

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION

May 14, 2024

A regular meeting of the Board of Education of the Morris County Vocational School District was held on May 14, 2024 at the Morris County School of Technology, 400 East Main Street, Denville, New Jersey and was called to order by President Barbara Dawson at 5:02 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 May 10, 2024 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, Mr. Ray Menard, Mrs. Hanna Roth Starr and Dr. Nancy Gartenberg.

Also present were: Interim Superintendent James Jencarelli, Business Administrator/Board Secretary Michael Davison, Board Attorney John Mills (via telephone) and Student Representative Ashwin Vaithiyalingam.

CORRESPONDENCE - None

SUPERINTENDENT'S REPORT

- Mr. Vaithiyalingam provided that all seniors have officially committed to their respective colleges and universities for the fall. The senior sunrise took place this morning and the prom is scheduled for June 7, 2024.
- Mr. Jencarelli shared information regarding the 2022-2023 District and School HIB Grade Report.
- The board congratulated Ashwin on his achievement of obtaining the rank of Eagle Scout.

Information Only:

- Security, Fire Drill Logs and Student Incident Reports

COMMITTEE PROGRAMS - NONE

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

SUNSHINE RESOLUTION

The following motion made by Mr. Menard, seconded by Dr. Gartenberg, 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:

- Staff Rehires for 2024-2025

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 **10 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 5:07 p.m. and reconvened at 5:14 p.m. with the following Board Members present: Mrs. Dawson, Mr. Hyland, Mr. Menard, Mrs. Roth Starr and Dr. Gartenberg. Also present were: Interim Superintendent James Jencarelli, Business Administrator/Board Secretary Michael Davison and Board Attorney John Mills (via telephone).

MINUTES

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

1. Approved the minutes of the Regular Meeting of the Board of Education of April 9, 2024 as submitted.
2. Approved the minutes of the Closed Session of the Board of Education of April 9, 2024 as submitted.
3. Approved the minutes of the Special Meeting of the Board of Education of April 16, 2024 as submitted.
4. Approved the minutes of the Closed Session of the Board of Education of April 16, 2024 as submitted.
5. Approved the minutes of the Special Meeting of the Board of Education of April 24, 2024 as submitted.
6. Approved the minutes of the Closed Session of the Board of Education of April 24, 2024 as submitted.
7. Approved the minutes of the Special Meeting of the Board of Education of April 29, 2024 as submitted.
8. Approved the minutes of the Closed Session of the Board of Education of April 29, 2024 as submitted.
9. Approved the minutes of the Special Meeting of the Board of Education of April 30, 2024 as submitted.
10. Approved the minutes of the Closed Session of the Board of Education of April 30, 2024 as submitted.
11. Approved the minutes of the Special Meeting of the Board of Education of May 2, 2024 as submitted.
12. Approved the minutes of the Closed Session of the Board of Education of May 2, 2024 as submitted.

Roll Call Vote – Yes: 5 Mrs. Dawson, Mr. Hyland, Mr. Menard, Mrs. Roth Starr and Dr. Gartenberg
No: 0
Abstain: 0
Motion Carried

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

The following motions made by Dr. Gartenberg, 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 March 2024. Further, pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education certifies that as of March 31, 2024, 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 March 31, 2024 no budgetary line item account has been over expended in violation of N.J.A.C. 6A:23A-16.10.



Business Administrator/Board Secretary

5/14/24
Date

Approved the Report of the Treasurer submitted pursuant to N.J.S.A. 18A:17-36 for the period ending March 31, 2024.

