

## **CUMBERLAND COUNTY BOARD OF VOCATIONAL EDUCATION**

3400 College Drive, Vineland, NJ 08360

Board of Education Meeting Minutes - December 18, 2019

### **I. The Cumberland County Board of Vocational Education held a Board Meeting on December 18, 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 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, Megan Duffield: Ruth Hands, Patricia Gross, Christy DiLeonardo, Sheila McCann, John Redden and Leslie White-Coursey. Also present were: Board Secretary Megan Duffield, Superintendent Dr. Dina Rossi, Board Solicitor Mitchell Kizner.

### **III. Recognition of Visitors**

A. Dr. Rossi offered a general welcome to the audience.

### **IV. Special Presentations**

A. Mr. McGraw announced the CCTEC Employee of the Month for November.

- William Briggs, Guidance Counselor

B. Mr. McGraw presented the CCTEC Students of the Month for November and presented them with a certificate.

- Maris Jones
- Kassandra Luna-Castillo
- Daniel Fomich
- Anthony Flores

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

**VI. Board of Education Correspondence Received - None**

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

Motion by Ms. DiLeonardo, seconded by Ms. McCann and carried by a unanimous roll call vote to approve items A1-10, B1-5, with Ms. White-Coursey abstaining from A2, A10 and B5:

- A. Monthly Business, including routine reports, contracts and grants:
  - 1. Minutes, November 21, 2019
  - 2. Minutes, November 21, 2019 Executive Session
  - 3. Board Secretary Report, October 2019
  - 4. Treasurer Report, October 2019
  - 5. Report of Funds Received, October 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, October 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, October 2019
  - 8. Transfers, October 2019
  - 9. Payment of Bills, December 2019 - \$925,886.05
  - 10. Travel Expenditures
- B. Contracts, Grants, Other Business
  - 1. Motion to approve the acceptance of a donation in the amount of \$6,000.00 from the CEO Group, Vineland, NJ. This gift is to be applied to the HOSA, SkillsUSA, and Robotics events for the 2019-20 school year. This gift is accepted in accordance with Board of Vocational Education Policy # 7230- Gifts, Grants and Donations.
  - 2. Motion to approve the acceptance of the donation of a 2006 Porsche Cayenne in the memory of Mary Jane Milway for use in the Automotive Program.
  - 3. Motion to approve the acceptance of a donation in the amount of \$1,000.00 from Richard & Karen Johnson-Maung. This gift is to be utilized for supplies and equipment for K-9 Meadow.
  - 4. Approve the Southern Coastal New Jersey Regional Employee Benefits Fund monthly renewal rates effective January 1, 2020. This represents a 1.4% increase from the prior rates.

Aetna Open Access 10	Family	\$2,324
	Couple	\$2,093
	Parent/Child	\$1,302

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	Single	\$ 931
	Dep 31	\$ 378
Amerihealth Open Access 10	Family	\$2,358
	Couple	\$2,123
	Parent/Child	\$1,320
	Single	\$ 943
	Dep 31	\$ 368
Aetna Open Access 15	Family	\$2,211
	Couple	\$1,991
	Parent/Child	\$1,239
	Single	\$ 886
	Dep 31	\$ 361
Amerihealth Open Access 15	Family	\$2,244
	Couple	\$2,021
	Parent/Child	\$1,257
	Single	\$ 898
	Dep 31	\$ 366
Aetna HMO	Family	\$2,266
	Couple	\$2,039
	Parent/Child	\$1,270
	Single	\$ 908
	Dep 31	\$ 372
CORE A	Family	\$1,701
	Couple	\$1,529
	Parent/Child	\$ 951
	Single	\$ 679
	Dep 31	\$ 442
CORE B	Family	\$2,029
	Couple	\$1,828
	Parent/Child	\$1,134
	Single	\$ 812
	Dep 31	\$ 528
CORE C	Family	\$2,120
	Couple	\$1,909
	Parent/Child	\$1,185

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| Single | \$ 847 |
| Dep 31 | \$ 543 |
5. Motion to approve High School tuition rates for the 2021-2022 school year as presented:
- |  |                      |
|--|----------------------|
| Full Time Regular Education              | \$ 6,282 (no change) |
| Full Time Special Education              | \$ 7,219 (no change) |
| STRIVE Full Time Self Contained \$15,000 | (\$500 increase)     |
| STRIVE Extended School Year              | \$ 2,240 (no change) |
| One to One Aid (if necessary)            | \$22,753 (contract)  |
| Out of County Fee                        | \$ 3,500 (no change) |
6. Motion by Mr. Redden, seconded by Ms. DiLeonardo and carried by a unanimous roll call vote to approve the attached amendment to the Agreement of Sale between the Cumberland County Board of Vocational Education and the Cumberland County Improvement Authority extending the term of the agreement to 36 months, pending final attorney review and approval.

