

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

MINUTES

September 27, 2022
3:33P.M.

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. STUDENT REPRESENTATIVE

Ms. Dempsey Ryan gave an update on the Natural Sciences Program dual enrollment. She also highlighted some of the fundraisers that were taking place at Cape May County Tech as well as the Unified Sports Program's focus on soccer this school year. She reported that the SAT's are coming up and that the Back to School Night was a huge success.

Kennedy Campbell, a 2022 graduate of the Natural Sciences Program, spoke on behalf of the FFA.

OATH OF OFFICE

The Oath of Office was issued by Ms. Kathleen Allen, Business Administrator, to the following new board members who were sworn in for the following terms:

Mr. Casey Halverson: Term 7/1/2022 – 6/30/2025

Mrs. Lauren Reed: Term 7/1/2022 to 6/30/2025

The following board members were present at the board meeting (in person/remote):

Mr. Alan Gould, Board President, Dr. Judith DeStefano, Board Member, Ms. Nancy Ramundo, Board Member, Mr. Kenneth Merson, Board Member, Mr. Casey Halverson, Board Member, Mrs. Lauren Reed, Board Member.

Not present. Mr. Christopher Kobik, Board Vice-President.

In addition, present at the meeting were Ms. Jamie Moscony, Superintendent, Dr. Thomas Baruffi, Interim Assistant Superintendent, Ms. Lauren Flynn, Business

Administrator/Board Secretary, Ms. Kathleen Allen, Business Administrator/Board Secretary, Amy L. Houck-Elco, Esquire, Ms. Dempsey Ryan, student representative, and other administrators and members of the public.

II. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

On the motion of Ms. Ramundo, seconded by Dr. DeStefano, the following minutes (A-B) were approved by roll call vote:

- A. August 23, 2022 Board of Education
- B. August 23, 2022 Executive Session

Voting Yes: Gould, Ramundo, DeStefano

Voting No: None

Abstained: Merson, Halverson, Reed

Motion Carries.

III. SUPERINTENDENT REPORTS

Dr. Baruffi presented the Assistant Superintendent Administrative District Report to the Board. He provided an update on enrollment as well as mentioned that the playground project at Special Services was completed. He reported that the Unified Sports Program has kicked off for soccer with Cape May County Tech. Dr. Baruffi also clarified that the remote plan was approved.

Ms. Moscony presented the Superintendent Administrative District Report to the Board. She reported that opening day at the Tech was a success and that teachers and students were all happy to be back in school with their colleagues and friends. She was also pleased to report the success of a very well attended "Back to School" night at Cape May County Tech and that student schedules had been finalized. Ms. Moscony commented that 2-factor authentication was implemented at Cape May County Tech to help enhance cyber security efforts throughout the district. She mentioned that the district was working on updating policies and procedures to reflect any new information or current changes. In addition, she mentioned that the strategic planning process was underway and there will be more information about this in the near future.

IV. DISTRICT ACTION ITEMS - CAPE MAY COUNTY SPECIAL SERVICES SCHOOL DISTRICT

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

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

Voting No: None

Abstained: None

Motion Carries.

2. On the motion of Ms. Ramundo, seconded by Mr. Merson, the Line Item Budget Transfers (for August 2022) were approved by roll call vote.

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

Voting No: None

Abstained: DeStefano
Motion Carries.

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

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

Voting No: None

Abstained: None

Motion Carries.

4. On the motion of Ms. Ramundo, seconded by Mr. Merson, the Curriculum Items (a-g) were approved by roll call vote.

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

Voting No: None

Abstained: None

Motion Carries.

5. Policy (none for this cycle)

6. On the motion of Ms. Merson, seconded by Ms. Ramundo, Personnel Items (a-c and addendum) were approved by roll call vote.

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

Voting No: None

Abstained: None

Motion Carries.

IV. DISTRICT ACTION ITEMS – CAPE MAY COUNTY TECHNICAL SCHOOL DISTRICT

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

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

Voting No: None

Abstained: None

Motion Carries.

2. On the motion of Ms. Ramundo, seconded by Mr. Merson, the Line Item Budget Transfers (for July 2022) were approved by roll call vote.

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

Voting No: None

Abstained: DeStefano

Motion Carries.

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

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

Voting No: None

Abstained: None

Motion Carries.

4. On the motion of Mr. Merson, seconded by Ms. Ramundo, the Curriculum Items (a-i) were approved by roll call vote.

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

Voting No: None

Abstained: None

Motion Carries.

5. On the motion of Ms. Ramundo, seconded by Mr. Merson, the Policy Items (a-b) were approved by roll call vote.

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

Voting No: None

Abstained: None

Motion Carries.

6. On the motion of Ms. Ramundo, seconded by Ms. Reed, the Personnel Items (a-p and addendum) were approved by roll call vote.

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

Voting No: None

Abstained: None

Motion Carries.

V. OLD BUSINESS

Ms. Moscony stated that there would not be any virtual board meetings moving forward unless it is warranted. She also commented to members present that there are spots available to attend the NJSBA Conference workshops if there is anyone interested in attending.

VI. NEW BUSINESS

None

VII. BOARD CORRESPONDENCE

- A. From: Kevin Lare, Clerk of Board of County Commissioners
Synopsis: Resolution appointing Lauren Reed as a Board of Education Member.

