

**MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION**

REGULAR MEETING AGENDA

DATE: TUESDAY, AUGUST 8, 2023

Time: _____

TIME: 7:30 A.M.

I. CALL TO ORDER

II. SALUTE TO THE FLAG

III. STATEMENT BY PRESIDING OFFICER

“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 by email on November 2, 2022 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.”

IV. ROLL CALL

Board of Education: _____ Mrs. Barbara Dawson
_____ Mr. John Hyland
_____ Mr. Ray Menard
_____ Mrs. Hanna Roth Starr
_____ Dr. Nancy Gartenberg

Superintendent: _____ Mr. Scott Moffitt
Attorney for the Board of Education: _____ Mr. John Mills
Business Administrator/Board Secretary: _____ Mr. Michael Davison
Student Representative: _____ Mr. Ashwin Vaithiyalingam

Press: _____

Visitors: _____

V. CORRESPONDENCE

VI. SUPERINTENDENT'S REPORT

- 2023 QSAC Review Placement Scores (Attachment #1) Scott Moffitt
- HIB Use of Preliminary Determination Report Scott Moffitt
- Mentoring and PD Plans Review Lisa Adams
- Spring 2023 NJ Graduation Proficiency Assessment Results Shari Castelli

Information Only:

- Security and Fire Drill Logs (Attachment #2)

VII. COMMITTEE PROGRAMS

VIII. HEARING OF THE PUBLIC (related to agenda items only)

IX. MINUTES

1. Motion to approve the minutes of the Regular Session Meeting of the Board of Education of July 18, 2023 as submitted. (Attachment #3)
2. Motion to approve the minutes of the Closed Session Meeting of the Board of Education of July 18, 2023 as submitted. (Attachment #4)

Motion by:_____ **Seconded by:**_____ **Roll Call:**_____

X. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT AND TREASURER'S REPORT

1. Motion to approve 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 June 2023. Further, pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education certifies that as of June 30, 2023, 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 #5)

Pursuant to N.J.A.C. 6A:23A-16.10(c)3, I certify that as of June 30, 2023 no budgetary line item account has been over expended in violation of N.J.A.C. 6A:23A-16.10.

Business Administrator/Board Secretary

Date

2. Motion to approve the Report of the Treasurer submitted pursuant to N.J.S.A. 18A:17-36 for the period ending June 30, 2023. (Attachment #6)

Motion by:_____ **Seconded by:**_____ **Roll Call:**_____

XI. FINANCE

The following Resolutions have been recommended by the Superintendent of Schools to the Board of Education for approval:

1. Motion to approve the payment of bills as attached. (Attachment #7)
2. Motion to approve and authorize the Board Secretary to pay urgent and unforeseen bills and meet financial obligations for August 9, 2023 through the next Morris County Vocational School District Board of Education meeting.
3. Motion to approve the following amendments to the 2022/2023 Current Expense anticipated revenue budget statement and the corresponding appropriations budget for Funds 11, 12, 13, 20, 30, 62, 63 and 66 as per listing attached. (Attachment #8)
4. Motion to approve 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. (Attachment #9)
5. Motion to approve the attached 2023-2024 Memorandum of Understanding for Live Stream Video Surveillance between the Morris County Vocational School District and the Denville Township Police Department. (Attachment #10)
6. Motion to approve the attached 2023-2024 Memorandum of Understanding for Live Stream Video Surveillance between the Morris County Vocational School District and the Morris County Office of Emergency Management. (Attachment #11)
7. Motion to approve the attached Emergency Evacuation Use Agreement between the Morris County Vocational School District Board of Education and County College of Morris for the period September 1, 2023 through June 30, 2024. (Attachment #12)
8. Motion to approve the following resolution:

WHEREAS, on August 1, 2023, the Morris County Vocational School District ("District") held a public bid opening for Building No.1 and No. 4 HVAC Upgrades at the Morris County School of Technology ("Project"); and

WHEREAS, the District received five (5) bids at the public bid opening; and

WHEREAS, the lowest bid was submitted by TM Brennan Service, Inc., Hamburg, New Jersey, with a base bid in the total amount of Seven Hundred Thirty-Seven Thousand Dollars (\$737,000.00) inclusive of a Thirty Thousand Dollar (\$30,000.00) Contingency Allowance; and

WHEREAS, the District, in conjunction with its Architect and Special Counsel, has determined TM Brennan Service, Inc. to be the lowest responsive and responsible bidder.

