

**Morris Plains Board of Education  
Public Meeting – May 27, 2014 - 7:30 p.m.**

Meeting will be held in the Borough School Learning Center.

**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

**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 (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 \_\_\_ 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 Approval of the Board of Education Minutes**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the following Minutes: May 13, 2014 – Executive and Regular Sessions.

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

**XII Business Items Prepared for Official Action on May 27, 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 of Union Support Staff - Secretaries/Custodians - 2014-2015**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves union secretaries and custodians, effective July 1, 2014 - June 30, 2015 as per the attached.

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

**2. Approval of Support Staff - Non-Union - 2014-2015**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves non-union support staff, effective July 1, 2014 through June 30, 2015 as per the attached.

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

**3. Approval of Aides - 2014-2015**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves aides for the 2014-2015 school year as per the attached list.

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

**4. Approval of Interim School Business Administrator**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves Dr. Warren Ceurvals as Interim School Business Administrator, effective June 1, 2014 - May 31, 2015 as per the attached contract.

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

**5. Approval of Borough School Principal**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves Sean Dolan as Borough School Principal, effective July 1, 2014 through June 30, 2015 at a salary to be determined.

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

**6. Approval of Mountain Way Principal/District Curriculum Coordinator**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves Lindsay Vieira as Mountain Way School Principal/District Curriculum Coordinator, effective July 1, 2014 through June 30, 2015.

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

**7. Approval to Eliminate Positions - 2014-2015**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the elimination of the following positions for the 2014-2015 school year:

1. Confidential Aide to the Superintendent (part-time)
2. Custodian

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

**8. Approval to Create a Borough School Secretary Position (full time) - 2014-2015**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the creation of a full time Borough School secretary, effective July 1, 2014 - June 30, 2015.

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

**9. Approval of Job Descriptions - 2014-2015**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves job descriptions for the following positions for the 2014-2015 school year.

- 1. Borough School Secretary - 7:30 a.m. - 3:00 p.m.
- 2. Secretary to the Principal - Borough School - 8:30 a.m. - 4:00 p.m.

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

**10. Approval of Classroom Aide - Borough School**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves Victoria Cafiero (emergent hire) as classroom aide at the Borough School, effective May 30, 2014 through June 26, 2014 at a salary of \$13,153.13 (to be prorated) - \$12.50/hour (Step 1) for 5.75 hours per day, exclusive of a 30 minute unpaid lunch.

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

**11. Motion to Approve the Extension of a Family Leave (Mrs. Lemmey)**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the extension of a family leave for Stephanie Lemmey, Kindergarten Teacher at Mountain Way School as follows:

Family Leave Act (unpaid)	June 2, 2014 - October 24, 2014
Extended Leave of Absence (unpaid)	October 27, 2014 - June 30, 2015

Mrs. Lemmey anticipates returning on September 1, 2015.

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

**12. Motion to Approve a Family Leave Position - (Mrs. Lemmey)**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves Nicole Palolini as Kindergarten Teacher (Family Leave Replacement) for Mrs. Lemmey, effective October 27, 2014 through June 30, 2015 salary of \* \$50,395, BA, Step 1. Benefits will begin October 27, 2014. Ms. Palolini will be paid at the per diem rate of \$251.98 (\*\$50.395, BA, Step 1), effective September 2, 2014 through October 24, 2014.

\*Salary may be adjustment when the contract between the Morris Plains Board of Education and the Morris Plains Education Association is settled.

**13. Motion to Approve the Extension of a Family Leave (Mrs. Deeb)**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the extension of a family leave for Lorey Deeb, Grade 3 Co-Teacher at the Borough School as follows:

Extended Leave of Absence (unpaid)	September 1, 2014 - June 30, 2015
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Mrs. Deeb anticipates returning on September 1, 2015.

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

**14. Motion to Approve a Family Leave Position - (Mrs. Deeb)**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves Lindsey Irwin as Third Grade Special Education Co-Teacher (Family Leave Replacement) for Mrs. Deeb effective September 1, 2014 through June 30, 2015 at a salary of \$50,395.\* ( BA, Step 1), to be prorated.

\*Salary may be adjustment when the contract between the Morris Plains Board of Education and the Morris Plains Education Association is settled.

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

**15. Motion to Approve a Family Leave Position - (Mrs. Gallo)**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves Dawn Bruhn as Fourth Grade Teacher (Family Leave Replacement) for Mrs. Gallo effective September 1, 2014 through June 30, 2015 at a salary of \$50,395.\* ( BA, Step 1), to be prorated.

\*Salary may be adjustment when the contract between the Morris Plains Board of Education and the Morris Plains Education Association is settled.

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

**16. Approval of Home Instruction**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves home instruction for student: \_\_\_\_\_ at the student’s home, effective April 11, 2014 through June 26, 2014 at an hourly rate of \$33.00, not to exceed 5 hours per week. Instruction to be provided by Mrs. Lauren Degan.

