

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION

March 9, 2021

A regular meeting of the Morris County Vocational School District held on March 9, 2021 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 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 the Daily Record by email on November 2, 2020 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: Mrs. Barbara Dawson, Mr. Lawrence Colasurdo, Mr. John Hyland and Mrs. Hanna Roth Starr.

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

CORRESPONDENCE – Letter from Senate President Stephen M. Sweeney

SUPERINTENDENT'S REPORT

- Mr. Moffitt provided an update to the board regarding the Morris County Commissioners Board Meeting that took place on 2/24/21. The Commissioners approved a resolution approving and supporting the Morris County Vocational School District's CTE Program Expansion Grant application in conformance with the Securing Our Children's Future Bond Act.
- Mr. Moffitt detailed the Hybrid Schedule which will provide a five day a week, in person schedule for share time students beginning the week of March 15, 2021. Full time students will also receive five days of instruction beginning that week and will begin a three day in-person, two day virtual schedule beginning in April.
- Mr. Rollo presented the 2021-2022 Budget.

Information Only:

- Security and Fire Drill Logs
- Student Incident Report

COMMITTEE PROGRAMS- NONE

HEARING OF THE PUBLIC – NONE

MINUTES

The following motions made by Mr. Hyland, seconded by Mrs. Roth Starr, were approved as submitted.

Approved the minutes of the Regular Session Meeting of the Board of Education of February 16, 2021 as submitted.

Approved the minutes of the Closed Session Meeting of the Board of Education of February 16, 2021 as submitted.


Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Colasurdo, Mr. Hyland and Mrs. Roth Starr
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 Mrs. Roth Starr, were approved as submitted.

1. 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 January 2021. Further, pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education certifies that as of January 31, 2021, 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 January 31, 2021 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. Approved the Report of the Treasurer submitted pursuant to N.J.S.A. 18A:17-36 for the period ending January 31, 2021.

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

FINANCE

The following motions made by Mr. Hyland, seconded by Mr. Colasurdo, were recommended by the Superintendent of Schools to the Board of Education and approved as submitted.

1. Approved the payment of bills as attached.
2. Approved the following amendments to the 2020/2021 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.
3. Approved 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.

4. Confirmed and approved the attached Ground Lease Memorandum of Understanding between Morris County Vocational School District and the County College of Morris.
5. Approved the acceptance of the Cares Act Elementary and Secondary School Emergency Relief II (ESSER II) Grant funds in the amount of \$281,876.00.
6. Approved the submission of a budget amendment to the County Vocational Competitive Grant – Cohort IV (Cybersecurity Program) in the amount of \$71,665.00 in order to reallocate funds.
7. Approved the following resolution:

WHEREAS, N.J.A.C. 6A:23A-14.1(d) permits a Board of Education to withdraw such funds from the capital reserve account and appropriate into the required capital account lines at budget time or any time during the year; and

WHEREAS, the aforementioned statute authorizes procedures, under the authority of the Commissioner of Education, which permit a board of education to withdraw funds from a district's Capital Reserve Account any time during the year by resolution, and

WHEREAS, the Morris County Vocational School District Board of Education is desirous to withdraw funds from the Capital Reserve Account and appropriate said funds into the required capital account lines in the amount of \$675,000 for expenditures related to the Auto Body Shop Conversion to a Biotechnology Lab Project, and

WHEREAS, according to 6A:23A-14.1(h)5.v, the Morris County Vocational School District Board of Education shall, for any approved amounts that remain unexpended or unencumbered at the end of the school year, return such funds to the capital reserve account;

NOW THEREFORE BE IT RESOLVED by the Morris County Vocational School District Board of Education that it hereby authorizes the district's School Business Administrator to make the necessary transfer consistent with all applicable laws and regulations.

8. Approved the following resolution:

WHEREAS, the Board of Education, the governing body of the Morris County Vocational School District, hereby authorizes the submission of the 2021-2022 school year budget to the Board of School Estimate and the Morris County Office of Education;

NOW, THEREFORE, BE IT RESOLVED, that the proposed budget for the 2021-2022 school year be adopted as follows, being the amount of money estimated to be necessary:

CURRENT EXPENSE:

General Fund	\$22,409,727
Capital Outlay	997,250
Special Schools	
Postsecondary	<u>312,371</u>
TOTAL GENERAL FUND	\$23,719,348

SPECIAL FUNDS:

Student Activities	\$ 127,990
State Projects	0
Federal Projects	<u>1,281,797</u>

TOTAL SPECIAL REVENUE FUND \$ 1,409,787

TOTAL BUDGET \$25,129,135

BE IT FURTHER RESOLVED, that the Board of School Estimate of the Vocational School be requested pursuant to N.J.S.A. 18A:54-28 to certify the following as the amount established to be necessary and to be raised by the county appropriations in support of the proposed budget:

CURRENT EXPENSE

General Fund \$ 6,351,286

TOTAL AMOUNT TO BE RAISED BY COUNTY TAXES \$6,351,286

BE IT FURTHER RESOLVED, that an itemized statement of the proposed budget of the 2021-2022 school year be delivered to each member of the Board of School Estimate (pending Morris County Office of Education approval).

9. Approved the following resolution:

WHEREAS, school district policy and N.J.A.C. 6A:23A-7.3 provides that the board of education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement, as defined in N.J.A.C. 6A:23A-7.1 et seq.; and

WHEREAS, maximum expenditure amount allotted for travel and expense reimbursement for the 2020-2021 school year was \$101,305; and

WHEREAS, travel and expense reimbursement has reached a total amount \$2,211.42 as of March 1, 2021;

NOW, THEREFORE, BE IT RESOLVED, that the Morris County Vocational School District Board of Education, in the County of Morris, New Jersey hereby establishes the school district travel maximum for the 2021-2022 school year at the sum of \$81,205; and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded.