Roll Call Vote – Yes: 5 Mrs. Dawson, Mr. Hyland, Mr. Menard, Mrs. Roth Starr and Dr. Gartenberg
No: 0
Abstain: 0
Motion Carried

FINANCE

The following motions made by Mr. Hyland, seconded by Mr. Menard, 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 and authorized the Board Secretary to pay urgent and unforeseen bills and meet financial obligations for May 15, 2024 through the next Morris County Vocational School District Board of Education meeting.
3. Approved the following amendments to the 2023/2024 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.
4. 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.
5. Accepted a donation from the Rochkind Wagner Foundation, Morristown, New Jersey in the amount of \$2,600.00 for scholarship awards for the 2023-2024 spring semester for students in the share-time programs in accordance with the terms of the attached correspondence, with a letter of appreciation to the donor.
6. Approved the following resolution:

WHEREAS, the Morris County Vocational School District, in the County of Morris, New Jersey, (the "Board"), desires to advance a "School Facilities Project," generally consisting of upgrades to the Buildings

1 and 4 HVAC systems; and

WHEREAS, the project was submitted to the New Jersey Department of Education and is further defined as DOE Project Number 3365-050-24-1000; and

WHEREAS, the Board received notice that this project is eligible for 40% funding through New Jersey Debt Service Aid. That this project's Preliminary Eligible Costs (PEC) of \$1,000,000.00 provide for aid funding from the State of New Jersey in the amount of \$400,000.00.

WHEREAS, the School District, upon receiving the PEC letter, must make the following elections: (1) State funding source, and (2) acceptance of the PEC as the Final Eligible Costs (FEC) and this notice must be returned to the Department within (30) thirty days of receipt.

WHEREAS, the project does not require additional "educational adequacy review," and therefore can advance the project including UCC compliance as required.

NOW THEREFORE BE IT RESOLVED, that the Morris County Vocational School District Board of Education does hereby accept the PEC amount as the FEC amount and the stated funding source for the local share are the proceeds from the county bond and capital reserve funds.

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

7. Approved the attached articulation agreement between The Eastern Atlantic States Regional Council of Carpenters, the Eastern Atlantic States Carpenters Technical Centers and the Morris County Vocational School District for the 2024-2025 school year.
8. Approved the following resolution:

WHEREAS, there exists a need for the retention of Special Counsel to the Board of Education, and

WHEREAS, funds are available for this purpose, 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.

The President and Secretary are hereby authorized and directed to execute an agreement with:

Inglesino Taylor to serve as Special Counsel to the Board of Education for the 2023-2024 school year at a fee of \$165.00 per hour for Counsel and \$100.00 per hour for Law Clerks and Paralegals.

This contract is awarded without competitive bidding as a "Professional Service" under the provisions of the Local Contracts Law because:

The legal services of Special Counsel to the Board of Education for selected legal services including Special Education, HIB and Student Matters, Employment and Personnel Matters, and Educational Law Matters are considered as a "Professional Service" 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.

9. Approved, in accordance with N.J.S.A. 18A:18A-4.1 et seq., the first renewal of the cost reimbursable contract to provide food service management services for the 2024-2025 school year to Maschio's Food Services, Inc. at a total contract cost of \$260,043.86 with a management fee of \$13,137.26 and a guaranteed return of \$7,000.00 in accordance with the terms and conditions of the original cost reimbursable contract (base year contract 2023-2024; 1% increase in management fee).

10. Approved the school breakfast and lunch rates for the 2024-2025 school year as follows (no increase from 2023-2024):

Student Lunch	\$3.75
Adult Lunch	\$4.50
Student Breakfast	\$2.25
Adult Breakfast	\$3.25

11. **Official Newspapers**

Designated the Star Ledger as the official legal newspaper of the Board of Education and designate the Daily Record as the second newspaper for open public meetings law for the 2024-2025 school year.

12. **Official Depository**

Designated the Provident Bank as the official depository for the 2024-2025 school year for the following accounts:

3 Signatures Required: President, Vice President, Secretary or Treasurer
General Account

2 Signatures Required: Secretary, Superintendent or Treasurer
Payroll and Payroll Agency, Student Activities and Maintenance Reserve Accounts
Scholarship Savings Account: Butler Rotary Club, Ginty, LPN Recognition Award, Catapano, Goldblatt, Morris County Beauty Culture, Wyatt, Andy Latincsics Memorial and Gene Haas Foundation
SUI Account, 12 Month Pay Option Account, Flex Spending Account, Financial Aid Account

13. **Petty Cash Funds**

Approved the petty cash funds for the 2024-2025 school year as listed below:

<u>Fund</u>	<u>Amount</u>
Petty Cash	\$600.00
Business Office Cash Box	\$300.00
Adult Ed Cash Box	\$100.00
Cosmetology 1	\$50.00
Cosmetology 2	\$50.00
Cosmetology 3	\$50.00

14. **Public Agency Compliance Officer**

Designated the Business Administrator/Board Secretary to serve as a Public Agency Compliance Officer (P.A.C.O.) and to act as liaison for the district in accordance with P.L. 1975 c. 127 (N.J.A.C. 17:27) for the 2024-2025 school year.

