

**Morris Plains Board of Education  
Public Meeting November 27, 2012  
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. Lee Connor, Board President, opened the meeting at 7:30pm 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. Lee Connor, Mrs. Cynthia Fetherston, Mrs. Terri Kaag, Mrs. Maria Manley, Mr. Wayne Marek, Mr. Douglas McCabe and Ms. Denise Rawding

**Also present:** Dr. Ernest Palestis and Mrs. Kristin Kosky

**Number of public attending:** 4

**Hearing of Citizens and/or Delegations - none**

Mrs. Lee Connor introduced the newly elected Board member, Ms. Lucia Galdi, who was sitting in the audience. In addition, she introduced Mr. Dennis McKeever, Esq., the Morris Plains Board Attorney to the public.

**Superintendent's Report –** Dr. Palestis opened the Superintendent Report with saying "Good Evening" to everyone in attendance. Dr. Palestis reported that the district conducted a second bullying investigation and it was determined that this was a case of conflict not bullying.

Dr. Palestis reminded everyone that the School Choice deadline was Monday, November 26, 2012. The district received 16 applications to the district and 4 to go to other Choice districts. The majority of the applications are for the primary school. The district target was 36 students for the 2013-2014. The Choice program will generate revenue totaling \$169,000 for the students that attend Borough and Mountain Way. In addition, the district will benefit if 4 students attend Choice High Schools in the amount of \$69,000.

**Superintendent Search – Dennis McKeever, Esq. –**

Dr. Palestis reintroduced Mr. Dennis McKeever to review the Superintendent Search with the community. Dr. Palestis' term will be ending next year. The board has set up a process that will involve feedback from the community, the Board and stakeholders. The advertisement deadline for the Superintendent opening will be December 1, 2012. Mr. McKeever explained to the audience what a Superintendent does and how the position is effective as the chief administrator. Mr. McKeever reviewed a handout that includes details.

Mr. Mc Keever initiated the Board discussion that included the Board goals and objectives as follows:

- Candidate needs to be an educational leader, motivator, and well respected.

- The individual need to match with the goals of the district and curriculum that includes technology.
- Knowledge of Common Core standards which include life skills and change in instruction.
- Care of this community.
- Educational vision of where we are going and how children learn in the environment in which they live.
- Interested in change but someone that will work with the staff on the established goals.
- The candidate needs to be the right fit, flexible, and a good listener. This district has high test scores and is a good district.
- Stability of the position is important.

Mr. McKeever reviewed the legislation that has resulted with a cap of \$145,000 in salary and length of the contract. He added to his discussion the types of candidates that could be attracted to this district due to its great reputation. Mr. McKeever communicated that he would be meeting with the staff on December 5, 2012.

Highlights of the Community input included:

- Mrs. Suzanne Sgarmella spoke of the small town feeling, implementation of change, the teacher's love of education and supporting any change.
- Mrs. Sheryl McNichol questioned the request for a Special Education background.

Dr. Palestis added the challenge was implementing the curriculum changes in the constraint of the current school day. We need longer school days and years. We are in a good place to get better. This district is one of the finest in Morris County.

Mr. McKeever reviewed the interview and transition process for filling the opening of Superintendent. In addition, a community survey would circulate for public input. A board committee would review candidates for a formal interview process and selection would be made in January.

Mrs. Lee Connor explained that the process would involve various forms of communication for example liaison, principals and meetings.

## **Board Committee Status Reports**

**Finance and Buildings and Grounds** – Mrs. Cynthia Fetherston reported that the committee met before the meeting. The committee reviewed the maintenance projects and Hurricane Sandy effects to the infrastructure and communication during the storm. Dr. Palestis added that the school and town utilized the new School Brains software for email, text and voice messages while he received updates from the Police Department. The committee discussed the telephone and security equipment, new instructional ordering, special education costs, gov deals auctions, long range planning, the application submitted for grants and food service.

**Curriculum and Instruction** – Mrs. Terri Kaag reported that the committee met on November 6, 2012. They reviewed the Pre-School County approval, Barnes and Noble's Nook, Teaching NJ, Workshops, School Brains updates, Academic Data/Measuring up, Common Core standards, K4 Park new testing, Gifted and Talented changes, pull out program cancelled, new math, technology, media and benchmarking.

**Legislative** – Mr. Wayne Marek reported that the committee had met and voted on changes for online education from a third party administrative professional credit program.

**Educational Services Commission of Morris County (ESC)** – Mrs. Cynthia Fetherston reported that the committee had not met. The next meeting is December 5, 2012.

**Morris School District** – Mr. Alan Albin reviewed topics of discussion from the November 26, 2012 Morris School District meeting. The topics included Project IPAD, litigation regarding a retaining wall, audit, Hurricane Sandy, generator and the Science Academy name change.

**Personnel** – Mrs. Lee Connor reported that the committee met and reviewed a resolution for Board approval, job descriptions and Spanish teacher replacement.

