MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION

April 9, 2013

A regular meeting of the Morris County Vocational School District held on April 9, 2013 at the Morris County School of Technology, 400 East Main Street, Denville, New Jersey was called to order by President Barbara Dawson at 6:06 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 November 19, 2012, 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, Judge Stanton, and Mr. John Hyland.

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

CORRESPONDENCE - None

SUPERINTENDENT'S REPORT

Scott Moffitt discussed the School Performance Report
Scott Moffitt reviewed the QSAC audit.
Scott Moffitt reviewed the Board of School Estimate Meeting
Security Drill Log
Student Incident Report

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 Motion to approve the minutes of the Regular and Closed Session Meetings of the Board of Education of March 12, 2013 and the Regular and Closed Session minutes of the Special Meeting of the Board of Education of March 21, 2013 as submitted.

Roll Call Vote –Yes: 3 Mrs. Dawson, Judge Stanton, and Mr. Hyland.
No: 0
Abstain: 0
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 February 2013. Further, pursuant to N.J.A.C. 6A:23A-16.10(c) 4 the Board of Education certifies that as of February 28, 2013, 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 February 28, 2013 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 –Yes: 3 Mrs. Dawson, Judge Stanton, and Mr. Hyland.
No: 0
Abstain: 0
Motion carried

TREASURER'S REPORT

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

Accepted the Report of the Treasurer submitted pursuant to N.J.S.A. 18A:17-36 for the period ending February 28, 2013

Roll Call Vote –Yes: 3 Mrs. Dawson, Judge Stanton, and Mr. Hyland.
No: 0
Abstain: 0
Motion carried

FINANCE

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

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

B. Approved, 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.

C. 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.

D. 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:

Commodity/Service	Vendor	State contract #
Trucks	DFFLM LLC	83577

E. Accepted, upon the recommendation of the Superintendent, the receipt of funds for the FY13 NCLB Grant in the amount of $33,196 (which includes FY12 carryover funds in the amounts of $3,794 in Title IA and $574 in Title IIA).

Title IA	$29,806
Title IIA	$ 3,390

F. Approved, upon the recommendation of the Superintendent, that the Board of Education gives Delegation of Authority to the School Business Administrator for supervision of the School Facilities Projects as applicable for the following work as an other capital project:

Solar Installation at the Morris County School of Technology

G. Approved, upon the recommendation of the Superintendent, that the Board of Education authorize an amendment to the district's approved Long Range Facility Plan for following project:

Solar Installation at the Morris County School of Technology

H. Approved, upon the recommendation of the Superintendent, that the Board of Education approve submission to the State Department of Education the project applications for the following work as an other capital project:

Solar Installation at the Morris County School of Technology

I. Approved, upon the recommendation of the Superintendent, the following resolution:

WHEREAS, a number of Boards of Education in Morris and Essex Counties have joined together to form a Joint Insurance Pool as permitted by N.J. Title 18A-.18B and;

WHEREAS, said Pool was approved effective February 10, 1984 by the New Jersey Commissioner of Insurance and has been in operation since that date and;

WHEREAS, the Pool contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Pool, and;

WHEREAS, the Board of Education of Morris County Vocational School District has determined that membership in the **MORRIS ESSEX INSURANCE GROUP** is in the best interest of the District;

NOW THEREFORE, be it resolved that the Board of Education of Morris County Vocational School District does hereby agree to renew membership in the **MORRIS ESSEX INSURANCE GROUP** and hereby accept the Bylaws as approved and adopted. The renewal term is from July 1, 2013 to June 30, 2016.

BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator is authorized to execute the application for membership and the accompanying certification on behalf of the District and;

BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the Pool as are required by the Pool's Bylaws and to deliver the same to the Executive Director.

J. Approved, upon the recommendation of the Superintendent, an agreement with the Educational Services Commission of Morris County to provide home instruction services to students as needed for the 2012-2013 school year at the rate of $65.00 per hour, with funding provided by FY13 IDEA Grant or general fund account.

K. Approved, upon the recommendation of the Superintendent, the tuition rates for the Adult Continuing Education programs for the 2013-2014 school year as attached.

