

**BOARD OF EDUCATION OF THE
VOCATIONAL SCHOOL IN THE
COUNTY OF PASSAIC**

AGENDA

**WORKSHOP/REGULAR MEETING
BOARD ROOM**

**NOVEMBER 21, 2013
THURSDAY**

I. Call to Order – Pledge of Allegiance

II. Sunshine Statement

The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which time any business affecting their interests is discussed or acted upon. In accordance with this Act, the Board of Education of the Vocational School in the County of Passaic has caused notice of this meeting to be published by having the date, time and place thereof posted. The notice was mailed to the Herald News, and the Record, with a copy posted in the school lobby.

III. Roll-call: Commissioner Albert A. Alexander
Commissioner Damaris M. Solomon
Commissioner Glenn L. Brown
Commissioner Michael Coscia
Commissioner Scott Rixford

Administrators: Diana C. Lobosco, Superintendent
John Maiello, Asst. Superintendent/H.R.
Richard Giglio, Business Administrator
Dr. Michael Parent, Principal
Mae Remer, Board Secretary
Sandra Woods, Administrative Assistant
Gerald S. Keegan, Board Counsel
Albert C. Buglione, Board Counsel

IV. Petitions and Requests of the Public

V. Superintendent's Report

Communications Report – Ms. Woods

Principal's Report – Dr. Parent

Business Administrator's Report – Mr. Giglio

VI. Board Secretary's Report

- A. Board Minutes – motion to receive, approve and file the minutes of the following meetings:

November 1, 2013 Workshop/Regular Meeting
November 1, 2013 Organization Meeting

- B. Financial Reports – Motion to receive and file the following financial reports of the Secretary's and Treasurer's Reports for the month ending October 31, 2013.

Board of Education's Monthly Certification

- C. Pursuant to N.J.A.C.6:20-2.212(e), we certify that as of September 30, 2013 after review of the secretary's monthly financial report (appropriations section) and upon consulting 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.6:20-2.13(b), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Board Secretary's Monthly Certification

Pursuant to N.J.A.C. 6:20-2.12(d), I certify that as of September 30, 2013, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education pursuant to N.J.S.A. 18A: 22-8 and 18A: 22-8.1.

November 21, 2013

- D. Motion to approve, upon the recommendation of the Superintendent, second reading and adoption of the following new Board Policies:

New Policies

#7522 School District Provided Technology Devices to Staff Members
#7523 School Policy Provided Technology Devices to Pupils

VII. Administration and Finance

- A. Motion to approve, upon the recommendation of the Superintendent, the bills and claims list attached, having been found in order by the Business Administrator, be and they are ordered to be released for payment when funds are available; and

Further that claims are entered in the Board's official minutes and be open to further inspection by Board Members and others entitled to inspect it:

\$ 1,730,379.98	Bills & Claims/November 21, 2013 - Columbia Bank (Master)
119,728.17	Electronic Transfers – Columbia Bank (Master)
4,691,655.84	Bills & Claims/November 21, 2013 - Columbia Bank (Café)
2,061,081.07	Payroll paid for October 30, 2013
2,037,208.20	Payroll paid for November 15, 2013

Transfers and Modifications

- B. Motion to approve, upon the recommendation of the Superintendent, the attached Transfers and Modifications for the 2013-14 Budget, and implemented by the individual responsible.

State Contracts

- C. Motion to approve, upon the recommendation of the Superintendent, to award the purchase of goods and services through State Contract Vendors, as per the appended list, in accordance with N.J.S.A. 18A: 18A-10.

Funding

FY14 IDEA Basic Grant Funds / Acceptance

- DD. Motion to approve, upon the recommendation of the Superintendent, the acceptance from the New Jersey Department of Education, FY14 IDEA Basic Grant funds, in the amount of \$743,331.

FY Perkins Postsecondary Grant Funds / Acceptance

- EE. Motion to approve, upon the recommendation of the Superintendent, the acceptance from the New Jersey Department of Education, FY14 Perkins Postsecondary Grant funds in the amount of \$80.674

Funding

- F. Motion to approve, upon the recommendation of the Superintendent, the acceptance from the New Jersey Department of Labor and Workforce Development, FY14 County Apprenticeship Coordinator award, in the amount of \$20,000 for the period effective July 1, 2013 through June 30, 2014, subject to funding contingent upon authorization and availability from the state.

AGENDA NOVEMBER 21, 2013 - PASSAIC COUNTY TECH BOARD MEETING

VII. Administration and Finance

Insurance Renewal

- G. Motion to approve, upon the recommendation of the Superintendent, the renewal of a Bond for the Treasurer of School Moneys through Selective Insurance Company of America, for the period November 1, 2013 to November 1, 2014, at a cost of \$840.

VIII. Curriculum and Instruction

Workshops/Field Trips

- A. Motion to approve, upon the recommendation of the Superintendent, to authorize in advance, as required by statute, attendance at the Professional Workshops, as per the appended.
- B. Motion to approve, upon the recommendation of the Superintendent, field trips, curricular extension, fund raiser and community service, as per the appended.

