

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION

**May 12, 2020**

A regular meeting of the Morris County Vocational School District held via virtual meeting on May 12, 2020 and 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, Inc., by email on April 23, 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, Mrs. Hanna Roth Starr and Dr. Angelica Allen-McMillan.

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

**CORRESPONDENCE - NONE**

**SUPERINTENDENT'S REPORT**

**Reports:**

- COVID-19 Update: Extended School Closure Scott Moffitt  
Mr. Moffitt discussed the updated distance learning plan submitted to the county office, possibilities for graduation that the Administration was researching, what things could look like in the Fall and shared some of the successes and challenges on the delivery of instruction at this time. Mr. Moffitt commended the teachers on their rise to the challenges of delivering online instruction.
- Fiscal Concerns: State Aid, County Tax Levy, Tuition James Rollo  
Mr. Rollo discussed the state's fiscal situation and the anticipated impact on previously committed state aid for the 20-21 budget as well as some recently passed state legislation that may impact cash flow. Mr. Moffitt stated that the district will be deferring some non-essential expenditures until the fiscal picture becomes clearer.

**Information Only: N/A**

- Security and Fire Drill Logs
- Student Incident Report

**COMMITTEE PROGRAMS - NONE**

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

**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:

- Staff Rehires for 2020-2021

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 **10 minutes** and action is expected afterwards in open session.

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 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 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 7:10 p.m. and reconvened at 7:14 p.m. with the following Board Members present: Mrs. Dawson, Mr. Colasurdo, Mr. Hyland, Mrs. Roth Starr and Dr. Allen-McMillan. Also present were: Superintendent Scott Moffitt, Business Administrator/Board Secretary James Rollo and Board Attorney John Mills.

**MINUTES**

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

Approved the minutes of the Regular Session Meeting of the Board of Education of April 14, 2020 as submitted.

Roll Call Vote – Yes: 5 Mrs. Dawson, Mr. Colasurdo, Mr. Hyland, Mrs. Roth Starr and Dr. Allen-McMillan  
No: 0  
Abstain: 0  
Motion Carried.

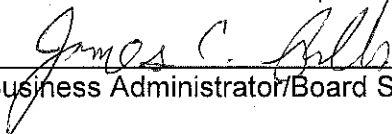
**BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT and TREASURER'S REPORT**

The following motions made by Mr. Colasurdo , seconded by Mrs. Roth-Starr, 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 March 2020. Further, pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education certifies that as of March 31, 2020, 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 March 31, 2020 no budgetary line item account has been over expended in violation of N.J.A.C. 6A:23A-16.10.

  
Business Administrator/Board Secretary

3/12/20  
Date

Approved the Report of the Treasurer submitted pursuant to N.J.S.A. 18A:17-36 for the period ending March 31, 2020.

Roll Call Vote – Yes: 5 Mrs. Dawson, Mr. Colasurdo, Mr. Hyland, Mrs. Roth Starr and Dr. Allen-McMillan  
No: 0  
Abstain: 0  
Motion Carried.

## **FINANCE**

The following motions made by Mr. Colasurdo, seconded by Dr. Allen-McMillan, 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 2019/2020 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 food service management company cost reimbursable contract addendum with Maschio's Food Services, Inc. to provide food service management services for the 2020-2021 school year with a management fee of \$10,923.12 and a guarantee of \$7,725.00 in accordance with the terms and conditions of the original cost reimbursable contract (base year contract 2018-2019; 2% increase in management fee).
4. Approved Change Order #2 for a deduct of \$24,230.70 for Daskal, LLC which represents the decreased charge for the installation of hardware sets of doors for the Secure Entrance and Exterior Improvements Project to be deducted from the \$40,000.00 hardware allowance. The final contract sum including this change order is decreased to \$1,882,769.30.
5. Approved Change Order #3 for an add of \$1,276.00 for Daskal, LLC. which represents a charge for additional labor, materials and equipment to provide for the modifications to windows and the curtain wall system and a credit for interior framing work for the Secure Entrance and Exterior Improvements Project to be deducted from the \$20,000.00 contingency allowance. The final contract sum including this change order remains unchanged at \$1,882,769.30.
6. Approved the attached Adult Continuing Education Tuition Rates for 2020-2021.
7. Approved the submission of the application for a school security grant through the Securing Our Children's Future Bond Act for work done to be in compliance with Alyssa's Law in the amount of \$51,577.00.
8. Approved the submission of the FY21 Perkins Postsecondary Grant application in the amount of \$125,594.00 for the period of July 1, 2020 to June 30, 2021.

