

**CUMBERLAND REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION – REGULAR BOARD MEETING
JUNE 25, 2020**

CALL TO ORDER

A regular meeting of the Cumberland Regional School District Board of Education was held on June 25, 2020. President Tom Davis called the meeting to order at 6:00 PM in the Cumberland Regional High School Media Center, Silver Lake Road, Seabrook, New Jersey.

Mr. Davis led the flag salute.

Mr. Davis read a statement that notice had been sent to the official newspapers and to the clerks of the constituent districts stating the time, date and place of this meeting, and notice has been posted on the bulletin board of the Board Office. Mr. Davis also read a statement inviting public participation, informing them that the Board does not endorse audience comments nor will it be held liable for comments made about a staff member that the staff member may consider defamatory and/or libelous, as the staff member retains all rights to pursue any legal remedies.

A roll call showed the following members present: Mr. Rucker (arrived at 6:15 PM), Ms. Trexler, Mrs. Wojcik, Mrs. Hunsberger, Mr. Jackson, Mr. Campbell, Mrs. Hall and Mr. Davis.

Member(s) absent: Mrs. Wilchensky.

Others present: Board Secretary Bruce D. Harbinson and other members of the staff and general public.

APPROVAL OF MINUTES

Motion (Campbell, Jackson) that the Board of Education approves the minutes of the May 28, 2020, district reorganization/regular meeting. The motion was carried unanimously.

FINANCIAL REPORTS

A. Board Secretary's Report

In accordance with 18A:17-9 for the month of May 2020, the School Business Administrator/Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A:23A-16.10(c), that there are no changes in anticipated revenue amounts or revenue sources in accordance with N.J.A.C. 6A:23A-16.10(c), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Board Secretary

6/25/20

Date

B. Reconciliation Report

In accordance with 18A:17-9, the Reconciliation report and Board Secretary's report are in agreement for the month of May 2020.

C. Board Certification

Motion to approve and accept the May 2020 School Business Administrator/Board Secretary and Reconciliation reports and pursuant to N.J.A.C. 6A:23A-16.10(c), we certify that as of May 31, 2020, after review of the School Business Administrator/Board Secretary's monthly financial report (revenue and appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge, no major accounts or fund has been over expended in violation of N.J.A.C. 6A:23A-16.10(c) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

D. Line Item Transfers

Motion to approve the line item transfers and new accounts previously approved by the Superintendent and School Business Administrator/Board Secretary, pursuant to N.J.A.C. 6A:23A-16.10(c) for the month of May 2020 as per Board Policy.

E. Approval of Requisitions

Motion to approve the requisitions through June 25, 2020.

F. Payment of Bills

Motion that the Board of Education approves the payment of all authorized regular bills through June 25, 2020.

Motion (Campbell, Jackson) to approve items A-F above.

Roll Call Vote: *Ayes (7)* Ms. Trexler, Mrs. Wojcik, Mrs. Hunsberger, Mr. Jackson, Mr. Campbell, Mrs. Hall and Mr. Davis.
 Noes (0)
 Abstain (0)

The motion was carried unanimously.

AUDIENCE PARTICIPATION ON AGENDA ITEMS

Nothing at this time.

SUPERINTENDENT'S REPORT

Mr. Harbinson reported the following on Mr. Price's behalf:

- Interviews were held for Special Education, ELA and History positions.
- We are still looking for a Teacher of Spanish.
- The QSAC District Improvement Plan was accepted as submitted.
- Three students were accepted as County Vocational students at CRHS.
- We submitted our Professional Development Plan to the state with our Statement of Assurances. Adjustments will be made as we get instruction from the state for re-opening in September. We are also planning to train teachers on Google and Microsoft Teams in case we are still using remote instruction.
- Attended the diploma pick up event.
- Created committees to work on scenarios for re-opening.
- Notified Department of Health (DOH) and Office of Emergency Management (OEM) of our graduation plans.
- Met with Constituents to offer graduation "space" for ceremonies.
- Arranged for all our programs to be aired on Quinn Broadcasting.
- Activities to Boast About:
 - Diploma pick up
 - Visit to Valedictorian and Salutorian's homes
 - Mr. Aiello and Marissa Rizzo for their work on senior events
 - Bonnie Powers' work on applications for grants and aid

Motion (Hunsberger, Campbell) to accept the Superintendent's Report as presented. The motion was carried unanimously.

OLD BUSINESS ITEMS

Nothing at this time.

NEW BUSINESS ITEMS

Nothing at this time.

