

**Morris Plains Board of Education  
Public Meeting Agenda  
March 5, 2013 – 7:30 p.m.  
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. Cynthia Fetherston, Board President, opened the meeting at 7:34pm 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**

**Roll Call**

**Present:** Mr. Alan Albin, Ms. Lee Connor, Mrs. Cynthia Fetherston, Ms. Lucia Galdi, Mrs. Terri Kaag, Mrs. Maria Manley, Mr. Douglas McCabe and Ms. Denise Rawding

**Absent:** Mr. Scott Bober

**Also present:** Dr. Ernest Palestis, Mrs. Kristin Kosky, Ms. Lindsay Vieira and Mr. Sean Dolan

**Number of public attending:** 1

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

**Superintendent's Report - Preliminary Budget Presentation –**

Dr. Palestis informed the Board and the public that he attended a Technology meeting this week and the group discussed the technology plan and utilizing Google Applications for further communications within the district.

In addition, Dr. Palestis and Mrs. Kristin Kosky had met with the Benefit Advisors to discuss the Health Plan for next year and how Affordable Health Care would affect the district. Dr. Palestis informed the staff members affected by the Affordable Health Care plan about the changes to the Healthcare Laws.

Dr. Palestis presented to the public the status of the budget and the issues the district would be facing in the future due to enrollment moving to Morristown High School. A Board discussion followed.

**Correspondence - none**

**Approval of Minutes**

On the motion of Mr. Douglas McCabe, seconded by Mrs. Maria Manley, the Board approves the following Minutes:

February 26, 2013 – Public Meeting  
February 26, 2013 – Executive Session

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

**Business Items Prepared for Official Action on March 5, 2013**

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

**1. Approve ABA Home Instructor**

On the motion of Ms. Lee Connor seconded by Ms. Denise Rawding, the Board approves Michelle Gould as Applied Behavior Analysis Instructor for student 000650, at the student's home, effective March 6, 2013 through June, 2013 for 4 hours per week plus 1 hour per month consultation, at an hourly rate of \$45.00. This is a replacement for Mrs. LaBoy who will be out on family leave.

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

**2. Approve Pianist to Assist at the Winter Concert**

On the motion of Ms. Lee Connor seconded by Ms. Denise Rawding, the Board approves Mr. Skip Yingling, pianist, for music accompaniment at the winter concert at a cost of \$250.00 (5 hours).

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

**3. Approve Substitute**

On the motion of Ms. Lee Connor seconded by Ms. Denise Rawding, the Board approves the following substitute teachers for the 2012-2013 school year James Brian Swisher

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

**4. Approve a Request for Four Unpaid Days – Confidential Aide to the Superintendent**

On the motion of Ms. Lee Connor seconded by Ms. Denise Rawding, the Board approves a request for Tracy Flanagan, confidential aide to the superintendent, for four (4) unpaid days – April 24, 25, 26 and 29, 2013.

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

**B. Finance/Buildings & Grounds/Purchasing/Contracts /Donations**

**1. Approve Submission of the 2013-2014 School Budget - tabled**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Morris Plains Board of Education approves the following resolution and submission of the 2013 proposed budget to the County Office for approval.

**BE IT RESOLVED** that the Morris Plains School Board of Education, in the County of Morris, New Jersey approves the 2013-2014 school district budget for submission to the county superintendent as follows:

General Fund                   \$15,580,120  
Special Revenue Fund   \$ 145,341  
Debt Service Fund       \$ 549,300  
and;

**BE IT FURTHER RESOLVED**, that there should be raised for the General Fund \$14,161,717 and Debt Service \$549,300 for the ensuing School Year (2013-2014); and

**WHEREAS**, the district has a taxing authority which is composed of \$118,210 for health benefits adjustment, \$0.00 for enrollment adjustment, \$0.00 for PERS Deferment, and \$57,712 banked levy from previous budgets are available to the district for the school budget for 2013-2014 in addition to the 2% cap increase over the prior year which totals 0 resulting in a maximum district tax levy available of \$14,337,639.

**WHEREAS**, The Board has approved that there should be raised for the General Fund a tax levy of \$14,161,717 for the ensuing School Year (2013-2014).

