

**Morris Plains Board of Education
Public Meeting – September 18, 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 6:35pm 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. Cynthia Fetherston, Mrs. Terri Kaag, Mrs. Maria Manley (arrived at 7:00pm), Mr. Douglas McCabe (arrived 7:07pm) and Ms. Denise Rawding

Absent: Mr. Scott Bober and Mr. Wayne Marek

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

Number of public attending: 0

Executive Session

On the motion of Ms. Denise Rawding, seconded by Mrs. Cynthia Fetherston, BE IT RESOLVED by the Board of Education to recess this public meeting and enter into closed session at 6:36pm 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 Mrs. Cynthia Fetherston, BE IT RESOLVED by the Board of Education to return to the regular session of the Board of Education meeting from the closed session.

Hearing of Citizens and/or Delegations - none

Superintendent's Report – Dr. Ernest Palestis

Dr. Palestis opened the meeting by telling the community that exciting things are happening in Morris Plains. The Morris Plains School District, being a Choice School, affects us in two ways: The district can receive tuition for 36 students and our students can attend another Choice High School. Families must notify the district by November 2, 2012 if they plan to attend a Choice School. In addition, Dr. Palestis mentioned that there are Presentation Programs planned as of this meeting. On October 2, 2012, a presentation will held for the Morris Plains Choice School for new students. On October 4, 2012, a presentation will be held for students interested in Morris Hills/Morris Knolls Choice Schools.

Dr. Palestis reminded everyone that the Back to School Nights will be held on September 19, 2012 for Mountain Way School and September 20, 2012 for Borough School beginning at 6:30pm with an advisory meeting.

Correspondence

--QSAC Certification – Dr. Palestis reported that the district has received the Quality Single Accountability Continuum (QSAC) certification from the state. The district had been reviewed in five areas and scored the following: Finance (100), Governance (100), Curriculum (100), Operation (100), and Instruction and Program (94). The district was notified that they have been designated high performing.

Board Committee Status Reports

Finance/Buildings and Grounds – Mrs. Cynthia Fetherston reported that the committee will be meeting after the Board Meeting.

Curriculum and Instruction - Mrs. Terri Kaag reported that the committee met on September 4, 2012 and that co-teaching and in class support is going very well. The committee discussed EE4NJ, School Brains, HIB Reporting, Media Specialist, Bullying Report and 2012-2013 goals. The 2012-2013 goals include Special Education updates, Student Achievement, Teach NJ, Common Core Standards, Technology, School Brains and Media Program.

Mrs. Kaag also attended the Morris District Curriculum meeting that included Math for at Risk Students, Physics, Marine Biology and I-pad training.

Legislative – Dr. Palestis gave an update on legislation on the homeless tuition and reported that nothing had been done. The legislation could be vetoed or if nothing was done on September 24, 2012, it would pass. This might cause a problem for the district if it is not passed for the Morris Plains budget.

Educational Services Commission of Morris County (ESC) –Mrs. Cynthia Fetherston reported that the committee met on September 5, 2012 and the discussion included building roof repairs and lower enrollment projections. They are looking to attract more students into their programs.

Morris School District – Mr. Alan Albin reported that the committee met on September 10, 2012. The discussion included bus stops and property line dispute, school opening and planning a retreat on September 15, 2012.

Personnel – Mrs. Lee Connor reported that the committee did not meet but there are a few agenda items.

Policy Updates – Ms. Denise Rawding reported that the committee reviewed the outside organization policy, custodian job description and aide policy. The committee removed two policies that conflicted with salary checks and teacher dates.

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) – Mrs. Terri Kaag reported that the Foundation would be planning a cocktail party.

--Strategic Planning Committees

--School Boards – Mrs. Lee Connor mentioned that the district was working with the new representative.

