

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION

September 10, 2019

A regular meeting of the Morris County Vocational School District held on September 10, 2019 at the Morris County School of Technology, 400 East Main Street, Denville, New Jersey was called to order by President Barbara Dawson at 6:30 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 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 Dr. Angelica Allen-McMillan.

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

CORRESPONDENCE - None

SUPERINTENDENT'S REPORT

- Mrs. Castelli presented the 2019 Graduation Data and 2019-2020 Enrollment figures.
- Mrs. Castelli presented the 2019 Statewide Assessments Results.

COMMITTEE PROGRAMS- NONE

John Hyland entered the meeting at 6:36 p.m.

HEARING OF THE PUBLIC (related to agenda items only)

John Murphy, Denville Council Liaison, Beacon Hill resident, discussed NJ Transit plans to close the railroad crossing. The town is opposing the closure due to the traffic impact. Denville BID (Business Improvement District) may have opportunities for MCST students such as the stairs on a parking lot could be a welding project. They are open to finding other event planning opportunities for students.

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 August 13, 2019 as submitted.

Roll Call Vote – Yes: 5 Mrs. Dawson, Mr. Colasurdo, Mrs. Dougherty, Mr. Hyland and Dr. Allen-McMillan
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.

1. 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 July 2019. Further, pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education certifies that as of July 31, 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 July 31, 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

2. Approved the Report of the Treasurer submitted pursuant to N.J.S.A. 18A:17-36 for the period ending July 31, 2019.

Roll Call Vote – Yes: 5 Mrs. Dawson, Mr. Colasurdo, Mrs. Dougherty, Mr. Hyland and Dr. Allen-McMillan
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 2019/2020 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 payment in the amount of \$1,092.50 from GovDeals which represents the net total for the sale of one lot of Miscellaneous Cosmetology Supplies and a True Refrigerator approved for public auction at the July 16, 2019 Board of Education meeting.

5. Approved Change Order #17 for an add of \$19,523.97 for Tri-Form Construction, Inc. which represents a charge for additional labor, materials and equipment to provide for additional concrete work, interior trim work, door closer work, GFI receptable outlets and door hardware for the Multipurpose Room project to be deducted from the \$20,000.00 contingency allowance and the \$15,000.00 door hardware allowance. The final contract sum including this change order decreases to \$1,036,728.20.
6. Accepted funding from the NJ LWD for FY20 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant Program for the Morris/Sussex/Warren Consortium in the amount of \$751,924.00 for the period July 1, 2019 through June 30, 2020.
7. Approved the attached Emergency Evacuation Use Agreement between the Morris County Vocational School District Board of Education and County College of Morris for the period September 10, 2019 through June 30, 2020.
8. Approved the appointment of the following Guest Artists for the 2019-2020 school year:

<u>Name</u>	<u># Days</u>	<u>Rate</u>	<u>Program</u>	<u>Funding Source</u>
Bettina Bierly	8	\$275.00 per day	VPA Drama	General Fund
Perry Kroeger	7	\$275.00 per day	VPA Drama	General Fund
Mono No Aware	1 week	\$4,000.00	Multimedia	FY20 Perkins Secondary

9. 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 #2019-060 Front Entrance and Skylight Improvements

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

USA Project #2019-060 Front Entrance and Skylight Improvements

11. 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 #2019-060 Front Entrance and Skylight Improvements

12. Approved the following resolution:

WHEREAS, the Morris County Vocational School District, in the County of Morris, New Jersey, (the "Board"), desires to advance a "School Facilities Project," generally consisting of a partial replacement of the District's Building #2 roof and in so replacing the existing roof due to its age and condition, will improve the efficiency and reliability of the systems on campus; and

WHEREAS, the project was submitted to the New Jersey Department of Education and is further defined as DOE Project Number 3365-050-19-5000; and

WHEREAS, the Board received notice that this project is eligible for 40% funding through New Jersey Debt Service Aid. That this project's Preliminary Eligible Costs (PEC) of \$265,000.00 provide for aid funding from the State of New Jersey in the amount of \$106,000.00.

