

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION

May 8, 2018

A regular meeting of the Morris County Vocational School District held on May 8, 2018 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 2, 2017 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, Mrs. Mary Dougherty, Mr. John Hyland and Mr. Roger A. Jinks, Sr.

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

CORRESPONDENCE - NONE

SUPERINTENDENT'S REPORT

Reports:

- 2018 Board Goals – Goals were memorialized from the last meeting and distributed.
- 2017-2018 Student Safety Data System Report (September-December 2017) - Mr. Mark Menadier described the differences between the prior EVVR report and this report while also describing the results for this time period.
- State Board Visit - Mr. Moffitt explained that three State Board of Education members, and members of NJBIA and NJCCVTS visited the district and explored many of the CTE programs.

Information Only:

- 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 Mrs. Dougherty, seconded by Mr. Jinks, 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 2018-2019

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 6:49 p.m. and reconvened at 6:59 p.m. with the following Board Members present: Mrs. Dawson, Mrs. Dougherty, Mr. Hyland and Mr. Jinks. Also present were: Superintendent Scott Moffitt, Business Administrator/Board Secretary Susan Young and Board Attorney John Mills.

MINUTES

The following motion was tabled due to lack of a quorum to vote due to abstentions due to absences at that meeting.

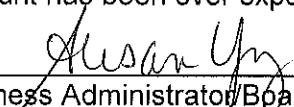
Motion to approve the minutes of the Regular Session Meeting of the Board of Education of April 17, 2018 as submitted.

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

The following motions made by Mrs. Dougherty, seconded by Mr. Hyland, 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 2018. Further, pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education certifies that as of March 31, 2018, 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, 2018 no budgetary line item account has been over expended in violation of N.J.A.C. 6A:23A-16.10.


Business Administrator/Board Secretary

5-8-18
Date

Approved the Report of the Treasurer submitted pursuant to N.J.S.A. 18A:17-36 for the period ending March 31, 2018.

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

FINANCE

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

- A.** Approved the payment of bills as attached.
- B.** Approved the following amendments to the 2017/2018 Current Expense anticipated revenue budget statement and the corresponding appropriations budget for Funds 11, 12, 13, 20, 30, 60, 61, 62, 63 and 66 as per listing attached.
- C.** 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.
- D.** Approved the execution of the following attached resolutions regarding the district's participation in a cooperative pricing system, the Alliance for Competitive Energy Services (ACES), in accordance with New Jersey Law (N.J.S.A. 18A:55-3) for the purchase of electricity and natural gas services through May 2023:

Resolution Binding the MCVSD to Purchase Electric Generation Services through the Alliance for Competitive Energy Services (ACES) Bid

Resolution Binding the MCVSD to Purchase Natural Gas Services through the Alliance for Competitive Energy Services (ACES) Bid

- E.** Approved the following resolution:

WHEREAS, the Morris County Vocational School District, in the County of Morris, New Jersey, (the "Board"), desires to advance a "School Facilities Project," generally consisting of replacement of the District's Buildings #2 and #3 boilers and in so replacing the existing units due to their age and condition, will improve the efficiency and reliability of the systems on campus; and

WHEREAS, the project was submitted to the New Jersey Department of Education and is further defined as DOE Project Number 3365-050-18-4000; and

WHEREAS, the Board received notice that this project is eligible for 40% funding through New Jersey Debt Service Aid. That this project's Preliminary Eligible Costs (PEC) of \$529,000.00 provide for aid funding from the State of New Jersey in the amount of \$211,600.00.

WHEREAS, the School District, upon receiving the PEC letter, must make the following elections: (1) State funding source, and (2) acceptance of the PEC as the Final Eligible Costs (FEC) and this notice must be returned to the Department within (30) thirty days of receipt.

WHEREAS, the project does not require additional "educational adequacy review," and therefore can advance the project including UCC compliance as required.

