

CUMBERLAND COUNTY BOARD OF VOCATIONAL EDUCATION

3400 College Drive, Vineland, NJ 08360

Board of Education Meeting Minutes - October 18, 2018

I. The Cumberland County Board of Vocational Education held a Board Meeting on October 18, 2018 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, Sheila McCann, Christy DiLeonardo and John Redden. Also present were: Board Secretary Megan Duffield, Superintendent Dr. Dina Rossi and Board Solicitor Mitch Kizner. Absent: Scott Groff and Leslie White-Coursey.

III. Recognition of Visitors

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

IV. Special Presentations

A. American Heart Association Award Presentation- Silver Award in Workplace Wellness - Debbie Vansant and Peter Carey from the American Heart Association

B. Mr. McGraw read a short biography on the CCTEC Employee of the Month for September and presented a certificate.

- Hillary Sharp

C. Mr. McGraw read a short biography on the CCTEC Students of the Month for September and presented them with certificates.

- Terrale White
- Jose Lopez
- Javone Daves
- Jamere Cheeseman

D. Student Life Presentation - September and October

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. Hands, seconded by Ms. McCann and carried by a unanimous roll call vote to approve items A1-10, B1-2.

A. Monthly Business, including routine reports, contracts and grants:

1. Minutes, September 27, 2018
2. Minutes, September 27, 2018 Executive Session
3. Board Secretary Report, August 2018
4. Treasurer Report, August 2018
5. Report of Funds Received, August 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, August 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, August 2018
8. Transfers, August 2018
9. Payment of Bills, October 2018 - \$1,292,977.69
10. Travel Expenditures

B. Contracts, Grants, Other Business

1. 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, 2019 to December 31, 2019 at the rates provided in the schedules of fees. The school is exercising the year to year renewal option listed in section 6.1 of the agreement.

2. Approve the School District Comprehensive Maintenance Plan and M-1.

VIII. Superintendent's Motions and Resolutions

Motion by Ms. Hands, seconded by Ms. McCann, with Ms. DiLeonardo abstaining from all motions prior to her appointment, and carried by a unanimous roll call vote to approve items A1-4, B1-6, C1 and D1.

- 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 approve Chris Scaruzzi as an Adult Automotive Technology Instructor for the 2018/2019 Adult Program, pending sufficient enrollment, at a rate of \$35 per hour.
 2. Motion to approve Jeanette Shaw, as an Administrative Secretary at the prorated salary of \$40,000, effective October 16, 2018 through June 30, 2019.
 3. Motion to approve movement on the guide for Shawn McDonnell, Construction Trades Instructor, from Teacher Prov/BA, Step 10 at a salary of \$63,186.00 to Teacher BA+15/MA+15, Step 10 at the salary of \$65,836.00 effective October 1, 2018 (prorated) to reflect his obtainment of a Standard Certificate - Teacher of Carpentry.
 4. Motion to approve Andres Lopez, Director of School Safety and Security, as the District's School Safety Specialist for the 2018/2019 School Year.
- B. **Curriculum and Program Approvals**
 1. Motion to approve the Articulation Agreement for Early College High School between Cumberland County College and Cumberland County Technical Education Center for the 2018-2019 school year.
 2. Motion to approve the Construction Trades II Curriculum for the 2018/2019 school year.
 3. Motion to approve the On-The-Job Training (OTJ) for the STRIVE Program at Planet Fitness, located at 101 Bluebird Lane, Millville, NJ for the 2018/2019 school year.
 4. Motion to approve the Nursing Service Monthly Plan for September 2018.
 5. Motion to approve the Early College High School Handbook for the 2018/2019 school year.

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6. Motion to approve an out-of-state field trip to the US Mint and Federal Reserve Bank - Philadelphia, PA.
 - C. Policies and Regulations
 1. Motion to approve the Second Reading of the following policies and regulations:
 - a. Policy 2340 - Field Trips - Revised
 - D. Other
 1. Motion to approve the following fundraisers:
 - a. Culinary Arts - Thanksgiving Holiday Bake Sale
 - b. Interact Club - Bridgeton Salvation Army's Angel Tree Toy Drive
 - c. Class of 2021 - Applebee's Flapjack Fundraiser
- IX. School District Informational Reports (listed when provided)**
- A. Accident Report - October
 - B. Attendance Report - October
 - C. Discipline Report - October
 - D. Enrollment Report - October
 - E. Event Calendar - November/December
 - F. Fire/Emergency Drills - Ongoing
 - G. Maintenance Report - October
 - H. Technology Report - October
 - I. District Goals/Objectives - Ongoing
- X. Other Business - NEW and OLD**
- A. Dr. Rossi updated the Board on the Foundation Board Hallway Display.
 - B. Dr. Rossi reminded the Board of the Reorganization Meeting - November 1, 2018 at 6:00pm
 - C. Dr. Rossi provided the Board with handouts regarding the School Boards Convention.
 - D. Dr. Rossi updated the Board on the Medalists at the Special Olympics Sectional Regional Cycling Competition on September 22, 2018.
 - E. Dr. Rossi updated the Board on the Health Science and Medicine Building Groundbreaking - Friday, October 26th, 2018 at 3:00pm.
- 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 6:36 pm to discuss topics that the law allows for public exclusion. Specific topic: Student Matters, Personnel.

B. Exit from Executive Session

1. Motion by Mr. Redden, seconded by Ms. McCann and approved by a unanimous roll call vote to return from closed session at 6:45 pm.

XII. Post Executive Session Possible Action

A. Motion by Ms. DiLeonardo, seconded by Ms. McCann and approved by a unanimous roll call vote to affirm the action taken and approve the September, 2018 HIB reports with zero cases.

B. Motion by Mr. Redden, seconded by Ms. McCann and approved by a unanimous roll call vote to approve the leave of absence, with pay, for the employee whose name is on file with the Secretary of the Board, beginning October 9, 2018 through and including December 31, 2018. (Employee Number 4462)

XIII. Public Comment - None

XIV. Adjournment

Motion by Ms. McCann, seconded by Ms. DiLeonardo and approved by a unanimous voice vote to adjourn the meeting at 6:47pm.

Respectfully Submitted,



Megan Duffield
Board Secretary