

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

January 16, 2018

1:08 p.m.

CALL TO ORDER

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

Mr. Anthony L. Anzelone, Board Member and Mr. Robert L. Bumpus, Board Member were not present at the meeting.

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

FLAG SALUTE

Pursuant to N.J.S.A. 10:4-10, adequate notification of this meeting has been properly posted in the Press of Atlantic City and the County Freeholder's office on November 6, 2017, as prescribed by Chapter 231, laws of 1975.

PUBLIC INPUT

Dr. Hudanich read a proclamation from Governor Christie and presented a copy to each of the board members in recognition of Board Member Appreciation Month.

Cape May Tech senior Hannah Wilcoxon presented her speech "Bleaching News! Coral Reefs are Going Extinct" to the Board of Education. Hannah was awarded a National Bronze Ranking and New Jersey State first place winner for this speech earlier this year. Accompanying Hannah were Tech FFA officers Christine Albretch, President; Joanie McAnulty, Vice President and Leah Satterfield, Student Advisor.

Dr. Hudanich held the 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, c.122) occurring from July 1, 2017 through December 31, 2017. There was no public comment.

ADMINISTRATIVE REPORTS

On the motion of Mr. Gould, seconded by Mr. Higgs, the following administrative reports were approved by roll call vote.

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

The administrators left the meeting at 2:04 p.m.

APPROVAL OF MINUTES OF PREVIOUS MEETING

On the motion of Mr. Higgs, seconded by Mr. Gould, the following minutes were approved by roll call vote.

- A. December 19, 2017, Board Meeting
- B. December 19, 2017, Executive Session

REVENUE & EXPENSE

On the motion of Mr. Gould, seconded by Mr. Higgs, the following Revenue & Expense (items A through H) were approved by roll call vote.

- A. Board secretary’s monthly certification of budgetary line item status;
- B. Financial report A-148 and A-149, November 2017, board secretary report and treasurers report, pending audit;
- C. Board of education’s monthly certification of budgetary major account/fund status;
- D. Bills as presented;
- E. Budget summaries, November 2017;
- F. Transfers;
- G. Bids, contracts, reports, agreements:

<u>Name/Report/Contract</u>	<u>Purpose</u>	<u>Amount</u>	<u>Date/Year</u>
NetQ Multimedia Co. (Tri Comm – Subcontractor) State Contract #88739	Fiber optic cable project	\$38,078.00	1/16/2018

Tuition rates for the 2018-19SY (change from 2017-18SY):

Full-Time Regular:	\$9,622.00	(\$8,590.00 + 12%)
Shared-Time Regular:	\$4,811.00	(\$4,295.00)
Full-Time Special:	\$7,862.00	(\$8,092.00 – 3%)
Shared-Time Special:	\$3,931.00	(\$4,046.00)

H. Donation(s)/Grant(s) for applying/accepting:

Donation(s)	Accept	Amount	Date
From: Jewish Federation of Atlantic & Cape May Counties for Summer golf outing for Golf Team	Accept	\$250.00	12/27/2017
From: The Garden Greenhouse & Nursery for FFA Chapter	Accept	\$1,500	1/2/2018
Grant(s)	Accept	Amount	Date
Sustainable Jersey for Schools	Apply	\$2,000 up to \$10,000	March

ACCC ABE/HSE/ESL/Civics Budget Modification		(see attached)	SY 2017-2018
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COMMUNICATION

Correspondence from:

Nicolae Borota, Manager of CTE Program & Talent Development
State of New Jersey, Department of Education

Synopsis:

The district's CTE Small Engine Mechanics & Repair Technology/Technician program has been reviewed and approved, effective December 28, 2017.

Correspondence from:

Jean Reagan, Administrative Secretary/Business Office

Synopsis:

Notification of retirement effective April 1, 2018. Jean has faithfully served the district for 29.5 years. Grateful for everything her employment with the district has afforded her and her family.

CURRICULUM

On the motion of Mr. Higgs, seconded by Mr. Gould, the following curriculum was approved by roll call vote.

- A. Job cards, November 2017;
- B. Post-Secondary Cosmetology Program beauty salon clinical experience and associated patron fees;
- C. Homebound instruction for student C.G., 10/10/2017 – 10/23/2017;
- D. Homebound instruction for student Z.H., 1/2/2018 through 1/22/2018;

LEGISLATION & POLICY

PERSONNEL

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

On the motion of Mr. Gould, seconded by Mr. Higgs, the following personnel were approved by roll call vote.

Name	Position	Description Funding Program	Step Amount Longevity	Effective Date(s) or # of Days
Ladd, William	Teacher	Homebound	\$30 per/hr.	SY 2017/18
Pruna, Carlos	Teacher	Homebound	\$30 per/hr.	SY 2017/18
Takayama, Daniel	Teacher	Homebound	\$30 per/hr.	SY 2017/18

Name	Position	Description Funding Program	Step Amount Longevity	Effective Date(s) or # of Days
Bishop, Susan	Tutoring Teacher	ESEA	\$29 per/hr.	SY2017/18
Hines, Crystal	Substitute Teacher	High School	\$90 per/day	SY2017/18
Employee #106		FMLA	Paid	12/13/2017 – 12/22/2017
Employee #649		Extended Leave of Absence pending	Unpaid	1/2/2018 – 1/31/2018
Reagan, Jean	Administrative Secretary/Business Office	Retirement		3/31/2018
McGreevy, Maria	Academic Challenge Team Advisor	Change	\$950.00 pro- rated	Change from: SY2017/2018 to 1/1/2017- 12/31/2017
Tack, Gina	Academic Challenge Team Advisor		\$950.00 pro- rated	1/1/2018- 6/30/2018

BOARD MEMBER COMMENTS AND DISCUSSION ITEMS

On the motion of Mr. Gould, seconded Mr. Higgs, a Resolution to Adjourn the Public Meeting and to enter into Executive Session pursuant to New Jersey Public Meeting Act convened at 2:15 p.m. to discuss the following matters:

HIB NEGOTIATION UPDATE – CMCTHSEA

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 for which such discussion is held; however, the Board shall review the minutes of the 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 this Executive Session, it is anticipated that the board will take action in connection with the matters discussed in Executive Session.

RETURN TO OPEN SESSION

On the motion of Mr. Gould, seconded by Mr. Higgs, affirm action taken by the Superintendent for Harassment, Intimidation and Bullying (HIB) investigation(s) for the period of November 8, 2017 through December 14, 2017 (1 HIB and 2 non-HIB (total of 3 investigations)).

Acknowledging investigation(s) that occurred between the period of December 15, 2017 through January 11, 2018 (1 investigation).

On the motion of Mr. Gould, seconded by Mr. Higgs, ratification of the CMCTHSEA contract for the period of July 1, 2016 – June 30, 2019 was approved by roll call vote.

ADJOURN

On the motion of Mr. Gould, seconded by Mr. Higgs, the meeting was adjourned at 2:31 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Paula J. Smith".

Paula J. Smith
Board Secretary

/jmr