

**Morris Plains Board of Education  
Public Meeting – March 18, 2014 - 7:30 p.m.  
Meeting will be held in the Borough School Learning Center.**

**District Goals - 2013-2014**

**Board Governance**

- Self-improvement through workshops that relate to Strategic Plan and/or Board Goals.
- Commitment to Board obligations, Board meeting attendance and committee meeting attendance.
- Strengthen committee communication by publishing agendas and minutes.

**Student Achievement**

- Analyze data to determine where support is needed for administration and staff to improve student achievement.

**Fiscal Responsibility**

- Find alternative sources of funding to support activities - income or cost savings opportunities.
- Implement process to coordinate use of funds with outside groups

**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 Roll Call**

<input type="checkbox"/> Alan Albin	<input type="checkbox"/> Scott Bober	<input type="checkbox"/> Francis Foley	<input type="checkbox"/> Cynthia Fetherston	<input type="checkbox"/> Lucia Galdi
<input type="checkbox"/> Terri Kaag	<input type="checkbox"/> Maria Manley	<input type="checkbox"/> Douglas McCabe	<input type="checkbox"/> Denise Rawding	Quorum? <input type="checkbox"/> yes <input type="checkbox"/> no

Warren Ceurvels     Mark Maire     Number of Public

**IV 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 \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**V 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 \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**VI 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.

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

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

**IX Correspondence**

**X 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

**XI Approval of the Board of Education Minutes**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the following Minutes: March 11, 2014 – Executive and Regular Sessions.

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

**XII Business Items Prepared for Official Action on March 18, 2014:**

**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. Approval of Substitutes**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the following substitutes for the 2013-2014 school year:

Rebecca Harris  
Ellen Whalen

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

**2. Approval of Professional Development Instructors**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the following professional development instructors for professional development preparation and delivery as follows:

<u>Staff Member</u>	<u>Hourly Rate</u>	<u># of Hours</u>	<u>Total</u>
Lauren Degnan	\$32.00	8 hours	\$256.00
Jane Hurley Mead	\$32.00	8 hours	\$256.00
Darlene Koeck	\$32.00	8 hours	\$256.00

Roll Call: AA \_\_\_ SB \_\_\_ CF \_\_\_ FF \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ 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 Bills and Claims Report**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the attached bills and claims report dated March 11, 2014 in the amount of \$103,507.64.

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

**1. Approve Line Item Transfers**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves line item transfers for March, 2014 as per the attached.

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

**3. Approve Board Secretary and Treasurer's Reports For The Period Ending February 28, 2014**

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 February 28, 2014 to be approved.

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

**4. Approve Author Visit Agreement**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Morris Plains Board of Education approves a fee and mileage for Author’s Day Visit on Wednesday, May 21, 2014 in the amount of \$2,200 plus \$70.06 for mileage for a total cost of \$2,270.06. Services provided by Jordan Sonnenblick, Author.

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

**C. Proposed School Budget - 2014-2015**

**1. Approve Submission of the 2014-2015 School Budget**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Morris Plains Board of Education approves the following resolution and submission of the 2014 proposed budget to the County Office for approval.

**BE IT RESOLVED** that the Morris Plains School Board of Education, in the County of Morris, New Jersey approves the 2014-2015 school district budget for submission to the county superintendent as follows:

General Fund	\$16,049,702
Special Revenue Fund	\$ 136,700
Debt Service Fund	\$ 543,350
and;	

**BE IT FURTHER RESOLVED**, that there should be raised for the General Fund \$14,444,951 and Debt Service \$543,350 for the ensuing School Year (2014-2015); and

**WHEREAS**, the district has a taxing authority which is composed of \$118,210 for health benefits adjustment, \$0.00 for enrollment adjustment, \$0.00 for PERS Deferment, and \$34,113 banked levy from previous budgets are available to the district for the school budget for 2014-2015 in addition to the 2% cap increase over the prior year which totals 0 resulting in a maximum district tax levy available of \$14,597,274

**WHEREAS**, The Board has approved that there should be raised for the General Fund a tax levy of \$14,444.951 for the ensuing School Year (2014-2015).

**BE IT RESOLVED**, that the Morris Plains Board of Education, in the County of Morris, New Jersey approves that the unused taxing authority of \$115,323.00 be banked for potential use in the subsequent three fiscal years.

