

**CAPE MAY COUNTY SCHOOL DISTRICT
188 CREST HAVEN ROAD
CAPE MAY COURT HOUSE, NJ 08210**

**May 22, 2018
9:07 a.m.**

The following were present at the meeting: Mr. Anthony L. Anzelone, board member; Mr. Alan I. Gould, board vice president; Mr. Robert L. Boyd, board president.

Mr. Kerry Higgs, board member and Mr. Robert L. Bumpus, board member were not present.

Also present at the meeting were: Amy L. Houck Elco, Esquire; James R. Owens, Director Buildings & Grounds; Paula J. Smith, Business Administrator/Board Secretary; Dr. Nancy M. Hudanich, Superintendent, association members Sharon Lee Kustra and MaryAnne Vitale.

Other members of the staff and public were also present.

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. Due to the lack of quorum on May 15, 2018 the rescheduling of the meeting was publically announced to be held on May 22, 2018 at 9:00 a.m.

PUBLIC INPUT

Dr. Hudanich conducted the Public Hearing on all incidents of violence; vandalism; substances, weapons and harassment, intimidation and bullying (HIB) in accordance with the Student Safety Data System for the period September 1, 2017 through December 31, 2017. She noted the new requirement to include HIB training completed. She reported there were 8 trainings and 3 professional service programs during the period to teach staff and students better ways to address HIB. There was no public comment.

Mary Anne Vitale, CMCTEA Secretary – Addressed the board regarding retro pay, and security at graduation.

Noel Heirs – Director of School Based Youth Services – Addressed the board regarding the services provided by SBYS.

ADMINISTRATIVE REPORTS

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

* A. Jim Owens, Director of Building & 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. Anzelone, seconded by Mr. Gould, the following minutes were approved by roll call vote:

- * A. April 17, 2018, Board Meeting
- * B. April 17, 2018, Executive Session
- * C. April 24, 2018, Board of School Estimate

REVENUE & EXPENSE

On the motion of Mr. Gould, seconded Mr. Anzelone, the following items (A-J) 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 March 2018, 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, March 2018;
- * F. Transfers;

G. Bids, contracts, reports, agreements
(Cape May County Technical School District, referred to as "CMCTSD")

	<u>Name- Report/Contract</u>	<u>Purpose</u>	<u>Amount</u>	<u>Date/Year(s)</u>
1.	Hewlett Packard State Contract No. NASPO VP PC MNNVP-133-M0483-89974	purchase 18 computers computer Tech instruction	\$31,305.42	5/4/2018
2.	Hewlett Packard State Contract No. NASPO VP PC MNNVP-133-M0483-89974	purchase 6 chromebook carts	\$70,944.78 (Title I funds)	5/4/2018
* 3.	Pay to Play Resolution CMCTSD and Advantage Rental Ctr, Inc.	purchase utility vehicle with cab	\$22,076.00	5/15/2018
* 4.	Resolution Binding CMCTSD as a participat- ing member of the Alliance for Competitive Energy Services	electric generation services	per mthly rates	3/2018- 5/2023
5.	Cape May County	shared transportation	per fee schedule	SY 2018-19

Shared Services Contract services

- * 6. Pay to Play Resolution baseball/softball \$19,619.94 5/15/2018
CMCTSD & BSN scoreboards
Sports, Inc.
- 7. Grainger LED lighting for: \$41,707.00 5/15/2018
NASPO State Contract 300 wing &
No. A7985 309-316 classrooms
- H. Grants/Donations for applying/accepting:

<u>Name of Grant(s)</u>	<u>Apply/Accept</u>	<u>Amount</u>	<u>Date</u>
Safety Grant Allotment	accept	\$21,967.00	5/15/2018
Adult Basic Skills & Integrated English Literacy & Civics Education (ABE/HSE/ESL and Civics)	apply	\$160,590.00	SY 2018-19
Dollar General Literacy Foundation Adult Literacy	accept	\$10,000.00	5/10/2018-3/30/2019

I. Travel (Employee/Board Member)

<u>Name</u>	<u>Event</u>	<u>Location</u>	<u>Cost</u>	<u>Date(s)</u>
Nancy M. Hudanich	NJASA/NJAPSA	Atlantic City	\$775	5/16-18/2018

