

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION

**December 8, 2015**

A regular meeting of the Morris County Vocational School District held on December 8, 2015 at the Morris County School of Technology, 400 East Main Street, Denville, New Jersey was called to order by President Barbara Dawson at 6:32 p.m. 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, 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 Barbara Dawson, Mr. Lawrence Colasurdo, Mr. John Hyland, Mrs. Dougherty, and Mr. Roger A. Jinks, Sr.

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

**CORRESPONDENCE-NONE**

**SUPERINTENDENT'S REPORT-**

**Reports:**

- MCVTEA Negotiations- Mr. Moffitt indicated there was a signed agreement in principle and that proposed salary guides were being created by the NJEA. Mr. Quaglio was introduced as the new MCVTEA Vice President.
- PARCC scores were presented by Mrs. Castelli.
- NJ Achievement Coaches- Ms. Eberhardt presented a video of the activities conducted by the MCVSD four coaches indicating that they have trained 300 teachers to date and that they have applied for the second round of the grant.
- Capital Projects- Ms. Young presented the district's capital project requests and indicated that the county has tentatively approved the funding of the HVAC deck unit project for 2016.

**Information Only:**

- Security Drill Log
- Student Incident Report

**COMMITTEE PROGRAMS**

- Website Committee - Mr. Menadier presented an overview of the new district website and the activities of the committee.

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

**MINUTES**

The following motion made by Mr. Jinks, seconded by Mrs. Dougherty, was approved as submitted.

Approved, the minutes of the Regular and Closed Session Meetings of the Board of Education of November 2, 2015.


Roll Call Vote – Yes: 5 Mrs. Dawson, Mr. Colasurdo, Mr. Hyland, Mrs. Dougherty and Mr. Jinks.  
No: 0  
Abstain: 0  
Motion Carried.

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

The following motions made by Mr. Jinks, 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 October 2015. Further, pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education certifies that as of October 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. (Attachment #3)

Pursuant to N.J.A.C. 6A:23A-16.10(c)3, I certify that as of October 31, 2015 no budgetary line item account has been over expended in violation of N.J. A. C. 6A:23A-16.10.

  
\_\_\_\_\_  
Business Administrator/Board Secretary

12-8-15  
\_\_\_\_\_  
Date

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

Roll Call Vote – Yes: 5 Mrs. Dawson, Mr. Colasurdo, Mr. Hyland, Mrs. Dougherty and Mr. Jinks.  
No: 0  
Abstain: 0  
Motion Carried.

**FINANCE**

The following motions made by Mr. Colasurdo, seconded by Mrs. Dougherty 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 2015/2016 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.** Confirmed and approved, upon the recommendation of the Superintendent, the appointment of James Stith as a Drama Club Guest Artist for the Fall 2015 production for a total fee of \$750.00, with funding provided by the Student Activity Drama Club Account.
- E.** Approved, upon the recommendation of the Superintendent, the appointment of the following VPA guest artists for the 2015-2016 school year:

<u>Name</u>	<u># Days</u>	<u>Rate</u>	<u>Funding Source</u>
Dave Gish	4 days	\$275.00 per day	General Fund
Brianna McGraw	12 days	\$200.00 per day	VPA Dance Student Activity Acct

- F.** Approved, upon the recommendation of the Superintendent, the submission of the application for County Vocational School District Partnership Grant in the amount of \$600,000.00 for the period March 1, 2016 through June 30, 2019.
- G.** Approved, upon the recommendation of the Superintendent, the submission of the application for New Jersey Achievement Coaches Program Grant in the amount of \$65,000.00 for the period March 1, 2016 through November 30, 2016.
- H.** Approved, upon the recommendation of the Superintendent, Change Order #2 for an add of \$5,720.00 for TEO Technologies which represents a charge for additional labor and materials to provide and install six (6) ceiling diffusers and ductwork branches associated with RT-7. The final contract sum including this change order increases to \$327,642.00.
- I.** Approved, upon the recommendation of the Superintendent, the following resolution:

WHEREAS, there exists a need for professional services for 2015-2016 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 Application for the following work as an educational facility capital project as described and in an amount not to exceed:

USA Architects Planners + Interior Designers

USA Project #2015-075 Auditorium Building #4 \$20,000.00

- J.** Approved, upon the recommendation of the Superintendent, an increase in rate for the Substitute Bus Driver position from \$16.50 per hour to \$25.00 per hour, effective immediately.

Roll Call Vote – Yes: 5 Mrs. Dawson, Mr. Colasurdo, Mr. Hyland, Mrs. Dougherty and Mr. Jinks.  
No: 0  
Abstain: 0  
Motion Carried.

