### CALL TO ORDER

The Reorganization Meeting of the Essex County Vocational Technical Schools Board of Education was called to order at 3:15 pm on Friday, November 1, 2019, by the Board Secretary.

#### **OPENING STATEMENT**

Adequate notice of this meeting was provided in compliance with the Open Public Meetings Act and published in the Star Ledger on November 9, 2018 and in El Coqui on November 8, 2018.

### PLEDGE OF ALLEGIANCE

ROLL CALL - Board Secretary, Lori Tanner

Present: Mr. Salvatore Carnovale, Ms. Jennifer Carrillo-Perez, Ms. LeeSandra Medina, Dr.

Chris T. Pernell, Ms. Adrianne Davis, Fr. Edwin D. Leahy

Also Present: Dr. James M. Pedersen, Superintendent

Bernetta Davis, Business Administrator

Lori Tanner, Board Secretary

Mr. Murphy Durkin, Board Attorney Kimberly Brown-Smeraldo, Treasurer

Mary Ann Sweeney, Sr. Administrative Assistant to the Board

### PUBLIC COMMENT WITH REGARD TO RESOLUTIONS

#### REPORT OF THE SUPERINTENDENT

### **AGENDA ITEMS**

#### Resolution #20-182: Election of the President

The Board Secretary will receive, in order, nominations for the office of President of the Board of Education for the period November 1, 2019 through October 31, 2020.

Nominee Nominee	<u>Moved By</u>	Seconded By
1) Fr. Edwin D. Leahy	Motion by Ms. A. Davis_	seconded by Ms. Perez
2)	Motion by	seconded by
3)	Motion by	seconded by

Board Secretary will close nominations and conduct a roll call vote for each nominee.

## **ROLL CALL VOTE FOR 1):**

Roll Call: Yeas: Mr. Carnovale, Dr. Pernell, Ms. Carrillo-Perez, Ms. Medina, Ms. Davis,

Fr. Leahy

Nays: None Absent: None

Father Edwin D. Leahy, do you accept the appointment to office of President of the Board of Education of the Essex County Vocational Technical Schools for the period November 1, 2019 through October 31, 2020.

On the motion of Ms. Davis seconded by Ms. Perez, the Board elected Father Edwin D. Leahy to the office of President of the Essex County Vocational Technical Schools Board of Education for the period November 1, 2019 through October 31, 2020.

Additional Information: Father Leahy assumes the President's chair.

### Resolution #20-183: Election of the Vice President

The Newly Appointed President will receive, in order, nominations for the office of Vice President of the Board of Education.

	<u>Nominee</u>	Moved By	Seconded By
1)	Ms. Adrianne Davis	Motion by <u>Mr. Carnovale</u>	seconded by <u>Dr. Pernell</u>
2)		Motion by	seconded by
3)		Motion by	seconded by

The Newly Appointed President or Board Secretary will close nominations and the Board Secretary will conduct a roll call vote for each nominee.

## **ROLL CALL VOTE FOR 2):**

Roll Call: Yeas:

Mr. Carnovale, Dr. Pernell, Ms. Carrillo-Perez, Ms. Medina, Ms. Davis,

Fr. Leahy

Nays:

None None

Absent:

Adrianne Davis, do you accept the appointment to office of Vice President of the Board of Education of the Essex County Vocational Technical Schools for the period November 1, 2019 through October 31, 2020.

On the motion of Mr. Carnovale seconded by Dr. Pernell, the Board elected Adrianne Davis to the office of Vice President of the Essex County Vocational Technical Schools Board of Education for the period November 1, 2019 through October 31, 2020.

## Resolution #20-184: Appointment of Lori Tanner, Board Secretary

On the motion of Ms. Davis, seconded by Ms. Medina, BE IT RESOLVED that upon the recommendation of the Superintendent of Schools the Board approves that Lori Tanner be and is hereby

appointed Board Secretary for the period commencing November 1, 2019 through October 31, 2020 Essex County Vocational Schools Reorganizational Board Meeting at the current salary and contractual terms.

