

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION

May 14, 2013

A regular meeting of the Morris County Vocational School District held on May 14, 2013 at the Morris County School of Technology, 400 East Main Street, Denville, New Jersey was called to order by President Barbara Dawson at 6:00 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 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, Dr. Rosalie Lamonte, Mr. Lawrence Colasurdo and Mr. John Hyland.

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

CORRESPONDENCE -

Korpita Family Thank You

Morris County Teacher of the Year – Lisa Adams. Mr. Moffitt noted this was the second year in a row a MCVSD teacher was selected for this award.

SUPERINTENDENT'S REPORT

2012-2013 Board and District Goals included as attachment.

Cosmetology Written Exam Results: High School – 86% Pass Rate (36 of 42 students)

Continuing Education – 100% Pass Rate (13 of 13 students)

Precision Manufacturing Program is being developed as a result of industry need.

Security Drill Log

Student Incident Report

Scott Moffitt introduced the new MCVTEA President Marilyn Donahue

COMMITTEE PROGRAMS –

Mikki Regan discussed the Achieve NJ /Student Growth Objectives/(SGOs)

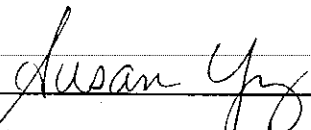
Lynne Jackson presented the 2013-2016 Technology Plan

BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

The following motion made by Mr. Hyland, seconded by Mr. Colasurdo 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 March 2013. Further, pursuant to N.J.A.C. 6A:23A-16.10(c) 4 the Board of Education certifies that as of March 31, 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 March 31, 2013 no budgetary line item account has been overexpended in violation of N.J. A. C. 6A:23A-16.10.



Business Administrator/Board Secretary

5-14-13
Date

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.

No: 0

Abstain: 0

Motion carried

TREASURER'S REPORT

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

Accepted the Report of the Treasurer submitted pursuant to N.J.S.A. 18A:17-36 for the period ending March 31, 2013.

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.

No: 0

Abstain: 0

Motion carried

FINANCE

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

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

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.

No: 0

Abstain: 0

Motion carried

Contingency Allowance, and a bid of Ninety Thousand Dollars (\$90,000.00) on Alternate #2 (furnish and install Cabinet Heaters CH-1 through CH-10); and

BE IT FURTHER RESOLVED, that the Business Administrator is authorized to return the bid securities to all but the three (3) lowest bidders; and

BE IT FURTHER RESOLVED, that the District authorizes its legal counsel to prepare the contract for the Project, transmit same to PIA, and to obtain all documents required thereby; and

BE IT FURTHER RESOLVED, that upon receipt of the executed contract from PIA, as well as the Project bonds, insurance certificate, and any other documents required by the contract, that the Business Administrator is authorized to return the bid securities to the remaining bidders; and

BE IT FURTHER RESOLVED, that because of the time constraints involved with the Project and the District's meeting schedule over the summer, the District hereby authorizes the Business Administrator to execute the contract on behalf of the District, and further appoints the Administration to act as the District's Representative during the construction of the Project.

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.
No: 0
Abstain: 0
Motion carried

F. Official Newspaper

Designated, the Star Ledger as the official legal newspaper of the Board of Education and designate the Daily Record as the second newspaper for open public meetings law/sunshine notices for 2013-2014.

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.
No: 0
Abstain: 0
Motion carried

G. Official Depository

Designated the Provident Bank as the official depository for 2013-2014 for the following accounts:
General Account - 3 Signatures required: President, Vice President, Secretary or Treasurer
Payroll and Payroll Agency, Student Activities, Tuition, and Supermarkets Class Accounts
Scholarship Savings Accounts: Ginty, LPN Recognition Award, Catapano, Goldblatt, Morris County
Beauty Culture and Wyatt
SUI Account
12 Month Pay Option Account
Flex Spending Account
Financial Aid Account
2 Signatures required for above listed accounts: Secretary, Superintendent or Treasurer

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.
No: 0
Abstain: 0
Motion carried

J. Public Agency Compliance Officer

Designated Susan Young to serve as a Public Agency Compliance Officer (P.A.C.O.) and to act as liaison for the district in accordance with P.L. 1975 c. 127 (N.J.A.C. 17:27) for fiscal year 2014.

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.

No: 0

Abstain: 0

Motion carried

K. Purchasing Agent

Appointed the Business Administrator/Board Secretary as the Qualified Purchasing Agent for the Morris County Vocational School District for the 2013-2014 school year with the associated threshold authorizations.

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.

No: 0

Abstain: 0

Motion carried

L. Award of Purchases, Contracts or Agreements

Approved, in accordance with Title 18A:18A-37c, the authorization of the Business Administrator to award contracts that are in the aggregate less than 15 percent of the bid threshold without soliciting competitive quotes.

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.

