

**MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION**

ANNUAL REORGANIZATION MEETING AGENDA

DATE: MONDAY, NOVEMBER 3, 2025

Time: _____

TIME: 6:30 P.M.

I. CALL TO ORDER

II. SALUTE TO THE FLAG

III. STATEMENT BY PRESIDING OFFICER

“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 4, 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.”

IV. APPOINTMENT OF TRUSTEE

Administer the oath of office to Mr. John Hyland as a Trustee to the Morris County Vocational School District Board of Education.

<u>Board Members</u>	<u>Renewal Date</u>
Barbara Dawson	November 2027
John Hyland	November 2029
Hanna Roth Starr	November 2026
John Velez	November 2028
Dr. Nancy Gartenberg	N/A

V. ROLL CALL

Board of Education: _____ Mrs. Barbara Dawson
_____ Mr. John Hyland
_____ Mrs. Hanna Roth Starr
_____ Mr. John Velez
_____ Dr. Nancy Gartenberg

Superintendent: _____ Dr. Anita Champagne
Attorney for the Board of Education: _____ Mr. John Mills
Business Administrator/Board Secretary: _____ Mr. Michael Davison
Student Representative: _____ Miss Harshini Chavan

Press: _____ Visitors: _____

VI. ELECTION OF OFFICERS

1. Call for nominations for the Office of President:

_____ Nominated by: _____

_____ Nominated by: _____

Motion to close nominations for the Office of the President:

Motion by: _____ **Seconded by:** _____ **Roll Call:** _____

2. Call for nominations for the Office of Vice President:

_____ Nominated by: _____

_____ Nominated by: _____

Motion to close nominations for the Office of the Vice President.

Motion by: _____ **Seconded by:** _____ **Roll Call:** _____

VII. APPOINTMENT OF COMMITTEES

Motion to appoint the following individuals to serve on committees until the Annual Reorganization Meeting on November 2, 2026:

<u>COMMITTEE</u>	<u>CHAIRPERSON</u>	<u>CO-CHAIRPERSON</u>
Personnel	_____	_____
Finance	_____	_____

Motion by: _____ **Seconded by:** _____ **Roll Call:** _____

VIII. APPOINTMENT OF DELEGATES/REPRESENTATIVES

Motion to approve that the following delegates/representatives be appointed for the 2025-2026 school year:

Morris County Educational Services Commission: _____

Alternate to the Morris County Educational Services Commission: _____

Morris County School Boards Association: _____

Alternate to the Morris County School Boards Association: _____

New Jersey School Boards Association: _____

Alternate to the New Jersey School Boards Association: _____

Morris County Board of School Estimate: _____

Alternate to the Morris County Board of School Estimate: _____

Motion by:_____ Seconded by:_____ Roll Call:_____

IX. MEETING DATES

Motion to establish regular meeting dates on the 2nd Tuesday of the month at 6:30 p.m. unless specified otherwise on the below schedule:

December 9, 2025	6:30 P.M.	July 14, 2026	8:30 A.M.
January 13, 2026	6:30 P.M.	August 11, 2026	8:30 A.M.
February 10, 2026	6:30 P.M.	September 8, 2026	6:30 P.M.
March 3, 2026 (First Tuesday)	6:30 P.M.	October 13, 2026	6:30 P.M.
April 14, 2026	6:30 P.M.	*November 2, 2026 (Monday)	6:30 P.M.
May 12, 2026	6:30 P.M.	Annual Reorganization and	
June 9, 2026	6:30 P.M.	Regular Business Meeting	

**Reorganization Meeting (1st day of November by State Statute 18A:54-18)*

Motion by:_____ Seconded by:_____ Roll Call:_____

X. CODE OF ETHICS

Motion to adopt the attached "Code of Ethics for School Board Members." (Attachment #1)

Motion by:_____ Seconded by:_____ Roll Call:_____

XI. AUTHORIZATIONS

Motion to approve the Board Attorney or in his/her absence, the President, or the Vice President, to act as alternate Board Secretary in the absence of the Board Secretary.

