

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION

September 11, 2012

A regular meeting of the Morris County Vocational School District held on September 11, 2012 at the Morris County School of Technology, 400 East Main Street, Denville, New Jersey was called to order by President Barbara Dawson at 6:00 pm. 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

Graduation data and 2012/2013 enrollment data was presented by Mr. Moffitt.
Capital Project Submissions that were being submitted to the County were presented by Susan Young.

COMMITTEE PROGRAMS – none

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

MINUTES

The following motion made by Mr. Colasurdo, seconded by Mr. Hyland approved the minutes of the Regular Meeting of the Board of Education of August 14, 2012.

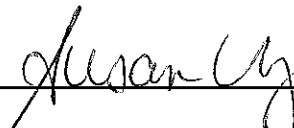
Roll Call Vote – All present voted yes - Motion carried

BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

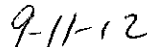
The following motion made by Mr. Colasurdo, seconded by Mr. Hyland was approved as submitted.

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 July 2012. Further, pursuant to N.J.A.C. 6A:23A-16.10(c) 4 the Board of Education certifies that as of July 31, 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 July 31, 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 motion made by Mr. Colasurdo, seconded by Mr. Hyland was approved as submitted.

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

Motion to approve, upon the recommendation of the Superintendent, the payment of bills as attached.

Motion to approve, upon the recommendation of the Superintendent, the following amendments to the 2012/2013 Current Expense anticipated revenue budget statement and the corresponding appropriations budget for Funds 11, 12, 13, 20, 30, 60, 61, 62, 63, 66 and 67 as per listing attached.

Motion to approve, 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 fee for the timekeeper for the 2012-2013 school year at the rate of \$35.00 per hour.

Approved, upon the recommendation of the Superintendent, a tentative 2012-2013 tuition rate of \$532,715.00 in Butler Board of Education for the Academy for Law and Public Safety. (This is a 0% increase from an estimated tuition rate for 2011-2012.)

Approved, upon the recommendation of the Superintendent, the Bid Purchasing Contract for Educational Data Services between Morris County Educational Services Commission and Morris County Vocational School District for the 2012-2013 school year at a fee of \$9,395.00 (\$1,000.00 savings from the contract for 2011-2012).

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> |
|--------------------------|----------------|-------------------------|
| Copier Lease | Savin | A51464 |
| Pick Up Truck | Celebrity Ford | 78762 |

Accepted, upon the recommendation of the Superintendent, the receipt of funds for the FY12 Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Program in the amount of \$591,234, to be shared between Morris, Sussex and Warren counties in the following amounts:

| | |
|------------------------------------|-----------|
| Morris County School of Technology | \$410,534 |
| Sussex County Community College | \$ 99,500 |
| Warren County Technical School | \$ 81,200 |

Accepted, upon the recommendation of the Superintendent, the receipt of funds for the FY12 NCLB Grant in the amount of \$26,133.

| | |
|-----------|-----------------|
| Title IA | \$23,132 |
| Title IIA | <u>\$ 3,001</u> |
| | \$26,133 |

Roll Call Vote – All present voted yes – Motion carried

CURRICULUM, INSTRUCTION, PROGRAMS, STUDENTS

The following motions made by Dr. Serafino, 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 following new curricula:

- Economics
- Global Studies
- MSE Academy Physics A
- MSE Academy Biology H
- MSE Academy Chemistry A
- MSE Science Inquiry and Technology 1A
- MSE Fundamentals of Engineering
- MSE Business Strategies H
- MSE Biotechnology Honors
- Virtualization/Virtual Computing & Cloud Computing

Approved, upon the recommendation of the Superintendent, the attached list of field trips for the period September 18 – October 4, 2012.

Approved, upon the recommendation of the Superintendent, the application for the enrollment of the Morris County School of Technology as a member of the New Jersey State Interscholastic Athletic Association to participate in the approved interscholastic athletic program sponsored by the NJSIAA for the 2012-2013 school year, and thereby agreeing that the school be governed by the Constitution, Bylaws and Rules and Regulations of the NJSIAA, including all rules governing student-athlete eligibility.

Approved, upon the recommendation of the Superintendent, the adoption of the 2012-2013 Professional Development Plan following approval by the Morris County Professional Development Board on May 23, 2012 (approved as submitted to County Office with no changes required).

Approved, upon the recommendation of the Superintendent, that October 1-5, 2012 be recognized as Week of Respect in the Morris County Vocational School District.

Roll Call Vote – All present voted yes – Motion carried

POLICIES AND PROCEDURES

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

Approved, upon the recommendation of the Superintendent, the adoption of the attached Harassment, Intimidation and Bullying Incident Report Form.