Curriculum

- C. Motion to approve, upon the recommendation of the Superintendent, the following staff members to revise the curriculum, at the hourly rate of \$38.74, and be awarded professional development credit hours:

<u>Name</u>	<u>Curriculum</u>	<u>Total Hours/Credit Hours</u>
Cathy Pagano	AP History	5 hours
Joy Rosenfeld	AP History	5 hours

Articulation Agreements / 2013-14 Academic Year

- D. Motion to approve, upon the recommendation of the Superintendent, to enter into Articulation Agreement with the following educational institutions, for the 2013-2014 Academic School year:

<u>Educational Institution</u>	<u>Program</u>
Bergen County Community College	Advertising Art Design TV/Video Productions
National Academy Foundation	Academy of Finance Academy of Information Technology

- E. Montclair State University / Internship

Motion to approve, upon the recommendation of the Superintendent, the following Montclair State University student for an Internship during the 2013-14 school year, with the Guidance Department for at least 350 hours in the field serving children, families or the community:

<u>Name</u>	<u>Department</u>
Marilyn Santiago-Rodriguez	Guidance Department

VIII. Curriculum and Instruction

Kean University / Internship

- F. Motion to approve, upon the recommendation of the Superintendent, the following Kean University student for an Internship, effective January 2014 thru May for at least 120 hours in psychology to experience all aspects of the job, with her class assignments pertaining to teacher consultation and assessment.

<u>Name</u>	<u>Department</u>
Melanie Bronstein	Child Study Team

Home Instruction

- GG. Motion to approve, upon the recommendation of the Superintendent, to place the following students on Home Instruction:

<u>Student</u>	<u>Reason</u>	<u>Length/Time</u>	<u>Effective</u>
I.D. #140692	Maternity	3 weeks	11/18/13

Sound Chasers / Accapello

- H. Motion to approve, upon the recommendation of the Superintendent, the Sound Chasers / Accapello and Advisors to tape a performance for News 12 at the Count Basie Theatre in Red Bank, on December 16, 2013, 4:00 p.m. that will be aired on Channel 12 during the holiday season.

IX. Operations/Capital Improvements

Capital Projects Capital Project Status Report submitted by the Business Administrator through the Superintendent is attached.

A. Bid No. 14A-07 Professional Services for Performing Arts

Motion to approve, upon the recommendation of the Superintendent, to award as negotiated, after having advertised on two occasions, Professional Services for Performing Arts (Bid No. 14A-07), to Pro Entertainment Solution, LLC, for the 2013-14 school year in the amount of \$75,625, as per the appended breakdown.

Cosmetology #201 Equipment /Bid No.13-16

B Motion to approve, upon the recommendation of the Superintendent, and as certified by the Construction Manager and Architect, final progress payment #3 to GL Group Inc., Bid No. 13-16, Cosmetology #201 Equipment, in the amount of \$7,915.00, subject to the availability of funds.

Cosmetology #201 Renovation / Bid No.13-17

C. Motion to approve, upon the recommendation of the Superintendent, and as certified by the Construction Manager and Architect, final progress payment #4 to GL Group Inc., Bid No. 13-17, Cosmetology #201 Renovation, in the amount of \$28,550.00, that includes a change order for unused allowance a credit in the amount of \$26,060, subject to the availability of funds, as follows:

Contract Sum	\$332,200.00
Change Order (credit)	<u>(26,060.00)</u>
Contract Sum	\$306,140.00
Payment of Date	<u>277,590.00</u>
Final Payment Due	\$ 28,550.00

Auditorium Roof Replacement /Bid No. 13-18

D. Motion to approve, upon the recommendation of the Superintendent, and as certified by the Construction Manager and Architect, final progress payment #4 to GL Group Inc., Bid No. 13-18, Auditorium Roof Replacement, in the amount of \$33,000.00, subject to the availability of funds.

E. Football Field Scoreboard Replacement / Bid No. 14-02

Motion to approve, upon the recommendation of the Superintendent, and as certified by the Construction Manage and Architect, final progress payment #4 to GL Group Inc., Bid No. 14-02, Football Field Scoreboard Replacement, in the amount of \$93,000.00, that includes a change order for unused allowance a credit in the amount of \$5,000, subject to the availability of funds, as follows:

Contract Sum	\$98,000.00
Change Order (credit)	<u>(5,000.00)</u>
Final Payment	\$93,000.00

IX. Operations/Capital Improvements

F. IT Department Renovation / Bid No. 14-03

Motion to approve, upon the recommendation of the Superintendent, and as certified by the Construction Manager and Architect, progress payment #1 to Storer Construction Services, Bid No. 14-03, IT Department Renovation, in the amount of \$85,500, subject to the availability of funds.

