

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

AGENDA #79
MEETING MINUTES

June 27, 2023
3:33 P.M.

The following board members were present at the board meeting: Mr. Alan Gould, Board President, Mr. Christopher Kobik, Board Vice President, Mr. Kenneth Merson, Board Member , Mr. Casey Halverson, Board Member, Mrs. Lauren Reed, Board Member, Ms. Nancy Ramundo, Board Member, Dr. Judith DeStefano, Board Member.

Not Present: Dr. Thomas Baruffu, Interim Assistant Superintendent, Ms. Kathleen Allen, Business Administrator/Board Secretary.

In addition, present at the meeting were Ms. Jamie Moscony, Superintendent, Ms. Lauren Flynn, Business Administrator/Board Secretary, Ms. Amy L. Houck-Elco, Esquire and other administrators and members of the public.

Board President Alan Gould welcomed everyone to the meeting and thanked all for participating.

PLEDGE OF ALLEGIANCE

Board President Alan Gould led the group in the pledge of allegiance.

Board President Alan Gould read the following statement:

Pursuant to N.J.S.A. 10:4-10, adequate notification of this meeting has been properly posted in The Cape May County Herald, The Press of Atlantic City and the County Commissioner's office on July 15, 2022 as prescribed by Chapter 231, laws of 1975.

I. APPROVAL OF MINUTES OF PREVIOUS MEETING

On the motion of Mr. Kobik, seconded by Halverson, the following minutes (A-B) were approved by roll call vote:

- A.** May 23, 2023 Board of Education
- B.** May 25, 2023 Executive

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

Voting No: None

Abstained: None

Motion Carries.

II. PUBLIC COMMENTS

This meeting will now be open to public comments. If your questions pertain to litigation, student, or personnel item, 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 Special Services Policy #0167 & Tech Policy #9322, public comment shall be limited to five minutes per person and limited to a total of 30 minutes for all public comments.

Cape May County Tech Student Council Students addressed the board regarding a field trip that they took to Washington, DC. They thanked the board for their support and the opportunity that this trip provided them to experience real-world situations that they would not have been able to experience in the classroom. A highlight of their trip was getting to meet and spend time with Senator Van Drew who spoke to them and answered their questions.

NONE

III. REPORTS & PRESENTATIONS

A. STUDENT REPRESENTATIVES REPORT

There was not a student representative report. Ms. Moscony will comment on student related year-end activities in her superintendent report.

B. DISTRICT REPORTS / PRESENTATIONS

Ms. Kristen Schaffer provides an update on Cape May County Tech's Strategic Goals through June of 2023. She briefly went through each of the goals and what was accomplished against that goal. She mentioned that more progressive updates will be provided in the future.

C. SUPERINTENDENT REPORTS

Ms. Moscony presented the report for the Cape May County Special Services District. She congratulated all of the graduates and students that received special recognition and awards for their hard work. She mentioned that ESY will begin in July, approximately 225 students were enrolled and Ms. Bowers had lots of fun activities planned for the students. She highlighted new hires and appointments and congratulated Valerie Bowers on her new role of Director of the Cape May County High School and Ocean Academy. She provided the board with an update on facility projects also.

Ms. Moscony presented the report for the Cape May County Technical School District. She congratulated all of the graduates and thanked all the board members for attending the graduations. She gave a brief construction update and mentioned that everything was moving forward nicely and that a tour would be given to board members during their board retreat. She gave an update on the summer programs and reported on the enrollment numbers for school year 23/24.

IV. DISTRICT ACTION ITEMS

A. CAPE MAY COUNTY SPECIAL SERVICES SCHOOL DISTRICT

1. On the motion of Ms. Ramundo, seconded by Mr. Merson, the administrative items (a-f) were approved by roll call vote:

Voting Yes: Gould, Kobik, Merson, Halverson, Reed, Ramundo, DeStefano (recused herself from any matter she is conflicted on as Executive County Superintendent).

Voting No: None

Abstained: None

Motion Carries.

2. On the motion of Mr. Merson, seconded by Mr. Kobik, the Line Item Budget Transfers (for May 2023) were approved by roll call vote:

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

Voting No: None

Abstained: None

Motion Carries.

3. On the motion of Mr. Halverson, seconded by Ms. Ramundo, the Finance & Operations Items (a-h) were approved by roll call vote.

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

Voting No: None

Abstained: None

Motion Carries.

4. On the motion of Mr. Kobik, seconded by Mrs. Reed, the Curriculum Items (a-b) were approved by roll call vote:

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

Voting No: None

Abstained: None

Motion Carries.

5. Policy - None this cycle.

6. On the motion of Ms. Ramundo, seconded by Mr. Kobik, Personnel Items (a-f) were approved by roll call vote.

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

Voting No: None

Abstained: None

Motion Carries.

B. CAPE MAY COUNTY TECHNICAL SCHOOL DISTRICT

1. On the motion of Ms. Ramundo, seconded by Mr. Merson, the administrative items (a-f) were approved by roll call vote:

Voting Yes: Gould, Kobik, Merson, Halverson, Reed, Ramundo, DeStefano (recused herself from any matter she is conflicted on as Executive County Superintendent).

Voting No: None

Abstained: None

Motion Carries.

2. On the motion of Mr. Kobik, seconded by Ms. Ramundo, the Line Item Budget Transfers (May 2023) were approved by roll call vote:

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

Voting No: None

Abstained: None

Motion Carries.

