

BOARD OF EDUCATION
Cape May County Special Services School District and
Cape May County Technical School District

Reorganization Meeting Minutes

July 12, 2022
11:00 A.M.

The following were present at the reorganization meeting (in person or remotely): Mr. Alan I. Gould, Board President, Mr. Kenneth Merson, Board Member, Ms. Nancy Ramundo, Board Member, Mr. Christopher Kobik, Board Member, Dr. Judith DeStefano, Board Member.

Also present at the meeting (in person or remotely) were Dr. Nancy Hudanich, Superintendent, Ms. Jamie Moscony, Assistant Superintendent, Ms. Lauren Flynn, Business Administrator/Board Secretary, Ms. Kathleen Allen, Business Administrator/Board Secretary and Ms. Amy L. Houck Elco, Esquire.

PLEDGE OF ALLEGIANCE

Kathleen Allen, Business Administrator/Board Secretary led the group in the pledge of allegiance.

NOTICE REQUIREMENT

Kathleen Allen read the following statement:

Welcome to the Reorganization meeting of the Board of Education of the Special Services School District and the Technical School District of the County of Cape May. This meeting is being held in compliance with the Open Public Meetings Act, N.J.S.A. 10:4-10, et seq, by being advertised in the Press of Atlantic City, Cape May County Herald, and the County Board of Commissioner's office on May 25, 2022, as prescribed by Chapter 231, laws of 1975.

Connection information:

The public may participate in our virtual board meeting by visiting the district website www.CapeMayTech.com or www.CMCSpecialServices.org and clicking on the connection links.

REAPPOINTMENT OF BOARD MEMBERS (Oaths Taken One by One in The Following Order):

Kenneth Merson	July 1, 2021 - June 30, 2024
Christopher Kobik	July 1, 2022 - June 30, 2025
Alan I. Gould	July 1, 2021 - June 30, 2024
Nancy Ramundo	July 1, 2022 - June 30, 2025

BOARD REORGANIZATION

A. Election of President

Mr. Kobik nominated Mr. Gould for president. The nomination was seconded by Ms.

Ramundo. The nomination for president was carried by roll call vote.

Voting Yes: Gould, Ramundo, Merson, Kobik, DeStefano

Voting No: None

Abstained: None

Motion Carries.

B. Election of Vice-President

Ms. Ramundo nominated Mr. Kobik for vice president. The nomination was seconded by Dr. DeStefano. The nomination for vice president was carried by roll call vote.

Voting Yes: Gould, Ramundo, Merson, Kobik, DeStefano

Voting No: None

Abstained: None

Motion Carries.

C. Resolution to appoint NJSBA and Cape May County School Board Association Delegates.

Ms. Ramundo nominated Mr. Merson for NJSBA and Cape May County School Board Association Delegates. This nomination was seconded by Mr. Kobik. The nomination was approved by roll call vote.

Voting Yes: Gould, Ramundo, Merson, Kobik, DeStefano

Voting No: None

Abstained: None

Motion Carries.

D. Resolution to appoint Lauren Flynn and Kathleen Allen as Board Secretary.

E. Resolution to adopt and discuss New Jersey School Board Member Code of Ethics. (Attached) and all existing by-laws and policies (policy manuals presented at the board meeting).

F. Resolution to adopt Board of Education meeting dates for 2022-2023 school year. Meetings will be held at the Special Services School District on the fourth Tuesday at 3:30 p.m. except where noted (*):

July 26, 2022	January 24, 2023
August 23, 2022	February 28, 2023
September 27, 2022	March 28, 2023
October 25, 2022	April 25, 2023
November 22, 2022	May 23, 2023
*December 20, 2022	June 27, 2023

Notice of all meetings will be posted at the Cape May County Board of Commissioners building and given to The Press of Atlantic City and the Cape May County Herald publications as prescribed in Chapter 231, laws of 1975.

