

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION

**January 13, 2015**

A regular meeting of the Morris County Vocational School District held on January 13, 2015 at the Morris County School of Technology, 400 East Main Street, Denville, New Jersey was called to order by President Barbara Dawson at 6:30 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 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 Dawson, Mr. Colasurdo, Dr. Lamonte, and Mr. Hyland.

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

**CORRESPONDENCE -**

Thank You Note: Welding Program

Mayor Thomas Andes  
Township of Denville

**SUPERINTENDENT'S REPORT-**

2013-2014 District and School HIB Grades Report- Mr. Moffitt Reported the HIB scores for the Denville Campus, and the Math, Science & Engineering and Law & Public Safety Academies. Dr. Lamonte commented that all of the scores were good.

MCST Visit: Kimberley Harrington, NJDOE Chief Academic Officer- Mr. Moffitt reported the visit was coordinated by Judy Savage and emphasized concerns regarding the impact new graduation requirements would have on shared time CTE programs.

Shari Castelli presented the Alumni Tracking Report from the National Student Clearinghouse which reported that 62% of MCST students who graduated between 2009-2013 and who went to a four year college and remained graduated in less than four years. Mrs. Castelli also shared additional statistics from the report.

**Information Only:**

- Security Drill Log
- Student Incident Report

**COMMITTEE PROGRAMS – None**

**HEARING OF THE PUBLIC** (related to agenda items only) – Mrs. Donahue commented on the benefits of the CTE programs indicating that there are multiple benefits including internships, college credits, clinical rotations, etc.

**MINUTES**

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

Approved, the minutes of the Regular and Closed Session Meetings of the Board of Education of December 9, 2014 as submitted.

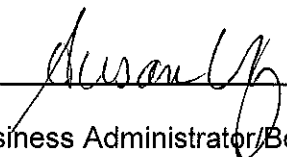
Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Colasurdo, Dr. Lamonte and Mr. Hyland  
No: 0  
Abstain: 0  
Motion Carried.

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

The following motions made by Mr. Hyland, seconded by Mr. Colasurdo 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 November 2014. Further, pursuant to N.J.A.C. 6A:23A-16.10(c) 4 the Board of Education certifies that as of November 30, 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 November 30, 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

1-13-15  
\_\_\_\_\_  
Date

Approved, the Report of the Treasurer submitted pursuant to N.J.S.A. 18A:17-36 for the period ending November 30, 2014.

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

Roll Call Vote – Yes: 4 Mrs. Dawson, 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 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: 4 Mrs. Dawson, 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: 3 Mrs. Dawson, Mr. Colasurdo, and Mr. Hyland

No: 0

Abstain: 1 Dr. Lamonte

Motion Carried.

- D.** Approved, upon the recommendation of the Superintendent, the submission of the application for the County Vocational School District Partnership Grant for \$353,807.00.

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

No: 0

Abstain: 0

Motion Carried.

- E.** Approved, upon the recommendation of the Superintendent, Change Order #3 for an addition of \$2,100.00 for C&M Door Controls, which represents the replacement of additional hardware at doors not included within the original contract scope, which increases the contract sum to \$80,200.00.

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

No: 0

Abstain: 0

Motion Carried.

- F. Accepted, upon the recommendation of the Superintendent, a donation of two Dell laptop computers via DonorsChoose.org for use in the robotics competition with an estimated value of \$1,044.98, with a letter of appreciation to the donors.

Roll Call Vote – Yes: 4 Mrs. Dawson, 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 2014-2015 school year as per the attached list.

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

- B. Approved, upon the recommendation of the Superintendent, the attached list of field trips for the 2014-2015 school year with the deletion of the Denville Dairy and Camp Echo Lake Trips.

Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Colasurdo, and Mr. Hyland  
No: 0  
Abstain: 1 Dr. Lamonte  
Motion Carried.

- C. Approved, upon the recommendation of the Superintendent, a field trip for Continuing Education LPN students to the Discovery Times Square Foundation/Body Worlds Exhibition in New York City on April 1, 2015.

Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Colasurdo, and Mr. Hyland  
No: 0  
Abstain: 1 Dr. Lamonte  
Motion Carried.

