Morris Plains Board of Education Meeting
November 26, 2013
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 7:00pm 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. Scott Bober, Mrs. Lee Connor, Mrs. Cynthia Fetherston, Ms. Lucia Galdi, Mrs. Terri Kaag, Mrs. Maria Manley (arrived at 7:11pm), Mr. Douglas McCabe and Ms. Denise Rawding
Absent: Mr. Alan Albin
Also present: Mr. Mark Maire, Dr. Warren Ceurvels and Mr. Sean Dolan
Number of public attending: 35

Executive Session

On the motion of Mr. Scott Bober, seconded by Mr. Douglas McCabe, 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 at 7:01pm to discuss pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege;
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.

Motion carried by unanimous voice vote.

Return to Regular Session from Closed Session

On the motion of Mrs. Maria Manley, seconded by Mr. Scott Bober, 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 7:30pm.

Motion carried by unanimous voice vote.

Hearing of Citizens and/or Delegations - none

Recognition of County Champions – Mr. Sean Dolan introduced the Coaches.
Girls' Soccer Team and Coach Casey Devlin
Cross Country Team and Coach Monica Pecoraro

Superintendent's Report – Mr. Mark Maire

- No incidences of HIB to report.
- Tremendous pride that we celebrate tonight our student athletes and coaches on a successful athletic season. I would like to thank the coaches, athletes, and parents for representing our athletic program with pride, dignity, and sportsmanship.
- Congratulations to Marc Morano, custodian at Mountain Way, for winning the Morris County Educational Support Personnel Award, from the Morris County Council Education Association.
- First round of staff observations are drawing to an end. It has been a pleasure to participate in this process.
- Several grade-wide activities and events continue to fill the school calendar, including a Kindergarten feast, a 3rd graded Thanksgiving play, character education-based assemblies/student workshops, and 8th grade transition activities. I applaud efforts from staff to create learning opportunities beyond the walls of their classrooms.
- Unfortunately, the season for inclement weather is approaching – Make sure your emergency contact information is updated.
- The first superintendent parent forum was held on November 13th. Approximately 11 parents attended. Feedback and communication was positive and constructive, and I enjoyed the collaboration. The next forum is scheduled for January 27th.
- As inclement weather approaches – Make sure your emergency contact information is
- This is a wonderful time of year, as we recognize family traditions and festivities. I wish everyone a happy, healthy, and joyous upcoming holiday season.

Business Administrator's Report – Dr. Warren Ceurvels

1. The Audit was completed with no recommendations. Dr. Ceurvels recognized the efforts of the office staff in achieving this status.
2. A budget discussion with the Finance Committee has started.
3. We have received contracts from the Morris School District for a Special Education student and for the high school students.

Correspondence - none

Board Committee Status Reports:

Finance/Buildings and Grounds – Discussion of Audit and Roofs

Curriculum and Instruction – Ms. Denise Rawding discussed looking at the time involved for evaluations and test scores. She reported that the Professional Development Leader Academy is paid from curricular development budget. A discussion took place about Professional Development Instructors need prior approval.

Legislative – none

Educational Services Commission of Morris County (ESC) – none

Morris School District – Ms. Lucia Galdi reported that 49 applicants for Morristown High School Principal were narrowed down to 16.

Personnel – Mrs. Lee Connor reported that the committee has focused mostly on staff evaluations.

Policy Updates – Ms. Denise Rawding reported on the revamping of some of the Special Education Policies for the next meeting. A discussion took place concerning attendance at BOE meetings by Board members. It was suggested that the current policy apply to committee meetings as well. Lastly, she reported that retentions need to be looked at.

Liaison Committees

--Morris Plains Home and School Association (MPHSA) – Ms. Karen Riley reported that Campbell Soup Labels were collected and exchanged for recess equipment. The MPHSA is working with the principals to develop bad weather recess programs. In addition, the MPHSA is exploring the use of cubbies in classrooms. Lastly, new gym wall mats have been ordered.

--Morris Plains Municipal Alliance Committee (MPMAC) – none

--Education Foundation of Morris Plains (EFMP) - The date for the Wine and Cheese Fundraiser is February 7, 2014.

--Strategic Planning Committees – none

Mrs. Maria Manley has been attending the Morris School District Curriculum meetings. The meetings included information about the Literacy Symposium Workshop, cognitive study skills, re-writing the calculus curriculum and opt out provision. Mrs. Manley also noted Mr. Wilson's work with the 8th grade students in preparing for high school.

Minutes

1. Approval of Minutes

On the motion of Mrs. Maria Manley, seconded by Ms. Lucia Galdi, the Board approves the following Minutes:
November 12, 2013 – Executive Session; November 12, 2013 – Public Meeting.

Mr. Alan Albin – absent	Mr. Scott Bober – yes	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 November 26, 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. Approval of Days Without Pay – Classroom Aide

On the motion of Mrs. Maria Manley, seconded by Ms. Lucia Galdi, the Board approves 1 (one) unpaid day for Eileen Bodnar, Classroom Aide at the Borough School as follows:

November 5, 2013 .5 day
November 15, 2013 .5 day

Mr. Alan Albin – absent	Mr. Scott Bober – yes	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

Ms. Lee Connor asked what was revised about the Science Curriculum Writers.

