

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION

October 13, 2020

A regular meeting of the Morris County Vocational School District held at the Morris County School of Technology, 400 East Main Street, Denville, New Jersey and also via virtual meeting on October 13, 2020 and 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 October 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, Mrs. Hanna Roth Starr and Dr. Angelica Allen-McMillan.

Also present were: Superintendent Scott Moffitt, Business Administrator/Board Secretary James Rollo and Attorney for the Board, John P. Graves.

CORRESPONDENCE

Reappointment of Lawrence Colasurdo to MCVSD BOE

Deborah Smith
Freeholder Director

SUPERINTENDENT'S REPORT

- Continuing Education Enrollment and Program Update was provided by Mrs. Irene Schrader.
- Mr. Mark Menadier presented the Student Safety Data System Report for the period January – June 2020.
- Mrs. Shari Castelli and Ms. Jacqueline Graulich provided an update to the 2021-2022 Admissions process with admissions opening on October 15, 2020.
- Mr. Scott Moffitt reported that the Continuing Education Middle States Re-Accreditation Visit had begun today and would be occurring October 13-14, 2020.

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 Dr. Allen-McMillan, seconded by Mrs. Roth Starr, was approved as submitted.

Approved the minutes of the Regular Session Meeting of the Board of Education of September 8, 2020 as submitted.

Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Colasurdo, 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 Dr. Allen-McMillan, seconded by Mrs. Roth Starr, 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 August 2020. Further, pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education certifies that as of August 31, 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 August 31, 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

10/13/20
Date

2. Approved the Report of the Treasurer submitted pursuant to N.J.S.A. 18A:17-36 for the period ending August 31, 2020.

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

FINANCE

The following motions made by Dr. Allen-McMillan, seconded by Mrs. Roth Starr, 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 2020/2021 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 Joint Transportation Agreement between the Educational Services Commission of Hunterdon County and the Morris County Vocational School District for the 2020-2021 school year.
5. Confirmed and approved the attached Memorandum of Agreement between the Netcong Board of Education and the Morris County Vocational School District Board of Education for the loan of an FM System for student use while the student is enrolled at the Morris County School of Technology.
6. Approved the following resolution:

WHEREAS, there exists a need for the retention of mechanical engineering services; and

WHEREAS, funds are available for these purposes; and

WHEREAS, contracts for "Professional Services" under Local Public Contracts Law (N.J.S.A. 18A:18A-5) require an award by the Board of Education by resolution at a public meeting.

NOW THEREFORE BE IT RESOLVED that the President and Secretary are hereby authorized and directed to execute an agreement with:

Strunk-Albert Engineering to serve as mechanical engineering professionals to the Board of Education for the 2020-2021 school year per the rate schedule attached.

These contracts are awarded without competitive bidding as a "Professional Service" under the provisions of the Local Contracts Law because:

The services of licensed mechanical engineers et al. are considered "Professional Services" under the provisions of the Local Public Contracts Law because such services are of such qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids.

7. Approved the acceptance of a donation of plumbing supplies from Carl M. Carbone, Carbone Plumbing, with an estimated value of \$2,650.00 for use in the Plumbing Department, with a letter of appreciation to the donor.
8. Approved the acceptance of the Coronavirus Relief Funds Grant in the amount of \$40,395.00.
9. Approved the attached Addendum for Programs Taught at Morris County School of Technology for County College of Morris Transcribed Credit for two-year, shared-time students enrolled at the Morris County School of Technology.
10. Approved the following resolution:

WHEREAS, on October 7, 2020, the Morris County Vocational School District ("District") held a virtual bid opening for the HVAC 6.1 project ("Project"); and

WHEREAS, the District received seven (7) bids at the bid opening; and

WHEREAS, the lowest bid was submitted by Hanna's Mechanical Contractors, Inc., Milltown, New Jersey, with a bid in the total amount of Five Hundred Thirty-Eight Thousand Seven Hundred Fifty Dollars (\$538,750.00); and

WHEREAS, the District, in conjunction with its Special Counsel, has determined Hanna's Mechanical Contractors, Inc. 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 Hanna's Mechanical Contractors, Inc. in the total amount of Five Hundred Thirty-Eight Thousand Seven Hundred Fifty Dollars (\$538,750.00); and

BE IT FURTHER RESOLVED, that the District authorizes its legal counsel to prepare the contract for the Project, transmit same to Hanna's Mechanical Contractors, Inc., 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: 4 Mrs. Dawson, Mr. Colasurdo, 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 Dr. Allen-McMillan, 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 2020-2021 school year as per the attached list.
2. Approved the 2020-2021 School Safety and Security Plan.
3. Approved the 2020-2021 Crisis Response Plan.
4. Approved the Student Safety Data System report for the district for the period January 1 – June 30, 2020.
5. Approved the attached new and revised curricula as aligned to the designated New Jersey Learning Standards.

