

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION

**December 13, 2016**

A regular meeting of the Morris County Vocational School District held on December 13, 2016 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 Daily Record/Morristown Newspapers, Inc. by email on November 1, 2016 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: President Barbara Dawson, Vice President Lawrence Colasurdo, Mr. John Hyland and Mrs. Mary Dougherty.

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

**CORRESPONDENCE - NONE**

**SUPERINTENDENT'S REPORT**

**Reports:**

- Capital Projects – Ms. Young indicated that she and Mr. Moffitt met with the County of Morris capital projects committee to discuss their five year capital requests.
- The 2015-2016 Comprehensive Annual Financial Report (Audit) was presented by Man Lee of Nisivoccia, LLP.

**Information Only:**

- Security and Fire Drill Logs
- Student Incident Report

**COMMITTEE PROGRAMS – NONE**

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

## **MINUTES**

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

Approved the minutes of the Regular and Closed Session Meetings of the Board of Education of November 1, 2016 as submitted.


Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Colasurdo and Mrs. Dougherty  
No: 0  
Abstain: 1 Mr. Hyland  
Motion Carried.

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

The following motions made by Mrs. Dougherty, seconded by Mr. Colasurdo, 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 October 2016. Further, pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education certifies that as of October 31, 2016, 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 October 31, 2016 no budgetary line item account has been over expended in violation of N.J. A. C. 6A:23A-16.10.

  
\_\_\_\_\_  
Business Administrator/Board Secretary

12-13-16  
\_\_\_\_\_  
Date

Approved the Report of the Treasurer submitted pursuant to N.J.S.A. 18A:17-36 for the period ending October 31, 2016.

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

## **FINANCE**

The following motions made by Mr. Colasurdo, seconded by Mrs. Dougherty, 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 2016/2017 Current Expense anticipated revenue budget statement and the corresponding appropriations budget for Funds 11, 12, 13, 20, 30, 60, 62, 63, and 66 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. Approved, upon the recommendation of the Superintendent, a pre-school tuition rate for the 2017-2018 school year of \$1,375.00 per child for the Education and Learning pre-school program (1.9% increase; no increase since the 2015-2016 school year).
- E. Accepted, upon the recommendation of the Superintendent, the 2015-2016 Comprehensive Annual Financial Report (Audit) as submitted by Nisivoccia & Company LLP. (Separate Enclosure)
- F. Approved, upon the recommendation of the Superintendent, the attached Biotechnology Academy Partnership Agreement between the Morris County Vocational School District and the Mountain Lakes Board of Education for the period July 1, 2017 through June 30, 2021.
- G. Approved, upon the recommendation of the Superintendent, the appointment of the following Drama Club Guest Artists for the Spring 2017 production:

<u>Name</u>	<u>Position</u>	<u>Fee</u>	<u>Funding Source</u>
Kari Costantine	Choreographer	\$1,500.00	Drama Club Student Activities Account
Stephanie Mangioglu	Music Director	\$1,625.00	Drama Club Student Activities Account

- H. Approved, upon the recommendation of the Superintendent, the appointment of the following VPA Multimedia Guest Artists for the 2016-2017 school year:

<u>Name</u>	<u># Days</u>	<u>Rate</u>	<u>Funding Source</u>
Sara Bernstein	1	\$275.00 per day	FY17 Perkins Secondary Grant
Chuck Cavanaugh	2	\$275.00 per day	FY17 Perkins Secondary Grant
Ilan Harel	1	\$275.00 per day	FY17 Perkins Secondary Grant
Jared Harel	2	\$275.00 per day	FY17 Perkins Secondary Grant
Matt McClarty	1	\$275.00 per day	FY17 Perkins Secondary Grant
Michelle Robinson	1	\$275.00 per day	NHS Dance Arts Student Activities Account
Morgan Spurlock	1	\$275.00 per day	FY17 Perkins Secondary Grant
Freespace Dance	N/A	\$850.00 (Assembly Fee)	FY17 Perkins Secondary Grant

- I. Rescinded, upon the recommendation of the Superintendent, the appointment of Brown & Brown Metro, Inc. as Dental Benefits Broker of Record for the 2016-2017 school year effective December 14, 2016.

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

**CURRICULUM, INSTRUCTION, PROGRAMS, STUDENTS**

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

- A. Approved, upon the recommendation of the Superintendent, the senior internships for the 2016-2017 school year as per the attached list.

