

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION

July 14, 2015

A regular meeting of the Morris County Vocational School District held on July 14, 2015 at the Morris County School of Technology, 400 East Main Street, Denville, New Jersey was called to order by President Barbara Dawson at 7:33 a.m. 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 3, 2014 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, Mr. Lawrence Colasurdo, and Mr. Roger A. Jinks, Sr.

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

APPOINTMENT AND ELECTION OF OFFICERS

Roger A. Jinks, Sr. was sworn in as a Trustee to the Morris County Vocational School District Board of Education and administered the oath of office by Board Attorney John Mills.

CORRESPONDENCE

Notice of Impasse with MCVTEA filed.

Andrew B. Brown, Esq.
Schwartz Simon Edelstein & Celso

SUPERINTENDENT'S REPORT-

Reports:

- Child Related Careers Academy Name Change to the Academy for Education and Learning
- Mentoring Plan Review presented by Shari Castelli

Information Only:

- 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. Colasurdo, seconded by Mr. Jinks, Sr. was approved as submitted.

Approved, the minutes of the Regular and Closed Session Meetings of the Board of Education of June 11, 2015.

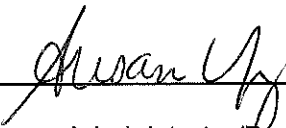
Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Colasurdo, and Mr. Jinks, Sr.
No: 0
Abstain:
Motion Carried.

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

The following motions made by Mr. Colasurdo, seconded by Mr. Jinks, Sr., 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 May 2015. Further, pursuant to N.J.A.C. 6A:23A-16.10(c) 4 the Board of Education certifies that as of May 31, 2015, 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 May 31, 2015 no budgetary line item account has been overexpended in violation of N.J. A. C. 6A:23A-16.10.



7-14-15

Business Administrator/Board Secretary Date

Approved, the Report of the Treasurer submitted pursuant to N.J.S.A. 18A:17-36 for the period ending May 31, 2015.

Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Colasurdo, and Mr. Jinks, Sr.
No: 0
Abstain:
Motion Carried.

FINANCE

The following motions made by Mr. Colasurdo, seconded by Mr. Jinks, Sr. 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 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.

- 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 submission of the Consortium application for FY16 Perkins Secondary Grant with Morris County Vocational School District as the Lead Agency with an allocation of \$265,458.00 and Morris Hills Regional District as a Consortium member with an allocation of \$5,452.00 for a total amount of \$270,910.00.
- E.** Approved, upon the recommendation of the Superintendent, the submission of the application for FY16 Perkins Post Secondary Grant Program in the amount of \$123,869.00.
- F.** Approved, upon the recommendation of the Superintendent, the Professional Support/Non-Public Services Agreement between Morris County Educational Services Commission and Morris County Vocational School District for the 2015-2016 school year.
- G.** Approved, upon recommendation of the Superintendent, the 2015-2016 tuition rates with Butler Board of Education for the Academy of Law and Public Safety of \$9,000.00 per pupil attending Butler on a full-time basis and \$4,500.00 per pupil for any seniors attending County College of Morris or Ramapo College on a part-time basis.
- H.** Approved, upon recommendation of the Superintendent, in accordance with Section 1 of P.L. 1981, c. 385 (C.52:14-15a et seq.), the mandatory compliance of MCVSD personnel to have net pay directly deposited in a specific banking institution designated in writing by the employee. The Board authorizes the Administration to grant an exemption from these requirements on such terms and conditions as deemed necessary.
- I.** Approved, upon the recommendation of the Superintendent, the attached New Jersey Department of Labor and Workforce Development Workforce Investment Program Agreement.
- J.** Approved, upon the recommendation of the Superintendent, the 2015-2016 officials and assignor fee schedules as attached.
- K.** Approved, upon the recommendation of the Superintendent, the following resolution:

WHEREAS, Susan Young, School Business Administrator/Board Secretary, possesses a qualified purchasing agent (QPA) certificate;

WHEREAS, the Governor, in consultation with the State Treasurer and pursuant to N.J.S.A. 18A-18A-3(b), on July 1, 2015 has increased the bid threshold amount for school districts with purchasing agents who possess qualified purchasing agent certificates from \$36,000.00 to \$40,000.00;

NOW, THEREFORE BE IT RESOLVED that the Morris County Vocational School District Board of Education, pursuant to N.J.S.A. 18A:18A-3(a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$40,000.00 for the board of education, and further authorizes Susan Young, Business Administrator/Board Secretary, to award contracts, in full accordance with N.J.S.A. 18A:18A-3(a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

- L. Approved, upon the recommendation of the Superintendent, the appointment of Dr. Maurizio Cervone as School Medical Examiner for the 2015-2016 school year as per attached agreement, subject to approval by the MCVSD Board Attorney (\$800.00 increase in health services fee from 2014-2015).
- M. Approved, Maschio's Food Services, Inc. as the food service management company for the 2015-2016 school year in accordance with N.J.S.A. 18A:18A-42, with a management fee for the 2015-2016 school year of \$9,900.00 and a guarantee of a no cost or break even food service operation.
- N. Approved, upon the recommendation of the Superintendent, the school lunch rates for the 2015-2016 school year as follows: (no change in costs from previous year)

Student Lunch, Full Paid	\$3.00
Student Lunch, Reduced	\$0.40
Adult Lunch, Standard	\$3.75
Student Breakfast, Full Paid	\$2.00
Student Breakfast, Reduced Paid	\$0.30
Adult Breakfast	\$3.00

Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Colasurdo, and Mr. Jinks, Sr.
No: 0
Abstain:
Motion Carried.

CURRICULUM, INSTRUCTION, PROGRAMS, STUDENTS

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

- A. Approved, upon the recommendation of the Superintendent, the senior internships for the 2015-2016 school year as per the attached list.
- B. Approved, upon the recommendation of the Superintendent, the attached Harrassment, Intimidation and Bullying Report.
- C. Approved, upon the recommendation of the Superintendent, the adoption of the following new textbooks:

LWW Comprehensive Medical Assisting Text and Study Guide Pack
Author: Judy Kronenberger
Publisher: Lippincott Williams and Wilkins
Copyright Date: 2013

Introduction to Kinesiology
Author: Peter Klavora
Publisher: Kinesiology Books Publisher
Copyright Date: 2012

Physics – Principles with Applications
Author: Douglas C. Giancoli
Publisher: Pearson
Copyright Date: 2014
Plumbing 101 (6th edition)
Author: PHCC Education Foundation Training Committee
Publisher: Delmar/Cengage Learning
Copyright Date: 2013

- D.** Approved, upon the recommendation of the Superintendent, the following new curriculum:

Sports Medicine and Exercise Science (Grade 9)

- E.** Approved, upon the recommendation of the Superintendent, the establishment of the Gay Straight Alliance Club as a Category I club.
- F.** Approved, upon the recommendation of the Superintendent, the establishment of the Multicultural Club as a Category I club.
- G.** 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 2015-2016 school year. Pursuant to N.J.S.A. 18A:11-3 the Morris County Vocational School District Board of Education adopts as its own policy and agrees to be governed by the Constitution, Bylaws and Rules and Regulations of the NJSIAA.

- H.** Approved, upon the recommendation of the Superintendent, the following revised curriculum:

Fundamentals of Food Services – Years 1 and 2

Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Colasurdo, and Mr. Jinks, Sr.
No: 0
Abstain:
Motion Carried.

POLICIES AND PROCEDURES

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

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

4115	Supervision
4123	Classroom Aides and Paraprofessionals
4222	Noninstructional Aides
5141.21	Administration of Medication
6145.1/6145.2	Intramural and Interscholastic Competition

Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Colasurdo, and Mr. Jinks, Sr.
No: 0
Abstain:
Motion Carried.

PERSONNEL

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

- A.** Approved, upon the recommendation of the Superintendent, the appointment of Nancy Barrientos as School Secretary, Adult Continuing Education, at the annual salary of \$38,202 (no step movement on salary guide following settlement of MCVTEA contract) for the period July 15, 2015 through June 30, 2016, pending successful completion of a pre-employment physical examination and criminal history background check.

- B.** Approved, upon the recommendation of the Superintendent, the attached employment contract for Susan Young, Business Administrator, for the period July 1, 2015 through June 30, 2016, as approved by the Interim Executive Morris County Superintendent on June 29, 2015.
- C.** Approved, upon the recommendation of the Superintendent, the appointment of Jennifer Geuther as a School Social Worker/Student Assistance Coordinator to fulfill a leave of absence at MA Step 9 (no step movement on salary guide following settlement of MCVTEA contract) for the period September 1, 2015 through June 30, 2016, pending successful completion of a criminal history background check and pre-employment physical examination.
- D.** Approved, upon the recommendation of the Superintendent, the appointment of the following club advisors for the 2015-2016 school year:

Club/Organization	Advisor
Chorus	Michael LeRose
Class of 2016	Lisa Adams and Jennifer Skomial
Class of 2017	Megan Petrucelli
Class of 2018	Gregory Cohen and Gina Visconti
Class of 2019	Christine Hietanen
DECA	Kimberly Delesky
Drama Club/Thespian Society	Irene Fitzpatrick
HOSA	Catherine Bienkowski
Jazz Band	Michael LeRose
Key Club	Helene Leonard
National Honor Society	Katherine Ilardi and Laura Dessel
National Technical Honor Society	Katherine Ilardi and Laura Dessel
National Dance Honor Society	Ruth Clark
Peer Leadership	LaToya Evans and Timothy Lopreiato
Art & Photography Club	Ruben Rosado
Poetry Club	Christine Hietanen
Robotics Club	Steven Hendricks
Skills USA Level III	Kimberly Delesky
Skills USA Level III	Kevin Conover

- E.** Approved, upon the recommendation of the Superintendent, the appointment of the following individuals for the six annual VPA program productions to be conducted during the 2015-2016 school year:

 Ruth Clark – Production Director, Dance
 Irene Fitzpatrick – Production Director, Drama
 Michael Greenman – Production Director, Multimedia
- F.** Approved, upon the recommendation of the Superintendent, the appointment of Gina DiDomenico as Student Activities Site Manager for the 2015-2016 school year.
- G.** Approved, upon the recommendation of the Superintendent, the appointment of Herbert Browne as a volunteer advisor for the American Welding Society for the 2015-2016 school year (no stipend).

- H. Approved, upon the recommendation of the Superintendent, the appointment of Jennifer Skomial as a Home Instruction Tutor for the 2015-2016 school year at the rate of \$50.00 per hour.
- I. Approved, upon the recommendation of the Superintendent, the appointment of the following individuals as Detention Monitors for the 2015-2016 school year:

Peter Brillon
Jeffrey Chase
Michael Harriott
Eric Johnson
Scott Kindler
Eric Mason
Dorothy Parker

- J. Approved, upon the recommendation of the Superintendent, the appointment of the attached listing of staff members for the FY16 ABS/IELCE Program for the period September 1, 2015 through June 30, 2016.
- K. Approved, upon the recommendation of the Superintendent, the following new job description:

Culinary Arts Assistant

- L. Approved, upon the recommendation of the Superintendent, the appointment of Richard Duda as School Resource Officer for the 2015-2016 school year at \$50 per hour as per the terms and conditions specified in the attached contract (no increase in hourly rate from previous year).
- M. Approved, upon the recommendation of the Superintendent, the appointment of David Keidel as a school bus driver after hours for the 2015-2016 school year at the rate of \$16.50 per hour.
- N. Approved, upon the recommendation of the Superintendent, additional hours for the following ABS/IELCE staff members for the summer program for the period July 15, 2015 through August 31, 2015:

<u>Name</u>	<u>Additional # Hours</u>
Carol Graham	4.5 hours
Anne Reilly	4.5 hours

- O. Approved, upon the recommendation of the Superintendent, the transfer of Mary Anne Hartmann, School Secretary, from the Principal's Office to the Curriculum Office effective September 1, 2015.
- P. Approved, upon the recommendation of the Superintendent, the transfer of Penny Manser, School Secretary, from the Athletic and Student Affairs Office to the Principal's Office effective September 1, 2015.

Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Colasurdo, and Mr. Jinks, Sr.
No: 0
Abstain:
Motion Carried.

FACILITIES

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

- A.** Approved, upon the recommendation of the Superintendent, the use of facility by AVPA Education Foundation for a Tricky Tray in the Building #1 Cafeteria and Gymnasium from 1:00 p.m. – 10:00 p.m. on October 3, 2015.

Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Colasurdo, and Mr. Jinks, Sr.
No: 0
Abstain:
Motion Carried.

HEARING OF THE PUBLIC- NONE

OLD BUSINESS

- New Jersey School Boards Association Fall Workshop 2015: October 27-29, 2015

NEW BUSINESS

- Next Board Meeting: August 11, 2015 at **7:30 a.m.**

SUNSHINE RESOLUTION

The following motion made by Mr. Colasurdo, seconded by Mr. Jinks, Sr., 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:

NJ Office of Civil Rights Complaint (student issue)
Civil Lawsuit (student issue)
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 **15 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 matter, which involves 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.

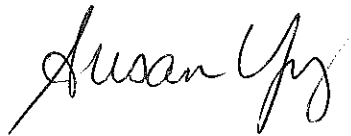
The meeting was recessed at 7:49 a.m. and reconvened at 8:15 a.m. with the following Board Members present: President Barbara Dawson, Mr. Lawrence Colasurdo, and Mr. Roger A. Jinks, Sr. Also present were: Superintendent Scott Moffitt, Business Administrator/Board Secretary Susan Young and Board Attorney John Mills.

ADJOURNMENT

Motion made by Mr. Colasurdo, seconded by Mr. Jinks, Sr., to adjourn the meeting at 8:15 am.

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 printed name.

Susan Young, Business Administrator/Board Secretary