3. On the motion of Mr. Merson, seconded by Ms. Ramundo, the Finance & Operations Items (a-k) were approved by roll call vote:

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

Voting No: None

Abstained: None

Motion Carries.

4. On the motion of Mr. Kobik, seconded by Mr. Halverson, the Curriculum Items (a-l) were approved by roll call vote:

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

Voting No: None

Abstained: None

Motion Carries.

5. On the motion of Ms. Ramundo, seconded by Mr. Kobik, the Policy items (a) were approved by roll call vote:

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

Voting No: None

Abstained: None

Motion Carries.

6. On the motion of Mr. Merson, seconded by Mr. Kobik, the Personnel Items (a-v) were approved by roll call vote:

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

Voting No: None

Abstained: None

Motion Carries.

V. OLD BUSINESS - NONE

VI. NEW BUSINESS - NONE

VII. BOARD CORRESPONDENCE

The board confirmed that the Reorganization Board of Education meeting will be held on Tuesday, July 11, 2023 at the Cape May County Special Services School District.

VIII. EXECUTIVE SESSION

On the motion of Mr. Kobik, seconded by Ms. Ramundo, the Board approved the following Resolution to Adjourn the Public Meeting and enter into Executive Session pursuant to the New Jersey Public Meeting Act at 4:00 p.m. to discuss the following and to take action:

- Personnel
- HIB
- Superintendent Evaluation
- Board Self Evaluation

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.

IX. RETURN TO OPEN SESSION

On the motion of Mr. Kobik, seconded by Mrs. Reed, the return to open session was approved at 4:12 pm by roll call vote.

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

Voting No: None

Abstained: None

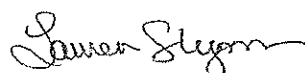
Motion Carries.

Note: The Superintendent Evaluation for Ms. Jamie Moscony was approved in Executive Session for placement in her personnel file.

X. ADJOURN

On the motion of Mr. Kobik, seconded by Mr. Merson, the meeting was adjourned at 4:13 p.m. All were in favor, motion carried.

Respectfully submitted,



Lauren Flynn,
Board Secretary

IV. DISTRICT ACTION ITEMS

A. CAPE MAY COUNTY SPECIAL SERVICES SCHOOL DISTRICT

1. ADMINISTRATIVE

Be it resolved the Board of Education approves/accepts:

- a. Suspensions
- b. Affirm the Harassment, Intimidation and Bullying (HIB) investigations as reported to the Interim Assistant Superintendent and resolved by the Director, HIB Specialist, or Designee: None this cycle
- c. CMCS SSD Safe Return to In-Person Instruction and Continuity of Service Plan revised 6/8/2023
- d. School Security Drill Statement of Assurance for SY 2022-2023
- e. Donations over \$500
 - (1.) Mike’s Seafood Polar Bear Run/Walk for Autism, \$2,500, to help offset transportation costs for CBI program to Hearts Therapeutic Riding Center & Reeds Farm in EHT
- f. Professional Improvement Experience and Travel Expenses: None this cycle

2. BUDGET TRANSFERS

Be it resolved the Board of Education approves/accepts:

- a. Line Item Budget Transfers: **May 2023**

3. FINANCE & OPERATIONS

Be it resolved the Board of Education approves/accepts:

- a. Board Secretary Report and Treasurer’s Report: **April 2023**
- b. Board of Education’s **Monthly Certification** Budgetary Major Account/Fund Status. Pursuant to N.J.A.C. 6A:23-2.11©4, we certify that as of **April 30, 2023** after review of the Board Secretary’s and Treasurer’s Monthly Financial Reports, in the Minutes of the Board each month, that no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(b)
- c. Bills List as presented: **June 2023**
- d. Budget Summaries, Enterprise and Student Activity Funds: **April 2023**
- e. Bids/Contracts/Reports/Agreements/Jointures/Quotes/Transportation Routes:

Name	Purpose	Amount	Date/Years
Richard Koeppel	Employee Assistance Program	not to exceed \$5,500	2023-2024 SY
Name	Purpose	Amount	Date/Years

The Ricerca Group, LLC	Staff Professional Development, SGO/Admin PDP Development, NJPEPL, District Goals, Strategic/Action Planning, Staff Evaluation Review	\$9,000	8/23/2023, 9/12/2023, 10/14/2023, 12/6/2023, 2/28/2024, 5/2/2024
Affiliation Agreements	Student Teaching/ Interns/Clinical Internships	N/A	7/1/2023 - 6/30/2024
Laura Trapani	Professional Service Contractor: Itinerant School Psychologist	\$75 per hour \$250 per completion of independent evaluation	6/28/2023 - 6/30/2024
Strauss Esmay Associates	District Policy Alert and Support System	\$4,965	7/1/2023 - 6/30/2024
Realtime Information Technology Contract	Student Information System, Food Service Management, Staff Evaluation	\$10,575.07	7/1/2023 - 6/30/2024
Systems 3000 Contract	Fund Accounting, Payroll & Personnel System, Back-up, Remote Hosting, Payroll Portal	\$36,966	7/1/2023 - 6/30/2024
OnCourse Contract	Educator's Lesson Plans & Evaluation	\$8,155.53	7/1/2023 - 6/30/2024
Frontline Education Contract	Absence & Time Solution	\$12,759.88	7/1/2023 - 6/30/2024
Frontline Education Contract	IEP Direct	\$10,918.32	7/1/2023 - 6/30/2024
School Meal Prices	Recommended prices for school breakfast and lunch	As per exhibit	2023-2024 SY
Aramark Management Services	Renewal of contract as per Competitive Contract dated 1/1/2020—increase of 4.0% current LPCL index rate	\$261,731.76	7/1/2023 - 6/30/2024
Capital Reserve Deposit		As per exhibit	
Name	Purpose	Amount	Date/Years

