

CUMBERLAND COUNTY BOARD OF VOCATIONAL EDUCATION

3400 College Drive, Vineland, NJ 08360

Regular Board of Education Minutes March 7, 2017

- I. The Cumberland County Board of Vocational Education held a Board Meeting on March 7, 2017 at 6:02 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 Daniel G. Vivarelli Sr., 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 and Daniel Vivarelli. Also present were: Superintendent Dina Rossi Elliott, Ed.D., Board Secretary Gene Mercoli and School District Solicitor Mitch Kizner. Absent: Board Members: Peggy Nicolosi, Scott Groff, Edward Lazarcheck.

Board President Vivarelli read the following Consent Agenda Declaration:

All matters hereunder are considered to be routine in nature and will be enacted by one motion. Any Board member may request that an item be removed from the Consent Agenda for separate consideration. Any item(s) removed from the Consent Agenda will be discussed and acted upon separately, immediately following the consideration of the remaining item(s) from the Consent Agenda. A motion or a second is not required to remove any item(s) from the Consent Agenda. All resolutions acted upon at this meeting are available to be viewed or obtained by contacting the School Board Secretary's office.

III. Recognition of Visitors

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

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IV. Special Presentations

- A. Mr. McGraw read short biographies on the January Students of the Month: Elise Allen, Jaysean McCullough and Martin Adame.
- B. Mr. McGraw read a short biography on the January Employee of the Month, Charlotta Birdsall, Allied Health Instructor. Mrs. Birdsall was presented with a certificate of recognition.

V. Public Comment on Agenda Items Only-None

VI. Board of Education Correspondence Received

VII. Board Secretary's Motions and Resolutions

- A. Motion by Mr. Villar, seconded by Ms. Hands and carried by a unanimous roll call vote to approve items A1-10, B1-6. B10-11.
 - 1. Minutes, January 26, 2017
 - 2. Minutes, January 26, 2017 Executive Session
 - 3. Board Secretary Report, Nov. and Dec. 2016
 - 4. Treasurer Report, Nov. and Dec. 2016
 - 5. Report of Funds Received, Nov. and Dec. 2016
 - 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, Nov. and Dec. 2016
 - 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, Nov. and Dec. 2016
 - 8. Transfers, Nov. and Dec. 2016 - None
 - 9. Payment of Bills, February 2017
 - a. 2017-51 Construction Bills List
 - b. 2017-52 Construction Bills List
 - 10. Travel Expenditures
- B. Contracts, Grants, Other Business
 - 1. Family Medical Leave for the employee whose name is on file in the Business Office beginning March 6, 2017. (Employee # 4037)
 - 2. Family Medical Leave for the employee whose name is on file in the Business Office beginning March 2, 2017. (Employee # 4390)

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3. Establish a Student Activity Petty Cash Account for the 2016-2017 school year, in the amount of \$200.00.
4. Establish a School Store Change Fund for the 2016-2017 school year, in the amount of \$200.00.
5. Amend the 16-17 Carl D. Perkins Secondary and Post Secondary Grant to conform with actual costs.
6. Approve the submission of the 17-18 School Budget Semi Waiver as allowed by N.J.A.C. 6A-23-5.3.
10. Approve the School Business Administrator to begin the negotiation process with all responsive, responsible bidders for the Synthetic Turf Field and Running Track Re-Bid in accordance with N.J.S.A. 18A:18A-5c(c) with a budget of \$1,599,000.
11. Approve the 2017-2018 STRIVE Tuition rates:

STRIVE Full Time Self Contained	\$14,500	16%▲
STRIVE Extended School Year	\$ 2,240	12%▲
One to One Aid (if necessary)	\$22,070	New
Out of County Fee	\$ 4,000	unchanged

- B7. Motion by Mr. Villar, seconded by Ms. Hands and carried by a unanimous roll call vote to approve the school business administrator to solicit competitive proposals for the following services:
 - A. Facility Landscaping Services
 - B. Substitute Staffing Services
 - C. Computer Technology Services

8. Motion by Mr. Villar, seconded by Ms. Hands and carried by a unanimous roll call vote to the discussion, review and receipt of the Code of Ethics for School Board Members as required under C.178, P.L.2001.

9. Motion by Mr. Villar, seconded by Ms. McCann and carried by a unanimous roll call vote to reject the the Synthetic Turf Field and Running Track Re-Bid of February 2, 2017 on the basis of responsible response and for prices received exceed the Board authorized budget in accordance with N.J.S.A. 18A:18A-5c as detailed below (base bid):

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Viviano Construction, Inc.	\$1,615,000 - Responsible
American Athletic Courts, Inc.	\$1,722,500 - Price
The LandTek Group, Inc	\$1,733,000 - Price

