

**CAPE MAY COUNTY TECHNICAL SCHOOL DISTRICT  
188 CREST HAVEN ROAD  
CAPE MAY COURT HOUSE, NEW JERSEY 08210**

**February 16, 2016  
1:05 p.m.**

**ROLL CALL**

The following were present at the meeting: Dr. Richard Stepura, Board Member; Mr. Kerry Higgs, Board Member; Mr. Anthony L. Anzelone, Board Member; Mr. Alan I. Gould, Board Vice President; Mr. Robert L. Boyd, Board President.

Also present at the meeting were: Amy L. Houck, Esquire; James R. Owens, Director of Buildings & Grounds; Steven Vitiello, Principal; Laura Elston, Supervisor of Post-Secondary, Evening Continuing and Adult Ed.; Nancy Wheeler-Driscoll, Director of Curriculum & Instruction; Paula J. Smith, Business Administrator/Board Secretary; Nancy M. Hudanich, Superintendent.

**FLAG SALUTE**

Adequate notification of this meeting has been properly posted in the Press of Atlantic City on November 9, 2015, as prescribed by Chapter 231, laws of 1975.

**PUBLIC INPUT**

Scott Downie reviewed the ESIP and ROD Grant Projects with the Board of Education.

Public hearing of all incidents of violence; vandalism; substance and weapons offenses; and harassment, intimidation and bullying (HIB) in accordance to the Anti-Bullying Bill of Rights Act (ABR) (P.L. 2010, c122) occurring from July 1, 2015 through December 31, 2015 was held.

Dr. Hudanich reviewed the statistics for the period July 1, 2015 through December 31, 2015.

There was no public comment.

On the motion of Mr. Higgs, seconded by Mr. Anzelone, closing the public hearing was approved by roll call vote. Dr. Stepura abstained from the vote.

**ADMINISTRATIVE REPORTS**

On the motion of Dr. Stepura, seconded by Mr. Gould, the following administrative reports were approved by roll call vote. (Items A through E)

- A. Jim Owens, Director of Buildings & Grounds
- B. Steven Vitiello, Principal
- C. Nancy Wheeler Driscoll, Director of Curriculum and Instruction
- D. Laura Elston, Supervisor of Post-Secondary, Evening/Continuing and Adult Education
- E. Dr. Nancy M. Hudanich, Superintendent

Administrators left the meeting at 2:06 p.m.

## APPROVAL OF MINUTES OF PREVIOUS MEETING

On the motion of Mr. Higgs, seconded by Dr. Stepura, the following minutes were approved by roll call vote. (Items A through C). Mr. Anzelone abstained from the vote.

- A. January 19, 2016, Board Meeting
- B. January 19, 2016, Executive Session (as corrected)
- C. Resolution to make public release of the following Executive Session minutes with portions redacted by the Solicitor: October 20, 2015 through December 15, 2015.

## REVENUE & EXPENSE

On the motion of Mr. Anzelone, seconded by Mr. Gould, the following Revenue & Expense (Items A through M) were approved by roll call vote. Dr. Stepura abstained from Item G.a only.

- A. Board secretary's monthly certification of budgetary line item status;
- B. Financial report A-148 and A-149, December 2015, board secretary report and treasure rs report, pending audit;
- C. Board of education's monthly certification of budgetary major account/fund status;
- D. Bills as presented;
- E. Budget summaries, December 2015;
- F. Transfers;
- G. Bids, contracts, reports agreements:

<u>Name – Report/Contract</u>	<u>Purpose</u>	<u>Amount</u>	<u>Date/Year(s)</u>
a. Special Education Medicaid Initiative (SEMI) Program	Waiver of requirement	n/a	SY2016-17
b. Department of Education ESIP Project: #0720-030-16-1000 ROD Grant Project: #0720-030-14-1001	Approve plans & specifications	n/a	2/16/2016
c. Department of Education ESIP Project: #0720-030-16-1000 ROD Grant Project: #0720-030-14-1001	Authorize the receipt of bids for the ESIP & ROD Grant Projects	n/a	2/16/2016
d. Department of Education ESIP Project: #0720-030-16-1000 ROD Grant Project: #0720-030-14-1001	Submission to Dept. of Community Affairs for the two projects and costs associated with them	ESIPProject \$15,100.00  ROD Grant \$15,500.00	2/16/2016
e. W. S. Goff Company, Inc.	Purchase of furniture for Guidance Dept.	\$16,301.48 (10% below State contract)	2/16/2016

