

CUMBERLAND COUNTY BOARD OF VOCATIONAL EDUCATION

3400 College Drive, Vineland, NJ 08360

Reorganization Agenda - November 2, 2020

I. The Cumberland County Board of Vocational Education held a Board Meeting on November 2, 2020 at 5:05 p.m. 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. Board Secretary, Megan Duffield, 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: Ruth Hands, John Redden, Ernesto Ortiz, Jonathan Burks and Christy DiLeonardo . Also present were: Superintendent, Dina Rossi, Ed.D., Board Secretary, Megan Duffield and School District Solicitor, Mitchell Kizner.

Absent: Sheila McCann and Leslie White-Coursey

III. Recognition of Visitors

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

IV. Public Comment on Agenda Items Only - None

V. Appointment of Board Members

A. Swear in Board of Education Members

1. Jonathan Burks took the Oath of Office.

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- B. The Cumberland County Board of Vocational Education will consist of the following members appointed by the Cumberland County Board of Chosen Freeholders for the year November 1, 2020 to October 31, 2021:

John Redden 2021
Millville, NJ 08332

Christy DiLeonardo 2021
Vineland, NJ 08361

Sheila McCann 2022
Bridgeton, NJ 08302

Ernesto Ortiz 2022
Vineland, NJ 08361

Ruth Hands 2023
Bridgeton, NJ 08302

Jonathan Burks 2024
Millville, NJ 08332

Leslie White-Coursey Permanent
Bridgeton, NJ 08302
Executive County Superintendent

VI. Nomination and Election of President - Chaired by Megan Duffield, Board Secretary; Chair relinquished to President following the election.

- A. Motion by John Redden, seconded by Christy DiLeonardo and approved by a unanimous roll call vote to nominate and elect Ruth Hands as Board of Education President.

VII. Nomination and Election of Vice President

- A. Motion by Ruth Hands, seconded by John Redden and approved by a unanimous roll call vote to nominate and elect Christy DiLeonardo as Board of Education Vice President.

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VIII. Approve Designation of Bank Depositories as follows:

- A. Motion by Mr. Redden, seconded by Ms. DiLeonardo and approved by a unanimous roll call vote to maintain all district checking accounts shall be at OceanFirst Bank, Headquarters in Toms River, NJ and approved the following list of banks as designated as Investment Depositories:
1. OceanFirst
 2. Bank of America
 3. State of New Jersey Cash Management Fund
 4. BB&T Bank
 5. Newfield National Bank
 6. TD Bank
 7. Fulton Bank

IX. Approve Account Signatories as attached

- A. Motion by Ms. DiLeonardo, seconded by Ms. Hands and approved by a unanimous roll call vote to recommend checking account signatories as attached.

X. Set Regular Monthly Meeting Dates & Time as attached

- A. Motion by Ms. DiLeonardo, seconded by Mr. Ortiz and approved by a unanimous roll call vote to approve the attached recommended Board of Education Regular Meeting schedule.

XI. Designation of Official Newspapers as follows:

- A. Motion by Ms. DiLeonardo seconded by Ms. Hands and approved by a unanimous roll call vote to approve the official newspapers for legal advertising purposes as follows:
1. NJ Advance Media, LLC (South Jersey Times)
 2. Gannett NJ Newspaper (The Daily Journal)
 3. South Jersey Publishing (The Press of Atlantic City)

XII. Designation of Financial Representatives as follows:

- A. Motion by Ms. DiLeonardo seconded by Ms. Hands and approved by a unanimous roll call vote to approve the following:
1. 403(b) Representatives as attached
 2. 529 Savings CollegeAmerica Program - American Funds

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XIII. Annual Review and Approval of Curriculum (Board Approved October 15, 2020 - no revisions) and Course Description Guide (Board Approved July 23, 2020 - no revisions) for the 2020-2021 school year.

- A. Motion by Ms. DiLeonardo, seconded by Mr. Ortiz and approved by a unanimous roll call vote to approve the 2020-2021 Curriculum and Course guides as recommended by the Superintendent and provided.

