

# CUMBERLAND COUNTY BOARD OF VOCATIONAL EDUCATION

3400 College Drive, Vineland, NJ 08360

Board of Education Agenda - October 17, 2019

**I. The Cumberland County Board of Vocational Education held a Board Meeting on October 17, 2019 at 6:00 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, Patricia Gross, Christy DiLeonardo and Leslie White-Coursey. Also present were: Board Secretary Megan Duffield, Superintendent Dr. Dina Rossi, Board Solicitor Jeremy Cole and Labor Attorney Doug Long. Absent: Sheila McCann and John Redden.

**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. Hands, seconded by Ms. DiLeonardo and approved by a unanimous roll call vote to approve the following resolution, read by Board President Carlos Villar:

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

**Cumberland County Board of Vocational Education**  
Board of Education Meeting Minutes - October 17, 2019

---

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 Ms. DiLeonardo, seconded by Ms. Hands and approved by a unanimous voice vote to enter into a closed session part of the meeting at 6:04 pm to discuss topics that the law allows for public exclusion. Specific topic: Students, Personnel and Contacts/Legal.  
\* Ms. White-Coursey did not enter Executive Session

**B. Exit from Executive Session**

1. Motion by Ms. DiLeonardo, seconded by Ms. White-Coursey and approved by a unanimous roll call vote to return from closed session at 6:33 pm.

**V. Post Executive Session Action**

**A. Student Matters**

1. Motion by Ms. DiLeonardo, seconded by Ms. Hands and approved by a unanimous roll call vote, with Ms. White-Coursey abstaining, to affirm the action taken and approve the September, 2019 HIB reports with zero cases.

**B. Personnel**

1. Motion by Ms. DiLeonardo, seconded by Ms. Hands and approved by a unanimous roll call vote, with Ms. White-Coursey abstaining, to approve the Administrative Leave with pay beginning August 26, 2019 through and including October 17, 2019 for employee # 4458.
2. Motion by Ms. DiLeonardo, seconded by Ms. Hands and approved by a unanimous roll call vote, with Ms. White-Coursey abstaining, to approve the termination of employee # 4458, effective October 17, 2019 with pay through and including December 18, 2019.

**C. Legal and Contracts**

1. Motion by Ms. Hands , seconded by Ms. Gross and approved by a unanimous roll call vote, with Ms. White-Coursey abstaining, to approve the attached Resolution 2019-05 authorizing the court-ordered confidential settlement agreement.

**VI. Special Presentations**

- A. Mr. McGraw presented the CCTEC Employee of the Month for September, Ms. Samantha Greenidge and presented her with a certificate.
- B. Mr. McGraw presented the CCTEC Students of the Month for September and presented them with a certificate.
  - Luke Vastano
  - Leonardo Perez

**Cumberland County Board of Vocational Education**  
Board of Education Meeting Minutes - October 17, 2019

---

- Cassius Garcia
- Christian Sanchez

C. Xspero Presentation by Ken Pustizzi and Nickolas Casalnuovo.

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

**VIII. Board of Education Correspondence Received**

A. Letter of Resignation - Carlos Villar - Board President

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

Motion by Ms. Hands, seconded by Ms. Gross and carried by a unanimous roll call vote to approve items A1, 3-10, B1-3, with Ms. White-Coursey abstaining from A1, B2 and B3::

- A. Monthly Business, including routine reports, contracts and grants:
1. Minutes, September 26, 2019
  2. Minutes, September 26, 2019 Executive Session - TABLE
  3. Board Secretary Report, August 2019
  4. Treasurer Report, August 2019
  5. Report of Funds Received, August 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, August 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, August 2019
  8. Transfers, August 2019
  9. Payment of Bills, October 2019 - \$662,954.97
  10. Travel Expenditures
- B. Contracts, Grants, Other Business
1. Motion to approve the attached Shared Services Agreement renewal with Cumberland County Improvement Authority for the trash hauling and recycling needs of the school district from January 1, 2020 to December 31, 2020 at the rates provided in the schedules of fees. The District is exercising the year to year renewal option listed in section 6.1 of the agreement.
  2. Motion to approve the School District Comprehensive Maintenance Plan and M-1.
  3. Motion to approve the attached Resolution 2019-06 to specify the use of proprietary systems in the bid specification for the Cumberland County Technical Education Center Addition, NJDOE project no. 0095-030-18-100.

