

CUMBERLAND COUNTY BOARD OF VOCATIONAL EDUCATION

3400 College Drive, Vineland, NJ 08360

Board of Education Meeting Minutes - April 26, 2018

- I. The Cumberland County Board of Vocational Education held a Board Meeting on April 26, 2018 at 6:00 p.m. Board Secretary Gene Mercoli, read the following statement as required by law:**

- II.**

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, Gene Mercoli:, Ruth Hands, Shelly Schneider, Sheila McCann and John Redden. Also present were: Board Secretary Gene Mercoli, Superintendent Dr. Dina Rossi Elliott and School District Solicitor, Mitch Kizner. Absent: Peggy Nicolosi, Carlos E. Villar, Scott Groff.

- III. Recognition of Visitors**

- A. Dr. Rossi Elliott offered a general welcome to all visitors. Dr. Rossi Elliott recognized the Freeholder Deputy Director Darlene Barber and Freeholder George Castellini.

IV. Special Presentations

- A. Extended School Year presentation by Ms. Lauren Sherma, Mrs. Stephanie Harkins and Mrs. Lauren Kessler. The Extended School Year proposed dates and times are July 1, 2018- July 30, 2018 from 8:30 AM – 1:30 PM, Monday through Friday.
- B. Mr. McGraw read a short biography on the CCTEC Employee of the Month for March, Shawn McDonnell, Construction Trades Teacher.
- C. Mr. McGraw read short biographies on the CCTEC Students of the Month for March, Isaac Herchelroth, Kanazsha Johnson, and Rodrigo Sanchez.
- D. Student Council President Presentation by Karla Mejias - Student Council Historian.

V. Public Comment on Agenda Items Only- None

VI. Board of Education Correspondence Received - None

VII. Board Secretary's Motions and Resolutions

Motion by Dr. Schneider, seconded by Mr. Redden and carried by a unanimous roll call vote to approve items A1-10, B1-9.

- A. Monthly Business, including routine reports, contracts and grants:
 - 1. Minutes, March 22, 2018 and April 12, 2018 Special Meeting
 - 2. Minutes, March 22, 2018 and April 12, 2018 Special Meeting Executive Session
 - 3. Board Secretary Report, February 2018
 - 4. Treasurer Report, February 2018
 - 5. Report of Funds Received, February 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, February 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, February 2018
 - 8. Transfers, February 2018
 - 9. Payment of Bills, April 2018 - \$580,483.02

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- a. 2018-66 Construction Bills List - \$159,280.82
 - b. 2018-67 Construction Bills List - \$3,660.73
10. Travel Expenditures

B. Contracts, Grants, Other Business

- 1. Approve a renewal contract with Team Reed Landscaping Inc. of Bridgeton, NJ for Landscaping Services at an annual cost of \$37,719 subject to pricing and quantity changes as allowed by the accepted bid specifications of May 3, 2017. The contract shall begin May 3, 2018 and ending May 2, 2019. This will be year 2 of a possible 3 year renewal.
- 2. Approve Delta Dental renewal with an increase of 0% and a composite rate of \$69.58 per month per covered employee, rates beginning July 1, 2018 and ending June 30, 2019. This is the 4th year with no increase.
- 3. Approve Prescription renewal rates provided by Benecard Services, Inc. at an increase of 4.75% above current rates beginning July 1, 2018 and ending June 30, 2019, as follows:

<u>Coverage</u>	<u>Old Premium</u>	<u>New Premium</u>
Single	\$220.12	\$230.58
Parent/Child	\$308.15	\$322.79
Member/Spouse	\$495.25	\$518.77
Family	\$550.25	\$576.39
Overage Dependent	\$175.57	\$183.92

- 4. Approve a one year agreement with Salem County Special Services School District for services necessary to fulfill special education needs as listed on their 2018-2019 List of Services per attached.
- 5. Approve applying for the NJSIG Safety Grant in the amount of \$5,545.53 per the attached.
- 6. Approve the 2018-2019 Student Accident application with Berkley Accident and Health Insurance Company at a cost of \$1,911.00. No increase from the prior year
- 7. Approve the donation of the following equipment to the Cumberland County College Nursing Program:
 - Three (3) birthing models

