

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION

June 9, 2020

A regular meeting of the Morris County Vocational School District held via virtual meeting on June 9, 2020 and was called to order by President Barbara Dawson at 6:31 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 June 1, 2020 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, Mrs. Hanna Roth Starr 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**

- State Aid Reduction – Mr. Rollo updated the board on the status of the district's state aid allocation which will be reduced by approximately \$50,000.00. Mr. Moffitt indicated that the district has elected not to fill newly budgeted positions due to the reduction however the district will remain in good financial shape even if there are additional cuts.
- Graduation – Mr. Moffitt advised that the district had virtual and drive through ceremonies planned however the Governor announced new guidance today. A survey may be sent to gauge interest in revising those plans.
- Reopening Task Force (Curriculum and Programs) – Mrs. Castelli discussed the reopening task force consisting of 17 members that has begun meeting to discuss all aspects of reopening as it pertains to instruction.
- Mrs. Castelli indicated that students have made suggestions regarding curriculum and the topic of racism which were very positive and constructive. A meeting will be held to discuss incorporating their suggestions.

**Information Only:**

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

**COMMITTEE PROGRAMS- NONE**

**HEARING OF THE PUBLIC - NONE**

## MINUTES

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

Approved the minutes of the Regular and Closed Session Meetings of the Board of Education of May 12, 2020 as submitted.

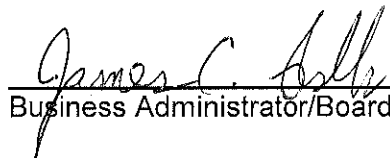
Roll Call Vote – Yes: 5 Mrs. Dawson, Mr. Colasurdo, Mr. Hyland, Mrs. Roth Starr and Dr. Allen-McMillan  
No: 0  
Abstain: 0  
Motion Carried.

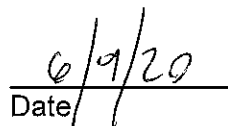
## BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT and TREASURER'S REPORT

The following motions made by Mr. Hyland, 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 April 2020. Further, pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education certifies that as of April 30, 2020, 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, 2020 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 April 30, 2020.

Roll Call Vote – Yes: 5 Mrs. Dawson, Mr. Colasurdo, Mr. Hyland, Mrs. Roth 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.

4. Approved the submission of the FY21 Perkins Secondary Grant application as a member of a Consortium with Morris Hills Regional School District in the amount of \$350,888.00 (\$341,111.00 allocated for MCVSD and \$9,777.00 allocated for MHRSD) for the period July 1, 2020 through June 30, 2021.
5. Approved the submission of the FY21 IDEA Grant application in the amount of \$239,942.00 for the period July 1, 2020 through June 30, 2021.
6. Approved the submission of the application for FY21 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant Program in the amount of \$644,011.00 to be shared between Morris County Vocational School District, Sussex County Community College and Warren County Community College.
7. Approved Change Order #4 for an add of \$28,278.87 for Daskal LLC which represents charge for additional labor, materials and equipment to install flooring. The final contract sum including this change order is increased to \$1,911,048.17.
8. Approved the attached Memorandum of Understanding with Rider University for the 2020-2021 school year.
9. Approved the attached Agreement between the Morris County Vocational School District and the Township of Denville for School Resource Officer services for the 2020-2021 school year (no change in hourly rate for SRO from 2019-2020).
10. 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 2020-2021 school year.
11. Approved the Joint Transportation Agreement between the Educational Services Commission of Morris County and the Morris County Vocational School District for the 2020-2021 school year.
12. Approved the Educational Services Commission of Morris County rates for field trip, athletic and late bus services for the 2020-2021 school year as attached. This appointment or contract is contingent upon and could be modified based on student participation and the district's receipt of sufficient State School Aid and other revenue funding.
13. Approved the Joint Transportation Agreement between the Rockaway Township Board of Education and the Morris County Vocational School District for the 2020-2021 school year.
14. 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:

ATI National Healthcare Association  
Centenary University  
County College of Morris

Dakota Excavating Contractor, Inc.  
Daskal, LLC  
Delta Dental Plan of New Jersey  
Educational Services Commission of New Jersey  
Jefferson Township Board of Education  
Jersey Central Power and Lighting  
John M. Mills, III of Mills & Mills  
Maschio's Food Services, Inc.  
Morris Essex Insurance Group  
Morris Hills Board of Education  
Mountain Lakes Borough Board of Education  
Murray Paving and Concrete, LLC  
NJ Independent Electrical Contractors  
New Jersey Natural Gas Company  
Nickerson Corporation  
Nisivoccia & Co. LLP  
Overlook Medical Center  
Pearson Education  
Pequannock Township Board of Education  
Roxbury Township Board of Education  
Safeway Contracting, Inc.  
Scarinci & Hollenbeck, LLC  
SHI  
Sussex County Community College  
TD Equipment Finance, Inc.  
Township of Denville  
Tri-Form Construction Inc.  
UGI Energy Services, LLC  
USA Architects Planners + Interior Designers  
Warren County Community College

**15. 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.

**16. Authorized the Business Administrator to void or reissue as of June 9, 2020 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>			
14376	12/11/2018	\$ 664.88	Reissue
14855	2/19/2019	\$ 4,898.86	Reissue
15134	4/10/2019	\$ 88.87	Reissue
15310	5/14/2019	\$ 1,161.15	Reissue
15411	6/11/2019	\$ 895.00	Reissue
15423	6/11/2019	\$ 9,018.33	Reissue
15426	6/11/2019	\$ 80.46	Reissue
15482	6/11/2019	\$ 109.00	Void

Payroll

1013	5/14/2019	\$ 4.34	Void
20841	4/30/2019	\$ 1.36	Void
20844	4/30/2019	\$ 1.36	Void

Student Activities

91054	4/17/2019	\$ 83.00	Reissue
91071	5/14/2019	\$ 83.00	Reissue
91149	7/16/2019	\$ 263.50	Reissue
91156	8/28/2019	\$ 15.59	Reissue

17. Approved the school lunch rates for the 2020-2021 school year as follows: (no increase in student lunch and adult lunch prices from 2019-2020)

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

18. 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.

