

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION

August 13, 2013

A regular meeting of the Morris County Vocational School District held on August 13, 2013 at the Morris County School of Technology, 400 East Main Street, Denville, New Jersey was called to order by President Barbara Dawson at 7:30 am. with a salute to the flag.

Presiding Officer President Barbara Dawson 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 Barbara Dawson, Vice President Reginald Stanton, 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 -

Thank you note from the Junior Police Academy

SUPERINTENDENT'S REPORT-

Lynne Jackson discussed the School Self-Assessment for determining HIB Grades.

Mr. Moffitt introduced Chief Wagner who in turn introduced Officer Duda as the new School Resource Officer.

Susan Young provided an update on the current Capital Projects and described the steps the district is taking to pursue state funding (debt service aid or grant)

COMMITTEE PROGRAMS – none

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

MINUTES

The following motion made by Mr. Hyland, seconded by Mr. Colasurdo, to approve the minutes of the Regular Meeting of the Board of Education of July 16, 2013.

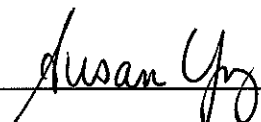
Roll Call Vote – Yes: 3 Judge Stanton, Mr. Colasurdo and Mr. Hyland.
No: 0
Abstain: 1 Mrs. Dawson
Motion carried

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 June 2013. Further, pursuant to N.J.A.C. 6A:23A-16.10(c) 4 the Board of Education certifies that as of June 30, 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 June 30, 2013 no budgetary line item account has been overexpended in violation of N.J. A. C. 6A:23A-16.10.



Business Administrator/Board Secretary

8-13-13

Date

Roll Call Vote – Yes: 4 Mrs. Dawson, Judge Stanton, 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 June 30, 2013.

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

FINANCE

The following motions made by Mr. Colasurdo, seconded by Mr. Hyland 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.** Accepted, upon the recommendation of the Superintendent, the 2013-2014 Artists in Education (AIE) Residency Program Grant awarded by the NJ Council on the Arts in partnership with the Artists-in-Education Consortium to the Academy for Visual and Performing Arts to provide a resident artist for 25 days at \$300 per day, on-site evaluator for a fee of \$200 and artist/teacher institute tuition at a cost of \$315, for a total value of \$8,015.
- E.** Approved, upon the recommendation of the Superintendent, the attendance of Steven Hendricks, Computer Networking Teacher, at Cisco Instructor Training during August 2013 at a total cost to the district of \$2,305.80.
- F.** Approved, upon the recommendation of the Superintendent, the acceptance of funds for the FY13 Perkins Secondary Consolidated Grant in the amount of \$336,231.
- G.** Approved, upon the recommendation of the Superintendent, the acceptance of funds for the FY13 Perkins Postsecondary Consolidated Grant in the amount of \$123,785.
- H.** Approved, upon the recommendation of the Superintendent, the acceptance of funds for the FY13 Youth Transition to Work Grant in the amount of \$54,293.83.
- I.** Motion to approve, upon the recommendation of the Superintendent, the submission of the application for the FY14 IDEA Grant in the amount of \$185,699.
- J.** Approved, upon the recommendation of the Superintendent, a tentative 2013-2014 tuition rate of \$537,991.00 with Butler Board of Education for the Academy for Law and Public Safety. (This is a 0.8 % increase from an estimated tuition rate for 2012-2013.)
- K.** 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 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>
Software	CSM/NEACT/Softsource	A81208
Auto Parts	Lawson Products	A69709

- L. 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 2013-2014 school year at a fee of \$10,395.00.
- M. 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 2013-2014 school year as per attached.
- N. Approved, upon the recommendation of the Superintendent, Change Order # 001 for \$10,431.09 for Topline Construction Corp. for the cost of additional milling, paving, sidewalk and parking space numbering. Additional cost of \$10,431.09 is to be drawn from the \$20,000.00 remaining in the Contingency Allowance. The new contract sum including this change order will be \$587,891.48.

Roll Call Vote – Yes: 4 Mrs. Dawson, Judge Stanton, Mr. Colasurdo and Mr. Hyland.

No: 0

Abstain: 0

Motion carried

CURRICULUM, INSTRUCTION, PROGRAMS, STUDENTS

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

- A. Approved, upon the recommendation of the Superintendent, the senior internships for the 2013-2014 school year as per the attached list.
- B. Approved, upon the recommendation of the Superintendent, the MCVSD School Self-Assessment for Determining HIB Grades.
- C. Approved, upon the recommendation of the Superintendent, the establishment of the Peer Leader Club (Category 1).
- D. Approved, upon the recommendation of the Superintendent, the following curricula:
 - Introduction to Journalism (new)
 - Precision Manufacturing Post-Secondary (new)
 - Probability and Statistics (revised)

- E.** 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 2013-2014 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.

Roll Call Vote – Yes: 4 Mrs. Dawson, Judge Stanton, Mr. Colasurdo and Mr. Hyland.

No: 0

Abstain: 0

Motion carried

POLICIES AND PROCEDURES

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

- A.** Approved, upon the recommendation of the Superintendent, the following revised policies:
 - 5110 Attendance
 - 5113 Attendance, Absences and Excuses
 - 5131.1 Academic Integrity
 - 6145 Co-Curricular Activities
 - 6145.5 Student Clubs and Organizations

Roll Call Vote – Yes: 4 Mrs. Dawson, Judge Stanton, Mr. Colasurdo and Mr. Hyland.