VIII. EXECUTIVE SESSION

On the motion of Ms. Ramundo, seconded by Mr. Halverson, 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 4:36 p.m. to discuss:
Personnel, HIB, Negotiations

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.

With no further business requiring Executive Session, a motion was made by Ms. Ramundo, seconded by Ms. Reed, to return to open session at 4:53 p.m. All were in favor.

IX. RETURN TO OPEN SESSION

X. PUBLIC COMMENTS

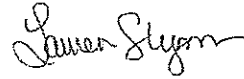
This meeting will now be open to public comments. If your questions pertain to litigation, student, or personnel item, please see the Superintendent after the meeting as the board does not discuss these matters in public. Depending on the nature and complexity of your questions, the board secretary may 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.

Ranya Clark, Devon Patchel and Denise Varrone, parents/guardians of students from the Cape May County Special Services School District shared concerns with issues within the school including, lack of Physical Education and Health in their student's schedule, lack of music, art and other specials, minimal after-school programs, and the use of the pool. Ms. Houck-Elco responded emphasizing the chain of command and it was recognized that these concerns will be considered at the administrative level.

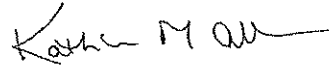
XI. ADJOURN

On the motion of Ms. Ramundo, seconded by Mr. Halverson, the meeting adjourned at 4:53 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Lauren Flynn".

Lauren Flynn,
Board Secretary

A handwritten signature in cursive script that reads "Kathleen M Allen".

Kathleen Allen
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. HIB Report: There are no HIB Investigations to report from 8/19/22-9/22/22
- b. Suspensions
- c. LEA Guidance for Virtual or Remote Instruction Plan Attestation for the SY 22-23
- d. CMCSSSD Emergency Virtual or Remote Instruction Plan 2022-2023
- e. Memorandum of Agreement Between Education and Law Enforcement Officials for SY 2022-2023
- f. Memorandum of Understanding Live Streaming of Video Surveillance Between CMCSSSD and CMC Sheriff's Department/Middle Township Police Department for SY 2022-2023
- g. Statement of Assurance Regarding the Use of Paraprofessional Staff for SY 2022-2023

2. BUDGET TRANSFERS

Be it resolved the Board of Education approves/accepts:

- a. Line Item Budget Transfers: August 2022

3. FINANCE & OPERATIONS

Be it resolved the Board of Education approves/accepts:

- a. Board Secretary Report and Treasurer's Report: July 2022
- 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 **July 31, 2022** 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: September 2022
- d. Budget Summaries, Enterprise and Student Activity Funds: July 2022

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e. Bids/Contracts/Reports/Agreements/Jointures/Quotes/Transportation Routes:

| Name | Purpose | Amount | Date/Years |
|--|--|---|-----------------------|
| Agreement | Agreement between Sign4U Interpreting Services and CMCSSSD for Deaf and Hard of Hearing Language Services | As per attached | SY 2022-2023 |
| Affiliation Agreement | Agreement between ACCC and CMCSSSD for College Student Observations/Interns/Clinical Internships | N/A | SY 2022-2023 |
| Hospital/Facility Agreement | Agreement between CMC Technical School District and CMCSSSD for observational clinical experience | N/A | SY 2022-2023 |
| Samantha Tulli, pending paperwork completion | Professional Service Provider: Itinerant Educational Interpreter | \$65 per hour | 9/28/2022 - 6/30/2023 |
| McKenzie Clare, pending paperwork completion | Professional Service Provider: Itinerant Educational Interpreter | \$65 per hour | 9/28/2022 - 6/30/2023 |
| Nicolette Harden, pending paperwork completion | Professional Service Provider: Itinerant Speech Therapist | \$75 per hour \$250 per completed evaluation | 9/28/2022 - 6/30/2023 |
| Michael Klein, pending paperwork completion | Professional Service Provider: Occupational Therapist | \$75 per hour \$250 per completed evaluation | 9/28/2022 - 6/30/2023 |
| Interlocal Agreement | Agreement between CMCSSSD and Lower Township Elementary School District for a shared School Counselor/Case Manager 2 days per week | \$33,237 | 10/3/2022 - 6/30/2022 |

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|-----------------------------|---|-------------------|----------------------|
| Interlocal Agreement | Agreement between CMCSSSD and CMC Technical High School for Health/PE Teacher | TBD | 9/1/2022 - 6/30/2023 |
| Name | Purpose | Amount | Date/Years |
| Interlocal Agreement | Agreement between CMCSSSD and CMC Technical High School for Media Specialist | TBD | 9/1/2022 - 6/30/2023 |
| Lower Cape May Regional | Joint Transportation Agreement on behalf of Cape May & West Cape May Route V36 | \$108,000 annum | SY 2022-2023 |
| CMCSSSD | Joint Transportation Agreement with West Cape May, Route V36 | \$36,000 | SY 2022-2023 |
| CMCSSSD | Joint Transportation Agreement with Cape May, Route V36 | \$72,000 | SY 2022-2023 |
| Greater Egg Harbor Regional | Joint Transportation Agreement on behalf of Dennis Twp Route YLA1-EY | \$5,758.25 | ESY 2022 |
| CMCSSSD | Joint Transportation Agreement with Dennis Twp, Route YLA1-EY | \$6,046.17 | ESY 2022 |
| James Transportation | Transportation to/from quoted route QMTE2 on behalf of Middle Twp & Wildwood. | \$301 per diem | 9/2022 - 12/2022 |
| James Transportation | Transportation to/from quoted route QMTHS on behalf of Middle Twp & North Wildwood. | \$297 per diem | 9/2022 - 12/2022 |
| Sheppard Bus Service | Transportation to/from quoted route QMTPRIDE on behalf of Middle & Dennis Twp | \$280 per diem | 9/2022 - 12/2022 |
| CJ's Bus Service | Transportation Contract Addendum Multi Contract CJ01 for route PINECA on behalf of Dennis Twp for JH mileage increase | \$416.33 per diem | SY 2022-2023 |