19. Approved the following resolution:

WHEREAS, James Rollo, School Business Administrator/Board Secretary possesses a Qualified Purchasing Agent (QPA) certificate;

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7, and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent, from \$40,000 to \$44,000, effective July 1, 2020;

NOW, THEREFORE BE IT RESOLVED that the Morris County Vocational School District Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$44,000 for the Board of Education, and further authorizes James Rollo, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

20. 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 and 2020-2021 school years 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 vendors as listed below:

Vendor	Commodity	Contract #	Expiration
Thomas Scientific	Scientific Accessories, Equipment, Supplies and Maintenance Statewide	17-FLEET-01033	12/31/2023
Avaya Inc.	Telecommunications Equipment and Services	80802	1/31/2021

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

**CURRICULUM, INSTRUCTION, PROGRAMS, STUDENTS**

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

1. Approved the attached revised School Health-Related Closure Preparedness Plan.
2. Approved the establishment of the Student Ambassadors Club as a Category I club for the 2020-2021 school year.
3. Approved a change in category for the Robotics Club from Category I to Category II for the 2020-2021 school year.
4. Approved the attached 2020-2021 Comprehensive Equity Plan Annual Assurance.

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

**PERSONNEL**

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. Accepted the resignation of Helene Leonard, Mathematics Infusion Teacher, effective June 30, 2020.
2. Approved the transfer of Darryl DiGiovanna from part-time Teacher of Computer Information Science (0.5) to full-time Teacher of Computer Science at MA+30 Step 10 effective September 1, 2020 through June 30, 2021.
3. Approved the transfer of Deirdre Romero from part-time Teacher of Business (0.5) to full time Teacher of Business at BA+30 Step 6 effective September 1, 2020 through June 30, 2021.
4. Approved the appointment of the following bus drivers at the rate of \$25.00 per hour for the 2020-2021 school year:

Paul Henry  
 Janet Kelly  
 Sean Leonard  
 Louis Rosso  
 David Tarabocchia  
 George Terry

5. Approved the appointment of the following faculty members to write curricula at the rate of \$33.00 per hour, with final approved product by August 31, 2020:

Name	Curriculum	# Hours	Funding
Dena Argo	College Level Accounting (Revision)	37.5	FY21 Perkins Secondary Grant
Peter Bedell and Angela D'Orsi	Structured Learning Experience (New)	50	FY21 Perkins Secondary Grant
Laura Dessel	Honors Calculus (Revision)	37.5	General Fund
Irene Fitzpatrick	Drama II (Revision)	18.75	General Fund
Stephen Gelb	Honors Physics (Revision)	37.5	General Fund
Lauren Martin	Bioethics (Academy for Biotechnology)	50	FY21 Perkins Secondary Grant
Deirdre Romero	Introduction to Supply Chain Management (New)	50	FY21 Perkins Secondary Grant
Deirdre Romero	International Business (New)	50	FY21 Perkins Secondary Grant
Kathleen Whitehead	Exercise Science Year 1 (New)	50	FY21 Perkins Secondary Grant
Kathleen Whitehead	Exercise Science Year 2 (New)	50	FY21 Perkins Secondary Grant

6. Rescinded the motion of August 13, 2019 to appoint 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.

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

HEARING OF THE PUBLIC - NONE

## OLD BUSINESS

- Sports Award Banquet: Virtual ceremony – Date TBD
- Completer Ceremony: The share-time virtual ceremony is scheduled to be released at 7:00 p.m. on June 17, 2020.
- Graduation:
  - On-site drive-through celebration for full-time seniors is scheduled for Monday, June 22, 2020, from 7:45 a.m. to 4:00 p.m. with a rain date of Tuesday, June 23, 2020.
  - The full-time virtual graduation ceremony is scheduled to be released at 7:00 p.m. on June 22, 2020.
- Presentation: Overview of MCST and Academies, Freeholder Work Session Meeting, September 23, 2020, at 4:30 p.m.
- New Jersey School Boards Association Fall Workshop 2020: October 19-22, 2020

## NEW BUSINESS

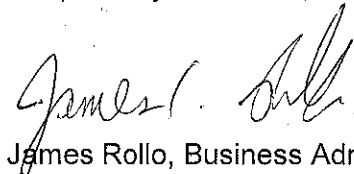
- Next Board Meeting: July 14, 2020 at **7:30 a.m.**

## ADJOURNMENT

Motion made by Mr. Hyland, seconded by Mr. Colasurdo, to adjourn the meeting at 7:05 p.m.

All present voted yes – Motion carried.

Respectfully submitted,



James Rollo, Business Administrator/Board Secretary