

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION

**August 14, 2012**

A regular meeting of the Morris County Vocational School District held on August 14, 2012 at the Morris County School of Technology, 400 East Main Street, Denville, New Jersey was called to order by President Barbara Dawson at 7:33 am 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/Morristown Newspapers, Inc. by fax on December 8, 2011, 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 Chosen Freeholders 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: President Mrs. Barbara Dawson, Vice President Honorable Reginald Stanton, Mr. Lawrence Colasurdo, Dr. Serafino and Mr. John Hyland.

Also present were: Superintendent/Principal Scott Moffitt, Business Administrator/Board Secretary Susan Young and Board Attorney John Mills.

**CORRESPONDENCE - none**

**SUPERINTENDENT'S REPORT**

Sue Young updated the Board on the progress of the summer construction and facility maintenance.

**COMMITTEE PROGRAMS – none**

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

**MINUTES**

The following motion made by Mr. Hyland, seconded by Judge Stanton approved the minutes of the Regular and Closed Session Meetings of the Board of Education of July 24, 2012.

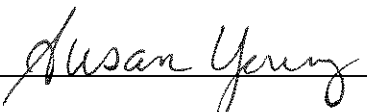
Roll Call Vote – Yes - Mrs. Dawson, Judge Stanton, Mr. Colasudo, Mr. Hyland and Dr. Serafino –  
Motion carried

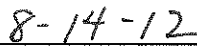
## BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

The following motion made by Mr. Hyland, seconded by Judge Stanton was approved as submitted.

Accepted 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 June 2012. Further, pursuant to N.J.A.C. 6A:23A-16.10(c) 4 the Board of Education certifies that as of June 30, 2012, 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 June 30, 2012 no budgetary line item account has been overexpended in violation of N.J. A. C. 6A:23A-16.10.

  
\_\_\_\_\_  
Business Administrator/Board Secretary

  
\_\_\_\_\_  
Date

Roll Call Vote – All present voted yes – Motion carried

## TREASURER'S REPORT

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

Accepted the Report of the Treasurer submitted pursuant to N.J.S.A. 18A:17-36 for the period ending June 30, 2012.

Roll Call Vote – All present voted yes – Motion carried

## FINANCE

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

Approved, upon the recommendation of the Superintendent, the payment of bills as attached.

Approved, upon the recommendation of the Superintendent, the following amendments to the 2011/2012 Current Expense anticipated revenue budget statement and the corresponding appropriations budget for Funds 11, 12, 13, 18, 20, 30, 60, 61, 62, 63, 66 and 67 as per listing attached.

Approved, upon the recommendation of the Superintendent, 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.

Approved, upon the recommendation of the Superintendent, the attached Post-Secondary Collaboration Agreement between the Morris County Vocational School District and the County College of Morris for the period August 1, 2012 through July 31, 2013.

Approved, upon the recommendation of the Superintendent, that the Educational Services Commission of Morris County provides field trip, athletic and late bus services for the 2012-2013 school year as per attached.

Approved, upon the recommendation of the Superintendent, the submission of the application for the FY13 NCLB Grant in the amount of \$28,828.

Title IA \$26,012  
Title IIA \$ 2,816

Approved, upon the recommendation of the Superintendent, the submission of the application for the FY13 IDEA Grant in the amount of \$198,029.

Approved, upon the recommendation of the Superintendent, 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 has the need, on a timely basis, to procure goods and services utilizing State Contracts, and

WHEREAS, the Morris County Vocational School District desires to authorize its purchasing agent for the 2012-2013 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:

<u>Commodity/Service</u>	<u>Vendor</u>	<u>State contract #</u>
Technology	Cisco	73979
Software	CSM/Neact/Softsource	81208

Roll Call Vote – All present voted yes – Motion carried

## **CURRICULUM, INSTRUCTION, PROGRAMS, STUDENTS**

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

Approved, upon the recommendation of the Superintendent, the senior internships for the 2012-2013 school year as per the attached list.

Approved, upon the recommendation of the Superintendent, the 2012-2013 revised school calendar as attached.

Roll Call Vote – All present voted yes – Motion carried

## **POLICIES AND PROCEDURES**

The following motions made by Mr. Colasurdo, seconded by Judge Stanton were approved as submitted.

Approved, upon the recommendation of the Superintendent, the adoption of the following revised policies as attached:

- 4121 Substitute Teachers
- 5110 Attendance
- 5113 Attendance, Absences and Excuses
- 5131.1 Academic Integrity (formerly Plagiarism)

Roll Call Vote – All present voted yes – Motion carried

## **PERSONNEL**

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

Approved, upon the recommendation of the Superintendent, the appointment of Marisa Ackermann as a leave replacement School Counselor at MA+30 Step 1 (no step movement on salary guide following settlement of MCVTEA contract) effective September 1, 2012, pending successful completion of a criminal history background check and pre-employment physical examination.

Approved, upon the recommendation of the Superintendent, the appointment of Devon Cosenza as a Child Study Team Secretary (10-month position) at Grade II Step 2 (no movement on salary guide following settlement of MCVTEA contract) effective September 1, 2012 through June 30, 2013, pending successful completion of a criminal history background check and pre-employment physical examination.

Approved upon the recommendation of the Superintendent, the appointment of substitute teachers, nurses, secretaries, security guards and custodians for the 2012-2013 school year as per attached list.

Approved, upon the recommendation of the Superintendent, the appointment of Joseph Silversey as a substitute teacher of collision repair technology at the rate of \$125 per diem for the 2012-2013 school year.