Approval of the Board of Education Minutes

On the motion of Ms. Maria Manley seconded by Mrs. Terri Kaag, the Board approves the following Minutes:

August 28, 2012	Executive Session
August 28, 2012	Public Meeting
September 11, 2012	Executive Session
September 11, 2012	Public Meeting

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Lee Connor - yes
Mrs. Cynthia Fetherston – abstain(8/28) yes (9/11)	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Mr. Wayne Marek - absent	Mr. Douglas McCabe – yes	Ms. Denise Rawding - yes

Business Items Prepared for Official Action on September 18, 2012:

A. Personnel (upon the recommendation of the Superintendent)

1. Rescind and Re-approval of Summer Custodians

On the motion of Mrs. Maria Manley, seconded by Mr. Douglas McCabe, the Board rescinds and reapproves Summer 2012 custodians for July 1- August 31, 2012 and wages listed below. Additional support was required due to custodian coverage and summer projects. Summer custodians were only compensated for hours worked.

Summer Custodians

Name	Hourly Rate	Hours Per Day	\$ Per Day	Total Actual Days	Total Actually Worked
Tom Breeman	10.5	7	\$73.50	48	\$3,528.00
Chris Perret	10.5	7	\$73.50	48	\$3,528.00
Rich Hussey	10.5	7	\$73.50	54	\$3,969.00
Nick Hussey	10.5	7	\$73.50	44	\$3,234.00
Paul Logiudice	10.5	7	\$73.50	48	\$3,528.00
					\$17,787.00

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

2. Approval of Substitute Custodians – 2012-2013

On the motion of Mrs. Maria Manley, seconded by Mr. Douglas McCabe, the Board approves the following substitute custodians for the 2012-2013 school year at an hourly rate of \$12.50:

Richard Hussey
Tom Breehan
Paul Logiudice

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

3. Approval of Intern (School Counseling)

On the motion of Mrs. Maria Manley, seconded by Mr. Douglas McCabe, the Board approves Kimberly Moore as an intern under the supervision of Brian Wilson, School Counselor effective September 4, 2012 as per the attached contract.

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

4. Approval of Staff and Rates for Attendance at Child Study Team Meetings

On the motion Mrs. Maria Manley, seconded by Mr. Douglas McCabe, the Board approves a rate of \$25.00 per meeting (prorated) for Attendance at Child Study Meetings during July and August, 2012 per timesheets submitted to the principals:

Kara Ralph 8/15/2012-\$25.00 and 8/29/2012- \$25.00
 Darlene Howell 8/24/2012-\$25.00 and 8/29/2012- \$25.00
 Patricia Anders 8/24/2012- \$25.00

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

5. Approval of Staff Advisors for Consortium Events

On the motion of Mrs. Maria Manley, seconded by Mr. Douglas McCabe, the Board approves the following advisors and stipends for Consortium Events as listed pending job description development:

Activity	Staff	Date	Stipend
Chess	Mary Ellen Sullivan	October 16, 2012	\$166.00
Choral Ensemble	Laura Lewis	November 15, 2012	\$166.00
Foreign Language Day	Susan McKinlay Maria Diaz	April 17, 2013	N.A.
Forensics	Brett Sills	January 16, 2013	\$166.00
General Knowledge	Caitlin Hamill	February 5, 2013	\$166.00
Problem Solving	Caitlin Hamill	October 30, 2012	\$166.00
Science Experience	Caitlin Hamill	March, 2013	N.A.
Spelling Bee	Lauren Helfrich	December 5, 2012	\$166.00
Tennis	Wayne Looney	May 8, 2013	\$166.00
Volleyball	Wayne Looney	February 26, 2013	\$166.00

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

6. Approval of Homework Club Advisor

On the motion of Mrs. Maria Manley, seconded by Mr. Douglas McCabe, the Board approves Carly Siber as the Homework Club Advisor for the 2012-2013 school year for the Stipend amount of \$250.00 pending development of job description.

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

7. Adoption of Resolution – Review of Indicators – Superintendent Merit Goals 2011-2012

On the motion of Mrs. Maria Manley, seconded by Mr. Douglas McCabe, the Board approves to adopt the attached resolution pertaining to the review of indicators for the Superintendent’s Merit Goals for the 2011-2012 school year.