2. Approval of Science Curriculum Writers - Revisions

On the motion of Mrs. Maria Manley, seconded by Ms. Lucia Galdi, the Board approves the following Science Curriculum Writers for the 2013-2014 school year:

Staff Member	Hourly Rate	# of Hours	Total
Erin Kramer	$32.00	not to exceed 20	$640.00
Andrea Bruno	$32.00	not to exceed 20	$640.00
Ed Frankosky	$32.00	not to exceed 20	$640.00
Casey Devlin	$32.00	not to exceed 20	$640.00

Mr. Alan Albin – absent	Mr. Scott Bober – yes	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. Approval of Winter Concert Pianist

On the motion of Mrs. Maria Manley, seconded by Ms. Lucia Galdi, the Board approves Mr. Douglas Yingling as pianist to assist with the winter concerts at a cost of $50.00 per hour x 5 hours for a total cost of $250.00. Hours include: 3 hours for Dress Rehearsal (December 9th); 1 hour for the Grade 3 and 4 Concert (December 12th); 1 hour for the Grade 5 and Select Chorus Concert (December 19th).

Mr. Alan Albin – absent	Mr. Scott Bober – yes	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

Ms. Lee Connor re-affirmed the need for a demo lesson.

4. Approval of Family Leave Replacement – (Mrs. Penkoski, Grade 1 Teacher)

On the motion of Mrs. Maria Manley, seconded by Ms. Lucia Galdi, the Board approves Isis Sarnowski (Emergent Hire) as Family Leave Replacement Teacher, Grade 1 at Mountain Way School, effective December 2, 2013 through March 7, 2014 at a salary of $53,419 prorated at a per diem rate of $267.10 (BA+30/MA, Step 1). There are no benefits associated with this position.

Mr. Alan Albin – absent	Mr. Scott Bober – yes	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 - *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 Ms. Lee Connor seconded by Mrs. Maria Manley, the Board approves the attached bills and claims report/disbursement journal dated November 26, 2013 in the amount of $503,300.04.

Mr. Alan Albin – absent	Mr. Scott Bober – yes	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 Payroll Distribution

On the motion of Ms. Lee Connor seconded by Mrs. Maria Manley 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
11/15/2013	General Fund	$265,245.41

Mr. Alan Albin – absent	Mr. Scott Bober – yes	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 Board Secretary and Treasurer's Reports For The Period Ending 10.31.2013

On the motion of Ms. Lee Connor seconded by Mrs. Maria Manley 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 October 31,2013 to be approved.

Mr. Alan Albin – absent	Mr. Scott Bober – yes	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. 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 Ms. Lee Connor seconded by Mrs. Maria Manley, the Board accepts and affirms the Superintendent's monthly report of Harassment, Intimidation and Bullying.

Mr. Alan Albin – absent	Mr. Scott Bober – yes	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. 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 Mrs. Marie Manley seconded by Mr. Scott Bober, the Board approves the attached list of requests for professional development and corresponding costs.

Mr. Alan Albin – absent	Mr. Scott Bober – yes	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. Approval of Professional Development Instructors

On the motion of Mrs. Marie Manley seconded by Mr. Scott Bober, the Board approves the following professional development instructors for professional development preparation and delivery as follows:

Staff Member	Hourly Rate	# of Hours	Total
Alissa Schonmann	$32.00	8 hours	$256.00
Jessica Hendershot	$32.00	8 hours	$256.00
Erin Kramer	$32.00	8 hours	$256.00
Jennifer Simms	$32.00	8 hours	$256.00
Darlene Howell	$32.00	8 hours	$256.00

This is a one-time non-precedent event (future Professional Development needs to be approved prior to the start by the full Board).

Mr. Alan Albin – absent	Mr. Scott Bober – yes	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. Fund Raiser - ***The following motion is of a routine nature, noncontroversial, and will be voted on in one motion.***

1. Approve Preschool Class Fundraiser - Magnets

On the motion of Mrs. Marie Manley seconded by Mr. Scott Bober, the Board approves a fundraiser for the purpose of raising funds for the preschool class at Mountain Way School. Magnets, advertising the Mountain Way School Preschool Program, will be offered to the community for sale. This will be an ongoing fundraiser. The magnets will sell for approximately $4.00-$5.00 each and moneys received would be used for playground upgrades.

Mr. Alan Albin – absent	Mr. Scott Bober – yes	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 – Mrs. Terri Kaag stated that she attended Dover's computer design and program for PAARC. Mr. Scott Bober stated that he attended the Morris County School Boards Association meeting. He also stated that Ms. Lee Connor received a plaque from the Association for her 9 years of service. Mrs. Maria Manley stated that there was a problem with the tech equipment for the Veteran's Day Presentation. Mrs. Cynthia Fetherston stated that she will schedule a presentation in January 2014 for School Board Members Code of Ethics and interpreting data.

B. Old Business - Mr. Douglas McCabe asked Dr. Ceurvels about the status of the school bus. Dr. Ceurvels stated that he followed up with the representative from Wolfington Bus Company who stated that they usually do not buy back used buses but do take them as trade-ins. The current economy is such that he has 8 new buses for sale that have been difficult to sell.

Hearing of Citizens and/or Delegations - none

Adjournment

On the motion of Mrs. Maria Manley, seconded by Ms. Denise Rawding, BE IT RESOLVED that the Morris Plains Board of Education moves to adjourn the meeting at 10:00pm.

Motion carried by unanimous voice vote.

Respectfully submitted,

Dr. Warren S. Ceurvels
Board Secretary