Motion by: _____ **Seconded by:** _____ **Roll Call:** _____

XII. PARLIAMENTARY PROCEDURE

Motion to approve the use of Robert's Rules as the official parliamentary procedure manual to be used to conduct meetings and to appoint the Board Secretary and Board Attorney to act as the parliamentarians for the 2025-2026 school year.

Motion by: _____ **Seconded by:** _____ **Roll Call:** _____

XIII. CURRICULUM AND TEXTBOOKS

Motion to approve the re-adoption of all existing Board-approved textbooks and curricula in alignment with the New Jersey Student Learning Standards for the 2025-2026 school year.

Motion by: _____ **Seconded by:** _____ **Roll Call:** _____

XIV. POLICIES AND PROCEDURES

Motion to approve the re-adoption of all existing policies of the Morris County Vocational School District for the 2025-2026 school year until otherwise changed or amended by subsequent action of the Board of Education.

Motion by: _____ **Seconded by:** _____ **Roll Call:** _____

XV. ORGANIZATION CHART

Motion to approve the attached organization chart. (Attachment #2)

Motion by: _____ **Seconded by:** _____ **Roll Call:** _____

REGULAR MEETING AGENDA

I. CORRESPONDENCE

II. SUPERINTENDENT’S REPORT

Reports:

- 2025-2026 QSAC DPR Scores Dr. Anita Champagne

DPR Area	District Score
Instruction and Program	40% (Pending State Scores)
Finance	100%
Governance	100%
Operations	100%
Personnel	100%

- Ethics Presentation John M. Mills
- Student BOE Representative Report Harshini Chavan

Information Only:

- MCST Security and Fire Drill Logs and Student Incident Report (Attachment #3)
- MCCTI Security and Fire Drill Logs and Student Incident Reports (Attachment #4)
- HIB Report (Attachment #5)
- 2026-2027 Tentative Budget Calendar (Attachment #6)

III. COMMITTEE PROGRAMS

IV. HEARING OF THE PUBLIC (related to agenda items only)

V. MINUTES

1. Motion to approve the minutes of the Regular Meeting of the Board of Education of October 14, 2025 as submitted. (Attachment #7)
2. Motion to approve the minutes of the Closed Session Meeting of the Board of Education of October 14, 2025 as submitted.

Motion by: _____ **Seconded by:** _____ **Roll Call:** _____

VI. BUSINESS ADMINISTRATOR/BOARD SECRETARY’S REPORT AND TREASURER’S REPORT

1. Motion to approve 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 September 2025. Further, pursuant to N.J.A.C. 6A:23A-16.10I4 the Board of Education certifies that as of September 30, 2025, 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. (Attachment #8)

Pursuant to N.J.A.C. 6A:23A-16.10I3, I certify that as of September 30, 2025 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

2. Motion to approve the Report of the Treasurer submitted pursuant to N.J.S.A. 18A:17-36 for the period ending September 30, 2025. (Attachment #9)

Motion by: _____ **Seconded by:** _____ **Roll Call:** _____

VII. FINANCE

The following Resolutions have been recommended by the Superintendent of Schools to the Board of Education for approval:

1. Motion to approve the payment of bills as attached. (Attachment #10)
2. Motion to approve and authorize the Board Secretary to pay urgent and unforeseen bills and meet financial obligations for November 4, 2025 through the next Morris County Vocational School District Board of Education meeting.
3. Motion to approve the following amendments to the 2025/2026 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. (Attachment #11)
4. Motion to approve 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. (Attachment #12)
5. Motion to accept the FY26 Perkins Secondary Grant funds as a member of a Consortium with Morris Hills Regional School District and Randolph Public School District in the amount of \$457,585.00 for the period of July 1, 2025, to June 30, 2026.
6. Motion to approve the submission of the Annual Maintenance Budget Amount Worksheet (Form M-1) and the Comprehensive Maintenance Plan, 2024-2025 through 2026-2027, to the County Office. (Attachment #13)