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- One (1) birthing simulator

- 8. Accept the donation of a 2004 Ford Crown Victoria (VIN# 2FAFP71W14X120789) from the County of Cumberland for use by the School Safety Unit and the Law Enforcement Program.
- 9. Approve New CCTEC Phase II Project, HVAC Change Order #1 for COR #6 Sheet metal revisions; COR #12 Boiler Bleeding; COR #13 Ductwork revision; COR #14 Disconnect fire alarm from exhaust fans second floor; Change Directive for damaged interior doors and frames; Change Directive for terrazzo floor repair; credit of the remaining allowance -\$5,423.18 and credit to Owner -\$762.75 for payment of Hobart invoice, to Falasca Mechanical, Inc. in the amount of \$4,275.26, for a total awarded contract amount of \$5,360,275.26.
- 10. Informational - Erate Funding Confirmation

VIII. Superintendent's Motions and Resolutions

Motion by Dr. Schneider, seconded by Ms. McCann and carried by a unanimous roll call vote to approve items A1-3, 5-6, B1-2, D1-3. (All hiring is contingent upon the recommendation of the Superintendent, proper certification and the results of the criminal history background investigation.)

A. Personnel Recommendations

1. Motion to approve Christina Ferus to work the Class of 2022 Meet and Greet on May 3, 2018 at the contractual hour rate of \$31.50.
2. Motion to approve the following Substitute School Bus Drivers effective immediately at the substitute bus driver rate of \$19.00 per hour:
 - a. Denise Higbee
 - b. Kathy Speck
3. Motion to approve the attached list of staff members to work ESY July 1, 2018- July 30, 2018 from 8:30 AM – 1:30 PM, Monday through Friday. These positions will be paid at the hourly rate defined by the collective bargaining unit.
5. Motion to approve the attached revised job description:
 - a. School Security Officer - Part Time
6. Motion to approve the resignation of Donna Phillips, Administrative Secretary to the Business Administrator, effective May 31, 2018, and approve to post for the position.

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- B. Curriculum and Program Approvals
 - 1. Motion to approve and submit the Monthly Nursing Service Report for March 2018.
 - 2. Motion to approve amended Inspira Health Network Clinical Contract to include Certified Clinical Medical Assistants (CCMA) and Certified Nurse's Aide (CNA) to all Urgent Care and Acute care facilities.

- D. Other
 - 1. Motion to approve the following fundraiser:
 - a. Class of 2021's Divide and Conquer Tournament to benefit the Wounded Warrior Project.
 - 2. Motion to approve the 2018/2019 School Calendar.
 - 3. Motion to approve the 2018/2019 Custodial Calendar.

- A4. Motion by Mr. Redden, seconded by Dr. Schneider and carried by a unanimous roll call vote to approve, as per the Superintendent's recommendation and pending sufficient enrollment, to continuing employment of the attached staff members for the 2018-2019 school year, funding and tenure year listed. Additionally, all custodian and maintenance employees are hired for a definitive term of July 1, 2018 to June 30, 2019 also, per the attached staff listing.

- C1. Motion by Mr. Redden, seconded by Dr. Schneider and carried by a unanimous roll call to vote to approve the First Reading of the following policies:
 - a. 5330.04 Administering an Opioid Antidote with revisions.

