

CUMBERLAND COUNTY BOARD OF VOCATIONAL EDUCATION

3400 College Drive, Vineland, NJ 08360

Board of Education Meeting Minutes - September 26, 2019

I. The Cumberland County Board of Vocational Education held a Board Meeting on September 26, 2019 at 6:02 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. **Vice-President Ruth Hands** 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, Sheila McCann (via phone), Patricia Gross, John Redden and Christy DiLeonardo.. Also present were: Board Secretary Megan Duffield, Superintendent Dr. Dina Rossi, Board Solicitor Mitch Kizner and Labor Attorney Doug Long. Absent: Carlos Villar and Leslie White-Coursey.

III. Recognition of Visitors

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

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

A. Entry into Executive Session

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

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 Matters
- Personnel
- Contracts/Legal

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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 Mr. Redden , seconded by Ms. DiLeonardo and approved by a unanimous voice vote to enter into a closed session part of the meeting at 6:07pm to discuss topics that the law allows for public exclusion. Specific topic: Students, Personnel and Contacts/Legal.
* Ms. McCann did not enter Executive Session

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 6:47 pm.

V. Post Executive Session Action

A. Student Matters

1. Motion by Mr. Redden, seconded by Ms. DiLeonardo and approved by a unanimous voice, with Ms. McCann abstaining, to affirm the action taken and approve the August 2019 HIB Report with zero cases.

B. Personnel

1. Motion by Ms. DiLeonardo, seconded by Mr. Redden and approved by a unanimous roll call vote, with Ms. McCann abstaining, to approve the termination of Employee #4621 effective September 23, 2019.

C. Legal and Contracts - None

VI. Special Presentations

- A. Mr. McGraw presented the 2018-2019 Statewide Assessment Presentation and School Climate Survey 2018/2019.
- B. Mrs. Kessler, Mrs. Harkins and Mr. Lawless presented the Board with the STRIVE Extended School Year Wrap-up Presentation.
- C. Dr. Rossi presented the Board with the Information Sessions 2019 Student Produced Video.

VII. Public Comment on Agenda Items Only- None

VIII. Board of Education Correspondence Received - None

IX. Board Secretary's Motions and Resolutions

Motion by Mr. Redden, seconded by Ms. Hands and carried by a unanimous roll call vote to approve items A1-10, B1-7, with Ms. DiLeonardo abstaining from B1:

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- A. Monthly Business, including routine reports, contracts and grants:
 - 1. Minutes, August 22, 2019 & August 22, 2019 Board Retreat Special Meeting
 - 2. Minutes, August 22, 2019 Executive Session
 - 3. Board Secretary Report, July 2019
 - 4. Treasurer Report, July 2019
 - 5. Report of Funds Received, July 2019
 - 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, July 2019
 - 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, July 2019
 - 8. Transfers, July 2019
 - 9. Payment of Bills, September 2019 - \$994,612.28
 - 10. Travel Expenditures
- B. Contracts, Grants, Other Business
 - 1. Motion to approve the attached resolution for CCTEC to participate in the 2019-2020 Shared County Apprenticeship Coordinator Grant Program with GCVTSD and SCVTS from July 1, 2019 through June 30, 2020.
 - 2. Motion to approve the disposition or auction of the attached items.
 - 3. Motion to approve the attached OceanFirst Bank Resolution to continue to decline dual control.
 - 4. Motion to approve and accept the results of the New Jersey Department of Agriculture, Division of Food and Nutrition final report from the Procurement Review of the School Food Authority's School Nutrition Program for the Fiscal Year 2017-2018 and file the attached corrective action plan.
 - 5. Motion to approve Herff Jones to be the 2019-2020 provider of CCTEC class jewelry to parents/guardians. This is a service to parents/guardians and there is no cost to the school district.
 - 6. Motion to approve the attached donation from Mr. Daniel Mastrobuono, Turnersville, NJ.
 - 7. Motion to approve the attached list of grant funded employees for the 2019-2020 school year.

X. Superintendent's Motions and Resolutions

Motion by Ms. DiLeonardo, seconded by Mr. Redden and carried by a unanimous roll call vote to approve items A1-10, B1-2, C1, and D1-4.

- A. Personnel Recommendations (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.)
 - 1. Motion to accept, with regret, the resignation of Mr. Steve Young, Electrical Instructor, effective November 1, 2019.
 - 2. Motion to approve the attached job description for Substitute School Bus Driver.
 - 3. Motion to approve the move of David Biaselli, Social Studies Teacher from Cert+30/BA+15, Step 7, 100% at \$62,797, BA/MA, Step 7, 100%, \$63,347, prorated and effective in the September 30, 2019 payroll, to reflect receipt of his Master's Degree.