- B.** Accepted, upon the recommendation of the Superintendent, the attached Harassment, Intimidation and Bullying Report.
- C.** Confirmed and approved, upon the recommendation of the Superintendent, the attached list of field trips for the 2016-2017 school year.
- D.** Approved, upon the recommendation of the Superintendent, the attached list of field trips for the 2016-2017 school year.
- E.** Approved, upon the recommendation of the Superintendent, the revised 2016-2017 school calendar as attached.
- F.** Approved, upon the recommendation of the Superintendent, a name change for the Weightlifting Club (Category III) to the Fitness Club (Category III).

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

## **PERSONNEL**

The following motions made by Mr. Colasurdo, seconded by Mr. Hyland, were approved as submitted.

- A.** Accepted the resignation due to retirement of David Keidel, Structured Learning Coordinator, effective June 30, 2017.
- B.** Accepted the resignation of Kenneth Rust, Plumbing Teacher, effective December 31, 2016.
- C.** Confirmed and approved, upon the recommendation of the Superintendent, the appointment of Jessica Burrows as a Substitute Teacher for the 2016-2017 school year.
- D.** Approved, upon the recommendation of the Superintendent, advancement on the salary guide for LaToya Evans, Biology Teacher, to MA+30 effective February 1, 2017.
- E.** Approved, upon the recommendation of the Superintendent, the appointment of John Lisella as a Timekeeper for the 2016-2017 school year at the rate of \$35.00 per game.
- F.** Approved, upon the recommendation of the Superintendent, the appointment of Lisa Peluso to conduct dance auditions for prospective VPA candidates for a maximum of four hours at her hourly rate.
- G.** Approved, upon the recommendation of the Superintendent, the appointment of the following substitute teachers for the 2016-2017 school year:
  - Amy Duque (Cosmetology Only)
  - John Lisella
  - David Press
  - Mary Rooney
- H.** Approved, upon the recommendation of the Superintendent, the appointment of William Davis as a part-time Adult Continuing Education OSHA 10 Instructor at the rate of \$35.00 per hour for a maximum of 10 hours for the period January 2, 2017 through February 28, 2017.

- I. Approved, upon the recommendation of the Superintendent, the appointment of Kristen Maday as Fitness Club Advisor for the period January 3, 2017 through June 30, 2017.
- J. Approved, upon the recommendation of the Superintendent, a personal unpaid leave of absence for Jennifer Katz, School Counselor, effective January 1, 2017 through June 30, 2017.
- K. Approved, upon the recommendation of the Superintendent, the appointment of Carl Carbone as a Teacher of Plumbing at BA Step 9 for the period January 1, 2017 through June 30, 2017, pending successful completion of a criminal history background check and pre-employment physical examination.
- L. Approved, upon the recommendation of the Superintendent, the appointment of Scott White as a School Counselor to fulfill a leave of absence at MA+30 Step 9 for the period January 1, 2017 through June 30, 2017, pending successful completion of a criminal history background check and pre-employment physical examination.

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

## **FACILITIES**

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

- A. Approved, upon the recommendation of the Superintendent, the use of the facilities by the Morris County League of Municipalities for a dinner meeting in the Cafeteria from 5:30 p.m. - 8:00 p.m. on Wednesday, April 19, 2017.

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

## **HEARING OF THE PUBLIC - NONE**

## **OLD BUSINESS - NONE**

## **NEW BUSINESS**

- Next Board Meeting: January 10, 2017 at 6:30 p.m.
- Academic Achievement Award Dinner: June 7, 2017
- Completers Ceremony: June 16, 2017
- Graduation: June 23, 2017

## **SUNSHINE RESOLUTION**

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

- Employee Benefits
- Building Management System

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 6:54 p.m. and reconvened at 7:25 p.m. with the following Board Members present: Mrs. Dawson, Mr. Colasurdo, Mr. Hyland and Mrs. Dougherty. Also present were: Superintendent Scott Moffitt, Business Administrator/Board Secretary Susan Young and Board Attorney John Mills.

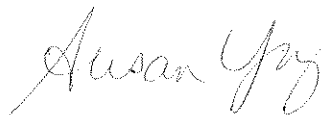
**ADDITIONAL BUSINESS - NONE**

**ADJOURNMENT**

Motion made by Mr. Colasurdo, seconded by Mr. Hyland, to adjourn the meeting at 7:26 p.m.

All present voted yes – Motion carried.

Respectfully submitted,



Susan Young, Business Administrator/Board Secretary