

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION

September 13, 2016

A regular meeting of the Morris County Vocational School District held on September 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 3, 2015 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, Mrs. Mary Dougherty and Mr. Roger A. Jinks, Sr.

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

CORRESPONDENCE - NONE

SUPERINTENDENT'S REPORT

Reports:

- Newsweek 2016 High School Rankings - Denville Campus #158 Nationwide; MSE Academy #2 Nationwide
- Summer Capital Projects video was presented by Susan Young.
- 2016 Graduation Data and 2016-2017 Enrollment data was explained by Shari Castelli.
- School Self-Assessment for Determining HiB Grades was presented by Lynne Jackson.
- Mentoring and PD Plans reviewed by Shari Castelli including the financial impact of the plans.
- Mr. Moffitt complimented Mrs. Castelli and Ms. Jackson on a smooth start to the school year.
- Mr. Moffitt mentioned he would be attending a Mountain Lakes board meeting to discuss a potential new Bio Technology Academy for that location.

COMMITTEE PROGRAMS – NONE

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

MINUTES

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

Approved the minutes of the Regular and Closed Session Meetings of the Board of Education of August 9, 2016 as submitted.

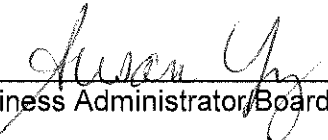
Roll Call Vote – Yes: 3 Mrs. Dawson, Mr. Colasurdo and Mr. Jinks
No: 0
Abstain: 2 Mr. Hyland and Mrs. Dougherty
Motion Carried.

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

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

 9-13-16
Business Administrator/Board Secretary Date

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

Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Colasurdo, Mr. Hyland and Mrs. Dougherty
No: 0
Abstain: 1 Mr. Jinks
Motion Carried.

FINANCE

The following motions made by Mr. Hyland, 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. Ratified, upon the recommendation of the Superintendent, the attached list of travel and related costs presented at the August 9, 2016 regular business meeting 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, 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.
- E. Confirmed and approved, upon the recommendation of the Superintendent, the Morris County Educational Services Commission rates for field trip, athletic and late bus services for the 2016-2017 school year as attached.
- F. Approved, upon the recommendation of the Superintendent, the attached Alliance for Post-Secondary Collaboration Agreement between the Morris County Vocational School District and the County College of Morris effective August 1, 2016 through July 31, 2021.
- G. Approved, upon the recommendation of the Superintendent, 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 the 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 2016-2017 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 the vendors as listed below:

Vendor	Commodity	Contract#	Expiration
Flinn Scientific	Scientific Equipment Accessories, Maintenance & Supplies	75832	12/31/2016
Frey Scientific	Library Supplies, School Supplies & Teaching Aids	81001	2/28/2017
Sargent Welch / VWR	Library Supplies, School Supplies & Teaching Aids	80997	2/28/2017
School Specialty	Library Supplies, School Supplies & Teaching Aids	80986	2/28/2017
Wards Natural Science	Library Supplies, School Supplies & Teaching Aids	81002	2/28/2017
Lenovo United States	Naspo Valuepoint Computer	40121	3/31/2017

- H. Accepted, upon the recommendation of the Superintendent, the donation of a 2001 Lexus 300 Sedan from Wendy Schramm, Randolph, New Jersey, with an estimated value of \$3,000.00 for use in the Auto programs, with a letter of appreciation to the donor.
- I. Approved, upon the recommendation of the Superintendent, the appointment of the following VPA Guest Artists for the 2016-2017 school year:

<u>Name</u>	<u># Days</u>	<u>Daily Rate</u>	<u>Funding Source</u>
Bettina Beirly	10	\$275.00 per day	General Fund
Scott Furman	1	\$275.00 per day	General Fund
Roman Klima	7	\$275.00 per day	General Fund
Tom Kopache	4	\$275.00 per day	VPA Theater Student Activities
David Landau	10	\$275.00 per day	General Fund
Stephanie Mangioglu	5	\$275.00 per day	General Fund
Emily Miller	5	\$275.00 per day	VPA Theater Student Activities
Abe Norfleet	2	\$275.00 per day	General Fund
Tanner Puzio	1	\$275.00 per day	General Fund
Jay Seldin	2	\$275.00 per day	General Fund

