

AGENDA

BOARD OF EDUCATION OF THE VOCATIONAL SCHOOL  
IN THE  
COUNTY OF SUSSEX

WORK SESSION & REGULAR MEETING 4:00 P.M.

July 19, 2012

- I. CALL TO ORDER
- II. DECLARATION OF OPEN PUBLIC MEETINGS ACT (BOARD SECRETARY)
- III. PLEDGE OF ALLEGIANCE
- IV. ROLL CALL (PRESIDENT AND BOARD SECRETARY)
- V. MINUTES
- VI. CORRESPONDENCE
- VII. SUPERINTENDENT'S REPORT
- VIII. BOARD COMMENTS
  - A. President's Comments
  - B. Committee Reports
  - C. Board Member Comments
- IX. PUBLIC PARTICIPATION (AGENDA ITEMS ONLY)
- X. REVIEW OF AGENDA ITEMS
  - A. Finance
  - B. Building & Grounds
  - C. Grants
  - D. Education
  - E. Personnel
- XI. OLD BUSINESS
- XII. SPECIAL INTEREST ITEMS
- XIII. PUBLIC PARTICIPATION - ANY ITEM
- XIV. NEW BUSINESS
- XV. CLOSED MEETING MOTION (IF REQUIRED)
- XVI. RETURN TO OPEN MEETING OR ADJOURNMENT

I. **CALL TO ORDER**

The Meeting was called to order by \_\_\_\_\_ at \_\_\_\_\_ P.M.

II. **DECLARATION OF OPEN PUBLIC MEETINGS ACT**

Reading of the Declaration of Open Public Meetings Act by \_\_\_\_\_.

**OPEN PUBLIC MEETING ACT**

The New Jersey Open Public Meetings Act was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Board of Education of the Vocational School in the County of Sussex has caused notice of this meeting to be published and adequate notice has been provided. Such notice was placed in The New Jersey Sunday Herald and The New Jersey Herald on November 6, 2011, and November 7, 2011.

III. **PLEDGE OF ALLEGIANCE**

Flag Salute was led by \_\_\_\_\_.

IV. **ROLL CALL**

Mr. Cofrancesco  
Mr. Fiedorczyk

Ms. Shake  
Dr. Lamonte

Ms. Wexler

Also Present:

**Mission Statement**

*"The Sussex County Technical School, a school of choice, in partnership with family, community, business, industry and institutions of higher learning, empowers secondary and adult students to become self-directed learners and active participants in their community by providing a competitive advantage to pursue ANY career opportunity."*

V. **MINUTES**

June 21, 2012 - Work Session and Regular Session  
June 21, 2012 - Closed Session  
June 28, 2012 - Special Public Meeting  
June 28, 2012 - Closed Session

VI. **CORRESPONDENCE**

July 5, 2012 - Letter from Timothy Blanchard, Office for Civil Rights

## **VII. SUPERINTENDENT'S REPORT**

1. A very well attended Commencement ceremony was conducted on June 21, 2012, for the members of the Class of 2012. Keynote Speaker New Jersey Commissioner of Labor and Workforce Development Hal Wirths shared inspirational words with the graduates and their guests aimed at encouraging them to continue to pursue their dreams as well as utilizing the skills they obtained at Sussex Tech.
2. The district is involved with concluding items related to the last school year and preparing for the 2012-2013 school year. At this time, one vacancy exists for the Information Technology program instructor and for two part-time paraprofessionals. A recommendation will be forthcoming prior to the new school year that will fill these positions. The Master Schedule is nearly complete with students scheduled to receive their schedules in early August. An orientation session for all new teachers is scheduled for Thursday, August 30, 2012, followed by a two-day staff development sessions for all teachers on Tuesday and Wednesday, September 4 and 5, 2012. Freshmen are taking part in voluntary tours and orientation sessions conducted by the Guidance Department. In addition to the above, Student Center staff will host tours and "ice-breaker" sessions for interested freshman students.