## **PERSONNEL**

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

- A. Approved, upon the recommendation of the Superintendent, the appointment of the following individuals as HOSA chaperones for the 2014-2015 school year:

Gayle Adler  
Marilynn Donahue  
Bruce Feakins  
Daniel Riccio

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

- B.** Approved, upon the recommendation of the Superintendent, the appointment of the following VPA Guest Artists for the 2014-2015 school year:

<u>Name</u>	<u>Rate</u>	<u>#</u>	<u>Funding Source</u>
Scott Furman	\$275.00 per day	6 days	VPA Dance Student Activities Account
Brianna McGraw	\$150.00 per session	10 sessions	NHSDA Dance Honor Society Student Activities Account
10 Hairy Legs	\$300.00 per day	5 days	VPA Dance Student Activities Account

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

- C.** Approved, upon the recommendation of the Superintendent, advancement on the salary guide for Debra Romano to MA+30 effective February 1, 2015.

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

- D.** Approved, upon the recommendation of the Superintendent, advancement on the salary guide for Jessica Murphy to MA effective February 1, 2015, pending receipt of official college transcripts by the designated deadline.

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

- E.** 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 10, 2015.

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

- F.** Approved, upon the recommendation of the Superintendent, the appointment of the following substitute teachers for the 2014-2015 school year:

Christopher Houston  
Douglas McKenzie  
Barbara Thompson

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

- G.** Confirmed and approved, upon the recommendation of the Superintendent, the appointment of Melissa Eckoff as an Accuplacer Proctor for the 2014-2015 school year at the rate of \$33.00 per hour.

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

- H.** Approved, upon the recommendation of the Superintendent, the following amendment to the previously approved grant funded positions for the 2014-2015 school year. These changes are necessary due to budget revisions requested by the funding sources (NJDOL and NJDOE).

Name	Position	Amount Charged to Grant	% of Salary	Grant Source
Helen Zeris	Secretary	\$26,201.00	80%	IDEA
Michael Gowdy	Grants Program Manager	\$4,931.00	14%	ABS/IELCE
		\$2,625.00	2.5%	Apprenticeship
		\$6,300.00	6%	IDEA
		\$14,580.00	14%	Perkins Secondary
		\$6,000.00	6%	Perkins Post Secondary

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

- I.** Confirmed and approved, upon the recommendation of the Superintendent, the appointment of Joseph Miktus as County Apprenticeship Coordinator, effective July 1, 2014 through June 30, 2015, for a maximum of 365 hours at the rate of \$40.00 per hour, with funding provided by FY2015 County Apprenticeship Coordinator Grant Program.

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

- J.** Approved, upon the recommendation of the Superintendent, the appointment of Mark DeSanto as a part-time Continuing Education Building Trades/Plumbing Instructor from February 1, 2015 through June 30, 2015 at the rate of \$33.00 per hour for a maximum of 95 hours.

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

- K.** Approved, upon the recommendation of the Superintendent, the appointment of Penny Manser as a Timekeeper for the 2014-2015 school year at the rate of \$35.00 per game.

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

- L.** Accepted, the resignation of David Landau, Film Production Assistant, effective January 7, 2015.

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

- M.** Approved, upon the recommendation of the Superintendent, the appointment of the following Drama Club guest artists for the Spring 2015 production:

<u>Name</u>	<u>Title</u>	<u>Fee</u>	<u>Funding Source</u>
Kevin Lynch	Recorder, Rehearsal Tracks/Singer Prep	\$ 500.00	ITS/Drama Club Student Activities Account
Jenna Ravenda	Music/Vocal Director/Conductor	\$2,500.00	ITS/Drama Club Student Activities Account
AlexJo Natale	Choreography Preparation	\$ 350.00	ITS/Drama Club Student Activities Account
AlexJo Natale	Choreography Teacher/Coach	\$1,250.00	ITS/Drama Club Student Activities Account

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

## **BUILDINGS AND GROUNDS**

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

- A.** Approved, upon the recommendation of the Superintendent, the use of facility by Denville Rotary Club in the Building #4 Culinary Dining Room for luncheon meetings from 12 noon to 1:30 p.m. on the following dates:

January 15, 2015  
February 12, 2015

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

## **HEARING OF THE PUBLIC- None**

## **OLD BUSINESS- None**

## **NEW BUSINESS**

- Next Board Meeting: February 10, 2015 at **6:30 p.m.**

## **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:

- MCVTEA Negotiations
- LPS Contract Renewal
- US Office of Civil Rights Complaint
- Superintendent Contract Renewal

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 – 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 6:59 pm. and reconvened at 7:40 pm. with the following Board Members present: President Barbara Dawson, Mr. Colasurdo, Dr. Lamonte, 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. Colasurdo seconded by Dr. Lamonte to adjourn the meeting at 7:41 pm.

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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