**BE IT RESOLVED**, that the Morris Plains Board of Education, in the County of Morris, New Jersey approves that the unused taxing authority of \$118,210.00 be banked for potential use in the subsequent three fiscal years.

**BE IT RESOLVED**, that the Morris Plains Board of Education, in the County of Morris, New Jersey approves the withdrawal of \$280,000 from the Capital Reserve to provide funding for the following Projects:

Partial Roof Replacement	Borough	\$250,000
Paving	Mt. Way & Borough	\$37,500

**WHEREAS**, school district policy and N.J.A.C. 6A:23A-7.3(a) provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2013-2014 school year; and

**WHEREAS**, maximum expenditure amount allotted for travel and expense reimbursement for the 2013-2014 school year was \$30,000; and

**WHEREAS**, travel and expense reimbursement has reached a total amount \$14,047.41 as of February 1, 2013;

**BE IT RESOLVED**, that the Morris Plains School Board of Education, in the County of Morris, New Jersey hereby establishes the school district travel maximum for the 2013-2014 school year at the sum of \$30,000; and

**BE IT FURTHER RESOLVED**, that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

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

**1a. Approve Adoption Submission of the 2013-2014 Tentative School Budget**

On the motion of Ms. Denise Rawding, seconded by Mrs. Terri Kaag, Morris Plains Board of Education approves the following resolution and submission of the 2013-2014 proposed budget to the County Office for approval.

**BE IT RESOLVED** that the tentative budget be approved for the 2013-2014 School Year using the 2013-2014 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2013-14 Total Expenditures	15,580,120	145,341	549,300	16,274,761
Less: Anticipated Revenues	1,418,403	145,341	19,988	1,583,732
Taxes to be Raised	14,161,717	0	529,312	14,691,029

And to advertise said tentative budget in the Daily Record in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at the Borough School Learning Center, Morris Plains Borough School, Morris Plains, New Jersey on March 21<sup>st</sup>, 2013 at 7:30 p.m. for the purpose of conducting a public hearing on the budget for the 2013-2014 School Year.

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

**1b. Capital reserve account withdrawal**

On the motion of Ms. Denise Rawding, seconded by Mrs. Terri Kaag, the Board approves the following resolution:

BE IT RESOLVED, that the Morris Plains Board of Education, in the County of Morris, New Jersey approves the withdrawal of \$280,000 from the Capital Reserve to provide funding for the following Projects:

Partial Roof Replacement- Borough \$250,000  
Paving- Mt. Way & Borough \$ 30,000

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

**1c. Capital Projects**

On the motion of Ms. Denise Rawding, seconded by Mrs. Terri Kaag, the Board approves the following resolution:

BE IT RESOLVED, that the Morris Plains Board of Education approves the following capital projects for 2013-2014 school year;

Projects:

Partial Roof Replacement- Borough \$250,000  
Paving- Mt. Way & Borough \$ 37,500

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

**1d. Travel and Related Expense Reimbursements**

On the motion of Ms. Denise Rawding, seconded by Mrs. Terri Kaag, the Board approves the following resolution:

BE IT RESOLVED, that in accordance with Board of Education Policy and N.J.A.C. 6A:23B-1.2(b) provides that the board of education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2013-2014 school year;

NOW, THEREFORE, BE IT RESOLVED, that the Morris Plains Board of Education, in the County of Morris, New Jersey hereby establishes the school district travel maximum for the 2013-2014 school year at a sum of \$30,000; and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

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

**1e. Professional Expenses**

On the motion of Ms. Denise Rawding, seconded by Mrs. Terri Kaag, the Board approves the following resolution:

BE IT RESOLVED, that the Morris Plains Board of Education, in the County of Morris, New Jersey approves Professional Services for the school year 2013-2014:

WHEREAS, N.J.A.C. 6A:23A-5.2 (a) mandates boards to establish annually prior to budget preparation, for public relations and each type of professional service a maximum level of spending for the ensuing school year; and

WHEREAS, the tentative budget includes the following appropriations

Legal	\$ 25,000	
Auditor	\$ 27,000	
Architect	\$ 7,500	
Professional Development	\$ 14,000	
Transportation	\$ 5,000	
Other Services	\$133,663	
Repair Services	\$ 92,750	
Related Services		<u>\$675,128</u>
Total	\$980,041	

WHEREAS, the administration needs to notice the board if there arises a need to exceed said maximums, upon which the board may adopt a dollar increase in the maximum amount through formal board action; and

WHEREAS, the Board and Administration wishes to minimize the amount of paperwork involved in this area;

NOW, THEREFORE BE IT RESOLVED, that the Morris Plains Board of Education establishes maximums for professional services listed above at a level of 120% of the amounts listed for the 2013-2014 school year.

