

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION

July 13, 2021

A regular meeting of the Morris County Vocational School District held on July 13, 2021 at the Morris County School of Technology, 400 East Main Street, Denville, New Jersey was called to order by President Barbara Dawson at 7:30 a.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 the Daily Record by email on November 2, 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. John Hyland, Mrs. Hanna Roth Starr and Dr. Timothy Purnell.

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

**APPOINTMENT AND ELECTION OF OFFICERS**

Appointed Dr. Timothy Purnell as a Trustee to the Morris County Vocational School District Board of Education.

Mr. John Mills administered the oath of office.

**CORRESPONDENCE**

- Securing Our Children's Future Bond Act Funding Approval
- Bernard E. Piaia, Jr., Director  
NJDOE Office of School Facilities Projects

**SUPERINTENDENT'S REPORT**

- Ms. Castelli presented the Safe Return to In-Person Instruction and Continuity of Services Plan to the board.
- Mr. Moffitt presented the FY21 District and School HIB Grade Report.

**Information Only:**

- Security and Fire Drill Logs and Student Incident Reports

**COMMITTEE PROGRAMS - NONE**

**HEARING OF THE PUBLIC – None**

## MINUTES

The following motions made by Mr. Hyland, seconded by Mrs. Roth Starr, were approved as submitted.

1. Approved the minutes of the Regular Session Meeting of the Board of Education of June 8, 2021 as submitted.

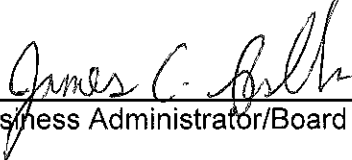
Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Hyland and Mrs. Roth Starr  
No: 0  
Abstain: 1 Dr. Purnell  
Motion Carried.

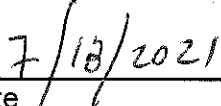
## BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT and TREASURER'S REPORT

The following motions made by Mr. Hyland, 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 May 2021. Further, pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education certifies that as of May 31, 2021, 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 May 31, 2021 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 May 31, 2021.

Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Hyland and Mrs. Roth Starr  
No: 0  
Abstain: 1 Dr. Purnell  
Motion Carried.

## FINANCE

The following motions made by Mr. Hyland, 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. Confirm and approve the attached Morris/Sussex/Warren Vendor Training Agreement between the County of Morris and the Morris County Vocational School District to implement Workforce Development programs for the New Jersey Department of Labor and Workforce Development effective July 1, 2021 through June 30, 2022.
5. Amended the resolution of April 13, 2021 to approve the Adult Continuing Education tuition rates for 2021-2022 for a decrease in tuition rate for the NJ Master License Prep course from \$699.00 to \$399.00 due to a decrease in the number of hours required for the course.
6. Approved the tuition rates for the following Adult Continuing Education courses for 2021-2022:

|                         |          |
|-------------------------|----------|
| Medical Office Practice | \$499.00 |
| Clinical Skills         | \$399.00 |

7. Approved, in accordance with N.J.A.C. 6A:23A-5.2, the increase of the professional architect services budget for the 2021-2022 school year from \$37,000.00 to \$137,000.00.
8. Approved the fee for the Timekeeper at \$35.00 per game for the 2021-2022 school year.
9. Approved the submission of the FY22 IDEA application in the amount of \$255,651.00 for the period July 1, 2021 to June 30, 2022.
10. Approved the following resolution:

WHEREAS, there exists a need for the retention of professional 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:

Colliers Engineering & Design, Inc. to serve as engineering professionals to the Board of Education for the 2021-2022 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 professional 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.

Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Hyland and Mrs. Roth Starr  
No: 0  
Abstain: 1 Dr. Purnell  
Motion Carried.

