

Morris Plains Board of Education Meeting January 28, 2014 – 7:00 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"/> Francis Foley	<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

Warren Ceurvels Mark Maire Number of Public

IV Executive Session

On the motion of _____, seconded by _____, the Board approves 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 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 ____ CF ____ FF ____ LG ____ TK ____ MM ____ DMc ____ DR ____

V Return to Regular Session from Closed Session

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 ____ CF ____ FF ____ LG ____ TK ____ MM ____ DMc ____ DR ____

VI 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.

VII Superintendent's Report – Mr. Mark Maire

VIII Business Administrator's Report – Dr. Warren Ceurvels

IX Correspondence

X 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

XI Minutes

1. Approval of Minutes

On the motion of _____, seconded by _____, the Board approves the following Minutes: December 17, 2013 – Public and Executive; January 6, 2014 – Public and Executive.

Roll Call: AA ___ SB ___ CF ___ FF ___ LG ___ TK ___ MM ___ DMc ___ DR ___

XII Business Items Prepared for Official Action on January 28, 2014:

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. Approval to Rescind the Contract– Instructional/Bus Aide – Mountain Way School – 2013-2014

On the motion of _____ seconded by _____, the Board approves to rescind the contract of Laurie Rafuse as an Instructional/Bus Aide at Mountain Way School effective January 14, 2014:

Roll Call: AA ___ SB ___ CF ___ FF ___ LG ___ TK ___ MM ___ DMc ___ DR ___

2. Approval to Amend Contract– Instructional Aide – Borough School – 2013-2014

On the motion of _____ seconded by _____, the Board approves the revised contract for Laurie Rafuse, Instructional Aide at Borough School for the 2013-2014 school year effective January 14, 2014. The number of hours and salary will remain the same as the original contract:

9:00am – 3:15 pm (not including 30 minute lunch) \$20.00/hour (Off-guide) 5.75 hrs./day x \$20.00 = \$115.00/day x 183 days = \$21,045.00.

Roll Call: AA ___ SB ___ CF ___ FF ___ LG ___ TK ___ MM ___ DMc ___ DR ___

3. Approval to Amend Contract– Lunch/Recess/Bus Aide – Mountain Way School – 2013-2014

On the motion of _____ seconded by _____, the Board approves the revised contract for Jennifer Thorne, Lunch/Recess/Bus Aide at Borough School for the 2013-2014 school year effective January 14, 2014:

Current Hours/Salary:

11:30 am-1:00 pm – Lunch/Recess Aide – \$12.50/hour (Step 1)

1.5 hrs./day x \$12.50 x 183 days (maximum) = \$3,431.00

Additional Hours/Salary:

1:00 pm-3:15 pm – Bus Aide - \$12.50/hour (Step 1)

2.25 hrs./day x \$12.50 x 183 days (maximum) = \$5,147.00 pro-rated.

Roll Call: AA ___ SB ___ CF ___ FF ___ LG ___ TK ___ MM ___ DMc ___ DR ___

4. Approval to Revise Hours – Instructional Aide – Mountain Way School – 2013-2014

On the motion of _____ seconded by _____, the Board approves the revised hours for Lauren Klener, Instructional Aide at Mountain Way School for the 2013-2014 school year effective January 29, 2014:

Previous Hours: 8:00 am – 2:00 pm (not including 30 minute lunch)

\$14.00/hour (Step 4) 5.5 hrs./day x \$14.00 =\$77.00/day x 183 days = \$14,091.00

New Hours: 8:30 am – 2:45 pm (not including 30 minute lunch) Hours include preschool bus assistance p.m.

\$14.00/hour (Step 4) 5.75 hrs./day x \$14.00 =\$80.50/day x 183 days = \$14,731.50 pro-rated

Roll Call: AA ___ SB ___ CF ___ FF ___ LG ___ TK ___ MM ___ DMc ___ DR ___

5. Approval to Revise Hours – Instructional Aide – Mountain Way School – 2013-2014

On the motion of _____ seconded by _____, the Board approves the revised hours for Caitlin Cosgrove, Instructional Aide at Mountain Way School for the 2013-2014 school year effective January 29, 2014:

Previous Hours: 8:00 am – 2:00 pm (not including 30 minute lunch)

\$14.50/hour (Step 5) 5.5 hrs./day x \$14.50 =\$79.75/day x 183 days = \$14,594.25

New Hours: 7:45 am – 2:00 pm (not including 30 minute lunch) Hours include preschool bus assistance a.m.

\$14.50/hour (Step 5) 5.75 hrs./day x \$14.50 =\$83.38/day x 183 days = \$15,258.54 pro-rated

Roll Call: AA ___ SB ___ CF ___ FF ___ LG ___ TK ___ MM ___ DMc ___ DR ___

6. Approval of Basketball Officials – 2013-2014

On the motion of _____ seconded by _____, the Board approves the following basketball officials for the 2013-2014 school year at a cost of \$55.00 per game:

Peter Kahn
Vincent Galgano

Roll Call: AA ___ SB ___ CF ___ FF ___ LG ___ TK ___ MM ___ DMc ___ DR ___

7. Approval of Substitutes – 2013-2014

On the motion of _____ seconded by _____, the Board approves the following substitutes for the 2013-2014 school year:

John Conheaney Usha Srinivasan
Gaye McVeigh Deepti Srinivasan
Laura Cowhig

Roll Call: AA ___ SB ___ CF ___ FF ___ LG ___ TK ___ MM ___ DMc ___ DR ___

8. Approval of Payment for Leading Professional Development for Staff

On the motion of _____ seconded by _____, the Board approves payment to Maria Laboy for leading after school workshops for staff which took place in September and October. The total cost is \$256.00 (\$32.00/hour x 8 hours).

