

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION

**February 11, 2020**

A regular meeting of the Morris County Vocational School District held on February 11, 2020 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, Mr. John Hyland and Dr. Angelica Allen-McMillan.

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

Also present were visitors: Freeholder John Krickus and Freeholder Stephen Shaw.

**CORRESPONDENCE - None**

**SUPERINTENDENT'S REPORT**

- 2019-2020 Student Safety Data System Report (September – December 2019) presented by Mark Menadier.

**Information Only:**

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

**COMMITTEE PROGRAMS- NONE**

Appointed Hanna Starr as a Trustee to the Morris County Vocational School District Board of Education. Mr. John Mills administered the oath of office.

**HEARING OF THE PUBLIC – NONE**

Freeholder John Krickus spoke to the board and welcomed Hanna Starr to the board of education.

## MINUTES

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

Approved the minutes of the Regular and Closed Session Meetings of the Board of Education of January 14, 2020 as submitted.

Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Colasurdo, Mr. Hyland and Dr. Allen-McMillan  
No: 0  
Abstain: 1 Mrs. Starr  
Motion Carried.

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

The following motions made by Mr. Colasurdo, seconded by Mr. Hyland, 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 December 2019. Further, pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education certifies that as of December 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 December 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 December 31, 2019.

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

## FINANCE

The following motions made by Mr. Hyland, seconded by Dr. Allen-McMillan, 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, as amended.

4. Approved an additional 6 days for April Merl as a Multimedia Guest Artist at the rate of \$150.00 per day for the 2019-2020 school year, with funding provided by General Fund.
5. Approved the waiver of the district's participation in the SEMI program for the 2020-2021 school year:

WHEREAS, N.J.A.C. 6A:23A-5.3(b)2 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2020-2021 school year; and

WHEREAS, the Morris County Vocational School District Board of Education desires to apply for this waiver due to the fact that it projects having fewer than forty Medicaid eligible full-time classified students in accordance with the attached FY2021 Reimbursement Revenue Projection;

NOW, THEREFORE, BE IT RESOLVED, that the Morris County Vocational School District Board of Education hereby authorizes the Superintendent of Schools to submit to the Executive County Superintendent of Schools in the County of Morris an appropriate waiver of the requirements of N.J.A.C. 6A:23A-5.3 for the 2020-2021 school year.

6. Approved the following resolution:

WHEREAS, on February 4, 2020, the Morris County Vocational School District ("District") held a public bid opening for the Secure Entrance and Exterior Improvements at the Morris County School of Technology project ("Project"); and

WHEREAS, the District received two (2) bids at the public bid opening; and

WHEREAS, the lowest bid was submitted by Daskal LLC, Frenchtown, New Jersey, with a base bid in the total amount of One Million Eight Hundred Eleven Thousand Dollars (\$1,811,000.00) inclusive of a Twenty Thousand Dollars (\$20,000.00) Contingency Allowance, Forty Thousand Dollars (\$40,000.00) Hardware Allowance, and Twenty-Five Thousand Dollar (\$25,000.00) Signage Allowance, and a bid of Ninety-Six Thousand Dollars (\$96,000.00) on Alternate #1 (Demolition of Sunshade, Replacement of Windows and Related Work); and

WHEREAS, the District, in conjunction with its Architect and Special Counsel, has determined Daskal LLC to be the lowest responsive and responsible bidder.

NOW, THEREFORE, BE IT RESOLVED, that the above recitals are incorporated herein by reference; and

BE IT FURTHER RESOLVED, that in accordance with the provisions of the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq, the District awards a contract for the Project to Daskal LLC in the total amount of One Million Nine Hundred Seven Thousand Dollars (\$1,907,000.00), consisting of a base bid, inclusive of a Twenty Thousand Dollars (\$20,000.00) Contingency Allowance, Forty Thousand Dollars (\$40,000.00) Hardware Allowance, and Twenty-Five Thousand Dollars (\$25,000.00) Signage Allowance, and a bid of Ninety-Six Thousand Dollars (\$96,000.00) on Alternate #1 (Demolition of Sunshade, Replacement of Windows and Related Work); and

BE IT FURTHER RESOLVED, that the District authorizes its legal counsel to prepare the contract for the Project, transmit same to Daskal LLC, and to obtain all documents required thereby; and

BE IT FURTHER RESOLVED, that because of the time constraints involved with the Project, the District hereby authorizes the Business Administrator to execute the contract on behalf of the District,

and further appoints the Administration to act as the District's Representative during the construction of the Project.

7. Approved the following resolution:

WHEREAS, on February 4, 2020, the Morris County Vocational School District ("District") held a public bid opening for the Roof Replacement at the Morris County School of Technology project ("Project"); and

WHEREAS, the District received six (6) bids at the public bid opening; and

WHEREAS, the lowest bid was submitted by Safeway Contracting, Kenilworth, New Jersey, with a base bid in the total amount of Three Hundred Thirteen Thousand Dollars (\$313,000.00), inclusive of a Ten Thousand Dollars (\$10,000.00) Contingency Allowance; and

WHEREAS, the District, in conjunction with its Architect and Special Counsel, has determined Safeway Contracting to be the lowest responsive and responsible bidder.

NOW, THEREFORE, BE IT RESOLVED, that the above recitals are incorporated herein by reference; and

BE IT FURTHER RESOLVED, that in accordance with the provisions of the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq, the District awards a contract for the Project to Safeway Contracting in the total amount of Three Hundred Thirteen Thousand Dollars (\$313,000.00), inclusive of a Ten Thousand Dollars (\$10,000.00) Contingency Allowance; and

BE IT FURTHER RESOLVED, that the District authorizes its legal counsel to prepare the contract for the Project, transmit same to Safeway Contracting, and to obtain all documents required thereby; and

BE IT FURTHER RESOLVED, that because of the time constraints involved with the Project, the District hereby authorizes the Business Administrator to execute the contract on behalf of the District, and further appoints the Administration to act as the District's Representative during the construction of the Project.