Marturano Recreation Company, Inc.	Refurbishment of daycare playground	\$47,020.02 (pricing per ESCNJ Contract) Community Use Fund	
Rubber Recycle, Inc.	Playground resurface for daycare playground	\$75,000 (pricing per ESCNJ Contract) Community Use Fund	
GPC, Inc.	Painting of daycare playground equipment	\$7,743 Community Use Fund	
CDWG, Inc.	Purchase of 10 Newline 65" LED Multi-Touch Display Boards, Pricing per Ed Services Commission of NJ	\$18,000 SRSA Grant Funded	2023-2024 SY
CJ's Bus Service	To/From transportation Quoted Contract V2-ESY on behalf of Middle Township	\$614.00 per diem	ESY 2023
CJ's Bus Service	To/From transportation Quoted Contract V4-ESY on behalf of Middle Township	\$547.00 per diem	ESY 2023
Student One	Rescind student transportation contract renewals. Multi contract CMC23-01	(\$69,552.05)	2023-2024 SY
James Transportation, LLC	Rescind student transportation contract renewals. Multi Contract # CMSS10	(\$105,521.67)	2023-2024 SY
James Transportation, LLC	Revised student transportation multi-contract renewal CMC23-01, CMC23-02, CMC23-03, CMC23-04	\$339,937.63	2023-2024 SY
James Transportation, LLC	Rescind contract addendum #5. Bid CMC21-01, Route CMSS10. Mileage Increase	(\$553.78) per diem	2022-2023 SY
Name	Purpose	Amount	Date/Years

Dennis Township	Contract agreement for Athletic/Field trips	\$175.00 per hour, per bus	2023-2024 SY
Holcomb Transportation, LLC	To/From transportation Quoted Contract QCHOPMT on behalf of Middle Township	\$217.00	July-August 2023
St. Paul Transportation	To/From transportation Quoted Contract QMTESY on behalf of Middle Twp	\$198.00	July 2023
James Transportation	Transfer Routes: CMSS10, CMC23-01, CMC23-02, CMC23-03 & CMC23-04 to Holcomb Transportation, LLC	Pricing per original contracts. Assets of James Transportation being conveyed to Holcomb Transportation 6/27/23	Beginning June 27, 2023

- f. Grants/Donations:
 - (1.) Donation: Polar Bear Run/Walk for Autism, in the amount of \$2,500, to offset transportation costs to Reed's Farm and Hearts Therapeutic Riding Center in EHT
- g. Use of Facilities Fee Schedule
- h. Approval to Authorize the Business Administrator to close petty cash & change bank accounts as of June 30, 2023 and reopen petty cash and change bank accounts as of July 1, 2023 as follows:
 - (1.) \$100.00 - Sharen Dever, Transportation (not to exceed \$25 per reimbursement)
 - (2.) \$100.00 - Lorna Hawk, Facilities (not to exceed \$25 per reimbursement) Board Office Bank
 - (3.) \$125.00 Jessica Jones, Related Services (not to exceed \$25 per reimbursement)
 - (4.) \$150.00 Debra Fincke, Board Office

4. CURRICULUM

Be it resolved the Board of Education approves/accepts:

- a. Field Trips as listed
 - (1.) Ocean Academy: None this cycle
 - (2.) CMC High School: None this cycle
 - (3.) LEEP: None this cycle
 - (4.) OXE: None this cycle
- b. Presenters/Interns/Programs/Support Groups:

Name	Purpose	Amount	Date/Years
No Limits Academy	CBI for ERIP Middle and High School Students, 36 visits, 1 time per week	\$18,000	9/13/2023 - 5/29/2024

5. POLICY/REGULATION

**Be it resolved the Board of Education approves/accepts upon the first reading:
 None this cycle**

6. PERSONNEL

Be it resolved the Board of Education approves/accepts:

- a. Superintendent's recommendation to appoint the following staff members pending criminal history background investigation and completion of required paperwork. Requests for emergent hiring will be made where appropriate.

