

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION

June 11, 2019

A regular meeting of the Morris County Vocational School District held on June 11, 2019 at the Morris County School of Technology, 400 East Main Street, Denville, New Jersey was called to order by President Barbara Dawson at 6:38 p.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 the Daily Record, Inc., by email on November 2, 2018 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 and Business Administrator/Board Secretary Susan Young and Board Attorney John Mills.

CORRESPONDENCE - NONE

SUPERINTENDENT'S REPORT

Awards Recognition Ceremony

- Senior Academic Awards/Scholarships were acknowledged and presented.
- Student Competition Award Winners were recognized.
- Board Member Lawrence Colasurdo was recognized for his 15 years of service as a board member.
- Tracy Amedeo was recognized as the MCST Educational Services Professional of the Year.
- Rocio Felix was recognized as the MCST Educator of the Year.

Motion made by Mr. Colasurdo, seconded by Mrs. Dougherty, to recess the meeting at 7:14 p.m. Voice vote. Motion carried.

*****RECEPTION FOLLOWED*****

The meeting was recessed at 7:14 p.m. and reconvened at 7:30 p.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.

Reports - NONE

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 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 May 14, 2019 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.

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 April 2019. Further, pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education certifies that as of April 30, 2019, 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 April 30, 2019 no budgetary line item account has been over expended in violation of N.J.A.C. 6A:23A-16.10.



Business Administrator/Board Secretary

6-11-19

Date

Approved the Report of the Treasurer submitted pursuant to N.J.S.A. 18A:17-36 for the period ending April 30, 2019.

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 Mrs. Dougherty, seconded by Mr. Colasurdo, 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 2018/2019 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.
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 Morris County Vocational School District and the Township of Denville for School Resource Officer services for the 2019-2020 school year (no change in hourly rate for SRO from 2018-2019).
5. Approved the Professional Support/Non-Public Services Agreement between the Educational Services Commission of Morris County and the Morris County Vocational School District for the 2019-2020 school year.
6. Approved the Joint Transportation Agreement between the Educational Services Commission of Morris County and the Morris County Vocational School District for the 2019-2020 school year.
7. Approved the Educational Services Commission of Morris County rates for field trip, athletic and late bus services for the 2019-2020 school year as attached.
8. Approved the Joint Transportation Agreement between the Rockaway Township Board of Education and the Morris County Vocational School District for the 2019-2020 school year.
9. Approved the submission of the FY20 Perkins Secondary Grant Phase 2 application as a member of a Consortium with Morris Hills Regional School District in the amount of \$366,567.00 (\$358,478.00 allocated for MCVSD and \$8,089.00 allocated for MHRSD).
10. Accepted funding from the New Jersey Department of Education for FY20 Perkins Postsecondary Grant in the amount of \$120,105.00 for the period of July 1, 2019 to June 30, 2020.
11. Approved the submission of the application for FY20 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant Program in the amount of \$751,924.00 to be shared between Morris County Vocational School District, Sussex County Community College and Warren County Community College.
12. Approved the following resolution:

WHEREAS, pursuant to PL 2015, Chapter 47, the Morris County Vocational School District Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education; and

WHEREAS, these contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18A-42.2 et seq, NJAC Chapter 6A:23A, and Federal Procurement Regulations 2CFR Part 200.317 et seq.

NOW THEREFORE BE IT RESOLVED that the MCVSD Board of Education approves the report of the following contracts:

Alliance for Competitive Energy Services
Atlantic Health Services Hospital Corporation
Atlantic Tomorrow's Office
Centenary University
County College of Morris
D. Panetta Contracting
Dakota Excavating Contractors, Inc.
Delta Dental Plan of New Jersey
Educational Services Commission of New Jersey
Jefferson Township Public Schools
John M. Mills, III of Mills & Mills
Maschio's Food Services, Inc.
Maser Consulting
Morris Essex Insurance Group
Morris Hills Board of Education
Mountain Lakes School District
Nisivoccia & Co.
Pequannock Township Public Schools
Roxbury Township Public Schools
Scarinci | Hollenbeck
TD Equipment Finance, Inc.
Township of Denville
Tri-Form Construction, Inc.
USA Architects Planners + Interior Designers