<u>Name – Report/Contract</u>	<u>Purpose</u>	<u>Amount</u>	<u>Date/Year(s)</u>
f. Environmental Connection	Testing window caulking	\$ 2,570.00	2/16/2016
g. Patriot Roofing Pay to Play Resolution	Roof repairs on service garage	\$18,068.00	3/1/2016
h. Realityworks, Inc. Pay to Play Resolution	Realcare simulated babies	\$17,370.75	2/20/2016

H. The following item(s) to be disposed or sold on GovDeals:

<u>Name of disposal or sold item(s)</u>	<u>Value of Item(s)</u>	<u>Reason for Disposal</u>
Kenmore (chest freezer), Model 15 Inventory #1003951	Unknown	Obsolete
IBM A/S 400	Unknown	For old EMC system
3 – Plymovent with Motors Inventory #1000401 #1000402 #1000403	Unknown	
Rockwell Unisaw Serial #US702536J211764 Inventory #1000350	Unknown	Obsolete
Delta Radial Arm Saw Serial #2VVC56B34014BP Inventory #1004984	Unknown	Obsolete
Rockwell Drill Press Serial #1754302 Inventory #1000411	Unknown	Obsolete
Rockwell Surface Planer Serial #FC53A Inventory #1000352	Unknown	Obsolete
Delta Sander Serial #89175194 Inventory #1000332	Unknown	Obsolete

I. Appointment of Robert L. Boyd, Board President and Anthony L. Anzelone, board member and Kerry Higgs, as alternate, to represent the Cape May County Technical School District at the Board of School Estimate meeting on March 22, 2016 at 3:00 p.m.

J. Tuition rates for the 2016/2017 SY:

Full-Time	\$8,590.00	(2015-16 \$ 7,646.00)
Shared-Time	\$4,295.00	(2015-16 \$ 3,823.00)
Full-Time Special	\$8,092.00	(2015-16 \$ 11,226.00)
Shared-Time Special	\$4,046.00	(2015/16 \$ 5,613.00)

- K. Discuss draft 2016/17 Budget.
- L. Recommend Special Board of Education meeting to be held on March 2 at 1:30 p.m. to approve the final budget.
- M. Grant/donation for accepting or applying:

<b>Name of Grant(s)</b>	<b>Apply/Accept</b>	<b>Amount</b>	<b>Date</b>
Cape Educational Foundation	Apply (each application)	\$500 each	SY2016/17
Dollar General Literacy Foundation	Apply	\$15,000	May 2016 – April 2017
<b>Name of Donation</b>	<b>Apply/Accept</b>	<b>Amount</b>	<b>Date</b>
Cape Regional Medical Center	Accept		2/5/2016
Hospital bed for the Practical Nursing Program			

**COMMUNICATION**

- A. Correspondence from  
Captain Ronald Kirby, NJ State Police Marine Services Bureau Chief

Synopsis

State notification that the district has been approved to offer the “Boat New Jersey” boating safety course through expiration date of January 31, 2019; and also that the instructor of the course must be in compliance with certification.

- B. Correspondence from  
Bernard E. Piaia, Jr., Director, Office of School Facilities, Dept. of Education

Synopsis

Notification that State Project #0720-030-16-1000 does not impact educational adequacy and is not subject to Dept. of Educational Adequacy Review.

**CURRICULUM**

On the motion of Mr. Gould, seconded by Dr. Stepura, the following curriculum (Items A through E) were approved by roll call vote. ITEM B WAS TABLED.

- A. Job cards, December 2015;
- B. SY2016-17 Calendars **(THIS ITEM WAS TABLED)**
- C. Dental Assisting additional affiliation/observation sites, SY2015/16:  
Blackford Dental Management Service Center/Signature Smiles (Dr. Briggeworth)  
Atlantic City & Cape May Court House  
Novasack Family Dental (Dr. Mark Novasack)  
Pediatric Dentistry of Mullica Hill (Dr. Mark Albano)  
Woodbine Dental (Dr. Howard Epstein)

D. Homebound instruction or alternate facility for the following students:

<b>Student</b>	<b>Homebound or Name of Alternate Facility</b>	<b>Dates</b>	<b>Fee for Alternate Facility, if applicable</b>
D.A.	Homebound	1/22/16 - 3/18/16	
M.C.	Homebound	1/29/16 - 3/7/16	
J.B.	Inspira Health Network Bridgeton, NJ	12/16/15 – 12/21/15	\$30 per/hr.
A.G.	Inspira Health Network Bridgeton, NJ	11/10/15 – 11/12/15	\$30 per/hr.
G.H.	Inspira Health Network Bridgeton, NJ	11/9/15 – 11/11/15	\$30 per/hr.
A.N.	Inspira Health Network Bridgeton, NJ	11/10/15 – 11/17/15	\$30 per/hr.
V.S.	Inspira Health Network Bridgeton, NJ	10/23/15 – 10/27/15	\$30 per/hr.
J.T.	Hampton House Washington Twp., NJ	10/26/15 – 10/30/15	\$30 per./hr.