NOW THEREFORE BE IT RESOLVED, that the Morris County Vocational School District Board of Education does hereby accept the PEC amount as the FEC amount and the stated funding source for the local share are the proceeds from the county bond.

That the Architect, School Business Administrator, and Board Attorney as applicable, are hereby authorized to undertake all related further actions necessary in connection with the project.

F. Approved the following resolution:

WHEREAS, the Morris County Vocational School District, in the County of Morris, New Jersey, (the "Board"), desires to advance a "School Facilities Project," generally consisting of replacement of the District's Building #4 generator and in so replacing the existing unit due to its age and condition, will improve the safety and reliability of the systems on campus; and

WHEREAS, the project was submitted to the New Jersey Department of Education and is further defined as DOE Project Number 3365-050-18-5000; and

WHEREAS, the Board received notice that this project is eligible for 40% funding through New Jersey Debt Service Aid. That this project's Preliminary Eligible Costs (PEC) of \$67,000.00 provide for aid funding from the State of New Jersey in the amount of \$26,800.00.

WHEREAS, the School District, upon receiving the PEC letter, must make the following elections: (1) State funding source, and (2) acceptance of the PEC as the Final Eligible Costs (FEC) and this notice must be returned to the Department within (30) thirty days of receipt.

WHEREAS, the project does not require additional "educational adequacy review," and therefore can advance the project including UCC compliance as required.

NOW THEREFORE BE IT RESOLVED, that the Morris County Vocational School District Board of Education does hereby accept the PEC amount as the FEC amount and the stated funding source for the local share are the proceeds from the county bond.

That the Architect, School Business Administrator, and Board Attorney as applicable, are hereby authorized to undertake all related further actions necessary in connection with the project.

G. Accepted the grant award for the County Vocational School Partnership Grant Cohort 4 in the amount of \$330,000.00 for the period March 1, 2018 to June 30, 2021.

H. Approved the submission of the FY19 Perkins Secondary Grant Phase 1 application as a member of a Consortium with Morris Hills Regional School District in the amount of \$326,288.00 (\$318,476.00 allocated for MCVSD and \$7,912.00 allocated for Morris Hills). This figure is based on the FY18 allocation and will be updated once NJDOE releases the new FY19 allocation amounts.

I. Submitted the application for FY19 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant Program in the amount of \$797,360.00 to be shared between Morris County Vocational School District, Sussex County Community College and Warren County Community College.

J. Approved the attached Memorandum of Understanding between Pequannock Township School District in conjunction with Morris County Vocational School District and Rutgers School of Health Professions for the Health Science Careers Program at Pequannock High School for the period September 1, 2018 through August 31, 2019.

K. Approved the attached list of tuition rates for the Adult Continuing Education part-time courses for the 2018-2019 school year.

L. Approved the appointment of the following VPA guest artist for the 2017-2018 school year:

<u>Name</u>	<u>Program</u>	<u>Rate</u>	<u># Days</u>	<u>Funding Source</u>
Alex Biegelson	Dance	\$275.00 per day	1 day	FY18 Perkins Secondary Grant

M. Official Newspaper

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 2018-2019 school year.

N. Official Depository

Designated the Provident Bank as the official depository for the 2018-2019 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, Maintenance Reserve, Tuition, and Supermarkets
Class 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

O. Petty Cash Funds

Approved the petty cash funds for the 2018-2019 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
Supermarkets	\$20.00

P. Public Agency Compliance Officer

Designated Susan Young 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 2018-2019 school year.

Q. Purchasing Agent

Appointed the Business Administrator/Board Secretary as the Qualified Purchasing Agent for the Morris County Vocational School District for the 2018-2019 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.

R. Award of Purchases, Contracts or Agreements

Approved in accordance with Title 18A:18A-37c, the authorization of the Business Administrator to award contracts for the 2018-2019 school year that are in aggregate less than 15 percent of the bid threshold without soliciting competitive quotes.