No: 0

Abstain: 0

Motion carried

M. Authorization of Procurement of Goods/Services through State Contracts for 2013-2014 School Year

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 2013-2014 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	Apple Computer	70259
Technology	Dell Marketing LP	70256
Technology	Hewlett Packard	70262
Automotive	Warnock	T2102

P. Professional Services

WHEREAS, there exists a need for the retention of Counsel and the retention of Labor Relations and Construction Counsel and

WHEREAS, funds are available for these purposes, and

WHEREAS, contracts for "Professional Services" under Local Public Contracts Law (N.J.S.A. 18A:18A 5) require an award by the Board of Education by resolution at a public meeting.

The President and Secretary are hereby authorized and directed to execute an agreement with:

- A. John M. Mills, III of Mills & Mills to serve as Counsel to the Board of for the 2013-2014 school year at \$130.00 per hour and \$300.00 per Board of Education Meeting. (*Attorney for 2012-2013: John M. Mills, III of Mills & Mills; rates remain the same for 2013-2014*)
- B. Schwartz Simon Edelstein & Celso LLC to serve as Labor Relations and Construction Counsel for the Board of Education for the 2013-2014 school year at \$160 per hour (*Labor and Relations Construction Counsel for the 2012-2013: Schwartz Simon Edelstein & Kelso LLC; \$10 per hour rate increase from 2012-2013*)

These contracts are awarded without competitive bidding as a "Professional Service" under the provisions of the Local Contracts Law because:

The legal services of Counsel are considered as a "Professional Service" under the provisions of the Local Public Contracts Law because such services are of such qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids.

The services of a Labor Relations and Construction Counsel are considered as a "Professional Service" under the provisions of the Local Public Contracts Law because such services are of such qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids.

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.

No: 0

Abstain: 0

Motion carried

Q. Tax Shelter Annuities

Motion to approve the following 403(b) tax shelter annuity companies for the 2013-2014 school year:

VALIC Financial Advisors, Inc.
AXA Equitable
Lincoln Financial Advisors Corp
MetLife Resources
Primerica Financial Services

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.

No: 0

Abstain: 0

Motion carried

- E.** Approved, upon the recommendation of the Superintendent, the School Bus Emergency Evacuation Drill Report completed on April 11, 2013 as attached.

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.

No: 0

Abstain: 0

Motion carried

- F.** Confirmed and approved, upon the recommendation of the Superintendent, a field trip for Culinary Art students to the Chelsea Market and American Museum of Natural History in New York City on May 1, 2013.

Roll Call Vote –Yes: 3 Mrs. Dawson, Mr. Colasurdo, and Mr. Hyland.

No: 0

Abstain: 1 Dr. Lamonte

Motion carried

- G.** Confirmed and approved, upon the recommendation of the Superintendent, a field trip for MCST students to Middlesex County College, Edison, New Jersey on May 7, 2013 to participate in the 21st Century Life and Careers Conference.

Roll Call Vote –Yes: 3 Mrs. Dawson, Mr. Colasurdo, and Mr. Hyland.

No: 0

Abstain: 1 Dr. Lamonte

Motion carried

- H.** Motion to approve, upon the recommendation of the Superintendent, a field trip for carpentry students to the Morris County Police and Fire Academy, Parsippany, New Jersey on June 3, 2013 for a community outreach program.

Roll Call Vote –Yes: 3 Mrs. Dawson, Mr. Colasurdo, and Mr. Hyland.

No: 0

Abstain: 1 Dr. Lamonte

Motion carried

- I.** Approved, upon the recommendation of the Superintendent, the participation of Morris County Vocational School District in the Morris County Crimestoppers Harrassment, Intimidation and Bullying Anonymous Reporting Program.

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.

No: 0

Abstain: 0

Motion carried

- J.** Approved, upon the recommendation of the Superintendent, the attendance of the following individuals at the SkillsUSA National Conference from June 24-29, 2013 in Kansas City, Missouri:

Students

Nivrata Bharwani

Nathalie Dorlean

Raven Lawless

Chaperone/Advisor

Kimberly Delesky

Eric Johnson

Intepreter

Colleen Buckley

- B.** Approved, upon the recommendation of the Superintendent, the reappointment of Nancy Kucinski as Instructional Aide for the 2013-2014 school year at the rate of \$34.34 per hour for a maximum of 800 hours.

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.

No: 0

Abstain: 0

Motion carried

- C.** Abolished, upon the recommendation of the Superintendent, the position of Secretary to the Superintendent effective July 1, 2013.

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.

No: 0

Abstain: 0

Motion carried

- D.** Created, upon the recommendation of the Superintendent, the position of Secretary (10-Month) effective July 1, 2013.

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.

