

**Morris Plains Board of Education
Minutes of the Public Meeting – February 11, 2014 – 7:00 p.m.
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

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. Cynthia Fetherston, Board President, opened the meeting at 7:00pm 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. Cynthia Fetherston, Mrs. Terri Kaag, Mrs. Maria Manley, Mr. Douglas McCabe (arrived at 7:37pm) and Ms. Denise Rawding

Absent: Mr. Scott Bober, Mr. Francis Foley and Ms. Lucia Galdi

Also present: Mr. Mark Maire, Dr. Warren Ceurvels, Mr. Sean Dolan and Ms. Lindsay Vieira

Number of public attending: 1

Executive Session

On the motion of Mrs. Terri Kaag, seconded by Mrs. Maria Manley, 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 at 7:01pm to discuss certain matters; now, therefore be it

RESOLVED: The Board of Education adjourns to closed session to discuss pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege;

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.

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley – absent	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Ms. Lucia Galdi - absent	Mr. Douglas McCabe – absent	Ms. Denise Rawding - yes

Return to Regular Session from Closed Session (if necessary)

On the motion of Ms. Denise Rawding, seconded by Mrs. Maria Manley, 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.

Motion carried by unanimous voice vote.

Hearing of Citizens and/or Delegations - none

Presentation - Co-Teaching

**Danielle Mastrogiovanni
Andrea Bruno
Monica Pecoraro**

**Ashley Arteaga
Naomi Pochettino
Lindsey Irwin**

Superintendent's Report – Mr. Mark Maire reported the following:

- On the agenda is a motion to revise the 2012-2013 school calendar. Specifically, 2/18 and 4/21 will be instructional days for students and staff. We will send a School Brains announcement tomorrow, reminding parents about the change in calendar for February 18th.
- Current enrollment, as of January 31st, 2014, Mountain Way = 218 students, Borough School = 418 students, Total = 636. We also have 208 Morris Plains students enrolled at MTHS.
- There are no incidences of HIB to report at this time.
- We are preparing for yet another winter storm scheduled for early Thursday morning. I spoke with Chief Thompson, there is a salt shortage county-wide, which is something we must be aware of as we address inclement weather.
- We are looking to approve the 2014-2015 school calendar on the 2/25 board meeting. The calendar is consistent with the MSD, sharing vacations/breaks. We plan to reduce the number of professional development days in the calendar from 8 to 4. We have presented the calendar to various staff and we plan to share it with key parent groups such as the HSA.
- The next professional development session for staff is tomorrow. Staff will either attend a Google-training session led by Mr. Curcio, or research technology tools/programs designed to enhance instruction.
- A meeting was held today to review the district's role in maintaining the softball and baseball fields. Mr. Dolan will work with Mr. Woods to make sure our fields are treated and maintained in preparation for the spring season.
- We added several resources for parents on the district website, including information related to the 2014 NJASK assessment, PARCC, and the 2012-2013 School Performance Reports.
- Upcoming board presentations include the principals' "State of Education" presentation on March 11th, a technology presentation in April highlighting the various technology tools designed to enhance instruction (chromebooks, iPads, etc.), and a Strategic Plan progress report in May.

Business Administrator's Report – Dr. Warren Ceurvets updated the Board on the Budget Prep and discussed the resolution for ACES (Alliance for Competitive Energy Services)

Correspondence - none

Approval of the Board of Education Minutes

On the motion of Mrs. Maria Manley seconded by Ms. Denise Rawding, the Board approves the following

Minutes: January 28, 2014 – Executive and Regular Sessions.

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley – absent	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Ms. Lucia Galdi - absent	Mr. Douglas McCabe – yes	Ms. Denise Rawding - yes

Business Items Prepared for Official Action on February 11, 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. Approve Home Instructor - Special Needs Student

On the motion of Mrs. Terri Kaag seconded by Mr. Douglas McCabe, the Board approves Ashley Arteaga as home instructor for a special needs student effective February 3, 2014 for 10 hours per week at an hourly rate of \$33.00 = \$330.00 per week x 10 weeks = \$3,300 maximum, not to exceed 10 weeks.

