

BOARD OF EDUCATION
OF THE VOCATIONAL-TECHNICAL SCHOOLS
IN THE COUNTY OF MERCER, NEW JERSEY

MINUTES OF SEPTEMBER 15, 2015

1. The Board Meeting of September 15, 2015 was called to order by President Albert Pitman at 5:00 pm. The meeting took place at the Mercer County Vocational-Technical Schools, 1085 Old Trenton Road, Trenton, New Jersey. The President read the following Sunshine Statement:

“In accordance with the State’s Sunshine Law, adequate notice of this meeting was provided.
This meeting notice was advertised in the Trenton Times newspaper on September 2, 2015.
This notice was also posted in the Board Office and a copy has been filed with the County Clerk of Mercer”.

Roll Call: Ms. Iszard – Present Ms. Stinger – Present Dr. Morana - Absent
 Mr. Zoller – Present Mr. Pitman – Present

2. PLEDGE OF ALLIGANCE – Lead by Mr. Pitman

3. PUBLIC DISCUSSION

John Baldino, PE teacher addressed the Board stating he reached out to Freeholders Cimino, Cannon and Colavito, requesting their presence, noting he did not know what kind of message this sends as some of us may not have voted for them. Mr. Baldino then read the following:

“We, as members of this district are held accountable, but those who decide whether or not we have a contract have not been accountable to us. We do our job every day, week in and week out; to help this community with the future young men and women we will produce for the workforce. We have followed our contract that was agreed upon for a full year while being put at the highest tier for paying health benefits, yet we are still working to negotiate our deserved due. We all do things that aren’t described in our contracts either. Whether we are custodians who keep the buildings clean, we also become electricians, painters, landscapers, snow plowers and security guards of the campus. We show up at work before some other staff members even get out of bed. We work in the blazing heat and bitter cold... And we continue to show up! Or if we are administrative assistants we don’t just type and push papers; we need to handle aggravated parents who call upset, students who need guidance for their needs as they walk in the door, we coordinate field trips, aid teachers with sub lesson plans when they are out, and have a direct impact on the day-to- day operations of the schools. We are the facilitators and link between the outside world and the administrators, teachers and students... And we continue to show up! Or if we are guidance counselors, social workers or internship coordinators, we help guide students toward their next step into a world where they are put under more pressure and are less emotionally ready to enter it then we were a generation ago. We are the first line of defense when students have mental, emotional, or physical issues that they need help with. We come in every day knowing that we have to work with students who have little to no home life or support system outside the school walls, but we need to be their rock. We are often asked to take on the responsibilities of administration because they are not in or are “too busy” to complete and we don’t have much choice to say no... And we continue to show up! Or if we are teacher’s assistants, who are constantly asked to do more in the classroom because an increasing number of our students come in less prepared with more learning disabilities and a series of letters that describe their capabilities than we can remember. We are constantly asked to cover classes when teachers are out and we are just as responsible for the class as they are, but aren’t appreciated for the job we do... And we continue to show up! Or if we are teachers who are on the front lines every day battling with our students to find out what makes them tick, what drives them, how do they learn, so we can be successful at teaching them. We all are psychologists, psychiatrists, and sociologists by default so that we can figure our students out. We instill discipline and work ethic; build character and an appreciation for our respective crafts in our students. We keep the students safe and secure during lockdowns, evacuations and fire drills, even though there are some students who wouldn’t think twice about doing the same for us. We also look to inspire and light the fire that each of our students have but can’t see. We are standup comics, actors, and managers of our classes and students. We spend hours preparing lessons and coming up with new ways to engage our students because their ways of learning have changed. There are numerous times when we do more school work at home than we do in school. We turn in our weekly lesson plans, carry them out daily, and again have to prove to our superiors that we are doing so by providing evidence for that weekly, monthly and yearly. We take the time to get to know our students, what they are into, what drives them... And we continue to show up! All of us have done our part to help this district and county become more successful in our future. So my question to the board and Dr. Schneider is when are you going to show up for us and do your part and settle our contract?”

Roll Call: Ms. Iszard – Yes Ms. Stinger – Yes Dr. Morana - Absent
Mr. Zoller – Yes Mr. Pitman – Yes

6. BOARD SECRETARY/TREASURER'S REPORT

Upon review of the financial reports for the period ending August 2015, Ms. Iszard introduced a motion the Board approve the reports as presented, whereby, that major accounts and fund balances have not been over-expended and sufficient funds are available to meet the District's financial obligations. Ms. Stinger seconded the motion and it was carried by roll call vote. Said reports shall be attached to the original minutes filed in the Board Office as official documents of the Board.