XIV. Annual Approval of District Bylaws, Policies and Regulations, as provided by Strauss Esmay (available on www.cctecnj.org or in hard copy at District Offices.)

- A. Motion by Ms. DiLeonardo, seconded by Mr. Redden and approved by a unanimous roll call vote to approve the existing policies and regulations of the Board of Education as maintained by Strauss Esmay.

XV. Approve the annual Facility Use Fee Schedule per policy #7510.

- A. Motion by Ms. DiLeonardo, seconded by Mr. Ortiz and approved by a unanimous roll call vote to approve the Facility Use Fee Schedule.

XV. Annual Approval of Professional Services

- A. Motion by Ms. DiLeonardo seconded by Ms. Hands and approved by a unanimous roll call vote to approve the annual appointment of School Board Solicitor, Mitchell H. Kizner, Esq. of the firm Flaster Greenberg, PC, Commerce Center, Third Floor, 1810 Chapel Avenue West, Cherry Hill, NJ 08002-4609, at a salary of \$33,910, (an increase of \$1,500, 4.6%) and a contractual hourly rate to \$195.00 per hour, from November 1, 2020 through October 31, 2021.
- B. Motion by Ms. DiLeonardo, seconded by Mr. Ortiz and approved by a unanimous roll call vote to approve the annual appointment of Architect of Record, Garrison Architects, 713 Creek Road, Bellmawr, NJ 08031, at the rates indicated in the renewal letter, (attached, no increase) from November 1, 2020 through October 31, 2021.
- C. Motion by Ms. Hands, seconded by Mr. Redden and approved by a unanimous roll call vote to approve the annual appointment of School Board Auditors, Bowman & Company LLP of Voorhees, NJ, in the amount of \$32,130 (an increase of 2%) from November 1, 2020 through October 31, 2021. This cost includes regular audit work for the fiscal

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- year ending June 30, 2021 and assistance/audit of the Application for State School Aid (ASSA).
- a. Discuss, approve, and acknowledge the receipt, review and evaluation of the external peer/quality report of Bowman & Company LLP according to 6A:23A-16.2(i)2i.
- D. Motion by Ms. DiLeonardo seconded by Ms. Hands and approved by a unanimous roll call vote to approve the continuation of an EUS Contract with Richard Allen of Allen Associates of Vineland, NJ as the district Insurance Broker of Record at a combined commission rate of \$40.81 for all four health lines (an increase of 1.47%), per enrolled employee per month, from November 1, 2020 through October 31, 2021.
- E. Motion by Ms. DiLeonardo, seconded by Mr. Ortiz and approved by a unanimous roll call vote to approve the annual appointment of School District Doctor of Record, Dr. Balogun of Inspira Health Network Urgent Care, P.C., at a rate of \$500 per month (no increase), from November 1, 2020 through October 31, 2022.
- F. Motion by Mr. Redden, seconded by Ms. DiLeonardo and approved by a unanimous roll call vote to approve the continuation of the agreement for Occupational Health with Inspira Health Network Urgent Care, P.C., at the service rates listed in Exhibit A, from November 1, 2020 through October 31, 2022.
- G. Motion by Mr. Redden, seconded by Mr. Ortiz and approved by a roll call vote as follows: Mr. Redden - yes, Mr. Burks - yes, Mr. Ortiz - yes, Ms. DiLeonardo - no, Ms. Hands - yes, to approve the annual appointment of School District Labor Attorney, Marmero Law, LLC (formerly Grace Marmero & Associates, LLP) of Vineland, NJ, at an hourly rate of \$125 per hour (no increase) from November 1, 2020 to October 31, 2021.
- H. Motion by Ms. DiLeonardo, seconded by Mr. Redden and approved by a unanimous roll call vote to approve the continuation of an EUS Contract with Conner Strong & Buckelew of Marlton, NJ as the district Non-Health Insurance Broker of Record Services beginning November 1, 2020 to October 31, 2021. This is a commission only contract.

