

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION

December 12, 2023

A regular meeting of the Morris County Vocational School District held on December 12, 2023 at the Morris County School of Technology, 400 East Main Street, Denville, New Jersey and was called to order by President Barbara Dawson at 7:00 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 15, 2023 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 and Mrs. Hanna Roth Starr.

Also present were: Superintendent Scott Moffitt, Business Administrator/Board Secretary Michael Davison, Board Attorney John Mills and Student Representative Ashwin Vaithiyalingam.

CORRESPONDENCE - None

SUPERINTENDENT'S REPORT

- Mr. Andrew Kucinski, Nisivoccia, presented the 2022-2023 Annual Comprehensive Financial Report (Audit) to the board.
- Mr. Moffitt detailed the 2024 Board Goals.
- Mr. Davison provided an update on the status of the construction at the Career Training Center.
- Mr. Vaithiyalingam highlighted recent high school student activities including early decision college acceptances for the board.

COMMITTEE PROGRAMS - None

HEARING OF THE PUBLIC (related to agenda items only) - None

MINUTES

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

1. Approved the minutes of the Reorganization and Regular Session Meetings of the Board of Education of November 1, 2023 as submitted.
2. Approved the minutes of the Closed Session Meeting of the Board of Education of November 1, 2023 as submitted.

Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Hyland, Mr. Menard 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. Menard, 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 October 2023. Further, pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education certifies that as of October 31, 2023, 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, 2023 no budgetary line item account has been over expended in violation of N.J.A.C. 6A:23A-16.10.



Business Administrator/Board Secretary

12/14/23
Date

Approved the Report of the Treasurer submitted pursuant to N.J.S.A. 18A:17-36 for the period ending October 31, 2023.

Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Hyland, Mr. Menard 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 and authorize the Board Secretary to pay urgent and unforeseen bills and meet financial obligations for December 13, 2023 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 the 2022-2023 Annual Comprehensive Financial Report (Audit) as submitted by Nisivoccia & Company LLP with no recommendations.

6. Approved the following tuition rates for the LPN postsecondary program for the 2024-2025 school year (2% rate increase from 2023-2024):

Program	2024-2025 In County Rate	2023-2024 In County Rate	2024-2025 Out of County Rate	2023-2024 Out of County Rate
LPN	\$12,453	\$12,209	\$13,668	\$13,400

7. Approved the purchase of Hewlett Packard Chromebooks from CDW-G Computing Solutions based upon pricing as obtained through competitive bid ESCNJ/AEPA-22G as issued by Educational Services Commission of New Jersey, an authorized cooperative purchasing agency in the State of New Jersey, in the amount of \$53,389.59.
8. Approved the purchase of a fire alarm system from Open Systems Integrators, Inc. based upon pricing obtained through competitive bid #65MCECCPS as issued by Educational Services Commission of New Jersey, an authorized cooperative purchasing agency in the State of New Jersey, in the amount of \$60,148.00.
9. Approved Change Order #2 for a deduct of \$58,200.00 for Brockwell and Carrington Contractors, Inc. which represents a credit associated with a change to the Fire Alarm Vendor and the provision of fire alarm material. The final contract sum including this change order is decreased to \$22,310,881.30.
10. Approved Change Order #3 for a deduct of \$1,560.00 for Brockwell and Carrington Contractors, Inc. which represents a credit associated with Field Bulletin #3 for a revised Sanitary Grinder Pump. The final contract sum including this change order is decreased to \$22,309,321.30.
11. Approved the membership of Scott Shaw in the Morris County Chamber of Commerce LEAD Morris Program for the period January 1, 2024 through December 31, 2024 at a cost of \$2,300.00.
12. Confirmed and approved the attached Collaboration Agreement between the Jefferson Township Public Schools Board of Education and the Morris County Vocational School District Board of Education for the Academy for Environmental Science for the period July 1, 2023 through June 30, 2028.
13. Accepted a donation of twelve customized golf bags from the MCST Athletic Booster Club for use by the MCST golf teams with an estimated total value of \$2,160.00, with a letter of appreciation to the donor.
14. Approved the following resolution:

WHEREAS, the Morris County Vocational School District Board of Education is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Board is desirous of selling said surplus property in an "as is" condition without express or implied warranties.

