

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION

September 12, 2023

A regular meeting of the Morris County Vocational School District held on September 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 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, 2022 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. Ray Menard and Dr. Nancy Gartenberg.

Also present were: Superintendent Scott Moffitt, Business Administrator/Board Secretary Michael Davison and Board Attorney John Mills. Student Representative Ashwin Vaithiyalingam entered the meeting at 6:32 p.m.

CORRESPONDENCE - None

SUPERINTENDENT'S REPORT

- Mr. Moffitt and Mrs. Castelli shared with the board that the district was presented the Lighthouse Award at the State Board of Education Meeting on September 6, 2023.
- Mr. Davison provided an update on the construction of the Morris County Career Training Center.
- Mrs. Castelli presented a report on the 2023 Graduation Data and 2023-2034 Enrollment projections.
- Mr. Menadier introduced a new online tool the district has implemented, Go Guardian/Beacon.
- Mr. Vaithiyalingam shared the results of recent student competitions in addition to MCST students being named to leadership positions at the state level of student organizations.

COMMITTEE PROGRAMS - None

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

MINUTES

The following motions made by Mrs. Dawson, seconded by Dr. Gartenberg, were approved as submitted.

1. Approved the minutes of the Regular Session Meeting of the Board of Education of August 8, 2023 as submitted.
2. Approved the minutes of the Closed Session Meeting of the Board of Education of August 8, 2023 as submitted.

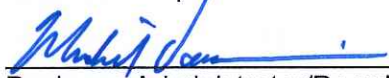
Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Menard and Dr. Gartenberg
No: 0
Abstain: 0
Motion Carried.

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

The following motions made by Mrs. Dawson, seconded by Dr. Gartenberg, 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 July 2023. Further, pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education certifies that as of July 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 July 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

9/12/23
Date

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

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 Dr. Gartenberg, 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 September 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. Confirmed and approved the attached Options for Advanced Academic Achievement Secondary School Partnership Program Agreement between the Morris County Vocational School District and New Jersey Institute of Technology to provide students attending the Academy of Math, Science and Engineering with the opportunity to take college credit courses at their school during their regular academic school year effective through the 2025-2026 school year.

6. Approved the following resolution:

WHEREAS, on June 2, 2023, the Educational Services Commission of Morris County ("ESC"), on behalf of the Morris County Vocational School District ("District") held a public bid opening for Athletic Trip Transportation Services for the 2023-2024 School Year; and

WHEREAS, ESC received no bids at the public bid opening; and

WHEREAS, on June 15, 2023, ESC held a second public bid opening for Athletic Trip Transportation Services for the 2023-2024 School Year and received no bids at the public bid opening; and

WHEREAS, NJSA 18A:18A-5 permits a board of education to negotiate a contract when the board has, on at least two occasions, advertised for the receipt of bids and has not received any responsive bids in response thereto.

WHEREAS, in accordance with the provisions of NJSA 18A:18A-5, the District authorizes the Administration to negotiate a contract for Athletic Trip Transportation Services for the 2023-2024 School Year for District approval.

NOW, THEREFORE, BE IT RESOLVED, that the District has solicited quotations for Athletic Trip Transportation Services for the 2023-2024 school year and has received quotes from two (2) vendors.

BE IT FURTHER RESOLVED, the Morris County Vocational School District awards Athletic Trip Transportation Services for the 2023-2024 school year to O'Dowd Transportation, Montville, NJ, in the amount of \$495.00 for an initial four hours of service and \$75.00 per hour thereafter.

7. Approved an increase for mileage reimbursement expenses for travel related to work-based learning site visits for the 2023-2024 school year up to \$3,600.00 for the following individuals:

- Angela D'Orsi
- Mary Hammond

8. Approved, pursuant to N.J.S.A. 18A:18A-5(a)(5), the attached agreement between the Morris County Vocational School District and ATI Nursing Education to provide adult education LPN students with online resources to supplement curriculum and test preparation for the NCLEX licensing exam for the 2023-2024 school year in the amount of \$73,500.00.

9. Approved the following resolution:

WHEREAS, on August 2, 2023, the Morris County Vocational School District ("District") held a public bid opening for one High Roof Cargo Van; and

WHEREAS, the District received one bid that was deemed unresponsive at the public bid opening; and

WHEREAS, on August 30, 2023, the District held a second public bid opening for one High Roof Cargo Van and received no bids at the public bid opening; and

WHEREAS, NJSA 18A:18A-5 permits a board of education to negotiate a contract when the board has, on at least two occasions, advertised for the receipt of bids and has not received any responsive bids in response thereto.

NOW, THEREFORE, BE IT RESOLVED, that in accordance with the provisions of NJSA 18A:18A-5, the District authorizes the Administration to negotiate a contract for one High Roof Cargo Van for District approval.

