

# CUMBERLAND COUNTY BOARD OF VOCATIONAL EDUCATION

3400 College Drive, Vineland, NJ 08360

Board of Education Meeting Minutes - May 22, 2019

**I. The Cumberland County Board of Vocational Education held a Board Meeting on May 22, 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. 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, Megan Duffield: Carlos Villar, Ruth Hands, Patricia Gross and John Redden. Also present were: Board Secretary Megan Duffield, Superintendent Dr. Dina Rossi (entered the meeting at 6:18 pm), and Board Solicitor Mitch Kizner. Absent: Christy DiLeonardo, Sheila McCann, Leslie White-Coursey.

**III. Recognition of Visitors**

A. Mr. Villar offered a general welcome to the audience.

**IV. Special Presentations**

A. Dr. Skinner read a short biography on the CCTEC Employee of the Month for April:

- Ruben Salido

B. Dr. Skinner read a short biography on the CCTEC Students of the month for April:

- Sukayna Kazmi
- Rocco Costanzo
- Gianna Jenkins

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- Madelyn Vazquez

C. Student Life Presentation By Natalie Lucena

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

*\*Dr. Rossi entered the meeting at 6:18 pm*

**VI. Board of Education Correspondence Received**

- A. Letter from the Cumberland County Prosecutor's Office - #NotEvenOnce Program
- B. Thank you letter - Vineland Historical Society

**VII. 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, B1-5:

- A. Monthly Business, including routine reports, contracts and grants:
  - 1. Minutes, April 11, 2019 and May 8, 2019 Special Meeting
  - 2. Minutes, April 11, 2019 Executive Session
  - 3. Board Secretary Report, March 2019
  - 4. Treasurer Report, March 2019
  - 5. Report of Funds Received, March 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, March 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, March 2019
  - 8. Transfers, March 2019
  - 9. Payment of Bills, May 2019 - \$1,298,551.18
  - 10. Travel Expenditures
- B. Contracts, Grants, Other Business
  - 1. Motion to approve a renewal contract with the Vineland Board of Education for providing specialized transportation shared services from July 1, 2019 to June 30, 2020 at an annual rate of \$98,436.
  - 2. Motion to approve the submission of the Perkins Post Secondary Consolidation application for Fiscal Year 2020, and accept the grant award of State funds of \$78,608 upon subsequent approval of the FY 2020 Perkins Post Secondary Consolidated application per the attached spending plan.

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3. Approve the 2019-2020 school lunch and breakfast prices as follows:

<u>Lunch</u>		<u>Breakfast</u>	
Reduced	\$0.40	Reduced	\$0.30
Student	\$3.50	Student	\$2.00
Adult (Staff)	\$4.50		
4. Approve a contract addendum renewal of the Food Service Management contract with Sodexo Management Inc. of Gaithersburg, MD from July 1, 2019 to June 30, 2020. District shall pay Sodexo a Management Fee in an amount equal to Twenty Eight Cents (\$0.28) per Pattern Meal and Meal Equivalent for the 2019-2020 contract year with a breakeven guarantee with Sodexo's return limited to 50% of the Management Fee
5. Motion to approve Federal Family Medical Leave for the employee whose name is on file in the Business Office beginning July 22, 2019 (Employee # 4546).

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

Motion by Mr. Redden seconded by Ms. Hands and carried by a unanimous roll call vote to approve items A2-17, B1-3, D1-2.

- 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.)
  2. Motion to approve Vera Ivanoff as New Jersey State Skills Examiner for High School students from September 1, 2019 through June 30, 2020, at \$32.50 per hour.
  3. Motion to approve Marilyn Lewis, CNA Skills Instructor, for High School students from September 1, 2019 through June 30, 2020, at \$32.50 per hour.
  4. Motion to approve posting for a Guidance Counselor for the 2019/2020 School Year.
  5. Motion to approve the attached staff listing for the following positions for the 2019/2020 Adult Education Program. All positions will be paid at \$35 per hour, pending sufficient enrollment:
    - a. American Medical Certification Association (AMCA) Proctor
    - b. National Health Care Association (NHA) Proctor
    - c. CPR Instructor
    - d. National Institute of Metalworking Skills (NIMS) Proctor
  6. Motion to approve the attached staff listing for the following positions for the 2019/2020 School Year. All positions will be paid at the contractual hourly rate of \$32.50:
    - a. National Health Care Association (NHA) Proctor

