

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION

August 10, 2021

A regular meeting of the Morris County Vocational School District held on August 10, 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 and Mrs. Hanna Roth Starr.

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

**CORRESPONDENCE - None**

**SUPERINTENDENT'S REPORT**

- Mrs. Castelli presented the Mentoring and PD Plans to the board.

**Information Only:**

- Security and Fire Drill Logs and Student Incident Reports

**COMMITTEE PROGRAMS - NONE**

**HEARING OF THE PUBLIC – None**

**MINUTES**

The following motion made by Mrs. Roth Starr, seconded by Mr. Hyland, was approved as submitted.

1. Approved the minutes of the Regular Session Meeting of the Board of Education of July 13, 2021 as submitted.

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

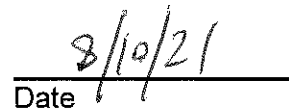
## BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT and TREASURER'S REPORT

The following motions made by Mrs. Roth Starr, 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 June 2021. Further, pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education certifies that as of June 30, 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 June 30, 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 June 30, 2021.

Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Hyland and Mrs. Roth Starr  
No: 0  
Abstain: 0  
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. Approved the attached 2021-2022 Memorandum of Understanding for Live Stream Video Surveillance between the Morris County Vocational School District and the Denville Township Police Department.
5. Approved the attached 2021-2022 Memorandum of Understanding for Live Stream Video Surveillance between the Morris County Vocational School District and the Morris County Office of Emergency Management.
6. Accepted the funding from the NJDOE for the FY22 IDEA grant application in the amount of \$255,651.00 for the period of July 1, 2021, to June 30, 2022.
7. Refused all funds allocated under the FY22 ESEA Consolidated Grant in the amount of \$131,263.00 for the period of July 1, 2021, to June 30, 2022.

8. Accepted funding from the NJ LWD for FY22 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant Program for the Morris/Sussex/Warren Consortium in the amount of \$610,152.00 for the period July 1, 2021 through June 30, 2022.
9. Approved the submission of the FY22 ARP IDEA application in the amount of \$52,315.00 for the period of June 1, 2021 to June 30, 2022.
10. Confirmed and approved Change Order #4 for an add of \$3,880.01 for Lanyi & Tevald, Inc. which represents a charge for additional labor, materials and equipment to provide round diffusers per FB-02, gravel fill at underslab ducts, a Mitsubishi unit upgrade and split finish wood doors to be deducted from the \$20,000.00 contingency allowance. The final contract sum including this change order remains the same at \$1,114,414.00.
11. Confirmed and approved Change Order #5 for an add of \$20,000.00 for Lanyi & Tevald, Inc. which represents a charge for additional labor, materials and equipment to provide shop drawings and supplemental steel supports for rooftop equipment to be deducted from the \$20,000.00 steel subcontract allowance. The final contract sum including this change order remains the same at \$1,114,414.00.
12. Approved Change Order #1 for an add of \$4,000.00 for Hanna's Mechanical Contractors, Inc. which represents a charge for storage costs for equipment until the 2022 summer recess due to production delays. The final contract sum including this change order increases to \$542,750.00.

Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Hyland and Mrs. Roth Starr  
No: 0  
Abstain: 0  
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.
2. Approved a change in name and category for the Drama Club/International Thespian Society from Category II to International Thespian Society Category I for the 2021-2022 school year.
3. Approved a change in name and category for the Tech Club from Category I to STEM Club Category II for the 2021-2022 school year.
4. Confirmed and approved the attached affiliation agreement between the Morris County Vocational School District and Laboratory Corporation of America Holdings to provide a clinical experience for Adult Continuing Education Phlebotomy students effective July 20, 2021.
5. Approved the attached Articulation Agreement between the Morris County School of Technology Electrical Trades Program and the Morris County Vocational School District Continuing Education Electrical Apprenticeship Program.
6. Approved the attached Articulation Agreement between the Morris County School of Technology Plumbing and Pipefitting Program and the Morris County Vocational School District Continuing Education Plumbing Apprenticeship Program.