10. Approved the following resolution:

WHEREAS, N.J.A.C. 6A:23A:5.2 (a) mandates boards to establish annually prior to budget preparation, for public relations and each type of professional service a maximum level of spending for the ensuing school year; and

WHEREAS, the tentative budget includes the following appropriations:

Legal	\$66,000
Accounting	\$47,500
Architect	\$37,000; and

WHEREAS, the Administration needs to notice the board if there arises a need to exceed said maximums. Upon which the board may adopt a dollar increase in the maximum amount through formal board action; and

WHEREAS, the Board and Administration wish to minimize the amount of paperwork involved in this area;

NOW, THEREFORE, BE IT RESOLVED, that the Morris County Vocational School District Board of Education establishes maximums for professional services in the areas listed above at a level of 120% of the amounts listed for the 2021-2022 school year.

11. Adopted the following resolution to certify the amount to be raised by the County of Morris for Capital Project funding:

WHEREAS, the estimated cost of the Auto Body Shop Conversion to a Biotechnology Lab Project is \$800,000 of which \$675,000 will be funded through Capital Reserve and \$125,000 will be funded through Capital Project funding; and

WHEREAS, this Board has met and considered the said \$125,000 in Capital Project Funding and is satisfied that the sum is the amount of money necessary for the purposes set forth.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Vocational School in the County of Morris, New Jersey, does hereby fix and determine that \$125,000 is the amount of money necessary to be raised for this Capital Project for the lawful school purpose consisting of improvements/renovations to the buildings at Morris County School of Technology.

BE IT FURTHER RESOLVED, that the Board of School Estimate of the Vocational School be requested pursuant to N.J.S.A. 18A:54-31 to certify said amount established to be necessary for the purposes set forth.

BE IT FURTHER RESOLVED, that the certificate of said amount so fixed and determined shall be prepared in accordance with law and one of the said certificates shall be delivered to said Board of Education and the other to the Board of Commissioners in the County of Morris, New Jersey.

TOTAL AMOUNT TO BE RAISED BY COUNTY OF MORRIS \$125,000

12. Approved the following Virtual Multimedia Guest Artists for the 2020-2021 school year:

<u>Name</u>	<u># Days</u>	<u>Rate</u>	<u>Funding Source</u>
Kurt Engfehr	10 days	\$150.00 per day	General Fund
April Merl	10 days	\$150.00 per day	General Fund

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

CURRICULUM, INSTRUCTION, PROGRAMS, STUDENTS

The following motion made by Mr. Hyland, seconded by Mr. Colasurdo, was recommended by the Superintendent of Schools to the Board of Education and approved as submitted.

1. Approved the senior Structured Learning Experiences for the 2020-2021 school year as per the attached list.

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

POLICIES AND PROCEDURES

The following motion made by Mr. Hyland, seconded by Mr. Colasurdo, was recommended by the Superintendent of Schools to the Board of Education and approved as submitted.

1. Approved the second reading and adoption of the following new policy:

6171.2 Gifted and Talented

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

PERSONNEL

The following motions made by Mr. Hyland, seconded by Mrs. Roth Starr, were recommended by the Superintendent of Schools to the Board of Education and approved as submitted.

1. Approved 60 observation hours with a school-based counselor for Julia Dubij, a student from Ramapo College, during the period March 10, 2021 through May 31, 2021.
2. Approved the appointment of Adam Wirjosemito as a Baseball Pitch Counter for the Spring 2021 season at the rate of \$35.00 per game.
3. Approved the appointment of the following faculty members as Instructors for Remediation for 2.5 hours per day from 3:00 – 5:30 p.m. for a maximum of 50 hours per subject/program area at their hourly rate for the period March 10, 2021 through June 1, 2021, with funding provided by ESSER II Grant as amended:

Instructor	Subject / Program	Maximum Hours
Kathleen Harrington	Math	50
Christine Hietanen	English	50 Shared
Chung-Yi Lin	Physics	50
Catherine Mohrle	English	50 Shared
Michael Quaglio	Social Studies	50
Samantha Shane	English	50 Shared
Gina Visconti	English	50 Shared
Ruben Rosado	Design	50 Shared
Jessica Short	Design	50 Shared

4. Approved the appointment of John Davis as a part-time Adult Continuing Education Electrical Trades Instructor for a maximum of 70 hours at the rate of \$35.00 per hour for the period of March 10, 2021 through June 30, 2021.

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

HEARING OF THE PUBLIC - NONE

OLD BUSINESS

- Board of School Estimate: March 24, 2021, 4:00 p.m.
- Graduation: June 18, 2021

NEW BUSINESS

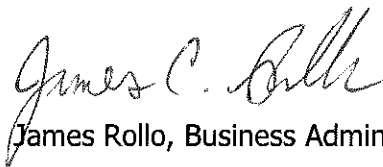
- Next Board Meeting: April 13, 2021 at **6:30 p.m.**
- Completer Ceremony: June 11, 2021 (Times TBD)

ADJOURNMENT

Motion made by Mr. Colasurdo, seconded by Mrs. Dawson, to adjourn the meeting at 6:57 p.m.

All present voted yes – Motion carried.

Respectfully submitted,



James Rollo, Business Administrator/Board Secretary