VIII. Superintendent's Motions and Resolutions

- A. Motion by Mr. Villar, seconded by Ms. McCann and carried by a unanimous roll call to approve items A1-4, B1-7,9, C1. (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 all teaching staff members for Professional Development hours to be utilized after school not to exceed \$20,000 total, for the 2016-2017 school year, at the contractual rate of \$31.50 per hour.
 2. Leave of Absence for the employee whose name is on file in the Business Office beginning February 17, 2017 and ending April 7, 2017. (Employee # 4479).
 3. Motion to approve Cynthia Riggins as a Confidential Secretary, for the 2016-2017 school year, at the prorated salary of \$38,000.00, effective April 1, 2017.
 4. Motion to approve posting the following certificated positions for the 2017-2018 school year:
Secondary Teacher of Language Arts - 2 positions
Secondary Teacher of Mathematics - 2 positions
Secondary Teacher of Science - 2 positions (Biology,Chemistry)
Secondary Teacher of History - 2 positions
Secondary Teacher of World Lang/Spanish - 2 positions
Secondary Teacher of Physical Education - 1 position
- B. Curriculum and Program Approvals
1. Motion to approve the Memorandum of Understanding renewal with Rutgers University in the area of Health Sciences valid from January 30, 2017 through August 31, 2018.
 2. Motion to approve the following Student Council fundraisers:
 - a. Game Night- March 17, 2017
 - b. Open Mic Night - March 24, 2017
 3. Motion to approve the attached out-of-state field trip.

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4. Motion to approve the attached overnight field trip.
 5. Motion to approve the establishment of a Homework Club for the 2016-2017 school year. This club is for students who qualify for Title 1 Services. This club is paid for using Title 1 Funds.
 6. Motion to approve posting for three Mathematics Teachers, three Language Arts Teachers, 2 History Teachers and 1 School Nurse for the 2016-2017 Title 1 Homework Club at the contracted rate of \$31.50 an hour.
 7. Motion to approve the voluntary withdrawal of the attached Dental Assisting Program students from the 2016-2017 program.
 9. Motion to approve the attached listing of 2016-2017 Completers' Ceremony participants, anticipated.
- C. Policies and Regulations
- C1. Motion to approve the following items in accordance with BOE Policy # 5300:
 - a. AED Protocol
 - b. AED Procedural Manual
- D. Other
- D2. Motion to approve the donation of store mannequins from Jimmy's Tailor Shop and Formal Wear, Millville, NJ. These donated items will be utilized in the school store.
 - D3. Motion to approve Mr. Greg McGraw, Principal, as the District Issuing Officer of Working Papers for the NJ Department of Labor for the 2016-2017 school year.
 - D4. Motion to approve Mrs. Patricia Robbins, Assistant Principal, as the Additional District Issuing Officer of Working Papers for the NJ Department of Labor for the 2016-2017 school year, in the absence of Mr. McGraw.
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- A5. Motion by Mr. Villar, seconded by Ms. Hands and carried by a unanimous roll call to approve the motion to approve the job description and approve to post for the position of Administrative Assistant for Educational Data. This position will be added to the Non Bargaining Employee Benefit Manual as a non-certificated title.
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- B8. Motion by Mr. Villar, seconded by Ms. McCann and carried by a unanimous roll call to approve the motion to approve the Agreement between the City of Vineland Education Foundation,

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Inc. and the Cumberland County Board of Vocational Education to provide resources to students enrolled in the Vineland BOE's GEAR UP Program from July 1, 2016 through June 30, 2017.

D1. Motion by Mr. Villar, seconded by Ms. hands and carried by a unanimous roll call to approve Motion to approve the gift in the amount of \$6,000.00 from the CEO Group, Vineland, NJ. This gift is to be applied to the SkillsUSA, HOSA and Robotics Club events for the 2016-17 school year. This gift is accepted in accordance with Board of Vocational Education Policy # 7230- Gifts, Grants and Donations.

IX. School District Informational Reports (listed when provided)

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

X. Other Business - NEW and OLD

- A. Foundation Board - Update
- B. CTE Month February, 2017 - Award Update
- C. Special Olympics 2016-2017 - Award Update
- D. Board President Appoints Mr. Villar and Ms. McCann with Ms. Hands as Alternate, to the Board of School Estimate. Meeting Scheduled for Friday, April 7, 2017 at 1:00 pm at the County of Cumberland Freeholder Meeting Room.
- E. Discussion of BOE Meeting and Budget Presentation - current BOE Meeting, March 23rd at 5:00 pm

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

- A. Entry into Executive Session

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1. Motion by Mr. Villar, seconded by Ms. Hands and approved by a unanimous roll call vote to enter into an closed session part of the meeting at 6:55 pm to discuss topics that the law allows for public exclusion. Specific topic: Student Matters and Personnel.

B. Exit from Executive Session

1. Motion by Ms. McCann, seconded by Mr. Villar and approved by a unanimous roll call vote to return from closed session at 8:15 pm.

XII. Post Executive Session Action

1. Motion by Ms. Hands, seconded by Mr. Villar and approved by a unanimous roll call vote to affirm the January HIB report with zero reported cases.
2. Motion by Mr. Villar, seconded by Ms. McCann and approved by a unanimous roll call vote to approve not enrolling the following adult courses for the 2017-2018 school year : LPN - Adult, Dental Assisting - Adult. The currently enrolled students will complete the courses as follows: Dental Assisting- June 30, 2017 and LPN - August 31, 2017.

XIII. Public Comment - Any

1. Nancy Ridgeway- Upper Deerfield, provided comments about Healthcare Programs. Very disappointed that CCTEC will not enroll adult students.

XIV. Adjournment

Motion by Mr. Villar, seconded by Ms. McCann and approved by a unanimous voice vote to adjourn the meeting at 8:20 pm.

Respectfully Submitted,



Gene Mercoli
Board Secretary