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

Motion by Ms. Hands, seconded by Ms. Gross and carried by a unanimous roll call vote to approve items A1-11, B2, C1 and D2-3:

**Cumberland County Board of Vocational Education**  
Board of Education Meeting Minutes - October 17, 2019

---

- 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 approve Terry Love as a CPR Instructor - Adult Education, at the rate of \$35 per hour, as needed, for the 2019/2020 school year (Ratify).
  - 2. Motion to approve Terry Love as a CPR Instructor- High School, at the rate of \$32.50 per hour, as needed, for the 2019/2020 school year.
  - 3. Motion to approve the attached listing of certificated staff to attend Program Advisory Committee (PAC) Meetings on November 19, 2019, at the contractual hourly rate of \$32.50, not to exceed 3 hours each.
  - 4. Motion to approve Roberto Rodriguez as Electrical Teacher, Step 17, Cert+30/BA+15, at the prorated salary of \$79,957.00, effective December 1, 2019.
  - 5. Motion to approve the Custodian Substitute job description.
  - 6. Motion to approve posting for Custodian Substitutes for the 2019/2020 school year.
  - 7. Motion to approve posting for Custodian - Full Time, for the 2019/2020 school year.
  - 8. Motion to approve the transfer of Mr. Jordan Palmieri from the position of Special Education Teacher to the position of History Teacher, effective October 21, 2019. Mr. Palmieri's salary and step remain the same.
  - 9. Motion to approve posting for Special Education Teacher for the 2019/2020 school year.
  - 10. Motion to approve Christopher Mancus as a volunteer advisor for the Robotics Club under the immediate supervisor of co-advisors Mr. Michael Ziller and Mr. Tom Fien for the 2019/2020 school year. This volunteer position is unpaid.
  - 11. Motion to approve Richard Forman as a School Safety Officer Substitute for the 2019/2020 school year, at the rate of \$23.50 per hour, as needed.
- B. Curriculum and Program Approvals
  - 2. Motion to approve the Nursing Service Monthly Plan for September 2019.
- C. Policies and Regulations
  - 1. Motion to approve the Second 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
    - 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

**Cumberland County Board of Vocational Education**  
Board of Education Meeting Minutes - October 17, 2019

---

- j. Policy 8670 - Transportation of Special Needs Students - Revised
  - k. Policy 9210 - Parent Organizations - Revised
  - l. Policy 9400 - Media Relations - Revised
- D. Other
- 2. Motion to approve the following fundraisers:
    - a. SkillsUSA - Community Service Contest - Soda Tab Collection to benefit Ronald McDonald House.
    - a. Class of 2023 - CCTEC Cup Sale
    - b. Class of 2023 - Grateful Grams Sale
    - c. Class of 2021 - Powderpuff Game
  - 3. Motion to approve the following out of state field trips:
    - a. Malcolm Bernard Philadelphia Historically Black College and University College Fair, November 20, 2019, Philadelphia, PA
- B1. Motion by Ms. Hands, seconded by Ms. Gross and carried by a unanimous roll call vote, with Ms. White-Coursey abstaining, to approve the Articulation Agreement for Early College High School between Rowan College South Jersey - Cumberland Campus and Cumberland County Technical Education Center for the 2019-2020 school year.
- D1. Motion by Ms. Hands, seconded by Ms. White-Coursey and carried by a unanimous roll call vote to approve the 2019/2020 District Safety and Security Plan.

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

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

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

- A. Foundation Board - Update
- B. Reorganization Meeting - November 1, 2019 at 3:00 pm
- C. Medalists at the Special Olympics Sectional Regional Cycling Competition on September 21, 2019.

**Cumberland County Board of Vocational Education**  
Board of Education Meeting Minutes - October 17, 2019

---

**XIII. Public Comment - None**

**XIV. Adjournment**

Motion by Ms. Hands, seconded by Ms. DiLeonardo and approved by a unanimous voice vote to adjourn the meeting at 7:25 pm.

Respectfully Submitted,



Megan Duffield  
Board Secretary