

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION

February 10, 2015

A regular meeting of the Morris County Vocational School District held on February 10, 2015 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 February 6, 2015 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 Dawson, Dr. Lamonte, and Mrs. Dougherty.

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

CORRESPONDENCE -

- Thank You Note: MCST Singers at Freeholder Reorganization Meeting Kathryn DeFillippo
Freeholder Director
- NJ Achievement Coaches Grant Program awarded to the district

SUPERINTENDENT'S REPORT-

Charlene Petersen of New Jersey School Boards Association gave a presentation regarding Board goals. Scott Moffitt spoke about the NJ State Board of Education President Visit
Morris County Manual Cover Winner: Stephen Cavallo

Information Only:

- Security Drill Log
- Student Incident Report

COMMITTEE PROGRAMS -

Susan Young discussed the 2015 Capital Projects tentatively approved by the County totaling \$2,061,000.00.

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

MINUTES

The following motion made by Dr. Lamonte, seconded by Mrs. Dougherty was approved as submitted.

Approved, the minutes of the Regular and Closed Session Meetings of the Board of Education of January 13, 2015 as submitted.

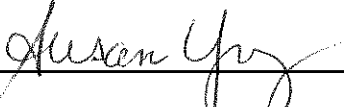
Roll Call Vote – Yes: 2 Mrs. Dawson, Dr. Lamonte and
No: 0
Abstain: 1 Mrs. Dougherty
Motion Carried.

BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT and TREASURER'S REPORT

The following motions made by Dr. Lamonte, seconded by Mrs. Dougherty were 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 December 2014. Further, pursuant to N.J.A.C. 6A:23A-16.10(c) 4 the Board of Education certifies that as of December 31, 2014, 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 December 31, 2014 no budgetary line item account has been over expended in violation of N.J. A. C. 6A:23A-16.10.



Business Administrator/Board Secretary

2-10-15

Date

Approved, the Report of the Treasurer submitted pursuant to N.J.S.A. 18A:17-36 for the period ending December 31, 2014.

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

FINANCE

The following motions made by Mrs. Dougherty, seconded by Dr. Lamonte were approved as submitted.

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

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

- B.** Approved, upon the recommendation of the Superintendent, the following amendments to the 2014/2015 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: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
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: 2 Mrs. Dawson and Mrs. Dougherty
No: 0
Abstain: 1 Dr. Lamonte
Motion Carried.

- D.** Approved, upon the recommendation of the Superintendent, a pre-school tuition rate increase of 0.7% for the 2015-2016 school year to \$1,350.00 per child for the Child Related Careers pre-school program.

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

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

WHEREAS, on July 30, 2014, the Morris County Vocational School District ("District") held a public bid opening for the Physical Education Challenge project ("Project"); and

WHEREAS, the District received no bids at the public bid opening; and

WHEREAS, on October 22, 2014, the District held a second public bid opening for the Project and received no bids at the public bid opening; and

WHEREAS, on December 3, 2014, the District held a third public bid opening for the Project; and

WHEREAS, the District received one (1) bid, from Project Adventure, Beverly, Massachusetts; and

WHEREAS, the bid from Project Adventure contained numerous defects; and

WHEREAS, the Board determined that the defects were material and non-waivable, and that

Project Adventure was not a responsible bidder; and

WHEREAS, NJSA 18A:18A-5 permits a board of education to negotiate a contract when the board has, on at least two occasions, advertised for the receipt of bids and has not received any responsive bids in response thereto; and

WHEREAS, in accordance with the provisions of NJSA 18A:18A-5, the Administration negotiated a contract for the project.

NOW, THEREFORE, BE IT RESOLVED, that the District hereby award the Physical Education Challenge project ("Project") in the amount of \$136,547.30 to Project Adventure, Beverly, Massachusetts subject to the negotiation of an acceptable contract.

