

**Morris Plains Board of Education  
Minutes of the Public Meeting – November 25, 2014 – 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. Cynthia Fetherston, Mr. Francis Foley, Ms. Lucia Galdi, Mrs. Terri Kaag, Mrs. Maria Manley, Mr. Douglas McCabe and Ms. Denise Rawding

**Absent:**

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

**Number of public attending:** 20

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

**Recognition-Borough School Girls' Cross Country Team-County Championship**

--Monica Pecoraro, Coach

--Girls' Cross Country Team

**Student Council**

--Debbie Drake and Joyce Peslak, Advisors

--Student Council Members

The Student Council presented a Power Point of their activities: Hunger Walk, Bake Sale, Red Ribbon Week, Back to School Dance. Upcoming events include: Winter Semi-Formal and the Pulsera Project

**Annual Audit – 2014** – Ms. Valerie Dolan, a partner with Nisivoccia, LLP, presented the audit results to the Board. She complimented the staff on obtaining no recommendations 4 years in a row. Ms. Dolan highlighted the C-1 Section - \$537,000 in reserved excess is recommended to be used on a one-time expenditures. Various options were discussed. Mr. Scott Bober asked about how the extraordinary aid appeared in the report. Mrs. Dolan stated that she will look into it and get back to the board.

On the main report, two items were noted:

1. New GASB statement to reflect on behalf of payment to State Pension Fund.
2. Federal Grants – State making sure that PO's post-date to grant awards.

**NJASK - Test Results**

-- Lindsay Vieira, Mountain Way School Principal/Curriculum Coordinator

-- Mark Maire, Superintendent

A Power Point was presented to the Board. Mrs. Terri Kaag expressed concern over the writing scores. Mr. Scott Bober asked if our math and science teachers have the ability to teach writing. Mr. Douglas McCabe asked if the writing is aligned with the Common Core. Ms. Lindsay Vieira replied yes. Mr. Maire stated that Social Studies need to be an extension of Language Arts.

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

- No incidences of HIB to report at this time.
- QSAC Update - I received confirmation from the County Office that we will be monitored during the 2014-2015 school year. Most likely, the county office will conduct their site visit in the spring.
- The November issue of Plains Talk included our district's Fall Newsletter. The issue is available on the Morris Plains Borough website.
- We anticipate inclement weather tomorrow. Several school districts in the county have already closed. We will make the decision early tomorrow morning.

**School Business Administrator's Report - Dr. Warren Ceurvels** reported that he received a draft of the CBA today and he will review it with Mr. Maire. Our payroll department has updated the salaries for all of the MPEA members. Retro payment will be made on December 15, 2014. Lastly, Dr. Ceurvels updated the SAMS Registration for eligibility to receive federal grants.

**Correspondence - none**

**Board Committee Status Reports:**

**Finance/Buildings and Grounds – Dr. Ceurvels** updated the Board

**Curriculum and Instruction – Will be meeting on December 3, 2014 at 4:15pm.**

**Legislative – none**

**Educational Services Commission of Morris County (ESC) – Mr. Alan Albin** attended the meeting on November 5, 2014 and submitted the agenda.

**Morris School District – none**

**Personnel – Will be meeting on December 9, 2014**

**Policy Updates – Met tonight reviewed tonight's policies on the agenda.**

**Liaison Committees:**

–Morris Plains Home and School Association (MPHSA) – Ms. Karen Riley reported number of fundraisers including over \$5,000 from membership. In addition, \$680 is being provided to fund the Tile Art Project.

–Morris Plains Municipal Alliance Committee (MPMAC) - none

–Education Foundation of Morris Plains (EFMP) – The EFMP will donate \$1,500 for an assembly at Borough School. The Foundation received \$1,400 from a 5K Run fundraiser held in May.

–Strategic Planning Committees - none

**Approval of the Board of Education Minutes**

On the motion of Mr. Scott Bober seconded by Ms. Denise Rawding, the Board approves the following Minutes:

November 4, 2014 - Board Retreat and November 11, 2014 - Regular and Executive Session.