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- XVI. Appointment of Megan Duffield as Purchasing Agent from November 1, 2020 through October 31, 2021.**
- A. Motion by Ms. DiLeonardo, seconded by Ms. Hands approved by a unanimous roll call vote to approve Megan Duffield as the District Purchasing Agent from November 1, 2020 through October 31, 2021.
- XVII. Appointment of Megan Duffield as PACO (Public Agency Compliance Official) from November 1, 2020 through October 31, 2021.**
- A. Motion by Ms. DiLeonardo, seconded by Ms. Hands, and approved by a unanimous roll call vote to approve Megan Duffield as the District Public Agency Compliance Official (PACO) from November 1, 2020 through October 31, 2021.
- XVIII. Appointment of Megan Duffield as Board Secretary, effective November 1, 2020 through October 31, 2021.**
- A. Motion by Ms. DiLeonardo, seconded by Ms. Hands, and approved by a unanimous roll call vote to approve Megan Duffield as the Board of Education Secretary from November 1, 2020 through October 31, 2021.
- XIX. Approve the resolution setting the annual bid threshold, as allowed under NJSA 18A:18A-3 for School Districts employing a qualified purchasing agent pursuant to NJSA 40A:11-9, at \$44,000.**
- A. Motion by Mr. Redden, seconded by Ms. Hands and approved by a unanimous roll call vote to approve the resolution setting the annual bid threshold, as allowed under NJSA 18A:18A-3 for School Districts employing a qualified purchasing agent pursuant to NJSA 40A:11-9, at \$44,000.
- XX. Motion to authorize the School Business Administrator, in accordance with NJSA 18A:18A-10/11, to utilize all cooperative, jointure, state and national contracts, as the law allows, to secure supplies and services for the effective and efficient operation of the school district, effective November 1, 2020 through October 31, 2021.**
- A. Motion by Ms. DiLeonardo, seconded by Mr. Redden and approved by a unanimous roll call vote to allow the purchasing agent, Megan Duffield, in accordance with NJSA 18A:18A-10/11, to utilize all cooperative, jointure, state and national contracts, as the law allows, to

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secure supplies and services for the effective and efficient operation of the school district, effective November 1, 2020 through October 31, 2021.

XXI. Appointment of Christopher Russo, Ed.D, of Millville, NJ as Treasurer of the Cumberland County Board of Vocational Education, effective November 1, 2020 through October 31, 2021, at a salary of \$5,400 (\$100 increase).

A. Motion by Ms. Hands, seconded by Mr. Ortiz, and approved by a unanimous roll call vote to approve the Appointment of Christopher Russo, Ed.D, of Millville, NJ as Treasurer of the Cumberland County Board of Vocational Education, effective November 1, 2020 through October 31, 2021, at a salary of \$5,400 (\$100 increase).

XXII. Appointment of Andres Lopez, Director of School Safety & Security, as the District Affirmative Action/Title IX Officer, effective November 1, 2020 through October 31, 2021.

A. Motion by Ms. DiLeonardo, seconded by Mr. Ortiz and approved by a unanimous roll call vote to approve the appointment of Andres Lopez, Director of School Safety & Security, as the District Affirmative Action/Title IX Officer, effective November 1, 2020 through October 31, 2021.

XXIII. Appointment of William Briggs, Assistant Principal, as the District ADA/504 Compliance Officer- Staff and Students, effective November 1, 2020 through October 31, 2021.

A. Motion by Ms. DiLeonardo, seconded by Ms. Hands, and approved by a unanimous roll call vote to approve the appointment of William Briggs, Assistant Principal, as the District ADA/504 Compliance Officer- Staff and Students, effective November 1, 2020 through October 31, 2021.