9. Approved the refusal of funds for the FY21 Perkins Postsecondary Grant Federal Allocation in the amount of \$6,824.00. Funds are being refused because our allocation does not meet the \$50,000.00 minimum federal threshold. A grantee with less than the threshold amount in federal funding may not apply for the federal funds without forming a consortium. State funds are not subject to the threshold restriction.
10. Approved the submission of the Emergency Financial Aid Portion of the Higher Education Emergency Relief Fund (HEERF) Formula Grant application in the amount of \$40,600.00.
11. Approved the submission of the Institutional Portion of the Higher Education Emergency Relief Fund (HEERF) Formula Grant application in the amount of \$27,548.00.
12. Approved the following resolution:

WHEREAS, N.J.S.A. 18A:7G-4 requires a board of education to amend its Long-range Facilities Plan ("LRFP") on file with the New Jersey Department of Education at least once every five years to update enrollment projections, building capacities, and health and safety conditions; and

WHEREAS, the Board desires to update its previously approved LRFP at this time to comply with statutory and regulatory requirements; and

WHEREAS, the Board has previously contracted with its Architect of Record, USA Architects Planners + Interior Designers, to prepare an amended LRFP in compliance with such requirements, which has been accomplished; and

WHEREAS, this Board resolution amending the approved Long-range Facilities Plan complies with the five-year reporting requirements per the Educational Facilities Construction and Financing Act, P.L. 2000, c. 72 (N.J.S.A. 18A:7G-1 et seq.), as amended by P.L. 2007, c.137, and the applicable provisions of N.J.A.C 6A:26-1 et seq. (Educational Facilities Code);

NOW, THEREFORE, BE IT RESOLVED, that the Morris County Vocational School District Board of Education hereby approves the latest amended Long-range Facilities Plan on file in the office of the School Business Administrator and authorizes submission of same to the New Jersey Department of Education; and

BE IT FURTHER RESOLVED, the Board hereby authorizes and directs its School Business Administrator and its Architect to take any steps necessary to effectuate the terms of this resolution and to submit the five-year LRFP amendment to the New Jersey Department of Education.

13. Confirmed and approved the following motion:

WHEREAS, the State of New Jersey has been in a state of emergency since March 13, 2020 due to the outbreak of COVID-19 causing, among other things, the Morris County Vocational School District to adopt a distance learning plan to continue to provide instruction to students during this extended school closure; and

WHEREAS, area hospitals have requested donations of personal protective equipment for healthcare workers due to the extreme conditions presently existing in New Jersey hospitals due to the COVID-19 outbreak; and

WHEREAS, the District has determined that, due to the present school closure, it no longer requires all of the personal protective equipment on hand in the District;

NOW THEREFORE BE IT RESOLVED, the Board of Education approves the donation of personal

protective equipment as per the attached list to the Morris County Office of Emergency Management and Atlantic Health Systems.

**14. Confirmed and approved the following motion:**

WHEREAS, the State of New Jersey has been in a state of emergency since March 13, 2020 due to the outbreak of COVID-19 causing, among other things, the Morris County Vocational School District to adopt a distance learning plan to continue to provide instruction to students during this extended school closure; and

WHEREAS, due to continued economic and financial stresses as a result of the COVID-19 outbreak, local community food banks are requesting donations in order to assist individuals and families in need; and

WHEREAS, the District has determined that, due to the present school closure, it no longer requires all of the food items on hand in the District for its Academy for Culinary Arts program;

NOW THEREFORE BE IT RESOLVED, the Board of Education approves the donation of food items valued at \$712.50 as per the attached list to the Morris Plains Interfaith Food Pantry.

**15. Official Newspapers**

Designated the Star Ledger as the official legal newspaper of the Board of Education and designate the Daily Record as the second newspaper for open public meetings law for the 2020-2021 school year.