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| James Transportation | Transportation to/from quoted route QCM01 on behalf of Cape May BOE | \$349 per diem | 9/2022 - 12/2022 |
| CMCSSSD | Joint Transportation Agreement with Brigantine, Route QCMSS01 | \$200 per diem | 9/2022 - TBD |

f. Professional Improvement Experience and Travel Expenses:

| Name | Event | Location | Cost | Date(s) |
|------------------|--|---------------|----------|--------------------------|
| Valerie Bowers | NJPSA | Atlantic City | \$390.38 | 10/13/2022 10/14/2022 |
| Kimberly Hampson | Essential Assessment and Treatment Strategies for Pediatric Orthopedic Dysfunction | Mount Laurel | \$155.99 | 11/10/2022 |

g. Grants/Donations:

- (1.) Grant: Approve Erin Oleen to apply for a Special Olympics New Jersey Unified Champion School Grant through the Special Olympics, in the amount of \$7,500

i. The following item(s) to be disposed or sold on gov/deals: None this cycle

4. CURRICULUM

Be it resolved the Board of Education approves/accepts:

- a. Field Trips as listed
 - (1.) Ocean Academy
 - (2.) CMC High School
 - (3.) LEEP
- b. Presenters/Interns/Programs/Support Groups:

| Name | Purpose | Amount | Date/Years |
|---|--|--------|------------------------|
| Victoria Signorello, pending paperwork completion | ACCC student to complete field observations, 25 hours under the supervision of Nicole Szczur | N/A | 9/28/2022 - 12/23/2022 |

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|---|--|---------------|------------------------------------|
| Holly Cassidy, pending paperwork completion | ACCC student to complete field observations, 25 hours under the supervision of Heather Nanos/Lacey Bigham | N/A | 9/28/2022 - 12/23/2022 |
| Jenna Dizinno, pending paperwork completion | Stockton University PT student to complete clinical experience hours, under the supervision of Lauren Rossi and Adelina Redzeqi | N/A | 12/15/2022 - 2/17/2023 |
| Name | Purpose | Amount | Date/Years |
| Carli Telta, pending paperwork completion | Stockton University PT student to complete clinical experience hours, under the supervision of Catherine MacNeill and Kimberly Hampson | N/A | 12/15/2022 - 2/17/2023 |
| Unified Sports Fall Soccer Schedule | Three soccer games with Unified Sports Teams from EHT, Mainland Regional, and Cedar Creek | Grant TBD | 9/2022 - 10/2022 |
| Stockton University Nursing Students | Nursing students from Stockton University School of Health Sciences, to visit on selected dates, under the supervision of Stacey Lera and Kaitlyn Rupert | N/A | 10/5/2022 - 12/2/2022 |
| CMC Tech Nursing Students | Nursing students from CMC Tech for observational clinical experience under the supervision of Stacey Lera and Kaitlyn Rupert | N/A | Wednesdays 2/15/2023 - 3/9/2023 |

- c. The following paid mentors for the 2022-2023 school year:
(1.) Nicole Szczur as a paid mentor to Christopher D’Alessandro
- d. Community Based Instruction (CBI) worksite for SY 2022-2023
(1.) Jester’s (Formally Rio Station), 3505 Route 9 South, Rio Grande
- e. Educational Interpreters Rubric, developed by the Wisconsin Department of Public Instruction, discussed and approved by the district DEAC, to be used to evaluate Educational Interpreters
- f. CMCSSSD Graduation Report 2021-2022 SY, presented by Valerie Bowers, Director of CMC High School
- g. New Jersey Gifted and Talented Education Service Report Submission