Mr. Alan Albin - yes	Mr. Scott Bober - absent	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley - absent	Mrs. Terri Kaag - yes	Mrs. Maria Manley - yes
Ms. Lucia Galdi - absent	Mr. Douglas McCabe - yes	Ms. Denise Rawding - yes

2. Approval of Family Leave - Amended Request - Mrs. Lorey Deeb

On the motion of Mrs. Terri Kaag seconded by Mr. Douglas McCabe, the Board approves a family leave request from Mrs. Lorey Deeb as follows (Mrs. Deeb anticipates returning on September 1, 2014.):

January 8, 2014 - February 25, 2014	32 Sick Days	PAID
February 26, 2014 - March 5, 2014	5 Days	UNPAID
March 6, 2014 - June 4, 2014	12 weeks	UNPAID FAMILY LEAVE
June 5, 2014 - June 30, 2014	Extended Family Leave	UNPAID EXTENDED LEAVE

Mr. Alan Albin - yes	Mr. Scott Bober - absent	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley - absent	Mrs. Terri Kaag - yes	Mrs. Maria Manley - yes
Ms. Lucia Galdi - absent	Mr. Douglas McCabe - yes	Ms. Denise Rawding - yes

3. Approval of Family Leave - Mrs. Jennifer Simms

On the motion of Mrs. Terri Kaag seconded by Mr. Douglas McCabe, the Board approves a family leave request from Mrs. Jennifer Simms as follows (Mrs. Simms anticipates returning on November 24, 2014):

September 1, 2014 - November 21, 2014;	12 weeks	UNPAID FAMILY LEAVE
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Mr. Alan Albin - yes	Mr. Scott Bober - absent	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley - absent	Mrs. Terri Kaag - yes	Mrs. Maria Manley - yes
Ms. Lucia Galdi - absent	Mr. Douglas McCabe - yes	Ms. Denise Rawding - yes

4. Approval of Kindergarten Teacher (Family Leave Replacement - Mrs. Dalton)

On the motion of Mrs. Terri Kaag seconded by Mr. Douglas McCabe, the Board approves Isabella Bellini as family leave replacement for Mrs. Dalton (emergent hire, pending criminal history background clearance), effective February 24, 2014 through June 30, 2014 at per diem rate of \$251.98 (\$50,395 - BA, Step 1). There are no benefits associated with this position. The Board also approves Ms. Bellini as substitute teacher for the 2013-2014 school year. Ms. Bellini will substitute on February 20 and February 21 at a daily substitute rate of \$100.00.

Mr. Alan Albin - yes	Mr. Scott Bober - absent	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley - absent	Mrs. Terri Kaag - yes	Mrs. Maria Manley - yes
Ms. Lucia Galdi - absent	Mr. Douglas McCabe - yes	Ms. Denise Rawding - yes

5. Approval of Unpaid Days - Classroom Aide - Mountain Way School

On the motion of Mrs. Terri Kaag seconded by Mr. Douglas McCabe, the Board approves three (3) unpaid days for Lauren Klener, classroom aide at Mountain Way School, on January 30, 31, and February 6, 2014.

Mr. Alan Albin - yes	Mr. Scott Bober - absent	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley - absent	Mrs. Terri Kaag - yes	Mrs. Maria Manley - yes
Ms. Lucia Galdi - absent	Mr. Douglas McCabe - yes	Ms. Denise Rawding - yes

6. Approval of Unpaid Days - Classroom Aide - Borough School

On the motion of Mrs. Terri Kaag seconded by Mr. Douglas McCabe, the Board approves six (6) unpaid days for Michelle Latsch, classroom aide at Borough School, on February 26, 27, 28, 2014; March 3, 4, 5, 2014.

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley – absent	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Ms. Lucia Galdi - absent	Mr. Douglas McCabe – yes	Ms. Denise Rawding - yes

7. Approval of Choreography Consultant - Drama Club Production, High School Musical, Jr.

On the motion of Mrs. Terri Kaag seconded by Mr. Douglas McCabe, the Board approves Jeorgi Smith as choreography consultant for the Drama Club Production of "High School Musical, Jr" at a total fee of \$600.00. Ms. Smith will start February 15, 2014 until the production's completion on May 16, 2014. \$300.00 will be paid from the Student Activities Fund. \$300.00 will be donated by an anonymous donor.

Mrs. Maria Manley asked if this person was the Assistant to the Director. Mr. Maire responded that Ms. Andrea Bruno is the Assistant.

