

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION

**October 11, 2022**

A regular meeting of the Morris County Vocational School District held on October 11, 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 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 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**

- Mrs. Schweon presented the Continuing Education Enrollment and Program Update to the board.
- Ms. Jackson shared the School Self-Assessment for Determining HIB Grades for the 2021-2022 school year.
- Mr. Menadier presented the Student Safety Data System Report for the period January – June 2022.
- Ms. Castelli and Ms. Peterson of NJ School Boards Association presented the 2022-2027 Strategic Plan.
- Ms. Peterson, NJ School Boards Association, reviewed prior year board goals and drafted prospective goals with the board members.

**Information Only:**

- Security and Fire Drill Logs/Student Incident Reports

**COMMITTEE PROGRAMS** - NONE

**HEARING OF THE PUBLIC** (related to agenda items only) – NONE

## MINUTES

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

1. Approved the minutes of the Regular Session Meeting of the Board of Education of September 13, 2022 as submitted.

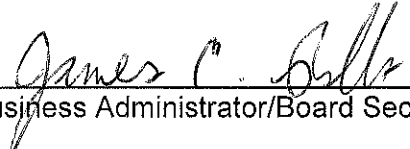
Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Hyland and Mrs. Roth Starr  
No: 0  
Abstain: 0  
Motion Carried.

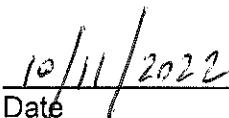
## BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT and TREASURER'S REPORT

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 August 2022. Further, pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education certifies that as of August 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 August 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 August 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 2022/2023 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. Accepted a donation from the Rochkind Wagner Foundation, Morristown, New Jersey in the amount of \$4,800.00 for scholarship awards for students in the share-time programs in accordance with the terms of the attached agreement, with a letter of appreciation to the donor.
5. Accepted the funding from the NJDOE for the FY23 Perkins Postsecondary Grant application in the amount of \$122,381.00 for the period of July 1, 2022, to June 30, 2023.
6. Accepted the funding from the NJDOE for the FY23 Perkins Secondary Grant application in the amount of \$427,603.00 for the period of July 1, 2022, to June 30, 2023.
7. Adopted the following resolution to certify an amount to be allocated by the County of Morris for a capital project:

WHEREAS, the Board of School Estimate of the Vocational School in the County of Morris adopted a resolution on March 23, 2022 to approve funding for Building #4 Science Lab Upgrades, of which \$403,636 would be funded through Capital Reserve and \$526,000 would be funded through Capital Project funding; and

WHEREAS, due to recent economic constraints and market fluctuations since the project was budgeted by architectural professionals, additional funding may be necessary to close out the project; and

WHEREAS, funding is available from unexpended funds through bond ordinance 968584 previously approved by the County of Morris for capital projects at the Morris County Vocational School District.

NOW, THEREFORE, BE IT RESOLVED, that the Morris County Vocational School District Board of Education does hereby request that the County of Morris amend a 2020 bond ordinance to include the funding necessary to offset this unanticipated difference in funding for the Building #4 Science Lab Upgrades in an amount up to \$33,703.88.

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 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 senior Work-Based Learning Experiences for the 2022-2023 school year as per the attached list.
2. Confirmed and approved the senior Work-Based Learning Experiences for the 2022-2023 school year as per the attached list.
3. Approved the attached list of field trips for the 2022-2023 school year.
4. Approved the attached 2022-2027 Strategic Plan.
5. Approved the attached 2022-2023 School Safety and Security Plan. (Attachment: Confidential)
6. Approved the attached 2022-2023 Crisis Response Plan.
7. Approved the attached 2022-2023 Nursing Services Plan.

8. Approved the Student Safety Data System report for the district for the period January 1 – June 30, 2022.
9. Approved the attached School Bus Emergency Evacuation Drill Report for drills completed on September 14 and 21, 2022.
10. Approved the School Self-Assessment for Determining HIB Grades for the period July 1, 2021 through June 30, 2022 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

11. Approved the attached Middle College Program Agreement with Fairleigh Dickinson University and the Morris County School of Technology for the 2022-2023 school year.
12. 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 September 13, 2022; and

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 September 13, 2022.

