

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION

**January 12, 2016**

A regular meeting of the Morris County Vocational School District held on January 12, 2016 at the Morris County School of Technology, 400 East Main Street, Denville, New Jersey was called to order by Vice President Lawrence Colasurdo at 6:30 p.m. with a salute to the flag.

Presiding Officer Vice President Lawrence Colasurdo 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: Mr. Lawrence Colasurdo, Mrs. Mary 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:**

- 2014-2015 District and School HIB Grades Report- Mr. Moffitt reported HIB scores as presented at a previous meeting by Principal Jackson. Denville Campus- 77/78 MSE 74/78 LPS 72/78 Results will be posted on district website.
- QSAC Equivalency Application- Board informed the district is eligible for a QSAC waiver and was seeking board approval to apply. Staff, administrators and teachers informed at meetings.
- Presentation of 2014-2015 Comprehensive Annual Financial Report by Man Lee of Nisivoccia who summarized the financial results and the lack of any audit findings.

**Information Only:**

- Security Drill Log
- Student Incident Report
- Mr. Colasurdo mentioned his visit to the EDAM NASA HUNCH program reception at County College of Morris and the impressiveness of the project.

**COMMITTEE PROGRAMS - NONE**

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

**MINUTES**

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

Approved, the minutes of the Regular and Closed Session Meetings of the Board of Education of December 8, 2015.

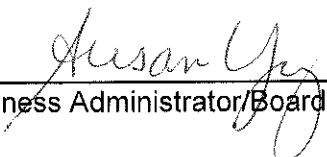
Roll Call Vote – Yes: 3 Mr. Colasurdo, Mrs. Dougherty and Mr. Jinks.  
No: 0  
Abstain: 0  
Motion Carried.

**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 November 2015. Further, pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education certifies that as of November 30, 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 November 30, 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

1-12-16  
\_\_\_\_\_  
Date

Approved the Report of the Treasurer submitted pursuant to N.J.S.A. 18A:17-36 for the period ending November 30, 2015.

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

**FINANCE**

The following motions made by Mrs. Dougherty, seconded by Mr. Jinks, 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.** Rescinded, upon the recommendation of the Superintendent, the Bid Purchasing Contract for Educational Data Services between Morris County Educational Services Commission and Morris County Vocational School District for the 2015-2016 school year approved on June 11, 2015.
- E.** Approved, upon the recommendation of the Superintendent, the following resolution:

WHEREAS, the Morris County Vocational School District, in the County of Morris, New Jersey, (the "Board"), desires to proceed with an "other capital project," generally consisting of the installation of a playground and miscellaneous improvements to the adjacent grounds around the playground at the School of Technology; and

WHEREAS, the Board now seeks to take steps in order to proceed with the project and comply with NJAC 6A:26-5.2 and 5.3 and related sections of the code; and

WHEREAS, the New Jersey Department of Education reviews and approves other capital outlay projects; and

WHEREAS, the District is NOT seeking ROD Grant Funding or Debt Service Aid; and

WHEREAS, the Township of Denville will incur all fees for design and professional services associated with the project;

NOW THEREFORE, BE IT RESOLVED, that the Morris County Vocational School District Board of Education does hereby authorize and direct the architectural firm of USA Architects, Planners + Interior Designers and the School Business Administrator, as applicable, to prepare the Department of Education Submission Package in connection with the project;

That the Architect and the School Business Administrator, as applicable, are hereby authorized to prepare an amendment to the district's Long Range Facility Plan in connection with the project;

That the Architect, School Business Administrator, and Board Attorney, as applicable, are hereby authorized to undertake all related actions necessary in connection with the project; and

BE IT FURTHER RESOLVED, that the Morris County Vocational School District Board of Education authorizes the submission of the project to the New Jersey Department of Education for consideration and approval.

- F.** Accepted, upon the recommendation of the Superintendent, the 2014-2015 Comprehensive Annual Financial Report (Audit) as submitted by Nisivoccia & Company LLP. (Separate Enclosure)
- G.** Approved, upon the recommendation of the Superintendent, the submission of the application for a six-month contract extension of FY15 County Apprenticeship Coordinator Grant Program in the amount of \$9,500.00 from January 1, 2016 to June 30, 2016.
- H.** Approved, upon the recommendation of the Superintendent, in accordance with N.J.A.C. 6A:23A-5.2, the increase of the professional legal services budget for the 2015-2016 school year from \$65,000.00 to \$140,000.00.

- I.** Accepted, upon the recommendation of the Superintendent, a donation in the amount of \$1,000.00 from Sharmila Koppiseti, Parsippany, New Jersey for the Boys Basketball Team Student Activity Account, with a letter of appreciation to the donor.

