

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION

**July 12, 2022**

A regular meeting of the Morris County Vocational School District held on July 12, 2022 at the Morris County School of Technology, 400 East Main Street, Denville, New Jersey and 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 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. John Hyland and Mrs. Hanna Roth Starr.

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

**APPOINTMENT AND ELECTION OF OFFICERS**

**MOTION TABLED** – Motion to appoint Mr. Roger A. Jinks, Sr. as a Trustee to the Morris County Vocational School District Board of Education and administer the oath of office. (Mr. Jinks not present)

**CORRESPONDENCE** - None

**SUPERINTENDENT'S REPORT**

**Information Only:**

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

**COMMITTEE PROGRAMS** - NONE

**HEARING OF THE PUBLIC** (related to agenda items only) – 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 14, 2022 as submitted.

2. Approved the minutes of the Closed Session Meeting of the Board of Education of June 14, 2022 as submitted.

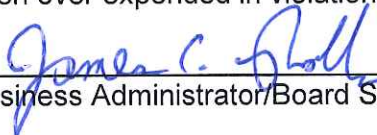
Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Hyland and Mrs. Roth Starr  
No: 0  
Abstain: 0  
Motion Carried.

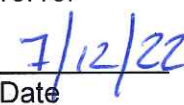
## **BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT and TREASURER'S REPORT**

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

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 2022. Further, pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education certifies that as of May 31, 2022, 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, 2022 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

Approved the Report of the Treasurer submitted pursuant to N.J.S.A. 18A:17-36 for the period ending May 31, 2022.

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 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. Confirmed and approved 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, 2022 through June 30, 2023.
5. Approved the fee for the Timekeeper at \$35.00 per game for the 2022-2023 school year.

6. Approved the submission of the FY23 IDEA Grant application in the amount of \$269,353.00 for the period of July 1, 2022 through June 30, 2023.
7. Approved the attached Agreement between the Morris County Vocational School District and the Township of Denville for School Resource Officer services for school years 2022-2023, 2023-2024, 2024-2025 and 2025-2026 (21.8% increase for school year 2022-2023 from the previous school year; 2.25%, 2.5% and 2.26% annual increases thereafter).
8. Accepted additional funding from the NJ LWD through the FY22 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant Program for Online Teaching and Learning to be shared as allocated between Morris, Sussex, and Warren counties in the amount of \$249,569.00 for the period July 1, 2022 through September 30, 2022.
9. Accepted funding from the NJ LWD for the FY23 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant Program to be shared as allocated between Morris, Sussex, and Warren counties in the amount of \$898,711.00 for the period July 1, 2022 through June 30, 2023.

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 Work-Based Learning Experiences for the 2022-2023 school year as per the attached list.
2. 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 June 14, 2022;

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 June 14, 2022.

3. Approved the change from Category II to Category III for the First Robotics Club for the 2022-2023 school year.

4. Approved the establishment of the position of DECA Assistant Advisor (Category I) for the 2022-2023 school year.

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

## **POLICIES AND PROCEDURES**

The following motion made by Mr. Hyland, seconded by Mrs. Roth Starr, 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:

4119.3/4219.3 Healthy Workplace Environment

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 Gilmer Quiroz, Custodian, effective August 31, 2022.
2. Accepted the resignation of Darol Byssainthe, Maintenance Mechanic, effective June 22, 2022.
3. Approved advancement on the salary guide to MA+30 for Christine Hietanen, Teacher of English, effective September 1, 2022.
4. Approved the appointment of Victoria Inwood as a Payroll, Benefits and Insurance Manager at the prorated annual salary of \$94,000.00, with an anticipated start date of August 8, 2022 through June 30, 2023, pending successful completion of a criminal history background check and pre-employment physical examination.
5. Approved 5 additional vacation days be granted to Victoria Inwood, Payroll, Benefits and Insurance Manager, during her initial year of employment for a total of 10 vacation days for the 2022-2023 school year. Allowable vacation days for subsequent years will be in accordance with the board-approved Schedule of Benefits for 12-Month Non-Represented Employees.
6. Approved the appointment of the following individuals as Summer Camp Instructors for the period July 18, 2022 through July 22, 2022 at the rate of \$100.00 per day, with funding provided by the FY23 Perkins Secondary Grant:

Frank Caccavale  
Ben Castelli

7. Approved the appointment of Mary Ann George as a Substitute Secretary for the 2022-2023 school year.
8. Rescinded the appointment of Cesar Torres as a part-time School Bus Driver for the 2022-2023 school year.

9. Approved the appointment of Chung-Yi Lin as a Summer Learning Acceleration Program Coordinator for the period July 25, 2022 through July 28, 2022 for a maximum of 12 hours at his hourly rate, with funding provided by the ESSER III Grant.
10. Approved the appointment of the following faculty members as Achievement Coaches for the 2022-2023 school year with a \$5,000.00 stipend each, with funding provided by the ESSER III Grant:

Samantha Shane  
Jennifer Skomial

11. Approved the appointment of the following faculty members as Department Chairs for the 2022-2023 school year in the following subject areas, with a \$5,000.00 stipend each:

Name	Area	Funding Source
Kevin Conover	Share Time CTE	FY23 Perkins Secondary Grant
LaToya Evans	Science	Esser III
Christine Hietanen	English	Esser III
Laura Ingrassia	Math	Esser III
Kristen Maday	PE/Health	Esser III
Alessandro Pizzo	Academy CTE	FY23 Perkins Secondary Grant
Debra Romano	Special Education	Esser III
Justin Jacobs	Social Studies	Esser III
Rocio Felix	World Language	Esser III

12. Approved the appointment of the following faculty members to write new and revised curricula at the rate of \$33.00 per hour for the 2022-2023 school year, with final approved product due by September 1, 2022:

Name	Curriculum	Type	Maximum Hours	Funding Source
Debra Romano	Resource Room-Special Ed: English I	New	50	FY23 IDEA Grant
Debra Romano	Resource Room-Special Ed: English II	New	50	FY23 IDEA Grant
Michael Quaglio	Resource Room-Special Ed: World History	New	50	FY23 IDEA Grant
Michael Quaglio	Resource Room-Special Ed: US History I	New	50	FY23 IDEA Grant
LaToya Evans and Melissa Eckoff	Resource Room-Special Ed: Biology	New	50	FY23 IDEA Grant
Lauren Martin and Melissa Eckoff	Resource Room-Special Ed: Chemistry	New	50	FY23 IDEA Grant
Kathleen Harrington	Resource Room-Special Ed: Algebra/Geometry I	New	50	FY23 IDEA Grant
Kathleen Harrington	Resource Room-Special Ed: Algebra/Geometry II	New	50	FY23 IDEA Grant
Laurie Sisto	Introduction to Spanish Language & Cultures	New	50	General Fund
Laurie Sisto	Spanish 1	Revise	37.5	General Fund
Laurie Sisto	Spanish 2	Revise	37.5	General Fund
Rocio Felix	Spanish 3	Revise	37.5	General Fund
Rocio Felix	Spanish 3 Honors	Revise	37.5	General Fund

13. Approved the appointment of Tina Steinberg as Special Needs Liaison, effective July 13, 2022 through June 30, 2023, for a maximum of 400 hours at the rate of \$75.00 per hour, with funding provided by the FY23 IDEA Grant Program, pending funding decision by the NJDOE.
14. Approved the appointment of Frances Matson as Learning Disabilities Teacher – Consultant (LDTTC), effective July 13, 2022 through June 30, 2023, for a maximum of 350 hours at the rate of \$80.00 per hour, with funding provided by the FY23 IDEA Grant Program, pending funding decision by the NJDOE.
15. Approved the appointment of Peter Bedell as Adult Continuing Education Apprenticeship Coordinator for a maximum of 200 hours at the rate of \$40.00 per hour for the period July 13, 2022 through June 30, 2023.
16. Approved the appointment of the following part-time ESL and ABS Instructors for summer classes for a maximum of 24 hours each at the rate of \$35.00 per hour for the period July 18, 2022 through August 30, 2022, with funding provided by FY23 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant:

Kathleen Harrington  
Sallie Liberio  
Gidelca Uceta

17. Approved the appointment of Darlene Moore as a part-time ABS/IELCE Registration Aide for a total of 1,376 hours at the rate of \$25.00 per hour for the period July 18, 2022 through June 30, 2023, with funding provided by FY23 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant.
18. Rescinded the appointment of Vasilias Christodoulou as a Special Education Aide for the 2022-2023 school year effective July 12, 2022, in accordance with the terms and conditions of the employment contract.

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 2022: October 24-26, 2022 (Reservations at the Tropicana: Barbara Dawson, John Hyland and Hanna Roth Starr attending)

#### NEW BUSINESS

- Next Board Meeting: August 9, 2022 at 7:30 a.m.

#### SUNSHINE RESOLUTION

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

WHEREAS, this meeting is duly and properly called for a regular session meeting of this Body and adequate notice has been given as provided for by the "Open Public Meetings Act" and,

WHEREAS, it is now necessary that the Board of Education of the Morris County Vocational School District consider the following matter:

- Personnel Matter

which falls within the exceptions as set forth in the “Open Public Meetings Act” and therefore is a matter which this Body determines should be discussed at a closed meeting. It is anticipated that this closed session will last approximately **15 minutes**.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE Board of Education of the Morris County Vocational School District as follows:

That this Body shall at this time recess this meeting and conduct a closed meeting concerning the above referenced matter, which involves exceptions this Body hereby determines are of such a nature that they cannot be discussed at an open meeting and this Body is at this time unable to determine when the matter under discussion can be disclosed to the public. However, this Body will make such a disclosure when circumstances permit.

The meeting was recessed at 7:36 a.m. and reconvened at 7:54 a.m. with the following Board Members present: Mrs. Dawson, Mr. Hyland and Mrs. Roth Starr. Also present were: Superintendent Scott Moffitt, Business Administrator/Board Secretary James Rollo and Board Attorney John Mills.

### **ADDITIONAL BUSINESS**

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

1. Confirmed and approved, upon the recommendation of the Superintendent, the reinstatement of employee #4736 effective July 7, 2022.

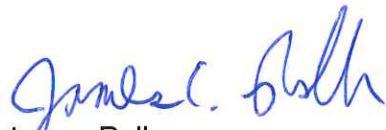
Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Hyland and Mrs. Roth Starr  
No: 0  
Abstain: 0  
Motion Carried.

### **ADJOURNMENT**

Motion made by Mr. Hyland, seconded by Mrs. Roth Starr, to adjourn the meeting at 7:55 a.m.

All present voted yes – Motion carried.

Respectfully submitted,



James Rollo  
Business Administrator/Board Secretary