5. POLICY/REGULATION

Be it resolved the Board of Education approves/accepts upon the first/second 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) |
|-------------------|---------------------------------|---------------------------------------|------------------------------|--------------------------|
| Paula Aita | Substitute 1:1 Aide 1:1 Aide | Itinerant | \$20 per hour | 9/14/2022 - 6/30/2023 |
| Sarah Foltz | Substitute 1:1 Aide 1:1 Aide | Itinerant | \$20 per hour | 9/28/2022 - 6/30/2023 |
| Chastity Hamilton | Substitute 1:1 Aide 1:1 Aide | Itinerant | \$20 per hour | 9/28/2022 - 6/30/2023 |
| Ashley Kirn | Substitute 1:1 Aide 1:1 Aide | Itinerant | \$20 per hour | 9/28/2022 - 6/30/2023 |
| Lauren Cijigas | Substitute 1:1 Aide 1:1 Aide | Itinerant | \$20 per hour | 9/28/2022 - 6/30/2023 |
| Amber Shaw | Substitute 1:1 Aide 1:1 Aide | Itinerant | \$20 per hour | 9/28/2022 - 6/30/2023 |
| Tyler Kelly | Substitute 1:1 Aide 1:1 Aide | Itinerant | \$20 per hour | 9/28/2022 - 6/30/2023 |
| Megan Flynn | Substitute 1:1 Aide 1:1 Aide | Itinerant | \$20 per hour | 9/28/2022 - 6/30/2023 |
| Debra Robson | Substitute 1:1 Aide 1:1 Aide | Itinerant | \$20 per hour | 9/26/2022 - 6/30/2023 |
| Natajah Steffen | Substitute 1:1 Aide 1:1 Aide | Itinerant | \$20 per hour | 9/28/2022 - 6/30/2023 |
| Sarah Munzing | Substitute 1:1 Aide 1:1 Aide | Itinerant | \$20 per hour | 9/28/2022 - 6/30/2023 |
| Laura Rines | Substitute 1:1 Aide 1:1 Aide | Itinerant | \$20 per hour | 9/28/2022 - 6/30/2023 |

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|----------------------|------------------------------|---------------------------------------|---|--------------------------|
| Leslie Morales Lopez | Substitute Teacher | General | \$175 per diem | SY 2022-2023 |
| Tyce Cherry | Substitute Teacher | General | \$175 per diem | 9/28/2022 - 6/30/2023 |
| Michael Klein | Technology Aide | General | \$20 per hour not to exceed 30 hours | SY 2022-2023 |
| Ryan Ibbetson | Substitute Custodian | General | \$18 per hour | 9/28/2022 - 6/30/2023 |
| Jennifer Wagner | Special Education Teacher | General | Schedule A-3 Step 9 MA, \$80,555 prorated 10 months | 10/6/2022 - 6/30/2023 |
| Name | Position | Description of Funding Program | Step Amount Longevity | Effective Date(s) |
| Peter Tascone | Custodian | General | Schedule F Step 7 \$40,544 prorated 12 months | 10/1/2022 - 6/30/2023 |
| Devon Blackley | Health/PE Teacher | General | Schedule A-3 Step 0 Part-time \$49,372 prorated 10 months | 10/11/2022 - 6/30/2023 |
| William Zackey | Part-time District Lifeguard | General | Schedule B Step 8 \$14,789 prorated 10 months | 10/1/2022 - 6/30/2023 |
| Kate Weiss | Teacher Aide | General | Schedule B Step 1 \$27,153 prorated 10 months | 9/28/2022 - 6/30/2023 |

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|--------------------|--|---|---|------------------------------|
| Shannon Nilson | Teacher Aide | General | Schedule B Step 1 \$27,153 prorated 10 months | 9/28/2022 - 6/30/2023 |
| Bianca Iapalucci | Substitute District Lifeguard | General | \$17 per hour | 9/28/2022 - 6/30/2023 |
| Tamie Hickey | Substitute School Nurse | General | \$250 per diem | 9/28/2022 - 6/30/2023 |
| Karen Borden | Substitute School Nurse | General | \$250 per diem | 9/28/2022 - 6/30/2023 |
| Victoria Druding | Substitute School Nurse | General | \$250 per diem | 9/28/2022 - 6/30/2023 |
| Erin Oleen | Unified Sports Special Services Club Advisor | Grant | TBD | SY 2022-2023 |
| Sharon Albert | Registered Behavior Technician | General | \$250 Stipend | SY 2022-2023 |
| Name | Position | Description of Funding Program | Step Amount Longevity | Effective Date(s) |
| Brittaney Boucher | Registered Behavior Technician | General | \$250 Stipend | SY 2022-2023 |
| Erica Knoyer | Registered Behavior Technician | General | \$250 Stipend | SY 2022-2023 |
| Nicole Arcuri | Registered Behavior Technician | General | \$250 Stipend | SY 2022-2023 |
| Regina Purcell | Registered Behavior Technician | General | \$250 Stipend | SY 2022-2023 |
| Olivia Hall-Conley | Registered Behavior Technician | General | \$250 Stipend | SY 2022-2023 |
| Pamela McCabe | Registered Behavior Technician | General | \$250 Stipend | SY 2022-2023 |

