

**Morris Plains Board of Education  
Public Meeting – September 10, 2013 – 7:30 p.m.  
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. Cynthia Fetherston, Board President, opened the meeting at 7:30pm 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, Mr. Scott Bober, Mrs. Lee Connor, Mrs. Cynthia Fetherston, Ms. Lucia Galdi, Mrs. Terri Kaag, Mr. Douglas McCabe and Ms. Denise Rawding  
**Absent:** Mrs. Maria Manley  
**Also present:** Mr. Mark Maire and Dr. Warren Ceurvels  
**Number of public attending:** 3

**Hearing of Citizens and/or Delegations - none**

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

- No Incidences of HIB to report.
- Our District has been selected to participate in the PARCC Field Test for Grade 3. Anticipate participation to collect useful data as we prepare for PARCC.
- Enrollment update - Mt. Way = 221, Borough School = 423 – Total = 644
- Mr. Maire thanked the HSA for hosting a delicious "Welcome Back" breakfast for staff on September 3<sup>rd</sup>. It was a great setting to start the year.
- He also thanked all staff for a successful start to the school year. Their commitment, dedication, and passion for students was on display this week.
- Thanked the summer staff, who played a significant role in preparing our schools, students, and staff for the start of the year.
- The first professional development day for staff is scheduled for September 11<sup>th</sup>. Staff will work in PLC formats creating Common Core assessments to support their SGO's.
- Borough School students, grades 5-8, will be participating in the Morris Plains 9/11 Remembrance Service. It plans to be a memorable experience for all participants.
- Thanked the Girl Scouts, under the leadership of Mrs. Manley, for their work painting, cleaning, and planting in the Pre-K playground area.

**Business Administrator's Report – Dr. Warren Ceurvels** discussed the evaluation of various contracts. He also reported on the phone installation and problems that are being addressed. Administration training regarding the phone system for Technology Coordinators will take place on Thursday, September 12, 2013. The Security Camera installation is still in progress.

**Correspondence - None**

**Minutes**

**1. Approval of Minutes**

On the motion of Mr. Douglas McCabe, seconded by Mr. Scott Bober, the Board approves the following Minutes:

August 27, 2013 – Public Meeting

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

**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 Ms. Lee Connor seconded by Mrs. Terri Kaag, 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.

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

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

On the motion of Ms. Lee Connor seconded by Mrs. Terri Kaag, the Board approves the job description for Supervisor of Custodians effective September 11, 2013.

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

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

On the motion of Ms. Lee Connor seconded by Mrs. Terri Kaag, 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

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

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

On the motion of Ms. Lee Connor seconded by Mrs. Terri Kaag, 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

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

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

On the motion of Ms. Lee Connor seconded by Mrs. Terri Kaag, the Board approves the appointment of Monica Pecoraro as Girls' Cross Country Coach for the 2013-2014 school year at a stipend of \$3,396.

Mr. Alan Albin - yes	Mr. Scott Bober - yes	Ms. Lee Connor - yes
Mrs. Cynthia Fetherston - yes	Mrs. Terri Kaag - yes	Mrs. Maria Manley - absent
Ms. Lucia Galdi - yes	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/Disbursement Journal**

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

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

**2. Approve Payroll Distribution**

On the motion of Ms. Lee Connor seconded by Mrs. Terri Kaag 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

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

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

On the motion of Ms. Lee Connor seconded by Mrs. Terri Kaag 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.

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

**WHEREAS**, Warren S. Ceurvles 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. Ceurvles 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.

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

**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 Mrs. Terri Kaag seconded by Mr. Scott Bober, 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.

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

The Board raised the question as to what the donation from Mrs. Barbara Visscher would be used for.

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

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

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

**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 Mrs. Terri Kaag seconded by Mr. Scott Bober, 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.

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

**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 Mrs. Terri Kaag seconded by Mr. Scott Bober, the Board accepts and affirms the Superintendent's monthly report of Harassment, Intimidation and Bullying.

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

**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 Mrs. Terri Kaag seconded by Mr. Scott Bober, the Board approves the attached list of requests for professional development and corresponding costs.

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

**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 Mrs. Terri Kaag seconded by Mr. Scott Bober, 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.

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

**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 Mr. Scott Bober seconded by Mr. Douglas McCabe, the Board approves, on first reading, the following policies:

**1600.1 Business Partnerships**  
**3517 Video Surveillance**

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

**2. Approve Policy for Second Reading**

On the motion of Mr. Scott Bober seconded by Mr. Douglas McCabe, the Board adopts, on second reading, the following policy:

**6142.10 Internet Safety and Technology**

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

**Discussion Items:**

**A. New Business -** Mrs. Cynthia Fetherston asked if anyone wanted to change committee assignments to please let her know. Ms. Lee Connor and Mr. Scott Bober volunteered to be a part of the Negotiations Committee.

**B. Old Business - none**

**Hearing of Citizens and/or Delegations - none**

**Adjournment**

On the motion of Mr. Scott Bober, seconded by Ms. Lucia Galdi, BE IT RESOLVED that the Morris Plains Board of Education moves to adjourn the meeting at 7:43pm.

Respectfully submitted,



Dr. Warren S. Ceurvels