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

8. Adoption of Resolution – Superintendent Merit Goals – 2012-2013 School Year

On the motion of Mrs. Maria Manley, seconded by Mr. Douglas McCabe, the Board approves to adopt the attached resolution pertaining to Superintendent Merit Goals for the 2012-2013 school year.

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

B. Finance/Buildings & Grounds/Purchasing/Contracts

1. Approve Bills and Claims Report

On the motion of Mrs. Maria Manley seconded by Mrs. Cynthia Fetherston, the Board approves the attached bills and claims report dated September 18, 2012 in the amount of \$183,240.29.

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

C. Professional Development Committee

1. Approve Professional Development Committee – 2012-2013

On the motion of Mrs. Maria Manley seconded by Mrs. Cynthia Fetherston, the Board approves the following Professional Development Committee Members for the 2012-2013 school year per contract:

Erin Kramer
Laurie Schorno
Jessica Hendershot
Danielle Mastrogiovanni

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

D. Superintendent’s Anti-Bullying Report

1. Accept and Affirm the Superintendent’s Anti-Bullying Report

There were no incidences of bullying to report.

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

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

E. Special Education

1. Approval to Rescind an of Out of District Placement – 2012-2013

On the motion of Mrs. Maria Manley seconded by Mrs. Cynthia Fetherston, the Board rescinds an out of district placement for student 613746 at Sage Day, 215 Hill Street, Boonton, NJ 07005, effective September, 2012 – June, 2013 at an annual tuition cost of \$48,294. The student has moved out of district and is no longer a Morris Plains resident.

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

2. Approval to Purchase IPad

On the motion of Mrs. Maria Manley seconded by Mrs. Cynthia Fetherston, the Board approves the purchase of an IPad (3rd generation) with Wifi 16GB for student 00402 at a cost of \$648.00. The I-pad to be purchased through Apple, Inc. 12545 Riata Vista Circle, Austin, TX 78727.

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

F. Grants

Approval to Submit and Accept Funds – 2012-2013 IDEA Consolidated Grant

On the motion of Mrs. Maria Manley seconded by Mrs. Cynthia Fetherston, the Board approves the submission of the 2012-2013 IDEA Consolidated Grant Application and accepts funds in the amounts as follows:

Basic: \$170,990
 Preschool: \$ 6,246

Funds will be used for out of district tuition (Basic) and (Preschool).

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

G. Fundraisers

1. Approve Fundraiser for 8th Grade Trip to Washington, D.C. – Family Directory

On the motion of Mrs. Cynthia Fetherston seconded by Mr. Douglas McCabe, the Board approves a Morris Plains School District Family Directory as a Fundraiser for the 8th Grade Trip to Washington, D.C. A group of 8th grade students would create a directory of names for Mountain Way and Borough Schools. Forms will be distributed to the students to bring home to the parents. The form would ask permission for family information to be included in the directory. The information would include family name, address, home and cell phone numbers, email, and first names of parents and first names and grades of students. Only families that return a signed form would be included in the directory. Students would be involved with compiling the information into alphabetical order and typing it. Booklets will then be printed. Copies will sell for approximately \$5.00 - \$10.00 depending

on printing costs. Proceeds will be shared equally among all 8th grade students pending attorney review.

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

2. Approve Fundraiser for 6th Grade Camping Trip – Clothing Drive

On the motion of Mrs. Cynthia Fetherston seconded by Mr. Douglas McCabe, the Board approves a Clothing Drive Fundraiser the week of October 8 – 13th to be held at the Community Center. Families will drop off bags of unwanted clothing during that week and weekend. 6th grade student and parent volunteers will help on one week night and Saturday. A&E Clothing Corp. will pick up the bags on Monday the 13th from the Community Center. They will weigh the bags and provide 17 cents per pound. Money is to be used towards the 6th grade camping trip.