13. Approved the following resolution:

WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end; and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution; and

WHEREAS, the Morris County Vocational School District Board of Education wishes to deposit anticipated current year surplus from the excess current year revenue or unexpended appropriations in the general fund into a Capital Reserve account at year end; and

WHEREAS, the Morris County Vocational School District Board of Education has determined that an amount not to exceed \$750,000.00 is available for such purpose of transfer.

NOW THEREFORE BE IT RESOLVED by the Morris County Vocational School District Board of Education that it hereby authorizes the district's School Business Administrator to make a transfer not to exceed \$750,000.00 consistent with all applicable laws and regulations.

14. Approved the attached Renewal of Medical Director Services Agreement between Atlantic Health Services Hospital Corporation and Morris County Vocational School District for the period July 1, 2019 through June 30, 2020 (no change from 2018-2019).

15. Approved the attached proposal for Athletic Trainer Services between Atlantic Health Services Hospital Corporation and Morris County Vocational School District for the 2019-2020 school year based on a past performance of high quality service, familiarity with the district's athletic department and extensive

knowledge of NJSIAA rules and regulations, price and other factors considered (40% increase from 2018-2019).

- 16. Approved the transfer of Supermarkets Account residual equity of \$7,503.88 to the Food Service Fund effective June 30, 2019.
- 17. Authorized the Business Administrator to void or reissue as of June 12, 2019 the below listed outstanding checks from the General Fund, Payroll and Student Activities accounts:

<u>Check #</u>	<u>Date</u>	<u>Amount</u>	<u>Comments</u>
<u>General Fund</u>			
11397	05/10/2017	\$175.00	Void
11689	06/14/2017	\$ 80.00	Reissue
11936	08/08/2017	\$ 45.00	Void
12955	02/13/2018	\$296.75	Reissue
<u>Payroll</u>			
20525	03/15/18	\$ 7.38	Void
<u>Student Activities</u>			
90376	06/27/2017	\$157.06	Reissue
90377	06/27/2017	\$ 62.04	Reissue
90433	10/04/2017	\$ 58.00	Reissue
90518	12/12/2017	\$ 17.34	Reissue
90591	01/30/2018	\$ 38.00	Reissue

- 18. Approved 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 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 2019-2020 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
Municibid	Auctioneering Services: Internet Auctions to Sell Surplus Property	19-GNSVI-00696	4/30/2022

- 19. Approved the school lunch rates for the 2019-2020 school year as follows: (25¢ increase on student lunch and adult lunch prices; no increase since 2013-2014)

Student Lunch	\$3.25
Student Lunch, Reduced	\$0.40
Adult Lunch	\$4.00
Student Breakfast	\$2.00
Student Breakfast, Reduced	\$0.30
Adult Breakfast	\$3.00

20. Approved the attached contract between the Morris County Vocational School District and the Mountain Lakes Board of Education for American Sign Language instructional services for the period September 1, 2019 through June 30, 2020. (3% increase from 2018-2019)
21. 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 #2019-061 Roof Replacement at Building #2
22. Approved that the Board of Education authorizes amendments to the district's approved Long Range Facility Plan for the following project:

USA Project #2019-061 Roof Replacement at Building #2
23. 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 requesting debt service aid:

USA Project #2019-061 Roof Replacement at Building #2
24. 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 other capital project:

USA Project #2019-062 Paving Upgrades
25. Approved that the Board of Education authorizes amendments to the district's approved Long Range Facility Plan for the following project:

USA Project #2019-062 Paving Upgrades
26. Approved that the Board of Education authorizes submission to the State Department of Education the project application for the following work as an other capital project requesting debt service aid in accordance with N.J.S.A. 18A:7G-5(f).