- G. Resolution to appoint Dr. Nancy M. Hudanich as Superintendent of the Cape May County Special Services School District and the Cape May County Technical School District through August 31, 2022.
- H. Resolution to appoint Jamie Moscony as Superintendent of the Cape May County Special Services School District and the Cape May County Technical School District on September 1, 2022.
- I. Resolution to adopt Robert Rules of Order as the basis for conduct of all meetings.

On the motion of Mr. Kobik, seconded by Ms. Ramundo, the following resolutions (D-I) were approved by roll call vote.

Voting Yes: Gould, Ramundo, Merson, Kobik, DeStefano
 Voting No: None
 Abstained: None
 Motion Carries.

- J. Resolution to appoint The Press of Atlantic City as official daily newspaper and the Cape May County Herald as official weekly newspaper for the Board from July 1, 2022, to June 30, 2023.
- K. Resolution to appoint the following services pursuant to N.J.S.A. 18:A:18A-5a(1) for the period of July 1, 2022, to June 30, 2023:
 - 1. Amy Houck Elco of the firm of Cooper Levenson as Solicitor for the Board at an hourly rate of \$165, and \$75 for paralegal services.
 - 2. Dr. Jerry A. Horowitz at the rate of \$7,500 per year and Dr. Jeffrey Aversa at \$40 per physical, \$25 per review of student physical, and \$80 for homebound instruction reviews, as Co-Board Physicians.

On the motion of Ms. Ramundo, seconded by Mr. Kobik, the following resolutions (J through K-2) were approved by roll call vote.

Voting Yes: Gould, Ramundo, Merson, Kobik, DeStefano
 Voting No: None
 Abstained: None
 Motion Carries.

- L. Organization items Cape May County Special Services School District:
 - 1. Resolution to adopt Ocean First Bank Official Depositories for Special Services School District.
 - 2. Pay to play Resolution to appoint Ford-Scott & Associates, LLC., as auditor, with fee including expenses not to exceed \$25,000 for the period of July 1, 2022, to June 30, 2023, pursuant to N.J.S.A. 18:A:18A-5a(1).
 - 3. Resolution to collect permitted pupil records in accordance with N.J.A.C. 6A:32-7.1

through 6A:32-7.7.

4. Pay to Play Resolution to appoint Broker of Record for Insurances per N.J.S.A.18A:18A-5a(10(2) for the period of July 1, 2022 to June 30, 2023 as follows:
 - 4.1 Orton Hicks of Mossbrook and Hicks Insurance Agency for all coverages provided through New Jersey Schools Insurance Group.
 - 4.2 Marsh and McLennan Agency, LLC. for dental insurance coverage.
5. Resolution to establish petty cash funds for the period of July 1, 2022, to June 30, 2023:
 - 5.1 Sharen Dever, Transportation: \$100 (not to exceed \$25 per reimbursement)
 - 5.2 Lorna Hawk, Facilities: \$100 (not to exceed \$25 per reimbursement)
 - 5.3 Jessica Jones, Related Services: \$125 (not to exceed \$25 per reimbursement)
 - 5.4 Debra Fincke, Board Office: \$150
6. Resolution to appoint the following persons named as signatory on the following accounts for period of July 1, 2022, to June 30, 2023:

500571000009 General	(3): President,BA,Superintendent
500571000017 Net Payroll	(2): Superintendent,BA
500571000041 Trust/Unemployment	(2): Superintendent, BA
500571000082 Student Activity	(2): Director & Superintendent, BA
500571000025 Agency	(2): Superintendent, BA
500571001304 AFLAC Checking	(2): Superintendent, BA
500571000066 Food Service	(2): Superintendent, BA
500571000033 Back Porch Cafe/ShopRite	(2): Superintendent, BA
500571000058 Community Use	(2): Superintendent, BA

7. Resolution to adopt the 2022-2023 Organizational Chart.
8. Pay to Play Resolution to appoint Manders Merighi Portadin Farrell Architects, LLC., as Architect of Record from July 1, 2022, to June 30, 2023.

On the motion of Ms. Ramundo, seconded by Mr. Kobik, the following resolutions (L 1-8) were approved by roll call vote.