**16. Official Depository**

Designated the Provident Bank as the official depository for the 2020-2021 school year for the following accounts:

3 Signatures Required: President, Vice President, Secretary or Treasurer

General Account

2 Signatures Required: Secretary, Superintendent or Treasurer

Payroll and Payroll Agency, Student Activities, and Maintenance Reserve Accounts

Scholarship Savings Account: Butler Rotary Club, Ginty, LPN Recognition Award, Catapano, Goldblatt, Morris County Beauty Culture, Wyatt, Andy Latincsics Memorial and Gene Haas Foundation

SUI Account, 12 Month Pay Option Account, Flex Spending Account, Financial Aid Account

**17. Petty Cash Funds**

Approved the petty cash funds for the 2020-2021 school year as listed below:

<u>Fund</u>	<u>Amount</u>
Petty Cash	\$600.00
Business Office Cash Box	\$300.00
Adult Ed Cash Box	\$100.00
Cosmetology I	\$50.00
Cosmetology 2	\$50.00

**18. Public Agency Compliance Officer**

Designated the Business Administrator/Board Secretary to serve as a Public Agency Compliance Officer (P.A.C.O.) and to act as liaison for the district in accordance with P.L. 1975 c. 127 (N.J.A.C. 17:27) for the 2020-2021 school year.

**19. Purchasing Agent**

Appointed the Business Administrator/Board Secretary as the Qualified Purchasing Agent for the Morris County Vocational School District for the 2020-2021 school year, and to set the bid threshold amount of \$40,000.00 for the board of education, and to authorize the Business Administrator/Board Secretary to award contracts, in full accordance with N.J.S.A. 18A:18A-3(a), for those purchases that do not exceed the established bid threshold amount.

**20. Award of Purchases, Contracts or Agreements**

Approved in accordance with Title 18A:18A-37(c), the authorization of the Business Administrator to award contracts for the 2020-2021 school year that are in aggregate less than 15 percent of the bid threshold without soliciting competitive quotes.

**21. Authorization of Procurement of Goods/Services through State Contracts for 2020-2021 School Year**

Approved the following resolution:

WHEREAS Title 18A:18A-10 provides that, "A Board of Education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising, therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the state by Division of Purchase and Property," and

WHEREAS, the Morris County Vocational School District has the need, on a timely basis, to procure goods and services utilizing State Contracts, and

WHEREAS, the Morris County Vocational School District desires to authorize its purchasing agent for the 2020-2021 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year,

NOW THEREFORE BE IT RESOLVED that the Morris County Vocational School District Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors as listed below:

<b>Vendor</b>	<b>Commodity</b>	<b>Contract #</b>	<b>Expiration</b>
Cisco	Data Communications Equipment	87720	5/31/2020
Dell	Computer Equipment, Peripherals & Related Service	19-TELE-00656	7/31/2020
Dell	Data Communications Equipment	88796	5/31/2020
Dell	Software License & Related Services	89850	6/30/2020
DFFLM	Vehicles, Cargo Vans, Class 1/2/3 Regular/Extended	88211	1/1/2021
Franklin Griffith	Electrical Equipment and Supplies North, Central and South Regions	85580	10/31/2020
Grainger	Facilities Maintenance and Repair & Operations (MRO) and Industrial Supplies	19-FLEET-00566	6/30/2023
Groupe Lacasse, LLC	Furniture: Office, Lounge and Systems – Statewide	81714	4/30/2021
H.P Enterprises	Computer Equipment, Peripherals & Related Systems	40116	7/31/2020
H.P Enterprises	Data Communications Equipment	88130	5/31/2020
H.P Inc	Computer Equipment, Peripherals & Related Systems	89974	7/31/2020
Krueger	Furniture - Unassembled/Unfinished	85297	1/30/2021