S. Authorization of Procurement of Goods/Services through State Contracts for 2018-2019 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 2018-2019 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 purchase of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors as listed below:

Vendor	Commodity	Contract #	Expiration
Cisco	Naspo Valuepoint Computer	89966	3/31/2019
Cisco	Data Communications Equipment	87720	5/31/2019
Dell	Data Communications Equipment	88796	5/31/2019
Dell	Naspo Valuepoint Computer	89967	3/31/2020
Dell	Software License & Related Services	89850	6/30/2020
DFFLM	Vehicles, Cargo Vans, Class 1/2/3 Regular/Extended	88211	12/1/2018
Franklin Griffith	Electrical Equipment and Supplies	85580	12/31/2018
GovDeals	Auctioneering Services: Internet Auctions to Sell Surplus	83453	9/30/2018
Grainger	Industrial/MRO Supplies & Equip	79875	6/30/2018
H.P Enterprise	Data Communications Equipment	88130	5/31/2019
H.P Enterprise	Naspo Valuepoint Computer	40116	3/31/2020
HP Inc.	Naspo Valuepoint Computer	89974	3/31/2020
Krueger	Furniture: Office, Lounge	81720	7/31/2018
Krueger	Furniture - Unassembled/Unfinished	85297	10/31/2018
Krueger	Keyboard Trays & Acoustical Privacy Panels	86311	10/31/2018
Lawson Products	Parts & Repairs for Road Maintenance Equipment	85850	1/29/2019
Lenovo United States	Naspo Valuepoint Computer	40121	3/31/2020
Mary Pomerantz	Advertising Media Placement Services for Recruitment	84646	7/31/2018
Mohawk Resources	Vehicle Lifts & Equipment	80129	6/14/2018
MSC	Industrial/MRO Supplies & Equip	79874	6/30/2018
Ricoh USA Inc.	Copiers, Maintenance & Supplies	40467	1/11/2019
Shaw Contract Flooring Service	Carpet / Flooring Supply & Install	81754	6/30/2018
SHI International Corporation	Software License & Related Services	89851	6/30/2020

Spacesaver Storage Systems, Inc.	High Density Mobile File Systems	78829	6/30/2018
Steelcase	Furniture; Office, Lounge	81639	7/31/2018
Tele Measurements	Video Teleconferencing Equipment & Services	81123	3/31/2019
W.B. Mason	Office Supplies & Recycled Copy Paper Statewide	88839	5/6/2019

T. Authorization of Procurement of Goods/Services through Joint Purchasing Agreements for 2018-2019 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 2018-2019 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.

U. 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 2018-2019 school year at a fee not to exceed \$45,390.00 (Auditor for 2017-2018: Nisivoccia & Company; 1% increase from 2017-2018.)

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.

V. Professional Services

Approved the following resolution:

WHEREAS, there exists a need for the retention of Counsel and Labor Relations and Negotiations Counsel, 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:

- A. John M. Mills, III of Mills & Mills to serve as Counsel to the Board of Education for the 2018-2019 school year at \$150.00 per hour and \$300.00 per Board of Education Meeting. *(Attorney for 2017-2018: John M. Mills, III of Mills & Mills; \$5 per hour rate increase from 2017-2018.)*
- B. Schwartz Edelstein Law Group LLC to serve as Labor Relations and Negotiations Counsel for the Board of Education for the 2018-2019 school year at \$165.00 per hour for attorneys and \$100.00 per hour for law clerks and paralegals. *(Counsel for Labor Relations and Negotiations for 2017-2018: Schwartz Simon Edelstein & Celso LLC; \$0 per hour rate increase for attorneys, law clerks and paralegals from 2017-2018.)*

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

The legal services of Counsel and Labor Relations and Negotiations Counsel 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.

W. Architect of Record

Approved USA Architects Planners + Interior Designers as the Architect of Record for the 2018-2019 school year as per the attached rate schedule.

X. Tax Payment Schedule

Approved the tax payment schedule for the 2018-2019 school year as per attached.