Policy Updates – Ms. Denise Rawding reported that the committee did not meet.

**Liaison Committees (Reports if Available)**

--Morris Plains Home and School Association (MPHSA) – Mrs. Sheryl McNichol reported that the next meeting will be December 12, 2012. Fundraisers include Mixed Bags, Kidstuff Books and the upcoming A Night in Margaritaville. A Night in Margaritaville will held in April at the VFW Hall. Tickets will be sold on a first come first serve basis.

--Morris Plains Municipal Alliance Committee (MPMAC) – No report

--Education Foundation of Morris Plains (EFMP) – Dr. Palestis mentioned that the Board would be approving a grant from the Foundation that was applied through BASF Corporation. In addition, Borough School received an additional grant.

--Strategic Planning Committees – Mr. Scott Bober discussed with the community that the Strategic Planning Committee was moving forward. Dr. Palestis and Mr. Bober had recently met with Bernie Braggs and Gwen Thornton to review the Strategic Planning Committee work last year and to plan action committees. A letter will be going out shortly. Mr. Bober mentioned that the Curriculum Committee is looking for a chairperson.

--Shared Services – Mrs. Cynthia Fetherston reported to the Board that the committee had met today. They reviewed new development projects and the impact on the schools including a demography study as well as Hurricane Sandy. The committee reviewed new communication enhancements.

**Correspondence** – The Board received a letter of interest from an Interim Superintendent.

**Approval of Minutes**

On the motion of Mrs. Maria Manley, seconded by Mr. Douglas McCabe, the Board approves the following Minutes:

November 13, 2012 – Executive Session

November 13, 2012 – Public Meeting

Mr. Alan Albin – yes	Mr. Scott Bober – yes	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe – yes	Ms. Denise Rawding - yes

**Business Items Prepared for Official Action on November 27, 2012:**

**A. Personnel (upon the recommendation of the Superintendent)**

**1 Approves Collective Bargaining Agreement between the Board and Morris Plains Education Association**

On the motion of Ms. Denise Rawding seconded by Mr. Scott Bober, **Be it RESOLVED**, the Morris Plains Board of Education (Board), upon the recommendation of the Negotiations Committee,

approves Collective Bargaining Agreement between the Board and the Morris Plains Education Association (MPEA) for the term of July 1, 2011, through June 30, 2014.

Mr. Alan Albin – yes	Mr. Scott Bober – yes	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe – yes	Ms. Denise Rawding - yes

**2. Approves Memorandum of Agreement Morris Plains Education Association Lunch Duty Coverage Stipends**

On the motion of Ms. Denise Rawding seconded by Mr. Scott Bober, **Be it RESOLVED**, the Morris Plains Board of Education (Board), upon the recommendation of the Negotiations Committee, approves the payment of stipends for lunch duty coverage, pursuant to the terms of the Memorandum of Agreement with the MPEA at the rates specified. Said payment satisfies, in full, the Board's obligation to the Agreement reached concerning the MPEA's Unfair Practice Charge.

Mr. Alan Albin – yes	Mr. Scott Bober – yes	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe – yes	Ms. Denise Rawding - yes

**3. Approval of Job Descriptions**

On the motion of Ms. Denise Rawding seconded by Mr. Scott Bober, the Board approves the attached job descriptions:

Administrative Assistant to the Superintendent  
 Manager, Plant Services  
 Computer Technology Teacher  
 Instrumental Music Instructor (Band)  
 Eighth Grade Advisor  
 Chess Club Advisor

Middle School Team Leader  
 Art Club Advisor  
 Drama Club Advisor  
 Yearbook Advisor  
 Secretary, Mountain Way  
 Secretary, Borough School

Mr. Alan Albin – yes	Mr. Scott Bober – yes	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe – yes	Ms. Denise Rawding - yes

**4. Approval of Substitutes**

On the motion of Ms. Denise Rawding seconded by Mr. Scott Bober, the Board approves the following substitute teacher:

Kara Pagan

Mr. Alan Albin – yes	Mr. Scott Bober – yes	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe – yes	Ms. Denise Rawding - yes

**B. Finance/Buildings & Grounds/Purchasing/Contracts**

**1. Approve Bills and Claims Report/Disbursement Journal**

On the motion of Ms. Denise Rawding seconded by Mr. Scott Bober, the Board approves the attached bills and claims report/disbursement journal dated November 27, 2012 in the amount of \$199,783.54.

Mr. Alan Albin – yes	Mr. Scott Bober – yes	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe – yes	Ms. Denise Rawding - yes

## **2. Approve Payroll Distribution**

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

<b>Payroll Date</b>	<b>Fund</b>	<b>Amount</b>
10/15/12	General Fund	\$253,832.16
10/30/12	General Fund	\$263,641.17
11/15/12	General Fund	\$247,934.59

Mr. Alan Albin - yes	Mr. Scott Bober - yes	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston - yes	Mrs. Terri Kaag - yes	Mrs. Maria Manley - yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe - yes	Ms. Denise Rawding - yes

## **3. Approve Board Secretary and Treasurer's Reports For The Period Ending October 31 2012**

On the motion of Ms. Denise Rawding seconded by Mr. Scott Bober 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, 2012 to be approved.

