

CUMBERLAND COUNTY BOARD OF VOCATIONAL EDUCATION

3400 College Drive, Vineland, NJ 08360

Board of Education Special Meeting Minutes - May 8, 2019

- I. **The Cumberland County Board of Vocational Education held a Special Board Meeting on May 8, 2019 at 5:02 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 Carlos E. Villar, led the Board in the Pledge of Allegiance to the flag.

II. **Roll Call**

The following Board members answered in the affirmative to the roll call given by Board Secretary, Megan Duffield: Carlos E. Villar, Ruth Hands, Sheila McCann, Christy DiLeonardo, John Redden, Leslie White-Coursey and Patricia Gross. Also present were: Superintendent Dina Rossi, Ed.D., Board Secretary Megan Duffield, School District Solicitor Mitch Kizner and Labor Attorney Doug Long.

III. **Recognition of Visitors**

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

IV. **Special Presentations - None**

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

- A. Entry into Executive Session

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

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:

- o Student Matters
- o Personnel

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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 Ms. DiLeonardo, seconded by Ms. McCann and approved by a unanimous voice vote to enter into an closed session part of the meeting at 5:06 pm to discuss topics that the law allows for public exclusion. Specific topic: Students and Personnel.

B. Exit from Executive Session

1. Motion by Ms. Hands, seconded by Ms. DiLeonardo and approved by a unanimous roll call vote, with Ms. McCann not present, to return from closed session at 5:18 pm.

**Ms. McCann returned to the meeting at 5:19pm.*

**Mr. Long did not return from Executive Session.*

VI. Post Executive Session Possible Action

- A. Motion by Ms. DiLeonardo, seconded by Ms. Hands and approved by a unanimous roll call vote, with Ms. White-Coursey abstaining, to affirm the action taken and approve the April, 2019 HIB reports with one case, substantiated.
- B. Motion by Ms. DiLeonardo, seconded by Ms. Hands and approved by a unanimous roll call vote, with Ms. White-Coursey abstaining, as per the Superintendent's recommendation, to approve a Reduction in Force of Mario Olsen, Asst. Superintendent for Curriculum and Instruction.
- C. Motion by Mr. Redden, seconded by Ms. DiLeonardo and approved by a unanimous roll call vote, with Ms. White-Coursey abstaining, as per the Superintendent's recommendation, to approve the non-renewal of employee #4584.
- D. Motion by Mr. Redden, seconded by Ms. McCann and approved by a unanimous roll call vote, with Ms. White-Coursey abstaining, to abolish the following job titles and remove from the position control roster effective June 30, 2019:
 - a. Assistant Superintendent for Curriculum and Instruction
 - b. Assistant Business Administrator
- E. Motion by Ms. Hands, seconded by Ms. Gross and approved by a unanimous roll call vote, to accept the resignation of Heather Vargas, Payroll Coordinator, with regret, effective May 31, 2019.

VII. Public Comment on Agenda Items Only - None

VIII. Board of Education Correspondence Received - None

IX. Board Secretary's Motions and Resolutions

- A. Contracts, Grants, Other Business

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1. Motion by Ms. Hands, seconded by Ms. DiLeonardo and approved by a unanimous roll call vote, to approve the 2019-2020 Student Accident application with Berkley Accident and Health Insurance Company at a cost of \$1,911.00. No increase from the prior year.
2. Motion by Ms. Gross, seconded by Ms. McCann and approved by a unanimous roll call vote, to approve to apply for the 2019 OceanFirst Foundation Educator of the Year Recognition Grant to be utilized at a recognition event for all Cumberland County award recipients. The Grant is in the amount of \$5,000, if awarded, and would be accounted for under the trust and agency accounts of the district.
3. Motion by Ms. Hands, seconded by Ms. McCann and approved by a unanimous roll call vote, to accept and deposit under the trust and agency accounts of the district a donation of \$2,500 from the Wawa Foundation to support the districts Campus Safety and Security K-9 Program.
4. Motion by Mr. Redden, seconded by Ms. Hands and approved by a unanimous roll call vote, to approve accepting the following donations:
 - a. Various welding supplies from Tractor Supply Co. of Vineland, NJ.
 - b. Various construction supplies from Lowes Home Improvement Center of Voorhees, NJ.

X. Superintendent's Motions and Resolutions (All hiring is contingent upon the recommendation of the Superintendent, proper certification, the results of the criminal history background investigation, and proper verification of previous employment.)

- A. Motion by Ms. McCann, seconded by Mr. Redden and approved by a unanimous roll call vote, as per the Superintendent's recommendation and pending sufficient enrollment, to approve continuing employment of the attached staff members for the 2019-2020 school year, funding and tenure year listed. Additionally, all custodian and maintenance employees are hired for a definitive term of July 1, 2019 to June 30, 2020 also, per the attached staff listing.
- B. Motion by Ms. Hands, seconded by Ms. McCann and approved by a unanimous roll call vote, as per the Superintendent's recommendation, to approve continuing part time the attached listing of School Safety Officers, from July 1, 2019 thru June 30, 2020, at the hourly rates listed.
- C. Motion by Ms. DiLeonardo, seconded by Mr. Redden and approved by a unanimous roll call vote, to approve the following clinical sites for Health Science and Medicine Students for the 2019/2020 school year:
 1. Veterans Memorial Home - Vineland, NJ
 2. Inspira Health Network - Including Urgent Care Facilities and Outpatient Labs
- D. Motion by Ms. DiLeonardo, seconded by Ms. McCann and approved by a unanimous roll call vote, to approve the following Substitute School Nurses for the 2018/2019 school year and the 2019/2020 school year:

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1. Joy Wood - Current TEC employee
 2. Diane Hill - Current TEC employee
 3. Charlotta Birdsall - Current TEC employee
- E. Motion by Ms. Hands, seconded by Ms. McCann and approved by a unanimous roll call vote, to approve Marilyn Lewis as a Substitute School Nurse at the rate of \$200 per day, for the 2018/2019 school year.
- F. Motion by Ms. DiLeonardo, seconded by Ms. McCann and approved by a unanimous roll call vote, to approve posting (internal) for the following positions for the 2019/2020 Adult Education Program. All positions will be paid at \$35 per hour and are pending sufficient enrollment :
1. American Medical Certification Association (AMCA) Proctor
 2. National Health Care Association (NHA) Proctor
 3. CPR Instructor
 4. National Institute of Metalworking Skills (NIMS) Proctor
- G. Motion by Ms. McCann, seconded by Ms. Hands and approved by a unanimous roll call vote, to approve posting (internal) for the following positions for the 2019/2020 School Year. All positions will be paid at the contractual hourly rate:
1. National Health Care Association (NHA) Proctor - Certificated Staff
 2. CPR Instructor - Certificated Staff with CPR Instructor credential
- H. Motion by Mr. Redden, seconded by Ms. McCann and approved by a unanimous roll call vote, to approve the following instructors for the Summer 2019 Adult Education Classes. All positions will be paid at the rate of \$35 per hour, pending sufficient enrollment.
1. Diane Hill - CNA Instructor (Class/Clinical)
 2. Marilyn Lewis - CNA Instructor (Clinical/Skills)
 3. Joy Wood - CNA Instructor (Substitute)
- I. Motion by Ms. Hands, seconded by Ms. DiLeonardo and approved by a unanimous roll call vote, to approve the following instructors for the Fall 2019 and Spring 2020 Adult Education classes. All positions will be paid at the rate of \$35 per hour, pending sufficient enrollment.
1. Christopher Scaruzzi - Automotive Technology Instructor
 2. Anthony Bermudez - Automotive Technology Instructor (Substitute)
 3. John Staas - Welding Instructor
 4. Stephanie McGarrity - CCMA Instructor
- J. Motion by Ms. McCann, seconded by Ms. DiLeonardo and approved by a unanimous roll call vote, to approve Vera Ivanoff as an Adult Education CNA State Evaluator from July 1, 2019 - June 30, 2020, pending sufficient Adult Education enrollment. This position is paid at the rate of \$35 per hour.
- K. Motion by Ms. DiLeonardo, seconded by Ms. McCann and approved by a unanimous roll call vote, to approve the following teaching staff from September 1, 2019 through June 30, 2020.

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1. Ronak Patel, Secondary History Teacher, Step 1, BA/MA at the salary of \$61,847.
 2. Jessica Thomulka, Secondary Chemistry Teacher, Step 7, BA/MA at the salary of \$63,347.
 3. Luke Wister, Secondary Physics Teacher, Step 5, BA+15/MA+15 at the salary of \$63,397.00.
- L. Motion by Ms. DiLeonardo, seconded by Ms. McCann and approved by a unanimous roll call vote, to approve an internal posting and job description for student employees for the Summer 2019 in the following area:
1. Culinary Arts Assistant (2 Positions)
- M. Motion by Ms. DiLeonardo, seconded by Mr. Redden and approved by a unanimous roll call vote, to approve the attached listing of staff to work 21st Century Summer Youth Program from July 1, 2019 through July 31, 2019, at the contractual hourly rate.
- N. Motion by Ms. DiLeonardo, seconded by Ms. McCann and approved by a unanimous roll call vote, to approve the following students from Rowan University's Junior Teacher Practicum to participate in an observational field placement at TEC with Dr. Katelyn Skinner from May 29, 2019 through and including June 19, 2019.
1. Elizabeth Kocher
 2. Macie McCallion
 3. Robert Nitzky
 4. Bartholomew Ricci
 5. Maxwell Schoch
 6. Mark Unger
- O. Motion by Ms. McCann, seconded by Ms. Hands and approved by a unanimous roll call vote, to approve the attached listing of staff to work the Meet and Greet for the Class of 2023 on May 2, 2019, to be paid at the contractual hourly rate (ratify).
- P. Motion by Ms. DiLeonardo, seconded by Ms. Hands and approved by a unanimous roll call vote, to approve the attached listing of staff to work the Spanish Heritage Placement Exam on various dates, to be paid at the contractual hourly rate.
- Q. Motion by Ms. McCann, seconded by Ms. DiLeonardo and approved by a unanimous roll call vote, to approve the following out-of-state field trips:
1. SkillsUSA National Leadership Conference in Louisville, KY.
 2. TECnical Players Club - New Amsterdam Theater in New York City, NY.
- R. Motion by Ms. DiLeonardo, seconded by Ms. McCann and approved by a unanimous roll call vote, to approve the resignation of Mr. Roland Wright, Special Education Teacher, with regret, effective June 30, 2019.
- XI. School District Informational Reports** (listed when provided)- None
- XII. Other Business - NEW and OLD**

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- A. Discussion - Time change May 23rd Regular Board Meeting and Date Change for June Regular Meeting.
 - 1. May Regular Meeting changed to May 22, 2019 at 6:00pm.
 - 2. June Regular Meeting changed to June 13, 2019 at 6:00pm.
- B. Superintendent's Evaluation Reminder - Responses due by May 10th

XIII. Public Comment - Any - None

XIV. Adjournment

Motion by Ms. Hands, seconded by Ms. McCann and approved by a unanimous voice vote to adjourn the meeting at 5:45 pm.

Respectfully Submitted,



Megan Duffield
Board Secretary