Krueger	Keyboard Trays & Acoustical Privacy Panels	86311	1/30/2021
Krueger	Furniture: Office, Lounge and Systems – Statewide	81720	4/30/2021
Lawson Products	Parts & Repairs for Road Maintenance Equipment	85850	1/29/2021
Lenovo United States	Computer Equipment, Peripherals & Related Systems	40121	7/31/2020
Municibid	Auctioneering Services: Internet Auctions to Sell Surplus	19-GNSV1-00696	4/30/2022
Quadient, Inc.	Mailroom Equipment and Maintenance Various State Agencies	41267	4/14/2021
Ricoh USA Inc.	Copiers & Multifunction Devices, Maintenance, Supplies and Print Services	40467	1/11/2021
SHI International Corporation	Software License and Related Services	89851	6/30/2020
Steelcase Inc.	Furniture; Office, Lounge and Systems – Statewide	81639	4/30/2021
Tele Measurements	Video Teleconferencing Equipment & Services	81123	1/31/2021
Verizon Wireless	Wireless Devices and Services	82583	6/30/2020
Wasak Inc.	Water Treatment & Maintenance Services (Heating & Cooling)	42247	9/30/2020
W.B. Mason	Office Supplies & Recycled Copy Paper	0000003	5/6/2021

**22. Authorization of Procurement of Goods/Services through Joint Purchasing Agreements for 2020-2021 School Year**

Approved the following resolution:

WHEREAS Title 18A:18A-11 provides that the Boards of Education of two or more districts may provide jointly by agreement for the provision and performance of goods and services for the respective districts, or one or more boards of education may provide for such provision or performance of goods or services by joint agreement with the governing body of any municipality or county, and

WHEREAS, the Morris County Vocational School District has the need, on a timely basis, to procure goods and services utilizing Joint Purchasing Agreements, and

WHEREAS, the Morris County Vocational School District desires to authorize its purchasing agent for the 2020-2021 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year,

NOW THEREFORE BE IT RESOLVED that the Morris County Vocational School District Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services utilizing joint purchasing agreements.

**23. Professional Services**

Approved the following resolution:

WHEREAS, there exists a need for the retention of an Auditor,

WHEREAS, funds are available for this purpose, 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.

WHEREAS the Board of Education has received, reviewed and evaluated the attached external peer/quality report;

The President and Secretary are hereby authorized and directed to execute an agreement with:

Nisivoccia & Company to serve as Auditor for the Board of Education for the 2020-2021 school year at a fee not to exceed \$46,300.00. (Auditor for 2019-2020: Nisivoccia & Company; 1% increase from 2019-2020)

This contract is awarded without competitive bidding as a "Professional Service" under the provisions of the Local Contracts Law because:

The Auditors are considered as a "Professional Service" and bids are not required pursuant to N.J.S.A. 18A:18A-5.

**24. Professional Services**

Approved the following resolution:

WHEREAS, there exists a need for the retention of Counsel to the Board of Education, and

WHEREAS, funds are available for this purpose, 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.

The President and Secretary are hereby authorized and directed to execute an agreement with:

John M. Mills, III of Mills & Mills to serve as Counsel to the Board of Education for the 2020-2021 school year at a fee of \$160.00 per hour and \$300.00 per Board of Education Meeting. (Attorney for 2019-2020: John M. Mills, III of Mills & Mills; \$5 per hour rate increase from 2019-2020.)

This contract is awarded without competitive bidding as a "Professional Service" under the provisions of the Local Contracts Law because:

The legal services of Counsel to the Board of Education is considered as a "Professional Service" 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.

**25. Professional Services**

Approved the following resolution:

WHEREAS, there exists a need for the retention of Special Counsel to the Board of Education, and

WHEREAS, funds are available for this purpose, 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.

The President and Secretary are hereby authorized and directed to execute an agreement with:



Scarinci Hollenbeck to serve as Special Counsel to the Board of Education for the 2020-2021 school year at a fee of \$165.00 per hour for Partners and Counsel, \$155.00 per hour for Associates and \$115.00 per hour for law clerks and paralegals. (*Special Counsel for 2019-2020: Scarinci Hollenbeck; \$0 per hour rate increase for attorneys, law clerks and paralegals from 2019-2020.*)

This contract is awarded without competitive bidding as a "Professional Service" under the provisions of the Local Contracts Law because:

The legal services of Special Counsel to the Board of Education for selected legal services including Special Education, HIB and Student Matters, Employment and Personnel Matters, Construction and Purchasing Matters, Educational Law Matters and Cybersecurity Matters are considered as a "Professional Service" 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.

**26. Architect of Record**

Approved USA Architects Planners + Interior Designers as the Architect of Record for the 2020-2021 school year as per the attached rate schedule.