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

The following motions made by Mrs. Roth Starr, seconded by Mr. Hyland, 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 2021-2022 school year as per the attached list, as amended.
2. Affirmed the attached Harassment, Intimidation and Bullying Report of June 8, 2021.
3. Approved the attached Memorandum of Understanding for the Tomorrow's Teachers Program between Rider University and the Morris County Vocational School District.
4. Confirmed and approved the attached Agreement for Educational Affiliation between Pfizer Inc. and the Morris County Vocational School District to provide structured learning experience training for students during the 2021-2022 school year.
5. Approved the attached Safe Return to In-Person Instruction and Continuity of Services Plan.

Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Hyland and Mrs. Roth Starr  
No: 0  
Abstain: 1 Dr. Purnell  
Motion Carried.

## **PERSONNEL**

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

1. Approved the appointment of Stephen Petonak as a Teacher of Health and Physical Education at BA Step 3 with an anticipated start date of September 1, 2021 through June 30, 2022, pending successful completion of a criminal history background clearance and pre-employment physical examination.
2. Approved the appointment of Marissa Levis as a Teacher of English at MA Step 1 effective September 1, 2021 through June 30, 2022, pending successful completion of a criminal history background clearance and pre-employment physical examination.
3. Approved the appointment of Raquel Ayala as a Teacher of Mathematics at BA Step 3 effective September 1, 2021 through June 30, 2022, pending successful completion of a criminal history background clearance and pre-employment physical examination.
4. Approved the appointment of Tina Steinberg as Special Needs Liaison, effective July 14, 2021 through June 30, 2022, for a maximum of 400 hours at the rate of \$75.00 per hour, with funding provided by the FY22 IDEA Grant Program, pending funding decision by the NJDOE.
5. Approved advancement on the salary guide to MA for Cystal Quaglio, School Nurse, effective September 1, 2021.
6. Approved the appointment of Frances Matson as Learning Disabilities Teacher – Consultant (LDTC), effective July 14, 2021 through June 30, 2022, for a maximum of 350 hours at the rate of \$80.00 per hour, with funding provided by the FY22 IDEA Grant Program, pending funding decision by the NJDOE.
7. Confirmed and approved an additional 20.25 hours to be shared among the following faculty members as Instructors for Remediation of English at their hourly rate for the period March 10, 2021 through June 30, 2021, with funding provided by ESSER II Grant:

Christine Hietanen  
Catherine Mohrle  
Samantha Shane  
Gina Visconti

8. Rescinded the appointment of Kurt Schubert as a CTE Instructor for Remediation for program assessments and certification exams for a maximum of 25 hours at his hourly rate for the period January 13, 2021 through June 1, 2021.
9. Confirmed and approved the appointment of Kurt Schubert as a CTE Instructor for Remediation for program assessments and certification exams for the period June 21, 2021 through June 30, 2021, for a maximum of 37 hours at his hourly rate, with funding provided by FY21 Perkins Secondary Grant.
10. Confirmed and approved the appointment of the following faculty members as CTE Instructors for Remediation for program assessments and certification exams for the period June 21, 2021 through June 30, 2021, for a maximum of 75 total hours to be shared among all instructors, at their hourly rate, with funding provided by FY21 Perkins Secondary Grant:

Brigida Alonzo  
Ziella Farnese  
Kathleen Marshall

11. Approved the appointment of the following Lead Teachers for the 2021-2022 school year with a stipend of \$1,500.00 each:

Miguel Alfonso  
Kathleen Harrington

12. Approved the appointment of the following Achievement Coaches for the 2021-2022 school year with a stipend of \$3,500.00 each:

Samantha Shane  
Jennifer Skomial

13. Approved the appointment of the following Athletic Coaches for 2021-2022 school year:

| <b>Sport</b>                     | <b>Coach</b>      |
|----------------------------------|-------------------|
| Cross Country: Boys Varsity      | Louis Rosso       |
| Cross Country: Girls Varsity     | Colleen Pascale   |
| Soccer: Boys Varsity             | Timothy Gordon    |
| Soccer: Girls Varsity            | Michael Harriott  |
| Soccer: Boys Junior Varsity      | Michael Quaglio   |
| Soccer: Girls Junior Varsity     | David McBride     |
| Volleyball: Girls Varsity        | Kathleen Turnbull |
| Volleyball: Girls Junior Varsity | Kristen Maday     |
| Basketball: Boys Varsity         | Albert Prentice   |
| Basketball: Girls Varsity        | Timothy Gordon    |
| Basketball: Boys Junior Varsity  | Adam Wirjosemito  |
| Basketball: Girls Junior Varsity | Kevin Brophy      |
| Baseball: Varsity                | Kevin Brophy      |
| Softball: Varsity                | Michael Harriott  |
| Golf: Boys Varsity               | Timothy Gordon    |
| Golf: Girls Varsity              | Albert Prentice   |

