

CUMBERLAND COUNTY BOARD OF VOCATIONAL EDUCATION

3400 College Drive, Vineland, NJ 08360

Meeting Minutes- February 22, 2018

I. The Cumberland County Board of Vocational Education held a Board Meeting on February 22, 2018 at 6:00 p.m. Board Secretary Gene Mercoli, 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, Gene Mercoli: Carlos E. Villar, Ruth Hands, Sheila McCann, Shelly Schneider, and John Redden. Also present were: Board Secretary Gene Mercoli, Superintendent Dr. Dina Rossi Elliott and School District Solicitor Mitch Kizner. Absent: Peggy Nicolosi and Scott Groff

III. Recognition of Visitors

- A. Dr. Rossi Elliott offered a general welcome to all visitors. Dr. Rossi Elliott recognized the Freeholder Liaisons, Director Joe Derella and George Castellini.

IV. Special Presentations

- A. Mr. McGraw read a short biography on the CCTEC Employee of the Month for January, Tim Campbell- English Teacher.

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- B. Mr. McGraw read short biographies on the CCTEC Students of the Month for January Jonah Frazer, Ceirra Quinones and Jaret Shelton.
- C. Student Life presentation by Student Council President Nicolas Yoshida.

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 Ms. McCann and carried by a unanimous roll call vote to approve items A1-10, B1-4.

- A. Monthly Business, including routine reports, contracts and grants:
 - 1. Minutes, January 25, 2018
 - 2. Minutes, January 25, 2018 Executive Session
 - 3. Board Secretary Report, January 2018
 - 4. Treasurer Report, January 2018
 - 5. Report of Funds Received, January 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, January 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, January 2018
 - 8. Transfers, January 2018
 - 9. Payment of Bills, February 2018
 - 10. Travel Expenditures
- B. Contracts, Grants, Other Business
 - 1. Approve the submission of the 2017 Annual School Recycling Report to the City of Millville to be included their 2017 NJ DEP Tonnage Report.
 - 2. Approve Federal Family Medical Leave for the employee whose name is on file in the Business Office beginning April 3, 2018 (Employee # 4518).
 - 3. Approve Federal Family Medical Leave for the employee whose name is on file in the Business Office beginning January 12, 2018 (Employee # 4068).

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4. Approve the disposition of obsolete equipment as attached.
- B5. Motion by Dr. Schneider, seconded by Ms. Hands and carried by a unanimous roll call vote to approve the discussion, review and receipt of the Code of Ethics for School Board Members as required under C.178, P.L.2001.

VIII. Superintendent's Motions and Resolutions

Motion by Ms. McCann, seconded by Dr. Schneider and carried by a unanimous roll call vote, to approve items A1-7, B1-2, C3 and D1. (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 partnering with 21st Century to provide summer programming for the following July/August 2018 dates:
 - a. July 10, 11, 12, 17, 18, 19, 24, 25, 26, 31, 1, 2
 2. Motion to approve posting for certificated staff members, in the following subject areas, to work the 21st Century Summer Program at CCTEC at the approved contractual rate of \$31.50 per hour for July/August 2018: Math, Science, English, Cosmetology, Culinary, Law Enforcement, TV Studio/Broadcasting, Health, Science and Medicine, Construction Trades, Engineering, Welding and Art/Graphic Arts. All salaries will be paid for through the 21st Century Grant.
 3. Motion to approve Sarah Bennett for Student Teacher Placement in English/Language Arts, with Lauren Gaudio as the Cooperating Teacher, starting part time September 4, 2018 through December 21, 2018 (2 days a week for 10 weeks) and full time January 21, 2019 through May 3, 2019 (5 days a week).
 4. Motion to approve the job description and posting for the following long term substitute position: Social Studies Teacher (ratify).
 5. Motion to approve the following CCC Students for the 2018 Spring Semester CCTEC School Safety Unit Internship Program:
 - a. Hannah Ricci
 - b. Haley Hunter