XXIV. Motion to approve the following Section 504 documents (Board approved July 23, 2020 - no revisions)

A. Motion by Ms. DiLeonardo, seconded by Ms. Hands, and approved by a unanimous roll call vote to approve the following 504 documents:

1. Procedural Guidance Manual for Administrators & Staff
2. Parental Handbook

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- XXV. Motion to approve the CCTEC School Safety Unit Retired Police Officer Certification (Annual Review) - Copies on file with the District Office.**
- A. Motion by Ms. DiLeonardo, seconded by Ms. Hands and approved by a unanimous roll call vote to approve the CCTEC School Safety Unit Retired Police Officer Certification (Annual Review).
- XXVI. Motion to approve Andres Lopez, Director of School Safety and Security, as the District's School Safety Specialist from November 1, 2020 through and including October 31, 2021.**
- A. Motion by Ms. DiLeonardo, seconded by Mr. Ortiz and approved by a unanimous roll call vote to approve Andre Lopez, Director of School Safety and Security, as the District's School Safety Specialist from November 1, 2020 through and including October 31, 2021.
- XXVII. Motion to approve Andres Lopez as District Truancy Officer for the 2020-2021 school year.**
- A. Motion by Ms. DiLeonardo, seconded by Mr. Ortiz and approved by a unanimous roll call vote to approve Andre Lopez, Director of School Safety and Security, as the District's Truancy Officer from November 1, 2020 through and including October 31, 2021.
- XXVIII. Appointment of Greg McGraw, Principal, as the District Working Papers Compliance Officer effective November 1, 2020 through October 31, 2021.**
- A. Motion by Ms. DiLeonardo, seconded by Mr. Redden and approved by a unanimous roll call vote to approve appointing Greg McGraw, Principal, as the District Working Papers Compliance Officer effective November 1, 2020 through October 31, 2021.
- XXIX. Appointment of Celese Nolan, Ed.D., Assistant Principal, as the Alternate District Working Papers Compliance Officer effective November 1, 2020 through October 31, 2021.**
- A. Motion by Ms. DiLeonardo, seconded by Ms. Hands and approved by a unanimous roll call vote to approve appointing Celese Nolan, Ed.D., Assistant Principal, as the Alternate District Working Papers Compliance Officer effective November 1, 2020 through October 31, 2021.

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XXX. Motion to approve and submit the 2020-2021 Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials - no revisions or changes.

- A. Motion by Ms. Hands, seconded by Ms. DiLeonardo, and approved by a unanimous roll call vote to approve and submit the 2020-2021 Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials with no revisions or changes.

XXXI. Board President Appoints:

- A. John Redden (Sheila McCann - Alternate) as representative to the Cumberland County School Boards Association from November 1, 2020 through October 31, 2021.
- B. Sheila McCann (Christy DeLeonardo - Alternate) as representative to the New Jersey Council of County Vocational Schools from November 1, 2020 through October 31, 2021.
- C. Ruth Hands (Christy DiLeonardo - Alternate) as delegate to the NJSBA Legislative Committee and Network Representative from November 1, 2020 through October 31, 2021.
- D. Ruth Hands & John Redden as Board of School Estimate members & Christy DiLeonardo as an alternate from November 1, 2020 through October 31, 2021. The date of the Board of School Estimate meeting is to be determined.
- E. Ruth Hands & Christy DiLeonardo as Board of Education Liaisons to the CCTEC Foundation Board from November 1, 2020 through October 31, 2021.
- F. Ruth Hands & Christy DiLeonardo as Board of Education representatives for Negotiations with the Cumberland County Vocational Technical Education Association November 1, 2020 through October 31, 2021.

XXXII. Statement of Intent

As read by Dina Rossi, Ed.D., Superintendent:

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The Cumberland County Board of Vocational Education hereby notifies all parties including the CCVTEA of their intent to provide for the best possible educational experiences for students, for efficiency, and for the benefit of the general public by using volunteers whenever possible in accordance with the terms of the agreement and with the memo of understanding between the Board and the Association during 1999 regarding this matter.

XXXIII. Public Comment

- A. Nancy Ridgeway - Upper Deerfield, Congratulations on a successful reorganization meeting.
- B. Joe Derella, Freeholder Director, Thank you for your efforts in education in Cumberland County. Thank you to Patty Gross for your service as a Board member and thank you to Jonathan Burks for joining the board.

XXXIV. Adjournment

- A. Motion by Ms. DiLeonardo, seconded by Mr. Ortiz and approved by a unanimous voice vote to adjourn the meeting at 5:44 pm.

Respectfully Submitted,



Megan Duffield
Board Secretary