14. Approved the appointment of the following Assistant Athletic Coaches for the 2021-2022 school year:

| Sport       | Assistant Coach  |
|-------------|------------------|
| Boys Soccer | Justin Jacobs    |
| Baseball    | Allen Kaye       |
| Softball    | Jessica Prentice |

15. Confirmed and approved an increase in total hours for the following Cosmetology Remediation Instructors for program assessments and certification exams from 37.5 hours to 45 hours to be shared among all instructors at their hourly rate for the period September 14, 2020, through June 18, 2021, with funding provided by FY21 Perkins Secondary Grant:

Brigida Alonzo  
 Ziella Farnese  
 Kathleen Marshall

16. Approved the appointment of the following Club Advisors for the 2021-2022 school year:

| Club/Organization   | Advisor   |
|---|---|
| Art/Photography Club  | Ruben Rosado  |
| Chorus  | Michael LeRose  |
| Civic Action Club   | Colleen Pascale   |
| Class of 2022   | Catherine Mohrle  |
| Class of 2023   | Samantha Shane  |
| Class of 2024   | Kathleen Turnbull                                       |
| Class of 2025   | Megan Petrucelli  |
| DECA  | Kimberly Delesky  |
| Environmental Action Club   | Lauren Martin   |
| Fitness Club  | Kevin Brophy (Fall); Kristen Maday (Winter and Spring); |
| Gender and Sexuality Alliance Club  | Ashley Brooks and Jennifer Katz (co-advisors)           |
| HOSA  | Catherine Bienkowski                                    |
| HOSA  | Jacqueline Graulich                                     |
| Jazz Band   | Michael LeRose  |
| Key Club  | LaToya Evans  |
| Literary Club   | Christine Hietanen                                      |
| Model UN  | Kathleen Turnbull and Adam Wirjosemito (co-advisors)    |
| Multicultural Club  | Rocio Felix and Chung-Yi Lin (co-advisors)              |
| National Dance Honor Society (Academy for Performing Arts at Morris Knolls High School) | Lisa Peluso   |
| National Honor Society  | Justin Jacobs and Adam Wirjosemito (co-advisors)        |
| National Technical Honor Society  | Deirdre Romero  |
| Peer Leader Club  | Samantha Shane and Jennifer Skomial (co-advisors)       |
| Skills USA  | Kevin Conover   |
| Skills USA  | Kimberly Delesky  |
| Student Ambassadors   | Jacqueline Graulich                                     |

17. Confirmed and approved the appointment of the following faculty members as Summer Learning Acceleration Program Coordinators for a maximum of 120 hours to be shared between all coordinators at their hourly rate for the periods July 12, 2021 through July 29, 2021 and August 9, 2021 through August 26, 2021 (5 hours/day; 4 days/week), with funding provided by the ESSER III Grant:

Kathleen Harrington  
 Michael Quaglio  
 Samantha Shane

18. Confirmed and approved the appointment of the following faculty members as Summer Learning Acceleration Credit Recovery Instructors at their hourly rate for a maximum of 60 hours per session per subject area, 5 hours per day, 4 days per week as indicated, with funding provided by the ESSER III Grant:

| <b>Session 1: July 12 – July 29, 2021</b> |             |
|---|-------------|
| Chung-Yi Lin and Ruben Rosado (Shared)    | CTE         |
| Kristen Maday                             | PE & Health |

| <b>Session 2: August 9 – August 26, 2021</b> |                    |
|--|--------------------|
| Christine Hietanen                           | English I, II, III |
| Kevin Brophy                                 | PE & Health        |

