

MORRIS COUNTY VOCATIONAL SCHOOL DISTRICT
BOARD OF EDUCATION

October 11, 2016

A regular meeting of the Morris County Vocational School District held on October 11, 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 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:

- Continuing Education Enrollment and Program Update by Irene Schrader. See handout.
- Violence and Vandalism Report (January – June 2016) presented by Mark Menadier.
- Ethics Presentation presented by John M. Mills, Esq.
- Freeholder Liaison Meeting October 4th- Mr. Moffitt provided an overview of the Administration's meeting with the District's liaisons and Freeholder Director

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 September 13, 2016 as submitted.

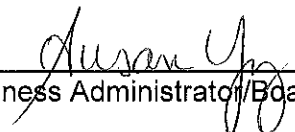
Roll Call Vote – Yes: 4 Mrs. Dawson, Mr. Colasurdo, Mr. Hyland and Mrs. Dougherty
No: 0
Abstain: 0
Motion Carried.

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 August 2016. Further, pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education certifies that as of August 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 August 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

10-11-16

Date

Approved the Report of the Treasurer submitted pursuant to N.J.S.A. 18A:17-36 for the period ending August 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. 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.** 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, 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 vendor as listed below:

Vendor	Commodity	Contract#	Expiration
SHI International Corporation	Software License and Related Services	89851	6/30/20

E. Approved, upon the recommendation of the Superintendent, the acceptance of FY17NCLB Grant funds in the amount of \$45,759.00 (\$43,402.00 for Title I Part A and \$2,357.00 for Title II Part A).

F. Approved, upon the recommendation of the Superintendent, the acceptance of FY17 Perkins Postsecondary Grant funds in the amount of \$117,409.00.

G. Accepted, upon the recommendation of the Superintendent, the donation of a 2002 Ford Taurus Wagon from John Davidson, Denville, New Jersey, with an estimated value of \$1,500.00 for use in the auto programs, with a letter of appreciation to the donor.

H. Approved, upon the recommendation of the Superintendent, the award of the Refuse Collection/Removal Services and Recycling Quote as a whole quote (Quote Items 1-3 inclusive) to Waste Management for the initial term of November 1, 2016 through October 31, 2017 subject to all of the terms and conditions of the original quote.

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 Mr. Colasurdo 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 Harrassment, Intimidation and Bullying Report.

- C.** Approved, upon the recommendation of the Superintendent, the Violence and Vandalism Report for the district for the period January 1 – June 30, 2016.
- D.** Declared, upon the recommendation of the Superintendent, October 17 – 21, 2016 as Violence Awareness Week in all schools operated by the Morris County Vocational School District.
- E.** Approved, upon the recommendation of the Superintendent, the attached list of field trips for the 2016-2017 school year.
- F.** Approved, upon the recommendation of the Superintendent, the attached Options for Advanced Academic Achievement Secondary Partnership Program Agreement between Morris County School of Technology and New Jersey Institute of Technology.
- G.** Approved, upon the recommendation of the Superintendent, the 2016-2017 Crisis Response Plan.
- H.** Approved, upon the recommendation of the Superintendent, the 2016-2017 School Safety and Security Plan.

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

POLICIES AND PROCEDURES

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

- A.** Approved, upon the recommendation of the Superintendent, the following revised policies:

4113/4213	Assignment and Transfer
4211	Recruitment, Selection and Hiring
4231/4231.1	Staff Development, Inservice Education, Visitations, Conferences
5114	Suspension and Expulsion
6146.2	Promotion and Retention
6164.2	School Counseling Services
6171.1	Remedial Instruction

- B.** Approved, upon the recommendation of the Superintendent, the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials (2015 Revisions) and Addendum 2 (School Automatic Notification) which were reviewed at the annual meeting between the Chief School Administrator and the Chief of the Denville Township Police Department on October 5, 2016.