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

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

The following motions made by Mr. Jinks, seconded by Mrs. Dougherty, 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.** Accepted, upon the recommendation of the Superintendent, the attached Harassment, Intimidation and Bullying Report.
- C.** Approved upon the recommendation of the Superintendent, the attached list of field trips for the 2015-2016 school year.
- E.** Approved, upon the recommendation of the Superintendent, the establishment of the Technology Club and the appointment of Peter Brillon and Tania Saez as Co-Advisors with no stipend (year of inception).
- F.** Approved, upon the recommendation of the Superintendent, the establishment of the Girl Up Club and the appointment of Kerry Eberhardt as Advisor with no stipend (year of inception).

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

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

- D.** Motion to approve, upon the recommendation of the Superintendent, the submission of the attached New Jersey Department of Education QSAC Equivalency Application for the Morris County Vocational School District in accordance with N.J.A.C. 6A:5.

Roll Call Vote – Yes: 2 Mr. Colasurdo and Mrs. Dougherty  
No: 0  
Abstain: 1 Mr. Jinks  
Motion Carried.

## **PERSONNEL**

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

- A.** Approved, upon the recommendation of the Superintendent, an unpaid medical leave of absence under the Federal Family Medical Leave Act for Jennifer Katz, School Counselor, for the period January 1, 2016 through January 8, 2016.

- B.** Accepted the resignation due to retirement of Ruth Clark as VPA Production Director – Dance effective December 31, 2015.
- C.** Accepted the resignation due to retirement of Ruth Clark as National Dance Honor Society Advisor effective December 31, 2015.
- D.** Confirmed and approved, upon the recommendation of the Superintendent, the appointment of Lisa Peluso as VPA Production Director – Dance for the period January 1, 2016 through June 30, 2016.
- E.** Confirmed and approved, upon the recommendation of the Superintendent, the appointment of Lisa Peluso as National Dance Honor Society Advisor for the period January 1, 2016 through June 30, 2016.
- F.** Approved, upon the recommendation of the Superintendent, the appointment of William Hendricks as a Substitute Bus Driver for the 2015-2016 school year.
- G.** Approved, upon the recommendation of the Superintendent, the appointment of Cindy Novak as a part-time Continuing Education LPN Instructor at the rate of \$35.00 per hour for a maximum of 285 hours for the period January 19, 2016 through June 30, 2016.
- H.** Confirmed and approved, upon the recommendation of the Superintendent, the appointment of Joseph Miktus as County Apprenticeship Coordinator at the rate of \$40.00 per hour for a maximum of 183 hours effective January 1, 2016 through June 30, 2016, with funding provided by the six-month contract extension of FY2015 County Apprenticeship Coordinator Grant Program.
- I.** Approved, upon the recommendation of the Superintendent, the appointment of Marilyn Donahue as a part-time Continuing Education Health Occupation Instructor at the rate of \$35.00 per hour for a maximum of 15 hours for the period January 13, 2016 through June 30, 2016.

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

## **FACILITIES**

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

- A.** Motion to approve, upon the recommendation of the Superintendent, the use of facility by Monster Basketball for youth basketball practices and scrimmages in the gymnasium on the following dates and times:

Saturday, February 20, 2016	4:30 p.m. – 6:00 p.m.
Saturday, February 27, 2016	4:30 p.m. – 6:00 p.m.
Monday, February 29, 2016	7:00 p.m. – 8:30 p.m.

Roll Call Vote – Yes: 3 Mr. Colasurdo, 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: February 9, 2016 at 6:30 p.m.

## SUNSHINE RESOLUTION

The following motion made by Mrs. Dougherty, seconded by Mr. Jinks, 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:

- Admissions Issue
- Possible Construction Litigation

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 6:56 p.m. and reconvened at 7:52 p.m. with the following Board Members present: Mr. Lawrence Colasurdo, Mrs. Mary Dougherty, and Mr. Roger Jinks. Also present were: Superintendent Scott Moffitt, Business Administrator/Board Secretary Susan Young, and Board Attorney John Mills.

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

Approved, upon the recommendation of the Superintendent, that the Morris County Vocational School District does hereby authorize the Superintendent and the Business Administrator to work with the Board's construction counsel to take the steps necessary to protect the legal rights of the board in the matter between Morris County Vocational School District and A.M.E.

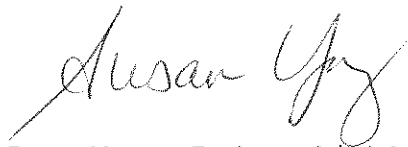
Roll Call Vote – Yes: 3 Mr. Colasurdo, Mrs. Dougherty and Mr. Jinks.  
No: 0  
Abstain: 0  
Motion Carried.

**ADJOURNMENT**

Motion made by Mrs. Dougherty, seconded by Mr. Jinks, to adjourn the meeting at 7:53 p.m.

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