Although space is limited and several shops are at capacity, applications for admission are still being reviewed by the Admissions Committee.

3. Special congratulations to the 2012 Sussex Tech SkillsUSA Chapter members traveling to the Kansas City National Conference. Once again, SCTS students represented their chapter, their shop area, and themselves very well. Congratulations to Gabby Bisconti, Ashley Hernandez and Maame Quaino received Silver medals for their Allied Health event. Nate Stevens, a junior, finished with a very respectable fourteenth place in Diesel Technology. Congratulations to the teachers of the above students, Mrs. Mckiernan (Allied health) and Mr. Shadwell and Mr. Ward (Transportation and Diesel Tech). The accomplishments are significant when one considers the fact that the national conference includes hundreds of the highest performing students from technical schools throughout the country.

Elena Melekos is complimented for delivering a significant speech in her role as a National SkillsUSA officer. Compliments also to Daria Ferdine, newly elected state SkillsUSA president, and to Steven Devito for their participation as delegates.

4. As we are preparing a summary report for the 2011-2012 SCTS Goals, the administrative team is preparing a list of goals for the 2012-2013 school year. Some significant items that will require the attention of the Sussex Technical School community include: preparation for QSAC Monitoring; selection of a teacher evaluation system including formation of the District Advisory Committee; planning for the implementation of a multi-faceted Performing Arts shop including dance, acting, lighting, and sound instructional components; completion of a number of significant facilities items and commencement of a Records Retention project. As always, our focus will include the improvement of instruction and student

achievement which will be included in the Teacher Evaluation goal. It is anticipated that one goal will focus on improvement of communication with the community at large and in particular with parents of current students. Some strategies dealing with improved communication are already underway and include redesign of the school website and appointing of an individual that will focus on Public Relations via an existing stipend position.

The district plans to continue sharing presentations at public board of education meetings featuring shops, academic areas, clubs and other student activities. Thanks to the Video Technology program and instructor Mr. Mike Ventresco, one project will aim to create a brief video highlighting each shop with links provided at the new website. The above project will provide students enrolled in the Video Technology program with practical experience as well as providing an opportunity for prospective students and their parents to view students engaged in various shops prior to visiting the school.

#### **VIII. BOARD MEMBER COMMENTS**

#### **IX. PUBLIC PARTICIPATION**

#### **X. AGENDA ITEMS**

##### **A. Finance**

Be it resolved, upon the recommendation of the Superintendent of Schools in conjunction with the Business Administrator/Board Secretary that the following actions be taken:

- A1. RESOLVED, that the Board approve the Board Secretary's Report for May 31, 2012, as attached.
- A2. RESOLVED, that the Board approve the Treasurer of School Monies Report for May 31, 2012, as attached.
- A3. RESOLVED, that the Board Secretary certifies that, as of April 30, 2012, no line item account or program category account has been over expended in violation of NJAC 6A:23A-16.10 (c) 3, Over Expenditure Of Funds, Paragraph (a). Transfers of line item budget transfers to be ratified in accordance with Title 18A:22-8.1, transfer of line items and program categories and board resolution of October 12, 1987.
- A4. RESOLVED, that pursuant to NJAC 6A:23 A-16.10 (c) 4, we certify that as of May 31, 2012, after review of the Secretary's monthly financial report (appropriations 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 NJAC 6A:23-2.11 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

A5. RESOLVED, that the Board approved the attached May 2011-2012 fiscal year line item budget transfers be ratified in accordance with 18A:22.8-1.

