

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

**July 18, 2017
1:05 p.m.**

**CALL TO ORDER
ROLL CALL**

The following were present at the meeting: Dr. Richard Stepura, board member; Mr. Kerry Higgs, board members; 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 and Grounds; Steven Vitiello, Principal; Jacqueline A. McAlister, Supervisor of Post-Secondary, Evening/Continuing and Adult Education and Apprenticeship; Nancy Wheeler-Driscoll, Director of Curriculum & Instruction; Paula J. Smith, Business Administrator/Board Secretary; Dr. Nancy M. Hudanich, Superintendent.

Other members of the staff and public were also present.

FLAG SALUTE

Adequate notification of this meeting has been properly published in the Press of Atlantic City on November 7, 2016, as prescribed by Chapter 231, laws of 1975.

PUBLIC INPUT

Dr. Hudanich reported to the board and public on the Investigations, training and programs (HIP –ITP Report) for the period January 1, 2017 through June 30, 2017. She stated there were 17 incidents reported, 15 were determined non-HIB, 2 were confirmed HIB. She indicated that the student population received updates and training through the Peer Leaders Program. She also discussed the new initiative she has been discussing with Administration to discipline through social norms and expectations.

There was no public comment. Mr. Boyd closed the public hearing on the report at 1:19 p.m.

OTHER PUBLIC COMMENT

Joshua Mercado – Teacher – read a statement to the board regarding the time of the board meetings.

Monica Reider – Teacher – Senior English – presented a petition to the board to change the time of the board meetings.

Jacqueline Holland – High School – Cosmetology Teacher – thanked the board for sending students to the National Skills USA competition.

ADMINISTRATIVE REPORTS

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

- A. Jim 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

APPROVAL OF MINUTES OF PREVIOUS MEETING

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

- A. June 20, 2017, Board Meeting
- B. June 20, 2017, Executive Sessions (Sessions 1 and 2)
- C. Resolution to make public release of the following Executive session minutes with portions redacted by the Solicitor: December 2016 through April 2017

REVENUE & EXPENSE

On the motion of Mr. Higgs, seconded by Mr. Anzelone, the following Revenue & Expense items (A through I) 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;
- C. Board of education's monthly certification of budgetary major account/fund status;
- D. Bills as presented;
- E. Budget summaries, May 2017;
- F. Transfers;
- G. Bids, contracts, reports, agreements:

<u>Name – Report/Contract</u>	<u>Purpose</u>	<u>Amount</u>	<u>Date/Year(s)</u>
1. School Meal Prices as follows:			
Reduced Breakfast Price	No Increase	\$ 0.30	SY2017/2018
Student Breakfast	No Increase	\$ 2.50	SY2017/2018
Staff Breakfast	No Increase	\$ 3.00	SY2017/2018
Reduced Lunch	No Increase	\$ 0.40	SY2017/2018
Student Lunch	No Increase	\$ 3.00	SY2017/2018
Staff Lunch Price	No Increase	\$ 4.50	SY2017/2018
Student/Staff Salad Bar	No Increase	\$ 5.50 per/lb.	SY2017/2018
2. HealthNow-Administrative Services	Renewal to administer vision plan	\$ 4.50 EE (monthly)	9/1/2017-8/31/2017
3. Virtual High School	15 Fall/15 Spring	\$4,500.00	SY2017/2018

H. Recommend approval of the following grants:

Name of Grant(s)	Apply/Accept	Amount	Date
Perkins Post-Secondary	Accept	\$83,017.00	SY2017/2018
Perkins Post-Secondary Federal Funding Allocation	Decline	\$ 1,281.00	SY2017/2018
Adult Basic Skills and Integrated English Literacy and Civics Education Grant (ABE/HSE/ESL and Civics) Professional Development	Accept	\$139,000.00	SY2017/2018
	Accept	\$ 1,390.00	SY2017/2018

I. The following item(s) to be disposed, used by school lab or sold on (GovDeals):

<u>Name of Item(s)</u>	<u>Value</u>	<u>Reason for Removal</u>
Misc. Technology Equipment (per attached list)	Unknown	Obsolete

COMMUNICATION

Correspondence from

Al Orlandi, Supervising Radiation Physicist
N.J.D.E.P., Bureaus of X-ray compliance

Synopsis

The Bureau of X-ray Compliance has accepted the corrected action taken per correspondence from Superintendent Dr. Nancy M. Hudanich and has closed the Administrative Order violation N.J.A.C. 7:28-19.11(a)2.