Voting Yes: Gould, Ramundo, Merson, Kobik, DeStefano

Voting No: None

Abstained: None

Motion Carries.

9. Resolution to appoint the following personnel effective for July 1, 2022, to June 30, 2023:
 - 9.1 Kathleen Allen, Business Administrator/Board Secretary, as Public Agenda Compliance Officer

- 9.2 Nicholas Bailey, Director of OA, as Affirmative Action Officer/Title IX Coordinator
- 9.3 Kathleen Allen, Business Administrator/Board Secretary, as the Qualified District Purchasing Agent aligned with required training and Resolution, to establish the bid threshold at \$44,000
- 9.4 Kathleen Allen, Business Administrator/Board Secretary, Human Resources Officer for Domestic Abuse
- 9.5 HIB Coordinator and Specialists: Jonathan Price, Director of Related Services, HIB Coordinator; Geraldine Hofferica, Case Manager/School Social Worker, CMCHS HIB Specialist; Michele Jenney, Case Manager/LDT-C, OA HIB Specialist
- 9.6 Nicholas Bailey, Director of OA, School Safety Specialist
- 9.7 Jonathan Price, Director of Related Services, State Testing Coordinator
- 9.8 Jonathan Price, Director of Related Services, District Homeless Liaison
- 9.9 District Evaluation Advisory Committee (DEAC): Jamie Moscony, Assistant Superintendent; Valerie Bowers, Director of CMCHS; Nicholas Bailey, Director of OAI; Gretchen Wiley, CMCHS Teacher; Heather Nanos, OA Teacher; Julia Fairfield, CMCHS Teacher; Lauren Rossi, School Physical Therapist; Samantha Filangieri, CMCHS Teacher
- 9.10 School Improvement Panel (SciP) Committee Members: Jamie Moscony, Assistant Superintendent; Valerie Bowers, Director of CMCHS; Nicholas Bailey, Director of OA; Gretchen Wiley, CMCHS Teacher; Elizabeth Hafflin, OA Teacher; Heather Nanos, OA Teacher; Samantha Filangieri, CMCHS Teacher; Rachel Kremenz, Social Skills Teacher; Nicole Scheffler, LDTC/Case Manager
- 9.11 HIB Committee Members: Valerie Bowers, Director of CMCHS; Nicholas Bailey, Director of OA; Jonathan Price, Director of Related Services; Heather Nanos, OA Teacher; Rachel Kremenz, Social Skills Teacher; Stephanie Daher-Quinn, CMCHS Teacher; Julia Fairfield, CMCHS Teacher; Geraldine Hofferica, Case Manager (Behavior)/School Counselor; Erin Oleen, School Counselor/SAC Coordinator; Josh Conlow, OA Teacher; Stacey Lera, Nurse; SRO, CMC Sheriff's Department Resource Officer; Susan Pinto, Parent
- 9.12 Affirmative Action Committee Members: Jamie Moscony, Assistant Superintendent; Nicholas Bailey, Director of OA/AAO; Valerie Bowers, Director of CMCHS; Jonathan Price, Director of Related Service; Heather Nanos, OA Teacher; Rachel Kremenz, Social Skills Teacher; Lindsay Laielli, Speech Therapist; Erin Oleen, School Counselor/SAC; Stephanie Daher-Quinn CMCHS Teacher; Julia Fairfield, CMCHS Teacher; Gary Murray, CMCHS Teacher; Kaitlyn Rupert, Nurse; SRO, CMC Sheriff's Department Resource Officer
- 9.13 School Safety Committee Members: Jamie Moscony, Assistant Superintendent; Valerie Bowers, Director of CMCHS; Nicholas Bailey, Director of OA; Jonathan Price, Director of Related Services; Elizabeth Moody, CMCHS Teacher; Heather Nanos, OA Teacher; Rachel Kremenz, Social Skills Teacher; Stephanie Daher-Quinn, CMCHS Teacher;

Phillip Eisenstein, PE Teacher; Stacey Lera, Nurse; Erin Oleen, School Counselor/SAC; Kaitlyn Rupert, Nurse; Lori Fessler, BCBA/Behavior Support; SRO, CMC Sheriff's Department Resource Officer

10. Blaney, Donohue & Weinberg, attorney for labor relations, at an hourly rate of \$150.
11. Resolution to authorize participation in Cooperative Contracts with various purchasing consortiums: U.S. Communities, State Contract, ESCNJ, Hunterdon, etc.