IX. School District Informational Reports (listed when provided)

- A. Accident Report - March
- B. Attendance Report - March
- C. Discipline Report - March
- D. Enrollment Report - March
- E. Event Calendar - May/June

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- F. Fire/Emergency Drills - Ongoing
- G. Maintenance Report - April
- H. Technology Report - April
- I. District Goals/Objectives - Ongoing

X. Other Business - NEW and OLD

- A. Dr. Rossi Elliott updated the Board on the Foundation Board
 - a. Rise and Dine Breakfast Fundraiser - June 27, 2018

- B. Dr. Rossi Elliott informed the Board that on Saturday, April 14th, 2018, CCTEC students competed in the SkillsUSA state championship competitions. CCTEC was awarded 30 medals; 7 gold, 12 silver, and 11 bronze. The gold medal winners have qualified for the National Championship which will take place in Louisville, Kentucky.

- C. Dr. Rossi Elliott informed the Board that on the donation by John Casadia - of seeds and soil for greenhouse projects for STRIVE.

- D. Dr. Rossi Elliott informed the Board on the installation of Eastern Bluebird boxes on the CCTEC campus.

- E. Dr. Rossi Elliott informed the Board that on Staff fundraiser information:
 - a. Plant Sale- to benefit the CCTEC Greenhouse.
 - b. American Heart Association - Ocean City Heart Walk, May 19, 2018.

- F. Dr. Rossi Elliott informed the Board that about a staff donation to Citizens United to Protect the Maurice River and It's Tributaries, Inc.

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

- A. Entry into Executive Session
 - 1. Motion by Mr. Redden, seconded by Dr. Schneider and approved by a unanimous roll call vote to enter into an closed session part of the meeting at 6:43 pm to discuss topics that the law allows for public exclusion. Specific topic: Student Matters, Personnel, Legal Matters.

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- B. Exit from Executive Session
 - 1. Motion by Ms. McCann, seconded by Dr. Schneider and approved by a unanimous roll call vote to return from closed session at 7:43 pm.

XII. Post Executive Session Possible Action

- A. Student
 - 1. Motion by Mr. Redden, seconded by Dr. Schneider and approved by a unanimous roll call vote to affirm the action taken and approve the March, 2018 HIB reports with zero cases.

- B. Personnel
 - 1. Motion by Dr. Schneider, seconded by Mr. Redden and carried by a unanimous roll call vote to approve to continue the suspension with pay of the employee whose name is on file with the Secretary of the Board, beginning April 26, 2018 through and including May 24, 2018. (Employee Number 4478)
 - 2. Motion by Dr. Schneider, seconded by Ms. McCann and carried by a unanimous roll call vote to approve to accept the retirement of Jeffrey Knerr effective July 1, 2018
 - 3. Motion by Mr. Redden, seconded by Dr. Schneider and approved by a unanimous roll call vote to accept the retirement of Dianne Cocove effective August 1, 2018.
 - 4. Motion by Ms. McCann, seconded by Dr. Schneider and approved by a unanimous roll call vote to extend the medical leave of absence with pay for the employee whose name is on file with the Secretary of the Board, beginning April 13, 2018 through and including June 30, 2018. (Employee Number 4068)
 - 5. Motion by Dr. Schneider, seconded by Mr. Redden and approved by a unanimous roll call vote to extend the medical leave of absence with pay for the employee whose name is on file with the Secretary of the Board, beginning May 4, 2018 through and including July 31, 2018. (Employee Number 4023)

- C. Contracts
 - 1. Motion by Ms. McCann, seconded by Mr. Redden and approved by a unanimous roll call vote to enter into a Shared Service Agreement with Cumberland County College for providing Security Services as

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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%.

2. Motion by Dr. Schneider, seconded by Ms. McCann and approved by a unanimous roll call vote to enter into a Shared Service Agreement with Cumberland County College for providing Purchasing Services per the terms of the attached agreement beginning April 19, 2018 and ending August 30, 2018 at a fee of \$3,000 per month.

XIII. Public Comment

- A. Nancy Ridgeway- Upper Deerfield - Spoke of Freeholder presentation. Wanted to know cost to taxpayer for new school.

XIV. Adjournment

Motion by Mr. Redden, seconded by Ms. McCann and approved by a unanimous voice vote to adjourn the meeting at 7:50 pm.

Respectfully Submitted,



Gene Mercoli
Board Secretary