

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION

August 13, 2019

A regular meeting of the Morris County Vocational School District held on August 13, 2019 at the Morris County School of Technology, 400 East Main Street, Denville, New Jersey was called to order by President Barbara Dawson at 7:34 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, 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, Business Administrator/Board Secretary James Rollo and Board Attorney John Mills.

CORRESPONDENCE

- Governor's Educator of the Year Program

Linda Eno
Assistant Commissioner
NJ Department of Education

SUPERINTENDENT'S REPORT

- Ms. Castelli reviewed the Mentoring and PD Plans for the 2019-2020 school year for the public and members of the board.
- Mr. Moffitt discussed the Pre-K Partnership with Dover School District.
- Mr. Moffitt distributed examples of the proposed New District Logo to the members of the board and discussed its potential implementation.

Information Only:

- Security and Fire Drill Logs
- Student Incident Report

COMMITTEE PROGRAMS- NONE

HEARING OF THE PUBLIC (related to agenda items only)

Erik Jarger, 8 Thompson Road, Denville, father of a Learning Center student, read a prepared statement regarding the closing of the Learning Center.

Nicole Paniccia, 13 Moraine Road, Morris Plains, and Lauren Jarger, 8 Thompson Road, Denville, also spoke regarding the closing of the Learning Center.

MINUTES

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

Approved the minutes of the Regular Session Meeting of the Board of Education of July 16, 2019 as submitted.

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

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

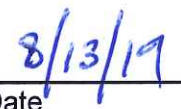
The following motions made by Mr. Colasurdo, seconded by Mrs. Dougherty, were approved as submitted.

- 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 June 2019. Further, pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education certifies that as of June 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 June 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



Date

Approved the Report of the Treasurer submitted pursuant to N.J.S.A. 18A:17-36 for the period ending June 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, 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. Accepted funding from the NJDOE for FY20 IDEA Grant in the amount of \$214,662.00 for the period of July 1, 2019 to June 30, 2020.
5. Approved the appointment of the following VPA Dance Guest Artists for the 2019-2020 school year:

<u>Name</u>	<u>Rate</u>	<u># Days</u>	<u>Funding</u>
Nicole Corea	\$300.00 per day	13	General Fund
Brian Kafel	\$275.00 per day	8	General Fund
Kathleen Kelly	\$200.00 per day	10	VPA Student Activities
Michelle Robinson	\$275.00 per day	7	General Fund
Donna Scro Samori	\$275.00 per day	21	FY20 Perkins Secondary Grant
Freespace Dance	\$2,000.00 Performance Fee	1	VPA Student Activities
Von Howard Project	\$2,000.00 Performance Fee	1	VPA Student Activities
10 Hairy Legs	\$2,000.00 Performance Fee	1	VPA Student Activities

6. Confirmed and approved the attached Memorandum of Understanding between Rutgers School of Health Professions and Morris County Vocational School District effective July 1, 2019.
7. Confirmed and approved the attached Agreement between Centenary University and Morris County Vocational School District for the period June 11, 2019 through July 1, 2020.
8. Accepted payment in the amount of \$670.00 from GovDeals which represents the net total for the sale of a Turbo Air Refrigerator, a Snap-On Brake Lathe, one lot of Hollowell Lockers and one lot of Hair Dryers approved for public sale at the July 16, 2019 Board of Education 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 Structured Learning Experiences for the 2019-2020 school year as per the attached list.
2. Confirmed and approved the attached Project Acceleration High School Program Agreement between the Morris County School of Technology and Seton Hall University effective July 1, 2019.
3. Approved the adoption of the following textbooks:

Financial & Managerial Accounting
Authors: Carl Warren, James M. Reeve, Jonathan Duchac
Publisher: Cengage

Copyright Date: 2018

Fundamentals of Supply Chain Management
Authors: William McLaury and Eugene Spiegle
Publisher: Kendall Hunt
Copyright Date: 2018

Signing Naturally: Level II
Authors: Mikos, Lentz, Smith
Publisher: Dawn Sign Press
Copyright Date: 1992

4. Approved the attached 2019-2020 Memorandum of Understanding for Live Stream Video Surveillance between the Morris County Vocational School District and the Denville Township Police Department.
5. Approved the attached 2019-2020 Memorandum of Understanding for Live Stream Video Surveillance between the Morris County Vocational School District and the Morris County Office of Emergency Management.

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

POLICIES AND PROCEDURES

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 following revised policy:

5131.6 Substance Abuse

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. Rescinded 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.
2. Approved the appointment of Robert Balcerski as a Teacher of Chemistry to fulfill a leave of absence at the rate of \$361.91 per day for a maximum of 184 days for the period September 1, 2019 through June 30, 2020.
3. Approved the appointment of Stephen Gelb as a Teacher of Physics at BA Step 11 for the period September 1, 2019 through June 30, 2020, pending successful completion of a criminal history background check and pre-employment physical examination.

