

PREPARING ALL LEARNERS TO EXCEL IN A CHANGING WORLD

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

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. Maria Manley, Board President, opened the meeting at 7:09pm 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, Mr. Scott Bober, Mrs. Cynthia Fetherston, Mr. Francis Foley, Mr. Anthony Galdi, Ms. Lucia Galdi (Left at 7:30pm), Mrs. Terri Kaag, Mrs. Maria Manley and Ms. Denise Rawding

Absent: Also present: Mr. Mark Maire, Dr. Warren Ceurvels and Ms. Lindsay Vieira

Number of public attending: 3

Executive Session

On the motion of Mr. Scott Bober, seconded by Mrs. Cynthia Fetherston, 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 7:10pm to discuss: specific prospective or current employees unless all who could be adversely affected request an open session;

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 Ms. Denise Rawding, seconded by Mr. Francis Foley, 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.

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 Mr. Scott Bober seconded by Ms. Denise Rawding, 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.

Mr. Alan Albin - yes	Mr. Scott Bober - yes	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley - yes	Mrs. Terri Kaag - yes	Mrs. Maria Manley - yes
Ms. Lucia Galdi - absent	Mr. Anthony Galdi - yes	Ms. Denise Rawding - yes

***** BREAK *****

Hearing of Citizens and/or Delegations - none

Basic Skills Presentation - see attached

- Amy VanBuskirk
- Allison Zakrzewski

Superintendent's Report - Mr. Mark Maire reported the following:

- There are no incidences of HIB to report.
- This week, Dr. Ceurvels and I facilitated a budget meeting with administration. We finalized the open-ended items, which included professional development, technology, staffing, and curriculum. We are quite pleased with the numbers. We will utilize the Finance Committee and Personnel Committee meetings on March 10th to review these updated, itemized accounts. Dr. Ceurvels and I will conduct a preliminary budget presentation to the full board on March 10th. The board will vote to approve the preliminary budget during the March 24th board meeting.
- On the agenda, we plan to revise the 2014-2015 school calendar. PARCC testing is scheduled during the week of March 16th. We are concerned that the reduction in time could pose problems for students who require extended time on the assessment. Considering PARCC is new, and we have no point of reference, we feel it is important to address this issue. Therefore, we are making the recommendation to change March 18th from a one-session day to a full day of school. We will not reschedule the professional development time. Instead, we will utilize building meeting time to address specific staff needs. I shared this proposal with the HSA and the MPEA, and they were quite pleased with the change.
- Our PARCC team is working extremely hard to prepare for the upcoming assessment. Mr. Wilson, our technology coordinators, and administration are committed to prepare our infrastructure, databases, teachers, and students. We plan to have students and staff enter the test navigation site and complete sample questions. This will further support our data collection. Currently, we have received 10 opt-outs.
- Mountain Way and Borough School will celebrate Read Across America Week next week. Both Borough School and Mountain Way will have guest readers. Mountain Way will also have school wide activities, and they even had a visit from the Cat in the Hat last week. Mountain Way concluded their 4th grade reading buddies. This program, organized by Brian Wilson, partners our fourth graders with our kindergartners to help share important character education lessons through shared reading experiences. The Second Graders presented their Famous Americans Play on Friday. After extensive research, second graders wrote their own scripts and will present their play to an audience of family and friends.

- This week, I learned about the Equivalency Application. School districts have an opportunity to apply for relief with tenured teacher observations. Specifically, an approved application would allow districts to reduce the number of observations for tenured teachers from 3 a year to 2. However, the observation minutes would remain consistent at 60 minutes (three 20 minute observation to one 20 minute observation and one 40 minute observation). The application must be completed, board approved, and sent to Commissioner Hespe for final approval. This application is supported by the MPEA. The opportunity to reduce 40 observations from administrations' observation schedule next year will allow us to focus more time evaluating non-tenured staff members. Currently, administration is completing their second round of observations.
- On Tuesday night, I had the opportunity to meet the new MSD superintendent, Mr. Mackey Pendergrast. I am excited to work collaboratively with Mr. Pendergrast, a familiar face in Morris County who will come to the MSD from West Morris Regional High School.
- March 10th – Special Education Analysis Presentation (Ms. Peggy Walsh), Preliminary Budget Presentation

Business Administrator's Report – Dr. Warren Ceurvels requested that all Board members complete their online Financial Disclosure Report by the end of March so he could approve the report before he leaves. Dr. Ceurvels reported that according to the Governor's address, State Aid will remain the same but should know more tomorrow.