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|-------------------|--|---------------------------------------|------------------------------|--------------------------|
| Melissa Tozer | Registered Behavior Technician | General | \$250 Stipend | SY 2022-2023 |
| Megan Irwin | LEEP Recreation Counselor | Grant | \$22 per hour | SY 2022-2023 |
| Karen Shea-Farmer | LEEP Recreation Counselor | Grant | \$22 per hour | SY 2022-2023 |
| Myra McCann | LEEP Recreation Counselor | Grant | \$22 per hour | SY 2022-2023 |
| Elizabeth Farmer | LEEP Recreation Substitute Counselor | Grant | \$22 per hour | SY 2022-2023 |
| Kirsten Hair | LEEP Recreation Substitute Counselor | Grant | \$45 per hour | SY 2022-2023 |
| Elizabeth Farmer | LEEP Recreation 1:1 Aide | Itinerant | \$22 per hour | SY 2022-2023 |
| Suzanne Wert | LEEP Recreation 1:1 Aide | Itinerant | \$22 per hour | SY 2022-2023 |
| Lisa Primavera | LEEP Recreation Substitute 1:1 Aide | Itinerant | \$22 per hour | SY 2022-2023 |
| Kirsten Hair | LEEP Recreation Substitute 1:1 Aide | Itinerant | \$45 per hour | SY 2022-2023 |
| Name | Position | Description of Funding Program | Step Amount Longevity | Effective Date(s) |
| Jamie Marker | LEEP Recreation Substitute Educational Interpreter (1:1) | Itinerant | \$30 per hour | SY 2022-2023 |
| Theresa Mazzeo | LEEP Recreation Substitute Educational Interpreter (1:1) | Itinerant | \$30 per hour | SY 2022-2023 |
| Misty Bratton | LEEP Recreation Substitute | Itinerant | \$30 per hour | SY 2022-2023 |

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|------------------|---------------------------------------|-----------------------------|------------|
| | Educational Interpreter (1:1) | | |
| Pamela Coverdale | Educational Sign Language Interpreter | Rescind offer of employment | 9/14/2022 |
| Kyle Lee | Teacher Aide | Resignation | 7/11/2022 |
| Laura Birth | Teacher Aide | Resignation | 10/8/2022 |
| Pamela Coverdale | Educational Sign Language Interpreter | Resignation | 9/14/2022 |
| Joshua Conlow | Special Education Teacher | Resignation | 10/28/2022 |

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

| Employee # | Sick Days | Personnel Days | Vacation Days | Unpaid Days | Type of Leave | Date(s) |
|------------|-----------|----------------|---------------|-------------|-------------------------|------------------------|
| 6122 | 10 | 0 | 0 | 21 | BOE LOA Paid/Unpaid | 8/31/2022 - 10/17/2022 |
| 5441 | 0 | 0 | 0 | TBD | Intermittent FMLA/NJFLA | SY 2022-2023 |
| 5663 | 0 | 0 | 0 | TBD | Intermittent FMLA/NJFLA | SY 2022-2023 |
| Employee # | Sick Days | Personnel Days | Vacation Days | Unpaid Days | Type of Leave | Date(s) |
| 6057 | 0 | 0 | 0 | TBD | Intermittent FMLA/NJFLA | SY 2022-2023 |
| 5028 | 0 | 0 | 0 | TBD | Intermittent FMLA/NJFLA | SY 2022-2023 |

- d. The following paid mentor for the 2022-2023 school year:
(1.) Danielle Moss as a paid mentor to Devon Blackley

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IV. DISTRICT ACTION ITEMS

Be it resolved the Board of Education approves/accepts:

B. CAPE MAY COUNTY TECHNICAL SCHOOL DISTRICT

1. ADMINISTRATIVE

- a. HIB Report
- b. Suspensions - none for this period
- c. Memorandum of Agreement with Law Enforcement Officials, SY 2022-23
- d. Memorandum of Understanding – Live Streaming of Video Surveillance, SY 2022-23
- e. Guidance for Virtual or Remote Instruction Plan, Attestation, SY 2022-2023
- f. COVID-19 Emergency Virtual or Remote Instruction Plan, SY 2022-2023
- g. Paraprofessional Staff, Statement of Assurance / List of Paraprofessional Staff, SY 2022-2023
- h. Working Memorandum of Agreement between Board of Education and Cape May County Technical High School Educational Association for ArticleXVI: Salaries
- i. 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. N.J. School Boards Association Workshop in Atlantic City, NJ from 10/24-10/26/2022
Attendees: up to 25 personnel/board members, total admission \$2,200.00
 - 2. FFA Convention in Indianapolis, Indiana, from 10/25-10/28/2022
Attendees: up to 2 advisors/9 students, approximate total cost \$14,000 charged to account 95-401-100-890-030-30.

2. BUDGET TRANSFERS

- a. Line Item Budget Transfers - July 2022

3. FINANCE & OPERATIONS

- a. **Board Secretary Report and Treasurer's Report: July 2022**
- 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 **July 31, 2022** 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: September 2022**
- d. **Fund Summaries: Other Funds (Enterprise, Scholarship, SAF, etc): July 2022**
- e. **Bids/Contracts/Reports/Quotes/Agreements:**

| <u>Ref/Vendor/Agreement</u> | <u>Purpose</u> | <u>Fee/Amt</u> | <u>Dates</u> |
|--|--|----------------------------|-----------------|
| Pay to Play Resolution | Total: | \$20,004 | 7/1/22-6/30/23 |
| Systems 3000, Inc. | Annual Renewal Fee | \$16,669 | |
| | Host/Backup Fee | \$3,335 | |
| NJ State Contract #16-FLEET-00131 Rubbercycle, LLC | Park/Playground equipment Bid # 16DPP00019 | \$64,815 | 7/1/22-6/30/23 |
| Go Teach Consultants 6 days @ \$1,500=\$9,000 | Differentiated Strategies (4) Strategic planning process(2) | \$6,000 Fee \$3,000 Fee | 9/1/22-12/31/22 |