4. Approved advancement on the salary guide to MA for Kathleen Whitehead, Sports Medicine Teacher, effective September 1, 2019.
5. Approved advancement on the salary guide to MA for Kristen Maday, Physical Education and Health Teacher, effective September 1, 2019.
6. Approved the reappointment of Marisa Dillon as a School Counselor at MA30 Step 10 for the period September 1, 2019 through June 30, 2020 (correction to step).
7. Approved the appointment of substitute teachers, school nurses, secretaries, security guards and custodians for the 2019-2020 school year as per attached list.
8. Approved the attached job description for Pre-K Classroom Aide.
9. Confirmed and approved a stipend for Deirdre Romero, Teacher of Business, to attend the Supply Chain Management Teachers Summer Training at Rutgers University on July 11-12 and 15-19, 2019 for a total of 7 days at the rate of \$100.00 per day, with funding provided by FY20 Perkins Secondary Grant.
10. Confirmed and approved a stipend for the following teachers to attend the Virtual Enterprise International Conference on July 13-14, 2019 for a total of 2 days at the rate of \$100.00 per day per teacher, with funding provided by FY20 Perkins Secondary Grant:

Dena Argo
Deirdre Romero

11. Approved the appointment of Kathleen Harrington to revise the CTE Financial Literacy Infusion curriculum at the rate of \$33.00 per hour for a maximum of 18.75 hours, with final approved product by September 15, 2019.
12. Approved the appointment of Tina Steinberg as a Special Needs Liaison for a maximum of 400 hours at the rate of \$75.00 per hour for the period September 1, 2019 through June 30, 2020, with funding provided by FY20 IDEA Grant program.
13. Approved the appointment of Frances Matson as a Learning Disabilities Teacher-Consultant for a maximum of 300 hours at the rate of \$75.00 per hour for the period September 1, 2019 through June 30, 2020, with funding provided by FY20 IDEA Grant program.
14. Approved the appointment of Nancy Kucinski as a full-time Pre-K Classroom Aide (10-month position) with an annual salary of \$37,000.00 for the period September 1, 2019 through June 30, 2020.
15. Approved the appointment of the following VPA Production Directors for the 2019-2020 school year:
Irene Fitzpatrick (Drama)
Brianna O'Halloran (Multimedia)
Lisa Peluso (Dance)
16. Approved the appointment of the following club advisors for the 2019-2020 school year:

Club/Organization	Advisor
Art/Photography Club	Ruben Rosado
Chorus	Michael LeRose

Class of 2021	Megan Petrucelli
Class of 2022	Catherine Mohrle
Class of 2023	Samantha Shane and Kathleen Turnbull (co-advisors)
DECA	Kimberly Delesky
Environmental Action Club	Lauren Martin
Fitness Club	Marisa Christmas (Fall) (pending successful completion of criminal history background check) Kristen Maday (Winter and Spring)
Gender and Sexuality Alliance Club	Ashley Brooks and Jennifer Katz (co-advisors)
HOSA	Gayle Adler
HOSA	Catherine Bienkowski
International Thespian Society	Irene Fitzpatrick
Jazz Band	Michael LeRose
Key Club	Helene Leonard
Literary Club	Christine Hietanen
Multicultural Club	Rocio Felix and Chung-Yi Lin (co-advisors)
National Dance Honor Society	Lisa Peluso
National Honor Society	Justin Jacobs and Adam Wirjosemito (co-advisors)
National Technical Honor Society	Dena Argo
Peer Leader Club	Colleen Pascale and Briana Spann (co-advisors)
Red Cross Club	Jacqueline Graulich
Skills USA	Kevin Conover
Skills USA	Kimberly Delesky
Tech Club	Peter Brillon

17. Approved the appointment of Kathleen Turnbull as the Model UN Club Advisor for the period September 1, 2019 through January 8, 2020 with a \$500.00 prorated stipend (year of inception).

18. Approved the appointment of Jaye Santoro from Drew University as a student intern in the Academy for Visual and Performing Arts as follows:

<u>Date</u>	<u>Assignment</u>
September – December 2019 (two days per week)	Clinical Experience
January – May 2020 (five days per week)	Student Teaching

19. Approved the appointment of the following Detention Monitors for the 2019-2020 school year at the rate of \$34.00 per hour:

Peter Brillon
 Gregory Cohen
 Jacqueline Graulich
 Kathleen Harrington
 Michael Harriott
 Catherine Mohrle
 Michael Quaglio
 Laurie Sisto
 Adam Wirjosemito

20. Approved the appointment of the following Timekeepers for the 2019-2020 school year at the rate of \$35.00 per game:

David McBride
 Laurie Sisto
 Adam Wirjosemito

- 21.** Approved the appointment of the following staff members as After School Student Advisors at the rate of \$33.00 per hour for 2.5 hours per day from 3:00 – 5:30 p.m. for 4 days per week for a maximum of 35 weeks (total hours to be shared between all advisors) for the period September 1, 2019 through June 30, 2020:

Dale Bendsak
Gregory Cohen
Jacqueline Graulich
Kathleen Harrington
Chung-Yi Lin
Michael Quaglio
Laurie Sisto
Gina Visconti
Kathleen Whitehead
Adam Wirjosemito

- 22.** Approved the appointment of the following Athletic Site Managers for the 2019-2020 school year at the rate of \$100.00 per event:

Kevin Brophy
Michael Harriott
Kristen Maday
Michael Quaglio
Laurie Sisto
Kathleen Whitehead

- 23.** Approved the appointment of Michael Quaglio as Boys JV Soccer Coach for the 2019-2020 school year.

- 24.** Approved the appointment of Gregory Lane as an Assistant Coach for Girls Soccer for the 2019-2020 school year, pending successful completion of a criminal history background check.

- 25.** Approved the appointment of the following Lead Teachers for the 2019-2020 school year with a stipend of \$1,500.00 each:

Gregory Cohen
Steven Hendricks
Debra Romano
Gina Visconti

- 26.** Approved the appointment of the following Achievement Coaches for the 2019-2020 school year with a stipend of \$3,500.00 each:

Kevin Conover
LaToya Evans
Christine Hietanen
Katherine Ilardi

- 27.** Approved the appointment of the following faculty members to teach one additional block of instruction for the 2019-2020 school year:

Rocio Felix
Tania Saez

28. Approved the New Jersey Principal Evaluation for Professional Learning (NJPEPL) Process and Observation Instrument as the practice component of the principal evaluation rubric for all district administrators.
29. Approved the appointment of Peter Bedell as County Apprenticeship Coordinator for a maximum of 200 hours at the rate of \$40.00 per hour for the period August 14, 2019 through June 30, 2020, with funding provided by FY20 County Apprenticeship Coordinator Grant, pending funding decision by the New Jersey LWD.
30. Approved the appointment of Terry Schweon as part-time Continuing Education Saturday Program Specialist - ABS/ESL for a maximum of 143 hours at the rate of \$35.00 per hour for the period September 1, 2019 through June 30, 2020, with funding provided by FY20 Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant.
31. Approved the appointment of the following individuals as part-time Continuing Education Curriculum Writers at the rate of \$500.00 per curriculum for the period September 1, 2019 through December 31, 2019, with funding provided by FY20 Perkins Postsecondary Grant and final approved product by December 31, 2019:

<u>Name</u>	<u>Curriculum</u>
Carl Carbone	Apprenticeship Program (Plumbing Year 3)
Kevin Conover	Apprenticeship Program (Electrical Year 4)
Susan Marotta	LPN Program (Med Surgical/Obstetrics/Pediatrics)
James Miller	Apprenticeship Program (Plumbing Year 4)

32. Approved the appointment of Lynn Gilo as a part time Adult Continuing Education ESL Instructor (Saturdays/Morristown) for a maximum of 176 hours at the rate of \$35.00 per hour for the period September 1, 2019 through June 30, 2020, with funding provided by FY20 Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant.
33. Approved the appointment of Lynn Gilo as a part-time Adult Continuing Education ESL Instructor (Monday/Tuesday/Morristown) for a maximum of 225 hours at the rate of \$35.00 per hour for the period September 1, 2019 through June 30, 2020, with funding provided by FY20 Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant.
34. Approved the appointment of Lori Maloney as a part-time Adult Continuing Education Marketing Instructor for a maximum of 45 hours at the rate of \$35.00 per hour for the period September 1, 2019 through December 31, 2019.

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

- NJSBA Annual Fall Workshop: October 21-24, 2019

NEW BUSINESS

- Next Board Meeting: September 10, 2019 at 6:30 p.m.

SUNSHINE RESOLUTION

The following motion made by Mr. Colasurdo, seconded by Mrs. Dougherty, 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 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:

- Legal Matter

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 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.

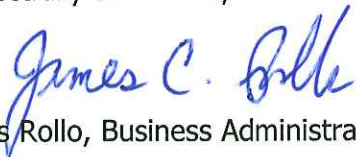
The meeting was recessed at 8:13 a.m. and reconvened at 8:36 a.m. with the following Board Members present: Mrs. Dawson, Mr. Colasurdo, Mrs. Dougherty and Mr. Hyland. Also present were: Superintendent Scott Moffitt, Business Administrator/Board Secretary James Rollo and Board Attorney John Mills.

ADJOURNMENT

Motion made by Mr. Colasurdo, seconded by Mrs. Dawson, to adjourn the meeting at 8:36 a.m.

All present voted yes – Motion carried.

Respectfully submitted,



James Rollo, Business Administrator/Board Secretary