15. **Purchasing Agent**

Approved the following resolution:

WHEREAS, 18A:18A-2 provides that a Board of Education shall assign the authority, responsibility and accountability for the purchasing activity of the board of education to a person who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts; and

WHEREAS 18A:18A-3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate in a contract year the bid threshold (currently \$44,000.00), may be awarded by the purchasing agent without advertising for bids when so authorized by board resolution; and

WHEREAS 18A:18A-37 (c) provides that all contracts that are in the aggregate less than 15 percent of the bid threshold (Currently \$6,600.00) may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by board resolution.

NOW, THEREFORE BE IT RESOLVED, that the Board of Education of the Morris County Vocational School District hereby appoints Michael Davison, through June 30, 2025, as its duly authorized purchasing agent and is duly assigned the authority, responsibility and accountability for the purchasing activity of the Board of Education of the Morris County Vocational School District; and

BE IT FURTHER RESOLVED that Michael Davison is hereby authorized to award contracts on behalf of the Board of Education of the Morris County Vocational School District that are in the aggregate less than 15 percent of the bid threshold (currently \$6,600.00) without soliciting competitive quotations.

16. Authorization of Procurement of Goods/Services through State Contracts for 2024-2025 School Year

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 the Division of Purchase and Property; and

WHEREAS, the Morris County Vocational School District Board of Education has the desire to leverage the purchasing power of cooperative purchasing and has the need on a timely basis, to procure goods and services utilizing state contracts; and

WHEREAS, the Morris County Vocational School District Board of Education desires to authorize its purchasing agent for the 2024-2025 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 various vendors as listed below:

Vendor	Service	Contract #	Expiration
Atlantic Communications	Radio Communication Equipment and Accessories	83917	7/30/2024
Avaya Inc.	Telecommunications Equipment and Services	80802	1/31/2025
Dell Marketing L.P.	Computer Equipment, Peripherals & Related Services	24-TELE-71883	6/30/2025
Grainger	Facilities Maintenance and Repair & Operations (MRO) and Industrial Supplies	19-FLEET-00566	6/30/2024
Groupe Lacasse, LLC	Furniture: Office, Lounge and Systems - Statewide	81714	6/30/2024
Quadient, Inc	Mailroom Equipment and Maintenance Various State Agencies	41267	4/14/2025
Ricoh USA Inc.	Copiers & Multi-Function Devices, Maintenance, Supplies & Print Services	M2075	8/11/2024
Steelcase Inc.	Furniture; Office, Lounge and Systems - Statewide	81639	6/30/2024
Thomas Scientific	Scientific Accessories, Equipment, Supplies and Maintenance Statewide	17-FLEET-01033	12/31/2024
Verizon Wireless	Wireless Voice, Data and Accessories	22-TELE-05441	8/11/2024
VWR International LLC	Scientific Accessories, Equipment, Supplies and Maintenance Statewide	17-FLEET-01037	12/31/2024
WB Mason	Office Supplies & Recycled Copy Paper Statewide	0000003	2/6/2025

BE IT FURTHER RESOLVED, that the Morris County Vocational School District Board of Education does hereby authorize the District purchasing agent to make purchases of all goods and services entered into on behalf of the following cooperative purchasing agencies:

- Bergen Bids
- Educational Services Commission of New Jersey
- Hunterdon County Educational Services Commission
- Educational Services Commission of Morris County
- New Jersey School Boards Association's Technology for Education and Career (NJSBA TEC)