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| | | | |
|--|---|---------------------|-----------------------------------|
| Laura Bishop Communications | Marketing Materials Support Recruitment/CTE Programs | \$15,000 Fee | 9/1/22-6/30/23 |
| Fabbri Builders, Inc. PCO #7 credit | Change Order No. 3 Decreased allowance | \$1,630.44 | 8/31/2022 |
| Fabbri Builders, Inc. Main Entry Addition | Payment Application #5 Approved by MMP Architects, LLC | \$213,457.10 | 9/15/2022 |
| NJDOE-Facilities | CTE Phase I Final Review Fee | \$13,724.72 | 9/15/2022 |
| CTE Phase I Project | Approval to Advertise Bid | 10/5/2022 Run Ad | 11/2/2022 @10:30am Bid Opening |
| Sign4U Interpreting Service LLC | deaf & hard of hearing language services | per contract | 9/28/2022- 6/30/2023 |

f. GRANTS:

| <u>NAME</u> | <u>STATUS</u> | <u>AWARD AMT</u> | <u>DATES</u> |
|--|---------------|------------------|----------------|
| Unified Champion Schools (UCS) Grant | Apply/Accept | \$3,000.00 | 7/1/22-6/30/23 |
| Doherty Family Foundation Caroline Hunter Charitable Trust In Memory of Robert Hunter For: college scholarships based on need | Accept | \$140,000.00 | 7/1/22-6/30/23 |
| Doherty Family Foundation Caroline Hunter Charitable Trust In Memory of Robert Hunter For: other educational high school needs at district's discretion | Accept | \$75,000.00 | 7/1/22-6/30/23 |

g. Donations:

| <u>NAME</u> | <u>STATUS</u> | <u>AWARD AMT</u> | <u>DATES</u> |
|--|---------------|------------------|--------------|
| D.L. Miner donation of interior/exterior doors, windows, lighting fixtures, cabinets For: Carpentry & Property Management Program training material to enhance student learning | Accept | n/a | 9/27/2022 |

h. ITEMS FOR DISPOSAL/SCRAP/SALE:

| <u>Name of Item(s)</u> | <u>Value of item(s)</u> | <u>Reason(s)</u> |
|--|-------------------------|-----------------------------|
| Various electronic devices (see attached list) | N/A | All deemed Obsolete/damaged |
| (Tag# 1005680) Conference Table | N/A | Donate to No Limits Academy |
| (Tag# 1000691) Lat Pull Down Machine | N/A | Obsolete/trash |
| (Tag# 1001762) Squat Rack | N/A | Obsolete/trash |
| (Tag# 1006013) StairMaster | N/A | Obsolete/trash |

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4. CURRICULUM

- a. School Improvement Panel (SciP) Committee SY 22/23: Jamie Moscony, Superintendent, Kristen Schaffer, 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, Maria Italiano-McGreevy, Teacher of Regular Education.
- b. Curriculum, Instructional and Educational and Technology Committee SY 22/23: Tracey Skiles, Anthony Volpe, Sharon Lee Kustra, Valerie Sheets, Emily Dougan, Denise Procopio, Kimberly Headley, Megan Thompson, Kristen Schaffer, Committee Chair
- c. Policy and Affirmative Action Committee SY 22/23: Jamie Moscony, Superintendent, Kristen Schaffer, Director of C&I, John Longinetti, Assistant Principal, Andrew Egnor, Guidance Counselor, Kathleen Giangiulio, School Nurse, Alicia Arnold, Adult & Community Education Assistant, Samuel Picketts, Teacher of ELA, Tracey Skiles, Teacher of Allied Medical and SRO, Daniel Geiger.
- d. Curricular Frameworks for the following areas:
 - i. Early Childhood Development: Levels 1, Level 2, Level 3
 - ii. Communication Arts: Levels 1, Level 2, Level 3
 - iii. Pre-Engineering: Levels 1, Level 2, Level 3
 - iv. Culinary Arts: Levels 1, Level 2, Level 3
- e. Textbooks:
 - i. Basic Chemistry
 - ii. Introduction to Chemistry
- f. For the class of 2022, 123 total students graduated and 0 of them were denied graduation. Of those graduates, graduation pathways were obtained in the following manner for ELA and Mathematics based on the Graduation Pathway Report (Class of 2022)
 - i. **English Language Arts (ELA)**
 - 1. ELA via the NJSLA/PARCC Grade 9 (50 students)
 - 2. ELA via the NJSLA/PARCC Grade 10 (0 students)
 - 3. ELA via the PSAT Grade 10 (26 students)
 - 4. ELA via the PSAT Grade 11 (21 students)
 - 5. ELA via the ASVAB (15 students)
 - 6. ELA via the SAT (2 students)
 - 7. ELA via the APPEAL process (1 student)
 - 8. Exempt students for ELA (8 students)
 - ii. **MATH**
 - 1. MATH via the NJSLA/Algebra I (27 students)
 - 2. MATH via the NJSLA/Geometry (10 students)
 - 3. MATH via the NJSLA/Algebra II (0 students)
 - 4. MATH via the PSAT Grade 10 (33 students)
 - 5. MATH via the PSAT Grade 11 (11 students)
 - 6. MATH via the ASVAB (30 students)
 - 7. MATH via the SAT (0 students)
 - 8. MATH via the APPEAL process (2 students)

