

# CUMBERLAND COUNTY BOARD OF VOCATIONAL EDUCATION

3400 College Drive, Vineland, NJ 08360

Board of Education Meeting Minutes - December 13, 2018

**I. The Cumberland County Board of Vocational Education held a Board Meeting on December 13, 2018 at 5:02 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. President Carlos 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 Villar, Ruth Hands, Christy DiLeonardo, and John Redden. Also present were: Board Secretary Megan Duffield, Superintendent Dr. Dina Rossi, and Board Solicitor Mitch Kizner arrived at 5:07 p.m. Absent: Leslie White-Coursey and Sheila McCann

**III. Recognition of Visitors**

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

**IV. Special Presentations**

A. Mr. McGraw read a short biography on the CCTEC Employee of the Month for November and presented a certificate.

- Patty DiMatteo - Cosmetology Instructor

B. Mr. McGraw read a short biography on the CCTEC Students of the Month for November and presented them with certificates.

- Heather Raguckas
- Christian Sanchez
- Giovanni Briggs
- Catherine Kennedy

C. QSAC Presentation - Dr. Rossi

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

**VI. Board of Education Correspondence Received-None**

**VII. Board Secretary's Motions and Resolutions**

Motion by Ms. Hands seconded by Mr. Redden and carried by a unanimous roll call vote to approve items A1-10, B1

A. Monthly Business, including routine reports, contracts and grants:

1. Minutes, November 29, 2018
2. Minutes, November 29, 2018 Executive Session
3. Board Secretary Report, October 2018
4. Treasurer Report, October 2018
5. Report of Funds Received, October 2018
6. Board Secretary's monthly certification of budgetary major account and fund status in accordance with N.J.A.C. 6A:23-16.10(c)3 and 4, October 2018
7. Board of Education's monthly certification of budgetary major account and fund status in accordance with N.J.A.C. 6A:23-16.10(c)3 and 4, October 2018
8. Transfers, October 2018
9. Payment of Bills, December 2018 - \$342,553.53
10. Travel Expenditures

B. Contracts, Grants, Other Business

1. Approve voiding the following Enterprise Account checks due to a lack of response for cashing or depositing these monies by the parties made payable to in accordance with our auditing firm's recommendations of not having outstanding checks longer than 6 months:

<u>Check #</u>	<u>Amount</u>	<u>Issued to</u>
8653	\$ 11.00	J. Velez

**Cumberland County Board of Vocational Education**  
Board of Education Meeting Minutes - December 13, 2018

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- B2. Motion by Mr. Redden seconded by Ms. Hands and carried by a unanimous roll call vote to approve the Southern Coastal New Jersey Regional Employee Benefits Fund monthly renewal rates effective January 1, 2019. This represents a 4.26% increase from the prior rates.

Aetna Open Access 10	Family	\$2,293.00
	Couple	\$2,065.00
	Parent/Child	\$1,284.00
	Single	\$ 918.00
	Dep 31	\$ 373.00
Amerihealth Open Access 10	Family	\$2,327.00
	Couple	\$2,094.00
	Parent/Child	\$1,303.00
	Single	\$ 931.00
	Dep 31	\$ 378.00
Aetna Open Access 15	Family	\$2,181.00
	Couple	\$1,964.00
	Parent/Child	\$1,222.00
	Single	\$ 874.00
	Dep 31	\$ 356.00
Amerihealth Open Access 15	Family	\$2,214.00
	Couple	\$1,994.00
	Parent/Child	\$1,240.00
	Single	\$ 886.00
	Dep 31	\$ 361.00
Aetna HMO	Family	\$2,235.00
	Couple	\$2,011.00
	Parent/Child	\$1,253.00
	Single	\$ 896.00
	Dep 31	\$ 367.00
CORE A	Family	\$1,678.00
	Couple	\$1,508.00
	Parent/Child	\$ 938.00
	Single	\$ 670.00
	Dep 31	\$ 436.00

**Cumberland County Board of Vocational Education**  
Board of Education Meeting Minutes - December 13, 2018

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CORE B	Family	\$2,002.00
	Couple	\$1,803.00
	Parent/Child	\$1,119.00
	Single	\$ 801.00
	Dep 31	\$ 521.00
CORE C	Family	\$2,091.00
	Couple	\$1,883.00
	Parent/Child	\$1,169.00
	Single	\$ 836.00
	Dep 31	\$ 544.00

- B3. Motion by Mr. Redden seconded by Ms. DiLeonardo and carried by a unanimous roll call vote to approve the High School tuition rates for the 2019-2020 school year as presented:

Full Time Regular Education	\$ 6,782	(\$500 decrease)
Full Time Special Education	\$ 7,719	(\$500 decrease)
STRIVE Full Time Self Contained	\$14,500	(no change)
STRIVE Extended School Year	\$ 2,240	(no change)
One to One Aid (if necessary)	\$22,753	(contract)
Out of County Fee	\$ 4,000	(no change)

- B4. Motion by Ms. DiLeonardo seconded by Ms. Hands and carried by a unanimous roll call vote to approve an amendment (pending solicitor review) to the Shared Service Agreement with Cumberland County College for providing Security Services as detailed in the attached agreement beginning July 1, 2018 and ending June 30, 2023 at annual cost reimbursement fee of \$383,000 with an annual escalation clause of 2.0%.