WHEREAS, the School District, upon receiving the PEC letter, must make the following elections: (1) State funding source, and (2) acceptance of the PEC as the Final Eligible Costs (FEC) and this notice must be returned to the Department within (30) thirty days of receipt.

WHEREAS, the project does not require additional "educational adequacy review," and therefore can advance the project including UCC compliance as required.

NOW THEREFORE BE IT RESOLVED, that the Morris County Vocational School District Board of Education does hereby accept the PEC amount as the FEC amount and the stated funding source for the local share are the proceeds from the county bond.

That the Architect, School Business Administrator, and Board Attorney as applicable, are hereby authorized to undertake all related further actions necessary in connection with the project.

13. Approved the following resolution:

WHEREAS, the Morris County Vocational School District, in the County of Morris, New Jersey, (the "Board"), desires to advance a "School Facilities Project," generally consisting of paving upgrades to the District's parking lots and in so upgrading the existing units due to their age and condition, will improve the efficiency and reliability of the systems on campus; and

WHEREAS, the project was submitted to the New Jersey Department of Education and is further defined as DOE Project Number 3365-050-18-6000; and

WHEREAS, the Board received notice that this project is eligible for 40% funding through New Jersey Debt Service Aid. That this project's Preliminary Eligible Costs (PEC) of \$290,000.00 provide for aid funding from the State of New Jersey in the amount of \$116,000.00.

WHEREAS, the School District, upon receiving the PEC letter, must make the following elections: (1) State funding source, and (2) acceptance of the PEC as the Final Eligible Costs (FEC) and this notice must be returned to the Department within (30) thirty days of receipt.

WHEREAS, the project does not require additional "educational adequacy review," and therefore can advance the project including UCC compliance as required.

NOW THEREFORE BE IT RESOLVED, that the Morris County Vocational School District Board of Education does hereby accept the PEC amount as the FEC amount and the stated funding source for the local share are the proceeds from the county bond.

That the Architect, School Business Administrator, and Board Attorney as applicable, are hereby authorized to undertake all related further actions necessary in connection with the project.

14. 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
Wasak Inc.	Water Treatment & Maintenance Services (Heating and Cooling)	42247	09/30/2019

15. Approved the submission of the application for FY20 County Apprenticeship Coordinator Grant in the amount of \$15,900.00 for the period July 1, 2019 to June 30, 2020.

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

CURRICULUM, INSTRUCTION, PROGRAMS, STUDENTS

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.

1. Approved the senior Structured Learning Experiences for the 2019-2020 school year as per the attached list as amended.
2. Approved that October 7-11, 2019 be recognized as a “Week of Respect” in the Morris County Vocational School District.
3. Approved the attached list of field trips for the 2019-2020 school year.
4. Recognized the MCST Athletic Booster Club as a district-affiliated organization in accordance with Policy #1230 School Connected Organizations.
5. Approved the attached list of revised curricula as aligned to the designated New Jersey Student Learning Standards.

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

POLICIES AND PROCEDURES

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

1. Approved the new Morris County Vocational School District logo as per the attached specifications.

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

PERSONNEL

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

1. Amended the resolution of August 13, 2019 approving the appointment of Stephen Gelb as a Teacher of Physics at BA Step 11 with an anticipated start date of October 15, 2019 or sooner through June 30, 2020, pending successful completion of a criminal history background check and pre-employment physical examination (change to start date).
2. Approved the attached list of grant-funded positions for the 2019-2020 school year.
3. Awarded 38.5 sick days to James Rollo as carryover of unused sick days from Mendham Borough School District.
4. Approved the appointment of Megan Petrucelli as the Advisor for the Class of 2020 for the 2019-2020 school year.
5. Confirmed and approved a stipend in lieu of workshop/conference reimbursement for the 2019-2020 school year up to a maximum of \$247.50 each (7.5 hours at the rate of \$33.00 per for hour) for the following faculty members for their participation in the MCST Summer Institute on August 28, 2019:

Brigida Alonzo	Justin Jacobs
Vincenia Annuzzi	Brianna O'Halloran
Kerrie Bellisario	Annabel Pagana-Lausch
Peter Brillon	Colleen Pascale
Carl Carbone	Megan Petrucelli
Darryl DiGiovanna	Samantha Shane
Rocio Felix	Jennifer Skomial
Kathleen Harrington	Adam Wirjosemito

6. Amended the resolution of August 13, 2019 approving a stipend for the following teachers to attend the Virtual Enterprise International Conference on August 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 (correction to date):

Dena Argo
Deirdre Romero
7. Approved the appointment of Christopher Ponzi as a part-time Adult Continuing Education Electrical Apprentice Instructor for a maximum of 180 hours at the rate of \$35.00 per hour for the period September 11, 2019 through June 30, 2020.
8. Approved the appointment of Francesca Martin as a part-time Adult Continuing Education ASL Instructor for a maximum of 40 hours at the rate of \$35.00 per hour for the period September 1, 2019 through December 31, 2019.
9. Confirmed and approved the appointment of Darlene Moore as part-time ABS/ESL Registration Aide for a maximum of 1,230 hours at the rate of \$25.00 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.
10. Approved the appointment of Edward Quinones as part-time Continuing Education Curriculum Writer for LPN Program (A&P I, A&P II, Fundamentals) at the rate of \$500.00 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.

11. Accepted the resignation of Patricia Mann, Guidance Office Secretary, effective October 8, 2019 or sooner.
12. Approved the appointment of Kathleen Whitehead as a Timekeeper for the 2019-2020 school year at the rate of \$35.00 per game.
13. Rescinded the appointment of Gulten Karakus as a part-time Adult Continuing Education Saturday ESL Instructor for the 2019-2020 school year.
14. Approved the appointment of Roan Jackson as a part-time Adult Continuing Education Saturday ESL Instructor for a maximum of 176 hours at the rate of \$35.00 per hour for the period September 11, 2019 through June 30, 2020, with funding provided by FY20 Adult Basic Skills and Integrated English Literacy and Civics Education Grant.
15. Approved an additional 208 hours for Rosemary Cortez as a part-time Adult Continuing Education Saturday Lead Instructor at the rate of \$35.00 per hour for the period September 11, 2019 through June 30, 2020, with funding provided by FY20 Adult Basic Skills and Integrated English Literacy and Civics Education Grant.

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

FACILITIES

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 the use of the facilities by the New Jersey Department of Education for training purposes in the Building #4 Culinary Dining Room on Wednesday, December 4, 2019 from 9:00 a.m. to 3:30 p.m.
2. Approved the use of the facilities by Tabernacle Productions for overflow parking in the Building #1 parking lot on Saturday, November 2, 2019 from 5:30 – 11:00 p.m.
3. Approved the use of the facilities by Morris Plains Basketball for practices and games in the Gymnasium per the attached schedule pending receipt of a certificate of insurance.
4. Approved the use of the facilities by Denville PAL Basketball for practices and games in the Gymnasium and Multipurpose Room per the attached schedule.
5. Approved the use of the facilities by Monster Basketball for practices and games in the Gymnasium per the attached schedule.

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

HEARING OF THE PUBLIC

Greg and Jessica Strosnider, 16 Memory Lane, Denville, commented on the early childhood program.

OLD BUSINESS

- New Jersey School Boards Association Fall Workshop 2019: October 21-24, 2019

NEW BUSINESS

- Next Board Meeting: October 8, 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 **10 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 7:34 p.m. and reconvened at 7:56 p.m. with the following Board Members present: Mrs. Dawson, Mr. Colasurdo, Mrs. Dougherty, Mr. Hyland and Dr. Allen-McMillan. 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 Dr. Allen-McMillan, to adjourn the meeting at 7:56 p.m.

All present voted yes – Motion carried.

Respectfully submitted,



James Rollo, Business Administrator/Board Secretary