Name	Position	Description of Funding Program	Step Amount Longevity	Effective Date(s)
Rachel Marshall	Substitute 1:1 Aide 1:1 Aide	Itinerant	Sub 1:1 Aide: \$115 per diem 1:1 Aide: \$20 per/hr	6/28/2023 - 6/30/2024
Alexis Cirigliano	Substitute 1:1 Aide 1:1 Aide	Itinerant	Sub 1:1 Aide: \$115 per diem 1:1 Aide: \$20 per/hr	6/28/2023 - 6/30/2024
Tamara Snyder	Substitute 1:1 Aide 1:1 Aide	Itinerant	Sub 1:1 Aide: \$115 per diem 1:1 Aide: \$20 per/hr	6/28/2023 - 6/30/2024
Kelsey Joyce	Substitute 1:1 Aide 1:1 Aide	Itinerant	Sub 1:1 Aide: \$115 per diem 1:1 Aide: \$20 per/hr	6/28/2023 - 6/30/2024
Melissa Livingston	Substitute 1:1 Aide 1:1 Aide	Itinerant	Sub 1:1 Aide: \$115 per diem 1:1 Aide: \$20 per/hr	6/28/2023 - 6/30/2024
Name	Position	Description of Funding Program	Step Amount Longevity	Effective Date(s)

Marie Barbera	Bus Driver/Sub Bus Driver Bus Aide/Sub Bus Aide	Transportation	Bus Driver/Sub Driver: \$25 per hour Bus Aide/Sub Aide: \$20 per hour	7/1/2023 - 6/30/2024
Olivia Mack	Substitute Teacher	General	\$175 per diem	6/28/2023 - 6/30/2024
Samantha Pimpinella	Substitute Custodian	General	\$18 per hour	6/28/2023 - 6/30/2024
Katharine Rodgers	LPN 1:1 Aide	Itinerant	\$37,674	9/1/2023 - 6/30/2024
Iain Belford	Full Time Bus Driver	Transportation	\$31,150	7/1/2023 - 6/30/2024
Catherine Smith	Teacher Aide	General	\$26 per hour not to exceed 10 hours for CDL training	6/15/2023 - 8/30/2023
Erin Oleen	School Counselor/SAC	AtlantiCare WSCC School Health Grant	\$2,000 stipend	2022-2023 SY
Gwen Raring	Culinary Arts Teacher	General	\$45 per hour not to exceed 5.5 hours for culinary events/trainings	5/1/2023 - 6/30/2023
ESY Staff	As per exhibit	ESY	As per exhibit	As per exhibit
Sharon Carr	1:1 Bus Aide Sub 1:1 Bus Aide	Itinerant	\$25 per bus run	6/29/2023 - 6/30/2024
Darrel Benjamin	1:1 Bus Aide Sub 1:1 Bus Aide	Itinerant	\$25 per bus run	6/29/2023 - 6/30/2024
Catherine Smith	1:1 Bus Aide Sub 1:1 Bus Aide	Itinerant	\$25 per bus run	6/29/2023 - 6/30/2024
Christina Feather	1:1 Bus Aide Sub 1:1 Bus Aide	Itinerant	\$25 per bus run	6/29/2023 - 6/30/2024
Name	Position	Description of Funding Program	Step Amount Longevity	Effective Date(s)

Brittaney Boucher	1:1 Bus Aide Sub 1:1 Bus Aide	Itinerant	\$25 per bus run	6/29/2023 - 6/30/2024
Michael Cooker	1:1 Bus Aide Sub 1:1 Bus Aide	Itinerant	\$25 per bus run	6/29/2023 - 6/30/2023
Christina Baxter	1:1 Bus Aide Sub 1:1 Bus Aide	Itinerant	\$25 per bus run	6/29/2023 - 6/30/2024
Amanda Kane	1:1 Bus Aide Sub 1:1 Bus Aide	Itinerant	\$25 per bus run	6/29/2023 - 6/30/2024
Erin Heitzmann	1:1 Bus Aide Sub 1:1 Bus Aide	Itinerant	\$25 per bus run	6/29/2023 - 6/30/2024
Brittaney Boucher	General Bus Aide/Substitute General Bus Aide	Transportation	Hourly rate	6/29/2023 - 6/30/2024
Darrel Benjamin	General Bus Aide/Substitute General Bus Aide	Transportation	Hourly rate	6/29/2023 - 6/30/2024
Michael Cooker	General Bus Aide/Substitute General Bus Aide	Transportation	Hourly rate	6/29/2023 - 6/30/2024
Christina Feather	General Bus Aide/Substitute General Bus Aide	Transportation	Hourly rate	6/29/2023 - 6/30/2024
Lisa Primavera	General Bus Aide/Substitute General Bus Aide	Transportation	Hourly rate	6/29/2023 - 6/30/2024
Erin Heitzmann	General Bus Aide/Substitute General Bus Aide	Transportation	Hourly rate	6/29/2023 - 6/30/2024
Petro Diaz	General Bus Aide/Substitute General Bus Aide	Transportation	Hourly rate	6/29/2023 - 6/30/2024
Name	Position	Description of Funding Program	Step Amount Longevity	Effective Date(s)

Amanda Kane	General Bus Aide/Substitute General Bus Aide	Transportation	Hourly rate	6/29/2023 - 6/30/2024
Randi Smith	General Bus Aide/Substitute General Bus Aide	Transportation	Hourly rate	6/29/2023 - 6/30/2024
Steven Scheffler	Special Education Teacher	General	Schedule A-1 Step 3, MA \$73,223 10 months	9/1/2023 - 6/30/2024
Samantha Mason	Speech Language Specialist	General	Schedule A-1 Step 3, MA \$73,223 10 months	9/1/2023 - 6/30/2024
Jennifer DeSanto	Speech Language Specialist	General	Schedule A-1 Step 9, MA+30 \$82,748 10 months	9/1/2023 - 6/30/2024
Gabrielle Salvatore	School Social Worker/Case Manager	General & Itinerant	Schedule A-1 Step 1, MA \$70,423 10 months	9/1/2023 - 6/30/2024
Joshua Conlow	Special Education Teacher	General	Schedule A-1 Step 6, BA \$75,298 10 months	9/1/2023 - 6/30/2024
Natalie Kosko	Special Education Teacher	General	Schedule A-1 Step 1, BA \$68,298 10 months	9/1/2023 - 6/30/2024
Kelly Sheeran	Special Education Teacher	General	Schedule A-1 Step 9, MA \$81,623 10 months	9/1/2023 - 6/30/2024
Name	Position	Description of Funding Program	Step Amount Longevity	Effective Date(s)