- J. Accepted, upon the recommendation of the Superintendent, funding from the NJDOE for FY17 IDEA Grant in the amount of \$243,680.00.
- K. Approved, upon the recommendation of the Superintendent, the attached contract with Delta T for Learning Disability Teaching Consultant services and evaluations for 6.5 hours a day, one day per week, at the rate of \$430.00 per day for a maximum of 36 weeks for the 2016-2017 school year, with funding provided by FY17 IDEA Grant.

Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Colasurdo, Mr. Hyland and Mrs. Dougherty
No: 0
Abstain: 1 Mr. Jinks
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. Ratified, upon the recommendation of the Superintendent, the following new curriculum:

Philosophy, Logic and Critical Thinking
- C. Approved, upon the recommendation of the Superintendent, the School Self-Assessment for Determining HIB Grades for the period July 1, 2015 through June 30, 2016 for the following district schools:

Morris County School of Technology
Academy for Law and Public Safety
Academy for Mathematics, Science & Engineering
- D. Approved, upon the recommendation of the Superintendent, the attached lease agreement between the Morris County Vocational School District and the County of Morris to provide a clinical site for the Licensed Practical Nursing Program at the Morris View Healthcare Center for the period September 1, 2016 through August 31, 2017.
- E. Approved, upon the recommendation of the Superintendent, that October 3-7, 2016 be recognized as a "Week of Respect" in the Morris County Vocational School District.
- F. Approved, upon the recommendation of the Superintendent, the attached list of Field Trips for the 2016-2017 school year.

- G.** Approved, upon the recommendation of the Superintendent, the attached Memorandum of Agreement for Professional Services between the Morris County Vocational School District and the New Jersey Department of Education to administer the Adult Education tests for calendar years 2017 through 2020.
- H.** Approved, upon the recommendation of the Superintendent, a field trip for VPA students on September 21, 2016 to Drew University, Madison, New Jersey.
- I.** Approved, upon the recommendation of the Superintendent, the attached articulation agreement with Rider University for the Tomorrow's Teachers Program.

Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Colasurdo, Mr. Hyland and Mrs. Dougherty
No: 0
Abstain: 1 Mr. Jinks
Motion Carried.

PERSONNEL

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

- A.** Approved, upon the recommendation of the Superintendent, the attached employment contract for Shari Castelli, Assistant Superintendent for Curriculum and Instruction, for the period September 1, 2016 through June 30, 2017, following approval by the Interim Executive Morris County Superintendent on August 16, 2016.
- B.** Ratified, upon the recommendation of the Superintendent, the reinstatement of employee #4184 effective September 1, 2016.
- C.** Approved, upon the recommendation of the Superintendent, the appointment of Paul Bretzger as a CADD Teacher at MA30 Step 7 with an anticipated start date of September 15, 2016 through June 30, 2017, pending successful completion of a criminal history background check and pre-employment physical examination.
- D.** Approved, upon the recommendation of the Superintendent, the appointment of Doreen Dransfield as a Supervisor of Instruction at the annual salary of \$111,126.00 with an anticipated start date of September 15, 2016 through June 30, 2017, pending successful completion of a criminal history background check and pre-employment physical examination.
- E.** Approved, upon the recommendation of the Superintendent, a leave of absence for Marisa Dillon, Guidance Counselor, under the Federal Family Medical Leave Act with an anticipated start date of November 28, 2016 through January 25, 2017 using accumulated sick days, followed by an unpaid leave of absence under the New Jersey Family Medical Leave Act for the period January 26, 2017 through April 26, 2017, followed by an unpaid maternity leave of absence through June 30, 2017.
- F.** Approved, upon the recommendation of the Superintendent, the appointment of the following substitute teachers for the 2016-2017 school year:

Tonya Daher
Elizabeth Engelberth

- G.** Approved, upon the recommendation of the Superintendent, the appointment of Tina Girdali as a Home Instructor for Cosmetology for the 2016-2017 school year.
- H.** Approved, upon the recommendation of the Superintendent, the appointment of the following faculty members as Cosmetology Instructors for Remediation for 2.5 hours per day, one day per week from 3:00 – 5:30 p.m. for a total of 37.5 hours (total hours to be shared between all three instructors) at their

hourly rate for the period October 3, 2016 through May 31, 2017, with funding provided by FY17 Perkins Secondary Grant:

Dana Dandino
Tina Giraldi
Patrice O'Keefe

- I. Accepted the resignation of Cassandra Christie, part-time LPN Instructor, effective August 15, 2016.
- J. Approved, upon the recommendation of the Superintendent, the appointment of Susan Marotta as a part-time LPN Instructor at the rate of \$35.00 per hour for a maximum of 700 hours for the period September 14, 2016 through June 30, 2017.
- K. Confirmed and approved, upon the recommendation of the Superintendent, the appointment of Sheila Arakelian as a part-time Continuing Education Instructor for EDU20 at the rate of \$35.00 per hour for a maximum of 12 hours for the period September 6, 2016 through September 30, 2016.
- L. Approved, upon the recommendation of the Superintendent, the appointment of the following individuals for the FY17 ABE/IELCE Program for the period of September 14, 2016 to June 30, 2017:

Name	Position	Hourly Rate	Total # Hours	Work Schedule
Gradie Carroll	Basic Skills Instructor	\$32.00	180 hrs	3hrs/2days/30 weeks
Mary Elizabeth McEntee	SAT ESL Instructor	\$32.00	135 hrs	4.5hrs/1day/30weeks

- M. Approved, upon the recommendation of the Superintendent, an additional 90 hours for Sallie Ann Liberio, Basic Skills Instructor, at the rate of \$32.00 per hour for the period September 14, 2016 through June 30, 2017, with funding provided by FY17 ABE/IELCE Grant.
- N. Approved, upon the recommendation of the Superintendent, the following allocations for grant funded positions for the 2016-2017 school year:

Name	Position	Amt. Charged to Grant*	% of Salary	Grant Source
Susan Sorbera	Business Operations Manager	\$ 12,130	14.1%	WIOA Title II (ABS)
Kerry Eberhardt	Director of Programs	\$ 4,400	3.5%	County Voc. School Partnership (EDAM)
Kerry Eberhardt	Director of Programs	\$ 4,400	3.5%	County Voc. School Partnership (AES)
Aiva Drukovskis	Recruitment Retention Specialist	\$ 65,675	100.0%	WIOA Title II (ABS)
Tina Steinberg	Special Needs Liaison	\$ 33,000	100.0%	IDEA
Jennifer Geuther	School Social Worker	\$ 37,636	50.0%	IDEA
Robin Ravotto	School Psychologist	\$ 40,555	50.0%	IDEA
Michael Gowdy	Grants Program Manager	\$ 16,547	15.0%	WIOA Title II (ABS)
		\$ 8,568	8.0%	NJ Achievement Coach**
		\$ 8,568	8.0%	IDEA
		\$ 13,200	12.0%	Perkins Secondary
		\$ 4,400	4.0%	Perkins Post Secondary

*Does not include benefits

**July 1, 2016 through November 30, 2016 only

- O. Approved, upon the recommendation of the Superintendent, the appointment of the following faculty members as After School Student Advisors for the Library Media Center at the rate of \$33.00 per hour for 2.5 hours per day from 3:00 – 5:30 p.m. for 4 days per week for a maximum of 35 weeks (total hours to be shared between all instructors) for the period September 14, 2016 through June 30, 2017:

Sheila Arakelian
Kathleen Harrington
Michael Quaglio
Gina Visconti

- P. Approved, upon the recommendation of the Superintendent, the appointment of Albert Prentice as Athletic Site Manager for the 2016 Fall Season.
- Q. Approved, upon the recommendation of the Superintendent, the appointment of Mark DeMilio and Adrienne MacKenzie as Class of 2020 Co-Advisors for the 2016-2017 school year.

Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Colasurdo, Mr. Hyland and Mrs. Dougherty
No: 0
Abstain: 1 Mr. Jinks
Motion Carried.

FACILITIES

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

- A. Approved, upon the recommendation of the Superintendent, the use of the facilities by the Morris County Association of School Administrators for meetings in the Building #4 Culinary Dining Room from 8:30 a.m. – 11:00 a.m. on the following dates:

October 28, 2016	February 24, 2017
November 18, 2016	April 21, 2017
January 20, 2017	May 19, 2017

- B. Approved, upon the recommendation of the Superintendent, the use of the facilities by the Academy for Visual and Performing Arts Education Foundation for meetings in the Building #1 Faculty Dining Room on September 16, 2016 and November 17, 2016 from 6:30 p.m. to 9:30 p.m.
- C. Approved, upon the recommendation of the Superintendent, the use of the facilities by Morris Plains Basketball for practices and games in the Gymnasium per the attached schedule.
- D. Approved, upon the recommendation of the Superintendent, the use of the facilities by Denville PAL Basketball for practices and games in the Gymnasium per the attached schedule.
- E. Approved, upon the recommendation of the Superintendent, the use of the facilities by Monster Basketball for practices and scrimmages in the Gymnasium on the following dates and times:

September 14, 2016	7:45 p.m.–9:00 p.m.	October 5, 2016	6:00 p.m.–7:15 p.m.
September 15, 2016	7:45 p.m.–9:00 p.m.	October 6, 2016	7:45 p.m.–9:00 p.m.
September 20, 2016	6:15 p.m.–8:45 p.m.	October 28, 2016	7:00 p.m.–8:15 p.m.
September 28, 2016	7:00 p.m.–9:30 p.m.		

Roll Call Vote – Yes: 5 Mrs. Dawson, Mr. Colasurdo, Mr. Hyland, Mrs. Dougherty and Mr. Jinks
No: 0
Abstain: 0
Motion Carried.

HEARING OF THE PUBLIC - NONE

OLD BUSINESS

- New Jersey School Boards Association Fall Workshop 2016: October 25-27, 2016
Attending: Barbara Dawson, Lawrence Colasurdo, Roger Jinks (registration through Somerset County), Shari Castelli and Susan Young; Mary Dougherty ??? John Hyland ???

NEW BUSINESS

- Next Board Meeting: Tuesday, October 11, 2016 at 6:30 p.m.

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 matters:

- Land Acquisition
- MCVSD Administrative Association Contract

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 **10 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 7:10 p.m. and reconvened at 7:44 p.m. with the following Board Members present: Mrs. Dawson, Mr. Colasurdo, Mr. Hyland, Mrs. Dougherty and Mr. Jinks. Also present were: Superintendent Scott Moffitt, Business Administrator/Board Secretary Susan Young and Board Attorney John Mills.

Motion to return to public meeting.

ADDITIONAL BUSINESS

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

Approved, upon the recommendation of the Superintendent, a revision to Article I (Recognition of Association) of the 2015-2018 Administrative Association Contract as attached.

Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Colasurdo, Mr. Hyland and Mrs. Dougherty
No: 0
Abstain: 1 Mr. Jinks
Motion Carried.

ADJOURNMENT

Motion made by Mr. Colasurdo, seconded by Mrs. Dougherty, to adjourn the meeting at 7:45 p.m.

All present voted yes – Motion carried.

Respectfully submitted,



Susan Young, Business Administrator/Board Secretary