

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

MINUTES OF NOVEMBER 17, 2020

1. The Board Meeting of November 17, 2020 was called to order by President Albert Pitman at 5:00 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 November 12, 2020. This notice was also posted on the district website and a copy has been filed with the County Clerk of Mercer."

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

Joined at 5:13

2. PLEDGE OF ALLEGIANCE – Suspend

3. PUBLIC DISCUSSION/EXECUTIVE SESSION

A. PUBLIC DISCUSSION - None

B. EXECUTIVE SESSION - None

4. MINUTES OF PREVIOUS MEETING(S)

- A. The regular session meeting minutes of October 20, 2020 were brought before the Board for approval.
- B. The reorganization meeting minutes of November 2, 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		X			
Ms. Stinger			X		X on B	
Mr. Glover		X	X		X on B	

5. BILLS TO BE APPROVED/TRANSFERS & ADDENDUM

Bills totaling \$565,783.40 in November 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			
Mr. Glover			x			

6. BOARD SECRETARY/TREASURER'S REPORT

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

7. CORRESPONDENCE & COMMUNICATIONS

Deborah Donnelly noted that negotiations have begun; next meeting is scheduled for December 1, 2020. Ms. Donnelly will report any details in executive session if the need arises.

Walter Bliss, Jr., Board Attorney reviewed/presented ethics training with the Board. 18A:12-24 and 18A:12-24.1 handouts

8. COMMITTEE REPORTS - None

9. SUPERINTENDENT'S REPORT

A. NEW PROGRAMS/SPECIAL PROJECTS

1. Revised District Reopening Plan as of November 11, 2020 (attached)

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

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

1. Trevor Geisz, HVAC Instructor, revised start date retroactive to October 26, 2020 through June 30, 2021
2. Lisa Rubino, Teacher Assistant, revised end date for Long-term Substitute Instructor differential pay, retroactive to September 2, 2020 through October 25, 2020
3. Peter Corrigan as a full time, 12-month contracted employee in the capacity of IT Technician for the district, at a salary of \$55,000 prorated, retroactive to November 16, 2020 through June 30, 2021
4. Deborah Donnelly, Business Administrator, to serve as the School Safety Specialist, receiving a stipend in the amount of \$5,000 during the 2020-2021 school year (payable by and reimbursable to MCSSSD) to be paid 50% December 15, 2020 and 50% June 15, 2021
5. Janice La Fleur, Baking and Dining Services Instructor, to receive longevity in the amount of \$1,000 in accordance with the 2017-2020 Agreement between the Board of Education and MCVEA (Article XX, Item D.2) effective November 27, 2020, pending the outcome of negotiations
6. Felix Rodriguez, Custodian II, to receive differential pay in the amount of \$41.82 per day for coverage in a Custodian I position, in accordance with the 2017-2020 Agreement between the Board of Education and MCVEA (Article XX, Item E) pending the outcome of negotiations, retroactive to November 9, 2020 through November 20, 2020
7. Employee #4816 to take Leave of Absence beginning January 2, 2021 through February 9, 2021 using paid sick days
8. Employee #4415 to take FFCRA (Emergency Paid Sick Leave) leave of absence due to quarantine, retroactive to November 9, 2020 through November 20, 2020
9. Employee #5205 to take FFCRA (Emergency Paid Sick Leave) leave of absence due to quarantine, retroactive to November 9, 2020 through November 20, 2020
10. Mick Orfe, Supervisor of Secondary Education, to serve as the District Anti-Bullying Coordinator (ABC), at no cost to the district, effective November 18, 2020 through June 30, 2021
11. Lori Russo, Supervisor of Secondary Education, to serve as the District Special Education Coordinator, at no cost to the district, effective November 18, 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

Recommend the Board approve the following:

1. The following Bylaw and Policies for first reading: (attached)
 - 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. New Jersey Quality Single Accountability Continuum (NJQSAC) District Performance Review – School Year 2020-21 (attached)
3. Job Description for the position of School Safety Specialist (attached)
4. District Discipline Report for 2020-2021 as of November 10, 2020 (attached)
5. District Harassment, Intimidation & Bullying Report for the month of October 2020 (attached)
6. Emergency Preparedness Drills for the month of October 2020 (attached)

A copy of revised reopening plan, 0164.6, 1620, 6440, 7450, NJQSAC review, job description, 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 & ADDENDUM

Recommend the Board approve the following:

- A. Travel requests (attached)
- B. Field trip requests (none)
- C. Continuation of membership in the Burlington County Insurance Pool; year 2 of 3

A copy of travel 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			
Ms. Stinger			x			
Mr. Glover		x	x			

12. EXECUTIVE SESSION - None

13. PUBLIC DISCUSSION

Dr. Schneider reported that communication went out to parents, staff and students regarding re-opening on November 30, 2020. However, with the number of cases in local districts, we are concerned. Administrators are watching this closely and will monitor cases by the end of the week. We are also waiting to see what the local Department of Health reports. Cases in our area are escalating, so we may need to push back re-opening. We are looking for a healthy start.

Ms. Stinger – are any other districts closed until January?

Dr. Schneider – Lawrence and Trenton

Hopewell is moving to a December 7 return. Districts in Mercer looking to push back to a post-Thanksgiving; December 7. The extra week after Thanksgiving is to reassess. We will know more later this week.

Ms. Stinger – I think it is a good decision. Personally, if the opportunity is there to hold off until January that may be a good idea.

Dr. Schneider – We will reconvene the pandemic team later this week. Our teaching staff is unique and we cannot find substitutes.

Ms. McCoy – Take time to look at the data and be sure to have the tools/resources to open and to make decisions.

14. ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 5:27 pm.

	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			

The next meeting shall be held on Monday, December 15, 2020 at 5:00 pm via Google Meet.

Respectfully submitted,

Deborah Donnelly
Business Administrator/Board Secretary