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.** Approved, upon the recommendation of the Superintendent, the appointment of the following staff members as Accuplacer Proctors for the 2016-2017 school year at the rate of \$33.00 per hour:

Lisa Adams	Penny Manser
Nancy Barrientos	Spyridon Mantzas
Laura Dessel	Susan Phillips
Marisa Dillon	Michael Quaglio
Jacqueline Graulich	Robin Ravotto
Mike Harriott	Terry Schweon
Mary Anne Hartmann	Jennifer Skomial
Patricia Mann	Eva Ursell

- B.** Accepted the resignation of Kathleen Whitehead as GSA Club Advisor for the 2016-2017 school year.
- C.** Approved, upon the recommendation of the Superintendent, the appointment of Kathleen Whitehead and Julia Ioannou as GSA Club Co-Advisors for the 2016-2017 school year.
- D.** Approved, upon the recommendation of the Superintendent, the appointment of the following substitute teachers for the 2016-2017 school year:
- Zandalee Montero
Krista Zygmunt
- E.** Approved, upon the recommendation of the Superintendent, the appointment of Paul Henry as a substitute bus driver for the 2016-2017 school year.
- F.** Approved, upon the recommendation of the Superintendent, the appointment of Kristen Maday as a Timekeeper for the 2016-2017 school year at the rate of \$35.00 per game.
- G.** Approved, upon the recommendation of the Superintendent, the appointment of Richard Duda as a Detention Monitor for the 2016-2017 school year at the rate of \$34.00 per hour.
- H.** Confirmed and approved, upon the recommendation of the Superintendent, one hour for Michael Quaglio to attend an IEP meeting on August 30, 2016 at his hourly rate.
- I.** Amended, upon the recommendation of the Superintendent, the resolution of September 13, 2016 to approve Mary Elizabeth McEntee as a SAT ESL Instructor at the rate of \$35.00 per hour for a total of 135 hours for the period September 14, 2016 to June 30, 2017, with funding provided by FY17 ABE/IELCE Grant (correction to hourly rate).
- J.** Approved, upon the recommendation of the Superintendent, the appointment of the following Culinary Arts Academy students to cater culinary functions on an as-needed basis at the rate of \$8.50 per hour during the 2016-2017 school year:

Valarie Alvarez	Erin Seals
Fridda Ayala	Shawn Shaffer
Nicholas Capone	Ciara Sharkey
Melissa Correa	Mallory Singer
Brenna Corsi	Shannon Taggart
Austin Gigli	Chiara Totoli
Jacob Hurd	Jessica Wertz
Kieran Iapoce	Eric Yang

- K. Approved, upon the recommendation of the Superintendent, the appointment of Brianna McGraw as a VPA Guest Artist for the 2016-2017 school year at the rate of \$200.00 per day for a maximum of 12 days with funding provided by VPA Dance Student Activities Fund.
- L. Approved, upon the recommendation of the Superintendent, the appointment of Michael Harriott as Athletic Site Manager for the 2016-2017 Winter Season.
- M. Approved, upon the recommendation of the Superintendent, the appointment of the following individuals as curriculum developers for the 2016-2017 school year at the rate of \$33.00 per hour, with final approved product due by May 15, 2017, with funding provided by FY17 Perkins Secondary Grant:

<u>Name</u>	<u>Curriculum</u>	<u># Hours</u>
Clayton Allen and Kelly Whalen	Design 9 th Grade (Revision)	37.5 hours
Clayton Allen and Kelly Whalen	Design 10 th Grade (Revision)	37.5 hours
Clayton Allen and Kelly Whalen	Design 11 th Grade (Revision)	37.5 hours

- N. Approved, upon the recommendation of the Superintendent, the appointment of Michael Quaglio as School Parent Liaison for the 2016-2017 school year for a stipend of \$3,960.00, with funding provided by FY17 IDEA Grant.

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. Hyland, was approved as submitted.

- A. Motion to approve, 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:

October 12, 2016	7:15 p.m. – 8:30 p.m.
October 17, 2016	7:00 p.m. – 8:15 p.m.
November 2, 2016	6:30 p.m. – 9:00 p.m.

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

- 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

NEW BUSINESS

- Next Board Meeting: Tuesday, November 1, 2016 at 6:30 p.m. (Annual Reorganization)
- Annual Open House: Saturday, October 22, 2016 at 10:00 a.m. – 12 Noon and 1:00 – 3:00 p.m.

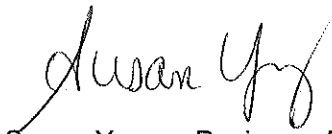
ADDITIONAL BUSINESS - NONE

ADJOURNMENT

Motion made by Mr. Colasurdo, seconded by Mr. Hyland, to adjourn the meeting at 7:21 p.m.

All present voted yes – Motion carried.

Respectfully submitted,

A handwritten signature in cursive script that reads "Susan Young".

Susan Young, Business Administrator/Board Secretary