

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION

July 17, 2018

A regular meeting of the Morris County Vocational School District held on July 17, 2018 at the Morris County School of Technology, 400 East Main Street, Denville, New Jersey was called to order by Vice President Lawrence Colasurdo at 7:32 a.m. with a salute to the flag.

Presiding Officer Vice President Lawrence Colasurdo 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 1, 2017 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: Mr. Lawrence Colasurdo, Mrs. Mary Dougherty, Mr. John Hyland and Mr. Roger A. Jinks, Sr.

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

CORRESPONDENCE - NONE

SUPERINTENDENT'S REPORT

- New Website- Mr. Moffitt announced the launch of the district's new website.
- New Hires- Mr. Moffitt described difficulties in filling certain CTE instructional positions.
- Access Gate Improvements- Ms. Young described this project as well as additional 18-19 projects in process.

Information Only:

- Security and Fire Drill Logs
- Student Incident Report
- HIB Report

COMMITTEE PROGRAMS- NONE

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

MINUTES

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

Approved the minutes of the Regular and Closed Session Meetings of the Board of Education of June 11, 2018 as submitted.


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

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

The following motions made by Mr. Hyland, 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 2018. Further, pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education certifies that as of May 31, 2018, 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 May 31, 2018 no budgetary line item account has been over expended in violation of N.J. A. C. 6A:23A-16.10.



Business Administrator/Board Secretary

7-17-18
Date

Approved the Report of the Treasurer submitted pursuant to N.J.S.A. 18A:17-36 for the period ending May 31, 2018.

Roll Call Vote – Yes: 3 Mr. Colasurdo, Mrs. Dougherty and Mr. Hyland
No: 0
Abstain: 1 Mr. Jinks
Motion Carried.

FINANCE

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

1. Approved the payment of bills as attached.
2. Approved the following amendments to the 2017/2018 Current Expense anticipated revenue budget statement and the corresponding appropriations budget for Funds 11, 12, 13, 20, 30, 62, 63 and 66 as per listing attached.
3. 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.

4. Approved the attached agreement between the New Jersey Department of Education and the Morris County Vocational School District for participation in the CTE Teacher Pathway Initiative Grant: Hosting a CTE Industry Fellow for the 2018-2019 school year.
5. Approved the attached agreement between the New Jersey Department of Education and the Morris County Vocational School District for participation in the CTE Teacher Pathway Initiative Grant: Hosting a CTE Bridge Teacher for the 2018-2019 and 2019-2020 school years.
6. Approved the 2018-2019 officials and assignor fee schedules as attached.
7. Approved the fee for the Timekeeper for the 2018-2019 school year at \$35.00 per game.
8. Accepted the donation of a 2007 Volvo V50 T5 Turbo Sport Wagon from Vincent Di Ricco, Mountain Lakes, New Jersey, for use in the Auto Program with a letter of appreciation to the donor.
9. Confirmed and approved the attached Morris/Sussex/Warren Vendor Training Agreement between the County of Morris and the Morris County Vocational School District to implement Workforce Development programs for the New Jersey Department of Labor and Workforce Development effective July 1, 2018 through June 30, 2019.
10. 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 #2018-052 Building Alterations at Building #4 – Former Diesel Shop

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

USA Project #2018-052 Building Alterations at Building #4 – Former Diesel Shop

12. Approved that the Board of Education authorizes submission to the State Department of Education the project application for the following work as an educational facility capital project not requesting debt service aid:

USA Project #2018-052 Building Alterations at Building #4 – Former Diesel Shop

13. Approved the following resolution:

WHEREAS, there exists a need for professional services for the 2018-2019 school year and funds are available for these purposes; and

WHEREAS, the Public School Contracts Law (Chapter 114, Laws of 1977) requires that the Resolution authorizing the award of contracts for professional services without competitive bids be publicly adopted.

NOW THEREFORE BE IT RESOLVED by the Morris County Vocational School District Board of Education that the following be engaged for professional services for DOE Submission/Project Application for the following work as an educational facility project as described and in an amount not to exceed \$89,800.00:

USA Architects Planners + Interior Designers

USA Project #2018-052 Building Alterations at Building #4 – Former Diesel Shop

- 14.** 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:

Maser Consulting Project: Access Gate Improvements

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

Maser Consulting Project: Access Gate Improvements

- 16.** Approved that the Board of Education authorizes submission to the State Department of Education the project application for the following work as an educational facility capital project not requesting debt service aid:

Maser Consulting Project: Access Gate Improvements

- 17.** Approved the following resolution:

WHEREAS, there exists a need for professional services for the 2018-2019 school year and funds are available for these purposes; and

WHEREAS, the Public School Contracts Law (Chapter 114, Laws of 1977) requires that the Resolution authorizing the award of contracts for professional services without competitive bids be publicly adopted.

NOW THEREFORE BE IT RESOLVED by the Morris County Vocational School District Board of Education that the following be engaged for professional services for DOE Submission/Project Application for the following work as an educational facility project as described and in an amount not to exceed \$25,000.00:

Maser Consulting
Project: Access Gate Improvements

Roll Call Vote – Yes: 3 Mr. Colasurdo, Mrs. Dougherty and Mr. Hyland
No: 0
Abstain: 1 Mr. Jinks
Motion Carried.

CURRICULUM, INSTRUCTION, PROGRAMS, STUDENTS

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

- 1.** Approved the senior internships for the 2018-2019 school year as per the attached list.
- 2.** Accepted the attached Harassment, Intimidation and Bullying Report.
- 3.** Approved 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 2018-2019 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.