Samantha Mason	Itinerant In-House Speech Language Therapist	Itinerant	\$53 per hour	6/28/2023 - 6/30/2024
Jennifer DeSanto	Itinerant In-House Speech Language Therapist	Itinerant	\$53 per hour	6/28/2023 - 6/30/2024
Gabrielle Salvatore	Itinerant In-House School Social Worker/Case Manager	Itinerant	\$53 per hour	6/28/2023 - 6/30/2024
Tiffany Narciso	Itinerant In-House American Sign Language Teacher	Itinerant	\$53 per hour	6/28/2023 - 6/30/2024
Briana Figallo	Itinerant In-House Speech Language Therapist	Itinerant	\$53 per hour	6/28/2023 - 6/30/2024
Theresa Mazzeo	Itinerant In-House Educational Sign Language Interpreter	Itinerant	\$35 per hour	6/28/2023 - 6/30/2024
Valerie Bowers	Director of CMC High School	Rescind 12 month Director of CMC High School position		7/1/2023 - 6/30/2024
Valerie Bowers	Director of Ocean Academy & CMC High School	General	\$128,900	7/1/2023 - 6/30/2024
Julia Fairfield	Special Education Teacher	Rescind 10 month Special Education Teacher position		9/1/2023 - 6/30/2024
Julia Fairfield	Supervisor of Ocean Academy and CMC High School	General	\$95,000	7/1/2023 - 6/30/2024
Kimberly Hampson	School Physical Therapist	Resignation		8/4/2023
Name	Position	Description of Funding Program	Step Amount Longevity	Effective Date(s)

Tarryn Slattery	School Occupational Therapist	Resignation	8/4/2023
Tycece Cherry	Teacher Aide	Resignation	8/4/2023
Jennifer Sardoni	Teacher Aide	Resignation	6/2/2023
Sofija Stankovic	Teacher Aide	Resignation	6/15/2023
Stephanie Daher-Quinn	Special Education Teacher	Resignation	8/25/2023

- b. Professional Development Trainings: None this cycle
- c. Leaves of Absence:

Employee #	Sick Days	Personal Days	Vacation Days	Unpaid Days	Type of Leave	Date(s)
6355	17.75	0	0	46.25	BOE Leave FMLA/NJFLA	6/29/2023 - 10/2/2023

- d. Move Nicole Lewis from a 10 month Teacher Aide position to an 11 month Teacher Aide position effective 7/1/2023 - 6/30/2024
- e. Carly Taylor, Special Education Teacher, horizontal move on the Certificated Staff Salary Guide A-1, 2023-2024 school year, from BA to MA
- f. Hourly Rates for One to One Aides, effective July 1, 2023
- g. Abolish the following positions as of July 1, 2023:
 - (1.) Director of Ocean Academy
 - (2.) Director of Cape May County High School

IV. DISTRICT ACTION ITEMS

Be it resolved the Board of Education approves/accepts:

B. CAPE MAY COUNTY TECHNICAL SCHOOL DISTRICT

1. ADMINISTRATIVE

- a. Suspensions: 8 in-school suspensions; 2 out-of-school suspensions;
- b. Affirm the Harassment, Intimidation and Bullying (HIB) investigations as reported to the Superintendent and resolved by the Principal, HIB Specialist or Designee: HIB Report
- c. District Staff to attend travel events as follows, with attendance at these functions previously approved by the Superintendent as (a) work related and within the scope of the work responsibilities of the attendee, (b) promoting the delivery of instruction or furthering the efficient operation of the school district, and (c) fiscally prudent, the Board finds the travel and related expenses for attendance at these previously approved functions necessary and that the expenses are justified and therefore reimbursable pursuant to NJCMB Circular Letter 06-02 and, if funded by federal grants, OMB Circular A-87:
 1. Jaci Klepadlo - Reimbursement for travel expenses to RDH Under One Roof Conference in Nashville, TN from July 20-22, 2023, not to exceed \$1,000
 2. Linda Orsatti-Wiker to attend training at Rider University (2083 Lawrenceville Rd, Lawrenceville, NJ) on June 27 and 28, 2023 for Stockton University's Tomorrow's Teacher Summer Training. Registration cost \$600. Travel/tolls not to exceed \$256.
 3. Kathleen Giangiulio - Registration for Train the Trainer training on June 21, 2023 in Tinton Falls, NJ. Registration cost \$375. Travel/tolls not to exceed \$103.40.
 4. Joe Cascia, Talia Branda and Marc Roesch to attend online HIB training. Registration fee of \$500 per person, NTE \$1,500 total.
- d. Safe Return to In-Person Instruction and Continuity of Service Plan Revised as of 6/8/2023
- e. School Security Drill Statement of Assurance Certification for the 2022/2023 school year.
- f. Membershi/p Resolution for the New Jersey State Interscholastic Athletic Association (NJSIAA) for the 2023/2024 School Year.

