

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION

August 8, 2017

A regular meeting of the Morris County Vocational School District held on August 8, 2017 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 November 2, 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, Mr. John Hyland, Mrs. Mary Dougherty and Mr. Roger Jinks, Sr.

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

CORRESPONDENCE - NONE

SUPERINTENDENT'S REPORT

- Program Initiatives- Mr. Moffitt described conversations which were occurring with local school districts and the County College of Morris regarding the potential creation of new offsite CTE programs.

COMMITTEE PROGRAMS- NONE

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

MINUTES

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

Approved the minutes of the Regular and Closed Session Meetings of the Board of Education of July 18, 2017 as submitted.

Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Colasurdo, Mr. Hyland and Mrs. Dougherty.
No: 0
Abstain: 1 Mr. Jinks
Motion Carried.

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

The following motions made by Mr. Hyland, seconded by Mr. Colasurdo, 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 June 2017. Further, pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education certifies that as of June 30, 2017, 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.

Pursuant to N.J.A.C. 6A:23A-16.10(c)3, I certify that as of June 30, 2017 no budgetary line item account has been over expended in violation of N.J. A. C. 6A:23A-16.10.



Business Administrator/Board Secretary

8-8-17

Date

Approved the Report of the Treasurer submitted pursuant to N.J.S.A. 18A:17-36 for the period ending June 30, 2017.

- Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Colasurdo, Mr. Hyland and Mrs. Dougherty.
- No: 0
- Abstain: 1 Mr. Jinks
- Motion Carried.

FINANCE

The following motions made by Mrs. Dougherty, seconded by Mr. Colasurdo, were recommended by the Superintendent of Schools to the Board of Education and approved as submitted.

- A. Approved the payment of bills as attached.
- B. Approved the following amendments to the 2016/2017 Current Expense anticipated revenue budget statement and the corresponding appropriations budget for Funds 11, 12, 13, 20, 30, 60, 61, 62, 63 and 66 as per listing attached.
- C. Approved 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. Refused all funds allocated under the FY18 ESEA Consolidated Grant in the amount of \$87,726.00 for the period of July 1, 2017 to June 30, 2018.
- E. Approved the appointment of the following VPA Guest Artists for the 2017-2018 school year:

<u>Name</u>	<u># Days</u>	<u>Rate</u>	<u>Funding Source</u>
Alex Biegelson	19	\$275.00 per day	FY18 Perkins Secondary Grant
Nicole Corea	10	\$275.00 per day	General Fund
David Gish	4	\$275.00 per day	FY18 Perkins Secondary Grant
Brian Kafel	7	\$275.00 per day	General Fund

Tammy Klinck	5	\$275.00 per day	FY18 Perkins Secondary Grant
Tammy Klinck	10	\$275.00 per day	General Fund
Michelle Robinson	7	\$275.00 per day	General Fund
Christian Von Howard	11	\$275.00 per day	FY18 Perkins Secondary Grant

- F.** Approved that the Board of Education gives Delegation of Authority to the School Business Administrator for supervision of the School Facilities Project as applicable for the following work as an educational facility capital project:

USA Project #2017-028 Kitchen Plan and Details
NJ DOE State Plan No. 3365-050-18-1000

- G.** Approved that the Board of Education authorizes amendments to the district's approved Long Range Facility Plan for the following project:

USA Project #2017-028 Kitchen Plan and Details
NJ DOE State Plan No. 3365-050-18-1000

- H.** Approved the submission of the project application to the State Department of Education for the following work as an other educational facility capital project:

USA Project #2017-028 Kitchen Plan and Details
NJ DOE State Plan No. 3365-050-18-1000

Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Colasurdo, Mr. Hyland and Mrs. Dougherty.
No: 0
Abstain: 1 Mr. Jinks
Motion Carried.

CURRICULUM, INSTRUCTION, PROGRAMS, STUDENTS

The following motion made by Mr. Hyland, seconded by Mrs. Dougherty, was recommended by the Superintendent of Schools to the Board of Education and approved as submitted.

- A.** Approved the senior internships for the 2017-2018 school year as per the attached list.

Roll Call Vote – Yes: 5 Mrs. Dawson, Mr. Colasurdo, Mr. Hyland, Mrs. Dougherty and Mr. Jinks.
No: 0
Abstain: 0
Motion Carried.

POLICIES AND PROCEDURES

The following motions made by Mr. Colasurdo, seconded by Mrs. Dougherty, were recommended by the Superintendent of Schools to the Board of Education and approved as submitted.