A6. RESOLVED, that the Board retro-actively approves the attached Check Journals and Bills and Claims Reports as follow:

June

Batch 77	\$414,742.66
Batch 78	\$496,719.88
Batch 56	\$ 757.50
Batch 57	\$143,896.15
Batch 79	\$ 46,837.45
Batch 59	\$336,266.10

July

Batch 60	\$267,230.30
Batch 61	\$ 1,100.00

A7. RESOLVED, that the approve the Joint Transportation Contract Agreement for the 2012-13 school year with Lafayette Township Board of Education as follows:

<u>Route #</u>	<u>Dates</u>	<u>Cost</u>
LAF 1	9/1/12 - 6/30/13	\$ 29,520
LAF 2	9/1/12 - 6/30/13	\$ 29,520
LAF 3	9/1/12 - 6/30/13	\$ 29,520
LAF 4	9/1/12 - 6/30/13	\$ 29,520
LAF 5	9/1/12 - 6/30/13	\$ 29,520
LAF PMK1	9/1/12 - 6/30/13	\$ 14,760
	Total	<u>\$162,360</u>

A8. RESOLVED, that the approve the Joint Transportation Contract Agreement for the 2012-13 school year with Sparta Township Board of Education as follows:

<u>Route #</u>	<u>Dates</u>	<u>Cost</u>
SHS 6	9/1/12 - 6/30/13	\$ 29,520
SHS 9	9/1/12 - 6/30/13	\$ 29,520
SHS 10	9/1/12 - 6/30/13	\$ 29,520
SHS 15	9/1/12 - 6/30/13	\$ 29,520
SHS 19	9/1/12 - 6/30/13	\$ 29,520
SHS 27	9/1/12 - 6/30/13	\$ 29,520
HMS 16	9/1/12 - 6/30/13	\$ 29,520
ALP 1	9/1/12 - 6/30/13	\$ 51,120
ALP 2	9/1/12 - 6/30/13	\$ 51,120
NHA	9/1/12 - 6/30/13	\$ 36,900
	Total	<u>\$345,780</u>

- A9. RESOLVED, that the Board approve the following Joint Transportation Contract Agreement for the 2012-13 school year with the Sussex County Cooperative as follows:

<u>Route #</u>	<u>Dates</u>	<u>Cost</u>
R 10	9/1/12 - 6/30/13	\$40,590
J 008	9/1/12 - 6/30/13	\$14,760
Total		\$55,350

- A10. RESOLVED, that the Board approve the following Joint Transportation Contract Agreement for the 2012-13 school year with Frankford Board of Education as follows:

<u>Route #</u>	<u>Dates</u>	<u>Cost</u>
FR 2	9/1/12 - 6/30/13	\$ 29,520
FR 3	9/1/12 - 6/30/13	\$ 29,520
FR 4	9/1/12 - 6/30/13	\$ 29,520
FR 14	9/1/12 - 6/30/13	\$ 29,520
FR 17	9/1/12 - 6/30/13	\$ 29,520
FFSW	9/1/12 - 6/30/13	\$ 29,520
Total		\$177,120

- A11. RESOLVED, that the Board approve the following Joint Transportation Contract Agreement for the 2012-13 school year with Montague Township Board of Education as follows:

<u>Route #</u>	<u>Dates</u>	<u>Cost</u>
MPJ	9/1/12 - 6/30/13	\$57,510

- A12. RESOLVED, that the approve the Joint Transportation Contract Agreement for the 2012-13 school year with Sussex County Charter Board of Education as follows:

<u>Route #</u>	<u>Dates</u>	<u>Cost</u>
SCC-T	9/1/12 - 6/30/13	\$82.00 Per Hr

- A13. RESOLVED, that the approve the Joint Transportation Contract Agreement for the 2012-13 school year with Sussex County Charter Board of Education as follows:

<u>Route #</u>	<u>Dates</u>	<u>Cost</u>
L-10	9/1/12 - 6/30/13	\$13,776 yearly

- A14. RESOLVED, that the approve the Joint Transportation Contract Agreement for the 2012-13 school year with Lafayette Township Board of Education as follows:

<u>Route #</u>	<u>Dates</u>	<u>Cost</u>
LAF-10	9/1/12 - 6/30/13	\$82.00 Per Hr

- A15. RESOLVED, that the approve the Joint Transportation Contract Agreement for the 2012-13 school year with High Point Regional High School Board of Education as follows:

<u>Route #</u>	<u>Dates</u>	<u>Cost</u>
VHSH	9/1/12 - 6/30/13	\$7,380

A16. RESOLVED, that the approve the Joint Transportation Contract Agreement for the 2012-13 school year with Vernon Township Board of Education as follows:

<u>Route #</u>	<u>Dates</u>	<u>Cost</u>
VWT	9/1/12 - 6/30/13	\$11,070

**B. Buildings and Grounds**

Be it resolved, upon the recommendation of Superintendent of Schools in conjunction with the Business Administrator/Board Secretary that the following actions be taken:

B1. RESOLVED, that the Board approve a contract with Morris County Cooperative Pricing Council for the period July 1, 2012 through December 31, 2012 as follows:

<u>Contract #1: Motor Gasoline</u>	<u>Price</u>
Allied Oil, LLC 25 Old Camplain Road Hillsborough, NJ 08844	\$0.104 per gallon over low rack rate

<u>Contract #3 #12 Ultra Low Sulfur Diesel Oil</u>	
Finch Fuel Oil Company, Inc. 648 Schuyler Ave Kearney, NJ 07032	\$0.0531 per gallon over low rack rate

<u>Contract #43 Propane Gas</u>	
Amerigas Propane, LLC 145 West Main Street Chester, NJ 07930	\$0.529 per gallon over low rack rate

B2. RESOLVED, that the Board approve a contract with Allied Oil LLC, 25 Old Camplain Road Hillsborough, NJ 08844 via State Contract #81399 for the period July 1, 2012 through June 30, 2012 as follows:

<u>#2 Fuel Oil</u>	
Allied Oil, LLC 25 Old Camplain Road Hillsborough, NJ 08844	\$0.055 per gallon over low rack rate

**C. Grants**

Be it resolved, upon the recommendation of Superintendent of Schools in conjunction with the Business Administrator/Board Secretary that the following actions be taken:

**D. Education**

Be it resolved, upon the recommendation of Superintendent of Schools that the following actions be taken:

- D1. RESOLVED, that the June, 2012, Student Discipline Report be accepted as attached.
- D2. RESOLVED, that the 2012 Professional Development Plan be approved as attached.
- D3. RESOLVED, that the Board approve the Memorandum of Understanding between the Domestic Abuse & Sexual Assault Intervention Services (DASI) and the Sussex Tech Student Based Youth Services Program.
- D4. RESOLVED, that the attached HIB Investigations, Trainings, and Programs Data Collection for the report period of January 1, 2012, through June 30, 2012, be accepted as attached.
- D5. RESOLVED, that the Board approve the disposal of the following textbooks in accordance with NJSA 18A:34-3:

<u>Qty.</u>	<u>Year</u>	<u>Book Title</u>	<u>Author</u>	<u>ISBN #</u>
34	2000	A History of World Societies 5 <sup>th</sup> Ed	McKay, Hill, Buckler, Ebrey	0-395-94489-9
50	1990	Prentice Hall Grammar & Composition Grade 11	Gary Forlini	0-13-711854-6
50	1987	Prentice Hall Grammar & Composition Grade 9	Gary Forlini	0-13-697822-3
50	1987	Prentice Hall Grammar & Composition Grade 10	Gary Forlini	0-13-697780-4
25	1987	Prentice Hall Grammar & Composition Workbook	Gary Forlini	0-13-699-069-4
60	2003	World History: Paterson of Interaction	Beck, Black, Krieger, Naylor, Shabaka	0-618-13179-5
80	1997	Science Probe I	Gary E. Sokolis and Susan S. Thee	0-538-66900-4

- D6. RESOLVED, that the Board approve the "Teacher Cadet Curriculum" for the Foundation of Education Course beginning in September, 2012. (Copy on file in the Superintendent's Office.)