NOW THEREFORE BE IT RESOLVED by the Morris County Vocational School District Board of Education in the Township of Denville, County of Morris, as follows:

The sale of surplus property shall be conducted through GovDeals in accordance with the terms and conditions of the agreement entered into with GovDeals, available online at govdeals.com and also available from the Morris County Vocational School District Board of Education.

1. The sale will be conducted online and the address of the auction site is govdeals.com.
2. The sale is being conducted pursuant to Local Finance Notice 2008-9.

3. A list of the surplus property to be sold is below.
4. The surplus property as identified shall be sold in an “as is” condition without express or implied warranties with the successful bidder concerning use of said property.
5. The Morris County Vocational School District Board of Education reserves the right to accept or reject any bid submitted.

Equipment to be Auctioned

One Vortex Cone Particle Separation System Dust Collector
One Dayton Pallet Jack Material Mover
One CleanMaster 60 5-Gallon Benchtop Solvent Parts Washer
One Pair of DeWalt Scroll Saws on Scroll Saw Stands
One Lot of Two Stainless Steel Cabinets and One Stainless Steel Table

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

CURRICULUM, INSTRUCTION, PROGRAMS, STUDENTS

The following motions made by Mr. Menard, 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 2023-2024 school year as per the attached list.
2. Confirmed and approved the senior Work-Based Learning Experiences for the 2023-2024 school year as per the attached list.
3. Approved the attached list of field trips for the 2023-2024 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, 2023;

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, 2023.

5. Approved the attached School Bus Emergency Evacuation Drill Report for drills completed on November 7 and 8, 2023.

6. Approved a field trip for students from the Culinary Arts Academy to the Morris County Administration and Records Building, 10 Court Street, Morristown, New Jersey on January 5, 2024 to assist in catering the Annual Morris County Commissioners Reorganization Meeting.

Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Hyland, Mr. Menard 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 of William Mickley, Supervisor of Buildings and Grounds, effective January 12, 2024.
2. Approved the appointment of George Lebrez as a Teacher of Carpentry at BA+30 Step 14 with an anticipated start date of February 12, 2024 through June 30, 2024, pending successful completion of a criminal history background check and pre-employment physical examination.
3. Approved the attached revised job description for Senior Manager of Operations and Enrollment.
4. Approved the appointment of Michael Gowdy as Senior Manager of Operations and Enrollment at the prorated annual salary of \$162,011.49 effective December 13, 2023 through June 30, 2024.
5. Approved the attached revised job description for Facilities Manager.
6. Approved the attached revised job description for Assistant Facilities Manager.
7. Approved the attached revised organization chart.
8. Approved the appointment of William Poisseroux as Facilities Manager at the annual salary of \$115,000.00 to be prorated with an anticipated start date of January 16, 2024 through June 30, 2024, pending successful completion of a criminal history background check and pre-employment physical examination.
9. Approved the appointment of the following staff members as Timekeepers for the 2023-2024 school year:

 Ellen Konikowski
 David McBride
10. Approved the appointment of Olenka Acosta as a Club Competition Chaperone for the 2023-2024 school year.
11. Confirmed and approved the appointment of Raquel Ayala as a Test Proctor for the 2023-2024 school year at the rate of \$33.00 per hour.
12. Approved the appointment of Jessica Klimas as Health Care Science Academy Instructor for Remediation for 2.5 hours per day, one day per week, for a maximum of 15 weeks at her hourly rate for the period December 13, 2023 through June 7, 2024, with funding provided by FY24 Perkins Secondary Grant.
13. Approved, upon the recommendation of the Superintendent, the appointment of Rachel Ciottariello as an Anti-Bullying Specialist for the 2023-2024 school year.