Roll Call:

Yeas:

Mr. Carnovale, Dr. Pernell, Ms. Carrillo-Perez, Ms. Medina, Ms. Davis,

Fr. Leahy

Nays:

None

Absent:

None

## Resolution #20-185: Appointment of Bernetta Davis, Assistant Board Secretary

On the motion of Dr. Pernell, seconded by Ms. Perez, BE IT RESOLVED that upon the recommendation of the Superintendent of Schools the Board approves that Bernetta Davis be and is hereby appointed Assistant Board Secretary for the period commencing November 1, 2019 through October 31, 2020 Essex County Vocational Schools Reorganizational Board Meeting. Mrs. Davis shall receive no additional compensation and/or benefits as a result of this appointment.

BE IT FURTHER RESOLVED, that Mrs. Davis shall only act in the capacity of Assistant Board Secretary if in the event the current Board Secretary is unable to perform her duties as secretary for any reason including but not limited to vacation or illness.

Roll Call:

Yeas:

Mr. Carnovale, Dr. Pernell, Ms. Carrillo-Perez, Ms. Medina, Ms. Davis,

Fr. Leahy

Nays:

None

Absent:

None

### Resolution #20-186: Appoint Board Counsel

On the motion of Mr. Carnovale, seconded by Ms. Perez, BE IT RESOLVED, that this Board appoints Mr. M. Murphy Durkin, Board Counsel, for the period of November 1, 2019 through October 31, 2020, at the current salary and contractual terms.

Roll Call:

Yeas:

Mr. Carnovale, Dr. Pernell, Ms. Carrillo-Perez, Ms. Medina, Ms. Davis,

Fr. Leahy

Nays:

None

Absent:

None

### Resolution #20-187: Appoint Members of the Board of School Estimate

On the motion of Ms. Davis, seconded by Dr. Pernell, BE IT RESOLVED, that Ms. Adrianne Davis and Fr. Edwin D. Leahy be appointed Members of the Board of School Estimate for the period November 1, 2019 through October 31, 2020.

Roll Call:

Yeas:

Mr. Carnovale, Dr. Pernell, Ms. Carrillo-Perez, Ms. Medina, Ms. Davis,

Fr. Leahy

Navs:

None

Absent:

Resolution #20-188: Appointment of the Treasurer of School Monies

On the motion of Ms. Medina, seconded by Mr. Carnovale, BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools the Board appoints Mrs. Kimberley Browne-Smeraldo as Treasurer of School Monies for the 2019-20 school year, at an annual compensation of \$10,000.00, effective November 1, 2019.

Roll Call:

Yeas:

Mr. Carnovale, Dr. Pernell, Ms. Carrillo-Perez, Ms. Medina, Ms. Davis,

Fr. Leahy

Nays:

None

Absent:

None

### Resolution #20-189: Calendar of Meetings of the Board of Education

On the motion of Dr. Pernell, seconded by Mr. Carnovale, BE IT RESOLVED, that Essex County Vocational Technical Schools Board of Education Meetings will in the Board Room, Administrative Offices, LeRoy Smith, Jr. Public Safety Building, 60 Nelson Place, Sheila Oliver Conference Center, 14<sup>th</sup> floor, Newark, New Jersey, 07102, at 6:00 p.m. on the following dates, unless otherwise noted:

## Regular Meetings

Monday, November 18, 2019	Monday, May 11, 2020
Monday, December 16, 2019	Monday, June 8, 2020
Monday, January 13, 2020	Monday, July 13, 2020
Monday, February 10, 2020	Monday, August 17, 2020
Monday, March 16, 2020	Monday, September 14, 2020
Monday, April 13,2020	Monday, October 19, 2020

### **Annual Organization Meeting**

Monday, November 2, 2020\*

**Additional Information:** The Board Secretary will have the above schedule of meetings published in The Star Ledger and El Coqui.

Roll Call:

Yeas:

Mr. Carnovale, Dr. Pernell, Ms. Carrillo-Perez, Ms. Medina, Ms. Davis,

Fr. Leahy

Nays:

None

Absent:

None

Resolution #20-190: Designate Official District Newspapers

<sup>\*</sup>This meeting (November 2, 2020) is scheduled for 3:00 p.m.

On the motion of Ms. Davis, seconded by Mr. Carnovale, BE IT RESOLVED, that The Star Ledger and El Coqui be designated as the official newspaper(s) for District publications.