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

**1f. Tax Authority & Banked Cap:**

On the motion of Ms. Denise Rawding, seconded by Mrs. Terri Kaag, the Board approves the following resolution:

BE IT RESOLVED, that the Morris Plains Board of Education, in the County of Morris, New Jersey approves tax authority and banking of cap:

WHEREAS, the district has a taxing authority for the 2013 – 2014 school year composed of \$118,210 for health benefits adjustment and \$57,712 banked levy from previous budgets which are available to the district for the school budget for 2013-2014 in addition to the 2% increase over the prior year which totals \$277,681 resulting in a maximum tax levy available of \$14,337,639.

BE IT RESOLVED, that there should be raised for the General Fund a tax levy of \$14,161,717 for the ensuing School Year (2013-2014).

BE IT FURTHER RESOLVED, that the unused taxing authority of \$175,922 will be banked for potential use in the subsequent three fiscal years.

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

## C Field Trips

### 1. Approve Borough School Field Trip - Joyful Noise Nursery School

On the motion of Ms. Lee Connor seconded by Mrs. Maria Manley, the Board approves a Borough School field trip to Joyful Noise Nursery School on March 8, 2013. This trip involves Borough School student volunteers who will walk to Joyful Noise Nursery School and read to the students there, as part of Read Across America Week. Mrs. Jane Hurley-Mead and Mrs. Naomi Pochettino will be supervising. There will be no cost.

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

### 2. Approve Change of Location and Driver for Solar Car Competition Field Trip

On the motion of Ms. Lee Connor seconded by Mrs. Maria Manley, the Board approves a change in location for the previously approved Solar Car Competition field trip. The location has been changed to Florham Park. Due to a conflict with our bus routes, our district driver cannot transport. Wilkerson needs to transport at a cost of \$283.25. The trip is scheduled for May 15, 2013 with a rain date of May 22, 2013.

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

## D. Policy

### 1. Policies for Second Reading

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

Policy 4116 – Personnel – Evaluation

Policy 9110 – Bylaws – Organization Meeting

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

## E. Special Education

### 1. Approve Neuropsychological Evaluations

On the motion of Ms. Lee Connor seconded by Mrs. Maria Manley, the Board approves neuropsychological evaluations for student 1169 on February 22 and 23, 2013 and March 9, 2013 at a cost of \$2,500. Services to be provided by James F. Battaglia, Ph.D., 102 East Ridgewood Avenue, Suite 3, Ridgewood, NJ.

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

## F. Superintendent's Anti-Bullying Report

### 1. **Accept and Affirm the Superintendent's Anti-Bullying Report**

On the motion of Mrs. Maria Manley seconded by Ms. Lee Connor, the Board accepts and affirms the Superintendent's monthly report of Harassment, Intimidation and Bullying.

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

### Discussion Items:

**A. New Business** – The Budget Presentation to the Board will be held on March 19, 2013 at 7:30pm. The Budget vote will be held on March 21, 2013 at 7:30am.

**B. Old Business** - A reminder was made for all Board Members to complete their ethics form online.

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

### Executive Session

Motion by Mr. Douglas McCabe seconded by Mrs. Maria Manley to approve the following resolution:

**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 at 9:10pm 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.

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

### Return to Regular Session from Closed Session

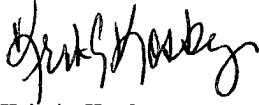
On the motion of Mrs. Terri Kaag, seconded by Ms. Denise Rawding, BE IT RESOLVED by the Board of Education to return to the regular session of the Board of Education meeting from the closed session 9:49pm.

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

**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 9:50pm.

Respectfully submitted,



Kristin Kosky  
Board Secretary