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- b. CPR Instructor - Certificated Staff with CPR Instructor credential
7. Motion to approve the following certificated staff for summer hours beginning July 1, 2019 through August 31, 2019, at the contractual hourly rate of \$32.50:
  - a. Anthony Bermudez - College and Career Pathways Instructor - not to exceed 75 hours.
  - b. William Briggs - Guidance Counselor - not to exceed 64 hours.
  - c. Sharon Gates - Guidance Counselor - not to exceed 64 hours.
  - d. Susan Hickey - Guidance Counselor - not to exceed 64 hours.
  - e. Lauren Muffley - - Guidance Counselor - not to exceed 64 hours.
  - f. Lauren Sherma - - Guidance Counselor - not to exceed 64 hours.
  - g. Christina Ferus - School Psychologist - not to exceed 62 hours (August 2019 only.)
  - h. Charles Oldknow - School Social Worker - not to exceed 62 hours.
  - i. Yvonne Scull - School Nurse - not to exceed 60 hours (August 2019 only.)
  - j. Siobhan Palau - School Nurse - not to exceed 60 hours.
8. Motion to approve the following certificated staff for additional hours beginning September 1, 2019 through June 30, 2020, at the contractual hourly rate of \$32.50:
  - a. Lauren Hawk - Graphic Arts and Design Instructor - not to exceed 60 hours.
  - b. Matthew Neder - Studio Production and Broadcasting Instructor - not to exceed 60 hours.
  - c. Shawn McDonnell - Construction Trades Instructor - not to exceed 10 hours.
  - d. Steve Young - Electrical Instructor - not to exceed 10 hours.
  - e. Yvonne Scull - School Nurse - not to exceed 60 hours.
  - f. Siobhan Palau - School Nurse - not to exceed 60 hours.
9. Motion to approve all certificated staff for a 1 day Summer Professional Development Workshop on July 11, 2019, not to exceed 5 hours total for each certificated staff member, at the contractual hourly rate of \$32.50.
10. Motion to approve all new Certificated Staff for August 26-28, 2019 for 5 hours per day, per teacher, for Orientation and Professional Development, at the contractual hourly rate of \$32.50.
11. Motion to approve Summer 2019 AP Training, not to exceed 30 hours each, for the following staff members to be paid at the contractual hourly rate of \$32.50:
  - a. Lauren Gaudio
  - b. Marco Carolla

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- c. Marisol McCarthy
  - d. Samantha Greenidge
  - e. Shawn Riggins
  - f. Veronica Jeziorski
12. Motion to approve Summer 2019 DBQ Training, not to exceed 9 hours each, for the following staff members to be paid at the contractual hourly rate of \$32.50:
- a. Alyssa Smialowicz
  - b. Dan Caregnato Jr.
  - c. Danielle Malone
  - d. Ronak Patel
  - e. Sarah Bennett
13. Motion to approve Summer 2019 EDConnect Training, not to exceed 4 hours, for the following staff members to be paid at the contractual hourly rate of \$32.50:
- a. Alyssa Smialowicz
  - b. Danielle Malone
  - c. Gina Shaw
  - d. Janis Watkins
  - e. Jessica Thomulka
  - f. Luke Wister
  - g. Ronak Patel
  - h. Sarah Bennett
  - i. Stacy Evans
14. Motion to approve Summer 2019 EDConnect Refresher Training, not to exceed 2 hours, for the attached listing of staff members to be paid at the contractual hourly rate of \$32.50.
15. Motion to approve the following Certificated Staff for the STRIVE Extended Year Program held from July 1, 2019 through July 29, 2019, 8:30am to 1:30pm (no session held July 4, 2019), at the contractual hourly rate of \$32.50.
- a. Lauren Kessler - 10 Days
  - b. Robert Lawless - 20 Days
  - c. Laura Pompper - 20 Days
  - d. Stephanie Harkins - 20 Days
  - e. Charles Oldknow - Social Worker - 4 days per week
  - f. Amarilis Constanza - Substitute Teacher
16. Motion to accept the resignation of Heather DeLaney, Secondary Science Teacher- Biology, with regret, effective June 30, 2019 and approve to post this position for the 2019/2020 School Year.

