

**Morris Plains Board of Education
Public Meeting – August 28, 2012
Borough School Auditorium**

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 6:34pm 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, Mrs. Lee Connor, Mrs. Terri KaagMrs. Maria Manley (left at 7:05pm), Mr. Wayne Marek, Mr. Douglas McCabe (arrived 6:45pm) and Ms. Denise Rawding

Absent: Mr. Scott Bober and Mrs. Cynthia Fetherston

Also present: Dr. Ernest Palestis, Mrs. Kristin Kosky and Mr. Sean Dolan

Number of public attending: 4

Executive Session

On the motion of Mr. Wayne Marek, seconded by Ms. Denise Rawding, BE IT RESOLVED by the Board of Education to recess this public meeting and enter into closed session at 6:35pm, where the public will be excluded, for the purpose of discussing personnel items which come within the provisions of NJSA 10:4-12, Chap. 231 of P.L. 1975. The matters discussed in closed session will be disclosed to the public when circumstances permit.

Return to Regular Session from Closed Session (if necessary)

On the motion of Ms. Denise Rawding, seconded by Mr. Wayne Marek, 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. The Sunshine Law was reread.

Hearing of Citizens and/or Delegations - Ms. Theresa Garnier, addressed the Board with concerns of the condition and use of the Borough Media Center and cafeteria.

The Board received correspondence from Ms. Garnier.

Dr. Palestis addressed each concern.

Staff members Sophie Blavet and Jill Cecere expressed concern regarding placement of new Smart Boards at Mountain Way. Dr. Palestis addressed their concerns.

Superintendent's Report – Dr. Ernest Palestis

Dr. Palestis demonstrated the new Light Speed Redcat for the public that had been installed in the Borough Library. This will allow children to hear 100% of what the teacher is saying. Research proves that most of the communication in the classroom is verbal. The installation includes a charger in the classroom to be used each night.

The classroom audio system works with the Smart Boards. All of the technology has been installed which includes the Redcats, white boards, laptops and document cameras.

Dr. Palestis thanked the Board and the community for their support. He reminded everyone that the technology was purchased with a lease through the Morris County Improvement Authority.

The summer projects included a roofing project and the Art/Music Room project at Mountain Way School.

Dr. Palestis proudly announced to the community that Morris Plains had been chosen as a Choice School and explained how it works. Dr. Palestis and Borough School Principal, Mr. Sean Dolan, had attended a workshop. We will begin recruiting students immediately. There would be a presentation on October 4, 2012. This would give the district an additional revenue source.

Ms. Connor thanked Dr. Palestis for his report and emphasized how wonderful this would be for Morris Plains.

Mrs. Kristin Kosky, Business Administrator, added to the report that the Borough School had an asbestos project in the basement. The custodial staff did not have access to the basement and therefore had to work in other locations including the Media Center.

Board Committee Status Reports

Finance/Buildings and Grounds – No report

Curriculum and Instruction – Mrs. Terri Kaag reported that when the committee they discussed School Brains, Math, Technology, Morris School District and new standards. The committee also reviewed installation movement for E Portfolio, programs for after school and tutoring and curriculum updates. The next meeting is September 4, 2012.

Legislative – No report. Ms. Connor mentioned there was a new field representative for NJSBA, Bernard Baggs. The next meeting is scheduled for September 20, 2012 in Harding.

Educational Services Commission of Morris County (ESC) – no report

Morris School District – Mr. Alan Albin reported that the committee had met yesterday and discussed administration changes and problems with a retaining wall at the Bus Depot during the construction project and grants. Mr. Albin presented minutes to the Board. Dr. Palestis requested if Mr. Albin could get a copy of the HIV training for Morris Plains.

Personnel – Ms. Connor reported that the committee met on August 6, 2012 to discuss new goals for the year, EEJ4, contracts and communication.

Policy Updates – Ms. Denise Rawding reported that the committee reviewed old policies that need to be made current. Resolutions will follow.

Liaison Committees (Reports if Available)

- Morris Plains Home and School Association (MPHSA) - none
- Morris Plains Municipal Alliance Committee (MPMAC) - none
- Education Foundation of Morris Plains (EFMP) - none
- Strategic Planning Committees - none

Approval of the Board of Education Minutes

On the motion of Mr. Douglas McCabe seconded by Ms. Denise Rawding, the Board approves the following Minutes:

July 24, 2012 Executive Session
 July 24, 2012 Public Meeting
 August 14, 2012 Executive Session
 August 14, 2012 Public Meeting

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

Business Items Prepared for Official Action on August 28, 2012:

A. Personnel (upon the recommendation of the Superintendent)

1. Approval of Substitutes – 2012-2013 School Year

Motion by Mrs. Terri Kaag seconded by Mr. Douglas McCabe the Board approves the attached list of substitutes for the 2012-2013 school year.

