

CUMBERLAND COUNTY BOARD OF VOCATIONAL EDUCATION

3400 College Drive, Vineland, NJ 08360

Meeting Minutes -September 28, 2017

I. The Cumberland County Board of Vocational Education held a Board Meeting on September 28, 2017 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 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 Villar, Ruth Hands, Sheila McCann, Scott Groff, Shelly Schneider. Also present were: Board Secretary Gene Mercoli, Superintendent Dr. Dina Rossi Elliott and School District Solicitor Mitch Kizner. Absent: Board Members: Peggy Nicolosi, Edward Lazarcheck.

III. Recognition of Visitors

A. Dr. Rossi Elliott offered a general welcome to all visitors.

IV. Special Presentations

- A. Mrs. Celese Nolan, Assistant Principal, presented the Spring 2017 PARCC and NJ Biology Competency Test Scores.
- B. Mr. Andres Lopez, Director of School Safety and Security, presented the School Safety and Security Annual Review.

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- C. Mr. Mario Olsen, Assistant Superintendent for Curriculum and Instruction, presented the 2016-2017 HIB Self Assessment.
- D. Nicolas Yoshida, Student Council President, updated the Board on student life.

V. Public Comment on Agenda Items Only- None

VI. Board of Education Correspondence Received-None

VII. Board Secretary's Motions and Resolutions

- A. Motion by Ms. McCann, seconded by Mr. Groff and carried by a unanimous roll call vote, to approve items A1-10, B1-4.
 - 1. Minutes, August 29, 2017
 - 2. Minutes, August 29, 2017 Executive Session
 - 3. Board Secretary Report, July 2017
 - 4. Treasurer Report, July 2017
 - 5. Report of Funds Received, July 2017
 - 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 2017
 - 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 2017
 - 8. Transfers, July 2017
 - 9. Payment of Bills, September 2017
 - a. 2017-60 Construction Bills List
 - 10. Travel Expenditures
- B. Contracts, Grants, Other Business
 - 1. Approve a contract revision to the agreement with the Cumberland County Improvement Authority to add single use 20, 30 and 40 yard Dumpster hauling and tipping costs to the list of services provided per the attached agreement ending December 31, 2017.
 - 2. Accept the donation from the Millville Airshow of \$500.00 for the Law Enforcement Student Activity Account in recognition of the participation of our Students and Instructors at this year's Airshow.

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3. Approve T & F Camera as the yearbook picture vendor and parent/guardian picture provider for the 2017-2018 school year. No cost to the school district.
4. Approve Jostens, Inc. of Minneapolis, MN to be the 2017-2018 provider of CCTEC class jewelry to parents/guardians. This is a service to parents/guardians and there is no cost to the school district.

VIII. Superintendent's Motions and Resolutions

- A. Motion by Ms. Hands, seconded by Mr. Groff and carried by a unanimous roll call vote to approve items A1-8, B1-7, B8. (All hiring is contingent upon the recommendation of the Superintendent, proper certification and the results of the criminal history background investigation.)
 1. Motion to approve the following new/revised job descriptions:
 - a. Custodian- Revised
 - b. Healthcare Programs Coordinator- Revised
 - c. Evening Custodial Supervisor- New
 - d. Construction Trades Teacher- New
 - e. Cosmetology Teacher - New
 - f. Culinary Arts Teacher - New
 - g. Welding Teacher - New
 - h. Automotive Technology Teacher - New
 2. Motion to post (internal) the position of Evening Custodial Supervisor.
 3. Motion to approve the attached listing of Advisors and contracted stipends from September 1, 2017 through June 30, 2018. This is for work outside of the contracted workday.
 4. Motion to approve the attached listing of certificated staff for the Title 1 Homework Club from September 1, 2017 through June 30, 2018 at the contracted hourly rate of \$31.50. Salaries to be paid through ESSA Title 1 Funds.
 5. Motion to approve the attached listing of students to work Culinary events outside of school hours from September 1, 2017 through June 30, 2018 at the current NJ Minimum Wage Rate of \$8.44.
 6. Motion to approve Susan Hickey as Guidance Counselor from December 1, 2017 through June 30, 2018, Step 9, BA/MA, at the salary of \$63,040.00, prorated.