## **CURRICULUM, INSTRUCTION, PROGRAMS, STUDENTS**

The following motions made by Mrs. Dougherty, seconded by Mr. Jinks 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.** Confirmed and approved, upon the recommendation of the Superintendent, a field trip for students from the Building and Grounds Maintenance program to Idlewood Pool, Morris Plains, New Jersey, on November 16 and 20, 2015 to participate in fall clean-up.
- C.** Approved upon the recommendation of the Superintendent, the attached list of field trips for the 2015-2016 school year.
- D.** Approved, upon the recommendation of the Superintendent, the establishment of the Religious Studies Club and the appointment of Dorothy Parker as a Volunteer Advisor with no stipend (year of inception).

Roll Call Vote – Yes: 5 Mrs. Dawson, Mr. Colasurdo, Mr. Hyland, Mrs. Dougherty and Mr. Jinks.  
No: 0  
Abstain: 0  
Motion Carried.

## **PERSONNEL**

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

- A.** Approved, upon the recommendation of the Superintendent, a practicum field experience assignment in the Physical Education/Health Department for James Farley from William Paterson University for the period February 8, 2016 through May 2, 2016.
- B.** Approved, upon the recommendation of the Superintendent, the appointment of the following substitute teachers for the 2015-2016 school year:
- Kristina Kurdyla  
Brianna McGraw  
Lisa Peluso
- C.** Approved, upon the recommendation of the Superintendent, the appointment of Kristen Maday as Co-Advisor for the Red Cross Club (year of inception).
- D.** Approved, upon the recommendation of the Superintendent, a field work assignment in the Art Department for Samantha Angelillo from Morris Knolls High School as a participant in Rider University's Teacher Cadet Course for the period January 20, 2016 through May 25, 2016.

- E.** Confirmed and approved, upon the recommendation of the Superintendent, an additional 30 hours for Kathleen Marshall, part-time Continuing Education Cosmetology Instructor, at the rate of \$35.00 per hour for the period November 13, 2015 through June 30, 2016.
- F.** Approved, upon the recommendation of the Superintendent, the appointment of Kevin Scollans as a part-time Continuing Education HVAC Instructor at the rate of \$35.00 per hour for a maximum of 50 hours for the period January 4, 2016 through June 30, 2016.
- G.** Accepted the resignation of Susan Madar, part-time LPN Instructor, effective November 16, 2015.
- H.** Amended the resolution of November 2, 2015 approving an additional 105 hours for Sharon Hernandez, Registration Aide, at the rate of \$25.00 per hour effective November 3, 2015 through June 30, 2016, with funding provided by FY16 WIOA Title II Grant (correction to hourly rate previously approved at \$35.00 per hour).
- I.** Approved, upon the recommendation of the Superintendent, the appointment of Lisa Peluso as a Teacher of Dance at MA Step 6 with an anticipated start date of January 1, 2016 through June 30, 2016, pending issuance of a Certificate of Eligibility as a Teacher of Vocational Arts/Dance by the New Jersey Department of Education and successful completion of a criminal history background check and pre-employment physical examination.
- J.** Approved, upon the recommendation of the Superintendent, the appointment of Robert Whiteman as a Full-Time Day Shift Custodian at Step 11 effective January 1, 2016 through June 30, 2016, upon successful completion of a criminal history background check and pre-employment physical examination.

Roll Call Vote – Yes: 5 Mrs. Dawson, Mr. Colasurdo, Mr. Hyland, Mrs. Dougherty and Mr. Jinks.  
No: 0  
Abstain: 0  
Motion Carried.

## **HEARING OF THE PUBLIC- NONE**

## **OLD BUSINESS**

- Academic Achievement Award Dinner: June 8, 2016
- Completers Ceremony: June 17, 2016
- Graduation: June 23, 2016

## **NEW BUSINESS**

- Next Board Meeting: January 12, 2016 at 6:30 p.m.

Mr. Jinks left the meeting at 7:08 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 matter:

- Agreement with Township of Denville Regarding Playground
- Administrators' Association Contract

which falls within the exceptions as set forth in the "Open Public Meetings Act" and therefore is a matter which this Body determines should be discussed at a closed meeting. It is anticipated that this closed session will last approximately **15 minutes** and no action will be taken.

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 is of such a nature that it 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 7:09 p.m. and reconvened at 7:20 p.m. with the following Board Members present: President Barbara Dawson, Mr. Lawrence Colasurdo, Mr. Hyland and Mrs. Mary Dougherty. Also present were: Superintendent Scott Moffitt, Business Administrator/Board Secretary Susan Young, and Board Attorney John Mills.

**ADJOURNMENT**

Motion made by Mrs. Dougherty, seconded by Mr. Colasurdo, to adjourn the meeting at 7:21 p.m.

All present voted yes – Motion carried.

Respectfully submitted,



Susan Young, Business Administrator/Board Secretary