- A.** Approved the second reading and adoption of the following new policy:

3542.2 School Meal Program Arrears

- B.** Approved the following revised policies:

4112.4/4212.4 Employee Health
4112.6/4212.6 Personnel Records

5111	Admission
5113	Attendance, Absences and Excuses
5131	Conduct and Discipline
5131.5	Violence and Vandalism
5134	Married and Pregnant Students
5141	Health
5141.4	Missing, Abused and Neglected Children

Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Colasurdo, Mr. Hyland and Mrs. Dougherty.
No: 0
Abstain: 1 Mr. Jinks
Motion Carried.

PERSONNEL

The following motions made by Mrs. Dougherty, seconded by Mr. Colasurdo, were recommended by the Superintendent of Schools to the Board of Education and approved as submitted.

- A.** Accepted the resignation due to retirement of Lloyd Davenport, Maintenance Mechanic, effective December 1, 2017.
- B.** Approved the attached list of substitute teachers, school nurses, secretaries, custodians, security guards and bus drivers for the 2017-2018 school year.
- C.** Approved the appointment of Colleen Pascale as a full-time Teacher of Law Enforcement at MA+30 Step 9 for the period September 1, 2017 through June 30, 2018, pending successful completion of a criminal history background check and pre-employment physical examination.
- D.** Approved the appointment of Gayle Adler and Catherine Bienkowski as HOSA Co-Advisors for the 2017-2018 school year.
- E.** Approved the appointment of Kristen Maday as a Volunteer Coach for the girls soccer teams for the Fall 2017 season.
- F.** Approved the appointment of Diane Barr as a Volunteer Gymnastics Coach for the 2017-2018 school year, pending successful completion of a criminal history background check.
- G.** Approved the appointment of Brianna McGraw as VPA Multimedia Production Director for the 2017-2018 school year.
- H.** Approved the appointment of Tina Steinberg as Special Needs Liaison for a maximum of 200 hours at the rate of \$75.00 per hour for the period September 1, 2017 through June 30, 2018, with funding provided by FY18 IDEA Grant Program.
- I.** Approved the appointment of the attached list of staff members for the ABS/IELCE Program for the period of September 1, 2017 to June 30, 2018, pending final funding for FY18 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant Program.
- J.** Approved the appointment of Albert Prentice as Athletic Site Manager for the 2017 fall season.
- K.** Approved the appointment of Kristen Maday and Albert Prentice as First Aid/CPR/AED Instructors to conduct four 3-hour CPR certification sessions for staff members for a maximum shared total of 12 hours at the rate of \$33.00 per hour during the 2017-2018 school year.

- L.** Approved Anthony Marchesani as a part-time Adult Continuing Education Plumbing Instructor at the rate of \$35.00 per hour for a maximum of 175 hours for the period September 1, 2017 through June 30, 2018.
- M.** Approved the appointment of Gretchen Cuccio and Sara Koeber as volunteer chaperones for the Varsity and Junior Varsity girls soccer teams at Camp Echo Lake in Warrensburg, New York, from August 20-23, 2017.
- N.** Approved the appointment of Tracy Longo, School Counselor, to work during the period August 9, 2017 through August 31, 2017 for a maximum of 20 hours at her hourly rate.
- O.** Approved the appointment of Thomas Randolph as a Security Guard at the annual salary of \$28,500.00 for the period September 1, 2017 through June 30, 2018 pending successful completion of a criminal history background check and pre-employment physical examination.
- P.** Approved the appointment of the following faculty members to teach one additional block of instruction for the 2017-2018 school year:

Vincenzia Annuzzi
Tania Saez

- Q.** Approved the appointment of Elena Burgos as a part-time (0.33) American Sign Language Teacher at MA Step 5 for the period September 1, 2017 through June 30, 2018, pending successful completion of a criminal history background check and pre-employment physical examination.

Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Colasurdo, Mr. Hyland and Mrs. Dougherty.
No: 0
Abstain: 1 Mr. Jinks
Motion Carried.

HEARING OF THE PUBLIC – NONE

OLD BUSINESS

- New Jersey School Boards Association Fall Workshop 2017: October 23-26, 2017 (extended to a 4-day conference)

NEW BUSINESS

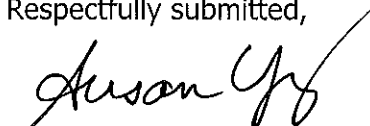
- Next Board Meeting: September 12, 2017 at 6:30 p.m.

ADJOURNMENT

Motion made by Mrs. Dougherty, seconded by Mr. Colasurdo, to adjourn the meeting at 7:47 a.m.

All present voted yes – Motion carried.

Respectfully submitted,



Susan Young, Business Administrator/Board Secretary