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

2. Approve Movement on the Guide – September 1, 2012

On the motion of Mrs. Terri Kaag seconded by Mr. Douglas McCabe, the Board approves movement on the guide, effective September 1, 2012, for the following staff:

Staff Member	Current Column/Step	Salary	New Column/Step September 1, 2012	Salary (Adjusted)
Sophie Blavet	MA, Step 10	\$57,662	MA+15, Step 10	\$59,532
Scott Curcio	MA+15, Step 5	\$55,399	MA+30, Step 5	\$56,924
Darlene Howell	MA+15, Step 9	\$58,043	MA+30, Step 9	\$60,149
Kristen Howie	BA+15, Step 8	\$54,219	BA+30, Step 8	\$55,798
Alison Porter	BA+15, Step 6	\$52,968	BA+30, Step 6	\$54,511

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

3. Approval of Soccer Officials – 2012-2013 School Year

Motion by Mrs. Terri Kaag seconded by Mr. Douglas McCabe the Board approves the following soccer officials for the 2012-2013 school year at a rate of \$55.00 per game.

Dennis Steckert
 Bob Steckert
 John Cullen
 Doug Richards
 Chuck Archdecon
 Alan "AJ" Richards

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – absent	Mrs. Terri Kaag – yes	Mrs. Maria Manley – absent

Mr. Wayne Marek - yes	Mr. Douglas McCabe – yes	Ms. Denise Rawding - yes
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4. Appointment of Confidential Personnel Aide to the Superintendent

Motion by Mrs. Terri Kaag seconded by Mr. Douglas McCabe the Board approves Mrs. Tracy Flanagan as Confidential Personnel Aide to the Superintendent, 6.5 hours per day (excluding a half hour lunch), for 183 days, effective September 4, 2012, at an hourly rate of \$14.50. There are no benefits with this position.

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

5 Resignation of Classroom Aide – Mountain Way School

Motion by Mrs. Terri Kaag seconded by Mr. Douglas McCabe the Board accepts the resignation of Mrs. Katie Lade, classroom aide at Mountain Way School, effective September 1, 2012.

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

6. Appointment of Coaches and Advisors

Motion by Mrs. Terri Kaag seconded by Mr. Douglas McCabe the Board approves the attached list of coaches and advisors and accompanying stipends for the 2012-2013 school year.

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

7. Approval of Unpaid Medical Leave Request and Paid Unused Sick/Personal Days

Motion by Mrs. Terri Kaag seconded by Mr. Douglas McCabe the Board approves an unpaid Medical Leave Request and paid unused Sick/Personal Days for Mrs. Nancy Coccia, classroom aide at Borough School as follows (please see attached letter):

Accumulated Sick Days as of June 30, 2012: 8 days
 Current Sick Day Allotment (2012-2013): 4 days
 Current Personal Day Allotment (2012-2013): 4 days

Total Days (Paid): 16 Days

Medical Leave Request (unpaid) begins on October 1, 2012 through January 2, 2013.

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

8. Resignation of School Library Media Specialist

Motion by Mrs. Terri Kaag seconded by Mr. Douglas McCabe the Board accepts the resignation of Mrs. Joyce Peslak, School Library Media Specialist, effective August 31, 2012.

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

B. Finance/Buildings & Grounds/Purchasing/Contracts

1. Approve Line Item Transfers and Transfer Report

On the motion of Ms. Denise Rawding seconded by Mr. Douglas McCabe, the Board approves line item transfers and transfer report dated July, 2012 in the amount of \$51,996.00.

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

2. Approve Bills and Claims Report

On the motion of Ms. Denise Rawding seconded by Mr. Douglas McCabe, the Board approves the attached bills and claims report dated August 28, 2012 in the amount of \$327,747.78.

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

3. Approve Payroll Distribution

Motion by Ms. Denise Rawding seconded by Mr. Douglas McCabe 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
August 15, 2012	General Fund	\$57,347.29

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

4. Approve Tuition Agreement with Morris County Vocational School District – 2012-13

On the motion of Ms. Denise Rawding seconded by Mr. Douglas McCabe, the Board approves a 2012-2013 Tuition Contract and projected payment schedule with Morris County Vocational School District and all off-site academies, effective September 1, 2012 through June 30, 2013 at the following annual tuition rates:

Full-Time Student Regular Education:	\$9,298	Full Time Student Special Education:	\$10,031
Part-Time Student Regular Education:	\$4,650	Part-Time Student Special Education:	\$ 5,014

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

5. Approve Board Secretary and Treasurer's Reports For The Period Ending July 31, 2012

On the motion of Ms. Denise Rawding seconded by Mr. Douglas McCabe 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 July 31, 2012 to be approved.