USA Project #2019-062 Paving Upgrades
27. Approved that the Business Administrator, in consultation with the Superintendent, is authorized to award construction and service contracts and construction change orders during the summer in order to provide for more timely and effective service to the district. All contracts and construction orders so issued will be presented to the Board at its next subsequent meeting.

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 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. Approved the senior internships for the 2019-2020 school year as per the attached list.
3. Approved the attached list of field trips for the 2018-2019 school year.
4. Approved the attached Comprehensive Equity Plan Annual Assurance for the 2018-2019 school year.
5. Approved the attached revised drama curriculum as aligned to the designated New Jersey Student Learning Standards.

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

POLICIES

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

1. Approved the adoption of the following revised policy:

1230 School Connected Organizations

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

1. Approved the appointment of Scott Shaw as a Supervisor of Instruction at the annual salary of \$127,000.00 for the period July 1, 2019 through June 30, 2020, pending successful completion of a criminal history background check and pre-employment physical examination.
2. Approved the appointment of Kathleen Marshall as a Teacher of Cosmetology at BA Step 7 for the period September 1, 2019 through June 30, 2020, pending successful completion of a criminal history background check and pre-employment physical examination.
3. Approved the appointment of Victor Jimenez as an Adult Continuing Education Program Specialist at the annual salary of \$60,000.00 for the period July 1, 2019 through June 30, 2020, pending successful completion of a criminal history background check and pre-employment physical examination.

4. Approved the appointment of Robert Balcerski as a Teacher of Chemistry to fulfill a leave of absence at MA Step 6 for the period September 1, 2019 through June 30, 2020, pending successful completion of a criminal history background check and pre-employment physical examination.
5. Approved the appointment of the following staff members to work during the period July 1, 2019 through August 31, 2019 at their hourly rate:

<u>Name</u>	<u>Title</u>	<u># Hours</u>
Marisa Dillon	School Counselor	60
Jennifer Katz	School Counselor	60
Tracy Longo	School Counselor	60
Adebimpe Ogunade	School Counselor	60
Steven Ward	School Counselor	40
Julia Ioannou	School Nurse	40
Crystal Quaglio	School Nurse	40
Jennifer Geuther	School Social Worker	40
Robin Ravotto	School Psychologist	40
Briana Spann	School Social Worker	40
Sheila Arakelian	School Library Media Specialist	40

6. Approved the appointment of Kevin Conover to revise the following curricula at the rate of \$33.00 per hour for a maximum of 37.5 hours per curriculum, with funding provided by FY20 Perkins Secondary Grant and final approved product by September 15, 2019:

Electrical Trades Grade 11
Electrical Trades Grade 12

7. Approved the appointment of the following teachers to attend IEP meetings for a maximum of 2 hours each at their hourly rate during the period July 1, 2019 through August 31, 2019:

Peter Brillon	Colleen Pascale	Laurie Sisto
Laura Dessel	Michael Quaglio	Jennifer Skomial
Melissa Eckhoff	Marianne Renna	Gina Visconti
Christine Hietanen	Debra Romano	Kathleen Whitehead
Katherine Ilardi	Michael Romano	Danah Younce

8. Approved the appointment of the following Athletic Coaches for the 2019-2020 school year:

<u>Sport</u>	<u>Coach</u>
Cross Country – Girls Varsity	Colleen Pascale
Cross Country – Boys Varsity	Richard Duda
Soccer – Boys Varsity	Timothy Gordon
Soccer – Girls Varsity	Michael Harriott
Soccer – Girls Junior Varsity	David McBride
Volleyball – Girls Varsity	Kathleen Turnbull
Volleyball – Girls Junior Varsity	Kristen Maday
Basketball – Boys Varsity	Albert Prentice
Basketball – Girls Varsity	Timothy Gordon
Basketball – Girls Junior Varsity	Kevin Brophy
Bowling – Varsity	Louis Rosso
Baseball – Boys Varsity	Kevin Brophy
Baseball – Boys Junior Varsity	Peter Brillon
Softball – Girls Varsity	Michael Harriott
Softball – Girls Junior Varsity	Kathleen Turnbull
Golf – Boys Varsity	Timothy Gordon

Golf – Girls Varsity	Albert Prentice
Assistant Coach – Baseball	Allen Kaye
Assistant Coach – Softball	Jessica Prentice

9. Approved that the following position be abolished for the 2019-2020 school year:

Teacher of Retail Supermarket Careers (FTE 1.0)

10. Approved that the following positions be established for the 2019-2020 school year:

Teacher of Culinary Arts, CCM Program (FTE 0.5)
Teacher of Horticulture, CCM Program (FTE 0.5)
Teacher of Business, Global Supply Chain Program (FTE 0.5)
Teacher of Special Education, CTE Programs (FTE 1.0)

11. Approved the appointment of the following bus drivers at the rate of \$25.00 per hour for the 2019-2020 school year:

Paul Henry
Sean Leonard
Louis Rosso
David Tarabocchia
George Terry

12. Confirmed and approved the appointment of the following staff members as Makers Day Event Staff on June 1, 2019 for a maximum of 4 hours at the rate of \$33.00 per hour, with funding provided by FY 19 Perkins Secondary Grant:

<u>Name</u>	<u>Maximum # Hours</u>
Kathleen Harrington	2
Chung-Yi Lin	4

13. Amended the resolution of May 14, 2019 to approve the appointment of the following staff members as Makers Day Event Staff on June 1, 2019 for a maximum of 4 hours each at the rate of \$33.00 per hour, with funding provided by FY19 Perkins Secondary Grant (correction to funding source):

Sheila Arakelian	Scott Kindler
Carl Carbone	Colleen Pascale
Jacqueline Graulich	Louis Rosso
Steven Hendricks	

14. Approved the appointment of the attached list of ABS/IELCE staff members for the period July 1, 2019 through August 31, 2019 with funding provided by FY20 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant, pending funding decision by the New Jersey LWD. (Attachment #22)
15. Confirmed and approved an additional 35 hours at the rate of \$35.00 per hour for Rosemary Cortez, part-time Adult Education Lead Instructor, for the period May 20 through June 30, 2019, with funding provided by FY19 ABS/IELCE Grant.
16. Approved an additional 45 hours at the rate of \$25.00 per hour for Darlene Moore, part-time Adult Education Registration Aide, for the period of June 12 through June 30, 2019, with funding provided by FY19 ABS/IELCE Grant.

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

- Sports Award Banquet: June 12, 2019 at 7:00 p.m., Zeris Inn
Attending: Barbara Dawson; Lawrence Colasurdo; Mary Dougherty; John Hyland
- Completer Ceremony: June 14, 2019, 8:30 a.m. and 1:00 p.m.
Attending AM: Barbara Dawson Attending PM: Lawrence Colasurdo
- Graduation: June 20, 2019, at 3:00 p.m., Mennen Arena
Attending: Barbara Dawson; Lawrence Colasurdo; John Hyland; Mary Dougherty; Angelica Allen-McMillan

NEW BUSINESS

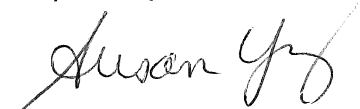
- Next Board Meeting: July 16, 2019 at **7:30 a.m.**
- Ms. Young thanked the board for their support during her years in the district as Business Administrator/Board Secretary and acknowledged their dedication for their many years of volunteer service as board members for the district.

ADJOURNMENT

Motion made by Mrs. Dougherty, seconded by Mr. Hyland, to adjourn the meeting at 7:45 p.m.

All present voted yes – Motion carried.

Respectfully submitted,



Susan Young, Business Administrator/Board Secretary