**27. Tax Payment Schedule**

Approved the tax payment schedule for the 2020-2021 school year as per attached.

**28. Chart of Accounts**

Approved the Chart of Accounts for the 2020-2021 school year as per attached.

**29. Flexible Spending Account**

Approved the Flexible Spending Account (FSA) administered through Horizon BCBSNJ for the 2020-2021 school year as follows:

	<u>Minimum</u>	<u>Maximum</u>
Unreimbursed Medical Expenses	\$250.00	\$2,750.00
Dependent Care	\$500.00	\$5,000.00

**30. Dental Plan**

Approved the one-year renewal of the dental plan with Delta Dental for the period July 1, 2020 through June 30, 2021 at a super composite rate of \$98.17 per month (0% increase from 2019-2020).

Roll Call Vote – Yes: 5 Mrs. Dawson, Mr. Colasurdo, Mr. Hyland, Mrs. Roth Starr and Dr. Allen-McMillan  
No: 0  
Abstain: 0  
Motion Carried.

**CURRICULUM, INSTRUCTION, PROGRAMS, STUDENTS**

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. Affirmed the attached Harassment, Intimidation and Bullying Report of April 14, 2020.
2. Approved the Charlotte Danielson: The Framework for Teaching (2013 Edition) as the teacher practice evaluation instrument for the Morris County Vocational School District for the 2020-2021 school year.

3. Approved the New Jersey Principal Evaluation for Professional Learning (NJPEPL) Process and Observation Instrument as the practice component of the principal evaluation rubric for all district administrators.
4. Approved the attached revised 2019-2020 school calendar.
5. Approved the attached Distance Learning Term Teacher Guide.
6. Approved the attached revised School Health-Related Closure Preparedness Plan.

Roll Call Vote – Yes: 5 Mrs. Dawson, Mr. Colasurdo, Mr. Hyland, Mrs. Roth Starr and Dr. Allen-McMillan

No: 0

Abstain: 0

Motion Carried.

## PERSONNEL

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

1. Approved the attached Employment Agreement for Shari Castelli, Assistant Superintendent for Curriculum and Instruction, for the 2020-2021 school year as approved by the NJDOE Interim Executive County Superintendent on May 8, 2020.
2. Approved the attached Employment Agreement for James Rollo, School Business Administrator/Board Secretary, for the 2020-2021 school year as approved by the NJDOE Interim Executive County Superintendent on May 8, 2020.
3. Approved the reappointment of staff for the 2020-2021 school year as listed on the attached roster
4. Approved the attached 2020-2021 Schedule of Benefits for the 12-Month Non Represented Employees.
5. Approved the reappointment of Alexandra Albert as Treasurer of School Moneys at the annual salary of \$6,700.00 for the period July 1, 2020 through June 30, 2021.
6. Approved the appointment of the following staff members to work during the period July 1, 2020 through August 31, 2020 at their hourly rate:

<u>Name</u>	<u>Title</u>	<u># Hours</u>
Tracy Amedeo	School Counselor	60
Ashley Brooks	School Counselor	60
Marisa Dillon	School Counselor	60
Jennifer Katz	School Counselor	60
Steven Ward	School Counselor	40
Julia Ioannou	School Nurse	40
Crystal Quaglio	School Nurse	40
Jennifer Geuther	School Social Worker	40
Robin Ravotto	School Psychologist	40
Briana Spann	School Social Worker	40
Sheila Arakelian	School Library Media Specialist	40

7. Approved the appointment of the following faculty members to attend IEP meetings during the summer from July 1, 2020 through August 31, 2020 for a maximum of two hours each at their hourly rate:

Miguel Alfonso  
Kerrie Bellisario  
Melissa Eckoff  
Stephen Gelb  
Justin Jacobs  
Katherine Ilardi  
Michael Quaglio  
Marianne Renna  
Debra Romano  
Michael Romano  
Deirdre Romero  
Kathleen Turnbull  
Gina Visconti  
Danah Younce

8. **Board Secretary**

Approved the appointment of James Rollo as Board Secretary for the 2020-2021 school year.

9. **Affirmative Action Officer**

Approved the appointment of the Director of Student Services and Special Education and the Grants Program Manager as the Affirmative Action Officers for the 2020-2021 school year.