Roll Call: AA ___ SB ___ CF ___ FF ___ LG ___ TK ___ MM ___ DMc ___ DR ___

9. Approval of Unpaid Day – Classroom Aide – Mountain Way School

On the motion of _____ seconded by _____, the Board approves an unpaid day for Caitlin Cosgrove, classroom aide at Mountain Way School, on December 20, 2013.

Roll Call: AA ___ SB ___ CF ___ FF ___ LG ___ TK ___ MM ___ DMc ___ DR ___

10. Approval of Home Instructor

On the motion of _____ seconded by _____, the Board approves Darlene Howell as Home Instructor for the 2013-2014 school year at an hourly rate of \$33.00.

Roll Call: AA ___ SB ___ CF ___ FF ___ LG ___ TK ___ MM ___ DMc ___ DR ___

11. Movement on the Guide – February 1, 2014

On the motion of _____ seconded by _____, the Board approves Movement on the Guide for the following staff member, effective February 1, 2014:

Staff Member	Current Column/Step	Salary	New Column/Step February 1, 2014	Salary (Adjusted)
Siobhan Cassidy	BA+30/MA, Step 3-4	\$54,055	MA+15, Step 3-4	\$55,585

Roll Call: AA ___ SB ___ CF ___ FF ___ LG ___ TK ___ MM ___ DMc ___ DR ___

12. Approval of 4th Grade Teacher (Family Leave Replacement) – Borough School

On the motion of _____ seconded by _____, the Board approves Matthew Gottilla (emergent hire, pending criminal history background clearance) as 4th Grade Teacher at the Borough School (family leave replacement – Mrs. Schonmann), effective February 24, 2014 through June 30, 2014 at a salary of \$50,395 (BA, Step 1 – to be prorated). There are no benefits with this position. The Board also approves Matthew Gottilla as substitute teacher for two days on February 20 and February 21, 2014 at a per diem rate of \$100.00.

Roll Call: AA ___ SB ___ CF ___ FF ___ LG ___ TK ___ MM ___ DMc ___ DR ___

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

1. 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 January 28, 2014 in the amount of \$580,379.63.

Roll Call: AA ___ SB ___ CF ___ FF ___ LG ___ TK ___ MM ___ DMc ___ DR ___

2. Approve Line Item Transfers

On the motion of _____ seconded by _____, the Board approves line item transfers dated January 28, 2013 in the amount of \$50,000.

Roll Call: AA ___ SB ___ CF ___ FF ___ LG ___ TK ___ MM ___ DMc ___ DR ___

3. 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
January 15, 2014	General Fund	\$261,512.79

Roll Call: AA ___ SB ___ CF ___ FF ___ LG ___ TK ___ MM ___ DMc ___ DR ___

4. Approve Board Secretary and Treasurer’s Reports For The Period Ending December 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 December 31, 2013 to be approved.

Roll Call: AA ___ SB ___ CF ___ FF ___ LG ___ TK ___ MM ___ DMc ___ DR ___

C. School Board Recognition Month – January, 2014 - The following motion is of a routine nature, noncontroversial, and will be voted on in one motion.

1. Adoption of Resolution

On the motion of _____ seconded by _____ the Board of adopts the attached resolution proclaiming January, 2014 as School Boards Recognition Month.

Roll Call: AA ___ SB ___ CF ___ FF ___ 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 ___ CF ___ FF ___ LG ___ TK ___ MM ___ DMc ___ DR ___

E. Workshops/Seminars/Conferences - 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 ___ CF ___ FF ___ LG ___ TK ___ MM ___ DMc ___ DR ___

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

1. Accept a Donation From The 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 \$11,016.00 for the purchase of Open Lockers for Mountain Way and Borough School.

Roll Call: AA ___ SB ___ CF ___ FF ___ LG ___ TK ___ MM ___ DMc ___ DR ___

2. Accept a Donation from a Resident - Children's Books for Mountain Way School

On the motion of _____ seconded by _____, the Board accepts a donation from Nancy Mirabelle for children's books for Mountain Way School in the amount of \$3,000.00.

Roll Call: AA ___ SB ___ CF ___ FF ___ LG ___ TK ___ MM ___ DMc ___ DR ___

3. Accept a Donation From The Education Foundation of Morris Plains

On the motion of _____ seconded by _____, the Board accepts a donation from the Education Foundation of Morris Plains in the amount of \$1,000.00 for Author's Day.

Roll Call: AA ___ SB ___ CF ___ FF ___ LG ___ TK ___ MM ___ DMc ___ DR ___

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

1. Adoption of Policy #6171.4 - Special Education

On the motion of _____ seconded by _____, the Board adopts, on second reading Policy #6171.4 - Special Education.

Roll Call: AA ___ SB ___ CF ___ FF ___ LG ___ TK ___ MM ___ DMc ___ DR ___

XIII Discussion Items:

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

XIV 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.

XV 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 ___ CF ___ FF ___ LG ___ TK ___ MM ___ DMc ___ DR ___

Morris Plains Board of Education

Preparing All Learners to Excel in a Changing World

District Goals - 2013-2014



Board Governance

- ⇒ Self-improvement through workshops that relate to Strategic Plan and/or Board Goals.
- ⇒ Commitment to Board obligations, Board meeting attendance and committee meeting attendance.
- ⇒ Strengthen committee communication by publishing agendas and minutes.

Student Achievement

- ⇒ Analyze data to determine where support is needed for administration and staff to improve student achievement.

Fiscal Responsibility

- ⇒ Find alternative sources of funding to support activities - income or cost savings opportunities.
- ⇒ Implement process to coordinate use of funds with outside groups

For more information, please visit the district web site @www.mpsdk8.org