

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION

January 14, 2014

A regular meeting of the Morris County Vocational School District held on January 14, 2014 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 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 5, 2013, 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: Judge Stanton, 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 - None

President Dawson entered the room at 6:15 pm.

SUPERINTENDENT'S REPORT-

The establishment of Board goals was facilitated by Charlene Petersen from New Jersey School Boards Association.

Susan Young discussed the process utilized for the Appointment of Architect of record.

Information Only:

- Security Drill Log
- Student Incident Report

COMMITTEE PROGRAMS -

The Website Committee updates were presented by Mark Menadier.

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

NOTES

The following motion made by Mr. Colasurdo, seconded by Mr. Hyland, to approve the regular and closed session minutes of the meeting of the Board of Education of December 10, 2013.

Roll Call Vote – Yes: 4 Mrs. Dawson, Judge Stanton, Mr. Colasurdo, and Mr. Hyland
No: 0
Abstain: 1 Dr. Lamonte
Motion carried

BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

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

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

 2-11-14
Business Administrator/Board Secretary Date

Roll Call Vote – Yes: 4 Mrs. Dawson, Judge Stanton, Mr. Colasurdo, and Mr. Hyland
No: 0
Abstain: 1 Dr. Lamonte
Motion carried

TREASURER'S REPORT

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

Approved, the Report of the Treasurer submitted pursuant to N.J.S.A. 18A:17-36 for the period ending November 30, 2013.

Roll Call Vote – Yes: 4 Mrs. Dawson, Judge Stanton, Mr. Colasurdo, and Mr. Hyland
No: 0
Abstain: 1 Dr. Lamonte
Motion carried

VANCE

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.

Roll Call Vote – Yes: 5 Mrs. Dawson, Judge Stanton, Mr. Colasurdo, Dr. Lamonte and Mr. Hyland
No: 0
Abstain: 0
Motion carried

- B.** Approved, upon the recommendation of the Superintendent, the following amendments to the 2013/2014 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.

Roll Call Vote – Yes: 5 Mrs. Dawson, Judge Stanton, Mr. Colasurdo, Dr. Lamonte and Mr. Hyland
No: 0
Abstain: 0
Motion carried

- 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.

Roll Call Vote – Yes: 4 Mrs. Dawson, Judge Stanton, Mr. Colasurdo, and Mr. Hyland
No: 0
Abstain: 1 Dr. Lamonte
Motion carried

- D.** Accepted, upon the recommendation of the Superintendent, the funds for the FY14 NCLB Grant in the amount of \$29,430:

Title IA \$26,998
Title IIA \$ 2,432

Roll Call Vote – Yes: 5 Mrs. Dawson, Judge Stanton, Mr. Colasurdo, Dr. Lamonte and Mr. Hyland
No: 0
Abstain: 0
Motion carried

- E.** Approved, upon the recommendation of the Superintendent, the Post-Secondary Collaboration Agreement between the Morris County Vocational School District and the County College of Morris for the period August 1, 2013 through July 31, 2014.

Roll Call Vote – Yes: 5 Mrs. Dawson, Judge Stanton, Mr. Colasurdo, Dr. Lamonte and Mr. Hyland
No: 0
Abstain: 0
Motion carried

- F.** Amended, upon the recommendation of the Superintendent, the resolution of December 10, 2013 to accept the 2012-2013 Comprehensive Annual Financial Report (Audit) and the Annual Management Report with no recommendations as submitted by Nisivoccia & Company LLP (additional wording requested by County Office).

Roll Call Vote – Yes: 4 Mrs. Dawson, Judge Stanton, Mr. Colasurdo, and Mr. Hyland
No: 0
Abstain: 1 Dr. Lamonte
Motion carried

- G.** Approved, upon the recommendation of the Superintendent, the following resolution:

WHEREAS, there exists a need for the retention of an Architect of Record,

WHEREAS, the district solicited, received and evaluated Requests for Proposal for services,

WHEREAS, the evaluation committee has recommended the following firm as the best fit for the district given its assessment of various factors,

WHEREAS, funds are available for this purpose, 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.

Therefore, the Business Administrator and counsel are hereby authorized and directed to negotiate and enter into an Architect of Record agreement with USA Architects Planners + Interior Designers, PA to serve as Architect of Record for the 2013-2014 school year .

This contract is awarded without competitive bidding as a "Professional Service" under the provisions of the Local Contracts Law because:

Architects are considered a "Professional Service" and bids are not required pursuant to N.J.S.A. 18A:18A-5.

Roll Call Vote – Yes: 5 Mrs. Dawson, Judge Stanton, Mr. Colasurdo, Dr. Lamonte and Mr. Hyland
No: 0
Abstain: 0
Motion carried

- H.** Approved, upon the recommendation of the Superintendent, the attached Agreement between the Morris County Vocational School District and Delta-T Group to provide home instruction and school nursing services for the period January 15, 2014 through January 14, 2015.

Roll Call Vote – Yes: 5 Mrs. Dawson, Judge Stanton, Mr. Colasurdo, Dr. Lamonte 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.

Roll Call Vote – Yes: 5 Mrs. Dawson, Judge Stanton, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland
No: 0
Abstain: 0
Motion carried

- B.** Approved, upon the recommendation of the Superintendent, the Memorandum of Agreement for professional services between the New Jersey Department of Education and Morris County Vocational School District to administer the high school equivalency tests for calendar years 2014 through 2016 as attached.

Roll Call Vote – Yes: 4 Mrs. Dawson, Judge Stanton, Mr. Colasurdo, and Mr. Hyland
No: 0
Abstain: 1 Dr. Lamonte
Motion carried

- C.** Approved, upon the recommendation of the Superintendent, the Memorandum of Understanding for TASC testing services between CTB/McGraw-Hill and Morris County Vocational School District to administer the high school equivalency assessments for the period January 15, 2014 through January 15, 2016 as attached.

Roll Call Vote – Yes: 4 Mrs. Dawson, Judge Stanton, Mr. Colasurdo, and Mr. Hyland
No: 0
Abstain: 1 Dr. Lamonte
Motion carried

- D.** Confirmed and approved, upon the recommendation of the Superintendent, a field trip for HOSA students to Passiac County Technical Institute, Wayne, New Jersey on January 11, 2014 to participate in the Northern Regional Leadership Conference.

Roll Call Vote – Yes: 4 Mrs. Dawson, Judge Stanton, Mr. Colasurdo, and Mr. Hyland
No: 0
Abstain: 1 Dr. Lamonte
Motion carried

- E.** Approved, upon the recommendation of the Superintendent, the attached list of field trips for the 2013-2014 school year.

Roll Call Vote – Yes: 4 Mrs. Dawson, Judge Stanton, Mr. Colasurdo, and Mr. Hyland
No: 0
Abstain: 1 Dr. Lamonte
Motion carried

- F. Approved, upon the recommendation of the Superintendent, the contract between Morris County Vocational School District and Morris View Healthcare Center to provide a clinical site for the Licensed Practical Nursing Program for the period February 9, 2014 through February 8, 2017.

Roll Call Vote – Yes: 5 Mrs. Dawson, Judge Stanton, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland
No: 0
Abstain: 0
Motion carried

POLICIES AND PROCEDURES

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

- A. Approved, upon the recommendation of the Superintendent, the first reading of the following new policy:

#2130 Principal Evaluation

Roll Call Vote – Yes: 5 Mrs. Dawson, Judge Stanton, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland
No: 0
Abstain: 0
Motion carried

- B. Approved, upon the recommendation of the Superintendent, the following revised policies:

#2131 Chief School Administrator
#4112.2 Certification
#4116 Evaluation of Teaching Staff
#6171.3 At-Risk and Title I

Roll Call Vote – Yes: 5 Mrs. Dawson, Judge Stanton, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland
No: 0
Abstain: 0
Motion carried

PERSONNEL

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

- A. Approved, upon the recommendation of the Superintendent, advancement on the salary guide to MA+30 for Marisa Pelosi, School Counselor, effective February 1, 2014.

Roll Call Vote – Yes: 5 Mrs. Dawson, Judge Stanton, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland
No: 0
Abstain: 0
Motion carried

- B.** Confirmed and approved, upon the recommendation of the Superintendent, the appointment of the following individuals as HOSA chaperones:

Bruce Feakins
John Knapp
Eric Mason

Roll Call Vote – Yes: 5 Mrs. Dawson, Judge Stanton, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland
No: 0
Abstain: 0
Motion carried

- C.** Tabled, the appointment of ABS/IELCE instructors effective January 15 through June 30, 2014 as per attached, with funding provided by FY14 ABS/IELCE Grant since the attachment was inadvertently omitted.

- D.** Approved, upon the recommendation of the Superintendent, the appointment of the following individuals to write curricula at the rate of \$33.00 per hour for the 2013-2014 school year:

<u>Name</u>	<u>Curriculum</u>	<u># Hours</u>	<u>Funding</u>
Scott Kindler	Science Infusion (new)	50	General Fund
Kathleen Harrington	Math Infusion (new)	50	General Fund
Jennifer Skomial	CRC Grade 11 (revised)	37.50	Perkins Sec
Jennifer Skomial	CRC Grade 12 (new)	50	Perkins Sec

Roll Call Vote – Yes: 5 Mrs. Dawson, Judge Stanton, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland
No: 0
Abstain: 0
Motion carried

- E.** Approved, upon the recommendation of the Superintendent, the appointment of the following substitute teachers for the 2013-2014 school year:

Thomas Randolph
Ralph Scimeca

Roll Call Vote – Yes: 5 Mrs. Dawson, Judge Stanton, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland
No: 0
Abstain: 0
Motion carried

- F.** Confirmed and approved, upon the recommendation of the Superintendent, the appointment of Ruth Clark to conduct auditions for prospective VPA candidates for a maximum of four hours at her hourly rate on Saturday, January 11, 2014.

Roll Call Vote – Yes: 5 Mrs. Dawson, Judge Stanton, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland
No: 0
Abstain: 0
Motion carried

- G.** Confirmed and approved, upon the recommendation of the Superintendent, the appointment of the following individuals to conduct Skills Clinics during the 2013-2014 school year:

<u>Name</u>	<u># Clinics</u>	<u>Clinic Type</u>	<u>Rate</u>	<u>Funding</u>
Justine Castellano	3	2-day	\$250 per clinic	NCLB Title I
Robert Havas	2	2-day	\$250 per clinic	NCLB Title I
David Palladino	1	2-day	\$250 per clinic	NCLB Title I

Roll Call Vote – Yes: 5 Mrs. Dawson, Judge Stanton, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland
No: 0
Abstain: 0
Motion carried

- H.** Approved, upon the recommendation, the appointment of Kevin Elias as Varsity Baseball Co-Coach for the Spring 2014 season.

Roll Call Vote – Yes: 5 Mrs. Dawson, Judge Stanton, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland
No: 0
Abstain: 0
Motion carried

- I.** Approved, upon the recommendation of the Superintendent, advancement on the salary guide to MA+30 for Jennifer Skomial, Teacher of Child Related Careers, effective February 1, 2014, pending receipt of official college transcripts by the designated deadline.

Roll Call Vote – Yes: 5 Mrs. Dawson, Judge Stanton, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland
No: 0
Abstain: 0
Motion carried

- J.** Approved, upon the recommendation of the Superintendent, an unpaid maternity leave of absence for Robin Ravotto effective February 24 through June 30, 2014.

Roll Call Vote – Yes: 5 Mrs. Dawson, Judge Stanton, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland
No: 0
Abstain: 0
Motion carried

- K.** Rescinded, the appointment of Barbara Stasiak as Production Director, Multimedia, for the 2013-2014 school year.

Roll Call Vote – Yes: 5 Mrs. Dawson, Judge Stanton, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland
No: 0
Abstain: 0
Motion carried

BUILDINGS AND GROUNDS

The following motions 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 New Jersey Department of Education for a Literacy Workshop luncheon in Bldg #4 Culinary Dining Room on January 23, 2014.

Roll Call Vote – Yes: 5 Mrs. Dawson, Judge Stanton, Dr. Lamonte, Mr. Colasurdo, and Mr. Hyland
No: 0
Abstain: 0
Motion carried

HEARING OF THE PUBLIC- None

OLD BUSINESS- None

NEW BUSINESS

- Next Board Meeting: February 11, 2014 at 6:00 p.m.
- Congressmen Frelinghuysen and Lance are scheduled to tour the school on January 22, 2014

SUNSHINE RESOLUTION

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

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:

- Legal matter: Construction Bid Award Protest
- Personnel matters

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 20 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 6:57 pm. and reconvened at 7:26 pm. with the following Board Members present: President Barbara Dawson, Judge Stanton, Dr. Rosalie Lamonte, Mr. Colasurdo and Mr. John Hyland. Also present were: Superintendent Scott Moffitt, Business Administrator/Board Secretary Susan Young and Board Attorney John Mills.

ADJOURNMENT

Motion made by Mr. Hyland seconded by Mr. Colasurdo to adjourn the meeting at 7:27 p.m.

All present voted yes – Motion carried.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Susan Young".

Susan Young, Business Administrator/Board Secretary