Board Committee Status Reports:

Finance/Buildings and Grounds – Mrs. Cynthia Fetherston reported that the committee reviewed the preliminary budget which included a 1.75% tax levy increase. The committee also reviewed the proposed new positions in the budget as well as benefit increases.

Curriculum and Instruction - Mrs. Terri Kaag reported that a meeting was held February 4, 2015 with Principal Lindsay Vieira and discussed new program proposals (see attached minutes).

Legislative – Mrs. Cynthia Fetherston reported that there is legislation to cap tuition increases at 2% and discussions concerning Superintendent Salary Caps.

Educational Services Commission of Morris County (ESC) – Mr. Alan Albin reported on the meeting held on February 4, 2015 (see attached notes).

Morris School District – Ms. Lucia Galdi reported that the Morris School District appointed the new Superintendent of Schools – Mr. Mackey Pendergrast.

Personnel – none

Policy Updates – Ms. Denise Rawding reported the next meeting will be held on March 24, 2015.

Liaison Committees:

--**Morris Plains Home and School Association (MPHSA)** – Mr. Mark Maire reported that a Casino Night will be held in April.

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

--**Education Foundation of Morris Plains (EFMP)** – Ms. Lindsay Vieira presented Education Lab includes the use of 3D printers.

--**Strategic Planning Committees** – none

Mrs. Cynthia Fetherston reported that the Morris County School Boards Association reminded the Boards to conduct ethics training and there are a number of legislative updates provided by the Association.

Approval of the Board of Education Minutes

On the motion of Mr. Anthony Galdi seconded by Mrs. Cynthia Fetherston, the Board approves the following Minutes:

February 10, 2015 – Regular Meeting.

Mr. Alan Albin – yes	Mr. Scott Bober – yes	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Ms. Lucia Galdi - absent	Mr. Anthony Galdi – yes	Ms. Denise Rawding - yes

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

A. Personnel Continued (upon the recommendation of the Superintendent) - The following motions are of a routine nature, noncontroversial, and will be voted on in one motion.

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

On the motion of Mr. Anthony Galdi seconded by Mrs. Cynthia Fetherston, 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.

Mr. Alan Albin – yes	Mr. Scott Bober – yes	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Ms. Lucia Galdi - absent	Mr. Anthony Galdi – yes	Ms. Denise Rawding - yes

3. Resignation of Classroom Aide - Mountain Way School

On the motion of Mr. Anthony Galdi seconded by Mrs. Cynthia Fetherston, the Board accepts the resignation of LoriAnn Hoeman, Classroom Aide at Mountain Way School, effective February 26, 2015.

Mr. Alan Albin – yes	Mr. Scott Bober – yes	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Ms. Lucia Galdi - absent	Mr. Anthony Galdi – yes	Ms. Denise Rawding - yes

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

On the motion of Mr. Anthony Galdi seconded by Mrs. Cynthia Fetherston, 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.

Mr. Alan Albin – yes	Mr. Scott Bober – yes	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Ms. Lucia Galdi - absent	Mr. Anthony Galdi – yes	Ms. Denise Rawding - yes

5. Approval of Substitute Teacher

On the motion of Mr. Anthony Galdi seconded by Mrs. Cynthia Fetherston, the Board approves Geradina Burns as substitute teacher for the 2014-2015 school year:

Mr. Alan Albin – yes	Mr. Scott Bober – yes	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Ms. Lucia Galdi - absent	Mr. Anthony Galdi – yes	Ms. Denise Rawding - yes

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

On the motion of Mr. Anthony Galdi seconded by Mrs. Cynthia Fetherston, the Board accepts the resignation of Theresa Udall, Classroom Aide at Mountain Way School, effective March 20, 2015.

