

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

**MINUTES OF AUGUST 18, 2020**

1. The Board Meeting of August 18, 2020 was called to order by President Albert Pitman at 12:04 pm. The meeting took place virtually on Google Meet. 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 Times newspaper on August 4, 2020. This notice was also posted on the district website and a copy has been filed with the County Clerk of Mercer."

	<b>Present</b>	<b>Absent</b>
Ms. Hernandez	X	
Ms. McCoy	X	
Mr. Pitman	X	
Mr. Sabo	X	
Ms. Stinger	X	

2. **PLEDGE OF ALLEGIANCE** - Suspend

3. **PUBLIC SESSION/EXECUTIVE SESSION**

Mr. Pitman - Before we start the business of the meeting I would like to ask the Board for a motion to amend today's agenda on an emergency basis to permit Board consideration of a Resolution Delaying the Start of In-Person Instruction to November 9, 2020. The reason for the urgency is that there has been a change in circumstances concerning the availability of necessary staff and the first day of school is barely 3 weeks away.

Roll call:

	<b>Motion</b>	<b>Second</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Ms. Hernandez					X	
Ms. McCoy		X	X			
Mr. Pitman			X			
Mr. Sabo			X			
Ms. Stinger	X		X			

Mr. Pitman read the resolution. Handout

Mr. Pitman called for a motion to approve the resolution as read.

Roll call:

	<b>Motion</b>	<b>Second</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Ms. Hernandez					X	
Ms. McCoy		X	X			
Mr. Pitman			X			
Mr. Sabo			X			
Ms. Stinger	X		X			

Ms. Stinger: I agree that more time is needed to put all the protocols in place. We all want the students back in the classrooms, but the students, teachers and all the staff's health and safety are first and foremost. Round 2 will be coming and working in a health care facility we are trying to stockpile PPE to be ready, it's

going to be even harder for all schools to get the PPE they need, because now they have to compete with other districts and healthcare facilities to get what's needed to be safe.

**4. MINUTES OF PREVIOUS MEETING(S)**

A. The regular session meeting minutes of July 21, 2020 were brought before the Board for approval.

Roll call:

	Motion	Second	Yes	No	Abstain	Absent
Ms. Hernandez			X			
Ms. McCoy	X		X			
Mr. Pitman			X			
Mr. Sabo			X			
Ms. Stinger		X	X			

B. The executive session meeting minutes of July 21, 2020 were brought before the Board for approval.

Roll call:

	Motion	Second	Yes	No	Abstain	Absent
Ms. Hernandez					X	
Ms. McCoy	X		X			
Mr. Pitman					X	
Mr. Sabo			X			
Ms. Stinger		X	X			

C. The special meeting minutes of August 4, 2020 were brought before the Board for approval.

Roll call:

	Motion	Second	Yes	No	Abstain	Absent
Ms. Hernandez					x 8/4	
Ms. McCoy	X		X			
Mr. Pitman			X			
Mr. Sabo			X			
Ms. Stinger		X	X			

**5. BILLS TO BE APPROVED/TRANSFERS**

Bills totaling \$3,333 in June 2020 and \$481,994.11 in August 2020 and budget transfers to date were brought before the Board. The bills list and budget transfers report shall be attached to the original minutes filed in the Board Office as an official document of the Board.

Roll call:

	Motion	Second	Yes	No	Abstain	Absent
Ms. Hernandez			X			
Ms. McCoy			X			
Mr. Pitman			X			
Mr. Sabo	X		X			
Ms. Stinger		X	X			

**6. BOARD SECRETARY/TREASURER'S REPORT**

Review of the financial reports for the period ending June 2020. Said reports shall be attached to the original minutes filed in the Board Office as official documents of the Board.

Roll call:

	Motion	Second	Yes	No	Abstain	Absent
Ms. Hernandez			X			
Ms. McCoy			X			
Mr. Pitman			X			
Mr. Sabo	X		X			
Ms. Stinger		X	X			

**7. CORRESPONDENCE & COMMUNICATIONS**

Dana Hlce DePugh presented the graduation rates for 2019-2020 school year; 28 Health Science Academy, 25 STEM, 11 Culinary Arts Academy, and 37 Adult Evening

**8. COMMITTEE REPORTS - None**

**9. SUPERINTENDENT'S REPORT**

**A. NEW PROGRAMS/SPECIAL PROJECTS**

1. District Plan for Reopening, as of August 6, 2020 (attached) – revised handout
2. Submission of the FY2021 ESEA Grant Application in the amount of \$130,109

Roll call:

	Motion	Second	Yes	No	Abstain	Absent
Ms. Hernandez			X			
Ms. McCoy		X	X			
Mr. Pitman			X			
Mr. Sabo	X		X			
Ms. Stinger			X			

**B. PERSONNEL**

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

1. Rory Philipson as a full time, 10-month contracted employee in the capacity of Culinary Arts Instructor at the Sypek Center, pending certification and criminal background check at a salary of \$55,135 (Step1 of the 10-month Teacher Guide) pending the outcome of negotiations, effective September 1, 2020 through June 30, 2021
2. Amber Weeks as a full time, 10-month contracted employee in the capacity of School Nurse for the district, pending certification and background check, at a salary of \$55,135 (Step 1 of the 10-month Teacher Guide) pending the outcome of negotiations, effective September 1, 2020 through June 30, 2021
3. Rescind the transfer of Lisa Nolan, Non-Certificated Nurse, as approved July 21, 2020
4. Gregory Schpakow as a part time HVAC Instructor for the Adult Evening Schools, on an as needed basis and at an hourly rate of \$33, effective September 1, 2020 through June 30, 2021
5. Wayne Bender, Criminalistics Instructor at the Sypek Center, to receive an adjustment of one additional step increment for attainment of his Standard certificate, in accordance with the 2017-

2020 Agreement between the Board of Education and MCVEA (Article IX, Item B), effective September 1, 2020 through June 30, 2021, pending the outcome of negotiations

6. The following staff to receive one Compensatory day each, in addition to the additional hours of pay indicated for working after contracted workday hours on Board approved activities during the 2019-2020 school year, at an hourly rate of \$31, in accordance with the Agreement between the Board and MCVEA – Article XII.A.3:
  - a. Scott Engle, Culinary Arts Instructor, 69.25 hours
  - b. Erik Silverman, Culinary Arts Instructor, 69.25 hours
7. Employee #4450 to take leave of absence as follows:
  - July 21, 2020 through July 24, 2020 - Unpaid Leave
  - July 27, 2020 through July 31, 2020 - FFCRA (Emergency Paid Sick Leave) due to quarantine
8. Employee #5226 to take medical as follows:
  - July 23, 2020 through August 5, 2020 - Paid Leave
  - August 6, 2020 through October 18, 2020 – Unpaid Leave

Roll call:	Motion	Second	Yes	No	Abstain	Absent
Ms. Hernandez			X			
Ms. McCoy		X	X			
Mr. Pitman			X			
Mr. Sabo	X		X			
Ms. Stinger			X			

**C. MISCELLANEOUS**

Recommend the Board approve the following:

1. The following policies and regulation for first reading: (attached)
  - a. P1648 Restart and Recovery Plan (M)
  - b. P1648.02 Remote Learning Options for Families (M)
  - c. P1649 Federal Families First Coronavirus (COVID-19) Response Act (M)
  - d. P2270 Religion in Schools
  - e. P2432.3 Heat Participation Policy for Student-Athlete Safety (M)
  - f. P2622 Student Assessment (M)
  - g. P5111 Eligibility of resident/Non-Resident Students (M)
  - h. R5111 Eligibility of resident/Non-Resident Students (M)
  - i. P5200 Attendance (M)
  - j. R5200 Attendance (M)
  - k. P5320 Immunization
  - l. R5320 Immunization
  - m. P5330.04 Administering an Opioid Antidote (M)
  - n. R5330.04 Administering an Opioid Antidote (M)
  - o. P5610 Suspension (M)
  - p. R5610 Suspension Procedures (M)
  - q. P5620 Expulsion (M)
  - r. P8320 Personnel Records (M)
  - s. R8320 Personnel Records (M)
  - t. R8451 Control of Communicable Disease (M)
2. The following bylaw, policies and regulation for second reading and adoption:
  - a. B0152 Board Officers
  - b. P5330 Administration of Medication (M)
  - c. P7243 Supervision of Construction (M)
  - d. P8210 School Year
  - e. R5330 Administration of Medication (M)

3. 2020-2021 Emergency Preparedness Drill Schedules for the following: (attached)
  - a. Assunpink Center
  - b. Sypek Center
  - c. Adult Evening Schools
  - d. Rubino Academy
4. 2020-2021 Courses of Study, Textbook Lists and Textbook Evaluations for the following: (attached):
  - a. Assunpink Center
  - b. Sypek Center
  - c. Adult Evening Schools
5. 2020-2021 Advisory Committee Lists for the following: (attached):
  - a. Assunpink Center
  - b. Sypek Center
  - c. Adult Evening Schools

A copy of district reopening plan, P1648, P1648.02, P1649, P2270, P2432.3, P2622, P5111, R5111, P5200, R5200, P5320, R5320, P5330.04, R5330.04, P5610, R5610, P5620, P8320, R8320, R8451, 20-21 Emergency Preparedness Drill Schedules, 20-21 Courses of Study, Textbook Lists and Evals, 20-21 Advisory Committee Lists, shall be attached to the original minutes filed in the Board Office as official documents of the Board.

Roll call:

	Motion	Second	Yes	No	Abstain	Absent
Ms. Hernandez			X			
Ms. McCoy		X	X			
Mr. Pitman			X			
Mr. Sabo	X		X			
Ms. Stinger			X			

**10. OLD BUSINESS**

**11. NEW BUSINESS**

Recommend the Board approve the following:

- A. Travel requests (none)
- B. Field trip requests (none)
- C. Approve the district's Respiratory Protection Plan/Policy (RPP) for the 2020-2021 school year (attached)
- D. Resolution to submit school facilities project to the Department of Education (attached)
- E. Agreement with Pro Athletes, Inc. for online leadership presentation the weeks of September 14, 2020, October 5, 2020, November 9, 2020 and December 7, 2020 (attached)
- F. Proposal from PJ Wenger, LPC, MFT, NCC for professional development presentation relating to mental health issues due to COVID-19 on September 1, 2020, October 12, 2020 and March 15, 2021 at a rate of \$250 for half day and \$500 for full day
- G. Proposal from Susan Lord, M.Ed, LDT-C for educational testing for MCTS students using standardized tests at a rate of \$450 per assessment for the 2020-2021 school year
- H. Award Cosmetology Supplies Bid 21-01 to The Burmax Company, Inc.

I. Award Construction Supplies Bid 21-02 to Heath Lumber Co. and Ferguson Enterprises, LLC

A copy of RPP, DOE resolution, Pro Athletes agreement, shall be attached to the original minutes filed in the Board Office as official documents of the Board.

Roll call:

	Motion	Second	Yes	No	Abstain	Absent
Ms. Hernandez			X			
Ms. McCoy		X	X			
Mr. Pitman			X			
Mr. Sabo	X		X			
Ms. Stinger			X			

12. EXECUTIVE SESSION - None

13. PUBLIC DISCUSSION - None

14. ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 12:21 pm.

Roll call:

	Motion	Second	Yes	No	Abstain	Absent
Ms. Hernandez			X			
Ms. McCoy		X	X			
Mr. Pitman			X			
Mr. Sabo			X			
Ms. Stinger	X		X			

The next meeting shall be held on Tuesday, September 15, 2020 at 5:00 pm at the Assunpink Center.

Respectfully submitted,

Lisa Flynn

Assistant Business Administrator/Board Secretary