Mr. Alan Albin - yes	Mr. Scott Bober - yes	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston - yes	Mrs. Terri Kaag - yes	Mrs. Maria Manley - yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe - yes	Ms. Denise Rawding - yes

## **4. Approval of Line Item Transfers**

On the motion of Ms. Denise Rawding seconded by Mr. Scott Bober, the Board approves line item transfers and county summary report dated November 27, 2012 in the amount of \$\_\_\_\_\_.

Mr. Alan Albin - yes	Mr. Scott Bober - yes	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston - yes	Mrs. Terri Kaag - yes	Mrs. Maria Manley - yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe - yes	Ms. Denise Rawding - yes

## **5. Accept Donations From BASF Science Education Grant**

On the motion of Ms. Denise Rawding seconded by Mr. Scott Bober, the Board accepts a donation from the 2012 BASF Science Education Grant, in the amount of \$5,000 for Borough School for the Salt Water Aquarium/ Seining Nets.

Mr. Alan Albin - yes	Mr. Scott Bober - yes	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston - yes	Mrs. Terri Kaag - yes	Mrs. Maria Manley - yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe - yes	Ms. Denise Rawding - yes

## **6. Accept Donations From Morris Plains Education Foundation- BASF Science Education Grant**

On the motion of Ms. Denise Rawding seconded by Mr. Scott Bober, the Board accepts a donation from the 2012 BASF Science Education Grant, in the amount of \$5,000 for Borough School for the purchase of Art Digital microscopes and handheld MiScopes. The Grant application was completed by the Morris Plains Education Foundation.

Mr. Alan Albin - yes	Mr. Scott Bober - yes	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston - yes	Mrs. Terri Kaag - yes	Mrs. Maria Manley - yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe - yes	Ms. Denise Rawding - yes

## **7. Approve 2012-2013 Budget Calendar**

On the motion of Ms. Denise Rawding seconded by Mr. Scott Bober, the Board approves the 2013-2014 Budget calendar for preparation of the 2013-2014 Budget.

Mr. Alan Albin – yes	Mr. Scott Bober – yes	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe – yes	Ms. Denise Rawding - yes

## **C. Workshops/Seminars/Conferences**

### **1. Approval of Professional Development**

On the motion of Mrs. Maria Manley seconded by Ms. Denise Rawding, the Board approves the attached list of requests for professional development and corresponding costs.

Mr. Alan Albin – yes	Mr. Scott Bober – yes	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe – yes	Ms. Denise Rawding - yes

## **D. Superintendent's Anti-Bullying Report**

### **1. Accept and Affirm the Superintendent's Anti-Bullying Report**

On the motion of Mrs. Maria Manley seconded by Ms. Denise Rawding, the Board accepts and affirms the Superintendent's monthly report of Harassment, Intimidation and Bullying.

Mr. Alan Albin – yes	Mr. Scott Bober – yes	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe – yes	Ms. Denise Rawding - yes

## **E. 8<sup>th</sup> Grade Fundraiser**

### **1. Approve 8<sup>th</sup> Grade Fundraiser – Trivia Night**

On the motion of Mrs. Maria Manley seconded by Ms. Denise Rawding, the Board approves an 8<sup>th</sup> Grade Fundraiser, "Trivia Night" on January 25, 2013 (February 2, 2013 alternate date in the event of inclement weather) in the Borough School Auditorium from 6:00 p.m. – 11:00 p.m. as per the attached proposal.

Mr. Alan Albin – yes	Mr. Scott Bober – yes	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe – yes	Ms. Denise Rawding - yes

## **F. 2013-2014 – Interdistrict Public School Choice Program – Seat Amendment Request**

### **1. Approve Seat Amendment Request – 2013-2014 Interdistrict Public School Choice Program**

On the motion of Mrs. Maria Manley seconded by Ms. Denise Rawding, the Board approves a request to amend the number of choice seats available for 8<sup>th</sup> grade students from 0 to 1 for the 2013-2014 Interdistrict Public School Choice Program.

Mr. Alan Albin – yes	Mr. Scott Bober – yes	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Mr. Wayne Marek - yes	Mr. Douglas McCabe – yes	Ms. Denise Rawding - yes

**Discussion Items:**

- A. New Business** – Mrs. Maria Manley acknowledged all those involved in the Thanksgiving play. It was very educational and the students did a great job.
- B. Old Business** - The Board requested an update on the Technology installed. Dr. Palestis will update the Board at a future meeting.

**Adjournment**

On the motion of Mrs. Terri Kaag, seconded by Mrs. Maria Manley, BE IT RESOLVED that the Morris Plains Board of Education moves to adjourn the meeting at 9:36pm.

Respectfully submitted,



Kristin Kosy  
Board Secretary