BE IT FURTHER RESOLVED that the board of education authorizes the Administration in consultation with the legal counsel to enter into the associated contract.

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

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

WHEREAS, there exists a need for professional services for 2014-2015 and funds are available for these purposes; and

WHEREAS, the Public School Contracts Law (Chapter 114, Laws of 1977) requires that the Resolution authorizing the award of contracts for professional services without competitive bids be publicly adopted.

NOW THEREFORE BE IT RESOLVED by the Morris County Vocational School District that the following be engaged for professional services for DOE Submission/Project Applications for the following work as a non-educational facility capital project as described and in an amount not to exceed:

USA Architects Planners + Interior Designers

USA Project #2014-119 HVAC Upgrades at Building #1	\$38,200.00
USA Project #2014-116 Building Envelop, Painting & Door Upgrades at Building #4	\$25,000.00

Additionally, Department of Education submission, reviews and approvals for each project on an hourly services rate not to exceed \$5,000.00 per submission in accordance with Architect of Record Agreement.

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

- G.** Approved, upon the recommendation of the Superintendent, that the Board of Education gives Delegation of Authority to School Business Administrator for supervision of the School Facilities Projects as applicable for the following work as non-educational facility capital projects:

USA Project #2014-118 Water Main Replacement Building #4
USA Project #2014-129 Building Envelop (Stucco)
USA Project #2014-117 Flooring Upgrades
USA Project #2014-119 HVAC Upgrades at Building #1
USA Project # 2014-116 Building Envelop, Painting & Door Upgrades at Building #4

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

- H.** Approved, upon the recommendation of the Superintendent, that the Board of Education authorizes amendments to the district's approved Long Range Facility Plan for the following projects:

USA Project #2014-118 Water Main Replacement Building #4
USA Project #2014-129 Building Envelop (Stucco)
USA Project #2014-119 HVAC Upgrades at Building #1

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

- I.** Approved, upon the recommendation of the Superintendent, that the Board of Education approves submission to the State Department of Education the project applications for the following work as non-educational facility capital projects requesting debt service aid:

USA Project #2014-118 Water Main Replacement Building #4
USA Project #2014-129 Building Envelop (Stucco)
USA Project #2014-119 HVAC Upgrades at Building #1

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

- J.** Approved, upon the recommendation of the Superintendent, the acceptance of FY15 Perkins Secondary Grant funds in the amount of \$315,273.00.

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

- K.** Approved, upon the recommendation of the Superintendent, the acceptance of FY15 Perkins Post Secondary Grant funds in the amount of \$120,003.00.

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

- L.** Approved, upon the recommendation of the Superintendent, the acceptance of New Jersey Achievement Coaches Program Grant funds in the amount of \$34,995.00.

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

- M.** Approved, upon the recommendation of the Superintendent, the waiver of the district's participation in the SEMI program for 2015-2016:

WHEREAS, N.J.A.C. 6A:23A-5.3(b)2 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2015-2016 school year; and

WHEREAS, the Morris County Vocational School District Board of Education desires to apply for this waiver due to the fact that it projects having fewer than forty Medicaid eligible full-time classified students;

NOW, THEREFORE, BE IT RESOLVED, that the Morris County Vocational School District Board of Education hereby authorizes the Superintendent of Schools to submit to the Executive County Superintendent of Schools in the County of Morris an appropriate waiver of the requirements of N.J.A.C. 6A:23A-5.3 for the 2015-2016 school year.

Roll Call Vote – Yes: 2 Mrs. Dawson and Mrs. Dougherty
No: 0
Abstain: 1 Dr. Lamonte
Motion Carried.