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

**Business Items Prepared for Official Action on November 25, 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 - 2014-2015**

On the motion of Mrs. Maria Manley seconded by Mr. Frances Foley, the Board approves the following substitutes for the 2014-2015 school year:

Bernardette Ross  
Kristin Pfeffer  
Christopher Houston

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

**2. Approval of Select Chorus Director (Stipend Position)**

On the motion of Mrs. Maria Manley seconded by Mr. Frances Foley, the Board approves Laura Quinn Lewis as Select Chorus Director for the 2014-2015 school year at a stipend of \$2,034.

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

**3. Approval of Contract for Technology and Enrichment Supervisor**

On the motion of Mrs. Maria Manley seconded by Mr. Frances Foley, the Board approves the contract for Christine Lion-Bailey, Technology and Enrichment Supervisor, effective January 5, 2015 - June 30, 2015 as per the attached.

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

**4. Approval to Rescind Approval of Classroom Aide - Mt. Way School**

On the motion of Mrs. Maria Manley seconded by Mr. Frances Foley, the Board approves, effective November 17, 2014, to rescind a previous motion approving Poonam Sharma as classroom aide at Mountain Way School.

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

**5. Approval of Classroom Aide - Preschool Class - Mountain Way School**

On the motion of Mrs. Maria Manley seconded by Mr. Frances Foley, the Board approves Loriann Hoeman as classroom aide in the preschool class at Mountain Way School, effective December 8, 2014 at a salary of \$15,479.97 (8:00 a.m. - 2:00 p.m. minus a 30 minute unpaid lunch = 5.5 hours/day x \$15.38/hour (Step 7) x 183 days) to be prorated.

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

**6. Approval of Salaries - Non-Union Support Staff - 2014-2015**

On the motion of Mrs. Maria Manley seconded by Mr. Frances Foley, the Board approves salaries for non-union support staff for the 2014-2015 school year as per the attached.

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

**7. Approval of Media Crew Advisor (Stipend Position)**

On the motion of Mrs. Maria Manley seconded by Mr. Frances Foley, the Board approves Richard Hilton as Media Crew Advisor for the 2014-2015 school year at a stipend of \$2,034.

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

**8. Approval to Accept Resignation - Lunch/Recess Aide - Mountain Way School**

On the motion of Mrs. Maria Manley seconded by Mr. Frances Foley, the Board approves to accept the resignation of Debbie Broxmeier, lunch/recess aide at Mountain Way School, effective November 26, 2014.

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

**9. Approval to Amend Previous Motion - Lunch/Recess Aide - Mountain Way School**

On the motion of Mrs. Maria Manley seconded by Mr. Frances Foley, the Board approves to amend the previous motion approving Theresa Catlow as a lunch/recess aide to increase her hours from 1 hour per day to two hours per day, effective December 1, 2014 at a total salary of \$4,550 (\$12.50/hr. x 2 hours/day x 182 days) to be prorated.

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

**10. Approval to Approve Classroom Aide - Preschool Class - Mountain Way School**

On the motion of Mrs. Maria Manley seconded by Mr. Frances Foley, the Board approves Debbie Broxmeier as classroom aide in the preschool class at Mountain Way School, effective December 1, 2014, from 8:15 a.m. - 2:45 p.m. (excludes 1 hour unpaid lunch) at a total salary of \$12,893.26 (\$12.81/hour, [Step 1], x 5.5 hours/day x 183 days) to be prorated.

Mr. Alan Albin – yes	Mr. Scott Bober – yes	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley – yes	Mrs. Terri Kaag – yes	Mrs. Maria Manley – yes
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**

On the motion of Mrs. Maria Manley seconded by Mr. Douglas McCabe, the Board approves the attached bills and claims report dated November 25, 2014 in the amount of \$499,054.10.

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

**2. Approve Payroll Distribution**

Motion by Mrs. Maria Manley seconded by Mr. Douglas McCabe 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
11/15/2014	General Fund	\$278,337.64

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

**3. Approve Board Secretary and Treasurer's Reports For The Period Ending October 31, 2014** On the motion of Mrs. Maria Manley seconded by Mr. Douglas McCabe 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 October 31, 2014 to be approved.

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

**4. Approval of the Comprehensive Maintenance Plan – 2014-2015**

On the motion of Mrs. Maria Manley seconded by Mr. Douglas McCabe, the Board approves the Comprehensive Maintenance Plan for the 2014-2015 school year as per attached.

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

**5. Approval to Adopt Resolution - Amendment to Code Section 125 Plan**

On the motion of Mrs. Maria Manley seconded by Mr. Douglas McCabe, the Board adopts the Resolution – Amendment to Code Section 125 Plan administered by Discovery Benefits as per attached.

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

**6. Annual Audit – Acceptance and Audit and Comprehensive Annual Financial Report for 2013-2014**

On the motion of Mrs. Maria Manley seconded by Mr. Douglas McCabe, the Morris Plains School District Board of Education after presentation and discussion, accepts the annual audit, Comprehensive Annual Financial Report of Finances and Management(CAFR) report for the district accounts for fiscal year 2013/2014. Be it resolved: that the school business administrator is directed to file copies of this audit with the New Jersey Department of Education via the County Office and the offices for National Recognized Municipal Securities Information Repository as required by the Municipal Securities Rulemaking Board (since the district has outstanding debt services bonds).

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

**7. Approval Line Item Transfers**

On the motion of Mrs. Maria Manley seconded by Mr. Douglas McCabe, the Board approves line item transfers dated November 25, 2014.

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



**C. 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. Maria Manley 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 - yes	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley - yes	Mrs. Terri Kaag - yes	Mrs. Maria Manley - yes
Ms. Lucia Galdi - yes	Mr. Douglas McCabe - yes	Ms. Denise Rawding - yes

**D. Morris Plains Board of Education Goals - 2014-2015 - The following motion is of a routine nature, noncontroversial, and will be voted on in one motion.**

**1. Approval of Morris Plains Board of Education Goals - 2014-2015**

On the motion of Mrs. Maria Manley seconded by Mr. Scott Bober, the Board approves the following Board of Education Goals for the 2014-2015 school year:

**2014-15 Board of Education Goals**

1. Optimize district resources to contribute to the overall health of the district.
  - a. Hire a permanent Business Administrator
2. Strengthen Board governance
3. To be educated on assessing student achievement

Mr. Alan Albin - yes	Mr. Scott Bober - yes	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley - yes	Mrs. Terri Kaag - yes	Mrs. Maria Manley - yes
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. Maria Manley 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	Mrs. Cynthia Fetherston - yes
Mr. Francis Foley - yes	Mrs. Terri Kaag - yes	Mrs. Maria Manley - yes
Ms. Lucia Galdi - yes	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 of Mrs. Maria Manley seconded by Mr. Scott Bober, the Board approves Home Instruction for a Borough School student on medical leave, effective December 15, 2014 at a cost not to exceed \$1,320.00 (\$33.00 per hour x 10 hours /week x 4 weeks.) Services will be provided by Dawn Bruhn.

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

**G. Fundraiser - Six Grade Camping Trip - The following motion is of a routine nature, noncontroversial, and will be voted on in one motion.**

**1. Approval of Fund Raiser**

On the motion of Mrs. Maria Manley seconded by Mr. Scott Bober, the Board approves the following fundraiser for the 6<sup>th</sup> grade camping trip: Dinner Night at Lovey's Pizza of Morris Plains, on Wednesday, December 17, 2014 from 5:00 - 9:00 p.m. Lovey's will donate 10% of all qualifying dinner purchases to the 6<sup>th</sup> grade class.

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

**Discussion Items:**

**A. New Business - none**

**B. Old Business - none**

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

**Adjournment**

On the motion of Mrs. Maria Manley, seconded by Mrs. Denise Rawding, BE IT RESOLVED that the Morris Plains Board of Education moves to adjourn the meeting at 9:38pm.

Motion carried by unanimous voice vote.

Respectfully submitted,



Warren S. Ceurvels  
Board Secretary