No: 0

Abstain: 0

Motion carried

- E.** Approved, upon the recommendation of the Superintendent, the appointment of Linda Schneidmuller as Secretary (10-Month Position) Step 11 prorated for 10 months for the period September 1, 2013 through June 30, 2014.

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.

No: 0

Abstain: 0

Motion carried

- F.** Accepted, the resignation due to retirement of Barbara Stasiak, Teacher of VPA Multimedia, effective July 1, 2013, with appreciation for 13 years of service to the district.

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.

No: 0

Abstain: 0

Motion carried

- G.** Accepted, the resignation of Vivian Sapir, Teacher of Spanish, effective June 30, 2013.

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.

No: 0

Abstain: 0

Motion carried

- N.** Approved, upon the recommendation of the Superintendent, the appointment of Justine Castellano as School Library Media Specialist to fulfill a leave of absence for the period September 1, 2013 through June 30, 2014.

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.

No: 0

Abstain: 0

Motion carried

- O.** Approved, upon the recommendation of the Superintendent, the submission of the School Business Administrator's 2013-2014 employment contract to the Morris County Executive Superintendent for county review and approval.

Roll Call Vote –Yes: 3 Mrs. Dawson, Mr. Colasurdo, and Mr. Hyland.

No: 0

Abstain: 1 Dr. Lamonte

Motion carried

- P.** 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 September 1, 2013 through June 30, 2014.

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.

No: 0

Abstain: 0

Motion carried

- Q.** 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 440 hours for the period September 1, 2013 through June 30, 2014 with funding provided by FY14 Perkins Secondary Grant.

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.

No: 0

Abstain: 0

Motion carried

- R.** Approved, upon the recommendation of the Superintendent, the appointment of Christina Reneo as a substitute teacher for the 2012-2013 school year.

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.

No: 0

Abstain: 0

Motion carried

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.
No: 0
Abstain: 0
Motion carried

Z. Title IX Officer

Approved, the appointment of Director of Student Personnel Services and Special Education as Title IX Officer for the 2013-2014 school year.

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.
No: 0
Abstain: 0
Motion carried

AA. Student Assistance Coordinator

Approved, the appointment of Tina Bibbo as Student Assistance Coordinator for the 2013-2014 school year.

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.
No: 0
Abstain: 0
Motion carried

BB. Custodian of School Records

Approved, the appointment of the Business Administrator/ Board Secretary as the Records Custodian in accordance with the State of New Jersey Open Public Records Act (P.L. 2001,c.404,N.J.S.A. 47:1A-letseq) for the 2013-2014 school year.

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.
No: 0
Abstain: 0
Motion carried

CC. Asbestos Management Officer

Approved, the appointment of the Supervisor of Buildings and Grounds as the Asbestos Management Officer for the district for the 2013-2014 school year.

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.
No: 0
Abstain: 0
Motion carried

DD. Indoor Air Quality Officer

Approved, the appointment of the Supervisor of Buildings and Grounds as the Indoor Air Quality Officer for the district for the 2013-2014 school year.

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.
No: 0
Abstain: 0
Motion carried

JJ. Anti-Bullying Coordinator

Approved, the appointment of Athena Borzeka as the Anti-Bullying Coordinator for the 2013-2014 school year.

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.

No: 0

Abstain: 0

Motion carried

KK. Approved, upon the recommendation of the Superintendent, the appointment of the following VPA guest artists effective May 15, 2013 through June 30, 2013:

VPA Guest Artists	# Days	Rate	Total	Funding Source
Ahmed Bennane	1	\$275	\$275	AVPA Educ Foundation
Michele Robinson	2	\$275	\$550	AVPA Educ Foundation
David Landau	6	\$275	\$1650	District
Scott Tyler Richenbacher	6 half days	\$125 per half day	750	District
Tom Kopache	5 half days	\$125 per half day	625	District
Michele Robinson	2	\$275	\$550	District
Lisa Peluso	1	\$275	\$275	District
Lynne Grossman	2	\$275	\$550	District
Donna Scro	10 half days	\$160 per half day	\$1600	VPA Student Activities
Scott Furman	11	\$275	\$3025	VPA Student Activities

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.

No: 0

Abstain: 0

Motion carried

LL. Approved, upon the recommendation of the Superintendent, the withholding of salary increment for the 2013-2014 school year (no adjustment or employment increment) for employee #4184.

Roll Call Vote –Yes: 4 Mrs. Dawson, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland.

No: 0

Abstain: 0

Motion carried

MM. Approved, upon the recommendation of the Board of Education, a two percent salary increase each year for Scott Moffitt, Superintendent, for the 2013-2014 and 2014-2015 school years as per Article IV Section A.1(b) of the Superintendent's contract .

Roll Call Vote –Yes: 3 Mrs. Dawson, Mr. Colasurdo, and Mr. Hyland.

No: 0

Abstain: 1 Dr. Lamonte

Motion carried