BE IT FURTHER RESOLVED, that the Business Administrator/Board Secretary be allowed to use one or both of these papers as may be necessary based on the situation.

Roll Call:

Yeas:

Mr. Carnovale, Dr. Pernell, Ms. Carrillo-Perez, Ms. Medina, Ms. Davis,

Fr. Leahy

Nays: Absent:

None None

### Resolution #20-191: Adopt Open Public Meetings Act

On the motion of Mr. Carnovale, seconded by Dr. Pernell, BE IT RESOLVED, that the board adopts the following in accordance with the provisions of the Open Public Meetings Act N.J.S.A. 10:4-6 et seq.:

- All regular meetings of the Essex County Vocational Technical Schools Board of Education as scheduled on the dates indicated in the Calendar of Meetings will be held in the Administrative Offices, LeRoy Smith, Jr. Public Safety Building, 60 Nelson Place, 14<sup>th</sup> floor, Newark, New Jersey, 07102 unless otherwise noted.
- 2) A copy of the Calendar of Meetings will be prominently posted by the Secretary throughout the year on the bulletin board in the lobby of each Essex County Vocational Technical School buildings.
- 3) The Secretary, upon adoption of this resolution, will mail a copy of the Resolution to The Star-Ledger and El Coqui, which are designated as the official newspaper(s) for publication of legal notices; which newspapers are hereby designated to receive notices of meetings pursuant to Section 3(d) of the Open Public Meetings Act (N.J.S.A. 10:4-8); and cause dates of said meetings to be advertised in the above mentioned newspapers.
- 4) The Secretary will file a copy of this Resolution in the Essex County Clerk's Office and this Resolution shall remain on file throughout the year to November 1, 2020.

  A copy of this Resolution, or any revision thereto, or any advance written notice of any regular, special or rescheduled meeting during the above period to November 1, 2020 will be mailed to any person making written application for the same pursuant to Section 14 of the Open Public Meetings Act (N.J.S.A. 10:4-19) upon prepayment of said person of TWENTY-FIVE DOLLARS to the Secretary. Notices of meetings requested by news media in writing shall be mailed to said news media without charge. All requests for notices shall terminate on November 1st of each year, but shall be subject to renewal upon written request. Any persons needing special provisions should notify the Board Secretary a minimum of 24 hours prior to the meeting.

Roll Call: Yeas: Mr. Carnovale, Dr. Pernell, Ms. Carrillo-Perez, Ms. Medina, Ms. Davis.

Fr. Leahy

Nays: Absent: None None

### Resolution #20-192: Adopt Policies

On the motion of Ms. Perez, seconded by Mr. Carnovale, BE IT RESOLVED that upon the recommendation of the Superintendent of Schools the Board approves all existing policies of the Board remain in effect for one year subject to change by rules within these policies.

All policies are available for review in the District Board Office.

Roll Call:

Yeas:

Mr. Carnovale, Dr. Pernell, Ms. Carrillo-Perez, Ms. Medina, Ms. Davis,

Fr. Leahy

Nays:

None

Absent:

None

### **FINANCE**

#### FINANCE RESOLUTIONS

### Resolution #20-193: Authorize Payment of Bills – October 30, 2019

WHEREAS, Bernetta Davis, Business Administrator for the District, has reviewed bills presented to the District for payment in the amount of \$30,856.85 through October 30, 2019 and has determined that the bills on the enclosed bills list are required to be paid by the District and that same are in accordance with contracts and/or agreements entered into by the District. Ms. Davis hereby represents to the Board that there are sufficient funds within the District to make these payments and that said payments will not adversely affect the financial position of the District; now

On the motion of Ms. Davis, seconded by Mr. Carnovale, BE IT RESOLVED that upon the recommendation of the Superintendent of Schools the Board approves the payment of the October 30, 2019, bill's list in the sum of \$30,856.85, a copy of which is attached hereto and incorporated herein as if fully set forth.