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley – absent	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Ms. Lucia Galdi - absent	Mr. Douglas McCabe – yes	Ms. Denise Rawding - yes

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 Mrs. Maria Manley seconded by Mr. Alan Albin, the Board approves the attached bills and claims report dated February 11, 2014 in the amount of \$856,548.09.

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley – absent	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Ms. Lucia Galdi - absent	Mr. Douglas McCabe – yes	Ms. Denise Rawding - yes

2. Approve Payroll Distribution

Motion by Mrs. Maria Manley seconded by Mr. Alan Albin 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
1/30/2014	General Fund	\$267,531.78

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley – absent	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Ms. Lucia Galdi - absent	Mr. Douglas McCabe – yes	Ms. Denise Rawding - yes

3. Adoption of Resolution- Purchase of Electric Generation Services

On the motion of Mrs. Maria Manley seconded by Mr. Alan Albin the Board of adopts the attached resolution binding the Morris Plains Board of Education to Purchase Electric Generation Services through the Alliance for Competitive Energy Services ("ACES") Bid Cooperative Pricing System ID#E8801-ACESCPS from February 11, 2014 – May 2018.

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley – absent	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Ms. Lucia Galdi - absent	Mr. Douglas McCabe – yes	Ms. Denise Rawding - yes

4. Adoption of Resolution - Purchase of Natural Gas Services

On the motion of Mrs. Maria Manley seconded by Mr. Alan Albin the Board of adopts the attached resolution binding the Morris Plains Board of Education to Purchase Natural Gas Services Through the Alliance For Competitive Energy Services ("ACES") Bid Cooperative Pricing System ID#E8801-ACESCPS from February 11, 2014 – May 2018.

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley – absent	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Ms. Lucia Galdi - absent	Mr. Douglas McCabe – yes	Ms. Denise Rawding - yes

C. School Calendar - 2013-2014 School Year - *The following motion is of a routine nature, noncontroversial, and will be voted on in one motion.*

1. Approve the Revised 2013-2014 School Calendar

On the motion of Mrs. Maria Manley seconded by Mr. Alan Albin, the Board approves the following revisions on the 2013-2014 school calendar (please see attached):

February 18, 2014 will be changed to a regular school day for staff and students.

April 21, 2014 will be changed to a regular school day for staff and students.

June 24, 2014 will be the last day of school for students.

If additional snow days are needed they will be added at the end of the school calendar. If more than two days are used (school will not extend beyond June 26), the days will be deducted from the Spring Break in April in the following order: April 14; April 15; April 16, etc.

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley – absent	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Ms. Lucia Galdi - absent	Mr. Douglas McCabe – yes	Ms. Denise Rawding - yes

D. 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 Mrs. Maria Manley seconded by Mr. Alan Albin, the Board accepts and affirms the Superintendent's monthly report of Harassment, Intimidation and Bullying.

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley – absent	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Ms. Lucia Galdi - absent	Mr. Douglas McCabe – yes	Ms. Denise Rawding - yes

E. Workshops/Seminars/Conferences

1. Approve Professional Development

On the motion of Mrs. Maria Manley seconded by Mr. Alan Albin, the Board approves the attached list of requests for professional development and corresponding costs.

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley – absent	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Ms. Lucia Galdi - absent	Mr. Douglas McCabe – yes	Ms. Denise Rawding - yes

F. Home Instruction - *The following motion is of a routine nature, noncontroversial, and will be voted on in one motion.*

1. Approval of Home Instruction

On the motion by Mrs. Maria Manley seconded by Mr. Alan Albin, the Board approves home instruction for student 000126, effective January 17, 2014. Student will receive 5 hours per week instruction at an hourly rate of \$54.00. Services to be provided by Saint Clare's Hospital Behavioral Health.

Mr. Alan Albin – yes	Mr. Scott Bober – absent	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley – absent	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
Ms. Lucia Galdi - absent	Mr. Douglas McCabe – yes	Ms. Denise Rawding - yes

Discussion Items:

A. New Business – Mrs. Terri Kaag reported that she attended NJSBA's workshop on what makes an effective Board.

B. Old Business- Mrs. Cynthia Fetherston reminded the Board members to complete their ethics forms. She also requested that agendas for committee meeting be prepared 2-3 days in advance.

Hearing of Citizens and/or Delegations - none

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.

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 9:00pm.

Motion carried by unanimous voice vote.

Respectfully submitted,



Dr. Warren S. Ceurvels
Board Secretary