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g. Field Trips:

| <u>Date(s)</u> | <u>Description/Purpose</u> | <u>Students/Teachers & Aides</u> |
|-----------------|----------------------------------|--------------------------------------|
| 9/30/2022 | College Tour (Gr 11-12) | 20 / 1 |
| 12/8/2022 | Tour of art museum (Gr 9) | 18 / 2 |
| 3/28/2023 | Tour of art museum (Gr 10) | 15 / 2 |
| 5/24 or 5/25/23 | Tour of Animals (Gr 9-12 & kids) | 42 / 2 |

h. Clinical Affiliation/Observation Sites for Post Secondary Dental Assisting Program, SY 2022-23

i. Operating Agreement for a Prometric Internet-Based (IBT) Testing Center to offer Automotive Service Excellence (ASE) Testing on campus

5. POLICY

a. First reading for the following policy and position descriptions

- i. 5131.1 Harassment, Intimidation and Bullying
- ii. B-2.2 Security Guard (ARMED) (Part-Time)
- iii. B-9.1 Secretary (Guidance Department)
- iv. B-9.2 Registrar/Attendance

b. Second reading/adoption for the following position descriptions and policy

- i. 6142.4 Physical Education and Health
- ii. 9140 High School Student Representative to the Board of Education
- iii. 6163.2 Media Center Resources Selection and Weeding

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. Lane Tarr, Guidance Secretary, resignation effective 9/1/2022 (revised date)

b. To approve the following professional staff candidates revised effective / start dates, salaries prorated:

- i. Daniel Loesch, Teacher of Law Enforcement & Public Safety, step 10-BA (\$67,147), effective 9/16/22-6/30/23.
- ii. Dimitrios Papamihalakis, Social Studies Teacher, step 7-B (\$62,297), effective 9/19/22-6/30/22

c. To approve the following support staff candidates revised effective / start dates, salaries prorated:

- i. Steven Peterson, Evening Custodian, Step 2 (\$27,340) +Night Shift Differential (\$1,000), effective 8/29/22-6/30/23
- ii. Julia Russo, Evening Custodian, Step 2 (\$27,340) +Night Shift Differential (\$1,000), effective 9/9/22-6/30/23

d. To approve the following Position Transfer for the 22/23 school year:

- i. Peter Klingele, Evening Custodian to Custodian Mid-shift, Step 1 (\$27,140), effective 9/26/22-6/30/23
- ii. Kirsten Canuso, Guidance Secretary to Evening Custodian Step 1 (\$27,140), +Night Shift Differential (\$1,000), effective 9/26/22-6/30/23

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- e. **To approve the following Mentors / Mentees for the 22/23 school year:**
 - i. Jacqueline Holland (Mentor @ \$1,000) for Stephanie Hayhurst
 - ii. Edward Leszcynski (Mentor @ \$1,000) for Dan Loesch
 - iii. Gina Tack (Mentor @ \$1,000) for Matthew Colon
 - iv. Maria Italiano-McGreevy (Mentor @ \$1,000) for Tiffany Narciso

- f. **To approve the following Staff for the 22/23 school year on an hourly or per diem basis:**
 - i. Alison Wills, Even/Comm Ed Assistant @ 32 p/h. Acct# 13-629-100-101-000-99
 - ii. Sherilyn Neri, Fall Sports Athletic Trainer @ \$30 p/h. Acct #11-402-100-100-00T-99
 - iii. Tiffany Narciso, Classroom Move NTE 5 Hrs @ \$29 p/h. Acct #11-140-100-101-999-99
 - iv. Adam Dunning, ESL/IET OSHA Instructor @ \$40 p/h. Acct #20-291-100-101-00H-99
 - v. Stephanie Hayhurst, Aft Sch/Ext DayTutoring @ \$40p/h. Acct #20-483-100-100-000-00
 - vi. Bryan Weigly, Aft Sch/Ext DayTutoring @ \$40p/h. Acct #20-483-100-100-000-00
 - vii. Kathy Gianguilio, Summer Hawk Transition @ \$40p/h NTE 30 Hrs July 11, 13, 18, 20, 27, & 28, 2022. Acct #20-483-100-100-000-00
 - viii. Kathy Gianguilio, Beyond Sch Day Covid Contact, as needed @ \$40p/h Acct #20-483-100-100-000-00

- g. **To approve the following Athletic Coaches 22/23 school year, charged to account #11-402-100-100-000-99. Stipend amount to be negotiated, pending Contract MOA:**
 - i. Samuel Picketts - Boys Basketball, Head Coach
 - ii. Ryan Gill - Boys Basketball, Assistant Coach
 - iii. Travis Amstutz - Boys Basketball, Assistant Coach
 - iv. Krista Salvadore - Girls Soccer, Assistant Coach