19. Approved the appointment of the following faculty members as Summer Learning Acceleration Enrichment Program Instructors at their hourly rate for a maximum of 16 hours per session per subject area, 4 hours per day for 4 days as indicated, with funding provided by the ESSER III Grant:

| <b>Session 1: August 9 – August 12, 2021</b> |         |
|--|---------|
| Marissa Levis                                | English |
| Catherine Mohrle                             | English |

| <b>Session 2: August 16 – August 19, 2021</b> |               |
|---|---------------|
| Kathleen Harrington                           | Algebra I, II |
| Chung-Yi Lin                                  | Algebra I, II |
| Raquel Ayala                                  | Geometry      |

20. Approved the appointment of Mychelle Perez, School Counselor, to work during the period July 14, 2021 through August 31, 2021 at her hourly rate for a maximum of 60 hours.

21. Approved the appointment of the following faculty members to write new and revised curricula at the rate of \$33.00 per hour for the 2021-2022 school year with final approved product due by September 1, 2021:

| <b>Name</b>                            | <b>Curriculum</b>             | <b>Type</b> | <b>Max Hours</b> | <b>Funding</b>               |
|--|-------------------------------|-------------|------------------|------------------------------|
| Darryl DiGiovanna and Steven Hendricks | CIS 11-Emerging Technologies  | New         | 50 (Shared)      | General                      |
| Alessandro Pizzo                       | Biology for Health Sciences   | New         | 50               | FY22 Perkins Secondary Grant |
| Alessandro Pizzo                       | Experimental Design           | Revision    | 37.5             | FY22 Perkins Secondary Grant |
| Alessandro Pizzo                       | Introduction to Biotechnology | Revision    | 37.5             | FY22 Perkins Secondary Grant |
| Alessandro Pizzo                       | Applied Biotechnology         | Revision    | 37.5             | FY22 Perkins Secondary Grant |

22. Rescinded the appointment of the following faculty members to write curricula at the rate of \$33.00 per hour for the 2020-2021 school year:

| Name               | Curriculum                                      | # Hours | Funding Source               |
|--------------------|---|---------|------------------------------|
| Darryl DiGiovanna  | CIS Cybersecurity - Network Security (Revision) | 37.5    | FY21 Perkins Secondary Grant |
| Deirdre Romero     | International Business                          | 50      | FY21 Perkins Secondary       |
| Deirdre Romero     | Intro to Supply Chain Management                | 50      | FY21 Perkins Secondary       |
| Kathleen Whitehead | Exercise Science 2                              | 50      | FY21 Perkins Secondary Grant |

23. Approved the appointment of Peter Bedell as County Apprenticeship Coordinator for a maximum of 200 hours at the rate of \$40.00 per hour for the period July 14, 2021 through June 30, 2022, with funding provided by FY22 Perkins Postsecondary Grant, pending final funding decision by the New Jersey DOE.
24. Approved the appointment of the following ESL Instructors for summer classes for a maximum of 30 hours each at the rate of \$35.00 per hour for the period July 19, 2021 through August 30, 2021, with funding provided by FY22 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant, pending final funding decision by the New Jersey LWD:

Theresa Whalen  
Lauren Pannucci

Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Hyland, Mrs. Roth Starr and Dr. Purnell  
No: 0  
Abstain: 0  
Motion Carried.

#### HEARING OF THE PUBLIC - NONE

#### OLD BUSINESS

- New Jersey School Boards Association Workshop 2021: October 26-28, 2021 (virtual)

#### NEW BUSINESS

- Next Board Meeting: August 10, 2021 at 7:30 a.m.

#### ADJOURNMENT

Motion made by Mrs. Roth Starr, seconded by Mr. Hyland, to adjourn the meeting at 7:52 a.m.

All present voted yes – Motion carried.

Respectfully submitted,

  
James Rollo, Business Administrator/Board Secretary