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

## **POLICIES AND PROCEDURES**

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 following revised policies:

3542.2	School Program Arrears
5131.2	Harassment, Intimidation and Bullying
6140	Curriculum Adoption

2. Approved the first reading of the following new policy:

2224.1	Title IX-Sex-Based Discrimination
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Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Hyland and Mrs. Roth Starr  
No: 0  
Abstain: 0  
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. Accepted the resignation due to retirement of Marilyn Donahue, Teacher of Healthcare Sciences, effective December 31, 2021.
2. Approved the transfer of Jessica Short from Art Teacher to Multimedia Academy Teacher at BA+30 Step 1 effective September 1, 2021 through June 30, 2022.
3. Approved advancement on the salary guide to MA+30 for Laura Ingrassia, Teacher of Mathematics, effective September 1, 2021.
4. Approved the appointment of substitute teachers, school nurses, secretaries, security guards and custodians for the 2021-2022 school year as per attached list.
5. Approved the appointment of Mirna Esquivel as a full-time 12-month Evening Custodian at Step 3-4 with an anticipated start date of September 9, 2021 through June 30, 2022, pending successful completion of a criminal history background check and pre-employment physical examination.
6. Approved the appointment of the following Detention Monitors for the 2021-2022 school year at the rate of \$34.00 per hour:

Jill Catherwood  
Jacqueline Graulich  
Michael Harriott  
Chung-Yi Lin  
Lynn Mankofsky  
Catherine Mohrle

Michael Quaglio  
Laurie Sisto  
Adam Wirjosemito

7. Approved the appointment of Jessica Prentice as an Assistant Athletic Coach for Girls Soccer for the 2021-2022 school year.
8. Approved the appointment of Mary Jo Anzano as a Volunteer Girls Soccer Coach for the 2021-2022 school year.
9. Approved the appointment of the following Athletic Site Managers for the 2021-2022 school year at the rate of \$100.00 per event:

Michael Harriott  
Kathleen Whitehead  
Adam Wirjosemito

10. Approved the appointment of the following Timekeepers for the 2021-2022 school year at the rate of \$35.00 per game:

Erin Lowe  
Kathleen Whitehead

11. Approved the appointment of the following staff members as CPR/First Aid Recertification Instructors at the rate of \$33.00 per hour for a maximum of 4 hours each for the 2021-2022 school year:

Kristen Maday  
Kathleen Whitehead

12. Approved the appointment of the following staff members as After School Student Advisors at the rate of \$33.00 per hour for 2.5 hours per day from 3:00 – 5:30 p.m. for 4 days per week for a maximum of 35 weeks (total hours to be shared between all advisors) for the 2021-2022 school year:

Jacqueline Graulich  
Chung-Yi Lin  
Lynn Mankofsky  
Mychelle Perez  
Michael Quaglio  
Laurie Sisto  
Gina Visconti  
Kathleen Whitehead  
Adam Wirjosemito

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

<b>Club/Organization</b>	<b>Advisor</b>
First Robotics	Darryl DiGiovanna and Chung-Yi Lin (Co-Advisors)
International Thespian Society	Catherine Mohrle and Gina Visconti (Co-Advisors)

14. Confirmed and approved the appointment of Gina DiDomenico, Student Recruitment and Community Relations Specialist, to work during the period July 1, 2021 through August 31, 2021 at her hourly rate for a maximum of 20 hours.

15. Approved the appointment of the following faculty members to teach one additional block of instruction for the 2021-2022 school year:

<u>Name</u>	<u>Funding Source</u>
Vincenia Annuzzi	General Fund
Melissa Eckoff	FY22 ARP IDEA (pending final approval)
Rocio Felix	General Fund
Timothy Gordon	General Fund
Lauren Martin	General Fund
Michael Quaglio	FY22 ARP IDEA (pending final approval)
Debra Romano	FY22 ARP IDEA (pending final approval)
Marianne Renna	FY22 ARP IDEA (pending final approval)
Tania Saez	General Fund
Laurie Sisto	General Fund
Danah Younce	FY22 ARP IDEA (pending final approval)

16. Approved the appointment of the following faculty members to write new curricula at the rate of \$33.00 per hour for the 2021-2022 school year with final approved product due by December 31, 2021:

Name	Curriculum	Type	Max Hours	Funding
Kathleen Whitehead	Exercise Science 2	New	50	FY22 Perkins Secondary Grant
Catherine Bienkowski	Intro to Healthcare Careers	New	50	FY22 Perkins Secondary Grant
Stephen Gelb	Astronomy (Semester Course)	New	25	General Fund

17. Approved the following individuals as Admissions Testing and Task Proctors for the 2021-2022 school year at the rate of \$33.00 per hour:

Chung-Yi Lin	Mychelle Perez	Laurie Sisto
Erin Lowe	Susan Phillips	Kathleen Turnbull
Kristen Maday	Samantha Shane	Gina Visconti
Catherine Mohrle		

18. Approved the appointment of the following Academy Admissions Test Developers for a maximum of 25 hours each at the rate of \$33.00 per hour, with final approved product by September 15, 2021:

<u>Name</u>	<u>Subject</u>
Christine Hietanen	English
Samantha Shane	English

19. Amended the resolution of July 13, 2021 to confirm and approve the appointment of Kristen Maday as a Summer Learning Acceleration Credit Recovery Instructor for Health and Physical Education at her hourly rate for a maximum of 60 hours per session (July 12-29, 2021), 5 hours per day, 4 days per week, with funding provided by the ESSER II Grant for 48 hours and ESSER III Grant for 12 hours (changes to funding source).