Y. Chart of Accounts

Approved the Chart of Accounts for the 2018-2019 school year as per attached.

Z. Flexible Spending Account

Approved the Flexible Spending Account (FSA) administered through Horizon BCBSNJ for the 2018-2019 school year as follows:

	<u>Minimum</u>	<u>Maximum</u>
Unreimbursed Medical Expenses	\$250.00	\$2,650.00
Dependent Care	\$500.00	\$5,000.00

AA. Dental Benefits Broker

Approved the renewal of Brown & Brown Benefit Advisors as Dental Benefits Broker of Record for the 2018-2019 school year.

BB. Vision Service Plan

Approved the renewal of Brown & Brown Benefit Advisors as Vision Service Plan Broker of Record for the 2018-2019 school year.

CC. Dental Plan

Approved the one-year renewal of the dental plan with Delta Dental for the period July 1, 2018 through June 30, 2019 at a super composite rate of \$98.17 per month (0% increase from 2017-2018).

DD. Tax Shelter Annuities

Approved the following 403(b) tax shelter annuity companies for the 2018-2019 school year:

VALIC Financial Advisors, Inc.
AXA Equitable
Lincoln Financial Advisors Corp.
MetLife Resources
Primerica Financial Services

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

CURRICULUM, INSTRUCTION, PROGRAMS, STUDENTS

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

- A.** Approved the senior internships for the 2017-2018 school year as per the attached list.
- B.** Approved the senior internships for the 2018-2019 school year as per the attached list.
- C.** Affirmed the attached Harassment, Intimidation and Bullying Report of April 17, 2018.
- D.** 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 2018-2019 school year.
- E.** Approved the 2017-2018 Student Safety Data System Report for the period September 1, 2017 – December 31, 2017.
- F.** Approved the 2017-2020 Bilingual/ESL Three-Year Program Plan.
- G.** Confirmed and approved the attached list of field trips for the 2017-2018 school year.
- H.** Approved the attached list of field trips for the 2017-2018 school year.
- I.** Approved the attached Addendum to the Options for Advanced Academic Achievement Secondary School Partnership Program Agreement between New Jersey Institute of Technology and the Academy for Math, Science & Engineering – Morris County.
- J.** Approved the following new curriculum that is aligned to the New Jersey Student Learning Standards (2016 NJSL Standards for Mathematics, the 2014 NJSL Standards for 21st Century Life

and Career, and the 2016 NJSL Standards for English Language Arts Literacy in History, Social Studies, Science and Technical Subjects):

Algebra 1 Workshop

- K.** Approved, upon the recommendation of the Superintendent, a field trip for Varsity and Junior Varsity Girls Soccer teams to Camp Echo Lake in Warrensburg, New York, from August 20 – 23, 2018, pending collection of sufficient funds and contract approval.

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

PERSONNEL

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

- A.** Approved the reappointment of staff for the 2018-2019 school year as listed on the attached roster.
- B.** Accepted the resignation of Emily Bohn-Drake, Teacher of Social Studies, effective June 30, 2018.
- C.** Accepted the resignation of Scott Malagold, Teacher of Social Studies, effective June 15, 2018.
- D.** Accepted the resignation of Brian Kelly, Teacher of Physical Science, effective June 30, 2018.
- E.** Accepted the resignation of Paul Bretzger, Teacher of Computer Aided Design and Drafting, effective June 30, 2018.
- F.** Amended the resolution of April 17, 2018 to accept the resignation of Tina Giraldi, Teacher of Cosmetology, effective June 30, 2018 (correction to effective date).
- G.** Approved the reappointment of Nancy Kucinski as an Education and Learning Instructional Aide for a maximum of 800 hours for the 2018-2019 school year.
- H.** Approved the reappointment of Alexandra Albert as Treasurer of School Moneys at the annual salary of \$6,500.00 for the period July 1, 2018 through June 30, 2019 (no increase from previous year).
- I.** Amended the resolution of February 13, 2018 to approve the appointment of Stephanie Pierce as a Teacher for the Academy for Education and Learning to fulfill a leave of absence at BA Step 4 at the annual salary of \$60,286.00, to be prorated for the period April 23, 2018 through June 30, 2018, pending successful completion of a criminal history background check and pre-employment physical examination (correction to start date).
- J.** Approved the appointment of DawnMarie Rywalt as a part-time (0.5) Teacher of Cybersecurity at MA+30 Step 9 effective September 1, 2018 through June 30, 2019, pending successful completion of a criminal history background check, pre-employment physical examination and issuance of a Certificate of Eligibility as a Teacher of Computer Science Technology by the New Jersey Department of Education.
- K.** WHEREAS, the Superintendent has reviewed the organizational structure of the Business Office, and