No: 0

Abstain: 0

Motion carried

PERSONNEL

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

- A.** Approved, upon the recommendation of the Superintendent, the appointment of Kevin Elias as School Counselor at MA Step 1 effective September 1, 2013 through June 30, 2014, pending successful completion of criminal history background check and pre-employment physical.
- B.** Approved, upon the recommendation of the Superintendent, the appointment of the following substitute teachers for the 2013-2014 school year:
 - James Anderson
 - Barbara Burke
 - Kim Dwyer
 - Mirdita Merko Hazir
- C.** Approved, upon the recommendation of the Superintendent, the appointment of Kim Dwyer as a substitute secretary for the 2013-2014 school year.
- D.** Rescinded, the appointment of Michael Harriott as Athletic Site Manager for the 2013-2014 winter season.

- E. Amended, upon the recommendation of the Superintendent, the resolution of June 11, 2013 appointing Steven Hendricks as a Computer Networking Teacher at BA+30 Step 8 effective September 1, 2013 through June 30, 2014 (correction to level).
- F. Approved, upon the recommendation of the Superintendent, the appointment of the following individuals as club advisors for the 2013-2014 school year:

<u>Name</u>	<u>Club</u>
Kimberly Delesky	DECA
Steven Hendricks	Robotics

- G. Approved, upon the recommendation of the Superintendent, the appointment of Herbert Browne as a volunteer advisor for the American Welding Society for the 2013-2014 school year (no stipend).
- H. Approved, upon the recommendation of the Superintendent, the appointment of the following chaperones for peer leader training on August 26-27, 2013:

Tina Bibbo
Kevin Brophy

- I. Approved, upon the recommendation of the Superintendent, the appointment of Michael Quaglio as School Parent Liaison for the 2013-2014 school year at a stipend of \$3,000 with funding provided by funding provided by FY14 NCLB Title 1 Grant.
- J. Approved, upon the recommendation of the Superintendent, a maximum of 3 hours each for Katherine Iardi and Debra Romano at their hourly rate to attend an IEP meeting on August 26, 2013.
- K. Approved, upon the recommendation of the Superintendent, the appointment of the following athletic coaches for the 2013-2014 school year:

<u>Name</u>	<u>Sport</u>
Albert Prentice	Boys Varsity Basketball
Joyce Hulbert	Varsity Bowling
Jessica Murphy	Varsity Softball
Justine Castellano/Michael Harriott	JV Softball

- L. Approved, upon the recommendation of the Superintendent, the appointment of Adult Basic Skills/IELCE staff for 2013-2014 school year as per attached.
- M. Amended, upon the recommendation of the Superintendent, the resolution of July 16, 2013 appointing the following part-time Adult Continuing Education Instructors for the 2013-2014 school year: (correction to hourly rate)

<u>Name</u>	<u>Position</u>	<u>Hourly Rate</u>	<u>Maximum # Hours</u>
John Davis	Electrical Apprentice Instructor	\$35.00	160
William Davis	Electrical Apprentice Instructor	\$35.00	160
Michael Reynolds	Electrical Apprentice Instructor	\$35.00	160

- N. Approved, upon the recommendation of the Superintendent, the appointment of Richard Duda as School Resource Officer for the 2013-2014 school year at \$50 per hour as per the terms and conditions specified in the attached contract.
- O. Approved, upon the recommendation of the Superintendent, the appointment of John Knapp as bus driver for the 2013-2014 school year at his hourly rate.
- P. Approved, upon the recommendation of the Superintendent, the appointment of Linda Cobb as ABS/IELCE Lead Instructor for 300 hours at \$33.00 per hour for the period September 1, 2013 through June 30, 2014, with funding provided via FY14 ABS/IELCE grant funds.
- Q. Approved, upon the recommendation of the Superintendent, the appointment of the following individuals as Master Teachers at a stipend of \$5,000 each for the 2013-2014 school year:

Michael Quaglio	Master Teacher CTE Trades
Melissa Sevola	Master Teacher CTE Human Services
Debra Romano	Master Teacher Humanities
Jessica Murphy	Master Teacher STEM

- R. Approved, upon the recommendation of the Superintendent, the appointment of Guillermo Reina as a substitute teacher for the 2013-2014 school year.

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

BUILDINGS AND GROUNDS

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

- A. 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: 9/26/13, 10/31/13, 11/22/13, 1/30/14, 2/27/14, 3/27/14 (p.m.), 5/21/14.

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

HEARING OF THE PUBLIC-

Mr. Chase inquired about the locations of dumpsters and striping related to the new paved parking lot. He also inquired as to whether the district had a facebook page.

OLD BUSINESS-

New Jersey School Boards Association Fall Workshop 2013: October 22-24, 2013

NEW BUSINESS

Next Board Meeting: September 10, 2013 at 6:00 p.m.

Mr. Moffitt expressed his regrets on the passing of Mr. Doig, the former Law and Public Safety Teacher.

ADJOURNMENT

Motion made by Judge Stanton seconded by Mr. Colasurdo to adjourn the meeting at 8:00 a.m.

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 above the typed name.

Susan Young, Business Administrator/Board Secretary