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

3. Approve Fundraiser for 6th Grade Camping Trip – Morris Plains Pumpkin Fest

On the motion of Mrs. Cynthia Fetherston seconded by Mr. Douglas McCabe, the Board approves a Morris Plains Pumpkin Fest Fundraiser during the following weekends: September 29th, October 6th and October 13th. The dates listed above are weekend dates that include Saturday and Sunday. The proposed location will be the lawn area in front of Borough School. Hours of operation will be 11:00 am until dusk depending upon weather conditions. The theme of the sale/event will be Halloween and harvest time. There are three sizes of pumpkins small, medium and large. Pricing will be \$2.00, \$5.00 and \$7.00 based upon size. A flyer will be designed and distributed to all the school children to promote the event, with the understanding that the Principal will approve the flier before it is circulated. The event will be run with the help of sixth graders and 6th grade parent volunteers and a meeting will be planned to review details of the event upon approval. A trailer will be used to store the pumpkins Saturday overnight to Sunday on the school property and removed Sunday at the end of the day. The pumpkins will be picked up at Bullock Farms in Southern Jersey. The first load will consist of 6 bins. Depending on the vigor of the sales, more pumpkins will be purchased as needed. The first initial load of pumpkins will be personally funded and then utilize funds generated to purchase more pumpkins if/when necessary. The school tractor may be needed, if possible, to unload and load pumpkin pallet bins.

List of activities	Cost	Sales
Sale of pumpkins	\$400.00	\$900.00
Sale of apple cider	\$100.00	\$200.00
Sale of doughnuts	\$100.00	\$200.00
Pumpkin Carving by a local resident (pending)	Free	Free
Total:	\$600.00	\$1300.00

Profit Goal: \$700.00

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

4. Approve Fundraiser for 6th Grade Camping Trip – Used Sports Equipment Sale

On the motion of Mrs. Cynthia Fetherston seconded by Mr. Douglas McCabe, the Board approves a Used Sports Equipment Fundraiser during the Town-Wide Garage Sale Weekend, which is being held October 6th and 7th. Families will drop off gently used sports equipment at select volunteers' homes prior to the weekend of October 6th and 7th. 6th grade students and parent volunteers will help sort through the equipment, clean it (if necessary), and sell it at the sale. Tables will be set up in the front of Borough School the weekend of the sale, in hopes of bringing in more customers for both

fundraising events (Pumpkin Fest and Used Sports Equipment Sale). Flyers will be created and distributed through backpack mail to notify families of the donation process and sale. Details will also be included on the district web site and MPHSA newsletter. Money is to be used towards the 6th grade camping trip.

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

H. Donations

1. Accept Donation From Target 2012 Take Charge of Education Program

On the motion of Mrs. Cynthia Fetherston seconded by Mr. Douglas McCabe, the Board accepts a donation from the Target 2012 Take Charge of Education Program, in the amount of \$92.33 for Mountain Way and \$51.38 for Borough School.

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

2. Accept Anonymous Donation – Washington, D.C. Trip

On the motion of Mrs. Cynthia Fetherston seconded by Mr. Douglas McCabe, the Board accepts a donation from an anonymous individual to be used for the 8th Grade Washington D.C. Trip, in the amount of \$500.00.

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

3. Accept Donation from Morris Plains Soccer Association – Soccer Goals (Two Sets) – Mountain Way School

On the motion of Mrs. Cynthia Fetherston seconded by Mr. Douglas McCabe, the Board accepts a donation from the Morris Plains Soccer Association of two sets of soccer goals for the Mountain Way School valued at approximately \$100.00.

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

I. Workshops/Seminars/Conferences

1. Approve Professional Development

On the motion of Mrs. Cynthia Fetherston seconded by Mr. Douglas McCabe, 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 - yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Mr. Wayne Marek - absent	Mr. Douglas McCabe – yes	Ms. Denise Rawding - yes

Discussion Items:

- A. **New Business** – A Board retreat will be planned for the near future to set goals and see how the district did last year.
- B. **Old Business** - none

Hearing of Citizens and/or Delegations - none

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.

Respectfully submitted,



Kristin Kosky
Board Secretary