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

Motion by Ms. Hands, seconded by Mr. Redden and carried by a unanimous roll call vote to approve items A1, B1-3, and D1-2.

- A. **Personnel Recommendations** (All hiring is contingent upon the recommendation of the Superintendent, proper certification, and the results of the criminal history background investigation, and proper verification of previous employment.)
1. Motion to approve the attached listing of CPR Instructors for the 2018/2019 school year. These instructors will be paid at the

**Cumberland County Board of Vocational Education**  
Board of Education Meeting Minutes - December 13, 2018

---

contractual hourly rate of \$32.50 per hour for any classes taught outside the regular school day, as needed.

- B. Curriculum and Program Approvals
  - 1. Motion to approve a Partnership Agreement between Big Brothers Big Sisters of Cumberland and Salem Counties, Cumberland County College and Cumberland County Technical Education Center for the Beyond School Walls Mentoring Program for the 2018/2019 school year. This agreement begins in January 2019 and ends June 2019.
  - 2. Motion to approve the 2018/2019 School to Work Manual.
  - 3. Motion to approve the monthly Nursing Service Report for November 2018.
- C. Policies and Regulations
- D. Other
  - 1. Motion to approve the following out-of-state field trips for Culinary Arts in Philadelphia, PA.
    - a. Sysco Philadelphia
    - b. Walnut Hill College
    - c. Lincoln Financial Field
  - 2. Motion to approve the attached fundraisers:
    - a. Claire's Gourmet - SkillsUSA

**IX. School District Informational Reports** (listed when provided)

- A. Accident Report - November
- B. Attendance Report - November
- C. Discipline Report - November
- D. Enrollment Report -November
- E. Event Calendar - December/January
- F. Fire/Emergency Drills - November
- G. Maintenance Report - November
- H. Technology Report - November
- I. District Goals/Objectives - Ongoing

**X. Other Business - NEW and OLD**

- A. Dr. Rossi updated the Board on the Foundation Board Gym Atrium Display.

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

- A. Entry into Executive Session
  - 1. Motion by Ms. Hands, seconded by Mr. Redden and approved by a unanimous roll call vote to enter into an closed session part of the meeting at 5:39 pm to discuss topics that the law allows for public exclusion. Specific topic: Student Matters, Legal, Contracts.
  
- B. Exit from Executive Session
  - 1. Motion by Ms. Hands, seconded by Ms. DiLeonardo and approved by a unanimous roll call vote to return from closed session at 5:56 pm.

**XII. Post Executive Session Possible Action**

- A. Student
  - 1. Motion by Ms. Redden, seconded by Ms. Hands and carried by a unanimous roll call vote to affirm the action taken and approve the November, 2018 HIB reports with two cases, one affirmed.
  
- B. Personnel - None
  
- C. Legal and Contracts
  - 1. Motion by Mr. Redden, seconded by Ms. Hands and carried by a unanimous roll call vote to approve the Sublease Agreement between the County of Cumberland and the Cumberland County Board of Vocational Education for \$10.00 per the terms of the agreement effective December 13, 2018.
  
  - 2. Motion by Ms. Hands, seconded by Ms. DiLeonardo and carried by a unanimous roll call vote to approve the Ground Lease Agreement between the Cumberland County Improvement Authority, County of Cumberland and the Cumberland County Board of Vocational Education for \$10.00 per the terms of the agreement effective December 13, 2018.
  
  - 3. Motion by Ms. Hands, seconded by Mr. Redden and carried by a unanimous roll call vote to approve, in consideration of payment in the sum of \$1.00, to approve granting a perpetual sight triangle easement

to the County of Cumberland at 3400 College Drive, Vineland, NJ, for the purpose of establishing a sight triangle for improved safety on a County road.

4. Motion by Ms. Hands, seconded by Ms. DiLeonardo and carried by a unanimous roll call vote to approve, in consideration of payment in the sum of \$1.00, to approve granting a perpetual right of way easement to the County of Cumberland at 3400 College Drive, Vineland, NJ, for the purpose of establishing a right of way for road improvements.

**XIII. Public Comment - Any**

- A. Nancy Ridgeway, Upper Deerfield, wished everyone a Happy Holiday.

**XIV. Adjournment**

Motion by Ms. DiLeonardo, seconded by Ms. Hands and approved by a unanimous voice vote to adjourn the meeting at 6:00 pm.

Respectfully Submitted,



Megan Duffield  
Board Secretary