- h. **To approve the following Club Advisors 22/23 school year charged to account #11-401-100-100-000-99/ Stipend amount to be negotiated, pending Contract MOA:**
 - i. Daniel Loesch - Mock Trial
 - ii. Kathy Purdy - Tennis Club
 - iii. Kiki Miller - Archery Club
 - iv. Kiki Miller - Volleyball Club
 - v. Jill Shustock - Theater Arts Club
 - vi. Andrew Egnor - Unified Sports Club \$2,000 Grant Acct #20-012-100-100-000-99

- i. **To approve the following Volunteer Coaches / Club Advisors for the 22/23 school year:**
 - i. Allyssa Reardon, Asst. Girls Soccer Coach Volunteer
 - ii. Robert Aftanis, Advisor - Weight Room
 - iii. Dawn Dudley, Club Advisor - Fellowship of Christian Athletes
 - iv. Micah Wenker, Club Advisor - Fellowship of Christian Athletes
 - v. Thomas Foster, Advisor - Literature Club
 - vi. Bryan Weigly, Advisor - Board Games Club
 - vii. David Billig, Co-Advisor - Ducks Unlimited Club
 - viii. Joshua Andrewson, Co-Advisor - Ducks Unlimited Club

- j. **To approve the following Substitutes for the 22/23 school year on an as needed basis:**
 - i. Vincent Trombetta, High School @ \$115 per diem effective 9/28/2022
 - ii. Kathleen McGarry, High School @ \$115 per diem effective 9/28/2022
 - iii. Alison Wills, Even/Comm Ed Secretary @ \$16.50 p/h, Acct: 13-602-200-105-000-99

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- k. To rescind the following hourly Nurses previously approved for Even/Comm Ed Programs:
 - i. Jill Agosto (Effective 9/10/22)
 - ii. Kathleen Giangulio (Effective 9/10/22)
 - iii. Judy McLaughlin (Effective 9/10/22)
 - iv. Allison Wills (Effective 9/10/22)
 - v. Ann Zilinek (Effective 9/10/22)
 - vi. Jennifer Goetz (Effective 10/8/22)

- l. To approve the following Staff for **Curriculum Writing** for the 22/23 school year for the revised dates @ \$40 p/h, charged to account #20-483-200-100-000-99
 - i. Stephanie Hayhurst, Culinary Arts, NTE 24 Hrs (Rev. Dates:8/9-9/30/22)
 - ii. Christopher Jones, Comm. Arts 1-3, NTE 42 Hrs (Rev. Dates:8/9-9/30/22)
 - iii. Micah Wenker, Pre-Engineering 1-3, NTE 42 Hrs (Rev. Dates:8/9-9/30/22)
 - iv. Linda Orsatti-Wiker, Early Childhood Dev 1-3, NTE 42 Hrs (Rev. Dates:8/9-9/30/22)
 - v. Hanna Toft, Natural Science 1-3, NTE 42 Hrs (Rev. Dates:8/9-11/2/22)
 - vi. Maria Italiano-McGreevy, Spanish 3-4, NTE 42 Hrs (Rev. Dates:9/28-11/18/22)

- m. To approve the following **CTE Staff for Fall Advisory Board Meeting** on October 12, 2022, Not to exceed 2 hours each @ \$40 p/h, charged to account #20-483-100-101-000-99
 - i. Andrewson, Joshua
 - ii. Dennison, John
 - iii. Dunning, Adam
 - iv. Ellenberg, Paul
 - v. Hayhurst, Stephanie
 - vi. Holland, Amanda
 - vii. Holland, Jacqueline
 - viii. Jackson, Thomas
 - ix. Jones, Christopher
 - x. Loesch, Daniel
 - xi. Niemira, Jonathan
 - xii. Siciliano, Jennifer
 - xiii. Sickerott, Christian
 - xiv. Skiles, Tracey
 - xv. Stratton, Julie
 - xvi. Sykes, Suzanne
 - xvii. Toft, Hanna
 - xviii. Wade, Warren
 - xix. Weiss, Charles
 - xx. Wenker, Micah
 - xxi. Wiker, Linda Orsatti

- n. To approve the following Leave of Absences in accordance with FMLA & NJFLA (revised dates):
 - i. Employee #1122, support staff, Unpaid. Effective 8/28-22-9/23/22
 - ii. Employee #1010, professionals staff, Unpaid. Effective 9/6/22-11/29/22

- o. To approve the following Grant funded Salary positions for the FY 2022-2023 Fiscal Year for the following % of salary funded by each grant (actual salary amount TBD, contract agreement pending):
 - i. IDEA-Basic: Psychological, Chelsey Combs @ 70% of salary

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- ii. ESEA Title I: College & Career Course Teachers:
 - 1. Andrew Ludwig @ 33% of salary
 - 2. Sheila DiMarco @ 17% of salary
 - iii. ARP-ESSER III: Humanities Supervisor & Data Coach - Megan Thompson @ 100%
 - iv. ACES Grant: Teacher, Julie Stratton @ 50% of salary
 - v. Test Support Specialist: Elizabeth Satterfield charged to the following
 - 1. Perkins PostSecondary @ 30%; ABE @ 27%; Civics @ 18%; Local @ 25%
- p. To approve the following Chaperones Oct. 25-28, 2022, 4 days @ \$200 per/day charged to account 11-401-100-100-000-99:
- i. Hanna Toft
 - ii. Josh Andrewson