WHEREAS, based upon that review, the Superintendent recommends a reorganization of the structure of the department;

NOW THEREFORE BE IT RESOLVED, for reasons of economy, efficiency, change in the departmental organization, and other just cause, that the position of Accounts Payable Clerk be abolished effective June 30, 2018.

- L. Approved the appointment of Nancy Barrientos as an Adult Continuing Education Program Specialist at the annual salary of \$51,000.00 for the period July 1, 2018 through June 30, 2019.
- M. Approved the transfer of Donna Fiederer from Accounts Payable Clerk in the Business Office to Secretary in the Continuing Education Department effective July 1, 2018.
- N. Approved the appointment of Jacqueline Graulich as Admissions Specialist at the annual salary of \$75,000.00 for the period July 1, 2018 through June 30, 2019.
- O. Approved that Employee #4543 be placed on Administrative Leave with pay effective May 3, 2018.
- P. Approved the appointment of the following Cosmetology Teachers as Chaperones for the Cosmetology State Board exam on May 19, 2018:
 - Dana Dandino
 - Tina Giraldi
 - Patrice O'Keefe
- Q. Approved the attendance of the attached list of students and advisors/chaperones at the HOSA National Competition in Dallas, Texas, from June 26, 2018 through July 1, 2018.
- R. Confirmed and approved an additional 40 hours at the rate of \$35.00 per hour for JoAnn Carroll, part-time Health Occupation Continuing Education Instructor, for the period April 23, 2018 through June 30, 2018.
- S. Approved the appointment of Kevin Conover as part-time Adult Continuing Education Electrical Instructor for the Women in Building Trades Program for a maximum of 7 hours at the rate of \$35.00 per hour for the period June 25-29, 2018.
- T. Approved the appointment of Jill Tonzola as part-time Adult Continuing Education Instructor for the Veterinary Assistant program to proctor NAVTA certification exams for a maximum of 6 hours at the rate of \$35.00 per hour for the period July 1, 2018 through September 1, 2018.
- U. **Board Secretary**
Approved the appointment of Susan Young as Board Secretary for the 2018-2019 school year.
- V. **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 2018-2019 school year.
- W. **504 Compliance Officer**
Approved the appointment of the Director of Student Services and Special Education as 504 Compliance Officer for the 2018-2019 school year.
- X. **Title IX Officer**
Approved the appointment of the Director of Student Services and Special Education as the Title IX Officer for the 2018-2019 school year.

Y. 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 2018-2019 school year.

Z. Asbestos Management Officer

Approved the appointment of the Supervisor of Buildings and Grounds as the Asbestos Management Officer for the district for the 2018-2019 school year.

AA. 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 2018-2019 school year.

BB. 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 2018-2019 school year.

CC. 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 2018-2019 school year.

DD. AHERA Coordinator

Approved the appointment of the Supervisor of Buildings and Grounds as the AHERA Coordinator for the district for the 2018-2019 school year.

EE. Chemical Hygiene Officer

Approved the appointment of the Supervisor of Instruction, Core Academic Programs, as the Chemical Hygiene Officer for the 2018-2019 school year.