COMMITTEE REPORTS & RECOMMENDATIONS

Personnel

The following personnel appointments are based upon the recommendation of the Superintendent:

NO ROLL CALL GROUP – Resignations & Leaves

1. Motion to approve a leave of absence for Employee ID #1492 beginning on September 21, 2020, and returning on or about December 14, 2020, pursuant to FMLA and NJFLA, utilizing a combination of paid and without pay days, subject to change.
2. Motion to approve a leave of absence for Employee ID #1675 beginning on September 14, 2020, and returning on or about November 2, 2020, pursuant to FMLA and NJFLA, utilizing without pay days, subject to change.
3. Motion to approve a leave of absence for Employee ID #1553 beginning on September 2, 2020, and returning on or about December 4, 2020, pursuant to FMLA and NJFLA, utilizing a combination of paid and without pay days, subject to change.

Motion (Hunsberger, Jackson) to approve items 1-3 above. The motion was carried unanimously.

ROLL CALL GROUP – Appointments & Salary Amendments

4. Motion to approve an annual \$15,000 stipend for Employee ID #1924 to be paid monthly, July through June, for contracted work at Hopewell Township BOE for the 2020-2021 school year.
5. Motion to approve an annual \$7,500 stipend for Employee ID #2116 to be paid monthly, July through June, for contracted work at Greenwich Township BOE for the 2020-2021 school year.
6. Motion to approve the 2020-2021 School Business Administrator contract for Bruce Harbinson as approved by the Cumberland County Interim Executive Superintendent.
7. Motion to appoint 2020-2021 Advisors/Extra Service Advisors as attached, *contingent upon funding, the resumption of in person instruction and the actual performance of the duties related to the position.*
8. Motion to approve Nicole Smith and Patricia Thorne to work in the summer on tasks related to the agriculture program, at the contracted rate per hour, not to exceed \$4,500 total *contingent upon funding, the resumption of in person instruction and the actual performance of the duties related to the position.*
9. Motion to appoint the following new hires for the 2020-2021 school year, pending completion of required paperwork and criminal history review:

POSITION	NAME	STEP/ ANNUAL SALARY	REPLACING	START DATE
Teacher of Lang. Arts / ELA	Eryn Swineford	BA/Step 1, \$56,416	Employee ID #0029	9/01/20
Teacher of Students with Disabilities	Joseph Lippincott	MA/Step 6, \$64,366	Employee ID #0261	9/01/20
Teacher of Social Studies	Cody Hand	BA/Step 4, \$57,891	Employee ID #1813	9/01/20

10. Motion to appoint the following Academy Leaders at a contracted rate for the 2020-2021 school year:

PROGRAM	NAME
Justice Studies	Eugene Thomas
Agriculture	Nicole Smith, Patty Thorne (Co-Leads)
Information Technology	Edward Sayre
STEM	Edward Sayre, Kathleen Weist (Co-Leads)
Biomedical-Life Sciences	John VandeZilver, Allison Ninfa (Co-Leads)
Dramatic Arts	Elisabeth Campbell
Business	Dwayne Hendricks

11. Motion to appoint the following Athletic Coach for the 2020-2021 school year *contingent upon funding, the resumption of in person instruction and the actual performance of the duties related to the position:*

POSITION	NAME	STEP/STIPEND
Summer Weight Room Trainer	Dwayne Hendricks	Step 5 / \$2,850

12. Motion to approve a Memorandum of Understanding between the CRBOE and the CREA, regarding payment to a staff member for teaching a fourth instructional block, retroactive to March 9, 2020 through June 17, 2020.
13. Motion to approve a Memorandum of Understanding between the CRBOE and the CREA, regarding payment to a staff member for tuition reimbursement due to COVID-19 pandemic.

Motion (Hunsberger, Trexler) to approve items 4-13 above.

Roll Call Vote: Ayes (8) Mr. Rucker, Ms. Trexler, Mrs. Wojcik, Mrs. Hunsberger, Mr. Jackson, Mr. Campbell, Mrs. Hall and Mr. Davis.

 Noes (0)

 Abstain (0)

The motion was carried unanimously.

14. Motion (Hunsberger, Hall) to approve the following revised job descriptions:
- District Supervisor (A-09)
 - Assistant Principal (B-02)
- The motion was carried unanimously.