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

6. Accept Donations From Stop & Shop A+ School Reward Program

On the motion of Ms. Denise Rawding seconded by Mr. Douglas McCabe, the Board accepts a donation from the Stop and Shop, in the amount of \$989.99 for Mountain Way and \$1,297.12 for Borough School.

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

7. Approval of 2012-2013 Preventative Maintenance Agreement for Industrial Combustion Associates

On the motion of Ms. Denise Rawding seconded by Mr. Douglas McCabe, the Board approves the 2012-2013 preventative maintenance contract for Industrial Combustion Associates for Annual Boiler Cleaning and Annual Per-Season Safety Start Up Check for Borough \$1,875.00 and Mountain Way \$725.00 totaling \$2600.00

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

8. Approval of American Appraisal Associates, Inc. Consulting Agreement for Update as of June 30, 2012

On the motion of Ms. Denise Rawding seconded by Mr. Douglas McCabe, the Board approves the consulting agreement for American Appraisal Associates, Inc. for updating of fixed assets accounting for accounting and financial reporting as of June 30, 2012 and risk management and insurance reports as of June 30, 2012 in the amount of \$975.00.

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

9. Approval of 2012-2013 Annual Schoolwires Software Subscription

On the motion of Ms. Denise Rawding seconded by Mr. Douglas McCabe, the Board approves the Schoolwires annual software subscription, web hosting service, and webinar Library totaling \$6,128.00 for the school year July 1, 2012 through June 30, 2013.

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

10. Approval of 2012-2013 Renewal of Systems 3000 Annual Support and License

On the motion of Ms. Denise Rawding seconded by Mr. Douglas McCabe, the Board approves the renewal of System 3000 annual support and license agreement totaling \$15,700.00 for the school year July 1, 2012 through June 30, 2013.

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

C. Board of Education- Annual Calendar of Meeting Dates - Revisions

1. Approval of Changes to the Annual Board of Education Calendar

On the motion of Mrs. Terri Kaag seconded by Mr. Wayne Marek, the Board approves the following changes to the 2012-2013 Annual Board of Education Calendar:

- Change the September 25, 2012 meeting to September 18, 2012
- Change the October 23, 2012 to October 16, 2012

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

D. Textbooks

1. Approval the Disposal of Old Reading Series – Houghlin Mifflin

On the motion of Mrs. Terri Kaag seconded by Mr. Wayne Marek, the Board approves the disposal of the attached list of textbooks (Houghton Mifflin reading series) copyright date 2001.

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

E. Policy

1. Approval to Eliminate Policy 5131 (a) Student Conduct – Originally Approved 1981

On the motion of Mrs. Terri Kaag seconded by Mr. Wayne Marek, the Board approves to eliminate Policy 5131 (a) Student Conduct, approved in 1981. This policy is outdated due to language conflict with new contract as it relates to the new start times of school.

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

F. Special Education

1. Approval of Out of District Placements – 2012-2013

On the motion of Mrs. Terri Kaag seconded by Mr. Wayne Marek, the Board the attached list of out of district placements for the 2012-2013 school year.

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

2. Approval of Extended Year Services (ESY) 2012-2013

On the motion of Mrs. Terri Kaag seconded by Mr. Wayne Marek, the Board approves 2012-2013 School Year Extended Year Services (ESY) for student 000639, effective July 2, 2012 – August 16, 2012 at Harbor Haven, LLC, 1155 West Chestnut Street, Suite G1, Union, NJ 07083 at a total cost not to exceed \$7,315.25 (Tuition - \$5,040.25 – multiple student discount; Transportation - \$665.00; Speech - \$810.00; Occupational Therapy - \$810.00).

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

G. Workshops/Seminars/Conferences

1. Approve Professional Development

On the motion of Mrs. Terri Kaag seconded by Mr. Wayne Marek, the Board approves the attached list of requests for professional development and corresponding costs.

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

Discussion Items:

A. New Business

B. Old Business


Hearing of Citizens and/or Delegations -

Resident Jill Cecere asked about the potential impact on school enrollment of the planned Pfizer property development and the development along Littleton Road.

Adjournment

On the motion of Mrs. Terri Kaag, seconded by Mr. Douglas McCabe, BE IT RESOLVED that the Morris Plains Board of Education moves to adjourn the meeting at 8:54pm.

Respectfully submitted,



Kristin Kosky
Board Secretary