Motion by: _____ **Seconded by:** _____ **Roll Call:** _____

VIII. CURRICULUM, INSTRUCTION, PROGRAMS, STUDENTS

The following Resolutions have been recommended by the Superintendent of Schools to the Board of Education for approval:

1. Motion to approve the senior Work-Based Learning Experiences for the 2025-2026 school year as per the attached list. (Attachment #14)
2. Motion to approve the attached list of field trips for the 2025-2026 school year. (Attachment #15)
3. Motion to approve the following resolution:

WHEREAS the Quality Single Accountability Continuum (QSAC) is a statutorily-mandated system of school district performance assessment and is New Jersey's system of education accountability; and

WHEREAS, QSAC requires that in every public school district in New Jersey, members of the board of education, administrators, teachers and other staff members convene every three years to assess their district's performance in five key areas:

- Instruction and Program
- Fiscal Management
- Governance
- Operations
- Personnel

WHEREAS, QSAC involves a performance assessment by a district committee, a statement of assurance signed by the chief school administrator and approved by the board of education, verification by the executive county superintendent, review by the Commissioner of Education and placement at the appropriate point on the performance continuum;

NOW THEREFORE BE IT RESOLVED, that the 2025-2026 New Jersey Quality Single Accountability Continuum (QSAC) District Performance Review is approved for submission to the New Jersey Department of Education. (Attachment #16)

4. Motion to approve the following resolution:

WHEREAS, the Morris County Vocational School District Board of Education received the Harassment, Intimidation and Bullying Report of the Superintendent dated October 14, 2025;

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 October 14, 2025. (Attachment #17)

Motion by: _____ **Seconded by:** _____ **Roll Call:** _____

IX. PERSONNEL

The following Resolutions have been recommended by the Superintendent of Schools to the Board of Education for approval:

1. Motion to accept the resignation due to retirement of Edward Quinones, Adult Continuing Education LPN Instructor, effective January 30, 2026.
2. Motion to accept the resignation due to retirement of William Poisseroux, Facilities Manager, effective December 31, 2025.
3. Motion to approve the appointment of Thomas Paolacci as Network Administrator, effective December 1, 2025, at the prorated annual salary of \$160,000.00, pending successful completion of a criminal history background check and pre-employment physical examination.
4. Motion to confirm and approve an unpaid Federal Family Medical Leave of Absence for Deirdre Romero, Global Commerce Academy Teacher, effective October 16, 2025 with an anticipated end date of November 9, 2025.
5. Motion to approve the attached new job description for Assistant Superintendent. (Attachment #18)
6. Motion to approve the attached revised job description for Principal - High School Programs. (Attachment #19)
7. Motion to approve the appointment of Ziella Farnese as Varsity Bowling Coach for 2025-2026 winter season.
8. Motion to approve the appointment of Justin Jacobs as Assistant Bowling Coach for the 2025-2026 winter season.
9. Motion to confirm and approve the appointment of Kayla Coradin as TEEEM Club Advisor effective October 22, 2025 through June 30, 2026 with a Category I club stipend of \$2,418.00.
10. Motion to approve the appointment of the following individuals as Club Chaperones for the 2025-2026 school year:

Jennifer Lonsky
Kurt Schubert
Renee Vollmar

11. Motion to confirm and approve the appointment of Jacqueline Kropp to teach one additional block of instruction (10% of annual salary) prorated for the period September 15, 2025 through October 17, 2025.

