

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION

December 10, 2019

A regular meeting of the Morris County Vocational School District held on December 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 by email on November 4, 2019 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 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

- Presentation of 2018-2019 Comprehensive Annual Financial Report (Audit) – Highlights by Luisa Rodriguez of Nisivoccia. Ms. Rodriguez affirmed a clean audit with no findings.
- Board Goals presented by Charlene Peterson of NJ School Boards Association.
- Biotechnology Academy at Mountain Lakes - Scott Moffitt provided an update to the board on the status of the academy. Current Biotechnology parents were in attendance and asked additional questions. Mr. Moffitt provided answers. MCVSD will provide financial information regarding the academy and will schedule a meeting in January with Biotechnology parents.
- James Rollo provided an update to the board on the capital projects meeting with the county.
- Dr. Angelica Allen-McMillan advised the board that county superintendent matters will be reviewed by Roger Jinks going forward.

Information Only:

- Security and Fire Drill Logs
- Student Incident Report

COMMITTEE PROGRAMS- NONE

HEARING OF THE PUBLIC – NONE

MINUTES

The following motion made by Mr. Colasurdo, seconded by Dr. Allen-McMillan, was approved as submitted.

Approved the minutes of the Reorganization and Regular Session Meetings of the Board of Education of November 1, 2019 as submitted.

Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Colasurdo 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 Dr. Allen-McMillan, 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 October 2019. Further, pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education certifies that as of October 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 October 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 October 31, 2019.

Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Colasurdo and Dr. Allen-McMillan
No: 0
Abstain: 0
Motion Carried.

FINANCE

The following motions made by Dr. Allen-McMillan, 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 \$5,900.33 from GovDeals which represents the net total for the sale of a Casio POS System approved for public sale at the July 16, 2019 Board of Education meeting and the sale of one Lot of Miscellaneous Bench Vices, a Rockwell Sander, two Saw Stop Table Saws, a Sears Drill Press and a Sears Table Saw approved for public sale at the October 8, 2019 Board of Education meeting.
5. Approved Change Order #1 for a deduct of \$25,854.10 for Dakota Excavating which represents a decrease in total contract cost as a result of a general reduction in quantities used as compared with estimated quantities. The final contract sum including this change order decreases to \$578,720.90.
6. Approved the following tuition rates for the LPN postsecondary program for the 2020-2021 school year (2% rate increase from 2019-2020):

Program	2019-2020 In County Rate	2020-2021 In County Rate	2019-2020 Out of County Rate	2020-2021 Out of County Rate
LPN	\$11,279	\$11,505	\$12,379	\$12,626

7. Accepted funding from the New Jersey Department of Labor and Workforce Development for FY20 County Apprenticeship Coordinator Grant Program in the amount of \$15,900.00 for the period July 1, 2019 through June 30, 2020.
8. Approved the submission of the application for Approval to Participate in Federal Student Financial Aid Program to recertify Morris County School of Technology's participation in the Federal Student Financial Assistance Programs.
9. Approved the appointment of the following Guest Artists for the 2019-2020 school year:

Name	Program	# Days	Per Diem Rate	Funding Source
Hanna Castoro	VPA Dance	1	\$175.00	Student Activities Dance Honor Society
Margot Connolly	Multimedia	1	\$200.00	General Fund
Kurt Engfehr	Multimedia	10	\$150.00	General Fund
April Merl	Multimedia	10	\$150.00	General Fund

10. Approved the attached Grade 12 Option Dual Enrollment Agreement between Montclair State University and the Morris County Vocational School District.
11. Accepted the 2018-2019 Comprehensive Annual Financial Report (Audit) as submitted by Nisivoccia & Company LLP.
12. Confirmed and approved the attached General Services Contract between Camden County Educational Services Commission and Morris County Vocational School District for the period July 1, 2019 through June 30, 2020.
13. Confirmed and approved the attached Shared Services Agreement between Morris County Vocational School District Board of Education and Dover Board of Education for the provision of structured learning experience, operation of a preschool expansion program and use and occupancy of classroom space for the period September 1, 2019 through June 30, 2020, attachment as amended.