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

**17. Motion to Approve 2014 ESY (Extended School Year) Program Positions**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the following positions for the 2014 ESY Program, effective July 7, 2014 through August 1 2014 (8:30 a.m. - 11:30 a.m.) - 20 days:

Lori Hoeman	PSD Teacher	\$38/hr; 3.5 hrs/day x 20 days	\$ 2,660
Vacant	Grade K-2 Teacher	\$38/hr; 3.5 hrs/day x 20 days	\$ 2,660
Lindsay Irwin	Grade 3 Teacher	\$38/hr; 3.5 hrs/day x 20 days	\$ 2,660
Jane Hurley Mead	Grade 4 & 5 Teacher	\$38/hr; 3.5 hrs/day x 20 days	\$ 2,660
Alison Porter	Grade 6 , 7 & 8	\$38/hr; 3.5 hrs/day x 20 days	\$ 2,660
Jennifer Thorne	PSD Aide	\$16/hr; 3.0 hrs/day x 20 days	\$ 960
Elizabeth Schmidt	PSD Aide	\$16/hr; 3.0 hrs/day x 20 days	\$ 960
Randall Porter	K-2 Aide	\$16/hr; 3.0 hrs/day x 20 days	\$ 960
Debbie Greik/ Marcia Goldberg	Nurse	\$150/day x 20 days	\$ 3,000

Nurses will share the time.

Substitute Teachers - \$38/hr.: Dawn Bruhn, Elizabeth De Vincentis, Virginia Hussey, Shannon Prisco, Ashley Arteaga, Carly Siber

Substitute Aide - \$16 /hr. Virginia Hussey

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**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the attached bills and claims report dated May 27, 2014 in the amount of \$642,052.13.

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 for May, 2014 as per the attached.

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

**3. Approve Payroll Distribution**

Motion by \_\_\_ 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
5/15/14	General Fund	\$269,465.61

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

**4. Approve Board Secretary and Treasurer’s Reports For The Period Ending April 30, 2014**

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 April 30, 2014 to be approved.

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

**5. Approval of Withdrawal from Capital Reserve for School Facility Projects**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the following:

**Whereas**, the Morris Plains Board of Education has obtained approval from the Department of Education for the following school facility projects:

Project Description: Mountain Way School Site Improvements

DOE Project #: 3380-030-14-1003  
SDA Project #: 3380-030-14-G2HA  
Grant #: G5-5604

Project Description: Borough School Site Improvements

DOE Project #: 3380-020-14-1001  
SDA Project #: 3380-020-14-G2GY  
Grant #: G5-5602

Project Description: Borough School Partial Roof Replacement

DOE Project #: 3380-020-14-1002  
SDA Project #: 3380-020-14-G2GZ  
Grant #: G5-5603

**And Whereas**, the Morris Plains Board of Education has elected to receive a Section 15 Grant for the aforementioned projects;

**And Whereas**, the Morris Plains School District has been advised by the School Development Authority is experiencing delays in processing the Section 15 Grants;

**And Whereas**, the Morris Plains Board of Education has approved the withdrawal of \$280,000 from the capital reserve account to fund the local share of the final eligible costs of said project on March 5, 2013;

**And Whereas**, additional funding is required in order to award the bid on the aforementioned projects;

**And Whereas**, the additional funds will be replaced by the Section 15 grants and revert back to the Capital Reserve account;

**Now Therefore Be It Resolved**, that the Morris Plains Board of Education approve the withdrawal of an additional \$106,800 from capital reserve to fund an increased local share of said projects.

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

**6. Approval of Withdrawal from the Maintenance Reserve Account**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the following:

**Be It Resolved**, that the Morris Plains Board of Education approves the withdrawal of \$50,000 from the Maintenance Reserve Account to provide funding for HVAC and plumbing repairs at the Borough and Mountain Way Schools.

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

**7. Approval to Award Bid for Partial Roof Replacement – Borough School**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the following:

**Whereas**, the Morris Plains Board of Education advertised and received bids for the Partial Roof Replacement at the Borough School from the following:

<b>BIDDERS</b>	<b>BASE BID</b>	<b>ALT #1</b>	<b>TOTAL BID</b>
Patwood Contracting	\$252,000	\$11,800	\$263,800
Barret Roofs	\$262,860	\$16,130	\$278,990
NRM	\$275,000	\$15,000	\$290,000
Arch Concept	\$288,000	10,000	\$298,000
P. Cipollini	\$299,000	\$9,000	\$308,000
MAK Group	\$339,000	\$13,900	\$352,900
SJ Carney	\$261,000		\$261,000
NJR Contractors	\$403,920	\$6,600	\$410,520

**Now Therefore Be It Resolved**, that the Morris Plains Board of Education accepts the bids for the Partial Roof Replacement at the Borough School and approves the award of contract for the Base Bid and Alternate #1 to Patwood Contracting of Little Falls, New Jersey in the total amount of \$263,800 as the lowest responsible bidder.

Roll Call: AA \_\_\_ SB \_\_\_ FF \_\_\_ 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 Pre-Driver Evaluation**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves a pre-driver evaluation for student 000633 effective June, 2014 at a cost of \$394.00. Services will be provided by Kessler Institute for Rehabilitation, 1199 Pleasant Valley Way, West Orange, NJ 07052.

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**

**1. Approve 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 \_\_\_

**XIII Discussion Items:**

**A. New Business**

**--Board of Education Meeting Date  
Second Meeting in June - Rescheduled for June 30, 2014**

**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 \_\_\_