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6. Motion to approve all staff for Curriculum and Professional Development from February 26, 2018 through August 31, 2018. The staff will be paid at the approved contractual rate of \$31.50 per hour, not to exceed \$23,000. All salaries will be paid through the REAP Grant.
 7. Motion to approve Ferda Akilli as full time Custodian from March 1, 2018 through June 30, 2018, Step 1, at the salary of \$36,169 pro-rated, start date may be later due to notice requirements of former employer.
- B. Curriculum and Program Approvals
1. Motion to approve and submit the Monthly Nursing Service Report for January 2018.
 2. Motion to approve the attached 2018/2019 Course Description Guide.
- C. Policies and Regulations
3. Motion to approve the attached fundraisers.
 - a. Drama Clubs Talent Show Fundraiser
 - b. Culinary Department's Blue Ribbon Campaign Fundraiser
- D. Other
1. Motion to approve the following out of state field trips:
 - a. STRIVE out-of-state field trip to the National Constitution Center in Philadelphia, PA.
 - b. The overnight Model Congress Championship field trip to the Rider University in Lawrenceville, NJ. Instructors Shawn Riggins and Erin Tietjen will be chaperoning.
- C. Motion by Ms. Hands, seconded by Ms. McCann and carried by a unanimous roll call vote, to approve the following policies:
1. First Reading of the following policies:
 - a. Policies 1000-9000 with mandated revisions.
 - b. Regulations 1000-9000 with mandated revisions.
 - c. Bylaws 0000 with mandated revisions.
 2. Second Reading of the following policies:
 - a. Policy 5111 - Admissions
 - b. 3000 Series - Policies and Regulations
 - c. 4000 Series - Policies and Regulations

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IX. School District Informational Reports (listed when provided)

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

X. Other Business - NEW and OLD

- A. Dr. Rossi Elliott updated the Board on the Foundation Board.

- B. Superintendent's Evaluation - Timeline

- C. Dr. Rossi Elliott informed the Board that on Friday, February 2, 2018, fifteen (15) STRIVE students attended the Special Olympics Area 8 Bowling Qualifying Tournament held at King Pin Bowling in Egg Harbor Township, New Jersey. CCTEC was awarded 12 medals: 7 gold, 4 silver, and 1 bronze. Gold & Silver medal winners have qualified for the South Bowling Sectional Championship, which will take place March 10, 2018 in Maple Shade, New Jersey.

- D. Dr. Rossi Elliott informed the Board that on Saturday, February 3, 2018, 32 students attended NJ HOSA's Southern Leadership Conference at Burlington County Institute of Technology – Westampton Campus. CCTEC was awarded six medals.

- E. Dr. Rossi Elliott informed the Board that February is CTE Month and will be recognized by the Freeholder Board on February 27, 2018 at 6:00pm.

- F. The Board discussed the Budget Calendar and took the following action:
 - a. Readvertise the March 22, 2018 Regular Board Meeting to include the adoption of the tentative 2018-2019 budget.
 - b. Advertise an April 12, 2018 Special Meeting to be held at 6:00 p.m. for the Public Hearing on the 2018-2019 budget.

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- c. Board President, Carlos Villar, appointed Board Members, Ruth Hands and Shelly Schneider, to the Board of School Estimate. The date of the Board of School Estimate meeting is to be determined.

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

- A. Entry into Executive Session
 - 1. Motion by Dr. Schneider, seconded by Ms. Hands and approved by a unanimous roll call vote to enter into an closed session part of the meeting at 6:25 pm to discuss topics that the law allows for public exclusion. Specific topic: Student Matters, Legal Matters
- B. Exit from Executive Session
 - 1. Motion by Dr. Schneider, seconded by Ms. McCann and approved by a unanimous roll call vote to return from closed session at 7:15 pm.

XII. Post Executive Session Action

- A. Student
 - 1. Motion to affirm the action taken and approve the January, 2018 HIB reports with zero cases.

XIII. Public Comment - Any

- A. Nancy Ridgeway- Upper Deerfield, had the opportunity on February 13th to attend a CCTEC function. The school did an excellent job especially the Culinary Students.

XIV. Adjournment

Motion by Dr. Schneider, seconded by Ms. McCann and approved by a unanimous voice vote to adjourn the meeting at 7:17 pm.

Respectfully Submitted,



Gene Mercoli
Board Secretary