4. Approved the following revised curricula that is aligned to the New Jersey Student Learning Standards (NJSLS) – 2014 NJSLS 21st Century Life and Careers; 2016 NJSLS English Language Arts Literacy in History, Social Studies, Science and Technical Subjects; 2014 NJSLS Technology:

Finance and International Business Grade 9
Finance and International Business Grade 10

5. Approved the following revised curriculum that is aligned to the New Jersey Student Learning Standards (NJSLS) – 2014 NJSLS World Language; 2014 NJSLS 21st Century Life and Careers; 2014 NJSLS Technology:

Spanish III

Roll Call Vote – Yes: 3 Mr. Colasurdo, Mrs. Dougherty and Mr. Hyland
No: 0
Abstain: 1 Mr. Jinks
Motion Carried.

POLICIES AND PROCEDURES

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.

1. Approved the following revised policies:

1250	Visitors
2130	Principal Evaluation
2131	Chief School Administrator
4111/4211	Recruitment, Selection and Hiring
4115	Supervision
4116	Evaluation of Teaching Staff Members
4131/4131.1	Staff Development; Inservice Education/Visitations/Conferences
4211	Recruitment, Selection and Hiring
5131.2	Harassment, Intimidation and Bullying
6171.3	Title 1 Improving Academic Achievement and Parent and Family Engagement

Roll Call Vote – Yes: 3 Mr. Colasurdo, Mrs. Dougherty and Mr. Hyland
No: 0
Abstain: 1 Mr. Jinks
Motion Carried.

PERSONNEL

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

1. Approved advancement on the salary guide to MA for Kevin Condron, Teacher of English, effective September 1, 2018.
2. Approved advancement on the salary guide to BA+30 for Crystal Quaglio, School Nurse, effective September 1, 2018.

3. Approved the appointment of Timothy Gordon as Varsity Boys Soccer Coach for the Fall 2018 season.
4. Approved the appointment of the attached list of faculty members to write curriculum for the 2018-2019 school year at the rate of \$33.00 per hour, with a deadline of September 15, 2018 for the final approved product.
5. Approved the appointment of the attached list of part-time Adult Continuing Education Instructors for the 2018-2019 school year.
6. Confirmed and approved the appointment of Riya Gupta as Child Care Provider for the ESL Program at the rate of \$17.00 per hour for a maximum of 36 hours for the period July 10, 2018 through August 2, 2018 with funding provided by FY19 ABS/IELCE Grant, pending successful completion of a criminal history background clearance.
7. Approved the appointment of the attached list of staff members for the ABS/IELCE Program for the period of September 1, 2018 to June 30, 2019, pending final funding for FY19 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant Program.
8. Approved the appointment of the following faculty members as Achievement Coaches for the 2018-2019 school year with a stipend of \$3,500.00 each:

Lisa Adams
LaToya Evans
Christine Hietanen
Jennifer Skomial

Roll Call Vote – Yes: 3 Mr. Colasurdo, Mrs. Dougherty and Mr. Hyland
No: 0
Abstain: 1 Mr. Jinks
Motion Carried.

FACILITIES

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

1. Confirmed and approved the use of the facility by Grey Sky Films as a location to film a video production in a Building #6 classroom on Tuesday, June 26, 2018 from 10:00 a.m. – 3:00 p.m.
2. Approved the use of the facility by the American Welding Society – New Jersey Section for a Boy Scout welding merit badge workshop in the welding classroom and shop on Tuesday, August 7, 2018 from 9:00 a.m. to 3:00 p.m.
3. Approved the use of the facility by the Morris County School Nurses Association for a professional development meeting in the Building #4 Culinary Dining Room on Thursday, November 15, 2018 from 4:00 p.m. – 6:30 p.m.

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

HEARING OF THE PUBLIC – NONE

OLD BUSINESS

- New Jersey School Boards Association Fall Workshop 2018: October 22-25, 2018
Barbara Dawson, Lawrence Colasurdo, Mary Dougherty, John Hyland and Roger Jinks (through Somerset County) attending.

NEW BUSINESS

- Next Board Meeting: August 14, 2018 at **7:30 a.m.**

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 matters:

- MCVTEA Negotiations Update
- Personnel Issue

which fall within the exceptions as set forth in the "Open Public Meetings Act" and therefore are matters which this Body determines should be discussed at a closed meeting. It is anticipated that this closed session will last approximately **10-15 minutes** and that action will be taken upon recessing to open session.

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 matters, which involve 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 7:59 a.m. and reconvened at 8:12 a.m. with the following Board Members present: Mr. Colasurdo, Mrs. Dougherty, Mr. Hyland and Mr. Jinks. Also present were: Superintendent Scott Moffitt, Business Administrator/Board Secretary Susan Young and Board Attorney John Mills.

ADDITIONAL BUSINESS

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

1. Rescinded the appointment of Employee #5052 PCR#10-50-67/AGO for the 2018-2019 school year effective July 17, 2018 in accordance with the terms and conditions of the employment contract.
2. Abolished the position of part-time (0.5) Teacher of Spanish for the 2018-2019 school year.
3. Established the position of full-time (1.0) Teacher of Spanish for the 2018-2019 school year.

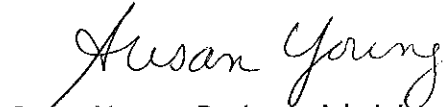
Roll Call Vote – Yes: 3 Mr. Colasurdo, Mrs. Dougherty and Mr. Hyland
No: 0
Abstain: 1 Mr. Jinks
Motion Carried.

ADJOURNMENT

Motion made by Mrs. Dougherty, seconded by Mr. Hyland, to adjourn the meeting at 8:13 a.m.

All present voted yes – Motion carried.

Respectfully submitted,

A handwritten signature in cursive script that reads "Susan Young".

Susan Young, Business Administrator/Board Secretary