CURRICULUM

On the motion of Dr. Stepura, seconded by Mr. Gould, the following curriculum (A through C) was approved by roll call vote.

- A. Job Cards, May 2017;
- B. Adult Evening/Continuing Education class offerings, SY2017/2018;
- C. Homebound instruction for student L.H., 5/19/2017 through 6/1/2017;

LEGISLATION & POLICY

On the motion of Mr. Gould, seconded by Mr. Anzelone, the following policies/regulations (A through K) were approved for first reading by roll call vote.

- A. 1410 Local Units
- B. 1410 Local Units Regulation
- C. 3510 Operation and Maintenance or Plant
- D. 3515 Smoking Prohibition
- E. 3515 Smoking Prohibition Regulation
- F. 3516 Safety
- G. 3541.33 Transportation Safety Regulation

- H. 3542.1 Local Wellness/Nutrition
- I. 5131.5/ Violence and Weapons Regulation
5131.7
- J. 5141.4 Missing, Abused and Neglected Children
- K. 5141.4 Missing, Abused and Neglected Children Regulation

On the motion of Mr. Higgs, seconded by Dr. Stepura, the following regulation for second reading and approval by roll call vote.

A. 5131 Code of Student Conduct Regulation

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 Mr. Gould, the following personnel were approved by roll call vote. Mr. Higgs abstained from the vote for Alan Lackey and Robert Ridgway.

NAME	POSITION	DESCRIPTION FUNDING PROGRAM	STEP AMOUNT LONGEVITY	EFFECTIVE DATE(S) OR # OF DAYS
Cicchini, Paul	School Psychologist	High school correction: salary is not pending negotiations	MA+60 \$84,217.00 10 month	9/1/2017 – 6/30/2018
Clark, Catherine	Practical Nursing Instructor including Clinical	Post-Secondary	Step 7 MA *\$63,107.00 10 month	9/1/2017 – 6/30/2018
Clark, Catherine	Practical Nursing	Post-Secondary	\$3,000.00	SY2017/2018
Lackey, Alan	Summer Painter	Buildings & Grounds	\$12 per/hr.	SY2017/2018
Takayama, Daniel	Teacher	Homebound	\$30 per/hr.	SY2016/2017
Geller, Jill	Tutoring	Adult Post-Secondary Perkins	\$29 per/hr.	SY2017/2018
Basile, Frank	Instructor Behind the Wheel		\$25 per/hr.	SY2017/2018
Harris, Jon	Instructor Behind the Wheel		\$25 per/hr.	SY2017/2018
Ridgway, Robert	Instructor Behind the Wheel		\$25 per/hr.	SY2017/2018
Roma, Virginia	Instructor Behind the Wheel		\$25 per/hr.	SY2017/2018
Malloy, Martin G.	Substitute Teacher	High School	\$90 per/hr.	SY2017/2018
Halsey, Brian	Instructor Substitute	Summertime	\$29 per/hr.	7/17/2017

Lloyd, Katie	LPN Instructor	Resignation		6/30/2017
*pending negotiations				

BOARD MEMBER COMMENTS AND DISCUSSION ITEMS

EXECUTIVE SESSION

On the motion of Mr. Higgs, seconded by Dr. Stepura, a Resolution to Adjourn the Public Meeting and to enter into Executive Session pursuant to New Jersey Public Meeting Act convened at 2:10 p.m. to discuss the following matters:

- HIB
- Legal Update
- Negotiations Update
- Personnel
- Board Self-Evaluation
- Professional Service Contractual Matters

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 in connection with the matters discussed in Executive Session.

RETURN TO OPEN SESSION

On the motion of Mr. Gould, seconded by Mr. Anzelone, affirm action taken by the Superintendent for Harassment, Intimidation and Bullying (HIB) investigation(s) for the following period of May 12, 2017 through June 15, 2017 (4 investigations amended to include 5 investigations – non-HIB affirmed) was approved by roll call vote. Dr. Stepura abstained from the vote.

Acknowledging investigation(s) that occurred between the period of June 16, 2017 through July 13, 2017. (0 investigations)

ADJOURN

On the motion of Mr. Anzelone, seconded by Mr. Higgs, the meeting was adjourned at 2:58 p.m.

Respectfully submitted,



Paula J. Smith
Board Secretary

/jmr