Roll Call:

Yeas:

Mr. Carnovale, Dr. Pernell, Ms. Carrillo-Perez, Ms. Medina, Ms. Davis,

Fr. Leahy

Nays:

None

Absent:

Resolution #20-194: Approval of Professional Services Agreement by and between

Delta-T Group North Jersey, Inc in an Amount Not to Exceed \$45,000.00,

Local Funds

WHEREAS, Dr. Patricia Clark-Jeter, Director of Student-Related Services has advised the Superintendent of the need to engage with professional support services to assist with providing one-to-one aides for district students with disabilities; and

WHEREAS, Dr. Clark-Jeter advises that the best company to provide these interim professional support services is Delta-T Group North Jersey, Inc. ("Delta-T") with offices located at 1460 US Route 9 North, Suite 300, Woodbridge, NJ 07095. Dr. Clark-Jeter has confirmed that Delta-T will provide the services as outside interim professional support services at the rate of \$21.00 per hour subject to a limitation on such fees in an amount not to exceed Forty-Five Thousand Dollars (\$45,000.00) in the aggregate, and

NOW, THEREFORE, on the motion of Dr. Pernell, seconded by Ms. Medina, BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board approves the appointment of Delta-T to provide interim professional support services and authorizes Bernetta Davis, Business Administrator, to enter into an Agreement, on behalf of the Board with Delta-T, as described herein, consistent with the term of this Resolution in an amount not to exceed \$45,000.00

BE IT FURTHER RESOLVED, Delta-T has submitted the appropriate political contribution disclosure forms pursuant to Chapter 271 of the laws of 2005; and

BE IT FURTHER RESOLVED, Bernetta Davis, Business Administrator, hereby verifies that there are sufficient funds within the District's local funds to fully fund all payments and that said payments will not adversely affect the financial position of the District.

BE IT FURTHER RESOLVED, that the Business Administrator is hereby directed to ensure that the appropriate insurance certificates are obtained prior to the commencement of the renewal term in accordance with the contract; and

BE IT FURTHER RESOLVED that the authorized fee for services rendered are not to exceed the sum of Forty-Five Thousand (\$45,000.00) Dollars in the aggregate, without the prior written approval of the Board; and

BE IT FURTHER RESOLVED, that this Contract is being awarded without competitive bidding, in that said Contract is for Professional Services and is exempt pursuant to N.J.S.A. 18A:18A-5(a)(1); and

BE IT FURTHER RESOLVED, that N.J.S.A. 18A:18A-5(a)(1) requires that the resolution authorizing the award of Contracts for Professional Services without competitive bids must be publicly advertised and accordingly, the Business Administrator is directed to make public this Resolution in accordance with applicable law.

Roll Call: Yeas: Mr. Carnovale, Dr. Pernell, Ms. Carrillo-Perez, Ms. Medina, Ms. Davis,

Fr. Leahy

Nays: None Absent: None

Resolution #20-195: Authorization of Acceptance of Monetary Donation to the Robotics Program at Donald M. Payne Sr. School of Technology from the AT&T Pioneers program, in the Amount of \$ 1,502.36.

WHEREAS, John P. Dolan, Jr., Director of CTE/Grant Administrator, has advised the Superintendent that Mr. Salvatore Lima, STEM Supervisor has submitted a letter requesting funding for supplies for the Robotics program at Payne Tech and said letter has been selected for funding by the AT&T Pioneers in the total amount of \$1,502.36. Mr. Dolan has further advised the Superintendent that funds are to be utilized in accordance with the guidelines of said letter.

WHEREAS, as a result of the above-referenced successful funding request the District has been awarded the sum of \$1,502.36 in funding for the Robotics Program at Payne Tech

On the motion of Ms. Medina, seconded by Dr. Pernell, BE IT RESOLVED, that upon the recommendation of the Superintendent, the Board of Education does hereby authorize Mr. Lima, under the direction of Mr. Dolan, Grant Administrator, to accept the funding from the AT&T Pioneers Program. for a Total Amount of \$1,502.36.