NOW, THEREFORE, BE IT RESOLVED, that the above recitals are incorporated herein by reference; and

BE IT FURTHER RESOLVED, that in accordance with the provisions of the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq, the District awards a contract for the Project to TM Brennan Service, Inc. in the total amount of Seven Hundred Thirty-Seven Thousand Dollars (\$737,000.00) inclusive of a Thirty Thousand Dollar (\$30,000.00) Contingency Allowance; and

BE IT FURTHER RESOLVED, that the District authorizes its legal counsel to prepare the contract for the Project, transmit same to TM Brennan Service, Inc. and to obtain all documents required thereby; and

BE IT FURTHER RESOLVED, that because of the time constraints involved with the Project, the District hereby authorizes the Business Administrator to execute the contract on behalf of the District, and further appoints the Administration to act as the District's Representative during the construction of the Project.

9. Motion to approve the following resolution:

WHEREAS, on August 2, 2023, the Morris County Vocational School District ("District") held a public bid opening for one High Roof Cargo Van at the Morris County School of Technology; and

WHEREAS, the District received one (1) bid at the public bid opening from Dover Dodge, Rockaway, New Jersey; and

WHEREAS, the District in conjunction with its Special Counsel, has determined that the bid submitted by Dover Dodge is nonresponsive because it is not in compliance with the bid specifications and the requirements of N.J.S.A. 18A:18A-1 et seq; and

NOW, THEREFORE, BE IT RESOLVED, in accordance with the provisions of Public School Contracts Law, that the District rejects all bids and authorizes the administration to rebid for one High Roof Cargo Van.

Motion by: _____ **Seconded by:** _____ **Roll Call:** _____

XII. CURRICULUM, INSTRUCTION, PROGRAMS, STUDENTS

The following Resolutions have been recommended by the Superintendent of Schools to the Board of Education for approval:

1. Motion to approve the senior Work-Based Learning Experiences for the 2023-2024 school year as per the attached list. (Attachment #13)
2. Motion to approve the following resolution:

WHEREAS, the Morris County Vocational School District Board of Education's Harassment, Intimidation and Bullying Policy #5131.2 permits the use of a preliminary determination for reports of Harassment, Intimidation and Bullying (HIB); and

WHEREAS, the Principal or designee made the preliminary determination **seven** times for incidents or complaints which were outside the scope of HIB and did not need to be investigated as HIB during the 2022-2023 school year; and

WHEREAS, the Principal or designee reported the use of the preliminary determination process to the Superintendent for each applicable incident or complaint during the 2022-2023 school year and as a result did not conduct an investigation;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education **affirms** the Superintendent's Report that the preliminary determination process was used **seven** times during the 2022-2023 school year.

3. Motion to approve the establishment of the position of STEM Club Assistant Advisor (Category I) for the 2023-2024 school year.

Motion by: _____ **Seconded by:** _____ **Roll Call:** _____

XIII. POLICIES AND PROCEDURES

The following Resolution has been recommended by the Superintendent of Schools to the Board of Education for approval:

1. Motion to approve the following revised policies:

3327	Relations with Vendors (Attachment #14)
3542.2	School Meal Program Arrears (Attachment #15)
3542.31	Free or Reduced Price Lunches (Attachment #16)
5131.1	Academic Integrity (Attachment #17)
5131.5	Violence and Vandalism (Attachment #18)
6145.3	Publications (Attachment #19)
6164.1	Intervention and Referral (Attachment #20)

Motion by: _____ **Seconded by:** _____ **Roll Call:** _____

XIV. PERSONNEL

The following Resolutions have been recommended by the Superintendent of Schools to the Board of Education for approval:

1. Motion to accept the resignation of Lynn Mankofsky, Secretary, effective September 1, 2023.
2. Motion to approve the appointment of Mary Gonnella as a Teacher of English at MA Step 7 for the period September 1, 2023 through June 30, 2024, pending successful completion of a criminal history background check and pre-employment physical examination.
3. Motion to approve the appointment of Darcy White as Administrative Assistant to the Assistant Superintendent for Curriculum and Instruction at the annual salary of \$63,000.00 to be prorated for the period September 1, 2023 through June 30, 2024, pending successful completion of a criminal history background check and pre-employment physical examination.
4. Motion to approve the appointment of substitute teachers, school nurses, secretaries, security guards and custodians for the 2023-2024 school year as per attached list. (Attachment #21)
5. Motion to approve the appointment of Nicholas Gilbert as an Athletic Site Manager for the 2023-2024 school year at the rate of \$100.00 per event.
6. Motion to approve the appointment of Nicholas Gilbert as a Detention Monitor for the 2023-2024 school year at the rate of \$34.00 per hour.
7. Motion to approve the appointment of the following Club Advisors for the 2023-2024 school year:

<u>Name</u>	<u>Club</u>
Binah Ezra and Chung-Yi Lin (Co-Advisors)	First Robotics
Miguel Alfonso	National Technical Honor Society

8. Motion to approve the appointment of Megan Petrucelli as a Department Chair for English for the 2023-2024 school year with a \$5,000.00 stipend, with funding provided by ESSER III Grant.
9. Motion to confirm and approve an additional 10 summer hours for Rebecca Reinfeld for the period August 8 through August 29, 2023.
10. Motion to approve the attendance of the following individuals as Volunteer Parent Chaperones at Camp Zeke in Lakewood, Pennsylvania from August 24 – 26, 2023 for Varsity and Junior Varsity Girls Soccer:

Laura Carmichael
Susan Grillo

11. Motion to approve the appointment of the following faculty members for their participation and/or instructional time and planning for the MCST Summer Institute on August 14-16, 2023 at the rate of \$33.00 per hour, not to exceed 13 hours each, with funding provided by the ESSER III Grant:

Brigida Alonzo	Mary Gonnella	Colleen Pascale
Sheila Arakelian	Kristen Grawehr	Megan Petrucelli
Raquel Ayala	James Hardison	Cat Rogers
Richard Battista	Kathleen Harrington	Deirdre Romero
Dale Bendsak	Dirk Homberg	Ruben Rosado
Catherine Bienkowski	Jennifer Katz	Samantha Shane
Ashley Brooks	Michael LeRose	Jessica Short
Victor Costantini	Marissa Levis	Laurie Sisto
Binah Ezra	Chung-Yi Lin	Amber Szuch
Ziella Farnese	Kathleen Marshall	Gina Visconti
Rocio Felix	Lauren Martin	Jeffry Wierzbicki
Stephen Gelb	Catherine Mohrle	Adam Wirjosemito
Jennifer Geuther	Chloe O'Malley	

12. Motion to approve the following faculty members as Home Instruction Tutors for the 2023-2024 school year:

Binah Ezra
Chung-Yi Lin
Samantha Shane
Gina Visconti

13. Motion to approve the appointment of Kristen Grawehr as a CPR/First Aid Recertification Instructor at the rate of \$33.00 per hour for a maximum of 4 hours for the 2023-2024 school year.
14. Motion to approve the appointment of the attached list of ABS/IELCE staff members for the period August 15, 2023 through June 30, 2024 with funding provided by FY24 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant. (Attachment #22)
15. Motion to approve the appointment of the part-time Adult Continuing Education Instructors for the 2023-2024 school year as per attached list. (Attachment #23)

Motion by: _____ **Seconded by:** _____ **Roll Call:** _____

XV. HEARING OF THE PUBLIC

XVI. OLD BUSINESS

- NJ School Boards Annual Fall Workshop: October 23-26, 2023, Atlantic City (Reservations at the Tropicana – Please confirm attendance)

XVII. SUNSHINE RESOLUTION

Motion to adopt the following sunshine resolution:

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:

Student Matter

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 **30 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.

Motion by: _____ **Seconded by:** _____ **Roll Call:** _____

Time Recessed: _____ Time Reconvened: _____

Motion to return to public meeting.

Motion by: _____ **Seconded by:** _____ **Roll Call:** _____

ROLL CALL: _____ Mrs. Barbara Dawson
_____ Mr. John Hyland
_____ Mr. Ray Menard
_____ Mrs. Hanna Roth Starr
_____ Dr. Nancy Gartenberg

XVIII. NEW BUSINESS

- Next Board Meeting: September 12, 2023 at **6:30 p.m.**
- Career Training Center Groundbreaking Ceremony – 10:00 a.m. at County College of Morris on Wednesday, September 27th OR Thursday, September 28th

XIX. ADDITIONAL BUSINESS

XX. ADJOURNMENT

Motion to adjourn the meeting.

Time: _____

Motion by: _____ **Seconded by:** _____ **Roll Call:** _____