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4. Motion to approve the attached listing of Certificated Staff for additional hours beginning September 1, 2019 through June 30, 2020, at the contractual hourly rate of \$32.50, not to exceed 50 hours.
 5. Motion to accept, with regret, the resignation of Ms. Alyssa Smialowicz, History Teacher, effective November 16, 2019.
 6. Motion to approve posting for the following positions for the 2019/2020 school year:
 - a. Electrical Teacher
 - b. History Teacher
 - c. Substitute School Safety Officers
 7. Motion to approve Siobhan Palau and Yvonne (Bonnie) Scull to work the Admission Exam on Saturday, January 25, 2020, at the contractual hourly rate, not to exceed 10 hours total.
 8. Motion to approve Robert Vosburgh as Adult Education Welding Instructor for the 2019/2020 school year, at the rate of \$35 per hour.
 9. Motion to approve the following staff for additional hours beginning September 1, 2019 through June 30, 2020, at their individual hourly rates, not to exceed 20 hours each:
 - a. Kelly Redman
 - b. Tamara Taylor
 - c. Cynthia Cancilla
 - d. Jeanette Shaw
 10. Motion to approve the following RCSJ-Cumberland Campus Student for participation in the 2019 Fall Semester CCTEC School Safety Unit Internship Program:
 - a. Alberto Rivera
- 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 2019/2020 school year.
 2. Motion to approve a revised Articulation Agreement with Atlantic Cape Community College, from July 1, 2019 through June 30, 2020, with our Culinary Program in the areas of Baking and Pastry, due to curriculum changes. Students will receive up to seven credits in the areas of Baking/Pastry and Culinary Arts.
- C. Policies and Regulations
1. Motion to approve the First Reading of the following policies and regulations:
 - a. Policy/Regulation 6112 - Reimbursement of Federal and other Grant Expenditures - Revised
 - b. Policy 3159 - Teacher Staff Member/School District Reporting Responsibilities - Revised
 - c. Policy/Regulation 3218 - Use, Possession, or Distribution of Substances - Revised
 - d. Policy/Regulation 4218 - Use, Possession, or Distribution of Substances - Revised
 - e. Policy 4219 - Commercial Driver's License Controlled Substance and Alcohol Use Testing - Revised

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- f. Policy 5517 - School District Issued Student Identification Cards - Revised
 - g. Policy/Regulation 7440 - School District Security
 - h. Policy 8600 - Student Transportation - Revised
 - i. Policy/Regulation 8630 - Bus Driver/Bus Aide Responsibility - Revised
 - j. Policy 8670 - Transportation of Special Needs Students - Revised
 - k. Policy 9210 - Parent Organizations - Revised
 - l. Policy 9400 - Media Relations - Revised
- D. Other
- 1. Motion to approve the following fundraisers:
 - a. Masquerade Ball Tickets (\$10) - Student Council
 - b. Yankee Candle - Class of 2022
 - c. Chick-Fil-A - Class of 2022
 - d. YOGO Factory Night - Class of 2022
 - e. Concession Stands - CCTEC PTO
 - 2. Motion to approve the collection of 2019/2020 student membership fees for the following organizations:
 - a. HOSA - \$20
 - b. SkillsUSA - \$15
 - 3. Motion to approve the following out-of-state field trips:
 - a. Sysco, Philadelphia, PA - Culinary Arts
 - b. Wok'n'Walk Tour, Philadelphia, PA - Culinary Arts
 - c. Italian Food Market, Philadelphia, PA - Culinary Arts
 - d. United States Capitol Building, White House and Smithsonian Museums, Washington, D.C. - AP Government Class
 - 4. Motion to approve the CCTEC PTO, to hold regular meetings for the 2019/2020 school year at TEC.
- D5. Motion by Ms. DiLeonardo, seconded by Ms. Gross and carried by a unanimous roll call vote to approve, as presented by the Superintendent, the NJDOE 2018-2019 School Self Assessment to Determine Grades under the Anti-Bullying Bill of Rights for submission to the DOE.

XI. School District Informational Reports (listed when provided)

- A. Accident Report - None
- B. Attendance Report - None
- C. Discipline Report - None
- D. Enrollment Report - None
- E. Event Calendar - October/November
- F. Fire/Emergency Drills - Ongoing
- G. Maintenance Report - September
- H. Technology Report - September
- I. District Goals/Objectives - Ongoing

XII. Other Business - NEW and OLD

- A. Dr. Rossi discussed the Foundation Board Breakfast.

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- B. Board Self-Evaluation and Goals and Objectives
- C. Dr. Rossi informed the Board that Morey's Piers & Beachfront Water Parks has been chosen as the 2019-2020 CCTEC Business Partner of the Year.
- D. Board Reorganization Meeting set for November 1, 2019 at 3:00pm.

XIII. Public Comment - None

XIV. Adjournment

Motion by Mr. Redden, seconded by Ms. Gross and approved by a unanimous voice vote to adjourn the meeting at 7:48 pm.

Respectfully Submitted,



Megan Duffield
Board Secretary