17. Authorization of Procurement of Goods/Services through Joint Purchasing Agreements for 2024-2025 School Year

Approved the following resolution:

WHEREAS Title 18A:18A-11 provides that the Boards of Education of two or more districts may provide jointly by agreement for the provision and performance of goods and services for the respective districts, or one or more boards of education may provide for such provision or performance of goods or services by joint agreement with the governing body of any municipality or county, and

WHEREAS, the Morris County Vocational School District has the need, on a timely basis, to procure goods and services utilizing Joint Purchasing Agreements, and

WHEREAS, the Morris County Vocational School District desires to authorize its purchasing agent for the 2024-2025 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 utilizing joint purchasing agreements.

18. Professional Services

Approved the following resolution:

WHEREAS, there exists a need for the retention of Counsel to the Board of Education, and

WHEREAS, funds are available for this purpose, 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.

The President and Secretary are hereby authorized and directed to execute an agreement with:

John M. Mills, III of Mills & Mills to serve as Counsel to the Board of Education for the 2024-2025 school year at a fee of \$175.00 per hour and \$400.00 per Board of Education Meeting. (*Attorney for 2023-2024: John M. Mills, III of Mills & Mills; \$0 per hour rate increase from 2023-2024, \$100 per meeting increase from 2023-2024.*)

This contract is awarded without competitive bidding as a "Professional Service" under the provisions of the Local Contracts Law because:

The legal services of Counsel to the Board of Education is considered as a "Professional Service" 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.

19. Professional Services

Approved the following resolution:

WHEREAS, there exists a need for the retention of Special Counsel to the Board of Education, and

WHEREAS, funds are available for this purpose, 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.

The President and Secretary are hereby authorized and directed to execute an agreement with:

Scarinci | Hollenbeck to serve as Special Counsel to the Board of Education for the 2024-2025 school year at a fee of \$170.00 per hour for Partners and Counsel, \$165.00 per hour for Associates and \$115.00 per hour for law clerks and paralegals. (*Special Counsel for 2023-2024: Scarinci Hollenbeck; \$5 per hour rate increase for attorneys and \$10 per hour rate increase for associates from 2023-2024.*)

This contract is awarded without competitive bidding as a “Professional Service” under the provisions of the Local Contracts Law because:

The legal services of Special Counsel to the Board of Education for selected legal services including Special Education, HIB and Student Matters, Employment and Personnel Matters, Construction and Purchasing Matters, Educational Law Matters and Cybersecurity Matters are considered as a “Professional Service” 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.

20. Professional Services

Approved the following resolution:

WHEREAS, there exists a need for the retention of Special Counsel to the Board of Education, and

WHEREAS, funds are available for this purpose, 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.

The President and Secretary are hereby authorized and directed to execute an agreement with:

Chaudry Law LLC to serve as Special Counsel to the Board of Education for the 2024-2025 school year at a fee of \$165.00 per hour (*Special Counsel for 2023-2024: Chaudry Law LLC; \$0 per hour rate increase from 2023-2024.*)

This contract is awarded without competitive bidding as a “Professional Service” under the provisions of the Local Contracts Law because:

The legal services of Special Counsel to the Board of Education for selected legal services including Special Education, HIB and Student Matters, Employment and Personnel Matters, and Educational Law Matters are considered as a “Professional Service” 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.

21. Professional Services

Approved the following resolution:

WHEREAS, there exists a need for the retention of Special Counsel to the Board of Education, and

WHEREAS, funds are available for this purpose, 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.

The President and Secretary are hereby authorized and directed to execute an agreement with:

Inglesino Taylor to serve as Special Counsel to the Board of Education for the 2024-2025 school year at a fee of \$165.00 per hour for Counsel and \$100.00 per hour for Law Clerks and Paralegals.

This contract is awarded without competitive bidding as a "Professional Service" under the provisions of the Local Contracts Law because:

The legal services of Special Counsel to the Board of Education for selected legal services including Special Education, HIB and Student Matters, Employment and Personnel Matters, and Educational Law Matters are considered as a "Professional Service" 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.