Mr. Alan Albin - yes	Mr. Scott Bober - yes	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley - yes	Mrs. Terri Kaag - yes	Mrs. Maria Manley - yes
Ms. Lucia Galdi - absent	Mr. Anthony Galdi - yes	Ms. Denise Rawding - yes

7. Approval of Classroom Aide

On the motion of Mr. Anthony Galdi seconded by Mrs. Cynthia Fetherston, 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)

Mr. Alan Albin - yes	Mr. Scott Bober - yes	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley - yes	Mrs. Terri Kaag - yes	Mrs. Maria Manley - yes
Ms. Lucia Galdi - absent	Mr. Anthony Galdi - yes	Ms. Denise Rawding - yes

8. Approval of Home Instructor

On the motion of Mr. Anthony Galdi seconded by Mrs. Cynthia Fetherston, 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).

Mr. Alan Albin - yes	Mr. Scott Bober - yes	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley - yes	Mrs. Terri Kaag - yes	Mrs. Maria Manley - yes
Ms. Lucia Galdi - absent	Mr. Anthony Galdi - yes	Ms. Denise Rawding - yes

9. Approval of Classroom Aide - Preschool Class

On the motion of Mr. Anthony Galdi seconded by Mrs. Cynthia Fetherston, 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)

Mr. Alan Albin - yes	Mr. Scott Bober - yes	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley - yes	Mrs. Terri Kaag - yes	Mrs. Maria Manley - yes
Ms. Lucia Galdi - absent	Mr. Anthony Galdi - 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 Line Item Transfers

On the motion of Ms. Denise Rawding seconded by Mrs. Terri Kaag, the Board approves line item transfers dated February 24, 2015.

Mr. Alan Albin - yes	Mr. Scott Bober - yes	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley - yes	Mrs. Terri Kaag - yes	Mrs. Maria Manley - yes
Ms. Lucia Galdi - absent	Mr. Anthony Galdi - yes	Ms. Denise Rawding - yes

2. Approve Bills and Claims Report

On the motion of Ms. Denise Rawding seconded by Mrs. Terri Kaag, the Board approves the attached bills and claims report dated February 24, 2015 in the amount of \$397,747.93.

Mr. Alan Albin - yes	Mr. Scott Bober - yes	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley - yes	Mrs. Terri Kaag - yes	Mrs. Maria Manley - yes
Ms. Lucia Galdi - absent	Mr. Anthony Galdi - yes	Ms. Denise Rawding - yes

3. Approve Payroll Distribution

Motion by Ms. Denise Rawding seconded by Mrs. Terri Kaag 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

Mr. Alan Albin - yes	Mr. Scott Bober - yes	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley - yes	Mrs. Terri Kaag - yes	Mrs. Maria Manley - yes
Ms. Lucia Galdi - absent	Mr. Anthony Galdi - yes	Ms. Denise Rawding - yes

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

On the motion of Ms. Denise Rawding seconded by Mrs. Terri Kaag 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.

Mr. Alan Albin - yes	Mr. Scott Bober - yes	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley - yes	Mrs. Terri Kaag - yes	Mrs. Maria Manley - yes
Ms. Lucia Galdi - absent	Mr. Anthony Galdi - yes	Ms. Denise Rawding - yes

5. Carry-over of Funds in Title IIA

On the motion of Ms. Denise Rawding seconded by Mrs. Terri Kaag, the Board approves the 2013-2014 carry-over of funds in Title IIA in the amount of \$2,275.00 to be spent in 2014-2015.