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

POLICIES AND PROCEDURES

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

1. Approved the second reading and adoption of the following policy:

6173.1 Remote Learning

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

PERSONNEL

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. Accepted the resignation of Kerrie Bellisario, Design Academy Teacher, with an effective date of November 21, 2020.
2. Accepted the resignation of Kerrie Bellisario as Key Club Advisor for the 2020-2021 school year.
3. Accepted the resignation due to retirement of Irene Schrader, Adult Continuing Education Manager, effective December 31, 2020.
4. Approved the appointment of Nory Urgiles as a part-time Adult Continuing Education Secretary at the rate of \$25.00 per hour for a maximum of 25 hours per week with an anticipated start date of November 2, 2020 through June 30, 2021, pending successful completion of a criminal history background check and pre-employment physical examination.
5. Approved the appointment of Colleen Pascale as Civic Engagement Club Advisor for the 2020-2021 school year with a stipend of \$500.00 (year of inception).
6. Confirmed and approved a stipend for Deirdre Romero to attend the Supply Chain Management Teachers Summer Training at Rutgers July 20-24, 2020 for a total of 5 days at the rate of \$110.00 per day with funding provided by FY21 Perkins Secondary Grant.
7. Approved the appointment of the following Home Instruction Tutors (Remote) for the 2020-2021 school year at the rate of \$60.00 per hour.

Gregory Cohen
LaToya Evans
Kathleen Harrington
Samantha Shane
Jennifer Skomial
Gina Visconti

8. Approved the appointment of the following Lead Teachers for the 2020-2021 school year with a stipend of \$1,500.00 each:

Laura Ingrassia
Samantha Shane

9. Approved the appointment of the following Achievement Coaches for the 2020-2021 school year with a stipend of \$3,500.00 each:

Kevin Conover
Jennifer Skomial

10. Rescinded the appointment of Vera Vitali as a part-time Adult Continuing Education ABS/Math Instructor (Wednesday/Thursday) for a maximum of 210 hours at the rate of \$35.00 per hour for the period September 9, 2020 through June 30, 2021, with funding provided by FY21 Consolidated Adult Basic

Skills and Integrated English Literacy and Civics Education Grant.

11. Rescinded the appointment of Claire Allistone as a part time Adult Continuing Education ESL Instructor (Monday/Tuesday/Saturday) for a maximum of 389 hours at the rate of \$35.00 per hour for the period September 9, 2020 through June 30, 2021, with funding provided by FY21 Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant.
12. Approved the appointment of Christian Cortavarria as a part-time Adult Continuing Education ABS/Math Instructor (Denville/Wednesday/Thursday) for a maximum of 210 hours at the rate of \$35.00 per hour for the period October 15, 2020 through June 30, 2021, with funding provided by FY21 Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant.
13. Approved the appointment of Lynn Gilo as a part time Adult Continuing Education ESL Instructor (Morristown/Monday/Tuesday) for a maximum of 222 hours at the rate of \$35.00 per hour for the period October 15, 2020 through June 30, 2021, with funding provided by FY21 Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant.
14. Approved the appointment of Heather Hodsden as a part time Adult Continuing Education ESL Instructor (Morristown/Saturday) for a maximum of 167 hours at the rate of \$35.00 per hour for the period October 15, 2020 through June 30, 2021, with funding provided by FY21 Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant.
15. Approved the appointment of Maria Barrios as a part time Adult Continuing Education ESL Instructor (Morristown/Saturday) for a maximum of 167 hours at the rate of \$35.00 per hour for the period October 15, 2020 through June 30, 2021, with funding provided by FY21 Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant.
16. Approved the appointment of Kieyeitha Ward as a part-time Adult Continuing Education Health Occupations Related Instructor for a maximum of 100 hours at the rate of \$35.00 per hour for the period October 15, 2020 through June 30, 2021.
17. Confirmed and approved the appointment of Christopher Ponzi as a part-time Adult Continuing Education Electrical Instructor for a maximum of 180 hours at the rate of \$37.00 per hour for the period September 15, 2020 through June 30, 2021.
18. Approved the appointment of Kurt Schubert as a part-time Adult Continuing Education Welding Instructor for a maximum of 20 hours at the rate of \$35.00 per hour for the period October 15, 2020 through June 30, 2021.

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

HEARING OF THE PUBLIC – NONE

OLD BUSINESS

NEW BUSINESS

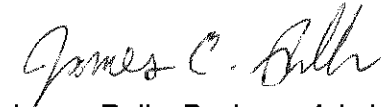
- Next Board Meeting: **MONDAY, NOVEMBER 2ND at 6:30 P.M.** (annual reorganization and regular business meeting) Meeting will be held in person for the board and the public.
- Information Session for Full-Time Academy Admissions (Virtual): November 14, 2020, Time TBD

ADJOURNMENT

Motion made by Dr. Allen-McMillan, seconded by Mrs. Roth Starr, to adjourn the meeting at 7:43 p.m.

All present voted yes – Motion carried.

Respectfully submitted,



James C. Rollo

James Rollo, Business Administrator/Board Secretary