

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

MINUTES OF DECEMBER 15, 2020

1. The Board Meeting of December 15, 2020 was called to order by President Albert Pitman at 5:02 pm. The meeting took place virtually on Google Meet. The President read the following Sunshine Statement:

“Notice of the date, time and means of access to this remote public meeting, the means of making public comment and obtaining the agenda for this meeting have been advertised in the Times, sent as well to the Trentonian, posted on the district website and on the main access door of the administration building, and filed with the Mercer County Clerk, all at least 48 hours in advance of this meeting and in accordance with the Open Public Meetings Act and State regulations pertaining to remote public meetings.

Public comment is permitted on line or by telephone during this meeting using the electronic code or telephone number published in the meeting notice. Comment shall be received at the time reserved for public comment on the meeting agenda or as otherwise directed by the presiding officer; and individual comments may not exceed three minutes.

Public comment by email or written letter has also been invited in advance of this meeting and comment timely received will be read aloud during the public comment portion of the meeting, subject to the same three-minute time limit. Each comment will be read until the time limit is reached. The Board may pass over one or more written comments if in the discretion of the presiding officer the comment is duplicative of an earlier comment, but each duplicative comment will be noted for the record with the content summarized.

The video and audio technologies used for this meeting allow the Board to mute the audio of all members of the public and allow the members of the public to mute themselves. The technologies also allow the Board to regulate participation by individual members of the public.

Participation by the public is subject to standards of public comment, consistent with Board policies and practices followed if a member of the public disrupts an in-person meeting.”

	Present	Absent
Ms. Hernandez		x
Ms. McCoy		x
Mr. Pitman	x	
Mr. Sabo	x	
Ms. Stinger	x	
Mr. Glover	x	

2. PLEDGE OF ALLEGIANCE – Suspend

3. PUBLIC DISCUSSION/EXECUTIVE SESSION

A. PUBLIC DISCUSSION

Ms. Stinger – NJ Transit completed the shelter on site at Hamilton Continuing Care. Information will be shared for anyone who may want to use the bus from MCTS.

B. EXECUTIVE SESSION - None

4. MINUTES OF PREVIOUS MEETING(S)

A. The regular session meeting minutes of November 17, 2020 were brought before the Board for approval.

Roll call:

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

5. BILLS TO BE APPROVED/TRANSFERS & ADDENDUM

Bills totaling \$672,217.56 in December 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			
Mr. Glover		x	x			

6. BOARD SECRETARY/TREASURER'S REPORT

Review of the financial reports for the period ending November 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			
Mr. Glover		x	x			

7. CORRESPONDENCE & COMMUNICATIONS

Deborah Donnelly reported that Fredrick Hillman, Manager of IT/Building and Grounds, was nominated and selected for the BCJIF Safety Star Award for outstanding safety work within the district.

Dr. Schneider – All MCTS buildings will be closed until January 19, 2021. There are no changes and we will continue to monitor the transmission rates and continue to communicate with the community.

8. COMMITTEE REPORTS

9. SUPERINTENDENT'S REPORT

A. NEW PROGRAMS/SPECIAL PROJECTS

Upon recommendation of the Superintendent, Board approval of the following:

1. Resubmission of the application for the FY2020 Secondary Perkins Grant
2. Submission of grant application for additional funding for the Coronavirus Aid, Relief and Economic Security (CARES) Act 2020 in the amount of \$5,011
3. Articulation Agreements between MCTS and Mercer County Community College for the following Career Prep programs (attached):
 - Advertising & Design
 - Aviation
 - Communication
 - Criminal Justice
 - Culinary
 - Dance
 - Entertainment Technology: Music Technology
 - Entertainment Technology: Technical Theater
 - Exercise Science
 - Fashion/Apparel Design
 - Fashion Merchandising
 - Fire Science Technology
 - Gaming
 - Hospitality Management
 - New Media & Journalism
 - Photography
 - Radio and Television Production
 - Theatre
 - Visual Arts

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			
Mr. Glover			X			

B. PERSONNEL

Upon recommendation of the Superintendent, Board approval of the following personnel in the job categories, salary/wage rates, time periods specified:

1. Rescind the resignation of Jennifer Van Der Horn, Pre-Nursing Instructor
2. The following employees to take FFCRA (Emergency Paid Sick Leave) leave of absence due to quarantine as follows:

Employee Number	Start Date	End Date
5239	November 9, 2020	November 20, 2020
4784	December 8, 2020	December 21, 2020
5219	November 9, 2020	November 10, 2020
5271	November 24, 2020	December 9, 2020
4826	November 9, 2020	November 20, 2020