Approved, upon the recommendation of the Superintendent, a paid leave of absence under the Federal Family Medical Leave Act for Jill Ross effective September 26, 2012 through November 21, 2012, utilizing accumulated sick days, followed by an unpaid leave of absence under the New Jersey Family Medical Leave Act effective November 22, 2012 through February 21, 2013, followed by an unpaid child care leave of absence through June 30, 2013 (tentative dates subject to change).

Approved, upon the recommendation of the Superintendent, the appointment of the following coaches for the 2012-2013 school year:

- Mark Menadier Boys Varsity Soccer
- Scott Malagold Boys Junior Varsity Soccer
- Christopher Hurd Boys Junior Varsity Basketball Coach (pending successful completion of a criminal history background check)

Approved, upon the recommendation of the Superintendent, the appointment of the following Master Teachers for the 2012-2013 school year:

Lisa Adams	Humanities
Christine Bacolas	STEM
Marilynn Donahue	CTE
Melissa Sevola	CTE

Approved, upon the recommendation of the Superintendent, the following revised job description:

Student Assistance Coordinator

Approved, upon the recommendation of the Superintendent, the appointment of Craig Schreiner as a part-time Structured Learning Coordinator at the rate of \$48.00 per hour for a maximum of 500 hours for the period October 1, 2012 through June 30, 2013, pending successful completion of a criminal history background check.

Approved, upon the recommendation of the Superintendent, advancement on the salary guide for Debra Romano to MA effective September 1, 2012.

Approved, upon the recommendation of the Superintendent, the appointment of Kari Constantine to teach Adult Education Fitness Classes for the period September 1, 2012 through June 30, 2013, at the rate of \$33.00 per hour for a maximum of 50 hours.

Approved, upon the recommendation of the Superintendent, the appointment of the ABS Instructors for the 2012-2013 school year as per attached list.

Approved, upon the recommendation of the Superintendent, the appointment of Bruce Sibel as a Security Guard at the annual salary of \$27,000 for the period September 1, 2012 through June 30, 2013, pending successful completion of a pre-employment physical examination.

Approved, upon the recommendation of the Superintendent, the appointment of Tania Saez as a part-time Teacher of Spanish at BA Step 2 (no step movement on salary guide following settlement of MCVTEA contract) effective September 1, 2012 through June 30, 2013, pending successful completion of a criminal history background check and pre-employment physical examination.

Approved, upon the recommendation of the Superintendent, the appointment of John Knapp as bus driver for the 2012-2013 school year at his hourly rate.

Approved, upon the recommendation of the Superintendent, the appointment of the following part time Adult Education instructors for the period September 1, 2012 through June 30, 2013:

<u>Instructor</u>	<u>Program</u>	<u>Hourly Rate</u>	<u>Maximum # Hours</u>
William Davis	Electrical Apprentice	\$35.00	200
John Williams	Electrical Apprentice	\$35.00	200
Jessica Urriola	Computer Applications	\$33.00	85

Approved, upon the recommendation of the Superintendent, the appointment of Denise Trimmer as Athletic Site Manager for the Fall 2012 season.

Roll Call Vote – All present voted yes – Motions carried

## **BUILDINGS AND GROUNDS**

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

Approved, upon the recommendation of the Superintendent, the use of facilities by the Morris County Association of School Business Officials for monthly meetings in the Culinary Dining Room, Building #4, from 9:00 a.m. – 12 noon on the following dates: 9/19/12, 10/19/12, 11/28/12, 1/24/13, 2/15/13, 3/21/13 (12:30 – 2:00 p.m.), 5/23/13.

Approved, upon the recommendation of the Superintendent, the use of facilities by School Transportation Supervisors for transportation meetings in the Culinary Dining Room, Building #4, from 9:00 a.m. – 12 noon on the following dates: 10/12/12, 2/1/13 (snow date 3/1/13), 5/3/13.

Approved, upon the recommendation of the Superintendent, the use of facilities by the Denville Seniors Chapter One for a luncheon in the Culinary Dining Room, Building #4 from 12:30 – 2:00 p.m. on October 17, 2012.

Approved, upon the recommendation of the Superintendent, the use of facilities by the MCVSD PTO for a pasta night fundraiser for project graduation 2013 in the Cafeteria, Building #1, from 6:00 – 10:00 p.m. on October 19, 2012.

Approved, upon the recommendation of the Superintendent, the use of facilities by the MCVSD PTO for a zumba fundraiser for project graduation 2013 in the Gymnasium from 3:00 – 4:30 p.m. and 6:00 – 7:30 p.m. on November 16, 2012.

Roll Call Vote – All present voted yes – Motions carried

**HEARING OF THE PUBLIC- none**

**OLD BUSINESS- None**

## **NEW BUSINESS**

Next board meeting: Tuesday, September 11, 2012 at 6:00 p.m.

Next Negotiation meeting: Monday, September 10, 2012

NJSBA Workshop October 23-25, 2012

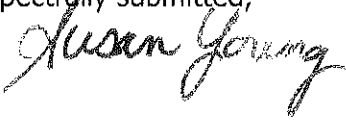
**SUNSHINE RESOLUTION - None**

**ADJOURNMENT**

Motion made by Mr. Colasurdo, seconded by Mr. Hyland to adjourn the meeting at 7:46 am.

All present voted yes – Motion carried.

Respectfully submitted,

A handwritten signature in cursive script that reads "Susan Young". The signature is written in black ink and is positioned below the text "Respectfully submitted,".

Susan Young, Business Administrator/Board Secretary