**WHEREAS**, school district policy and N.J.A.C. 6A:23A-7.3(a) provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2014-2015 school year; and

**WHEREAS**, maximum expenditure amount allotted for travel and expense reimbursement for the 2014-2015 school year was \$30,000; and

**WHEREAS**, travel and expense reimbursement has reached a total amount \$20,843.69 as of February 1, 2014;

**BE IT RESOLVED**, that the Morris Plains School Board of Education, in the County of Morris, New Jersey hereby establishes the school district travel maximum for the 2014-2015 school year at the sum of \$30,000; and

**BE IT FURTHER RESOLVED**, that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

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

**1a. Approve Adoption Submission of the 2014-2015 Tentative School Budget**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, Morris Plains Board of Education approves the following resolution and submission of the 2014-2015 proposed budget to the County Office for approval.

BE IT RESOLVED that the tentative budget be approved for the 2014-2015 School Year using the 2014-2015 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2014-2015 Total Expenditures	16,049,702	136,700	543,350	16,729,752
Less: Anticipated Revenues	1,604,751	136,700	0	1,741,451
Taxes to be Raised	14,444,951	0	543,350	14,988,301

And to advertise said tentative budget in the Daily Record in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at the Borough School Learning Center, Morris Plains Borough School, Morris Plains, New Jersey on May 6, 2014 at 7:30 p.m. for the purpose of conducting a public hearing on the budget for the 2014-2015 School Year.

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

**1b. Travel and Related Expense Reimbursements**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board approves the following resolution:

BE IT RESOLVED, that in accordance with Board of Education Policy and N.J.A.C. 6A:23B-1.2(b) provides that the board of education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2014-2015 school year;

NOW, THEREFORE, BE IT RESOLVED, that the Morris Plains Board of Education, in the County of Morris, New Jersey hereby establishes the school district travel maximum for the 2014-2015 school year at a sum of \$30,000; and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

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

**1c. Professional Expenses**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board approves the following resolution:

BE IT RESOLVED, that the Morris Plains Board of Education, in the County of Morris, New Jersey approves Professional Services for the school year 2014-2015:

WHEREAS, N.J.A.C. 6A:23A-5.2 (a) mandates boards to establish annually prior to budget preparation, for public relations and each type of professional service a maximum level of spending for the ensuing school year; and

WHEREAS, the tentative budget includes the following appropriations

Legal	\$ 50,000
Auditor	\$ 27,000
Architect	\$ 7,500
Professional Development	\$ 15,000
Transportation	\$ 5,000
Other Services	\$133,663
Repair Services	\$ 99,381
Related Services	<u>\$652,038</u>
Total	\$989,582

WHEREAS, the administration needs to notice the board if there arises a need to exceed said maximums, upon which the board may adopt a dollar increase in the maximum amount through formal board action; and

WHEREAS, the Board and Administration wishes to minimize the amount of paperwork involved in this area;

NOW, THEREFORE BE IT RESOLVED, that the Morris Plains Board of Education establishes maximums for professional services listed above at a level of 120% of the amounts listed for the 2014-2015 school year.

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

**1d. Tax Authority & Banked Cap:**

On the motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board approves the following resolution:

BE IT RESOLVED, that the Morris Plains Board of Education, in the County of Morris, New Jersey approves tax authority and banking of cap:  
 2014-2015 school year composed of \$118,210 for health benefits adjustment and \$34,113  
 2014-2015 in addition to the 2% increase over the prior year which totals \$152,323 resulting in a maximum tax levy available of \$14,597,274.

BE IT RESOLVED, that there should be raised for the General Fund a tax levy of \$14,444,951 for the ensuing School Year (2014-2015).

BE IT FURTHER RESOLVED, that the unused taxing authority of \$152,323 will be banked for potential use in the subsequent three fiscal years.

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

**D. Special Education - *The following motions are of a routine nature, noncontroversial, and will be voted on in one motion.***

**1. Approval of Psychiatric Evaluation**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves a psychiatric evaluation for student 000126 effective April 20, 2014 at a cost of \$500.00. Services to be provided by Dr. Lee Suckno, 170 East Main Street, Suite 202, Rockaway, NJ 07866.

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

**2. Approval of Out of District Placement**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves an out of district placement for student 000288 at the Cornerstone Day School, 1101 Bristol Road, Mountainside, NJ 07092, effective March 17, 2014 - June 20, 2014 at a program cost of \$22,646.00 (\$338.00/day x 67 days). Transportation to be bid through Morris County Educational Services Commission.

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

**E. 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 \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**F. Workshops/Seminars/Conferences**

**1. Approve Professional Development**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the attached list of requests for professional development and corresponding costs.

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

**XIII Discussion Items:**

**A. New Business**

**B. Old Business**

**XIV 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.

**XV 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 \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_