22. Professional Services

Approved the following resolution:

WHEREAS, there exists a need for the retention of an Auditor,

WHEREAS, funds are available for this purpose, 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.

WHEREAS the Board of Education has received, reviewed and evaluated the attached external peer/quality report;

The President and Secretary are hereby authorized and directed to execute an agreement with:

Nisivoccia & Company to serve as Auditor for the Board of Education for the 2024-2025 school year at a fee not to exceed \$53,779.00. (*Auditor for 2023-2024: Nisivoccia & Company; 4% increase from 2023-2024*)

This contract is awarded without competitive bidding as a "Professional Service" under the provisions of the Local Contracts Law because:

The Auditors are considered as a "Professional Service" and bids are not required pursuant to N.J.S.A. 18A:18A-5.

23. Professional Services

Approved the following resolution:

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

Strunk-Albert Engineering to serve as mechanical engineering professionals to the Board of Education for the 2024-2025 school year per the rate schedule attached. *(Engineer of Record for 2023-2024: Strunk-Albert Engineering; rate changes vary by position as indicated on attachment)*

These contracts are awarded without competitive bidding as a “Professional Service” under the provisions of the Local Contracts Law because:

The services of licensed mechanical 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.

24. Architect of Record

Approved USA Architects Planners + Interior Designers as the Architect of Record for the 2024-2025 school year as per the attached rate schedule (rate changes vary by position as indicated on attachment).

25. Tax Payment Schedule

Approved the tax payment schedule for the 2024-2025 school year as per attached.

26. Chart of Accounts

Approved the Chart of Accounts for the 2024-2025 school year as per attached.

27. Flexible Spending Account

Approved the Flexible Spending Account (FSA) administered through Ameriflex for the 2024-2025 school year as follows:

	<u>Minimum</u>	<u>Maximum</u>
Unreimbursed Medical Expenses	\$250.00	\$3,200.00 annually
Dependent Care	\$500.00	\$5,000.00 annually
Commuter Expenses	\$50.00	\$315.00 per month

28. SOP Manual

Approved the attached 2024-2025 Standard Operating Procedures Manual.

29. Purchasing Manual

Approved the attached 2024-2025 Purchasing Manual.

30. Approved a Shared Services Agreement between the Morris County Municipal Utilities Authority and the Morris County Vocational School District to provide trash removal and recycling services.

	<u>Annual Collection Cost</u>
From July 1, 2024 through June 30, 2025	\$45,000
From July 1, 2025 through June 30, 2026	\$45,900
From July 1, 2026 through June 30, 2027	\$46,818
From July 1, 2027 through June 30, 2028	\$47,754
From July 1, 2028 through June 30, 2029	\$48,709

Roll Call Vote – Yes: 5 Mrs. Dawson, Mr. Hyland, Mr. Menard, Mrs. Roth Starr and Dr. Gartenberg
No: 0
Abstain: 0
Motion Carried

CURRICULUM, INSTRUCTION, PROGRAMS, STUDENTS

The following motions made by Mrs. Roth Starr, seconded by Dr. Gartenberg, 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 2023-2024 school year as per the attached list.
2. Approved the attached list of field trips for the 2023-2024 school year.
3. Approved the Charlotte Danielson: The Framework for Teaching (2022 Edition) as the teacher practice evaluation instrument for the Morris County Vocational School District for the 2024-2025 school year.
4. Approved the New Jersey Principal Evaluation for Professional Learning (NJPEPL) Process and Observation Instrument as the practice component of the principal evaluation rubric for all district administrators.
5. Approved the attached revised 2023-2024 school calendar.
6. 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 April 9, 2024;

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 April 9, 2024.

Roll Call Vote – Yes: 5 Mrs. Dawson, Mr. Hyland, Mr. Menard, Mrs. Roth Starr and Dr. Gartenberg
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 of James Hardison, Global Commerce Academy Teacher, effective July 1, 2024.