On the motion of Mr. Kobik, seconded by Ms. Ramundo, the following resolutions (L 9 – 11) were approved by roll call vote.

Voting Yes: Gould, Ramundo, Merson, Kobik, DeStefano

Voting No: None

Abstained: None

Motion Carries.

M. Organizational Items Cape May County Technical School District:

1. Resolution to adopt Sturdy Savings Bank Official Depositories for Technical School District.
2. Resolution to appoint the following professional services pursuant to N.J.S.A. 18A:18A-5a(1) for period of July 1, 2022, to June 30, 2023:
 - 2.1 Ford-Scott & Associates, LLC., as auditor, at an annual rate of \$26,000.
 - 2.2 Blaney, Donohue & Weinberg, attorney for labor relations, at an hourly rate of \$150.
 - 2.3 Manders, Merighi, Portadin, Farrell Architects, LLC., for architectural services, at an hourly rate of \$200 for principal architect, \$180 for project architect, \$150 for project manager, \$120 for CAD Technician level III, \$100 level II, \$80 level I, and \$60 for apprentice/clerical.
 - 2.4 Resolution to appoint Environmental Safety Management Corporation at the hourly rate of \$175 for Mercury Monitoring Services.
 - 2.5 Resolution to appoint Mott MacDonald for Construction Engineering Services at fees not to exceed the approved proposal amounts per project.
3. Resolution to appoint the following services as per N.J.S.A. 18A:18A-5a(10)(2) for period of July 1, 2022, to June 30, 2023:
 - 3.1 J. Byrne Insurance Agency, as insurance broker of record for property, liability and worker's compensation.
 - 3.2 Insurance Solutions, Inc., as insurance broker of record for dental and

vision.

On the motion of Ms. Ramundo, seconded by Mr. Kobik, the following resolutions (M 1 – 3.2) were approved by roll call vote.

Voting Yes: Gould, Ramundo, Merson, Kobik, DeStefano

Voting No: None

Abstained: None

Motion Carries.

4. Resolution to appoint the following personnel effective for July 1, 2022, to June 30, 2023:
 - 4.1 James Craft, as Treasurer, at an annual salary of \$8,660;
 - 4.2 Lauren Flynn, Business Administrator/Board Secretary, as Public Agency Compliance Officer, in accordance with the N.J.A.C. 17:27-3.5;
 - 4.3 Lauren Flynn, Business Administrator/Board Secretary, as the Qualified District Purchasing Agent aligned with required training and Resolution, to establish the bid threshold at \$44,000;
 - 4.4 Lauren Flynn, Business Administrator/Board Secretary, as the Custodian of Records;
 - 4.5 Don McMahon, General Manager, as the Hazard Communication Program Coordinator/RTK Coordinator & Integrated Pest Management Coordinator & Indoor Air Quality Designee, and lockout/tagout designee;
 - 4.6 Kristen Schaffer, Director of Curriculum & Instruction as the Affirmative Action, 504 Title IX Officer;
 - 4.7 HIB Coordinator (ABC): Chelsey Combs, School Psychologist;
 - 4.8 HIB Specialist (ABS): Brittany Cascia, Learning Disability Teacher Consultant;
 - 4.9 Andrew Egnor, Guidance Counselor; Valerie Sheets, Guidance Counselor; School Safety Specialist: Steven Vitiello, Principal; Joseph Cascia, Athletics-Attendance Supervisor;
 - 4.10 District Testing Coordinator: Denise Procopio, Director of Guidance & Special Education;
 - 4.11 District Evaluation Advisory Committee (DEAC): Dr. Nancy Hudanich (ends 8/31/2022) and Jamie Moscony (begins 9/1/2022), Superintendent; Kristen Schaffer, Director of Curriculum & Instruction; Steven Vitiello, Principal; Megan Thompson, Supervisor of Humanities & Data Coach; John Longinetti, Assistant Principal; Andrew Ludwig, Teacher of Special Education; teacher tbd;

