

**PREPARING ALL LEARNERS TO EXCEL IN A CHANGING WORLD**

**Morris Plains Board of Education  
Public Meeting – September 10, 2013 – 7:30 p.m.**

Meeting will be held in the Borough School Learning Center

**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"/> Lee Connor	<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 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.

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

**VI Business Administrator's Report**

**VII Correspondence**

**VIII Minutes**

**1. Approval of Minutes**

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

August 27, 2013 – Public Meeting

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

**IX Business Items Prepared for Official Action on September 10, 2013:**

**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. Creation of New Positions – Title I Afterschool Program Coordinators**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board creates two Title I Afterschool Program Coordinators, one for Borough School and one for Mountain Way School at a stipend of \$2,034 each, effective September 30, 2013 through May 30, 2014.

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

**2. Approve Job Description – Supervisor of Custodians**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the job description for Supervisor of Custodians effective September 11, 2013.

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

**3. Appointment of Supervisor of Custodians (Two Positions)**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board appoints the following Supervisor of Custodians (one for Mountain Way School; one for Borough School), effective September 11, 2013:

Linday Vieira	Supervisor of Custodians – Mt. Way School	\$1,500 Stipend
Sean Dolan	Supervisor of Custodians – Borough School	\$1,500 Stipend

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

**4. Appointment of Classroom Aide – Preschool Class – Mountain Way School**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the appointment of Elizabeth Schmidt, classroom aide in the preschool class at Mountain Way School, from 8:00 – 2:00 (5.5 hours per day, excludes a 30 minute unpaid lunch) at an hourly rate of \$14.25 for 181 days at a total salary of \$14,185.88

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

**5. Appointment of Girls’ Cross Country Coach**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the appointment of Monica Pecoraro as Girls’ Cross Country Coach for the 2013-20124 school year at a stipend of \$3,396.

Roll Call: AA \_\_\_ SB \_\_\_ LC \_\_\_ CF \_\_\_ 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/Disbursement Journal**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves the attached bills and claims report/disbursement journal dated September 10, 2013 in the amount of \$310,561.96.

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

**2. Approve Payroll Distribution**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_ 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
8/30/2013	General Fund	\$54,347.51

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

**3. Approve Business Administrator/Board Secretary as Qualified Purchasing Agent**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_ the Board approves the following resolution: **WHEREAS**, N.J.S.A. 18A:18A-3a, permits a board of education to authorize its purchasing agent to award contracts that do not exceed in a contract year the annual limit as established by the Governor, and

**WHEREAS**, local boards of education have been advised by the Local Finance Board through that the Governor has authorized the following bid and quotation thresholds effective June 2013.

	<b>Bid Threshold</b>	<b>Quotation Threshold</b>
Base Amount	\$17,500	\$2,625
With Qualified Purchasing Agent	\$36,000	\$5,400

**WHEREAS**, Warren S. Ceurvels possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.; and

**WHEREAS**, Morris Plains Board of Education desires to increase the bid threshold as provided in N.J.S.A. 18A:18A-3; now, therefore, be it

**RESOLVED**, that the governing body of the Morris Plains Board of Education, in the County of Morris, in the State of New Jersey hereby increases its bid threshold to \$36,000 and its quotation threshold to \$5,400 and be it further

**RESOLVED**, that the governing body hereby appoints Warren S. Ceurvels as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education; and be it further

**RESOLVED**, that in accordance with N.J.A.C. 5:34-5.2 the Board of Education Secretary is hereby authorized and directed to forward a certified copy of this resolution and a copy of Warren S. Ceurvel's certification to the Director of the Division of Local Government Services.

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

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

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

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board accepts a donation from the Morris Plains Home & School Association, in the amount of \$762.40 for the purchase of Student Agendas for Borough School.

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

**2. Accept a Donation From Mrs. Barbara Visscher**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board accepts a donation of classroom teaching materials at a value of \$2,000 from Mrs. Barbara Visscher.

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

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

**1. Approval of Occupational Therapy**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves occupational therapy for student 000633 effective September, 2013 through June, 2014 at a program cost of \$5,145 (\$245.00 per hour; average ½ hour per week x 42 weeks). Services to be provided by Morris-Union Jointure Commission, 340 Central Avenue, New Providence, NJ 07974.

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

**F. Workshops/Seminars/Conferences - *The following motion is of a routine nature, noncontroversial, and will be voted on in one motion.***

**1. Approval of 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 \_\_\_ LC \_\_\_ CF \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**G. Field Trip – 2013-2014 - *The following motion is of a routine nature, noncontroversial, and will be voted on in one motion.***

**1. Trip to the 911 Memorial – Grades 5-8** On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves a field trip Wednesday, September 11, 2013 from 10:00 a.m. – 11:00 a.m. for Borough School students in grades 5-8 for the purpose of attending the 911 Memorial Ceremony on Tabor Road in Morris Plains.

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

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

**1. Approve Policies for First Reading**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board approves, on first reading, the following policies:

- 1600.1 Business Partnerships
- 3517 Video Surveillance

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

**2. Approve Policy for Second Reading**

On the motion of \_\_\_\_\_ seconded by \_\_\_\_\_, the Board adopts, on second reading, the following policy:

- 6142.10 Internet Safety and Technology

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

**XI Discussion Items:**

- A. New Business
- B. Old Business

**XII Executive Session**

**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 \_\_\_ LC \_\_\_ CF \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**XIII 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 \_\_\_ LC \_\_\_ CF \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_

**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 \_\_\_ LC \_\_\_ CF \_\_\_ LG \_\_\_ TK \_\_\_ MM \_\_\_ DMc \_\_\_ DR \_\_\_