

**Morris Plains Board of Education  
Public Meeting – February 24, 2015 - 7:00 p.m.**

Meeting will be held in the Borough School Learning Center

**District Goals - 2014-2015**

1. To create a culture of thinking and learning that promotes student achievement.
2. To provide professional development to ensure the delivery of instruction of the aligned curriculum to the NJCCSS.
3. Continue to implement AchieveNJ in accordance with state regulations; and to successfully implement PARCC testing in grades three through eight.
4. To continue to ensure that the budget provides for the achievement of all students in the district while maintaining fiscal responsibility.
5. Continue to strengthen two-way communication within the district among staff, parents, and members of the school community.

**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 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.

**IV Basic Skills Presentation**

--Amy VanBuskirk  
--Allison Zakrzewski

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

**VI Business Administrator's Report – Dr. Warren Ceurvels**

**VII 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

**VIII Approval of the Board of Education Minutes**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the following Minutes: February 10, 2015 – Regular Meeting.

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

**IX Business Items Prepared for Official Action on February 24, 2015:**

**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. Appointment of School Business Administrator/Board Secretary**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves Amy Barkman as School Business Administrator/Board Secretary, effective May 4, 2015 - June 30, 2015; and July 1, 2015 through June 30, 2016 as per the attached contracts.

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

\*\*\*\*\* BREAK \*\*\*\*\*

**2. Amend Motion - Family Leave - Preschool Teacher at Mountain Way School**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board amends a family leave request from Michele Donker, Preschool Teacher at the Mountain Way School, effective February 11, 2015 as follows:

February 11, 2015 - February 20, 2015	7 Sick Days (paid)
February 23, 2015 - June 30, 2015	Family Leave (unpaid)

Mrs. Donker anticipates returning on September 1, 2015.

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

**3. Resignation of Classroom Aide - Mountain Way School**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board accepts the resignation of LoriAnn Hoeman, Classroom Aide at Mountain Way School, effective February 26, 2015.

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

**4. Approval of Family Leave Replacement (Mrs. Donker) - Preschool Teacher at Mountain Way School**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves LoriAnn Hoeman as Preschool Teacher at Mountain Way School (Family Leave Replacement - Mrs. Donker) effective February 27, 2015 through June 30, 2015 at a per diem rate of \$254.50 (\$50,900, BA, Step 1). There are no benefits with this position.

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

**5. Approval of Substitute Teacher**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves Geradina Burns as substitute teacher for the 2014-2015 school year:

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

**6. Approval of Resignation - Classroom Aide - Mountain Way School**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board accepts the resignation of Theresa Udall, Classroom Aide at Mountain Way School, effective March 20, 2015.

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

**7. Approval of Classroom Aide**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves Victoria Cafiero, as classroom aide, effective February 9, 2015 through June 30, 2015 at a salary of \$13,479.32 (\$12.81/hour x 5.75 hours per day (x 183 days) to be prorated. (includes a 30 minute unpaid lunch)

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

**8. Approval of Home Instructor**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves Sherri Votapek as Home Instructor for student 000670 effective February 25, 2015 through April 30, 2015 at an hourly rate of \$33.00 x 2 hours per day x 5 days per week; total not to exceed \$2,640.00 (\$330.00/week x 8 weeks).

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

**9. Approval of Classroom Aide - Preschool Class**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves Sherri Votapek, as classroom aide, effective February 27, 2015 through June 30, 2015 at a salary of \$14,594.25 (\$14.50 hour x 5.5 hours per day (x 183 days) to be prorated. (excludes a 30 minute unpaid lunch)

Roll Call: AA \_\_\_ SB \_\_\_ CF \_\_\_ FF \_\_\_ AG \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ 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 Line Item Transfers**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves line item transfers dated February 24, 2015.

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

**2. Approve Bills and Claims Report**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the attached bills and claims report dated February 24, 2015 in the amount of \$397,747.93.

Roll Call: AA \_\_\_ SB \_\_\_ CF \_\_\_ FF \_\_\_ AG \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ 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
2/15/2015	General Fund	\$277,928.95

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

**4. Approve Board Secretary and Treasurer's Reports For The Period Ending 1/31, 2015**

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 January 31, 2015 to be approved.

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

**5. Carryover of Funds in Title IIA**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the 2013-2014 carryover of funds in Title IIA in the amount of \$2,275.00 to be spent in 2014-2015.

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

**6. Carryover of Funds in IDEA**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the carryover of 2013-2014 IDEA Grants in the following amounts to be spent in 2014-2015:  
Basic - \$5,295.00; Preschool - \$5,830.00

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

**7. Carryover of Funds in Title I Part A**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the 2013-2014 carryover of funds in Title I Part A in the amount of \$732.00 to be spent in 2014-2015.

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

**C School Calendar - 2014-2015**

**1. Approve the Revised 2014-2015 School Calendar-Removal of Professional Development Day**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves to revise the attached 2014-2015 school calendar as follows: Removal of Professional Development Day on March 18, 2015. March 18<sup>th</sup> will now become a regular day for students

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

**D. Equivalency Application - Tenured Teacher Evaluations**

**1. Approve the Submission of an Equivalency Application for the Evaluations of Tenured Teachers**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the submission of an Equivalency Application for the evaluations of tenured teachers to the New Jersey Department of Education as attached.

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

**E. Donation**

**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 of a Beaver Mascot Costume valued at \$430.00 for Borough School.

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

**F. 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 \_\_\_\_ AG \_\_\_\_ LG \_\_\_\_ TK \_\_\_\_ MM \_\_\_\_ DR \_\_\_\_

**G. Workshops/Seminars/Conferences - *The following motions are 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.

**X Discussion Items:**

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

**XI 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 \_\_\_\_ AG \_\_\_\_ LG \_\_\_\_ TK \_\_\_\_ MM \_\_\_\_ DR \_\_\_\_

**XII 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 \_\_\_\_ AG \_\_\_\_ LG \_\_\_\_ TK \_\_\_\_ MM \_\_\_\_ DR \_\_\_\_

**XIII 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.

**XIV 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 \_\_\_\_ AG \_\_\_\_ LG \_\_\_\_ TK \_\_\_\_ MM \_\_\_\_ DR \_\_\_\_