FF. Anti-Bullying Specialist

Approved the appointment of Jennifer Geuther as the Anti-Bullying Specialist for the 2018-2019 school year.

GG. Anti-Bullying Coordinator

Approved the appointment of Lynne Jackson as the Anti-Bullying Coordinator for the 2018-2019 school year.

HH. Student Assistance Coordinator

Approved the appointment of Jennifer Geuther as the Student Assistance Coordinator for the 2018-2019 school year.

II. School Safety Specialists

Approved the appointment of Lynne Jackson and Mark Menadier as School Safety Specialists for the 2018-2019 school year.

Roll Call Vote – Yes: 3 Mrs. Dawson, Mrs. Dougherty and Mr. Hyland

No: 0

Abstain: 1 Mr. Jinks

Motion Carried.

HEARING OF THE PUBLIC – NONE

OLD BUSINESS

- Academic Achievement Award Dinner: June 6, 2018 at 6:00 p.m., Hanover Marriott, Whippany Attending: Barbara Dawson, Larry Colasurdo, Roger Jinks
- Sports Recognition Banquet: June 13, 2018 at 6:30 p.m., Zeris Inn Attending: Barbara Dawson, Larry Colasurdo, John Hyland, Mary Dougherty
- Completer Ceremony: June 15, 2018 at 8:30 a.m. and 1:00 p.m. WHO WILL ATTEND? AM: Larry Colasurdo PM: Barbara Dawson
- Graduation: June 22, 2018 at 3:00 p.m., Mennen Arena WHO WILL ATTEND? Barbara Dawson, John Hyland, Mary Dougherty
- New Jersey School Boards Association Fall Workshop 2018: October 22-25, 2018

NEW BUSINESS

- Next Board Meeting: June 12, 2018 at 6:30 p.m. (Awards Ceremony)

SUNSHINE RESOLUTION

The following motion made by Mr. Hyland, 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 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:

- Assistant Superintendent for Curriculum and Instruction Contract for 2018-2019
- School Business Administrator Contract for 2018-2019
- Personnel Matter: Administrative Leave
- Attorney Appointment: Special Counsel
- Negotiations Update- MCVTEA

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 **25 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 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 7:06 p.m. and reconvened at 7:36 p.m. with the following Board Members present: Mrs. Dawson, Mrs. Dougherty, Mr. Hyland and Mr. Jinks. Also present were: Superintendent Scott Moffitt, Business Administrator/Board Secretary Susan Young and Board Attorney John Mills. The Personnel Matter and Attorney appointment were discussed first and after the discussion at 7:20 p.m. Mr. Jinks left the meeting. Ms. Young left the meeting at the same time and was not present during the discussion regarding the two administrator contracts. She returned to the meeting at 7:25 p.m.

ADDITIONAL BUSINESS

The following motions made by Mrs. Dougherty, seconded by Mr. Hyland, were recommended by the

Superintendent of Schools to the Board of Education and approved as submitted.

- A.** Approved the submission of the attached 2018-2019 employment contract for Shari Castelli, Assistant Superintendent for Curriculum and Instruction, to the Morris County Executive Superintendent for county review and approval.
- B.** Approved the submission of the attached 2018-2019 employment contract for Susan Young, Business Administrator, to the Morris County Executive Superintendent for county review and approval.
- C.** Approved the reinstatement of Employee #4543 effective May 9, 2018.
- D.** Approved the following resolution:

WHEREAS, there exists a need for the retention of Special Counsel 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, 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 for the Board of Education for the 2018-2019 school year at \$165.00 per hour for attorneys, \$155.00 per hour for associates and \$115.00 per hour for paralegals.

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

The legal services of Special Counsel 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.

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

ADJOURNMENT

Motion made by Mr. Hyland, seconded by Mrs. Dougherty, to adjourn the meeting at 7:40 p.m.

All present voted yes – Motion carried.

Respectfully submitted,


Susan Young, Business Administrator/Board Secretary