- 4.12 School Improvement Panel (SciP) Committee: Dr. Nancy Hudanich (ends 8/31/2022) and Jamie Moscony (begins 9/1/2022), Superintendent; Kristin Schafer, Director of Curriculum & Instruction; Megan Thompson, Supervisor of Humanities & Data Coach; Steven Vitiello, Principal; Denise Procopio, Director of Guidance & Special Education; John Longinetti, Assistant Principal; Andrew Ludwig, Teacher of Special Education; teacher tbd;
- 4.13 HIB Committee: Steve Vitiello, Principal; Denise Procopio, Director of Guidance & Special Education; John Longinetti, Assistant Principal; Chelsey Combs, School Psychologist (ABC); Brittany Cascia, Learning Disabilities Teacher Consultant (ABS); Andrew Egnor, Guidance Counselor; Valerie Sheets, Guidance Counselor; Kirsten Miller, Teacher of Physical Education; Kathleen Giangliulo, School Nurse; SRO, CMC Sheriff's Department Resource Officer; parent tbd;
- 4.14 Policy/Affirmative Action Committee: Dr. Nancy Hudanich (ends 8/31/2022) and Jamie Moscony (begins 9/1/2022), Superintendent; Kristen Schaffer, Director of Curriculum & Instruction; Steven Vitiello, Principal; John Longinetti, Assistant Principal; Denise Procopio, Director of Guidance & Special Education; Andrew Egnor, Guidance Counselor; Kathleen Giangliulo, School Nurse; Alicia Arnold, Adult & Community Education Assistant; Samuel Picketts, Teacher of English; Tracey Skiles, Teacher of Allied Medical; Classroom Aide, tbd; SRO, CMC Sheriff's Department Resource Officer;
- 4.15 School Safety Committee: Dr. Nancy Hudanich (ends 8/31/2022) and Jamie Moscony (begins 9/1/2022), Superintendent; Steven Vitiello, Principal; Denise Procopio, Director of Guidance & Special Education; John Longinetti, Assistant Principal; Joseph Cascia, Athletics-Attendance Supervisor; Jill Kozakowski, Teacher of Special Education; Kirsten Miller, Teacher of Physical Education; Kathleen Giangliulo, School Nurse; Chelsey Combs, School Psychologist (ABC); Brittany Cascia, Learning Disabilities Teacher Consultant (ABS); Andrew Egnor, Guidance Counselor; Valerie Sheets, Guidance Counselor; SRO, CMC Sheriff's Department Resource Officer; Parent, tbd;
- 4.16 Administrative Information Technology Committee: Steven Vitiello, Anthony Volpe, Denise Procopio, Dr. Nancy Hudanich (ends 8/31/2022) and Jamie Moscony (begins 9/1/2022), Lauren Flynn, Kristen Schaffer;
- 4.17 Advisory Committee and Advisory Council;
- 4.18 Workplace Wellness and Safety Committee: Dr. Nancy Hudanich (ends 8/31/2022) and Jamie Moscony (begins 9/1/2022), Superintendent; Anne Gibboni, John Longinetti, Donna "KC" Fister, Michelle Gray, Lauren Flynn, Kristen Schaffer, Steve Vitiello, Dora Canning, Valerie Winter;

On the motion of Ms. Ramundo, seconded by Mr. Kobik, the following resolutions (M 4 – 4-18) were approved by roll call vote.

Voting Yes: Gould, Ramundo, Merson, Kobik, DeStefano

Voting No: None

Abstained: None

Motion Carries.