Roll Call Vote – All present voted yes – Motion carried

PERSONNEL

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

Approved, upon the recommendation of the Superintendent, the appointment Rori Benson as a Learning Disabilities Teaching Consultant at MA30 Step 16 with an anticipated start date of November 5, 2012 through June 30, 2013, pending successful completion of a pre-employment physical examination and criminal history background check.

Approved, upon the recommendation of the Superintendent, the appointment of the following substitute teachers:

Kathryn Di Ricco
Victor Jarosz (pending successful completion of criminal history background check)
Kimberly Kaelin
Karin Schaefer

Approved, upon the recommendation of the Superintendent, the following rates of pay for substitutes for the 2012-2013 school year:

| | |
|---|------------------|
| Substitute Teacher | \$100 per diem |
| Substitute Teacher (vocationally certified) | \$125 per diem |
| Long-Term Substitute Teacher | \$150 per diem |
| Substitute Nurse | \$170 per diem |
| Substitute Secretary | \$100 per diem |
| Long-Term Substitute Secretary | \$125 per diem |
| Substitute Bus Driver | \$16.50 per hour |
| Substitute Custodian (without Black Seal license) | \$100 per diem |
| Substitute Custodian (with Black Seal license) | \$125 per diem |

Approved, upon the recommendation of the Superintendent, a stipend for Master Teacher in the amount of \$5,000 for the 2012-2013 school year.

Approved, upon the recommendation of the Superintendent, the submission of the School Business Administrator's 2012-2013 employment contract to the Morris County Executive Superintendent for county review and approval.

Confirmed and approved, upon the recommendation of the Superintendent, an additional three days of bereavement for Patricia Mercurio for the period August 14-16, 2012.

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

Sheila Arakelian
Christine Bacolas
Jennifer Pien

Approved, upon the recommendation of the Superintendent, the appointment of Michael Quaglio as School Parent Liaison for the 2012-2013 school year with funding provided by FY13 NCLB Title 1 Grant.

Confirmed and approved, upon the recommendation of the Superintendent, advancement on the salary guide for Melissa Eckoff to MA30 effective September 1, 2012.

Approved, upon the recommendation of the Superintendent, the appointment of Yettine Steinberg as part-time Special Needs Liaison at the rate of \$75.00 per hour for a maximum of 400 hours with an anticipated start date of October 1, 2012 through June 30, 2013 pending successful completion of a criminal history background check, with funding provided by FY13 Perkins Secondary Grant.

Approved, upon the recommendation of the Superintendent, the appointment of the following guest artists for the Visual and Performing Arts Academy for the 2012-2013 school year:

| <u>Name</u> | <u># Days</u> | <u>Rate</u> | <u>Funding</u> |
|-------------------|---------------|---------------|-----------------|
| David Landau | 18 | \$275 per day | District Funds |
| Lynne Grossman | 40 | \$300 per day | District Funds |
| Scott Furman | 30 | N/A | NJSCA-AIE Grant |
| Randy James | 10 | \$275 per day | District Funds |
| Michelle Robinson | 5 | \$275 per day | District Funds |
| Ahmed Bennane | 5 | \$275 per day | District Funds |
| Erin O'Brien | 6 | \$250 per day | District Funds |
| Alyssa Battaglia | 6 | \$300 per day | District Funds |

Approved, upon the recommendation of the Superintendent, a stipend in lieu of annual workshop/conference reimbursement for the 2012-2013 school year in the amount of \$600.00 each for the following individuals for their participation in the Critical Friends Group:

| | |
|---------------------|--------------------|
| Lisa Adams | Christine Hietanen |
| Gayle Adler | Katherine Iardi |
| Sheila Arakelian | Eric Johnson |
| Christine Bacolas | Thomas Koehler |
| Jennifer Berk | Andrew Latinicsics |
| Emily Bohn-Drake | Michael Le Rose |
| Kevin Brophy | Randy Lovgren |
| Kevin Condron | Sharon Miller |
| Kimberly Delesky | Jessica Murphy |
| Laura Dessel | Robin Mutter |
| Robert Doran | Patrice O'Keefe |
| Bruce Feakins | Marisa Pelosi |
| Tina Flechsig | Albert Prentice |
| Timothy Gordon | Debra Romano |
| Kathleen Harrington | Jennifer Skomial |

Approved, upon the recommendation of the Superintendent, the appointment of the following faculty members to teach one additional block of instruction for the 2012-2013 school year:

Vincenzia Annuzzi
Christine Bacolas

Approved, upon the recommendation of the Superintendent, the appointment of the following individuals to write curriculum at the rate of \$33.00 per hour with funding provided by FY13 Perkins Secondary Grant:

| <u>Name</u> | <u>Curriculum</u> | <u>Maximum # Hours</u> |
|-------------------------------------|----------------------------|------------------------|
| Ruth Clark | Dance 4 (new) | 50 |
| Barbara Stasiak | Multimedia 4 (new) | 50 |
| Regina McNeill | Culinary Arts 4 (new) | 50 |
| Jennifer Skomial/Christine Hietanen | Journalism (new half year) | 25 (shared) |
| Debra Romano | Yearbook (new) | 50 |

| | | |
|-------------------|-------------------------------------|------|
| Ruth Clark | Dance 3 (revision) | 37.5 |
| Barbara Stasiak | Multimedia 3(revision) | 37.5 |
| Irene Fitzpatrick | Theater Arts 3 (revision) | 37.5 |
| Dana Dandino | Cosmetology 1 (revision) | 37.5 |
| Tina Flechsig | Cosmetology 2 (revision) | 37.5 |
| Sheila Arakelian | Probability & Statistics (revision) | 37.5 |
| Jennifer Pien | Environmental Science (revision) | 37.5 |

Confirmed and approved, upon the recommendation of the Superintendent, the appointment of John Davis as Adult Education Electrical Apprentice Program Instructor, at the rate of \$35.00 per hour for a maximum of 200 hours for the period September 1, 2012 through June 30, 2013.

Confirmed and approved, upon the recommendation of the Superintendent, the appointment of Michael Reynolds, as Adult Education Electrical Apprentice Program Instructor, at the rate of \$35.00 per hour for a maximum of 200 hours for the period September 1, 2012 through June 30, 2013.

Approved, upon the recommendation of the Superintendent, the appointment of the following ABS/IELCE staff for the 2012-2013 school year as per attached.

Approved, upon the recommendation of the Superintendent, the appointment of Christine Hietanen to provide individual direct instruction to a special education student as required by the IEP for one hour per week at her hourly rate for the 2012-2013 school year, with funding provided by FY13 IDEA Grant.

Approved, upon the recommendation of the Superintendent, the appointment of Barbara Frasca as an Adult Education Cosmetology Instructor at ND Step 11, with annual salary prorated to the actual number of days worked defined by the program needs, with an anticipated start date of October 9, 2012 through June 30, 2013, pending successful completion of a criminal history background check and pre-employment physical examination.

Roll Call Vote – All present voted yes – Motions carried

BUILDINGS AND GROUNDS

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

Approved, upon the recommendation of the Superintendent, the use of facilities by the MCST PTO for general monthly meetings in the Cafeteria from 6:45 – 8:45 p.m. on the following dates:

September 19, 2012 (Staff Dining Room)
October 16, 2012
November 14, 2012
December 18, 2012
January 16, 2013
February 12, 2013
March 20, 2013
April 16, 2013
May 15, 2013
June 11, 2013

Approved, upon the recommendation of the Superintendent, the use of facilities by Tim Lorencovitz for men's recreational basketball in the Gymnasium from 8:00 – 10:00 a.m. on the following Sundays:

September 16, 23, 30, 2012
October 14, 21, 28, 2012
November 4, 18, 2012
December 2, 9, 16, 2012

Approved, upon the recommendation of the Superintendent, the use of facilities by the Denville Police Athletic League for travel basketball in the Gymnasium from 6:00 – 9:00 p.m. on the following dates:

September 12, 19, 26, 2012
October 3, 2012

Roll Call Vote – All present voted yes – Motions carried

HEARING OF THE PUBLIC-

Mr. Chase thanked the Board for their efforts in negotiating the 2012-2015 MCVTEA agreement.

OLD BUSINESS-

NJ School Boards Fall Workshop: October 23-25, 2012; hotel reservations

NEW BUSINESS

Next board meeting: Tuesday, October 9, 2012 at 6:00 p.m.

SUNSHINE RESOLUTION - None

The following motion made by Mr. Hyland, seconded by Dr. Serafino was approved as submitted.

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 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 matters:

Former Employee Grievance

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 30 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 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 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 6:23 p.m. and reconvened at 7:15 p.m. with the following Board Members present: President Barbara Dawson, Vice President Honorable Reginald Stanton, Mr. Colasurdo, Mr. John Hyland and Dr. Kathleen Serafino. Also present were: Superintendent/Principal Scott Moffitt, Business Administrator/Board Secretary Susan Young and Board Attorney John Mills.

GRIEVANCE

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

Approved the motion to deny Grievance #1213-1 at level 4 and affirm the denial at level 3 pursuant to the contract language in that the grievant had advanced other claims against the district.

Roll Call Vote – All present voted yes – Motion carried

ADJOURNMENT

Motion made by Mr. Colasurdo, seconded by Mrs. Dawson to adjourn the meeting at 7:17 p.m.

All present voted yes – Motion carried.

Respectfully submitted,



Susan Young, Business Administrator/Board Secretary