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 following revised policies:

5131.2 Harassment, Intimidation and Bullying  
5141.10 Face Coverings

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. Approved the appointment of Deniese Hicks as an ESL/ABS Adult Continuing Education Program Specialist at the prorated annual salary of \$73,000.00 with an anticipated start date of November 14, 2022 through June 30, 2023, pending successful completion of a criminal history background check and pre-employment physical examination, with funding provided by FY23 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant.
2. Approved the appointment of James Hardison as a Teacher for the Finance and International Business Academy at BA+30 Step 11 prorated with an anticipated start date of December 12, 2022 through June 30, 2023, pending successful completion of a criminal history background check and pre-employment physical examination.
3. Approved an unpaid leave of absence for childcare under the New Jersey Family Leave Act for Kurt Schubert, Welding Teacher, with an anticipated effective date of November 9, 2022 through December 5, 2022.
4. Amended the resolution of April 19, 2022 to approve the appointment of Carol Maffei as a full-time School Nurse at BA Step 14 **effective October 7, 2022** through June 30, 2023, pending issuance of an emergency School Nurse certificate (endorsement code #3010) by the New Jersey Department of Education and successful completion of a criminal history background check and pre-employment physical examination (change to start date upon issuance of certificate).
5. Confirmed and approved the appointment of the following individuals as Challenge Success Team Members at the rate of \$33.00 per hour for a maximum of 55 hours each for the 2022-2023 school year, with funding provided by the American Rescue Plan Esser III Grant:

Christine Hietanen  
Jennifer Katz  
Marissa Levis

6. Approved the appointment of Adrienne MacKenzie as a Challenge Success Team Member at the rate of \$33.00 per hour for a maximum of 55 hours for the 2022-2023 school year, with funding provided by the American Rescue Plan Esser III Grant.
7. Approved the appointment of the following individuals as Test Proctors for 2022-2023 school year at the rate of \$33.00 per hour:

Tracy Amedeo  
Catherine Bienkowski  
LaToya Evans  
Mary Hammond  
Justin Jacobs  
Jennifer Katz  
Chung-Yi Lin  
Erin Lowe

Lynn Mankofsky  
Catherine Mohrle  
Allison Pagan  
Miriam Paz  
Robin Ravotto  
Deirdre Romero  
Samantha Shane  
Jessica Short

Laurie Sisto  
Jennifer Skomial  
Kathleen Turnbull  
Gina Visconti  
Kathleen Whitehead  
Adam Wirjosemito

8. Approved the appointment of the following staff members as Spanish Language Translators for the MCVSD Information Sessions on October 29, 2022 and November 17, 2022 at the rate of \$33.00 per hour for a maximum of 8.5 hours to be shared between both staff members:

Miriam Paz  
Laurie Sisto

9. Approved the appointment of Binah Ezra as a Home Instruction Tutor for the 2022-2023 school year at the rate of \$60.00 per hour.
10. Approved the appointment of Ethan Sterk as a Substitute Teacher effective October 12, 2022 through June 30, 2023.
11. Approved the appointment of Scott Shaw as the Boys JV Basketball Coach for the 2022-2023 Winter Season.
12. Approved the following faculty members to teach one additional block of instruction effective October 13, 2022 through June 30, 2023.

Melissa Eckoff  
Marianne Renna

13. Approved the attached list of allocations for grant-funded positions for the 2022-2023 school year.
14. Accepted the resignation of Sallie Liberio as a part-time ESL Lead Instructor effective October 13, 2022.
15. Rescinded the appointment of Catherine Epstein as a part-time Adult Continuing Education Conversational Spanish Instructor effective October 6, 2022.
16. Confirmed and approved the appointment of Marco Garcia as a part-time ESL Instructor on Saturdays at the Dover Public Schools Administration Building at the rate of \$35.00 per hour for a maximum of 157.5 hours for the period September 24, 2022 through June 30, 2023 with funding provided by FY23 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant.
17. Approved the appointment of Diane Clarke as a part-time ESL Instructor on Saturdays at the Denville campus at the rate of \$35.00 per hour for a maximum of 157.5 hours for the period October 15, 2022 through June 30, 2023 with funding provided by FY23 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant.

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 (Barbara Dawson, John Hyland and Hanna Roth Starr attending; Roger Jinks, Sr. attending obo SCVSD)

## NEW BUSINESS

- Next Board Meeting: **TUESDAY, NOVEMBER 1ST at 6:30 P.M.** (annual reorganization and regular business meeting)

- Information Sessions for Full-Time Academy Admissions:

Saturday, October 29, 2022: 10:00 a.m. and 1:00 p.m.

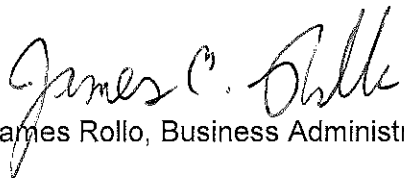
Thursday, November 17, 2022: 6:30 p.m.

#### **ADJOURNMENT**

Motion made by Mrs. Roth Starr, seconded by Mr. Hyland, to adjourn the meeting at 7:15 p.m.

All present voted yes – Motion carried.

Respectfully submitted,



James Rollo, Business Administrator/Board Secretary