2. BUDGET TRANSFERS

- a. Line Item Budget Transfers - **May 2023**

3. FINANCE & OPERATIONS

- a. **Board Secretary Report and Treasurer's Report: April 2023**
- b. Board of Education's **Monthly Certification** Budgetary Major Account/Fund Status. Pursuant to N.J.A.C. 6A:23-2.11©4, we certify that as of **April 30, 2023** after review of the Board Secretary's and Treasurer's Monthly Financial Reports, in the Minutes of the Board each month, that no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(b).
- c. **Bills List as presented:**
 1. **Bills List - June 27, 2023**
- d. **Fund Summaries: Other Funds (Enterprise, Scholarship, SAF, etc): April 2023**
- e. Approve the Attached Facilities Use Fees Schedule for the 2023-2024 school year.
- f. Approve the Attached year-end Reserve Deposits for the 2022-2023 school year.
- g. Approval to Authorize the Business Administrator to close petty cash & change bank accounts as of June 30, 2023 and reopen petty cash and change bank accounts as of July 1, 2023 as follows:
 - \$300.00 - Board Office Petty Cash - Business Office
 - \$200.00 - Board Office Bank - Business Office
 - \$ 50.00 - High School Cosmetology Bank - Main Office
 - \$100.00 - Post-Secondary Cosmetology Bank - Adult Education Office
 - \$200.00 - Student Council Bank (SAF) - Main Office
 - \$100.00 - Natural & Environmental Sciences Bank (SAF) - Main Office
 - \$100.00 - Athletics Bank (SAF) - Main Office

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h. Bids/Contracts/Reports/Quotes/Agreements:

<u>Ref/Vendor/Agreement</u>	<u>Purpose</u>	<u>Fee/Amt</u>	<u>Dates</u>
Cape May County Technical School District	Renew/award/expire(See List) Pursuant to PL 2015, Chapter 47	N/A	SY 2023-2024
Cape May County Tech	Insurance Coverage Renewals	Fees Below:	SY 2023-2024
J. Byrne Agency, Inc	Student Accident (BMI)	\$ 13,315.00	
J. Byrne Agency, Inc	Surety Bond (Travelers)	\$ 100.00	
J. Byrne Agency, Inc	Pollution Liability (Phila. Ins)	\$ 11,034.10	
NJ School Ins. Group	School Board Legal (E&O)	\$ 25,895.00	
NJ School Ins. Group	Workers Compensation	\$113,618.00	
NJ School Ins. Group	Package Policy (various)	\$182,108.00	
Fabbri Builders, Inc. Main Entry Addition	Payment Application #14 Approved by MMPF Architects	\$46,155.55	06/15/2023
Dandrea Constr Co, Inc. CTE Phase I	Payment Application #5 Approved by MMPF Architects	\$405,825.44	06/15/2023
Dandrea Construction COR #11R2	Change Order No. 7 Decrease Allowance	\$8,084.00	06/15/2023
Dandrea Construction COR #15R1	Change Order No. 8 Increase Contract	\$638,461.00	06/20/2023
Dandrea Construction COR #10 & 16	Change Order No. 9 Decrease Allowance	\$9,688.00	06/20/2023
Hertrich Fleet Services NJSC #209-FLEET-01387	Jeep Grand Cherokee Laredo Item #17 / ACES Grant	\$43,325.90	SY 2023-2024
Eaise Design & Landscaping, Inc (Quoted)	HS Main Entry Sod Install HS Main Entry Irrigation Instal	\$21,990.00 \$16,050.00	SY 2023-2024
Laura Bishop Communications	General Communications Prof. Consulting Services	\$18,000.00	SY 2023-2024
Aramark (RFP renewal) Facilities Manager	Annual Adjustment Letter 4% CPI Increase	\$13,793.46 Per Month	SY 2023-2024
Middle Township Police Dept Shared Services	School Resource Officer Agreement with CMCTSD	\$82,025.00	SY 2023-2024
Accuscan #ESCNJ 22/23-11	Records Storage & Disposal ARP ESSER III Grant Funds	\$66,732.46	SY 2023-2024

i. Grants:

<u>Program / Award</u>	<u>Status</u>	<u>Amount</u>	<u>Grant Period</u>
Perkins Secondary-Federal	Apply/Accept	\$55,787	SY 2023-2024
Perkins Secondary-Reserve	Apply/Accept	\$16,084	SY 2023-2024
Perkins Post-Secondary	Apply/Accept	\$81,704	SY 2023-2024
ESEA - Title I-A	Apply/Accept	\$174,540	SY 2023-2024
ESEA - Title II-A	Apply/Accept	\$26,312	SY 2023-2024
ESEA - Title IV Part A	Apply/Accept	\$6,409	SY 2023-2024
IDEA - Basic	Apply/Accept	\$112,440	SY 2023-2024
ACCC/Title II Adult Ed & Lit Prgm	Apply/Accept	\$190,315	SY 2023-2024

- j. **Items for Disposal/Scrap/Sale:**
Inventory # Name of Item(s) Value of item(s) Reason(s)
 SEE ATTACHED LIST
- k. **Accept Items of Donation:**
Name of Item(s) Value of item(s) Individual/Organization