- N.** Approved upon the recommendation of the Superintendent, the following tuition rates for full-time and share-time secondary students for the 2015-2016 school year:

	In-County	% Change	Out-of-County*	% Change
Full-Time General Education	\$ 9,000	-5.1%	\$12,195	0%
Full-Time Special Education	\$13,000	27.1%	\$13,200	2.54%
Share-Time General Education	\$ 4,500	-5.1%	\$ 6,098	0%
Share-Time Special Education	\$ 6,500	27.1%	\$ 6,600	2.54%

*Includes \$200 18A:54-23.4 capital expense charge

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

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

WHEREAS P.L. 2011, Chapter 139 allows local contracting units to utilize national cooperative contracts as a method of procurement, and

WHEREAS, the Morris County Vocational School District has the need, on a timely basis, to procure goods and services utilizing the National Joint Powers Alliance, and

WHEREAS, the Morris County Vocational School District desires to authorize its purchasing agent to apply for membership in this national cooperative for the 2014-2015 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year within the guidelines of the Local Finance Notice 2012-10,

NOW THEREFORE BE IT RESOLVED that the Morris County Vocational School District Board of Education does hereby authorize the district purchasing agent to apply for membership in the National Joint Powers Alliance.

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

CURRICULUM, INSTRUCTION, PROGRAMS, STUDENTS

The following motions made by Mrs. Dougherty, seconded by Dr. Lamonte were approved as submitted.

- A.** Motion to approve, upon the recommendation of the Superintendent, the senior internships for the 2014-2015 school year as per the attached list.

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

- B.** Motion to approve, upon the recommendation of the Superintendent, the attached Harrassment, Intimidation and Bullying Report.

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

POLICIES AND PROCEDURES

The following motions made by Mrs. Dougherty, seconded by Dr. Lamonte were approved as submitted.

- A.** Approved, upon the recommendation of the Superintendent, the following procedure:

6147.1 Evaluation of Individual Student Performance: Student Testing/
Assessments

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

PERSONNEL

The following motions made by Mrs. Dougherty, seconded by Dr. Lamonte were approved as submitted.

- A.** Accepted, the resignation of Megan Petrucelli as 2017 Class Advisor effective January 23, 2015.

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

- B.** Approved, upon the recommendation of the Superintendent, the appointment of Gina Visconti as 2017 Class Advisor effective February 11, 2015.

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

- C.** Rescinded, upon the recommendation of the Superintendent, the appointment of Jessica Prentice as JV Softball Coach for the Spring 2015 season.

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

- D.** Approved, upon the recommendation of the Superintendent, the appointment of Jessica Prentice and Joshua LeRose as JV Softball Co-Coaches for the Spring 2015 season.

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

- E.** Approved, upon the recommendation of the Superintendent, the appointment of the following DECA chaperones for the 2014-2015 school year:

Julia Ioannou
Daniel Riccio

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

- F.** Confirmed and approved, upon the recommendation of the Superintendent, the appointment of Jessica Prentice as a Timekeeper at \$35.00 per game for the 2014-2015 school year.

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

- G.** Approved, upon the recommendation of the Superintendent, the appointment of Peter Lopez as a part-time Adult Continuing Education Construction Instructor at the rate of \$33.00 per hour for a maximum of 40 hours for the period February 13, 2015 through June 30, 2015.

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

- H.** Awarded, upon the recommendation of the Superintendent, 25 sick days to Kerry Eberhardt as carryover of unused sick days from Randolph School District.

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

- I.** Accepted, the resignation due to retirement of Mary Rooney effective June 30, 2015.

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

- J.** Approved, upon the recommendation of the Superintendent, the appointment of Doreen Fulton as a chaperone and school representative for the 2014-2015 school year to accompany Kevin Fulton to diving tournaments per NJSIAA regulations at no cost to the district.

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

- K.** Approved, upon the recommendation of the Superintendent, the appointment of the following staff members as Placement Testing Proctors at the rate of \$33.00 per hour for the 2014-2015 school year:

Jeffrey Chase
Mary Anne Hartmann
Jennifer Katz
Patricia Mann
Marisa Pelosi
Helen Zeris

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

- L.** Accepted, the resignation of William Majerscak as an ESL Instructor at Headstart effective February 3, 2015.

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

- M.** Approved, upon the recommendation of the Superintendent, the appointment of Elaine Burke as a part-time ESL Instructor at Headstart at the rate of \$32.00 per hour for a maximum of 115 hours for the period February 11, 2015 through June 30, 2015, with funding provided by FY15 ABS/IELCE Grant.

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

- N.** Approved, upon the recommendation of the Superintendent, the appointment of James Shernius as a full-time evening Custodian at Step 9 Grade A with an anticipated start date of March 1, 2015 through June 30, 2015, pending successful completion of a criminal history background check.

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

- O.** Approved, upon the recommendation of the Superintendent, a leave of absence under the Federal Family Medical Leave Act for Debra Romano, Teacher of Special Education, using accumulated sick days, with an anticipated start date of May 4, 2015 through June 23, 2015, followed by an unpaid child care leave of absence for the period September 1, 2015 through June 30, 2016.

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

- P.** Approved, upon the recommendation of the Superintendent, the appointment of Andrew Zabiega as a School Accountant at the annual salary of \$52,000.00 with an anticipated start date of March 2, 2015 through June 30, 2015, pending successful completion of a criminal history background check and pre-employment physical examination.

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

- Q.** Approved, upon the recommendation of the Superintendent, the appointment of Danah Younce to teach one additional block of instruction for the period February 11, 2015 through June 30, 2015.

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

BUILDINGS AND GROUNDS

The following motion made by Mrs. Dougherty seconded by Dr. Lamonte was approved as submitted.

- A.** Approved, upon the recommendation of the Superintendent, the use of facilities by the Denville Township Police Department from July 13-17, 2015 from 7:00 a.m. to 3:00 p.m. in the Cafeteria and Gymnasium for the annual Junior Police Academy.

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

HEARING OF THE PUBLIC- None

OLD BUSINESS- None

NEW BUSINESS

- Be the Match Bone Marrow Registry for John Hyland: February 11, 2015 2:00-6:00 p.m.
- Next Board Meeting: March 10, 2015 at **6:30 p.m.**
- Sports Banquet: Zeris Inn, May 27, 2015, 6:00 p.m.
- Completer Ceremony: June 17, 2015 at 8:30 a.m. and 1:00 p.m.
- Graduation: Mennen Arena, June 22, 2015, 3:00 p.m.
- 2014-2015 School Calendar Update

SUNSHINE RESOLUTION

The following motion made by Mrs. Dougherty seconded by Dr. Lamonte 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 Opinion: Gender Identity & Expression Policy
- MCVTEA Negotiations
- LPS Contract Renewal
- Lawsuit (slip and fall)
- Land Acquisition

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 matter under discussion can be disclosed to the public. However, this Body will make such a disclosure when circumstances permit.

The meeting was recessed at 6:43 pm. and reconvened at 7:07 pm. with the following Board Members present: President Barbara Dawson, Dr. Lamonte, and Mrs. Dougherty. Also present were: Superintendent Scott Moffitt, Business Administrator/Board Secretary Susan Young and Board Attorney John Mills.

The following motions made by Mrs. Dougherty seconded by Dr. Lamonte were approved as submitted.

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

5145.7 Gender Identity and Expression

Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

- B.** Appointed, Mrs. Mary Dougherty a second alternate to Board of School Estimate.

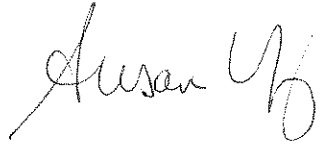
Roll Call Vote – Yes: 3 Mrs. Dawson, Dr. Lamonte and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

ADJOURNMENT

Motion made by Mrs. Dougherty seconded by Dr. Lamonte to adjourn the meeting at 7:08 pm.

All present voted yes – Motion carried.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Susan Y", is written in black ink.

Susan Young, Business Administrator/Board Secretary