5. Resolution to appoint the following persons named as signatory on the following accounts for period of July 1, 2022, to June 30, 2023:
 - 5.1 Warrant checking account (three signatures required): Juliette Traina, District Accountant; Lauren Flynn, Business Administrator/Board Secretary; Dr. Nancy Hudanich (ends 8/31/2022) and Jamie Moscony (begins 9/1/2022), Superintendent; James Craft, Treasurer; Board President, and Board Vice-President;
 - 5.2 Special, foods and athletic checking accounts: Lauren Flynn, Business Administrator/Board Secretary; Dr. Nancy Hudanich (ends 8/31/2022) and Jamie Moscony (begins 9/1/2022), Superintendent; James Craft, Treasurer; Juliette Traina, District Accountant;
 - 5.3 Scholarship, Capital Reserve LRFP, Capital Reserve, Gov't Trust, and payroll & agency accounts: Lauren Flynn, Business Administrator/Board Secretary; Dr. Nancy Hudanich (ends 8/31/2022) and Jamie Moscony (begins 9/1/2022), Superintendent; James Craft, Treasurer; Board President and Board Vice-President;
 - 5.4 Flexible Spending Account: Lauren Flynn, Business Administrator/Board Secretary; Dr. Nancy Hudanich (ends 8/31/2022) and Jamie Moscony (begins 9/1/2022), Superintendent; James Craft, Treasurer; Board President and Board Vice-President.
6. Resolution to adopt the 2022-2023 Organizational Chart.
7. Resolution to establish petty cash fund: \$300; change bank \$200 for period of July 1, 2022, to June 30, 2023.
8. Resolution authorizing the procurement of goods and services, SY 2022-23.
9. Budget calendar, SY 2023-2024.

On the motion of Ms. Ramundo, seconded by Mr. Kobik, the following resolutions (M 5 – 9) were approved by roll call vote.

Voting Yes: Gould, Ramundo, Merson, Kobik, DeStefano

Voting No: None

Abstained: None

Motion Carries.

10. Personnel

Name	Position	Funding	Amount	Effective
Curry, Emma	Part Time Teacher	ABE/HSE/ESL/Civics /Perkins PS/ Dollar General	\$32 per/hr	SY 2021-22
Curry, Emma	Part Time Teacher	ABE/HSE/ESL/Civics /Perkins PS/ Dollar General	\$34 per/hr	SY 2022-23

11. Safe Return to In-Person Instruction and Continuity of Service update.

On the motion of Ms. Ramundo, seconded by Mr. Kobik, the following resolutions (M 10 - 11) were approved by roll call vote.

Voting Yes: Gould, Ramundo, Merson, Kobik, DeStefano (#10)

Voting No: None

Abstained: DeStefano (#11)

Motion Carries.

N. Board Member Comments and Discussion:

Board President Gould thanked the board for the positive experience and for their service to the students of both school districts.

Ms. Ramundo reiterated Mr. Gould's thoughts and mentioned how much she enjoyed working with each and every board member.

Mr. Kobik congratulated Dr. Hudanich on her retirement and Jamie Moscony on her new role as superintendent.

O. Public Comment

Board President Alan Gould read the following statement:

This meeting will now be open to public comments. If your questions pertain to litigation, student or personnel items, please see the Superintendent after the meeting as the board does not discuss these matters in public. Depending on the nature and complexity of your questions, the board secretary may ask for your contact information so that someone can get back to you with a response. Pursuant to policy 9322, public comment will be five minutes per person and in time to a total of 30 minutes for all public comments.

None.

P. On the motion of Ms. Ramundo, seconded by Mr. Kobik, the board approved the following Resolution to adjourn the public meeting to enter into executive session pursuant to the New Jersey Open Public Meetings Act at 11:25 AM.

Personnel -

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 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 matters discussed in executive session.

Q. Return to Open Session

R. Adjourn

On the motion of Mr. Merson, seconded by Ms. Ramundo the meeting was adjourned at 11:35 A.M.

Respectfully submitted,



Lauren Flynn,
Board Secretary



Kathleen Allen
Board Secretary