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17. Motion to approve posting for the 2019/2020 School Year Advisor positions.
- B. Curriculum and Program Approvals
1. Motion to approve and submit Monthly Nursing Service Report for April 2019.
  2. Motion to approve the 2019/2020 Course Description Guide.
  3. Motion to approve the attached listing of students that will fulfill their educational requirements and participate in the 2019 STRIVE Graduation Ceremony on June 12th, 2019.
- D. Other
1. Motion to approve the following overnight field trip:
    - a. Special Olympics Summer Games - TCNJ, Ewing Township, NJ.
  2. Motion to approve the following fundraisers:
    - a. National Honor Society - Larry's II Breakfast Fundraiser
- A1. 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.)  
Motion by Mr. Redden seconded by Ms. Gross and carried by a unanimous roll call vote to approve the following teaching staff from September 1, 2019 through June 30, 2020.
- a. Gina Shaw, Math Teacher, Step 17, Cert/BA at the salary of \$79,407.00.
  - b. Sarah Bennett, English Teacher, Step 1, BA/MA at the salary of \$61,847.00.
  - c. Danielle Malone, English Teacher, Step 7, BA/MA at the salary of \$63,347.00.
  - d. Jenifer Plummer, Health and Physical Education Teacher, Step 1, Cert/BA at the salary of \$60,747.00.
  - e. Janis Watkins, Math Teacher, Step 5, BA/MA at the salary of \$62,847.00
  - f. Stacy Evans, Math Teacher, Step 9, Cert+30/BA+15 at the salary of \$64,472.00.
  - g. Jake Homiak, Business Teacher, Step 7, BA/MA at the salary of \$63,347.00.
  - h. Alyssa Smialowicz, History Teacher, Step 1, Cert/BA at the salary of \$60,747.00.
- C1. Policies and Regulations

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1. Motion by Ms. Hands seconded by Mr. Redden and carried by a unanimous roll call vote to approve the First Reading of the following policies and regulations:
  - a. Policy and Regulation 1642 - Earned Sick Leave Law

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

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

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

- A. Dr. Rossi updated the Board on the Foundation Board
- B. Dr. Rossi informed the Board that on Saturday, April 13th, 2019, CCTEC students competed in the SkillsUSA State Championship competitions. CCTEC was awarded 58 medals; 8 gold, 14 silver, and 36 bronze. The gold medal winners have qualified for the National Championship which will take place in Louisville, Kentucky.
- C. Dr. Rossi informed the Board that on Sunday, April 28, 2018, STRIVE student athletes competed in the Special Olympics Area 8 Track and Field Qualifying Tournament held at Stockton University in Galloway, New Jersey. CCTEC was awarded 29 medals; 17 gold, 10 silver, 2 bronze.
- D. Mrs. Duffield informed the Board of 2019 Eate Funding Confirmation.

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

- A. Entry into Executive Session
  1. Motion by Ms. Hands, seconded by Ms. Gross and approved by a unanimous roll call vote to approve the following resolution, read by Board President Mr. 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.

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The general nature of the subject matter to be discussed is:

- Student Matters
- Personnel
- Contracts/Legal

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. Hands and approved by a unanimous voice vote to enter into an closed session part of the meeting at 6:41 pm to discuss topics that the law allows for public exclusion. Specific topic: Students, Personnel and Contacts/Legal.

B. Exit from Executive Session

1. Motion by Mr. Redden, seconded by Ms. Hands and approved by a unanimous roll call vote to return from closed session at 7:08 pm.

**XII. Post Executive Session Action**

A. Student - None

B. Personnel

1. Motion by Mr. Redden, seconded by Ms. Hands and approved by a unanimous roll call vote to approve, as per the Superintendent's recommendation, continuing employment of the attached non-bargaining unit employees for the 2019-2020 school year, as presented.
2. Motion by Mr. Redden, seconded by Ms. Hands and approved by a unanimous roll call vote to approve the unpaid leave of absence, intermittently and as approved by the Superintendent, until June 30, 2019 for Employee # 4566.
3. Motion by Ms. Hands, seconded by Ms. Gross and approved by a unanimous roll call vote to approve the unpaid leave of absence for May 29, 2019 (half day), June 5, 2019 and June 12, 2019, for Employee #4518

C. Legal and Contracts

1. Motion by Mr. Redden, seconded by Ms. Gross and approved by a unanimous roll call vote to approve the 2018/2019 Superintendent's Evaluation of Dr. Dina Rossi.



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**XIII. Public Comment**

- A. Nancy Ridgeway, Upper Deerfield, NJ - Questioned if substitute teachers receive sick time.

**XIV. Adjournment**

Motion by Mr. Redden, seconded by Ms. Gross and approved by a unanimous voice vote to adjourn the meeting at 7:13 pm.

Respectfully Submitted,



Megan Duffield  
Board Secretary