J. Part-time contracts and hourly rates, SY 2018-2019 (effective July 1, 2018):

POSITION	RATE
Summertime Adventures for Kids School Nurse	\$32 per hour
Credit Recovery Program School Nurse	\$32 per hour
Summertime Adventures for Kids Instructor	\$29 per hour
Credit Recovery Teacher	\$32 per hour
Credit Recover Lab Instructor	\$32 per/hour
HSE Test Examiner	\$29 per hour
Post-Secondary Welding Certificated Instructor	\$35 per hour
Evening/Continuing Education Assistant	\$24 per hour
Evening/Continuing Education Vocational Licensing/Cert. Instructor	\$29 per hour
Evening/Continuing Education Vocational Instructor	\$22 per hour
Evening/Continuing Education Avocational Instructor	\$22 per hour
Evening/Continuing Education & Adult High School Secretary & Substitute Secretary	\$10 to \$14 per hour
Adult High School Teacher	\$29 per/hour
Adult High School Guidance Counselor	\$29 per/hour
Eve/Con Education Nurse & Substitute Nurse	\$22 per/hour

COMMUNICATION

- * A. Correspondence from
Dale M. Foster, P.E., Cape May County Engineer
Synopsis:
Resolution No. 330-18 adopted April 10, 2018 regarding change order #2 for softball field to add a chain link fence and additional topsoil to field.
- * B. Correspondence from
Catherine Clark, Practical Nursing Instructor/Clinical & Coordinator
Synopsis:
Notification of resignation effective June 30, 2018. Served the district for one year as the Practical Nursing Instructor and Coordinator.
- * C. Correspondence from
Craig Migliaccio, Teacher of HVACR/SE (Sustainable Energy) Technology
Synopsis
Notification of resignation effective June 30, 2018. Faithfully served the district pioneering the new HVACR/SE (Sustainable Energy) Technology Program during his six year tenure.

CURRICULUM

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

- * A. Job cards March 2018;
- B. Drama Club, SY 2017-18;
- C. Extended homebound and Educere instruction for the following student:
B.L., 4/27/2018-6/19/2018

D. Field Trips:

<u>Date</u>	<u>Destination/Purpose</u>	<u>Students/Teachers/Aide</u>		
4/26/2018	Wildwood Convention Center prom decorating (grade 12)	17	2	
5/11/2018	Cape May Convention Center Cape May Spring Flower Show (grades 10-12)	8	1	
5/11/2018	U.S. Coast Guard Training Center attend graduation; tour patrol boats & fast response cutter (grades 11-12)	17	1	
5/14/2/18	Westampton State Board Practical Exam (grade 12)	9	2	1
5/31/2018	Morey's Corporation, Wildwood career opportunities, tour USDA inspected wholesale facility & fine dining experience	15	1	1

(grades 10-11)

6/1/2018	Cape May Court House Park & Washington Inn, Cape May career opportunities, tour restaurant facility & fine dining experience (grade 12)	10	1	1
6/6/2018	Avalon barrier island ecology (grade 9)	22	1	1
6/7/2018	Avalon barrier island ecology (grade 9)	22	1	1

LEGISLATION & POLICY

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

- * A. 1315 Distribution of Materials, Solicitation & Advertising on School Property
- * B. 3541.31 Volunteer Private Driver Form
- * C. 5131 Conduct/Discipline
- * D. 5131.1 Harassment, Intimidation and Bullying
- * E. 5131.5 Vandalism/Violence
- * F. 5131.6 Drugs, Alcoholic Beverages, Tobacco (Substance Abuse)

- * G. 5145.4 Equal Educational Opportunity
- * H. 5145.5 Photographs of Students
- * I. 6171.4 Special Education
- * J. 6171.4 Special Education_Regulation

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. Anzelone, the following personnel were approved by roll call vote:

<u>Name</u>	<u>Position</u>	<u>Description</u> <u>Funding</u> <u>Program</u>	<u>Step</u> <u>Amount</u> <u>Longevity</u>	<u>Effective</u> <u>Date(s) or</u> <u># of Days</u>
Clark, Catherine	Practical Nursing Instructor/Clinical & Coordinator	resignation		6/30/2018
Migliaccio, Craig	Teacher of HVACR/SE (Sustainable Energy) Technology	resignation		6/30/2018
Krautler, Andrea	Teacher of Financial	high school	Step 3MA	9/1/2018-