Roll Call: Ms. Iszard – Yes Ms. Stinger – Yes Dr. Morana - Absent
Mr. Zoller – Yes Mr. Pitman – Yes

7. CORRESPONDENCE & COMMUNICATIONS - None

8. COMMITTEE REPORTS - None

9. SUPERINTENDENT'S REPORT

A. NEW PROGRAMS/SPECIAL PROJECTS

Recommend the Board approve the following:

1. A request submitted to the County Office of Education for a new school code titled "Academy/Full-time Programs", to differentiate from the Assumpink Center's shared-time programs
2. Qualifying Culinary Arts students to participate in the Johnson & Wales University Freshman Advanced Study Track (FAST) program, at no cost to the district (attached)

B. PERSONNEL & ADDENDUM

Recommend the Board approve the following personnel in the job categories, salary/wage rates, time periods specified:

1. Sharon Nemeth, Principal, as the school district's liaison to designated child welfare authorities and law enforcement authorities for reporting potentially missing or abused children, for the 2015-2016 school year, at no cost to the district
2. Revised salary funding assignment for Eric Palm, Language Arts Instructor at the Sypek Center, annual salary of \$52,857 (Step 1 on the current 10-month Teacher salary guide) pending negotiations, for the 2015-2016 school year to include NCLB funding as follows effective retroactive to September 1, 2015:
\$34,490 NCLB (20-231-100-101-00-16-231)
\$18,367 (11-310-100-101-02-00-1027)
3. Revised salary funding assignment for James Devaney, Language Arts and Special Education Instructor at the Sypek Center, annual salary of \$52,857 (Step 1 on the current 10-month Teacher salary guide) pending negotiations, for the 2015-2016 school year to include IDEA funding as follows effective retroactive to September 1, 2015:
\$29,071 IDEA (20-250-100-101-00-16-250)
\$23,786 (11-320-100-101-03-00-1027)
4. Patricia Griffin, Manager of Technology, to be paid an hourly overtime rate of \$65.46, for a total of eight (8) hours, for scheduling and database update (11-000-252-104-07-00-2520)
5. Anne Benoit, Supervisor of Secondary Education, to serve as the District Harassment, Intimidation & Bullying Coordinator for the 2015-2016 school year, at no cost to the district
6. Revised salary for James Bryde, originally approved on August 18, 2015, as a full-time, 10-month contracted employee in the capacity of Teacher Assistant at the Sypek Center, pending the completion of criminal background check, at an annual salary of \$23,949 (Step 1 of the Teacher Assistant Guide), pending the outcome of negotiations, effective September 1, 2015 through June 30, 2016 (11-320-100-106-03-00-1439)
7. The following staff to serve on the School Improvement Panel (ScIP) at no cost to the district, effective September 16, 2015 through June 30, 2016:
 - a. Mary Smith-Jones, Principal, Adult Evening School
 - b. John Ketterer, Leave Replacement Supervisor, Sypek Center
 - c. William Park, Automotive Technology Fundamentals Instructor, Sypek Center
 - d. Linda Potter, Applied Academic Instructor, Sypek Center

- e. Sharon Nemeth, Principal, Assunpink Center and Health Careers Center
- f. Anne Benoit, Supervisor, Assunpink Center
- g. Julie Trauger, World Language Instructor, Assunpink Center
- h. Mark Nace, Carpentry Instructor, Assunpink Center
- i. Maria Ricketti, Health Technology Teacher, Health Careers Center
- j. Patricia Griffin, IT Manager

C. MISCELLANEOUS

Recommend Board approve the following:

1. Board regulations for first reading: (attached)
 - a. 5615 Suspected Gang Activity
 - b. 8540 School Nutrition Programs
 - c. 8550 Outstanding Food Service Charges (New)
 - d. 8820 Opening Exercises/Ceremonies
2. Board regulations for second reading and adoption (*available in the Superintendent's office*):
 - a. 5330 Administration of Medication
 - b. 5330 R Administration of Medication
3. Abolish Regulation 8540 Free and Reduced Rate Meals, as per recommendation from Strauss Esmay, as terms in this Agreement change often, the revised Policy Guide incorporates this Agreement and its requirements by reference, meaning the Board will not need to revise the Regulation Guide every time the Agreement is revised, which could be every year (attached)
4. 2015-2016 General Advisory Member List (attached)
5. 2015-2016 STEM Academy Advisory Committee Member List (attached)
6. 2015-2016 Emergency School Bus Evacuation Drill Schedule for the following schools: (attached)
 - a. Assunpink Center
 - b. Sypek Center
7. 2015-2016 Emergency Drill Schedule for Rubino Academy (attached)

Ms. Stinger requested to be removed from the General Advisory Member List (item 9C.4. above). Dana Hice DePugh, Assistant Superintendent will instruct Lori Perlow, Admissions Officer/Community Liaison to remove Ms. Stinger from member list.

Ms. Iszard introduced a motion for the Board to approve the aforementioned. Mr. Zoller seconded the motion and it was carried by roll call vote. A copy of FAST, 5615, 8540, 8550, 8820, Reg 8540, 15-16 General Advisory, 15-16 STEM Advisory, 15-16 Emergency Drill schedule, 15-16 Rubino drill schedule shall be attached to the original minutes filed in the Board Office as official documents of the Board.