- 12.** Motion to confirm and approve the appointment of the following faculty members to teach additional blocks of instruction for the period of October 20, 2025 - November 5, 2025:

<u>Name</u>	<u># of Blocks</u>	<u>Compensation</u>
Sheila Arakelian	1	10% of annual salary (prorated)
Gregory Cohen	1	10% of annual salary (prorated)
Robert Doran	1	10% of annual salary (prorated)
Mary Gonnella	1	10% of annual salary (prorated)
Kathleen Turnbull	1	10% of annual salary (prorated)

- 13.** Motion to confirm and approve the appointment of Samantha Shane as Student Success Program Coordinator with a stipend of \$8,000.00, effective October 27, 2025, through June 30, 2026, with funding provided by the FY26 ESEA Title IA Grant.
- 14.** Motion to approve Vanessa Novak from Brookdale Community College to complete 20 hours of Clinical Teaching Experience in the Cosmetology Share-Time Program effective November 4, 2025.
- 15.** Motion to approve 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 November 4, 2025, through June 6, 2026, with funding provided by FY26 Perkins Secondary Grant.
- 16.** Motion to approve 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 November 4, 2025, through June 6, 2026, with funding provided by FY26 Perkins Secondary Grant:

Brigida Alonzo
Ziella Farnese
Kathleen Marshall

- 17.** Motion to approve the appointment of the following individuals as Academy Admissions Video Scorers for the 2025-2026 school year at the rate of \$34.00 per hour for a maximum of 10 hours each:

Caryn Graf
Marisa Dillon
Mary Gonnella
Joseph Konopinski
Heather McDonald
MyChelle Perez
Robin Ravotto
Jessica Short

- 18.** Motion to approve the appointment of the following individuals as Test Proctors for the 2025-2026 school year at the rate of \$34.00 per hour:

Mary Gonnella
Damaris Medina
Regina Murphy
Miriam Paz
Jessica Short

19. Motion to approve the appointment of the following part-time Adult and Continuing Education Instructors for the period of November 4, 2025, to June 30, 2026:

Name	Location	Class	# Hours	Hourly Rate
Jeffry Wierzbicki	MCST	Culinary Arts	25	\$35.00
Mary Hammond	MCST	LPN TEAS Prep	43	\$35.00

20. Motion to approve an additional 210 hours at the rate of \$38.00 per hour for Damaris Medina, part-time ABE/ABS and ESL Site Coordinator, for the Dover St. Clare’s Hospital site (Tuesday and Thursday evenings) for the period November 4, 2025, to June 30, 2026, with funding provided by the FY26 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant.
21. Motion to accept the resignation of Maria Elena Izquierdo, part-time ESL Instructor, effective November 3, 2025.
22. Motion to approve the appointment of Maria Fuentes as a part-time ABE/ABS and ESL Instructor at Morristown High School (ESL Advanced Class Monday-Tuesday) for a maximum of 210 hours at the rate of \$38.00 per hour for the period of November 4, 2025, to June 30, 2026, with funding provided by the FY26 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant.

Motion by: _____ **Seconded by:** _____ **Roll Call:** _____

X. HEARING OF THE PUBLIC

XI. OLD BUSINESS

- Information Session for Full-Time Academy Admissions at MCST (Denville): Thursday, November 15, 2025: 6:30 p.m.

XII. NEW BUSINESS

- Next Regular Board Meeting: December 9, 2025 at 6:30 p.m.
- Career Pathways Night: May 7, 2026, MCST Gymnasium and Cafeteria, at 5:30 p.m.
- Senior Sports Award Ceremony: June 4, 2026, MCST, 6:30 p.m.
- Share-Time Completers Ceremony: June 5, 2026, County College of Morris at 1:00 p.m.
- Graduation: June 15, 2026, Mennen Arena, 3 p.m.

XIII. SUNSHINE RESOLUTION

Motion to adopt the following sunshine resolution:

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 matters:

- Legal Issue
- Personnel Issue
- Student Issue

which fall within the exceptions as set forth in the "Open Public Meetings Act" and therefore are matters which this Body determines should be discussed at a closed meeting. It is anticipated that this closed session will last approximately **20 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 matters, which involve 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.

Motion by: _____ **Seconded by:** _____ **Roll Call:** _____

XIV. ADDITIONAL BUSINESS

XV. ADJOURNMENT

Motion to adjourn the meeting. Time: _____

Motion by: _____ **Seconded by:** _____ **Roll Call:** _____