4. CURRICULUM

Be it resolved the Board of Education approves/accepts:

- a. Athletics Handbook for Coaches, Parents and Student Athletes
- b. Operate the High School Equivalency (HSE) Testing Center for the period July 1, 2023 to June 30, 2024.
- c. Approve Ford Dealership Agreement (Gentilini Ford) for Automotive Program
- e. Approve Yamaha MotorsSports Agreement
- f. Approve Tuesday, November 14, 2023 OPEN HOUSE for the 2023/24 school year.
- g. Approve Athletic Head Coach Evaluation form
- h. Approve Athletic Assistant Coach Evaluation form
- i. Approve Club Activities Evaluation form

j. Field Trips:

<u>Date(s)</u>	<u>Description/Purpose</u>	<u>Students</u>	<u>Teachers & Aides</u>
06/01/2023	Law & Public Safety to CMC Public Safety Training Center	12	1
11/17/2023	Peer Leadership Conference Wildwood, NJ	24	1

k. Fundraisers/Activities:

<u>Date(s)</u>	<u>Activity</u>	<u>Class/Club</u>	<u>Advisor</u>
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None this cycle

l. Facility Use Approvals/Agreements:

<u>Site Location</u>	<u>Purpose</u>	<u>Fee/Amt</u>	<u>Dates</u>
Cape May County Park	Use of Park and Zoo Facilities for Intramural Tennis	N/A	09/15/2023 to 06/15/2024
Cape May County Park	Use of Park and Zoo Facilities for Boys and Girls Cross-Country	N/A	08/22/2023 to 11/13/2023

5. POLICY

- a. **Be it resolved the Board of Education approves/accepts the first reading:**
 Approve first reading/review of the combined regulations, bylaws, and policies of the Board of Education of the Special Service School District and Technical School District of the County of Cape May.
- b. **Be it resolved the Board of Education approves/accepts the second reading:**
 None this cycle.

6. PERSONNEL

Be it resolved the Board of Education approves/accepts:

All hiring are upon the recommendation of the Superintendent and contingent upon completion and verification of employment requirements:

- a. To accept the following **resignations/terminations/ retirements**:
 - i. Resignation: Chelsie Alliano, Asst. to BA, effective 6/30/2023
- b. To approve the following **Leave of Absence** in accordance with the FMLA & NJFLA:
 - i. Employee #926, (Professional Staff), paid/unpaid FMLA beginning on 5/30/2023.
 - ii. Employee #15, (Professional Staff), paid/unpaid Intermittent FMLA beginning on 5/16/2023.
 - iii. Employee #912, (Support Staff), unpaid FMLA beginning on or around 6/2/2023.
- c. To approve the following staff to attend **Professional Development activities** for 22/23 school year, at a rate of \$40 p/h:
 - i. Gianguilio, Kathleen - 6 Hours on June 21, 2023 for CPR Train the Trainer, Charge to Account # #11-000-213-104-0PD-99
 - ii. Wiker-Orsatti, Linda - 12 Hours total, 6 each day on June 27 & 28, 2023 for Tomorrow's Teacher, Charge to Account #11-000-221-104-0SY-99
- d. To approve the following **Support Staff candidates** for the 22/23 school year:
 - i. Brittany DeClementi, Secretary to the Director of Curriculum & Instruction, 12 month position at the prorated salary of \$36,386 Step 8 effective on June 13, 2023 through June 30, 2023.
- e. To approve the following **Support Staff candidates** for the 23/24 school year:
 - i. Brittany DeClementi, Secretary to the Director of Curriculum & Instruction, 12 month position at the salary of \$38,505 Step 8 effective July 1, 2023 to June 30, 2024.
- f. To approve the following **Professional Staff candidates** for 23/24 school year:
 - i. Carly Stranges, School Psychologist, 10-month position, Step 14-DOC, \$88,501 effective on or around 9/1/2023.
 - ii. Maria VanWormer, Hospitality and Tourism Teacher, 10-month position, at the salary of \$60,025 Step 1-BA, effective on or around 9/1/2023.
 - iii. Marissa Reeve, Early Childhood Lab School Teacher, 10-month position, at the salary of \$65,175, Step 5-MA, effective on or around 9/1/2023
 - iv. Sarah Harrison, LPN Instructor, 11-month position, at the prorated salary of \$86,348, Step 12-MA + \$5,000 PN Coordinator Stipend, effective on or around 7/1/2023 (revised start date).
- g. To approve the following **Athletic Coaches 23/24 Fall school year**, charged to account #11-402-100-100-000-99:
 - i. Joseph Bresan - Boys Cross Country Head Coach: \$6,200 + \$4,250 (Longevity 17 x \$ 250)
 - ii. Gerard Chretien - Girls Cross County Head Coach: \$6,200 + \$3,750 (Longevity 15 x \$250)
 - iii. Krista Salvadore - Girls Soccer Asst. Coach: \$4,200 + \$150 (Longevity 1 x \$150)
 - iv. Warren Wade - Girls Soccer Head Coach: \$6,200 + \$1,500 (Longevity 6 x \$250)
 - v. Marcus Patterson - eSports Head Coach: \$6,200
 - vi. Julie Stratton - eSports Asst. Coach: \$4,200
- h. To approve the following **Volunteer Coaches for the 23/24 school year**:
 - i. Allyssa Reardon - Girls Soccer Asst. Coach
- i. To approve the following **Weight Room Monitors for the 23/24 school year**, at a rate of \$40 p/h, NTE 140 hours in total (\$5,600). Charge to account #11-402-100-100-000-99:
 - i. Robert Aftanis
 - ii. Joseph Bresan