Roll Call:	Ms. Iszard – Yes	Ms. Stinger – Yes	Dr. Morana - Absent
	Mr. Zoller – Yes	Mr. Pitman – Yes	

10. OLD BUSINESS

None

11. NEW BUSINESS

Recommend the Board approve the following:

- A. Travel requests - None
- B. Field trip requests (attached)
- C. Services of Comcast Spotlight to showcase the Health Science Academy for \$2,562 and Shared Time programs for \$2,506 for a total of \$5,068 (11-000-100-320-09-00-1760) (attached)

- D. Shared services agreement between Mercer County Special Services School District (MCSSSD) and Mercer County Technical School (MCTS) District for Cheryl Ludwig, Speech Therapist, on an as needed basis for the period September 16, 2015 through June 30, 2016. MCTS District shall pay up to \$2,500 to MCSSSD for services rendered under this agreement (attached) **CORRECTED HANDOUT**
- E. Renewal of the Maintenance Service Agreement with Specialty Underwriters, LLC for the amount of \$6,708 October 1, 2015 through September 30, 2016 (11-000-262-520-07-01-2620) (attached) **REVISED HANDOUT**
- F. Agreement for Local Education Agencies (LEAs) Consolidation of School Nutrition Programs (attached)
- G. Dapper Bus Company route AMC2 via MCSSSD to transport Health Science Academy students between Assunpink Center and Mercer County Community College for the period September through December 2015 not to exceed \$4,000 (11-000-270-512-01-00-2700)
- H. Accept IDEA grant funds in the amount of \$101,645
- I. Donation of a Chevrolet Cavalier Vin# 1G1JF5247T7140020 to the Sypek Center by William Grois
- J. Donation of a \$50 American Express Gift Card from the ProStart Program to the Culinary Program at the Sypek Center
- K. Revision of account numbers and cost for FranklinCovey Client Sales, Inc., four(4) "7 Habits of Highly Effective Teens" Workshops to \$16,132, Board approved on August 18, 2015 (20-231-100-320-00-16-231 NCLB IA)
- L. Revision of account numbers for FranklinCovey Client Sales, Inc., for two (2) Leadership Day Custom Workshops, Board approved on August 18, 2015 (20-270-200-320-00-16-270 NCLB IIA)
- M. Initial Application for Temporary Instructional Space for the 2015-2016 School Year for the STEM Academy at Mercer County Community College, Business Studies Rooms 205 and 208 (Handout)

Ms. Iszard introduced a motion for the Board to approve the aforementioned. Ms. Stinger seconded the motion and it was carried by roll call vote. A copy of field trips, Comcast agreements, MCSSSD/MCTS agreement, Specialty Underwriters, MCCC space application, shall be attached to the original minutes filed in the Board Office as official documents of the Board.

Roll Call: Ms. Iszard – Yes Ms. Stinger – Yes Dr. Morana - Absent
 Mr. Zoller – Yes Mr. Pitman – Yes

12. EXECUTIVE SESSION

The Board recessed to Executive Session at 5:20 pm on a motion made by Ms. Iszard and seconded by Ms. Stinger and carried by roll call vote.

Roll Call: Ms. Iszard – Yes Ms. Stinger – Yes Dr. Morana - Absent
 Mr. Zoller – Yes Mr. Pitman – Yes

BE IT RESOLVED, that the Mercer County Vocational-Technical Board of Education shall recess to executive session for the purpose of discussing school codes, personnel and negotiations.

Mr. Pitman was excused from Executive Session from 5:50 – 5:59 pm during negotiations discussion.

BE IT FURTHER RESOLVED, that the minutes of the executive session shall be released to the public when the need for confidentiality no longer exists, except personnel information or information pertaining to legal settlements with personnel which by agreement must remain confidential shall not be released unless otherwise required by law.

Ms. Iszard introduced a motion to adjourn Executive Session and return to public regular meeting at 5:59 pm. Ms. Stinger seconded the motion and it was carried by roll call vote.

Roll Call: Ms. Iszard - Yes Ms. Stinger - Yes Dr. Morana - Absent
Mr. Zoller - Yes Mr. Pitman - Yes

13. PUBLIC DISCUSSION - None

14. ADJOURNMENT

There being no further business to come before the Board, Ms. Stinger introduced a motion the meeting be adjourned at 6:00 pm. Ms. Iszard seconded the motion and it was carried by roll call vote.

Roll Call: Ms. Iszard - Yes Ms. Stinger - Yes Dr. Morana - Absent
Mr. Zoller - Yes Mr. Pitman - Yes

The next meeting of the Board shall be held on Tuesday, October 20, 2015 at 5:00 pm at the Assunpink Center.

Respectfully submitted,



Tanya Dawson
Business Administrator/Board Secretary