2. Accepted the resignation of Adam Wirjosemito, Social Studies Teacher, effective June 30, 2024.
3. Accepted the resignation of Rebecca Reinfeld, part-time School Nurse, effective June 18, 2024.
4. Accepted the resignation of Eugene Devereux, part-time HVAC Teacher, effective June 30, 2024.
5. Approved the reappointment of staff for the 2024-2025 school year as listed on the attached roster.
6. Approved the reappointment of Alexandra Albert as Treasurer of School Moneys at the annual salary of \$6,700.00 for the period July 1, 2024 through June 30, 2025.
7. Approved the reappointment of Conor Devine as Assistant Principal of Athletics, Co-Curricular Activities and Postsecondary Programs at the annual salary of \$132,000.00 for the period July 1, 2024 through June 30, 2025.
8. Approved the transfer of Jacquelyn Kropp from School Accountant to Teacher of Business, Academy for Global Commerce, at MA+30 Step 5 effective August 27, 2024 through June 30, 2025, pending issuance of a Certificate of Eligibility as Teacher of Business by the New Jersey Department of Education.
9. Approved the appointment of Regina Murphy as Secretary, High School Main Office, at Step 3-4 for the period July 1, 2024 through June 30, 2025, pending successful completion of a criminal history background check and pre-employment physical examination.
10. Approved the appointment of Alyssa Sedlak as a part-time (0.5) Teacher of Business, Academy for Business Administration – Early College, at MA+30 Step 12, effective August 27, 2024 through June 30, 2025, pending successful completion of a criminal history background check and pre-employment physical examination.
11. Approved the reappointment of Ratu Kosritawati as a Preschool Lunch Aide at the rate of \$17.00 per hour for a maximum of 2 hours a day, effective August 27, 2024 through June 30, 2025.
12. Approved advancement on the salary guide to MA for Stephen Petonak, Teacher of Physical Education and Health, effective September 1, 2024.
13. Approved advancement on the salary guide to MA+30 for Kathleen Turnbull, Social Studies Teacher, effective September 1, 2024.
14. Approved the withholding of salary increment for the 2024-2025 school year (no adjustment or employment increment) for employee #4125.
15. Approved the attached revised job description for Case Manager/Special Needs Liaison Share-Time Programs.
16. Approved the appointment of the following Culinary Arts Academy students to cater culinary functions on an as needed basis at the rate of \$15.13 per hour during the 2023-2024 school year:

Alexander Amirata
Peter Haritos
Hannah Macintyre
Jaslyn Taborda
Jessie Weiman
17. Approved the appointment of Miguel Alfonso to cater the Volunteer Reception at the Frelinghuysen Arboretum on May 21, 2024 for a maximum of 8 hours at his hourly rate.

18. Approved the appointment of the following Special Education Teachers to attend IEP meetings during the summer from July 1, 2024 through August 26, 2024 for a maximum of two hours each at their hourly rate:

Melissa Eckoff
Michael Quaglio
Marianne Renna
Debra Romano
Michael Romano
Danah Younce

19. Approved the appointment of the following staff members to work during the period July 1, 2024 through August 26, 2024 at their hourly rate:

<u>Name</u>	<u>Title</u>	<u># Hours</u>
Tracy Amedeo	School Counselor	60
Ashley Brooks	School Counselor	60
Marisa Dillon	School Counselor	60
Jennifer Katz	School Counselor	60
Mychelle Perez	School Counselor	60
Steven Ward	School Counselor	60
Carol Maffei	School Nurse	60
Jennifer Geuther	School Social Worker	40
Robin Ravotto	School Psychologist	40
Amber Szuch	School Social Worker	40
Gina DiDomenico	Student Recruitment/Community Relations Specialist	40
Sheila Arakelian	School Library Media Specialist	40

20. Approved the appointment of the following Summer Camp Program Curriculum Writers for a maximum of 12 hours each at the rate of \$33.00 per hour, with funding provided by FY24 Perkins Secondary Grant and final product due by June 12, 2024:

Stephanie Alblas (Game On)	Ruben Rosado (Robo Ready)
Dale Bendsak (Art Venture)	Samantha Shane (Leading Learners)
Catherine Bienkowski (Bio Squad)	Jessica Short (Lights, Camera, Action)
David Frisk (Cracking the Case)	Kathleen Whitehead (Wellness Warriors)
Lauren Martin (Eco Stormers)	Jeffry Wierzbicki (Foods On)