10. Confirmed and approved the attached Host Site Academy Partnership Agreement between the Roxbury Township Board of Education and the Morris County Vocational School District Board of Education for the Academy for Sports Medicine for the period July 1, 2023 through June 30, 2027.

Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Menard and Dr. Gartenberg
No: 0
Abstain: 0
Motion Carried.

CURRICULUM, INSTRUCTION, PROGRAMS, STUDENTS

The following motions made by Mr. Menard, 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 that October 2-6, 2023 be recognized as a “Week of Respect” in the Morris County Vocational School District.
4. Approved that October 16-20, 2023 be recognized as “School Violence Awareness Week” in the Morris County Vocational School District.
5. Approved the following new and revised curricula as aligned to the designated New Jersey Student Learning Standards:

Algebra/Geometry 3
Fundamentals of English 3
Fundamentals of US History 2
Physical Science
Study Skills 9
Study Skills 10
Study Skills 11
Welding 1
Welding 2

Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Menard and Dr. Gartenberg
No: 0
Abstain: 0
Motion Carried.

PERSONNEL

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

1. Approved the appointment of Ellen Konikowski as Secretary to the Principal of High School Programs at Step 15 at the annual salary of \$56,310.00 to be prorated with an anticipated start date of October 2, 2023 through June 30, 2024, pending successful completion of a criminal history background check and pre-employment physical examination.
2. Accepted the resignation of Jennifer Halpern, Secretary, effective September 8, 2023.

3. Accepted the resignation of Louis Rosso as Varsity Bowling Coach effective August 14, 2023.
4. Confirmed and approved the appointment of Elise Kelly as a Pre-School Lunch Aide at the rate of \$17.00 per hour for a maximum of two hours a day effective August 31, 2023 through June 30, 2024.
5. Approved the appointment of Adrienne MacKenzie as STEM Club Assistant Advisor for the 2023-2024 school year.
6. Approved the appointment of Tina Steinberg as Special Needs Liaison effective September 13, 2023 through June 30, 2024 for a maximum of 375 hours at the rate of \$75.00 per hour, with funding provided by FY24 IDEA Grant Program (225 hours) and General Fund (150 hours).
7. Confirmed and approved the following faculty members to participate in BTAM state-mandated training on August 29, 2023 for a maximum of 6.5 hours each at the rate of \$33.00 per hour:

Jennifer Geuther
Colleen Pascale

8. Approved the appointment of Thomas Ferriero as a Substitute Teacher for the 2023-2024 school year, pending successful completion of a criminal history background check.
9. Confirmed and approved the appointment of Katherine Ilardi to teach one additional block of instruction for the 2023-2024 school year (10% of annual salary).
10. Confirmed and approved the appointment of the following faculty members to teach additional blocks of instruction for the period of September 5 – October 31, 2023:

<u>Name</u>	<u># of Blocks</u>	<u>Compensation</u>
Kevin Brophy	1	10% of annual salary (prorated)
Kristen Grawehr	2	20% of annual salary (prorated)
Albert Prentice	1	10% of annual salary (prorated)

11. Confirmed and approved the appointment of the following faculty member to teach additional blocks of instruction for the period of September 5 – September 14, 2023 and October 2 – October 31, 2023:

<u>Name</u>	<u># of Blocks</u>	<u>Compensation</u>
Stephen Petonak	2	20% of annual salary (prorated)

12. Approved the appointment of Lisa Peluso as APA Production Director – Dance (Academy for Performing Arts at Morris Knolls High School) for the 2023-2024 school year.
13. Approved the appointment of the following faculty members as Multimedia Production Co-Directors for the 2023-2024 school year (stipend to be split equally between all four faculty members):

Dale Bendsak
Jennifer Grana
Ruben Rosado
Jessica Short

14. Approved the appointment of the following individuals as Club Competition Chaperones for the 2023-2024 school year:

Catherine Bienkowski
James Hardison
Jessica Klimas

Marissa Levis
Chung-Yi Lin
Carol Maffei
Deirdre Romero
Laurie Sisto
Kathleen Turnbull
Kathleen Whitehead
Adam Wirjosemito

15. Approved the appointment of the following faculty members as Cosmetology Instructors for Remediation for 2.5 hours per day, one day per week, for a maximum of 15 weeks (total hours to be shared between all three instructors) at their hourly rate for the period September 18, 2023 through June 7, 2024, with funding provided by FY24 Perkins Secondary Grant:

Brigida Alonzo
Ziella Farnese
Kathleen Marshall

16. Approved 60 observation hours with a school-based counselor/SAC for Ashley Dixon, a student from Ramapo College, during the period September 19, 2023 through January 30, 2024.
17. Rescinded the appointment of David Tarabocchia as a part-time School Bus Driver for the 2023-2024 school year.
18. Approved reimbursement to the following MCVSD administrators for mentoring fees incurred in the amount of \$3,350.00 per person upon successful completion of the NJ Leaders to Leaders program:

Lisa Adams
LaToya Evans

19. Amended the resolution of August 8, 2023 to approve the appointment of Joan Pinto as a part-time ESL Instructor-MCST for a total of 210 hours at the rate of \$36.00 per hour for the period August 15, 2023 through June 30, 2024 with funding provided by FY24 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant (correction to hourly rate).
20. Amended the resolution of August 8, 2023 to approve the appointment of Genetie Ejigu as a part-time ESL Instructor-MHS Saturday for the 2023-2024 school year for a maximum of 157.5 hours at the rate of \$35.00 per hour (correction to last name).
21. Approved the appointment of Katie Fallone as a part-time Continuing Education Computer/Technology Instructor effective October 1, 2023 through June 30, 2024 for a maximum of 10 hours at the rate of \$35.00 per hour.
22. Approved the appointment of Margherita Coscia as a part-time Continuing Education Conversational Italian I & II Instructor effective October 1, 2023 through June 30, 2024 for a maximum of 56 hours at the rate of \$35.00 per hour.
23. Approved the appointment of Daniel Stroup as a part-time Continuing Education Electrical Apprentice Instructor effective September 13, 2023 through June 30, 2024 for a maximum of 178 hours at the rate of \$35.00 per hour.
24. Approved the appointment of Daniel Stroup as a part-time Continuing Education Master Electrical License Prep Instructor effective February 1, 2024 through June 30, 2024 for a maximum of 48 hours at the rate of \$35.00 per hour.

25. Approved the appointment of Guillermo Reina as a part-time ESL Instructor effective September 13, 2023 through June 30, 2024 for a maximum of 157.5 hours at the rate of \$35.00 per hour, with funding provided by FY24 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant.
26. Approved the appointment of Robert LoManto as a part-time ESL Instructor effective September 13, 2023 through June 30, 2024 for a maximum of 157.5 hours at the rate of \$35.00 per hour, with funding provided by FY24 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant.
27. Approved the appointment of Rosemary Cortez as a part-time ESL Instructor effective September 13, 2023 through June 30, 2024 for a maximum of 210 hours at the rate of \$37.00 per hour, with funding provided by FY24 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant.
28. Approved the appointment of Bruno Pereira as a part-time Continuing Education TEAS Test Prep Instructor effective October 1, 2023 through June 30, 2024 for a maximum of 45 hours at the rate of \$35.00 per hour.
29. Approved the appointment of Joseph Donnelly as a part-time Continuing Education Plumbing Apprentice (Year 1) Instructor effective September 13, 2023 through June 30, 2024 for a maximum of 178 hours at the rate of \$35.00 per hour.
30. Approved the appointment of Celeste Mayhood as a part time ESL Instructor effective September 13, 2023 to June 30, 2024 for a maximum of 157.5 hours at the rate of \$35.00 per hour, with funding provided by FY24 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant.
31. Approved the appointment of Alyssa Sebesto as Secretary to the Principal of High School Academies at Step 1-2 at the annual salary of \$47,715.00 to be prorated with an anticipated start date of September 25, 2023 through June 30, 2024, pending successful completion of a criminal history background check and pre-employment physical examination.
32. Confirmed and approved the appointment of Sheila Arakelian to teach one additional block of instruction for the 2023-2024 school year (10% of annual salary).

Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Menard and Dr. Gartenberg

No: 0

Abstain: 0

Motion Carried.

FACILITIES

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

1. Approved the use of the facilities by Morris Plains Basketball for practices and games in the Building #1 Gymnasium per the attached schedule.
2. Approved the use of the facilities by Denville PAL Basketball for practices and games in the Building #1 Gymnasium and in the Building #4 Multipurpose Room per the attached schedule.
3. Approved the use of the facilities by the Township of Denville Recreation Department for adult men's basketball games and practices in the Building #4 Multipurpose Room from 7:00 p.m. – 9:00 p.m. on Mondays from October 2, 2023 through May 20, 2024.

4. Confirmed and approved the use of the facilities by Monster Basketball for practices and games in the Building #1 Gymnasium and in the Building #4 Multipurpose Room per the attached schedule.

Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Menard and Dr. Gartenberg
No: 0
Abstain: 0
Motion Carried.

HEARING OF THE PUBLIC – None

OLD BUSINESS

- Career Training Center Groundbreaking Ceremony: Wednesday, September 27, 2023 at 10:00 a.m. at the County College of Morris
- NJ School Boards Annual Fall Workshop: October 23-26, 2023, Atlantic City (Reservations at the Tropicana)

NEW BUSINESS

- Next Board Meeting: October 10, 2023 at **6:30 p.m.**

ADJOURNMENT

Motion made by Dr. Gartenberg, seconded by Mr. Menard, to adjourn the meeting at 7:18 p.m.

All present voted yes – Motion carried.

Respectfully submitted,



Michael Davison
Business Administrator/Board Secretary