Roll Call:

Yeas:

Mr. Carnovale, Dr. Pernell, Ms. Carrillo-Perez, Ms. Medina, Ms. Davis,

Fr. Leahy

Navs:

None

Absent:

None

Resolution #20-196: Approval of Professional Services Contract by and between DiCara Rubino Architects and the District for Architectural Services for the Architectural/Engineering Services for the Essex County Vocational Technical Schools West Caldwell Tech Campus Food Service Kitchen Replacement, in an Amount Not to Exceed \$75,000.00, Capital Funds

WHEREAS, the Board previously passed a Resolution awarding a Contract to DOBCO Inc. as the General Contractor for the Additions, Renovations and Alterations at the Essex County Vocational Technical Schools West Caldwell Tech Campus (the "Project"). In furtherance of said Contract, upon information and/or belief, DOBCO Inc. entered into a subcontract with Tricon Enterprises, Inc. During the demolition phase of the Project and contrary to the plans and specifications, DOBCO Inc. and/or Tricon Enterprises, Inc. through error, negligence, or other wrongful act, demolished what is commonly referred to as the kitchen area of the West Caldwell Tech Campus.

WHEREAS, as a result of the above, the District has placed its Builder's Risk insurance carrier on notice and is in the process of verifying that DOBCO, Inc. and Tricon Enterprises, Inc.'s carriers have also been placed on notice of same. Due to the time sensitive nature of the replacement of the Food Service Kitchen, the Board has a need to acquire and engage the services of DiCara Rubino Architects ("Dicara"), who is also the District's architect regarding the Project, to prepare additional plans for architectural and engineering services for the replacement of the Food Service Kitchen at the West Caldwell Tech Campus; and

WHEREAS, DiCara with offices located at 30 Galesi Drive, West Wing, Wayne, NJ 07470 will provide the architectural services as referenced at a fixed fee in the amount not to exceed Seventy Five Thousand and 00/100 Dollars (\$75,000.00) in the aggregate: and

NOW, THEREFORE, on the motion of Ms. Davis, seconded by Dr. Pernell, BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board hereby authorizes the District to enter into an agreement DiCara to prepare additional plans for architectural and engineering services for the replacement of the Food Service Kitchen at the West Caldwell Tech Campus in an amount not to exceed \$75,000;

BE IT FURTHER RESOLVED, the Board hereby authorizes Bernetta Davis, Business Administrator, to enter into a Professional Services Contract, on behalf of the Board with DiCara, as described herein, consistent with the term of this Resolution. No payments are to be made to Dicara without the District's receipt of a fully executed contract in a form agreeable to Board Counsel.

BE IT FURTHER RESOLVED, Dicara has submitted the appropriate political contribution disclosure forms pursuant to Chapter 271 of the laws of 2005; and

BE IT FURTHER RESOLVED, Bernetta Davis, Business Administrator, hereby verifies that there are sufficient funds within the District's capital funds to fully fund all payments and that said payments will not adversely affect the financial position of the District.

BE IT FURTHER RESOLVED, that the Business Administrator is hereby directed to ensure that the appropriate insurance certificates are obtained prior to the commencement of the agreement in accordance with the contract; and

BE IT FURTHER RESOLVED that the authorized fee for services rendered are not to exceed the sum of Seventy Five Thousand and 00/100 Dollars (\$75,000.00) in the aggregate; without the prior written approval of the Board; and

BE IT FURTHER RESOLVED, that this Contract is being awarded without competitive bidding, in that said Contract is for Professional Services and is exempt pursuant to N.J.S.A. 18A:18A-5(a)(1); and

BE IT FURTHER RESOLVED, that N.J.S.A. 18A:18A-5(a)(1) requires that the resolution authorizing the award of Contracts for Professional Services without competitive bids must be publicly advertised and accordingly, the Business Administrator is directed to make public this Resolution in accordance with applicable law.

Roll Call:

Yeas:

Mr. Carnovale, Dr. Pernell, Ms. Carrillo-Perez, Ms. Medina, Ms. Davis,

Fr. Leahy

Nays:

None None

Absent:

### Resolution #20-197: Designation of Bank Depositories

On the motion of Ms. Davis, seconded by Ms. Medina, BE IT RESOLVED, that the Board designates the following banks as depositories for the Essex County Vocational Technical Schools funds for the period November 1, 2019 through October 31, 2020:

- Wells Fargo Bank (formerly known as Wachovia Bank, N.A.)
   599 Bloomfield Avenue, Verona, NJ 07044
- Investors Bank
   101 JFK Parkway, Short Hills, NJ 07078
- New Jersey Cash Management Fund (NJCMF)
- State Street Bank and Trust Company, c/o transfer agency
   Heritage Drive, Quincy, MA 02171

Roll Call:

Yeas:

Mr. Carnovale, Dr. Pernell, Ms. Carrillo-Perez, Ms. Medina, Ms. Davis,

Fr. Leahy

Nays:

None

Absent:

None

## Resolution #20-198: Approval of Emergent Payment Requests

On the motion of Dr. Pernell, seconded by Ms. Perez, that, for the period November 1, 2019 through October 31, 2020, the Board authorizes the Business Administrator/Board Secretary to make payments between Board Meetings of those obligations, which will not adversely affect and are critical to the efficient operation of the District, with said payments being ratified at the next regularly scheduled meeting.

Roll Call:

Yeas:

Mr. Carnovale, Dr. Pernell, Ms. Carrillo-Perez, Ms. Medina, Ms. Davis,

Fr. Leahy

Nays:

None

Absent:

None

# Resolution #20-199: <u>Approval of the Third Party Administrator and Authorized Tax Shelter</u> <u>Annuity Providers for District's 403B Employee Contribution Plan</u>

On the motion of Ms. Davis, seconded by Dr. Pernell, BE IT RESOLVED, that the Board approves the following Third Party Administrator and Tax Shelter Annuity Providers for the District's 403b Employee Contribution Plan for the period November 1, 2019 through October 31, 2020.

Third Party Administrator -

TSA Consulting Group, Inc., successor in interest to Great American

Plan Administrators, Inc.

15 Yacht Club Drive, NE, Fort Walton Beach, FL 32548

### **403B Plan Providers**

- AXA Equitable Life Insurance Company
- Fidelity Investments
- Great American-Annuity Investors Life
- Lincoln Investment Planning, Inc
- Lincoln Investment Planning, Inc (Reliastar Life Insurance Co.)
- MetLife & Annuity company of Connecticut
- MetLife Resources
- Security Benefit Group
- VALIC
- Vangard

Roll Call:

Yeas:

Mr. Carnovale, Dr. Pernell, Ms. Carrillo-Perez, Ms. Medina, Ms. Davis,

Fr. Leahy

Nays:

None

Absent:

### PERSONNEL

### PERSONNEL RESOLUTIONS

Resolution #20-200: Appoint Part-Time Secretary for the NJ Apprenticeship Network

Coordinator Program, 2019-20 School Year, in an Amount Not to Exceed

\$7,022.00, Grant Funds

On the motion of Mr. Carnovale, seconded by Dr. Pernell, BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools the Board hereby appoints Sondra Lubertazzi as the part-time Secretary for the NJ Apprenticeship Network Coordinator Program for the 2019-20 school year at the rate of \$26.11 per hour Maximum compensation shall not exceed \$7,022.00.

BE IT FURTHER RESOLVED, John P. Dolan, Jr. Director of Adult, Career and Technical Education, hereby represents to the Board that there are sufficient funds within the NJ Apprenticeship Network Coordinator Program grant to fully fund all payments and that said payments are an appropriate expenditure of grant funds.

Roll Call:

Yeas:

Mr. Carnovale, Dr. Pernell, Ms. Carrillo-Perez, Ms. Medina, Ms. Davis,

Fr. Leahy

Nays:

None

Absent:

None

#### PUBLIC COMMENT

#### ANNOUNCEMENTS

Our next Regular Board Meeting is scheduled to be held in the Board Room, Administrative Offices, LeRoy Smith, Jr. Public Safety Building, 60 Nelson Place, Sheila Y. Oliver Conference Center 14<sup>th</sup> floor, Newark, New Jersey, at 6:00 p.m., on **Monday, November 18, 2019**.

### ADJOURNMENT

Resolution #20-201: Adjournment

On the motion of Ms. Davis, seconded by Ms. Medina, the Board adjourns the meeting at 3:33 p.m.

Roll Call:

Yeas:

Mr. Carnovale, Dr. Pernell, Ms. Carrillo-Perez, Ms. Medina, Ms. Davis,

Fr. Leahy

Nays:

None

Absent: