

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION

July 14, 2016

A regular meeting of the Morris County Vocational School District held on July 14, 2016 at the Morris County School of Technology, 400 East Main Street, Denville, New Jersey was called to order by President Barbara Dawson at 7:30 a.m. with a salute to the flag.

Presiding Officer President Barbara Dawson read the following statement:

"I hereby announce that adequate notice of this meeting of the Board of Education of the Morris County Vocational School District was given as required by the "Open Public Meetings Act" as follows:

Pursuant to Section 5 of the Open Public Meetings Act adequate written notice was given to the official newspapers the Star Ledger and Daily Record/Morristown Newspapers, Inc. by email on June 23, 2016 and a copy of the notice was posted on the bulletin board in the Morris County School of Technology, Denville, New Jersey by the Secretary of this Board and a copy of the notice was likewise filed in the Secretary's Office and a copy sent to the Clerk of the Board of Chosen Freeholders of Morris County and the Clerk of the Township of Denville at the same time. Copies of this notice were mailed, by certified mail to all persons who have requested it, and the Secretary of this Board shall incorporate into the minutes of this meeting a copy of the notice as above set forth."

ROLL CALL

The following Board Members were present at roll call: Mrs. Barbara Dawson, Mr. Lawrence Colasurdo, Mrs. Mary Dougherty, and Mr. John Hyland.

Also present were: Superintendent Scott Moffitt, Business Administrator/Board Secretary Susan Young and Board Attorney John Mills.

SUNSHINE RESOLUTION

The following motion made by Mrs. Dougherty, seconded by Mr. Colasurdo, was approved as submitted.

Motion to adopt the following sunshine resolution:

WHEREAS, this meeting is duly and properly called for a regular session meeting of this Body and adequate notice has been given as provided for by the "Open Public Meetings Act." and,

WHEREAS, it is now necessary that the Board of Education of the Morris County Vocational School District consider the following matter:

- HIB Appeal

which falls within the exceptions as set forth in the "Open Public Meetings Act" and therefore is a matter which this Body determines should be discussed at a closed meeting. It is anticipated that this closed session will last approximately **15 minutes**.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE Board of Education of the Morris County Vocational School District as follows:

That this Body shall at this time recess this meeting and conduct a closed meeting concerning the above referenced matter, which involves exceptions this Body hereby determines are of such a nature that they cannot be discussed at an open meeting and this Body is at this time unable to determine when the matter

under discussion can be disclosed to the public. However, this Body will make such a disclosure when circumstances permit.

The meeting was recessed at 7:31 a.m. and reconvened at 8:23 a.m. with the following Board Members present: Mrs. Dawson, Mr. Colasurdo, Mrs. Dougherty, and Mr. Hyland. Also present were: Superintendent Scott Moffitt, Business Administrator/Board Secretary Susan Young and Board Attorney John Mills.

The following motion made by Mrs. Dougherty, seconded by Mr. Colasurdo, was approved as submitted.

Be it resolved that the Morris County Vocational School District Board of Education does hereby affirm the Superintendent's decision on Harassment, Intimidation and Bullying case #73-2016 after a hearing conducted in accordance with *N.J.S.A. 18A:37-13 et seq.*

Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Colasurdo, Mrs. Dougherty and Mr. Hyland
No: 0
Abstain: 0
Motion Carried.

CORRESPONDENCE - NONE

SUPERINTENDENT'S REPORT -

Reports:

Information Only:

- Security Drill Log
- Student Incident Report

COMMITTEE PROGRAMS – NONE

HEARING OF THE PUBLIC (related to agenda items only) – **NONE**

MINUTES

The following motion made by Mr. Colasurdo, seconded by Mrs. Dougherty, was approved as submitted.

Approved the minutes of the Regular and Closed Session Meetings of the Board of Education of June 14, 2016 as submitted.

Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Colasurdo, Mrs. Dougherty and Mr. Hyland
No: 0
Abstain: 0
Motion Carried.


BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT and TREASURER'S REPORT

The following motions made by Mr. Colasurdo, seconded by Mrs. Dougherty, were approved as submitted.

- A. Approved the Report of the Business Administrator/Board Secretary submitted pursuant to 18A:17-9 for the period ending and investments made during the month of May 2016. Further, pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education certifies that as of May 31, 2016, after review of the Secretary's monthly financial report (appropriate section) and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over-

expended in violation of N.J.A.C. 6A:23A-16.10 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. (Attachment #3)

Pursuant to N.J.A.C. 6A:23A-16.10(c)3, I certify that as of May 31, 2016 no budgetary line item account has been over expended in violation of N.J. A. C. 6A:23A-16.10.



Business Administrator/Board Secretary

7-14-16
Date

Approved the Report of the Treasurer submitted pursuant to N.J.S.A. 18A:17-36 for the period ending May 31, 2016.

Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Colasurdo, Mrs. Dougherty and Mr. Hyland
No: 0
Abstain: 0
Motion Carried.

FINANCE

The following motions made by Mr. Colasurdo, seconded by Mr. Hyland, were approved as submitted.

- A.** Approved, upon the recommendation of the Superintendent, the payment of bills as attached.
- B.** Approved, upon the recommendation of the Superintendent, the following amendments to the 2015/2016 Current Expense anticipated revenue budget statement and the corresponding appropriations budget for Funds 11, 12, 13, 20, 30, 60, 61, 62, 63, 66 and 67 as per listing attached.
- C.** Approved, upon the recommendation of the Superintendent, the attached list of travel and related costs which are educationally necessary, fiscally prudent, in compliance with state travel reimbursement guidelines, are related to and within the scope of the employee's current responsibilities and promote the delivery of instruction or further the efficient operation of the school district.
- D.** Approved, upon the recommendation of the Superintendent, in accordance with the Addendum to the Collaboration Agreement signed on April, 27, 2015, the 2016-2017 tuition rates with Butler Board of Education for the Academy of Law and Public Safety of \$9,000.00 per pupil attending Butler on a full-time basis and \$4,500.00 per pupil for any seniors attending County College of Morris or Ramapo College on a part-time basis (no change from previous year).
- E.** Approved, upon the recommendation of the Superintendent, the attached New Jersey Department of Labor and Workforce Development Workforce Investment Program Agreement.
- F.** Approved, upon the recommendation of the Superintendent, the 2016-2017 officials and assignor fee schedules as attached.
- G.** Approved, upon the recommendation of the Superintendent, the fee for the Timekeeper for the 2016-2017 school year at \$35.00 per game.
- H.** Approved, upon the recommendation of the Superintendent, the submission of the application for FY17 IDEA Grant Program in the amount of \$243,680.00.

- I. Approved, upon the recommendation of the Superintendent, the submission of the application for the FY17 NCLB Grant Program in the amount of \$45,759.00 (Title I Part A for \$43,402.00 and Title II Part A for \$2,357.00).
- J. Refused, upon the recommendation of the Superintendent, the FY17 NCLB Title III allocated funds in the amount of \$243.00.
- K. Accepted, upon the recommendation of the Superintendent, the FY17 County Apprenticeship Coordinator Grant funds in the amount of \$15,000.00 for the period July 1, 2016 through June 30, 2017.
- L. Approved, upon the recommendation of the Superintendent, the acceptance of the Notice of Obligation for FY17 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant Program in the amount of \$719,130.00 for the period July 1, 2016 through June 30, 2017.
- M. Accepted, upon the recommendation of the Superintendent, FY17 Perkins Secondary Grant funds in the amount of \$306,561.00.
- N. Approved, upon the recommendation of the Superintendent, an increase in the petty cash funds for the 2016-2017 school year for Cosmetology 1 from \$25.00 to \$50.00.
- O. Approved, upon the recommendation of the Superintendent, the attached agreement between Morris County School of Technology and Fairleigh Dickinson University effective July 1, 2016 through June 30, 2018.
- P. Approved, upon the recommendation of the Superintendent, the following resolution:

WHEREAS Title 18A:18A-10 provides that, a Board of Education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising, therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the state by the Division of Purchase and Property, and

WHEREAS, the Morris County Vocational School District has the need, on a timely basis, to procure goods and services utilizing State Contracts, and

WHEREAS, the Morris County Vocational School District desires to authorize its purchasing agent for the 2016-2017 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year,

NOW THEREFORE BE IT RESOLVED that the Morris County Vocational School District Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing the vendor as listed below:

Vendor	Commodity	Contract#	Expiration
Franklin Griffith	Electrical Equipment and Supplies	85580	12/31/2016

Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Colasurdo, Mrs. Dougherty and Mr. Hyland
No: 0
Abstain: 0
Motion Carried.

CURRICULUM, INSTRUCTION, PROGRAMS, STUDENTS

The following motions made by Mrs. Dougherty seconded by Mr. Hyland, were approved as submitted.

- A.** Approved, upon the recommendation of the Superintendent, the senior internships for the 2016-2017 school year as per the attached list.
- B.** Accepted, upon the recommendation of the Superintendent, the attached Harassment, Intimidation and Bullying Report.
- C.** Approved, upon the recommendation of the Superintendent, the adoption of the following textbook:

Algebra 1
Author: Kanold, Burger, Dixon, Larson, Leinwand
Publisher: Houghton Mifflin Harcourt Publishing Company
Copyright: 2015

- D.** Approved, upon the recommendation of the Superintendent, the following revised curricula:

English I
English I Honors
English II
English II Honors
English III
English III Honors
English IV
English IV Honors
Music History

- E.** Approved, upon the recommendation of the Superintendent, the following new curricula:

Music Technology I
Music Technology II

- F.** Approved, upon the recommendation of the Superintendent, the application for the enrollment of the Morris County School of Technology as a member of the New Jersey State Interscholastic Athletic Association to participate in the approved interscholastic athletic program sponsored by the NJSIAA for the 2016-2017 school year. Pursuant to N.J.S.A. 18A:11-3 the Morris County Vocational School District Board of Education adopts as its own policy and agrees to be governed by the Constitution, Bylaws and Rules and Regulations of the NJSIAA.

Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Colasurdo, Mrs. Dougherty and Mr. Hyland

No: 0

Abstain: 0

Motion Carried.

PERSONNEL

The following motions made by Mr. Colasurdo, seconded by Mr. Hyland, were approved as submitted.

- A.** Approved, upon the recommendation of the Superintendent, the appointment of Colleen Pascale as a part-time Teacher of Law Enforcement for the Academy for Law and Public Safety located at Butler High School at MA+30 Step 8 for the period September 1, 2016 through June 30, 2017, pending issuance of a Certificate of Eligibility as a Teacher of Law Enforcement by the New Jersey

Department of Education and successful completion of a criminal history background check and pre-employment physical examination.

- B. Accepted the resignation of Leo Malave, CADD Teacher, effective July 5, 2016.
- C. Approved, upon the recommendation of the Superintendent, the appointment of Timothy Lopreiato as a Lead Teacher for the Science Department for the 2016-2017 school year with a stipend of \$2,000.00.
- D. Approved, upon the recommendation of the Superintendent, the appointment of the following individuals as Club Advisors for the 2016-2017 school year:

<u>Advisor</u>	<u>Club</u>
LaToya Evans and Jennifer Geuther	Peer Leadership
Jacqueline Graulich	Red Cross Club

- E. Approved, upon the recommendation of the Superintendent, the appointment of Jennifer Geuther as Interim Student Assistance Coordinator for the 2016-2017 school year (no stipend).
- F. Approved, upon the recommendation of the Superintendent, the appointment of the following part-time Adult Continuing Education Instructors for the period September 1, 2016 through June 30, 2017:

<u>Name</u>	<u>Position</u>	<u>Hourly Rate</u>	<u>Maximum # Hours</u>
Cassandra Christie	LPN Instructor	\$40.00 per hour	700 Hours
Nona Seid	Culinary Instructor	\$35.00 per hour	100 Hours (pending sufficient enrollment)
George Sheehan	Welding Instructor	\$35.00 per hour	90 Hours (pending sufficient enrollment)

- G. Confirmed and approved, upon the recommendation of the Superintendent, the appointment of Joseph Mitkus as County Apprenticeship Coordinator for a maximum of 314 hours at the rate of \$40.00 per hour for the period July 1, 2016 through June 30, 2017, with funding provided by FY17 County Apprenticeship Coordinator Grant.
- H. Confirmed and approved, upon the recommendation of the Superintendent, the appointment of the following ABE/IELCE staff for the period July 1, 2016 through August 31, 2016 with funding provided by FY17 ABE/IELCE Grant:

<u>Name</u>	<u>Position</u>	<u>Hourly Rate</u>	<u>Total # Hours</u>
Sharon Hernandez	Registration Aide	\$25.00	10
Darlene Moore	Registration Aide	\$25.00	10

- I. Amended, upon the recommendation of the Superintendent, the resolution of June 14, 2016 to appoint Robin Hanisak as an ABS Instructor at the rate of \$32.00 per hour for a total of 27 hours for the period July 1, 2016 through August 31, 2016, with funding provided by FY17 ABE/IELCE Grant (correction to hourly rate).
- J. Confirmed and approved, upon the recommendation of the Superintendent, two summer training days at six hours per day for a total of twelve hours at \$33.00 per hour between the period June 22, 2016 and August 31, 2016 for the following Lead Teachers, with funding provided by New Jersey Achievement Coaches Grant:

Emily Bohn-Drake
Kevin Conover
Robert Doran
LaToya Evans
Christine Hietanen
Michael LeRose
Timothy Lopreiato
Michael Quaglio
Jennifer Skomial

- K.** Approved, upon the recommendation of the Superintendent, the appointment of John Lisella as a Physical Education Teacher to fulfill a leave of absence at BA Step1-2 at the annual salary of \$58,966.00 to be prorated for the period September 1, 2016 through November 28, 2016, pending successful completion of a criminal history background check and pre-employment physical examination.
- L.** Approved, upon the recommendation of the Superintendent, the appointment of Spyridon Mantzas as a Special Education Teacher to fulfill a leave of absence at BA Step1-2 at the annual salary of \$58,966.00 for the period September 1, 2016 through June 30, 2017, pending successful completion of a criminal history background check and pre-employment physical examination.
- M.** Approved, upon the recommendation of the Superintendent, the appointment of Mark DeMilio as a Teacher of Physical Science at MA+30 Step 3 for the period September 1, 2016 through June 30, 2017, pending successful completion of a criminal history background check and pre-employment physical examination.

Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Colasurdo, Mrs. Dougherty and Mr. Hyland
No: 0
Abstain: 0
Motion Carried.

HEARING OF THE PUBLIC - NONE

OLD BUSINESS- Mr. Moffitt noted the sad passing of Mr. Andrew Latinsics, Teacher of Physical Science.

NEW BUSINESS

- Next Board Meeting: Tuesday, August 9, 2016 at 7:30 a.m.
- New Jersey School Boards Association Fall Workshop 2016: October 25-27, 2016. Who would like to attend?
- New Date for Postponed Freeholder Meeting?

SUNSHINE RESOLUTION

The following motion made by Mrs. Dougherty seconded by Mr. Hyland was approved as submitted.

WHEREAS, this meeting is duly and properly called for a regular session meeting of this Body and adequate notice has been given as provided for by the "Open Public Meetings Act;" and,

WHEREAS, it is now necessary that the Board of Education of the Morris County Vocational School District consider the following matter:

- Reorganization Proposal
- Land Acquisition

which falls within the exceptions as set forth in the "Open Public Meetings Act" and therefore is a matter which this Body determines should be discussed at a closed meeting. It is anticipated that this closed session will last approximately **20 minutes**.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE Board of Education of the Morris County Vocational School District as follows:

That this Body shall at this time recess this meeting and conduct a closed meeting concerning the above referenced matter, which involves exceptions this Body hereby determines are of such a nature that they cannot be discussed at an open meeting and this Body is at this time unable to determine when the matters under discussion can be disclosed to the public. However, this Body will make such a disclosure when circumstances permit.

The meeting was recessed at 8:38 a.m. and reconvened at 8:47 a.m. with the following Board Members present: Mrs. Dawson, Mr. Colasurdo, Mrs. Dougherty, and Mr. Hyland. Also present were: Superintendent Scott Moffitt, Business Administrator/Board Secretary Susan Young and Board Attorney John Mills.

Motion to return to public meeting.

ADDITIONAL BUSINESS

PERSONNEL

The following motions made by Mrs. Dougherty, seconded by Mr. Hyland, were approved as submitted.

A. WHEREAS, the Superintendent has reviewed the administrative structure of the District, and

WHEREAS, based upon that review, the Superintendent recommends a reorganization of the administrative structure of the District;

NOW THEREFORE BE IT RESOLVED, that the current Table of Organization, established in Policy 2121, Lines of Responsibility be abolished, and be it further

RESOLVED, upon the recommendation of the Superintendent that, for reasons of economy, efficiency, change in the administrative and supervisory organization, and other just cause, that the following positions as identified in that table be abolished effective August 31, 2016:

Director of Curriculum and Programs
Supervisor of Humanities
Supervisor of Science, Technology, Engineering and Mathematics
Supervisor of Vocational-Technical Careers

B. WHEREAS, the Superintendent has reviewed the administrative structure of the District, and

WHEREAS, the Superintendent recommends a reorganization of the administrative structure of the District;

NOW THEREFORE BE IT RESOLVED, that the Board approves the Table of Organization presented to it and made part of the minutes of this meeting and Policy Manual, AND BE IT FURTHER RESOLVED, upon the recommendation of the Superintendent, that the following positions be created, effective September 1, 2016:

Assistant Superintendent for Curriculum and Instruction
Assistant Principal

Director of Programs
Supervisor of Instruction (Two positions)

AND BE IT FURTHER RESOLVED, upon the recommendation of the Superintendent, that the board does approve the following job descriptions presented to it and made part of the minutes of this meeting:

Assistant Superintendent for Curriculum and Instruction (new)
Principal (revised)
Assistant Principal (new)
Director of Programs (new)
Director of Student Services and Special Education (revised)
Supervisor of Instruction (new)

C. WHEREAS, the Superintendent has reviewed the administrative structure of the District, and

WHEREAS, based upon that review, the Superintendent recommends a reorganization of the administrative structure of the District;

NOW THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent, that, for reasons of economy, efficiency, change in the administrative and supervisory organization, and other just cause, that the position of Director of Athletics and Student Affairs be abolished effective October 1, 2016.

D. Rescinded, upon the recommendation of the Superintendent, the resignation of Kerry Eberhardt, STEM Supervisor, effective immediately.

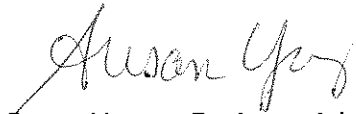
Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Colasurdo, Mrs. Dougherty and Mr. Hyland
No: 0
Abstain: 0
Motion Carried.

ADJOURNMENT

Motion made by Mrs. Dougherty, seconded by Mr. Hyland, to adjourn the meeting at 8:48 a.m.

All present voted yes – Motion carried.

Respectfully submitted,



Susan Young, Business Administrator/Board Secretary