**E. Personnel**

Be it resolved, upon the recommendation of Superintendent of Schools that the following actions be taken:

- E1. RESOLVED, that Brigida Alonzo be appointed to the position of Leave Replacement Cosmetology Instructor, effective September 1, 2012, through June 30, 2013, at a salary of \$48,790, Level 1, pending negotiations. Account #11.310.100.101.000



- E2. RESOLVED, that the following Bus Drivers be re-approved for the 2012-13 school year, effective July 1, 2012, through June 30, 2013:  
Account #60.900.270.160.000; 11.000.270.160.000

<u>Name</u>	<u>Hourly Rate</u>
Bailey, William	\$17.78
Cook, Katherine	\$16.24
Derbyshire, Richard	\$21.82
Eckert, Ray	\$17.19
Hansell, Rich	\$16.35
Keene, Robert	\$16.88
Krause, Edith	\$21.82
Little, Debbie	\$21.82
Maggio, Christine	\$17.78
Monell, John	\$20.97
Murphy, Laura	\$16.24
Perri, Jr., Carmine	\$16.35
Petriello, Michael	\$16.24
Pietrandagelo, Dominic	\$16.53
Polster, Ann Maire	\$16.00
Rudanovic, Beverly	\$18.98
Sherwood, Robert	\$16.75
VanGorden, Jackie	\$16.24
Woody, Joseph	\$16.00

- E3. RESOLVED, that the following Fall 2012-13 coaching positions be approved as listed, effective July 1, 2012, through June 30, 2013, pending negotiations: Account #11.402.100.100.000

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Step</u>
Ed Paiva	Assistant Girls Soccer Coach	\$5,481	5
Brittani Heller	Head Girls Soccer Coach	\$6,268	2
Lauren Bertero	Assistant Tennis Coach	\$2,367	1

- E4. RESOLVED, that the following Substitute Custodians be approved as listed, effective July 1, 2012, through June 30, 2013: Account #11.000.261.100.423

<u>Name</u>	<u>Salary/hr</u>
Amy Leek	\$12.00
Randy Bensley	\$12.50
John Boddeus	\$15.07
Michael Bensley	\$12.00

E5. RESOLVED, that the following individuals be approved as Substitutes for the Student Center After School Recreation program, effective September 1, 2012, through June 30, 2013, at a salary of \$15 per hour: Account #20.432.200.104.012

Vikki Szabo  
Noelle Herczku  
Dawn VanAuken

Dan Delcher  
Cathy Patterson  
Pat D'Amico

**XI. OLD BUSINESS**

**XII. SPECIAL INTEREST ITEMS**

**XIII. PUBLIC PARTICIPATION**

**XIV. NEW BUSINESS**

**XV. CLOSED MEETING MOTION (IF REQUIRED)**

Closed Meeting was read by \_\_\_\_\_.

The Board of Education of the Vocational School in the County of Sussex will adjourn into a closed meeting to discuss the item(s) which falls within an exception of our open meetings policy and permits the Board to have a private discussion, since it deals with specific exceptions contained in N.J.S.A. 10:4-12 b.

- a. Matters rendered confidential by Federal Law, State Law, or Court Rule
- b. Individual privacy
- c. Collective bargaining agreements
- d. Purchase or lease of real property if public interest could be adversely affected
- e. Investment of public funds if public interest could be adversely affected
- f. Tactics or techniques utilized in protecting public safety and property
- g. Pending or anticipated litigation
- h. Attorney-client privilege
- i. Personnel - employment matters affecting a specific prospective or current employee

Be it resolved that the Board will now go into private session to discuss matters rendered confidential due to the nature of pending or anticipated litigation, attorney client privilege and personnel - employment matters affecting a specific, prospective or current employee privilege. Any discussion held by the Board, which need not remain confidential, will be made public as soon as practical. Minutes of the private session will not be disclosed until the need for confidentiality no longer exists. All appropriate persons, who may be discussed in private session, have been adequately notified.

Motion, second and vote to enter into closed meeting at \_\_\_\_ P.M.

Closed Meeting

Regular Session of the Board of Education was recalled at \_\_\_\_ P.M.

**XVI. ADJOURNMENT**

M:      S :