Finance

NO ROLL CALL GROUP - Shared Service Agreements

1. Motion to approve 2020-2021 Information Technology agreements between the Cumberland Regional Board of Education and the following districts pursuant to the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1 et seq.) beginning July 1, 2020 and ending June 30, 2021:

<u>District</u>	<u>Days per Week</u>	<u>Amount</u>
Greenwich/Stow Creek	1	\$18,025
Hopewell	2	\$30,900

2. Motion to approve a 2020-2021 Information Technology agreement between the Cumberland Regional Board of Education and Deerfield Township Board of Education pursuant to the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1 et seq.) beginning on or about October 1, 2020, and ending June 30, 2021, for 2 days a week in the amount of \$2,575 per month.
3. Motion to approve Addendum to Agreement for NJ State Police Services for the 2020-2021 school year on an as-needed basis at \$105.53 per hour per member assigned:

Motion (Campbell, Jackson) to approve items 1-3 above. The motion was carried unanimously.

4. Motion (Campell, Rucker) to approve the following resolution:
- WHEREAS, Bruce D. Harbinson, School Business Administrator/Board Secretary possesses a Qualified Purchasing Agent (QPA) certificate;
- WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7, and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent, from \$40,000 to \$44,000, effective July 1, 2020;
- NOW, THEREFORE BE IT RESOLVED that theCumberland Regional Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$44,000 for the Board of Education, and further authorizes Bruce D. Harbinson, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

The motion was carried unanimously.

Curriculum/Student Life

Nothing at this time.

Facilities/Transportation

1. Motion (Wojcik, Rucker) to direct the School Business Administrator to bid the New Greenhouse project as approved in the 2020-2021 budget at the May 7, 2020, Special Board meeting. The motion was carried unanimously.
2. Motion (Wojcik, Rucker) to approve the removal of the following equipment from district inventory because the item(s) is/are no longer needed by the district or are obsolete and in poor condition and are therefore declared to be surplus or excess property and sold through a closed bid, disposed of locally or posted on the GovDeals website:

<u>Item Description</u>	<u>Model/Serial Number</u>	<u>Reason</u>
1976 Ford Air Tank	Serial #30T/397103Model #71T2-10D-3d	Replaced

The motion was carried unanimously.

3. Motion (Wojcik, Hunsberger) to approve the following resolution:

WHEREAS, NJAC 6A:23A-14.3 and 14.4 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Cumberland Regional Board of Education wishes to deposit anticipated current year surplus into the Emergency Reserve account at year end, and

WHEREAS, the Cumberland Regional Board of Education has determined that an amount not to exceed \$500,000 may be available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Cumberland Regional Board of Education that it hereby authorizes the district’s School Business Administrator to make the transfer consistent with all applicable laws and regulations.

The motion was carried unanimously.

Negotiations

Nothing at this time.

OTHER REPORTS

Board Secretary:

Mr. Harbinson reported the district was approved for \$318,703 in funding through the CARES Act. Additional funding is also being sought through FEMA. That application process is underway.

AUDIENCE PARTICIPATION ON NON-AGENDA ITEMS

Nothing at this time.

COMMUNICATIONS

Nothing at this time.

FUTURE MEETINGS

July	15	Finance Committee	5:00 PM
		Facilities/Transportation Committee	5:30 PM
		Special Meeting – Tentative 2020-2021 Budget	6:00 PM
		Curriculum/Student Life Committee	6:20 PM
		Personnel Committee	6:50 PM
July	23	Regular Board Meeting	6:00 PM

IMPORTANT DATES

July	8	Anticipated In-Person Graduation Ceremony*	5:00 PM & 6:30 PM
July	9	Rain Date for In-Person Graduation Ceremony*	5:00 PM & 6:30 PM

*Pending State Approval

EXECUTIVE SESSION

Board President Tom Davis read the following executive session resolution as it complies with the Open Public Meetings Act:

WHEREAS, in order to protect personal privacy and to avoid situations wherein the public interest might be disserved, the Open Public Meetings Act permits public bodies to exclude the public from that portion of a meeting at which certain matters are discussed, now therefore be it

RESOLVED, that consistent with the provision of N.J.S.A 10:4-12.b, the Cumberland Regional Board of Education will now adjourn to executive session at 6:22 PM to discuss matters related to personnel matters (a CREA employee dismissal grievance) and Superintendent’s Evaluation, it is

FURTHER RESOLVED, that the regular meeting is anticipated to reconvene in approximately 30 minutes at which time action will not be taken.

Motion (Hall, Rucker) to approve the above resolution. The motion was carried unanimously.

The Board returned from Executive Session at 7:33 PM.

ADJOURNMENT

Motion (Hall, Jackson) was made to adjourn. The motion was carried and the meeting ended at 7:35 PM.

Respectfully submitted,

Bruce D. Harbinson
Board Secretary