

# CUMBERLAND COUNTY BOARD OF VOCATIONAL EDUCATION

3400 College Drive, Vineland, NJ 08360

Board of Education Special Meeting Minutes - March 16, 2020

**I. The Cumberland County Board of Vocational Education held a Special Board Meeting on March 16, 2020 at 5:05 pm, Board Secretary Megan Duffield, read the following statement as required by law:**

The New Jersey Open Public Meetings 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 any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Cumberland County Board of Vocational Education has caused notice of this meeting to be published by having the date, time and place thereof published in the official newspapers of the Board and posted on school bulletin boards.

A. President Ruth Hands, led the Board in the Pledge of Allegiance to the flag.

**II. Roll Call**

A. The following Board members answered in the affirmative to the roll call given by Board Secretary, Megan Duffield: Ruth Hands, Sheila McCann (via phone) Ernesto Ortiz, John Redden, and Patricia Gross. Also present were Board Secretary Megan Duffield, Superintendent Dina Rossi, Ed.D. and Board Solicitor Mitch Kizner. Absent: Leslie White-Coursey.

*\*Ms. DiLeonardo entered the Board Meeting at 5:07 pm.*

**III. Recognition of Visitors**

A. Dr. Rossi offered a general welcome to the audience.

**IV. Public Comment on Agenda Items Only- None**

**V. Executive Session (N.J.S.A. 10:4-12b)**

A. Entry into Executive Session

1. Motion by Mr. Redden, seconded by Ms. Gross and approved by a unanimous roll call vote to approve the following resolution, read by Board President Ms. Hands:

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BE IT RESOLVED, that the Cumberland County Board of Vocational Education hereby goes into closed session to discuss subject matter covered by N.J.S.A. 10:4-12b, Sections one through nine.

The general nature of the subject matter to be discussed is:

- Student
- Personnel
- Legal/Contracts

The subject matter discussed in closed session shall be disclosed to the public at the first regularly scheduled Board of Education meeting following the date when said matters are no longer privileged pursuant to N.J.S.A. 10:4-12b.

2. Motion by Mr. Redden, seconded by Ms. DiLeonardo and approved by a unanimous voice vote to enter into a closed session part of the meeting at 5:08 pm to discuss topics that the law allows for public exclusion. Specific topic: Students, Personnel and Legal/Contracts.

B. Exit from Executive Session

1. Motion by Ms. DiLeonardo, seconded by Mr. Redden and approved by a unanimous roll call vote, to return from closed session at 5:21 pm.

**VI. Post Executive Session Possible Action**

- A. Motion by Mr. Redden, seconded by Ms. Gross and approved by a unanimous roll call vote, with Ms. McCann abstaining, to approve the unpaid medical leave of absence for the employee whose name is on file in the Business Office (Employee #4546) beginning February 24, 2020 through March 6, 2020.
- B. Motion by Ms. DiLeonardo, seconded by Mr. Redden and approved by a unanimous roll call vote, with Ms. McCann abstaining, to approve the paid medical leave of absence for the employee whose name is on file in the Business Office (Employee #4546) beginning on March 9, 2020 through March 16, 2020 utilizing personal and/or vacation time.
- C. Motion by Ms. DiLeonardo, seconded by Mr. Ortiz and approved by a unanimous roll call vote, with Ms. McCann abstaining, to approve entering into a Shared Service Agreement with Cumberland County Improvement Authority to provide the Cumberland County Board of Vocational Education with Landscaping Services as detailed in the attached agreement beginning May 5, 2020 and ending June 30, 2020 at a cost not to exceed \$17,562.00

**VII. Adoption of the 2020-2021 School District Budget - Public Hearing**

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Presentation of the 2020-2021 School Budget by Dr. Dina Rossi, Superintendent and Megan Duffield, School Business Administrator.

1. Motion by Mr. Redden , seconded by Ms. DiLeonardo and approved by a unanimous roll call vote to approve to open the floor for public comment on the proposed 2020-2021 Budget.

- A. Nancy Ridgeway, Upper Deerfield Twp. - Asked for cost per pupil.

- 1A. Motion by Ms. DiLeonardo, seconded by Mr. Redden and approved by a unanimous roll call vote to close public comment on the proposed 2020-2021 Budget.

2. Motion by Ms. DiLeonardo, seconded by Ms. Hands and approved by a unanimous roll call vote to introduce, discuss and adopt the 2020-2021 School District Budget and all required document submissions, as follows:

- A. BE IT RESOLVED, to approve the 2020-2021 Tentative School Budget for submission to the Executive County Superintendent of Schools as follows:

General Fund	\$20,788,479
Special Revenue Fund	<u>\$ 584,865</u>
Total	\$21,373,344

- B. BE IT RESOLVED, to acknowledge that the 2020-2021 School Budget as described above results in a general fund county tax levy of \$2,634,000 (school year basis).

- C. BE IT RESOLVED, school district policy #6471 and N.J.A.C. 6A:23B-7.3 provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for 2020-2021 school year and; Whereas, the school district must report pre-budget year budgeted travel funds and all travel expenditures expended in the current year during budget submission time and; Whereas, these pre-budget travel funds total \$79,450 and expenditures from year to date general fund proceeds total \$10,993 and special revenue proceeds total \$14,321; Now Therefore Be It Resolved, that the Cumberland County Board of Vocational Education hereby establishes the school district travel maximum for the 2020-2021 school year at the sum of \$82,450 and; Be It Further Resolved; that the

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Board directs the School Business Administrator to track and record these costs to insure that the maximum amount is not exceeded.

- D. BE IT RESOLVED, pursuant to N.J.A.C. 6A:23A-14.1 subsection (h), the general fund budget includes \$939,700 to be withdrawn from the board of education's approved Capital Reserve Account. This amount will be used to supplement approved NJDOE project # 0995-030-18-1000 for security and technology infrastructures. These funds are allocated in addition to the previously approved \$23,527,881 for necessary security and technology upgrades.

**VIII. Superintendent's Motions and Resolutions**

A. Personnel

1. Motion by Mr. Redden, seconded by Ms. DiLeonardo and approved by a unanimous roll call vote to approve Judith Cruz-Lopez for full year placement as part of Rowan University Clinical Practice in Chemistry, from September 3, 2020 - June 18, 2021, under the supervision of Amanda Mason.
2. Motion by Ms. DiLeonardo, seconded by Ms. Hands and approved by a unanimous roll call vote to approve Michael Kowal for full year placement as part of Rowan University Clinical Practice in Social Studies, from September 3, 2020 - June 18, 2021, under the supervision of Marco Carolla.

**IX. Public Comment**

1. Nancy Ridgeway , Upper Deerfield Twp. - Asked about the District's plans to close due to COVID-19.

**X. Adjournment**

Motion by Ms. DiLeonardo, seconded by Ms. Gross and approved by a unanimous voice vote to adjourn the meeting at 6:17 pm.

Respectfully Submitted,



Megan Duffield  
Board Secretary