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- iii. Brian Dudley
 - iv. Adam Dunning
 - v. Kristen Miller
 - vi. Samuel Picketts
- j. To approve the following **Co-Curricular Club/Advisors for the 23/24 school year** charged to account #11-401-100-100-000-99.
- i. Robert Aftanis - Senior Class Advisor - Stipend \$2,250
 - ii. Samuel Picketts - Junior Class - Stipend \$2,250
 - iii. Nancy Embs - Student Government Advisor - Stipend \$2,250
 - iv. Jackie Holland - SkillsUSA Advisor - Stipend \$2,050
 - v. Sharon Lee Kustra - Key Club Advisor - Stipend \$2,050
 - vi. Gina Tack - National Honor Society - Stipend \$2,050
 - vii. Hanna Toft - FFA - Stipend \$2,050
 - viii. Kristen Miller - Intramural Archery Club - Stipend \$1,500
 - ix. Sheila DiMarco - Intramural Tennis Club - Stipend \$1,500
 - x. Daniel Loesch - Mock Trial Advisor - Stipend \$950
 - xi. Jill Shustock - Theatre Club - Stipend \$950
 - xii. Dave Billig/John Andrewson - Ducks Unlimited - Stipend \$475 each (\$950 split even)
 - xiii. Tiffany Narciso/Maddie Craig - ASL Club Advisors - Stipend \$475 each(\$950 split even)
- k. To approve the following staff to provide **Summer Curriculum Writing** for Summer 2023, at a rate of \$40 p/h, NTE 58 hours in total, \$2,320. Charge to account #20-004-200-100-CUR-99.
- i. Adams, Michael - Environmental Science
- l. To approve the following staff for **Summer ACES Projects** for 23/24 school year in July, at a rate of \$40 p/h, NTE 30 hours each (\$1,200). Projects include Climate Change & Dock repairs. Charge to account #20-004-200-100-CUR-99.
- i. Dunning, Adam
 - ii. Toft, Hanna
 - iii. Weiss, Charles
- m. To approve the following staff to attend **Summer CNC Training** for 23/24 school year in August, at a rate of \$40 p/h, NTE 12 hours. Charge to account #20-004-200-100-CUR-99
- i. Dunning, Adam
- n. To approve the following staff to provide **Post Secondary Tutoring** for 23/24 school year, at a rate of \$40 p/h, NTE 60 hours in total, \$2,400. Charge to account #20-350-100-101-000-99.
- i. Bhatt, Nehal
 - ii. Dunning, Rose
 - iii. Goetz, Jennifer
 - iv. Harrison, Sarah
 - v. Klepadlo, Jaci
- o. To approve the following **ABE/HSE/ESL/Civics Instructor** for the 23/24 school year, at a rate of \$34 p/h, NTE 24 hours per week charge to: ABE/Civics, Dollar General Grants:
- i. Bollwage, Scott
 - ii. Carusi-McCoy, Colleen
 - iii. Cowley, Nora
 - iv. Currie, Susan
 - v. Gomez-Vargas, Yeni
 - vi. Lamken, Nancy
 - vii. Marshall, Nidia
 - viii. Satterfield, Leah

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- p. To approve the following **ABE/HSE/ESL/Civics Instructor** for the 23/24 school year, at a rate of \$34 p/h charge to: ABE/Civics, Dollar General Grants:
 - i. DiMarco, Sheila
 - ii. Rutherford, Sarah
 - iii. Satterfield, Elizabeth (Substitute)

- q. To approve the following ABE/Civics **LACES Stipend** for 23/24 school year, charged to account #20-292-200-100-LBD-99-X:
 - i. Satterfield, Elizabeth: \$5,500

- r. To approve the following **HSE Testing Center Examiner** for the 23/24 school year, at a rate of \$29 p/h, NTE 24 hours per week. Charged to account #13-640-200-100-000-99:
 - i. Roach, Lisa

- s. To approve the following **Substitute Rates for 23/24** for the 23/24 school year:
 - i. Substitute Nurse: \$200 per day
 - ii. Substitute Teacher: \$125.00 per day

- t. To approve the following **Substitute Custodian** for the 23/24 school year:
 - i. Lane Tarr, \$18 p/h NTE 24 hours per week.

- u. To approve the following **Student Placement** for 23/24 school year:
 - i. Carolane Marsden - BSSW - Social Worker with Stockton University, unpaid. 400 subsequent hours to be completed no later than May 10, 2024 (200 hours fall semester and 200 spring semester).
 - ii. To approve the following **Placement of Professional Student Intern** for the 23/24 school year:
Kim Cote - LDT-C with Stockton University, unpaid, 50 subsequent hours to be completed no later than September 30, 2023. (Pending completion of paperwork).

- v. To approve the following **Part-Time Unarmed Security Guards @ \$20 p/h NTE 24 hours per week** in accordance with the security schedule: 2 Guards per day NTE 8 hours per day from July 1, 2023 through June 30, 2024. Charged to account #11-000-266-100-000-99:
 - i. Jon Berg
 - ii. Robert Campbell Jr.