E. Field Trips

<u>Date</u>	<u>Destination/Purpose</u>	<u>Students/Teachers/Aide</u>	
2/6/2016	Burlington County Institute of Technology Robotics Competition (Grades 9 – 12)	20	1
2/26/2016	Woodbine Elementary School Site Survey of Woodbine Eco Park (Grade 12)	8	1
3/16/2016 & 5/18/2016	Bayview Drive, Strathmere on-site coastal sustainability project (Grades 10 – 12)	30	3

On the motion of Mr. Anzelone, seconded by Mr. Gould, the following policies for first reading were approved by roll call vote.

- |                  |                        |
|------------------|------------------------|
| A. 4112.8/4212.8 | Nepotism               |
| B. 5141.22       | Medical Marijuana      |
| C. 5141.22       | Parent Consent Exhibit |

## PERSONNEL

(All hiring is contingent upon the recommendation of the Superintendent and result of criminal background investigation and request for emergent hiring will be made where appropriate).

On the motion of Mr. Anzelone, seconded by Dr. Stepura, the following personnel were approved by roll call vote. Mr. Higgs voted no.

Name	Position	Description Funding Program	Step Amount Longevity	Effective Date(s) or # of Days
Employee #908		Unpaid Intermittent FMLA		2/1/2016- 4/1/2016
Seymour, Thomas	Tutoring Teacher	NCLB	\$29 per/hr.	SY2015/16
Russo, Kathleen	Secretary Substitute	E/C Education	\$9 per/hr.	SY2015/16
Carusi-McCoy, Coleen	Examiner	HSE-TASC Testing Ctr.	\$29 per/hr.	SY2015/16
McAteer, Margaret	Proctor	HSE-TASC Testing Ctr.	N/A	SY2015/16
McHale, Richard	Detention	After School	\$25 per/hr.	SY2015/16
Ladd, Bill	Teacher	Homebound	\$30 per/hr.	SY2015/16
Tack, Gina	Teacher	Homebound	\$30 per/hr.	SY2015/16

## BOARD MEMBER COMMENTS AND DISCUSSION ITEMS

### EXECUTIVE SESSION

On the motion of Mr. Higgs, seconded by Mr. Anzelone, a Resolution to Adjourn the Public Meeting and to enter into Executive Session pursuant to the New Jersey Open Public Meeting Act shall now convene at 2:35 p.m. in Executive Session as approved by roll call vote.

Legal Matter  
HIB  
Negotiations Update

Minutes of this Executive Session will be made available to the public at a time when the disclosure of such minutes will not conflict with the lawful purpose for which such discussion is held in Executive Session. (At this time, it is not possible to estimate when the minutes of this Executive Session may be disclosed to the public consistent with the lawful purpose of which such disclosure is held, however, the Board shall review the minutes of this Executive Session no later than 90 days from this date in order to determine which such minutes may be released to the public at that time). Upon conclusion of the Executive Session, it is anticipated that the board will take action at that time in connection with the matter discussed in Executive Session.

## **RETURN TO OPEN SESSION**

On the motion of Mr. Gould, seconded by Mr. Anzelone, the following actions were approved by roll call vote. Dr. Stepura abstained from the vote.

Affirming action taken by the Superintendent for Harassment, Intimidation and Bullying (HIB) investigation(s) for the period of December 10, 2015 through January 14, 2016. (Investigation of 1 incident – Superintendent affirmed not HIB).

Acknowledging the investigations that occurred between the period of January 15, 2016 through February 11, 2016 (2 Non-HIB).

On the motion of Mr. Higgs, seconded by Mr. Anzelone, the Resolution Authorizing the law firm of Cooper Levenson to Execute of any and all Documents on behalf of the Board for the Sale/Transfer of Property to the New Jersey Transportation Authority as previously approved in connection with the Parkway Expansion Project was approved by roll call vote.

## **ADJOURN**

On the motion of Mr. Gould, seconded by Mr. Anzelone, the meeting was adjourned at 2:35 p.m.

Respectfully submitted,



Paula J. Smith  
Board Secretary

/jmr