21. Approved the attendance of the following individuals at the SkillsUSA National Leadership and Skills Conference in Atlanta, Georgia, from June 24 – 29, 2024:

<u>Students</u>	<u>Advisors</u>
Aleena Abraham	Kevin Conover
Gianna Benedetto	Kimberly Delesky
Rowan Cummings	
Neev Dhruve	
Daniela Gutierrez	
Ashwin Kathiresan	
Chaitanya Koganti	
Jack MacKinnon	
Simran Patel	
Charmi Prajapati	
Justin Rivera	
Julian Serra	
Manya Sharma	
Nishit Sharma	

22. Approved the attendance of the following individuals at the HOSA International Leadership Conference in Houston, Texas, from June 25 - June 30, 2024:

	<u>Students</u>		<u>Advisors</u>
Mariyam Ali	Aditya Kapadia	Baani Patel	Catherine
Rachana	Saketh Karri	Jazmine Quintero	Justin Jacobs
Keiya Brahmhatt	Sanjay Kesavan	Irene Ren	
Olivia Cammon	Nicolas	Esmanur Sahin	<u>Chaperones</u>
Scott Fellmen	Luke Kocherry	Carleigh Salazar	Jessica Klimas
Aadi Gadekar	Raksha	Priyanka Sunkara	Carol Maffei
Priya Gandhi	Aditi Mukundhan	Arya Vadaliya	
Isha Garala	Saanvi	Abigail Vetter	
Diya Kakadia	Sucheta		

23. Approved the attendance of the following individuals at the National TSA Conference in Orlando, Florida, from June 24 – 30, 2024:

	<u>Students</u>		<u>Advisors</u>
Aleena Abraham	Mitra Iyer	Ayana Patel	Adrienne
Afnan Ahmed	Kimberly Klapal	Jash Patel	Alessandro Pizzo
Muhammad Awais	Madeline Klapal	Yash Patel	
Harshini Chavan	Nishka	Sanvi Pragada	<u>Chaperones</u>
Rita Chen	Nitya Makkapati	Geethika	Ruben Rosado
Vyshali Chitneedi	Veer Mangat	James Raphael	
Victoria Cooney	Jayden Mathew	Bhavyansh	
Dylan Cortegana	Rithik Mehta	Pranav	
Abdalla Elbermawy	Jadyn Monaco	Krish Thakker	
Eoin Glock	Caitlyn Nunez-	Yashil Trivedi	
Andrew Goodell	Ananya Padi	Maxwell Yung	

24. Confirmed and approved an additional 60 hours for Peter Horan, part-time Adult Continuing Education Electrical Instructor, at the rate of \$35.00 per hour for the period February 27, 2024, through June 30, 2024.

25. Confirmed and approved an additional 30 hours for Rosemary Cortez, part-time ABS ESL Lead Instructor, at the rate of \$37.00 per hour for the period April 13, 2024 through June 30, 2024.

26. Accepted the resignation of Marco Garcia, part-time ABS ESL Lead Instructor, effective June 1, 2024.

27. Approved the appointment of the following Adult Continuing Education part-time Summer Program Instructors for a maximum of 24 hours each at the rate of \$35.00 per hour, pending successful completion of a criminal history background check:

<u>Name</u>	<u>Program</u>	<u>Date</u>
Anthony Angelone	Welding	August 12 – 15, 2024
Dirk Homberg	Plumbing	July 29 – August 1, 2024
James Rearick	Electrical	July 22 – 25, 2024
Al Toscano	HVAC	August 5 – 8, 2024

28. Board Secretary

Approved the appointment of Michael Davison as Board Secretary for the 2024-2025 school year.

29. Affirmative Action Officer

Approved the appointment of the Director – Student Services and Special Education and the Senior Manager of Operations and Enrollment as the Affirmative Action Officers for the 2024-2025 school year.