14. Approved the appointment of the following faculty members to attend PBLWorks Training on December 13, 14 and 15, 2023 for a maximum of 9 hours each at the rate of \$33.00 per hour, with funding provide by Esser III Grant:

Raquel Ayala	Dale Bendsak	Kevin Conover
Victor Costantini	Binah Ezra	Ziella Farnese
Rocio Felix	Mary Gonnella	James Hardison
Jennifer Lonsky	Adrienne MacKenzie	Kathleen Marshall
Lauren Martin	Deirdre Romero	Ralph Scimeca
Samantha Shane	Kathleen Turnbull	Kathleen Whitehead

15. Approved the appointment of Kathleen Leonard as a Substitute Custodian for the 2023-2024 school year.
16. Approved the appointment of Miguel Alfonso to cater the Annual County Commissioners Reorganization Meeting on January 5, 2024 for a maximum of 8 hours at his hourly rate.
17. Approved the appointment of the following Culinary Arts Academy students to cater culinary functions on as needed basis at the rate of \$15.13 per hour during the 2023-2024 school year:

Hudson Darmanin	Gabriel Koeber
Brandon Neuhaus	Terrence Newton
Kahlen Rodriguez	Isobel Stroh
Daniel Wilson	

18. Approved the appointment of the following staff members as CTE Student Showcase Coordinators for the 2023-2024 school year at the rate of \$33.00 per hour for a maximum of 50 hours each with funding provided by the FY24 Perkins Secondary Grant:

Stephanie Alblas	Dale Bendsak	Catherine Bienkowski
Kristen Grawehr	Chung-Yi Lin	Colleen Pascale
Ralph Scimeca	Samantha Shane	Jessica Short
Renee Vollmar		

19. Approved an additional 70 hours for Michael Pierro, part-time Adult Continuing Education Welding Instructor, at the rate of \$35.00 per hour for the 2023-2024 school year.
20. Accepted the resignation of Guillermo Reina, part-time ESL Instructor, effective December 16, 2023.
21. Approved the appointment of Jonathan Raditch as a part-time ESL Instructor at the rate of \$35.00 per hour for a maximum of 108 hours for the period January 6, 2024 through June 30, 2024, with funding provided by FY24 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant.
22. Accepted the resignation due to retirement of Terry Schweon, Continuing Education Manager, effective April 30, 2024.
23. Approved the appointment of David Frisk as a Teacher for the Academy for Law and Public Safety at MA+30 Step 12 with an anticipated start date of February 12, 2024 through June 30, 2024, pending successful completion of a criminal history background check and pre-employment physical examination.

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

FACILITIES

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

1. Approved the use of the facilities by Jersey Aces for basketball practices in the Building #1 Gymnasium on Tuesdays and Wednesdays from 6:00 p.m. to 9:00 p.m. from March 19, 2024 through May 22, 2024.
2. Approved the use of the facilities by County College of Morris for its Culinary Opportunity Program II in the Building #4 Kitchen on Mondays and Tuesdays from 4:30 p.m. to 7:00 p.m. from January 16, 2024 through March 26, 2024.

Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Hyland, Mr. Menard and Mrs. Roth Starr

No: 0

Abstain: 0

Motion Carried.

HEARING OF THE PUBLIC – None

OLD BUSINESS

- Share-Time Completers Ceremony: June 7, 2024 at 1:00 p.m., County College of Morris
- Graduation: June 17, 2024, Mennen Arena

NEW BUSINESS

- Next Board Meeting: January 9, 2024 at 6:30 p.m.

SUNSHINE RESOLUTION

The following motion made by Mr. Hyland, seconded by Mr. Menard, 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 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:

MCVTEA Negotiations

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 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 matters under discussion can be disclosed to the public. However, this Body will make such a disclosure when circumstances permit.

The meeting was recessed at 7:26 p.m. and reconvened at 7:41 p.m. with the following Board Members present: Mrs. Dawson, Mr. Hyland, Mr. Menard and Mrs. Roth Starr. Also present were: Superintendent Scott Moffitt, Business Administrator/Board Secretary Michael Davison and Board Attorney John Mills.

ADJOURNMENT

Motion made by Mr. Menard, seconded by Mrs. Roth Starr, to adjourn the meeting at 7:42 p.m.

All present voted yes – Motion carried.

Respectfully submitted,



Michael Davison
Business Administrator/Board Secretary