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

## **CURRICULUM, INSTRUCTION, PROGRAMS, STUDENTS**

The following motions made by Dr. Allen-McMillan, seconded by Mrs. Dawson, 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. Approved the attached 2020-2021 school calendar.
4. Approved the attached 2019-2020 Student Safety Data System Report for the period September 1, 2019 through December 31, 2019.

5. Approved the attached Experiential Learning Program Agreement between Morris County Vocational School District and Walgreen Company for the period February 11, 2020 through February 10, 2023.
6. Approved the adoption of the attached list of textbooks for the CCM share-time programs.  
Roll Call Vote – Yes: 5 Mrs. Dawson, Mr. Colasurdo, Mr. Hyland, Mrs. Starr and Dr. Allen-McMillan  
No: 0  
Abstain: 0  
Motion Carried.

## PERSONNEL

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

1. Confirmed and approved the appointment of the following Preschool Lunch Aides at the rate of \$13.00 per hour for a maximum of 2 hours per day for five days per week when school is in session (total hours to be shared) for the period January 27 through June 30, 2020:

Karly Cirillo  
Sofia Fuentes

2. Approved the appointment of Kathleen Turnbull and Adam Wirjosemito as Co-Advisors for the Model United Nations Club for the period February 12 through June 30, 2020.
3. Approved movement on the salary guide to MA+30 for Kathleen Whitehead, effective February 1, 2020.
4. Approved the appointment of Tracy Amedeo as Anti-Bullying Specialist for County College of Morris programs for the 2019-2020 school year.
5. Approved the appointment of Kurt Schubert as a SkillsUSA Chaperone for the 2019-2020 school year.
6. Approved the appointment of the following staff members as Placement Testing Proctors at the rate of \$33.00 per hour for the 2019-2020 school year:

Dena Argo  
Dale Bendsak  
LaToya Evans  
Jacqueline Graulich  
Sharon Hernandez  
Janet Kelly  
Erin Lowe  
Catherine Mohrle  
Brianna O'Halloran  
Michael Romano  
Jaye Santoro  
Samantha Shane  
Gina Visconti

7. Approved the appointment of the following Substitute Teachers for the 2019-2020 school year:

Anne Ilardi  
Richy Mendez

8. Approved the appointment of Lauren Pannucci as a part-time Adult Continuing Education ESL Instructor (Monday and Wednesday evenings) for a maximum of 100 hours at the rate of \$35.00 per hour for the period February 12 through June 30, 2020, with funding provided by FY20 Adult Basic Skills and Integrated English Literacy and Civics Education Grant.
9. Approved the appointment of Lauren Pannucci as a part-time Adult Continuing Education Conversational Spanish Instructor for a maximum of 30 hours at the rate of \$35.00 per hour for the period March 2 through June 30, 2020.
10. Approved the appointment of Aasiya Patel as a part-time Continuing Education LPN Clinical Instructor for a maximum of 250 hours at the rate of \$40.00 per hour for the period February 14 through June 30, 2020.
11. Approved the appointment of Bethany Wood from Seton Hall University as a student teacher in the Adult Continuing Education ESL Program at Morristown High School on Monday and Tuesday nights for the period February 12 through May 29, 2020.

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

## **FACILITIES**

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 use of the facilities by Tabernacle Productions for overflow parking in the Building #1 parking lot from 6:00 – 11:00 p.m. on the following dates:

Saturday, April 25, 2020  
Saturday, May 2, 2020

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

## **HEARING OF THE PUBLIC**

John Dickerson, owner of the shopping center located at 559 East Main Street in Denville commented on two vacancies that are available.

## **OLD BUSINESS**

- Board of School Estimate: March 25, 2020, 4:00 p.m.
- Academic Achievement Recognition Dinner: June 3, 2020, Hanover Marriott, 6:00 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.
- Graduation: June 22, 2020, Mennen Arena, 3:00 p.m.
- Meeting with Biotechnology Academy Parents, January 21, 2020, 6:00 p.m.; approximately 40 parents attended

## **NEW BUSINESS**

- Next Board Meeting: March 10, 2020 at **6:30 p.m.**
- Presentation: Overview of MCST and Academies, Freeholder Work Session Meeting, September 23, 2020 at 4:30 p.m.

## **SUNSHINE RESOLUTION**

The following motion made by Mr. Colasurdo, seconded by Dr. Allen-McMillan, 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 matters:

- Construction Contractor Settlement
- Superintendent's Employment Contract

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 **30 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 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 6:53 p.m. and reconvened at 7:23 p.m. with the following Board Members present: Mrs. Dawson, Mr. Colasurdo, Mr. Hyland, Mrs. Starr and Dr. Allen-McMillan. Also present were: Superintendent Scott Moffitt, Business Administrator/Board Secretary James Rollo and Board Attorney John Mills.

## **ADDITIONAL BUSINESS**

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

1. Authorized James Rollo to execute any and all documents and to initiate payment needed to effectuate the attached settlement agreement with Tri-Form Construction, Inc.
2. Approved the attached payment to Tri-Form Construction, Inc. in the amount of \$9,867.00 as per the settlement agreement.

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

**ADJOURNMENT**

Motion made by Mr. Hyland, seconded by Dr. Allen-McMillan, to adjourn the meeting at 7:25 p.m.

All present voted yes – Motion carried.

Respectfully submitted,

A handwritten signature in cursive script that reads "James C. Rollo". The signature is written in dark ink and is positioned above the printed name.

James Rollo, Business Administrator/Board Secretary