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7. Motion to approve Robert Lawless as Special Education Teacher from December 1, 2017 through June 30, 2018, Step 9, Cert+30/BA+15, at the salary of \$62,490.00, prorated.
 8. Motion to approve Larry Page as mentor to Tom Fien as Provisional Instructor for the 2017/2018 school year.
- B. Curriculum and Program Approvals
1. Motion to approve and submit to the NJDOE the School Self Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act for the period of July 1, 2016 through June 30, 2017 as presented and attached.
 2. Motion to approved the attached listing of fundraisers.
 3. Motion to approve the attached listing of concession sales for fundraisers/student activities.
 4. Motion to approve the District Professional Development Plan for the 2017-2018 School Year.
 5. Motion to approve the adoption of the Marshall Evaluation System to be utilized for the School Administration.
 6. Motion to approve the collection of student membership fees for the following:
 - HOSA Membership - Fee \$16.00
 - SkillsUSA Membership- Fee \$15.00
 8. Motion to approve the following revised curricula for the 2017/2018 school year:
 - STRIVE - World History
 - STRIVE - Life Skills 1
 - STRIVE - Career and Technical Education 1
 - STRIVE- English 2
 - Fundamentals of Business
 - Introduction to Law Enforcement
- B7. Motion by Mr. Groff, seconded by Ms. McCann and carried by a unanimous roll call vote to approve the collection of items, by the Interact and Spanish Club members, to be donated to the victims affected by Hurricanes Maria and Harvey within Puerto Rico. The items donated will be picked up and transported by Acosta Shipping and Trucking of Vineland.

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- C. Policies and Regulations-None
- D. Motion by Ms. Hands, seconded by Mr. Groff and carried by a unanimous roll call vote to approve the submission of the 2017 AWS Foundation Welder Workforce Grant Application by October 2, 2017. This grant, if awarded, will serve to add training institutions with funds that can create new welder training programs or improve current facilities.

IX. School District Informational Reports (listed when provided)

- A. Accident Report - August - No Report
- B. Attendance Report - August- No Report
- C. Discipline Report - August - No Report
- D. Enrollment Report - August - No Report
- E. Event Calendar- October
- F. Fire/Emergency Drills - Ongoing
- G. Maintenance Report - September
- H. Technology Report - September
- I. District Goals/Objectives - September

X. Other Business - NEW and OLD

- A. Foundation Board - Update
- B. Board Picture - November 1, 2017 Re-Organization Meeting - 6pm

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

- A. Entry into Executive Session
 - 1. Motion by Ms. Hands, seconded by Ms. McCann and approved by a unanimous roll call vote to enter into an closed session part of the meeting at 7:07 pm to discuss topics that the law allows for public exclusion. Specific topic: Student Matters and Legal Matters
- B. Exit from Executive Session
 - 1. Motion by Mr. Groff, seconded by Ms. Hands and approved by a unanimous roll call vote to return from closed session at 7:50 pm.

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XII. Post Executive Session Action

- A. Motion by Mr. Groff, seconded by McCann and carried by a unanimous roll call vote to affirm the action taken and approve the August, 2017 HIB reports with 1 case.
- B. Motion by Ms. Hands, seconded by Ms. McCann and carried by a unanimous roll call vote to appoint the following individuals and terms beginning October 1, 2017 to The Cumberland County Technical Education Center Foundation:
 - 1. Ronald Franceschini - 3 year term
 - 2. Larry Malone - 3 year term
 - 3. Carlos Mercado - 3 year term

XIII. Public Comment - None

XIV. Adjournment

Motion by Ms. Hands, seconded by Ms. McCann and approved by a unanimous voice vote to adjourn the meeting at 7:54 pm.

Respectfully Submitted,



Gene Mercoli
Board Secretary