	Literacy, Social Studies, Maritime History & Leadership		\$58,195.00 10-month	6/30/2018
Dougan, Emily	Teacher of Physics	degree change: from: Step 2BA to: Step 2MA	\$54,877.00 \$56,877.00	5/15/2018
Davis, Jamie	Head coach boys soccer	(1 st year)	\$5,200.00	SY 2018-19
Barber, Chelsey	Drama Club Advisor		\$950.00	SY 2017-18
Cicchini, Paul	School Psychologist	summer employment IEP planning	per diem	10 days
Jones, Christopher	Teacher of Communication of Art Technology	summer employment digital editing	per diem	12 days
Casia, Joseph	Guidance Counselor	summer employment student scheduling, preparation	per diem	18 days
Fritz-Agostini, Jenifer	Media Specialist	summer employment update electronic data, check-in new materials obsolete/outdated materials	per diem	5 days
King, Rita	Guidance Counselor	summer employment student scheduling, preparation	per diem	18 days
Wallace, Brittany	Learning Disabilities Teacher Consultant	summer employment IEP planning	per diem	10 days
Zipparo, Lynda	School Nurse	summer employment student sports/employee physicals, incoming students	per diem	10 days
Palombo, Mike	Substitute Teacher planning/preparation (Teacher of Spanish)	high school	\$110 per/day	5/1/2018- 5/9/2018
Employee #637		extended FMLA	unpaid	4/30/2018- 5/23/2018
Employee #649		extended leave of absence	unpaid	5/1/2018- 5/31/2018
Employee #887		FMLA	unpaid	6/18/2018- 6/29/2018
Leonetti, John	Summer Painter, y3	Buildings & Grounds	\$12 per/hr	6/20/2018- 8/31/2018

Sykes, David	Summer Painter, yr4	Buildings & Grounds	\$13 per/hr	6/20/2018-8/31/2018
Glick, Deborah	Practical Nursing Instructor	Post-Secondary Practical Nursing	per diem	7/1/2018-8/16/2018 up to 22 days
Zilinek, Ann	Practical Nursing Instructor	Post-Secondary Practical Nursing	per diem	7/1/2018-8/16/2018 up to 22 days
*Personnel/positions/salaries				SY 2018-19

BOARD MEMBER COMMENTS AND DISCUSSION ITEMS

No input at this time.

EXECUTIVE SESSION

On the motion of Mr. Anzelone, seconded by Mr. Gould a Resolution to Adjourn the Public Meeting and to enter into Executive Session pursuant to the New Jersey Public Meeting Act convened at 9:50 a.m to discuss the following matters was approved by roll call vote;

HIB
Attorney Client Privilege – Contractual Matter
Attorney Client Privilege – Student Matter
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.

RETURN TO OPEN SESSION

On the motion of Mr. Anzelone, seconded by Mr. Gould, the board affirmed the action taken by the Superintendent for Harassment, Intimidation and Bullying (HIB) Investigation(s) for the period March 23, 2018 through April 12, 2018 (1 HIB investigation) and acknowledged the investigation(s) that occurred between the period of April 12, 2018 through May 10, 2018 (2 HIB investigation(s)). By roll call vote.

On the motion of Mr. Anzelone, seconded by Mr. Gould, the board approved rescheduling the June 19, 2018 regular board meeting to June 18, 2018 at 1:00 p.m. by roll call vote.

On the motion of Mr. Anzelone, seconded by Mr. Gould, the board approved Schuler Security upgrades pay to play resolution by roll call vote effective May 15, 2018 in the amount of \$21,700.

On the motion of Mr. Anzelone, seconded by Mr. Gould, the resignation of K.D. effective 6/30/2018 and the separation agreement pending her signature as discussed in Executive Session was approved by roll call vote.

ADJOURN

On the motion of Mr. Anzelone, seconded by Mr. Gould, the meeting was adjourned at 11:00 a.m.

Respectfully submitted,

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

Paula J. Smith
Board Secretary