3. Michael Orfe, Supervisor of Secondary Education, to be compensated for 11.5 volunteer hours while he was working under the MCVEA Agreement, September 1, 2020 through November 8, 2020, receiving one (1) Comp day for the first eight (8) hours volunteered and payment of \$31/hour for the remaining 3.5 hours
4. Joseph Washington, Social Studies Instructor, 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), pending the outcome of negotiations, retroactive to November 18, 2020 through June 30, 2021
5. James Gavlas, Chemistry Instructor, to receive a stipend in the amount of \$1,200 for writing the Chemistry curriculum, to be completed by January 19, 2021, in accordance with the Agreement between the Board of Education and the MCVEA Article IX (E.)
6. Simona Brickers as a Substitute Academic Instructor for the district, at a per diem rate in accordance with the 2020-2021 Salary/Wage Guide for Hourly and Per Diem Employees, pending certification and background check, effective December 16, 2020 through June 30, 2021

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			
Mr. Glover			x			

C. MISCELLANEOUS

Upon recommendation of the Superintendent, Board approval of the following:

1. The following Bylaw and Policies for second reading and adoption:
 - a. 0164.6 Remote Public Board Meeting During a Declared Emergency (M)
 - b. 1620 Administrative Employment Contracts (M)
 - c. 6440 Cooperative Purchasing (M)
 - d. 7450 Property Inventory (M)
2. 2021-2022 Tuition Fee Schedule for the district (attached)
3. NJ Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act, July 1, 2019 through June 30, 2020 (attached)
4. Uniform State Memorandum of Agreements between MCTS and the following Police Departments for the 2020-2021 school year (attached)
 - Ewing Township
 - Hamilton Township
 - Hopewell Township
 - Lawrence Township
 - West Windsor Township
5. The following curricula for the district: (available for review in the Superintendent's office)
 - A&P I
 - AED
 - Algebra I
 - Algebra II
 - Auto Collision
 - Auto Technology
 - Auto Technology Fundamentals
 - Baking and Dining
 - BIO 113
 - Building Construction Trades
 - Business Technology

- Calculus
- Carpentry
- Cosmetology I
- Cosmetology II
- Criminalistics
- Culinary Arts
- Culinary Arts Eng I
- Culinary Arts Eng II
- Culinary Arts Eng III
- Dance
- Debate
- Health 10 and Driver's Ed
- Dynamics of Healthcare
- Electrical Construction and Maintenance
- English 4
- Environmental Science
- Financial Literacy
- Geometry
- Global Health
- Graphic Arts
- Health 11
- Health 12
- Health 9
- Health Occupations
- Honors and US History II
- HSA ENG I
- HSA ENG II
- HSA ENG III
- HSA ENG IV
- HVAC
- Horticulture and Turf Care Management
- Mechatronics
- Med, Heavy Truck Technology
- Medical Assistant
- Medical Terminology
- Music Appreciation
- PE/Health 9-12
- Personal Health and Nutrition
- Physics
- PreCalculus
- PreNursing
- Spanish 2
- Spanish 3
- Spanish I
- STEM ENG I
- STEM ENG II
- STEM ENG III
- Theatre
- US History I
- Visual Arts and Culture
- World History

6. District Discipline Report for 2020-2021 as of December 7, 2020 (attached)
7. District Harassment, Intimidation & Bullying Report for the month of November 2020 (attached)
8. Emergency Preparedness Drills for the month of November 2020 (attached)

A copy of articulation agreements (19), 20-21 tuition fees, NJDOE self-assessment, MOAs (5), 20-21 discipline report, HIB, EPD, 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			
Mr. Glover			X			

10. OLD BUSINESS - None

11. NEW BUSINESS

Recommend the Board approve the following:

- A. Travel requests (none)
- B. Field trip requests (none)
- C. Change Order 003 for Levy Construction on the Walk-In Box project at the Sypek Center - decrease to the contract in the amount of \$8,911.00 (attached)
- D. Resolution to appoint Fredrick Hillman as the district designated employer representative (DER) and Deborah Donnelly, alternate (attached)

A copy of Change Order 003, DER Resolution, 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			
Mr. Glover		X	X			

12. EXECUTIVE SESSION - None

13. PUBLIC DISCUSSION

14. ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 5:10 pm.

Roll call:

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

The next meeting shall be held on Tuesday, January 19, 2021 at 5:00 pm via Google Meet.

Respectfully submitted,



Deborah Donnelly
Business Administrator/Board Secretary