L. Approved, upon the recommendation of the Superintendent, the following tuition rates for the post secondary programs for the 2013-2014 school year (10% increase from 2012-2013):

Program	2012-2013 In County Rate Rate	2013-2014 In County Rate	2012-2013 Out of County Rate	2013-2014 Out of County Rate Rate
Cosmetology	$6,936	$7,630	$7,936	$ 8,630
HVAC	$7,135	$7,849	$8,155	$ 8,849
LPN	$8,594	$9,453	$9,614	$10,453

Roll Call Vote – Yes: 3 Mrs. Dawson, Judge Stanton, and Mr. Hyland.
No: 0
Abstain: 0
Motion carried

CURRICULUM, INSTRUCTION, PROGRAMS, STUDENTS

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

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

B. Accepted, upon the recommendation of the Superintendent, the attached Harrassment, Intimidation and Bullying Report.

C. Approved, upon the recommendation of the Superintendent, the attached list of field trips for the 2012-2013 school year.

D. Approved, upon the recommendation of the Superintendent, a field trip for Adult Education LPN students to Pines Manor, Edison, New Jersey on May 1, 2013 to participate in a NJ League for Nursing workshop.

E. Approved, upon the recommendation of the Superintendent, a field trip for social studies students on April 10, 2013 to the Freeholders Office in Morristown, New Jersey to participate in County Government Day.

Roll Call Vote – Yes: 3 Mrs. Dawson, Judge Stanton, and Mr. Hyland.
No: 0
Abstain: 0
Motion carried

PERSONNEL

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

A. Approved, upon the recommendation of the Superintendent, the appointment of Leo Malave to revise curricula for CADD I and CADD 2 for a maximum of 37.5 hours per curriculum at the rate of $33.00 per hour, with funding provided by Perkins FY13 Secondary Grant.

B. Approved, upon the recommendation of the Superintendent, the appointment of Kimberly Delesky as DECA Advisor for the 2012-2013 school year.

C. Approved, upon the recommendation of the Superintendent, a paid leave of absence under the Federal Family Medical Leave Act for Christine Hietanen, Teacher of English, effective June 4, 2013 through June 30, 2013.

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

E. Approved, upon the recommendation of the Superintendent, 30 additional hours for Andrew Latincsics as After School Remedial Teacher, effective April 10, 2013 through June 30, 2013, at the rate of $34.00 per hour to be funded via the FY 13 NCLB Grant.

F. Approved, upon the recommendation of the Superintendent, the attached job description for 10-Month Secretary.

G. Approved, upon the recommendation of the Superintendent, additional hours for the following Adult Continuing Education Instructors for the period April 10, 2013 through June 30, 2013:

Name	Assignment	Maximum #	Hourly Rate Additional Hours
Beverly Grissom-Friend	Health Occupations	85	$33.00 per hour
Janet Kutzman	Dance	10	$20.00 per hour
Paul Kutzman	Dance	10	$20.00 per hour
Lou Rosso	Auto Body	35	$33.00 per hour
Steven San Roman	Welding	30	$33.00 per hour
Carol Tushinski	Computer Applications	30	$38.50 per hour

H. Accepted, the resignation of Devon Cosenza, Child Study Team Secretary, effective May 4, 2013.

Roll Call Vote – Yes: 3 Mrs. Dawson, Judge Stanton, and Mr. Hyland.
No: 0
Abstain: 0
Motion carried

BUILDINGS AND GROUNDS

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

A. Approved, upon the recommendation of the Superintendent, the use of facility by the MCST PTO on Saturday, April 20, 2013 (rain date Saturday, April 27, 2013) in the parking lot for a car wash fundraiser for project graduation.

B. Approved, upon the recommendation of the Superintendent, the use of facility by the Denville Chamber of Commerce on May 1, 2013 for a breakfast meeting in the Bldg #4 Culinary Dining Room from 7:45 a.m. to 8:30 a.m.

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

April 14, April 21, April 28, 2013
May 5, May 12, May 19, 2013
June 2, June 9, June 16, 2013

Roll Call Vote – Yes: 3 Mrs. Dawson, Judge Stanton, and Mr. Hyland.
No: 0
Abstain: 0
Motion carried

HEARING OF THE PUBLIC-

Dale Bendsak announced one of the Digital Design Students won first place in Skills for the National pin design. A grant from Lowes was awarded for the amount of $6000. $1000 for the student expenses to Nationals and $5000 to Digital Design for Supplies.

OLD BUSINESS-

Floating the idea of changing the June graduation time of day . Running this past the PTO.

NEW BUSINESS

Next Board Meeting will be on May 14, 2013 at 6:00 p.m.
Academic Achievement Award Dinner: June 6, 2013, Hanover Marriott, Whippany

ADJOURNMENT

Motion made by Mr. Hyland, seconded by Judge Stanton to adjourn the meeting at 6:25 p.m.

All present voted yes – Motion carried.

Respectfully submitted,

Susan Young, Business Administrator/Board Secretary