30. 504 Compliance Officer

Approved the appointment of the Director – Student Services and Special Education as the 504 Compliance Officer for the 2024-2025 school year.

31. Title IX Officer

Approved the appointment of the Director – Student Services and Special Education as the Title IX Officer for the 2024-2025 school year.

32. Custodian of School Records

Approved the appointment of the Business Administrator/Board Secretary as the Records Custodian in accordance with the State of New Jersey Open Public Records Act (P.L. 2001, c. 404, N.J.S.A. 47:1A-1 et seq.) for the 2024-2025 school year.

33. Asbestos Management Officer

Approved the appointment of the Facilities Manager as the Asbestos Management Officer for the district for the 2024-2025 school year.

34. Indoor Air Quality Officer

Approved the appointment of the Facilities Manager as the Indoor Air Quality Officer for the district for the 2024-2025 school year.

35. Integrated Pest Management Officer

Approved the appointment of the Facilities Manager as the Integrated Pest Management Officer for the district for the 2024-2025 school year.

36. Right to Know Officer

Approved the appointment of the Facilities Manager as the Right to Know Officer for the district for the 2024-2025 school year.

37. AHERA Coordinator

Approved the appointment of the Facilities Manager as the AHERA Coordinator for the district for the 2024-2025 school year.

38. Chemical Hygiene Officer

Approved the appointment of the Assistant Principal – Students as the Chemical Hygiene Officer for the 2024-2025 school year.

39. Anti-Bullying Specialist

Approved the appointment of the following staff members as Anti-Bullying Specialists for the 2024-2025 school year:

Tracy Amedeo (County College of Morris)
Robin Ravotto
Amber Szuch

40. Anti-Bullying Coordinator

Approved the appointment of Athena Borzeka as the Anti-Bullying Coordinator for the 2024-2025 school year.

41. Student Assistance Coordinator

Approved the appointment of Jennifer Geuther as the Student Assistance Coordinator for the 2024-2025 school year.

42. School Safety Specialist

Approved the appointment of Mark Menadier as School Safety Specialist for the 2024-2025 school year.

Roll Call Vote – Yes: 5 Mrs. Dawson, Mr. Hyland, Mr. Menard, Mrs. Roth Starr and Dr. Gartenberg
No: 0
Abstain: 0
Motion Carried

HEARING OF THE PUBLIC - NONE

OLD BUSINESS

- Academic Achievement Recognition Dinner: June 4, 2024 at 6:00 p.m., Hanover Marriott, Whippany (Barbara Dawson to attend)
- Sports Award Banquet: June 6, 2024 at 6:00 p.m., Morris County School of Technology
- Share-Time Completers Ceremony: June 7, 2024 at 1:00 p.m., County College of Morris
- Graduation: June 17, 2024 at **2:30 p.m.**, Mennen Arena
- NJ School Boards Annual Fall Workshop: October 21-24, 2024, Atlantic City

NEW BUSINESS

- Next Board Meeting: June 11, 2024 at 6:30 p.m. (Awards Ceremony)

SUNSHINE RESOLUTION

The following motion made by Mr. Hyland, seconded by Dr. Gartenberg, 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 – Superintendent Search

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.

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 5:25 p.m. Interim Superintendent James Jencarelli, Business Administrator/Board Secretary Michael Davison and Board Attorney John Mills left the meeting. The meeting reconvened at 7:48 p.m. with the following Board Members present: Mrs. Dawson, Mr. Hyland, Mr. Menard, Mrs. Roth Starr and Dr. Gartenberg.

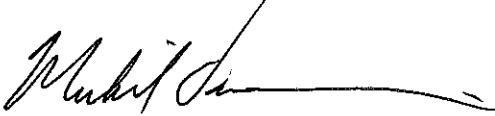
ADDITIONAL BUSINESS - None

ADJOURNMENT

Motion made by Mrs. Roth Starr, seconded by Mr. Hyland, to adjourn the meeting at 7:49 p.m.

All present voted yes – Motion carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael Davison", with a long horizontal flourish extending to the right.

Michael Davison
Business Administrator/Board Secretary