14. Accepted a donation in the amount of \$5,000.00 for scholarship purposes from Thrift Barns of Morris County, Denville, New Jersey, with a letter of appreciation to the donor.

Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Colasurdo and Dr. Allen-McMillan
No: 0
Abstain: 0
Motion Carried.

CURRICULUM, INSTRUCTION, PROGRAMS, STUDENTS

The following motions made by Dr. Allen-McMillan, seconded by Mr. Colasurdo, 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.
2. Approved the attached list of field trips for the 2019-2020 school year.
3. Affirmed the attached Harassment, Intimidation and Bullying Report of November 1, 2019.
4. Approved the attached Articulation Agreement between Northeast Carpenters Apprenticeship Fund and the Morris County Vocational School District.
5. Approved the contract between Morris County Vocational School District and Morris View Healthcare Center to provide a clinical site for the Licensed Practical Nursing Program for the period February 14, 2020 through February 13, 2023.
6. Approved the attached School Bus Emergency Evacuation Drill Report for drills completed on October 1 and 8, 2019.

Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Colasurdo and Dr. Allen-McMillan
No: 0
Abstain: 0
Motion Carried.

PERSONNEL

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 advancement on the salary guide to MA for Gina Visconti, English Teacher, effective February 1, 2020.
2. Approved the appointment of the following faculty members as CTE Student Showcase Coordinators for the period December 11, 2019 through June 30, 2020 at the rate of \$33.00 per hour for a maximum of 35 hours each, with funding provided by FY20 Perkins Secondary Grant:

Christine Hietanen
Colleen Pascale

3. Approved the appointment of Richy Mendez from William Paterson University as a Student Teacher in the Physical Education Department for the period January 22 to May 7, 2020.

4. Approved the appointment of Lisa Peluso, Dance Teacher, to conduct dance auditions for incoming freshmen applicants for a maximum of six hours at her base salary hourly rate.
5. Approved the appointment of Brian Prendergast as a part-time Continuing Education Curriculum Writer for the welding/fabrication program at the rate of \$500.00 with final approved product by January 31, 2020, with funding provided by FY20 Perkins Postsecondary Grant.
6. Approved the appointment of the following staff members as part-time Continuing Education Tutors at the rate of \$35.00 per hour for a total of 14 hours each for the period December 16, 2019 through June 30, 2020, with funding provided by FY20 Perkins Postsecondary Grant:

<u>Name</u>	<u>Program</u>
Susan Marotta	LPN
Brian Prendergast	Welding

Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Colasurdo and Dr. Allen-McMillan
No: 0
Abstain: 0
Motion Carried.

FACILITIES

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

1. Approved the use of the facilities by Rugby New Jersey for a college fair and rugby college combine in the Gymnasium and Cafeteria on Sunday, February 23, 2020 from 7:00 a.m. to 4:00 p.m.

Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Colasurdo and Dr. Allen-McMillan
No: 0
Abstain: 0
Motion Carried.

HEARING OF THE PUBLIC

- Carlos Duarte, 83 West Glenn Road in Denville, commented on the board of education's goals.
- Diana Copello, 7 Edgewood Road in Denville, asked question regarding preschool. Mr. Mofftt explained how the new preschool program offers many more enhancements to the current high school program.

OLD BUSINESS

- Academic Achievement Recognition Dinner: June 3, 2020, Hanover Marriott
- Graduation: June 22, 2020, Mennen Arena

NEW BUSINESS

- Next Board Meeting: January 14, 2020 at **6:30 p.m.**
- Sports Award Banquet: June 10, 2020, Zeris Inn, 6:30 p.m.
- Completer Ceremony: June 12, 2020, 8:30 a.m. and 12:30 p.m.
- Parent Email: Biotechnology Academy Late Bus Transportation for Extracurricular Activities

ADJOURNMENT

Motion made by Dr. Allen-McMillan, seconded by Mr. Colasurdo, to adjourn the meeting at 7:00 p.m.

All present voted yes – Motion carried.

Respectfully submitted,

A handwritten signature in blue ink that reads "James C. Rollo". The signature is written in a cursive, flowing style.

James Rollo, Business Administrator/Board Secretary