10. **504 Compliance Officer**

Approved the appointment of the Director of Student Services and Special Education as 504 Compliance Officer for the 2020-2021 school year.

11. **Title IX Officer**

Approved the appointment of the Director of Student Services and Special Education as the Title IX Officer for the 2020-2021 school year.

12. **Custodian of School Records**

Approved the appointment of the Business Administrator/Board Secretary as the Records Custodian in accordance with the State of New Jersey Open Public Records Act (P.L. 2001, c. 404, N.J.S.A. 47:1A-1 et seq.) for the 2020-2021 school year.

13. **Asbestos Management Officer**

Approved the appointment of the Supervisor of Buildings and Grounds as the Asbestos Management Officer for the district for the 2020-2021 school year.

14. **Indoor Air Quality Officer**

Approved the appointment of the Supervisor of Buildings and Grounds as the Indoor Air Quality Officer for the district for the 2020-2021 school year.

15. **Integrated Pest Management Officer**

Approved the appointment of the Supervisor of Buildings and Grounds as the Integrated Pest Management Officer for the district for the 2020-2021 school year.

16. **Right to Know Officer**

Approved the appointment of the Supervisor of Buildings and Grounds as the Right to Know Officer for the district for the 2020-2021 school year.

**17. AHERA Coordinator**

Approved the appointment of the Supervisor of Buildings and Grounds as the AHERA Coordinator for the district for the 2020-2021 school year.

**18. Chemical Hygiene Officer**

Approved the appointment of the High School Principal or designee as the Chemical Hygiene Officer for the 2020-2021 school year.

**19. Anti-Bullying Specialist**

Approved the appointment of the following staff members as Anti-Bullying Specialists for the 2020-2021 school year:

Tracy Amedeo (County College of Morris)  
Robin Ravotto  
Briana Spann

**20. Anti-Bullying Coordinator**

Approved the appointment of Athena Borzeka as the Anti-Bullying Coordinator for the 2020-2021 school year.

**21. Student Assistance Coordinator**

Approved the appointment of Jennifer Geuther as the Student Assistance Coordinator for the 2020-2021 school year.

**22. School Safety Specialist**

Approved the appointment of Mark Menadier as School Safety Specialist for the 2020-2021 school year.

Roll Call Vote – Yes: 5 Mrs. Dawson, Mr. Colasurdo, Mr. Hyland, Mrs. Roth Starr and Dr. Allen-McMillan  
No: 0  
Abstain: 0  
Motion Carried.

**HEARING OF THE PUBLIC** – Ms. Coleen Pascale complimented the administrative team on its exceptional communication and support to the teaching staff.

**OLD BUSINESS**

- Academic Achievement Recognition Dinner: June 3, 2020, Hanover Marriott, 6:00 p.m.  
**CANCELLED**
- Sports Award Banquet: June 10, 2020, Zeris Inn, 6:30 p.m. **(WILL BE IN ACCORDANCE WITH STATE OF NJ EXECUTIVE AND ADMINISTRATIVE ORDERS)**
- Completer Ceremony: June 12, 2020, 8:30 a.m. and 12:30 p.m. **(WILL BE IN ACCORDANCE WITH STATE OF NJ EXECUTIVE AND ADMINISTRATIVE ORDERS)**
- Graduation: June 22, 2020, Mennen Arena, 3:00 p.m. **(WILL BE IN ACCORDANCE WITH STATE OF NJ EXECUTIVE AND ADMINISTRATIVE ORDERS)**
- Presentation: Overview of MCST and Academies, Freeholder Work Session Meeting, September 23, 2020 at 4:30 p.m.

**NEW BUSINESS**

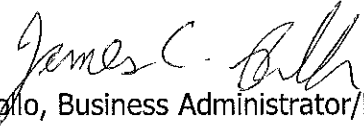
- Next Board Meeting: June 9, 2020 at **6:30 p.m.** (Awards Ceremony)
- New Jersey School Boards Association Fall Workshop 2020: October 19-22, 2020

**ADJOURNMENT**

Motion made by Mr. Colasurdo, seconded by Mr. Hyland, to adjourn the meeting at 7:25 p.m.

All present voted yes – Motion carried.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "James C. Rollo".

James Rollo, Business Administrator/Board Secretary