Use of Facilities

G. Motion to approve, upon the recommendation of the Superintendent, use of facilities in accordance with the terms and conditions of the Board Policy, subject to the availability:

Auditorium, Lobby, Main Gym	Passaic County Board of Freeholders Swearing in Ceremony Tuesday, 1/07/14, 5:00 - 9:00 p.m.
Auditorium, Lobby, Main Gym Dressing Rooms	PCTI Education Foundation Concert Practice/ 1/21,1/22,1/23/14, 3:00 - 10:00 p.m. Show Date/ 1/24/2014, 3:00 - 10:00 p.m.
Auditorium, Main Gym	Vivekananda Vidyapith Academy of Indian Culture and Philosophy Annual Function - 4/26/14, 4/27/14 9:00 a.m.- 9:00 p.m.
Lecture Hall – FX 135	Fairleigh Dickerson University College Grad Classes Spring Semester, 2/22/24 – 3/22/14 Saturday – 5 weeks 8:30 a.m. – 3:00 p.m.
Pool, Locker Rooms Athletic Center Lobby	NJSIAA / State Swim Meet / Section Finals Thursday, 2/13/14, 3:00 p.m. - 8:00 p.m. Friday / 2/14/14, 3:00 p.m. - 8:00 p.m.
Café 1 & Café 2	People to People Student Ambitious Student Travel Provider / Social Gathering 1/06/14 – 5:00 p.m. – 10:00 p.m.

X. Personnel – Resignations/Leaves/Terminations

- A. Motion to approve, upon the recommendation of the Superintendent, an extended disability leave of absence to the following staff member in accordance with Article IX.G.1 of the Custodial/Maintenance Association Agreement with benefits and salary using accumulative entitlement days and without salary after entitlement s are exhausted:

<u>Name</u>	<u>Position</u>	<u>Effective</u>
John Moraino	Custodian	12/02/13 – 1/02/14

X Personnel – Appointments/Reappointments

- AA. Motion to approve, upon the recommendation of the Superintendent, the appointment of the following staff members on an emergent basis requiring application to the State Department of Education for approval, for a period not to exceed three months, pending completion of the criminal history records check pursuant to NJSA 18A: 6-7.1 et. seq., effective date as indicated through June 30, 2014:

Instructional Substitute, without benefits

<u>Name</u>	<u>Position</u>	<u>Daily Rate</u>	<u>Effective</u>
Jessica Gomez	Substitute	\$100	13/14 SY

- B. Motion to approve, upon the recommendation of the Superintendent, the appointment of the following Saturday HSPA Program instructional staff members, to be held February 1, 8, 4, 22, 2014, 8:30 a.m. - 12:00 p.m., at the hourly rate of \$45.32, subject to student enrollment:

Instructional Staff @ \$45.32/ hr.

<u>Name</u>	<u>Name</u>
Daniel Ambrose	Sylwia Pena
Adam Bania	Daniel Smith
Elizabeth D’Emic	Christine Sullivan
Amber Donato	Asfaneh Taherisefat
Lisa Marie Festa	Janelle Valdez
Greg Getherall	Timothy Valik
Madiha Katao	Derya Yildirim

- C. Motion to approve, upon the recommendation of the Superintendent, the appointment of the following part time Saturday Parent Computer Program staff members, to be held February 1, 8, 15, 22, and March 1, 2014, 8:30 a.m. – 12:00 p.m., subject to parent participation:

Instructional Staff @ \$45.32/ hr.

Nilsa Nunez
Veronica Santiago

- D. Motion to approve, upon the recommendation of the Superintendent, the appointment of the following Advisor for the 2013-14 school year:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Melissa Smithling	Sound Chasers / Accapello	\$3,236

X Personnel – Appointments/Reappointments

- E. Motion to approve, upon the recommendation of the Superintendent, the appointment of the Saturday HSPA Program In House Security staff, effective February 1st through March 1, 2014, 8:00 a.m. – 12:00 p.m., as follows:

<u>Name</u>	<u>Date</u>	<u>Hourly Rate</u>
Marjorie Adams	2/01/14, 2/22/14	\$16.45
Larnell Bowles	2/01/14	19.65
Elinel Baerga	2/08/14	15.85
Beslan Bashcour	2/08/14	16.05
Jeffrey Velez	2/15/14	12.75
Nancy Viera	2/15/14	15.05
Thomas Mancini	2/22/14	13.50
Christian Beato	3/01/14	11.25
John Macchiarelli	3/01/14	11.25

- F. Motion to approve, upon the recommendation of the Superintendent, the appointment of the following After School HSPA Instructors, at the hourly rate of \$45.32, for the 2013-2014 school year, subject to student enrollment:

<u>Name</u>	<u>Name</u>
Daniel Ambrose	Brian Lawshe
Adam Bania	Joan Paruta
James Cappello	Sylwia Pena
Meghan Carey	Janelle Valdez
Adam Christopher	Derya Yildirim
Amber Donato	Jennifer Moussab

XI. Legal Report

XII. Meeting Open for Public Comments

XIII. Executive Session

Motion to convene in executive session to discuss personnel, negotiations and/or the Legal Report. The Board will disclose to the public sometime in the near future that which was discussed.

Return from Executive Session

Statement or action, if any.

XIV. Board Members Comments

December board meeting is scheduled for Thursday, December 19, 2013 at 3:30 p.m.

XV. Meeting Adjourned