Mr. Alan Albin - yes	Mr. Scott Bober - yes	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley - yes	Mrs. Terri Kaag - yes	Mrs. Maria Manley - yes
Ms. Lucia Galdi - absent	Mr. Anthony Galdi - yes	Ms. Denise Rawding - yes

6. Carry-over of Funds in IDEA

On the motion of Ms. Denise Rawding seconded by Mrs. Terri Kaag, the Board approves the carry-over of 2013-2014 IDEA Grants in the following amounts to be spent in 2014-2015:
Basic - \$5,295.00; Preschool - \$5,830.00

Mr. Alan Albin - yes	Mr. Scott Bober - yes	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley - yes	Mrs. Terri Kaag - yes	Mrs. Maria Manley - yes
Ms. Lucia Galdi - absent	Mr. Anthony Galdi - yes	Ms. Denise Rawding - yes

7. Carryover of Funds in Title I Part A

On the motion of Ms. Denise Rawding seconded by Mrs. Terri Kaag, the Board approves the 2013-2014 carry-over of funds in Title I Part A in the amount of \$732.00 to be spent in 2014-2015.

Mr. Alan Albin - yes	Mr. Scott Bober - yes	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley - yes	Mrs. Terri Kaag - yes	Mrs. Maria Manley - yes
Ms. Lucia Galdi - absent	Mr. Anthony Galdi - yes	Ms. Denise Rawding - yes

C School Calendar - 2014-2015

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

On the motion of Ms. Denise Rawding seconded by Mrs. Terri Kaag, the Board approves to revise the attached 2014-2015 school calendar as follows: Removal of Professional Development Day on March 18, 2015. March 18th will now become a regular day for students

Mr. Alan Albin – yes	Mr. Scott Bober – yes	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Ms. Lucia Galdi - absent	Mr. Anthony Galdi – yes	Ms. Denise Rawding - yes

D. Equivalency Application - Tenured Teacher Evaluations

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

On the motion of Ms. Denise Rawding seconded by Mrs. Terri Kaag, the Board approves the submission of an Equivalency Application for the evaluations of tenured teachers to the New Jersey Department of Education as attached.

Mr. Alan Albin – yes	Mr. Scott Bober – yes	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Ms. Lucia Galdi - absent	Mr. Anthony Galdi – yes	Ms. Denise Rawding - yes

E. Donation

1. Accept a Donation From The Morris Plains Home & School Association

On the motion of Ms. Denise Rawding seconded by Mrs. Terri Kaag, the Board accepts a donation from the Morris Plains Home & School Association of a Beaver Mascot Costume valued at \$430.00 for Borough School.

Mr. Alan Albin – yes	Mr. Scott Bober – yes	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Ms. Lucia Galdi - absent	Mr. Anthony Galdi – yes	Ms. Denise Rawding - yes

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 Ms. Denise Rawding seconded by Mrs. Terri Kaag, the Board accepts and affirms the Superintendent's monthly report of Harassment, Intimidation and Bullying.

Mr. Alan Albin – yes	Mr. Scott Bober – yes	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Ms. Lucia Galdi - absent	Mr. Anthony Galdi – yes	Ms. Denise Rawding - yes

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 Ms. Denise Rawding seconded by Mrs. Terri Kaag, the Board approves the attached list of requests for professional development and corresponding costs.

Mr. Alan Albin – yes	Mr. Scott Bober – yes	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Ms. Lucia Galdi - absent	Mr. Anthony Galdi – yes	Ms. Denise Rawding - yes

Discussion Items:

A. New Business – Mrs. Terri Kaag reported observing two space heaters being utilized at Mountain Way School. She expressed that this is illegal and that there is a need for an alternative. There was a request for the Board to purchase a ½ page Advertisement in support of

the Yearbook. The Board was informed about the Morris Education Foundation's fundraiser - Morristown's Got Talent being held on Wednesday, February 25, 2015.

B. Old Business - none

Hearing of Citizens and/or Delegations - none

Adjournment

On the motion of Ms. Denise Rawding, seconded by Mrs. Cynthia Fetherston, BE IT RESOLVED that the Morris Plains Board of Education moves to adjourn the meeting at 8:47pm.

Motion carried by unanimous voice vote.

Respectfully submitted,



Dr. Warren S. Ceurvels
Board Secretary