20. Amended the resolution of July 13, 2021 to approve 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 (change due to Instructors sharing assignment):

<b>Session 2: August 16 – August 19, 2021</b>	
Sheila Arakelian and Chung-Yi Lin (shared)	Algebra I, II

21. Motion to amend the resolution of July 13, 2021 to approve 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 (change due to Instructors sharing assignment):

<b>Session 2: August 9 – August 26, 2021</b>	
Christine Hietanen and Marissa Levis (shared)	English I, II, III

22. Confirmed and approved the appointment of Miguel Alfonso as a Summer Learning Acceleration Credit Recovery Instructor for CTE at his hourly rate for a maximum of 15 hours during Session 1 (July 12-29, 2021), with funding provided by the ESSER III Grant.
23. Confirmed and approved 40 additional hours for Chung-Yi Lin as a Summer Learning Acceleration Credit Recovery Instructor for CTE at his hourly rate for Session 1 (July 12-29, 2021), with funding provided by the ESSER III Grant.
24. Confirmed and approved the appointment of Julia Ioannou as the School Nurse for the Summer Learning Acceleration Credit Recovery Program at her hourly rate for a maximum of 26 hours for the period July 12 through July 29, 2021, with funding provided by the ESSER II Grant.
25. Confirmed and approved a maximum of 10 additional hours each for the following faculty members for the Summer Learning Acceleration Credit Recovery and Summer Learning Enrichment programs during the period July 12 through 29, 2021 and August 9 through 26, 2021, at their hourly rate, with funding provided by the ESSER III Grant:

Miguel Alfonso  
Raquel Ayala  
Sheila Arakelian  
Kevin Brophy  
Kathleen Harrington  
Christine Hietanen  
Marissa Levis  
Chung-Yi Lin  
Kristen Maday  
Catherine Mohrle  
Michael Quaglio  
Ruben Rosado  
Samantha Shane

26. Confirmed and approved a stipend for Alyssa Sedlak to attend the Rutgers Global Logistics and Supply Chain Management Instructor Program for a total of twelve days during the period July 12 through July 30, 2021 at the rate of \$110.00 per day, with funding provided by FY22 Perkins Secondary Grant.
27. Confirmed and approved a stipend for Deirdre Romero to attend the Rutgers Global Logistics and Supply Chain Management Instructor Program for a total of five days during the period July 26-30, 2021 at the rate of \$110.00 per day, with funding provided by FY22 Perkins Secondary Grant.
28. Confirmed and approved a stipend for Deirdre Romero and Alyssa Sedlak to attend the VEI Training: National Teachers Conference July 20-22, 2021 for a total of three days each at the rate of \$110.00 per day, with funding provided by FY22 Perkins Secondary Grant.

29. Approved the appointment of the attached list of ABS/IELCE staff members for the period September 1, 2021 through June 30, 2022 with funding provided by FY22 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant.
30. Approved the appointment of the part-time Adult Continuing Education Instructors for the 2021-2021 school year as per attached list.
31. Approved the appointment of Jennifer Grana as a Teacher of Art 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 check and pre-employment physical examination.
32. Accepted the resignation due to retirement of Penny Manser, Secretary, effective September 30, 2021.

Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Hyland and Mrs. Roth Starr  
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

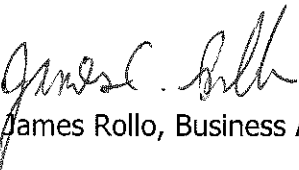
- County Commissioner Press Conference Regarding Bond Act Funding, County College of Morris, August 13, 2021 at 12 noon
- Next Board Meeting: September 14, 2021 at **6:30 p.m.**

#### ADJOURNMENT

Motion made by Mr. Hyland, seconded by Mrs. Roth Starr, to adjourn the meeting at 7:50 a.m.

All present voted yes – Motion carried.

Respectfully submitted,



James Rollo, Business Administrator/Board Secretary