

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

REGULAR MEETING AGENDA

DATE: WEDNESDAY, JANUARY 17, 2024

TIME: 6:30 P.M.

Time: _____

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 January 12, 2024 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 County Commissioners 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

- Presentation of 2022-2023 Annual Comprehensive Financial Report (Audit) (Attachment #1) Andrew Kucinski, Nisivoccia
- Career Training Center Construction Update Michael Davison
- BOE Student Representative Report Ashwin Vaithiyalingam

Information Only:

- Security and Fire Drill Logs and Student Incident Reports (Attachment #2)
- HIB Incident Report (Attachment #3)

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 December 12, 2023 as submitted. (Attachment #4)
2. Motion to approve the minutes of the Closed Session Meeting of the Board of Education of December 12, 2023 as submitted. (Attachment #5)

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 November 2023. Further, pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education certifies that as of November 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 #6)

Pursuant to N.J.A.C. 6A:23A-16.10(c)3, I certify that as of November 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 November 30, 2023. (Attachment #7)

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 #8)
2. Motion to approve and authorize the Board Secretary to pay urgent and unforeseen bills and meet financial obligations for January 17, 2024 through the next Morris County Vocational School District Board of Education meeting.
3. Motion to approve the following amendments to the 2023/2024 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 #9)
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 #10)
5. Motion to approve the following tuition rates for full-time and share-time secondary students for the 2024-2025 school year:

	In-County 24-25 Rate	22-23 DOE Certified Cost per Pupil	Out-of-County 24-25 Rate*
Full-Time General Education	\$9,879 (2.4% increase)	\$10,305	\$13,879 (1.7% increase)
Full-Time Special Education	\$15,209 (2.4% increase)	\$18,000	\$19,209 (1.89% increase)
Share-Time General Education	\$4,884 (2.4% increase)	\$5,152.50	\$6,884 (1.68% increase)
Share-Time Special Education	\$7,605 (2.4% increase)	\$9,000	\$9,605 (1.89% increase)

*Includes a \$4,000 (Full-Time) or \$2,000 (Share-Time) capital and operating expense charge per 18A:54-23.4 for non-resident students.

6. Motion to approve Change Order #4 to increase the overall production duration by seventy-six (76) calendar days and to relieve the contractor from specific dates for landscaping and planting work as a result of the postponement of the issuance of building permits. The final contract sum including this change order remains the same at \$22,309,321.30. (Attachment #11)
7. Motion to accept the donation of a Coleman 4 Ton Package Unit from Air Group, Whippany, New Jersey, with an estimated value of \$4,000.00 for use in the share-time HVAC program, with a letter of appreciation to the donor.
8. Motion to accept the donation in the amount of \$5,000.00 from James L. Mullin, Dover, New Jersey, for tuition scholarships for Dover residents enrolled in the Adult Continuing Education Apprenticeship Programs, with a letter of appreciation to the donor.

9. Motion to approve the following resolution:

WHEREAS, there exists a need for the retention of professional architectural services; and

WHEREAS, funds are available for these purposes; and

WHEREAS, contracts for "Professional Services" under Local Public Contracts Law (N.J.S.A. 18A:18A-5) require an award by the Board of Education by resolution at a public meeting.

NOW THEREFORE BE IT RESOLVED that the President and Secretary are hereby authorized and directed to execute an agreement with:

USA Architects Planners + Interior Designers to prepare and file the NJ DOE application for the proposed replacement of various HVAC units in accordance with the existing Architect of Record Agreement for the 2023-2024 school year.

These contracts are awarded without competitive bidding as a "Professional Service" under the provisions of the Local Contracts Law because:

The services of licensed professional architects are considered "Professional Services" under the provisions of the Local Public Contracts Law because such services are of such qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids. (Attachment #12)

10. Motion to amend the resolution of December 12, 2023 approving the following tuition rates for the LPN postsecondary program for the 2024-2025 school year (correction to rate to include testing fees):

Program	2024-2025 In County Rate	2023-2024 In County Rate	2024-2025 Out of County Rate	2023-2024 Out of County Rate
LPN	\$12,953 6.1% increase	\$12,209	\$14,168 5.7% increase	\$13,400

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 confirm and approve the senior Work-Based Learning Experiences for the 2023-2024 school year as per the attached list. (Attachment #14)
3. Motion to approve the attached list of field trips for the 2023-2024 school year. (Attachment #15)

4. Motion to confirm and approve the attached list of field trips for the 2023-2024 school year. (Attachment #16)
5. Motion to approve the following resolution:

WHEREAS, the Morris County Vocational School District Board of Education received the Harassment, Intimidation and Bullying Report of the Superintendent dated December 12, 2023;

WHEREAS, the parties involved in the case(s) reported were notified of the results of the investigation, Superintendent's decision and the rights of those parties to request a hearing before the Board of Education; and

WHEREAS, no requests for a hearing before the Board of Education have been received; and

WHEREAS, the Anti-Bullying Bill of Rights provides the Board of Education the opportunity to affirm, modify or reject the Superintendent's decisions on reported cases of Harassment, Intimidation and Bullying;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education **affirms** the Superintendent's decision in the case(s) listed in the HIB Investigation Reports reported to the Board at its regularly-scheduled Board of Education meeting on December 12, 2023. (Attachment #17)

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

XIII. PERSONNEL

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

1. Motion to approve the attached new job description for Assistant Principal – Athletics, Co-Curricular Activities and Postsecondary Programs. (Attachment #18)
2. Motion to approve the attached revised job description for Assistant Principal – Students. (Attachment #19)
3. Motion to approve the attached revised job description for Assistant Principal – Instruction. (Attachment #20)
4. Motion to approve the attached revised organization chart. (Attachment #21)
5. Motion to confirm and approve the appointment of Thomas Sheridan, a student from the Culinary Arts Academy, to cater culinary functions on an as needed basis at the rate of \$15.13 per hour during the 2023-2024 school year.
6. Motion to approve the appointment of Mark Griff as JV Baseball Coach for the 2024 spring season, pending successful completion of a criminal history background check.
7. Motion to approve the appointment of Tyler Kaye as a Volunteer Baseball Coach for the 2024 spring season.
8. Motion to confirm and approve the appointment of Aslihan Cakmak as a Test Proctor for the 2023-2024 school year at the rate of \$33.00 per hour.

9. Motion to approve the appointment of the following staff members as Curriculum Writers at the rate of \$33.00 per hour with final product due by June 1, 2024:

Name	Curriculum	Type	Maximum Hours	Funding Source
Olenka Acosta	Spanish Heritage I	New	50	General Fund
Rocio Felix	Spanish Heritage Honors II	New	50	General Fund
Gina Visconti	SAT Prep-English	Revision	18.75	General Fund
Binah Ezra	SAT Prep-Math	Revision	18.75	General Fund
Catherine Bienkowski	Dynamics of Health Care in Society	Revision	37.5	FY 24 Perkins Secondary Grant

10. Motion to amend the motion of August 8, 2023 to approve the appointment of Michael Brinster as a part-time Adult Continuing Education Electrical Instructor for a maximum of 276 hours at the rate of \$35.00 per hour for the 2023-2024 school year (reduction in number of hours).
11. Motion to confirm and approve the appointment of James Rearick as a part-time Adult Continuing Education Electrical Instructor at the rate of \$35.00 per hour for a maximum of 84 hours effective January 10, 2024 through June 30, 2024.
12. Motion to approve an additional 100 hours at the rate of \$28.00 per hour for Darlene Moore, Registration Aide, for the period January 17, 2024 through June 30, 2024, with funding provided by FY24 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant.

Motion by: _____ Second by: _____ Roll Call: _____

XIV. FACILITIES

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

1. Motion to approve the use of the facilities by Morris County Council of Education Association for a community optical fair in the Building #1 Cafeteria from 8:00 a.m. to 2:00 p.m. on Saturday, March 2, 2024.
2. Motion to approve the use of the facilities by Morris County Retired Educators and the Ryan Doltz Foundation for a tricky tray scholarship fundraiser in the Building #1 Cafeteria and Gymnasium from 10:00 a.m. to 10:00 p.m. on Saturday, April 20, 2024.

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

XV. HEARING OF THE PUBLIC

XVI. OLD BUSINESS

- Share-Time Completers Ceremony: June 7, 2024 at 1:00 p.m., County College of Morris
- Graduation: June 17, 2024 at 3:00 p.m., Mennen Arena

XVII. NEW BUSINESS

- Next Board Meeting: February 13, 2024 at **6:30 p.m.**
- Sports Award Banquet: June 6, 2024 at 6:00 p.m., Morris County School of Technology

XVIII. 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 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 Issue (HIB Appeal)

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 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

XIX. ADDITIONAL BUSINESS

XX. ADJOURNMENT

Motion to adjourn the meeting.

Time: _____

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