funds;
- 3) material the disclosure of which constitutes an unwarranted invasion of individual privacy;
- 4) a collective bargaining agreement and/or negotiations related to it;
- 5) a matter involved the purchase, lease, or acquisition of real property with public funds;
- 6) protection of public safety and property and/or investigations of possible violations or violations of law;
- 7) pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege;
- 8) specific prospective or current employees unless all who could be adversely affected request an open session;
- 9) deliberation after a public hearing that could result in a civil penalty or other loss;

**RESOLVED,** the Board may take action at the conclusion of executive session, and be it further, **Resolved,** The minutes of this closed session will be made public when the need for confidentiality no longer exists.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

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

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, BE IT RESOLVED by the board of education to return to the regular session of the Board of Education meeting from the closed session.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

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

Public comment is welcome. Time limit for topics is three minutes. Letters or memos are helpful. Please state your name and address for the record.

**XVI Adjournment**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, BE IT RESOLVED that the Morris Plains Board of Education moves to adjourn the meeting.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_