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

Motion by Ms. DiLeonardo, seconded by Mr. Redden and carried by a unanimous roll call vote to approve items A1-4, A7-9, B1-3, D1-6:

- A. Personnel Recommendations (All hiring is contingent upon the recommendation of the Superintendent, proper certification, and the results of the criminal history background investigation, and proper verification of previous employment.)
1. Motion to accept the resignation of Mr. Anthony Calabrese, School Safety Officer - Substitute, effective November 27, 2019.
  2. Motion to post for School Safety Officer Substitutes for the 2019/2020 school year (ratify).
  3. Motion to approve the attached listing of certificated staff to work the Admissions Exam (Saturday, January 25, 2020 with a Make-Up Day of January 30, 2020), not to exceed 10 hours per employee per event, to be paid at the contractual hourly rate.
  4. Motion to approve the attached list of certificated staff to work SAT/ACT Prep Course from January 4, 2020 through March 7, 2020, at the contractual hourly rate, not to exceed 20 hours each.
  7. Motion to approve the following School Safety Officer - Substitutes for the 2019/2020 school year at the approved rates:
    - a. John Bazemore
    - b. Gregory Palau, Jr.
    - c. Jose Aponte
  8. Motion to approve the following internal postings to be paid at the positions contracted hourly rate:

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- a. Spanish Heritage Placement Assessment - Spring/Summer 2020 - Certificated Spanish Teachers to administer and grade the for incoming Freshman (not to exceed 20 hours total.)
    - b. HOSA Competition - February 1, 2020 - Secretary - Not to exceed 6 hours.
  9. Motion to approve Joseph Camp, School Safety Officer - Substitute to School Safety Officer - Part Time, at the hourly rate of \$23.50 for the 2019/2020 school year, effective immediately.
- B. Curriculum and Program Approvals
1. Motion to approve the monthly Nursing Service Report for November 2019.
  2. Motion to approve the FY20 Bridges to Employing Youth Program Partnership Agreement application of Rowan College of South Jersey-Cumberland Campus. If RCSJ-CC receives this grant, CCTEC will refer eligible students to the college for career/employment services.
  3. Motion to approve the submission of an application to Subaru University. This partnership will infuse Subaru's web-based training into TEC's existing curriculum and will provide students the valuable resources needed to enter the automotive workforce. There is no cost associated with this opportunity.
- C. Policies and Regulations
- D. Other
1. Motion to approve the Class of 2020's Mr. CCTEC performance, on January 24, 2020 at 7pm, with tickets sold for \$12.00 per ticket. (Tickets can be purchased in advance using the website [www.showtix4u.com](http://www.showtix4u.com) or at the door for \$10.00).
  2. Motion to approve National Honor Society to collect membership dues for new members at the one time cost of \$29.00 per member. This fee includes the membership, cord and pin (ratify).
  3. Motion to approve the sale of American Heart Association certification cards to Juniors who have successfully completed CPR/AED testing. The fee is \$12 per student.
  4. Motion to approve the attached fundraisers:
    - a. Class of 2020 - Mr. CCTEC Calendars
    - b. Class of 2020 - Mr. CCTEC "People's Choice" Tickets
    - c. Class of 2020 - Mr. CCTEC T-Shirt Sale
    - d. Class of 2022 - Moe's Night Fundraiser
    - e. Class of 2024 - Basketball Game Fundraiser
  5. Motion to approve the TECnical Players Drama Club - Little Shop of Horrors T-Shirt sales. T-shirts will be sold at cost with a maximum of 71 shirts to be sold.
  6. Motion to approve the following Community Service Project:

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- a. SkillsUSA - Ronald McDonald House, 550 Mickel Blvd., Camden, NJ - Host A Meal Breakfast - Possible dates January 9, 2020 or January 16, 2020.

A5. Motion by Mr. Redden, seconded by Ms. DiLeonardo and carried by a unanimous roll call vote to approve John Rowe, Custodian, Step 6, at the prorated salary of \$40,963, from February 1, 2020 through June 30, 2020.

A6. Motion by Ms. DiLeonardo, seconded by Ms. White-Coursey and carried by a unanimous roll call vote to approve Sara Silva, Special Education Teacher, Step 1, Cert/BA, at the prorated salary of \$60,747, from January 1, 2020 through June 30, 2020.

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

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

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

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

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

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

The subject matter discussed in closed session shall be disclosed to the public at the first regularly scheduled Board of Education meeting

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following the date when said matters are no longer privileged pursuant to N.J.S.A. 10:4-12b.

2. Motion by Ms. McCann, seconded by Mr.Redden and approved by a unanimous voice vote to enter into a closed session part of the meeting at 6:36 pm to discuss topics that the law allows for public exclusion. Specific topic: Students and Personnel.  
\* Ms. White-Coursey did not enter Executive Session

**B. Exit from Executive Session**

1. Motion by Ms. McCann, seconded by Ms. DiLeonardo and approved by a unanimous roll call vote to return from closed session at 6:47 pm.

**XII. Post Executive Session Action**

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

**XIII. Public Comment**

- A. Nancy Ridgeway, Upper Deerfield - Praised Mrs. Duffield for explanation of the CCIA/CCBVE Agreement Amendment.

**XIV. Adjournment**

Motion by Mr. Redden, seconded by Ms. DiLeonardo and approved by a unanimous voice vote to adjourn the meeting at 6:51 pm.

Respectfully Submitted,



Megan Duffield  
Board Secretary