

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION

**December 14, 2021**

A regular meeting of the Morris County Vocational School District held on December 14, 2021 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 the Daily Record by email on November 2, 2021 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 County Commissioners 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 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 details of the Start Strong Assessment Report for the testing that occurred earlier in the school year.
- Ms. Jackson presented the School Self-Assessment for Determining HIB Grades report for the high school and satellite locations.
- Mr. Moffitt provided an updated on the status of the Securing Our Children's Future Bond Act.

**Information Only:**

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

**COMMITTEE PROGRAMS - None**

**HEARING OF THE PUBLIC**

Peter Schuenzel, Randolph, retired faculty for MSE program, expressed appreciation for the program and inquired about the CIP code of the program. Mrs. Castelli indicated there has been no change. Mr. Schuenzel encouraged collaboration with parents and alumni regarding future modifications of the program. Mr. Moffitt shared that a joint steering committee will be looking at any potential modifications collaboratively.

Aditya Karsala, 107 Janell Drive, Parsippany, also spoke at last meeting, thanked the board for being receptive to concerns regarding the MSE program. Commented that feedback of parents, students and teachers is critical for the steering committee. Mrs. Dawson indicated that the steering committee will be doing just that.

## MINUTES

The following motions made by Mr. Hyland, seconded by Mr. Colasurdo, were approved as submitted.

1. Approved the minutes of the Reorganization and Regular Session Meetings of the Board of Education of November 1, 2021 as submitted.
2. Approved the minutes of the Closed Session Meeting of the Board of Education of November 1, 2021 as submitted.

Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Colasurdo, 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 Mr. Hyland, seconded by Mr. Colasurdo, 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 October 2021. Further, pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education certifies that as of October 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 October 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

12/14/21  
Date

2. Approved the Report of the Treasurer submitted pursuant to N.J.S.A. 18A:17-36 for the period ending October 31, 2021.

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

## FINANCE

The following motions made by Mr. Hyland, seconded by Mr. Colasurdo, 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 2021/2022 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 Change Order #8 for an add of \$4,527.02 for Lanyi & Tevald, Inc. which represents a charge for additional labor, materials and equipment to provide and install WaterSaver turrets and quick connects and hoses for the compressed air and natural gas lines to be deducted from the remainder of the \$20,000.00 contingency allowance. The final contract sum including this change order increases to \$1,114,875.53.
5. Approved Change Order #9 for an add of \$934.50 for Lanyi & Tevald, Inc. which represents a charge for additional labor, materials and equipment to provide and install alternate in-stock VFDs in lieu of long-lead basis of design VFDs. The final contract sum including this change order increases to \$1,115,810.03.
6. Approved the following tuition rates for the LPN postsecondary program for the 2022-2023 school year (2% rate increase from 2021-2022):

Program	2021-2022 In County Rate	2022-2023 In County Rate	2021-2022 Out of County Rate	2022-2023 Out of County Rate
LPN	\$11,735	\$11,970	\$12,879	\$13,137

7. Approved the following resolution:

WHEREAS, the Morris County Vocational School District, in the County of Morris, New Jersey, (the "Board"), desires to proceed with a "school facilities project," generally consisting of renovations (Phase Two), of the former automotive room into a Science Lab and related improvements at the School of Technology; and

WHEREAS, the Board now seeks to take steps in order to proceed with the project and comply with N.J.A.C. 6A:26-5.2 and 5.3 and related sections of the code; and

WHEREAS, the New Jersey Department of Education reviews and approves "other capital," and school facilities projects; and

WHEREAS, the District is NOT seeking ROD Grant Funding or Debt Service Aid.

NOW THEREFORE, BE IT RESOLVED, that the Morris County Vocational School District Board of Education does hereby authorize and direct the architectural firm of USA Architects, Planners + Interior Designers and the School Business Administrator, as applicable, to prepare the Department of Education Submission Package in connection with the project.

That the Architect and the School Business Administrator, as applicable, are hereby authorized to prepare an amendment to the district's Long Range Facility Plan in connection with the project.

That the Architect, the School Business Administrator, Bond Counsel, and Board Attorney, as applicable, are hereby authorized to undertake all related actions necessary in connection with the project.

BE IT FURTHER RESOLVED, that the Morris County Vocational School District Board of Education authorizes the submission of the project to the New Jersey Department of Education for consideration and approval.

8. 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 2021-2022 school year 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 vendor as listed below:

<b>Vendor</b>	<b>Commodity</b>	<b>Contract #</b>	<b>Expiration</b>
VWR International LLC	T0115 Scientific Equipment and Accessories, Supplies and Maintenance Statewide	17-FLEET-01037	12/31/2023

9. Approved the submission of the FY22 School Security Grant application in the amount of \$93,869.00 for the period of September 1, 2021 to August 31, 2022.

10. Approved the following resolution:

WHEREAS, a number of Boards of Education in Morris and Essex Counties have joined together to form a Joint Insurance Pool as permitted by N.J. Title 18A-18B; and

WHEREAS, said Pool was approved effective February 10, 1984 by the New Jersey Commissioner of Insurance and has been in operation since that date; and

WHEREAS, the Pool contains elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Pool; and

WHEREAS, the Board of Education of the Morris County Vocational School District has determined that membership in the MORRIS ESSEX INSURANCE GROUP is in the best interest of the District; and

NOW THEREFORE BE IT RESOLVED that the Board of Education of the Morris County Vocational School District does hereby agree to renew membership in the MORRIS ESSEX INSURANCE GROUP and hereby accept the Bylaws as approved and adopted. The renewal term is from July 1, 2022 to June 30, 2025.

BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator is authorized to execute the application for membership and the accompanying certification on behalf of the District; and

BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the Pool as are required by the Pool's Bylaws and to deliver the same to the Executive Director.

11. Approved an increase in the daily rate for the following substitute positions effective January 1, 2022:

	<b>Current Daily Rate</b>	<b>New Daily Rate</b>
Substitute Teacher	\$100.00	\$110.00
Substitute Teacher (after 10 consecutive days of duty)	\$100.00	\$135.00 for the remainder of the current school year
Substitute Teacher, CTE Substitute Certified	\$125.00	\$135.00
Substitute Nurse	\$170.00	\$180.00
Substitute Secretary	\$100.00	\$110.00
Substitute Custodian	\$100.00 / \$125.00 with black seal	\$110.00 / \$135.00 with black seal
Substitute Security Guard	\$100.00	\$110.00

12. Approved an increase in the hourly rate for school bus drivers from \$25.00 per hour to \$30.00 per hour effective January 1, 2022.
13. Accepted a donation in the amount of \$2,000.00 from Thrift Barns of Morris County for scholarship purposes, with a letter of appreciation to the donor.
14. Approved the following resolution:

WHEREAS, pursuant to PL 2018, chapter 119, New Jersey voters approved the Securing Our Children's Future ballot question in November of 2018, authorizing \$500 million in state bonding to expand career and technical education and improve school security and drinking water infrastructure; and

WHEREAS, the Securing Our Children's Future Bond Act is providing grants to county vocational-technical school districts and county colleges for the purpose of increasing the capacity to prepare students for high-demand, technically skilled careers in key industry sectors; and

WHEREAS, the New Jersey Department of Education had given notice that funds are available from the Career and Technical Education ("CTE") Program Expansion Grants to be used by county vocational school districts to increase the capacity to offer CTE programs which prepare students for high-demand, technically skilled careers aligned with labor market demands and economic development goals; and

WHEREAS, on February 16, 2021 the Morris County Vocational School District approved the submission of an application for CTE Program Expansion Grants in the amount of \$24,794,995.00 in conformance with the Securing Our Children's Future Bond Act and regulations at N.J.A.C. 6A:26A, with the support and endorsement of the Morris County Board of County Commissioners; and

WHEREAS, on May 17, 2021 the Morris County Vocational School District received project approval from the State of New Jersey Department of Education Office of School Facilities Projects to advance the project as a schematic other capital project under state project number 3365-N03-21-1000; and

WHEREAS, on September 13, 2021 the Morris County Vocational School District was notified that its project submitted in conformance with the Securing Our Children's Future Bond Act and regulations at N.J.A.C. 6A:26A was approved in the amount of \$18,596,246.00, which represents 75% of the total project cost; and

WHEREAS, on December 13, 2021 the Morris County Vocational School District received the Notification of Grant Award from the New Jersey Department of Education in the amount of \$18,596,246.00.

NOW THEREFORE BE IT RESOLVED, that the Morris County Vocational School District Board of Education accepts the grant award funding from the New Jersey Department of Education for the FY21 Bond Act CTE Grant, grant number 21E00191, in the amount of \$18,596,246.00 to fund state project number 3365-N03-21-1000.

Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Colasurdo, 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. Colasurdo, 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. Confirmed and approved the senior Structured Learning Experiences for the 2021-2022 school year as per the attached list.
3. Approved the attached list of field trips for the 2021-2022 school year.
4. Approved the following resolution:

WHEREAS, the Morris County Vocational School District Board of Education received the Harassment, Intimidation and Bullying Report of the Superintendent dated November 1, 2021;

WHEREAS, the parties involved in the case(s) reported were notified of the results of the investigation, Superintendent's decision and the rights of those parties to request a hearing before the Board of Education; and

WHEREAS, no requests for a hearing before the Board of Education have been received; and

WHEREAS, the Anti-Bullying Bill of Rights provides the Board of Education the opportunity to affirm, modify or reject the Superintendent's decisions on reported cases of Harassment, Intimidation and Bullying;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education affirms the Superintendent's decision in the case(s) listed in the HIB Investigation Reports reported to the Board at its regularly-scheduled Board of Education meeting on November 1, 2021. (Attachment #16)

5. Approved the attached In-District Counseling Contract between the Morris County Vocational School District and Tri-County Behavioral Care, LLC to provide mental health services onsite at the Morris County School of Technology to students and staff for the 2021-2022 school year as presented.
6. Approved the following new curricula as aligned to the attached designated New Jersey Student Learning Standards:

CIS11 Emergency Technologies

HCS9 Introduction to Healthcare Careers

7. Approved the School Self-Assessment for Determining HIB Grades for the period July 1, 2020 through June 30, 2021 for the following district schools:

Morris County School of Technology  
Academy for Athletic Training and Physical Therapy  
Academy for Biotechnology  
Academy for Environmental Science  
Academy for Mathematics, Science and Engineering  
Academy for Performing Arts

Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Colasurdo, Mr. Hyland and Mrs. Roth Starr  
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 Jacqueline Graulich, Admissions Specialist, effective December 11, 2021.
2. Accepted the resignation of Jonathan Toth, Maintenance Mechanic, effective December 31, 2021.
3. Accepted the resignation of Thomas Randolph, Security Guard, effective December 31, 2021.
4. Accepted the resignation of Jacqueline Graulich as Student Ambassador Advisor, Red Cross Co-Advisor and HOSA Advisor effective December 11, 2021.
5. Accepted the resignation of Lisa Peluso as National Honor Society for Dance Arts Advisor effective December 23, 2021.
6. Approved the appointment of Keymer Botero as a Teacher in the Academy for Computer and Information Sciences at BA+30 Step 1 with an anticipated start date of February 15, 2022 through June 30, 2022, pending successful completion of a criminal history background check and pre-employment physical examination.
7. Approved the appointment of Kelly Peterson as a Teacher of Dance in the Academy for Performing Arts to fulfill a leave of absence at BA+30 Step 2 for the period January 1, 2022 through June 30, 2022, pending successful completion of a criminal history background check and pre-employment physical examination.
8. Approved the appointment of Felix Camacho as an Admissions Specialist (12-month position) at the annual salary of \$81,000.00 with an anticipated start date of December 28, 2021 through June 30, 2022, pending successful completion of a criminal history background check and pre-employment physical examination.
9. Confirmed and approved the appointment of Colleen Pascale as Assistant Bowling Coach for the 2021-2022 school year.
10. Confirmed and approved the appointment of Miriam Paz as a Spanish Language Translator for the Information Session on November 18, 2021 at the rate of \$33.00 per hour for a maximum of 2.5 hours.

11. Approved the following individuals as CTE Student Showcase Coordinators for the 2021-2022 school year at the rate of \$33.00 per hour for a maximum of 45 hours each with funding provided by the FY22 Perkins Secondary Grant.

Brigida Alonzo  
Katherine Ilardi  
Kathleen Marshall  
Colleen Pascale  
Samantha Shane

12. Approved the appointment of the following DECA Chaperones for the 2021-2022 school year:

Rocio Felix  
Justin Jacobs  
Marissa Levis  
Deirdre Romero  
Alyssa Sedlak  
Laurie Sisto

13. Approved the appointment of the following SkillsUSA Chaperones for the 2021-2022 school year:

Jennifer Grana  
Marissa Levis  
Chung-Yi Lin

14. Approved the appointment of Justin Jacobs as a HOSA Advisor for the period December 15, 2021 through June 30, 2022.
15. Approved the appointment of Jessica Short as Student Ambassador Advisor for the period December 15, 2021 through June 30, 2022.
16. Approved the appointment of Kelly Peterson as APA Production Director – Dance for the period January 1, 2022 through June 30, 2022.
17. Approved the appointment of Kelly Peterson as National Honor Society for Dance Arts Advisor for the period January 1, 2022 through June 30, 2022.
18. Approved the appointment of Stephen Petonak as a Timekeeper for the 2021-2022 school year at the rate of \$35.00 per game.
19. Approved Tess Edwards from Marist College as an Atlantic Health Systems Athletic Training Services Intern for the period December 18, 2021 through January 14, 2022.
20. Approved the attached job description for Special Education One-on-One Aide.
21. Accepted the resignation of William Mickley as a part-time Adult Continuing Education Building Trades Instructor effective December 15, 2021.
22. Accepted the resignation of Heather Hodsdon, part-time Adult Continuing Education ESL Instructor, effective December 18, 2021.
23. Approved the appointment of Carolina Marin as a part-time Adult Continuing Education ESL Instructor for a maximum of 84 hours at the rate of \$35.00 per hour for the period January 3, 2022 through June 30, 2022, with funding provided by FY22 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant.



24. Approved the appointment of Hetal Thaker as a part-time Adult Continuing Education Phlebotomy Instructor at the rate of \$35.00 per hour for a maximum of 95 hours for the period January 15, 2022 through June 30, 2022.
25. Approved the appointment of Keri Mitchell as a part-time Adult Continuing Education Clinical Skills Instructor at the rate of \$35.00 per hour for a maximum of 20 hours for the period January 15, 2022 through June 30, 2022.
26. Approved the appointment of Michael Romano as a part-time Adult Continuing Education Mentor (to non-traditional students) at a rate of \$35.00 per hour for a maximum of 40 hours for the period of December 15, 2021 through May 31, 2022, with funding provided by the FY22 Perkins Postsecondary Grant.

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

## **FACILITIES**

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

1. Approved the use of the facilities by Denville PAL as an emergency alternate location for youth wrestling matches in the Building #4 Multipurpose Room throughout the winter season as the situation warrants pending room availability and receipt of a certificate of insurance.
2. Approved the use of the facilities by the Township of Denville Recreation Department for adult men's basketball games and practices in the Building #4 Multipurpose Room from 8:00 p.m. – 10:00 p.m. on Mondays from December 20, 2021 through May 2, 2022 pending receipt of a certificate of insurance.

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

**HEARING OF THE PUBLIC - None**

## **OLD BUSINESS**

- Sports Award Banquet: June 8, 2022
- Share-Time Completers Ceremony: June 10, 2022
- Graduation: June 21, 2022

## **NEW BUSINESS**

- Strategic Planning Meeting #1: Wednesday, December 15<sup>th</sup> at 6:00 p.m. (Virtual)
- Strategic Planning Meeting #2: Wednesday, January 19<sup>th</sup> at 6:00 p.m. (Virtual)
- Next Board Meeting: January 11, 2022 at **6:30 p.m.**

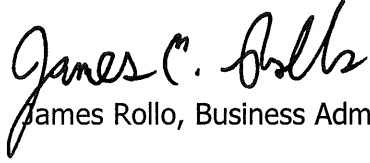
**ADDITIONAL BUSINESS - None**

**ADJOURNMENT**

Motion made by Mr. Hyland, seconded by Mr. Colasurdo, to adjourn the meeting at 7:35 p.m.

All present voted yes – Motion carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "James C. Rollo". The signature is written in a cursive, flowing style.

James Rollo, Business Administrator/Board Secretary