

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

MINUTES

May 28, 2019
3:46 P.M.

The following were present at the board meeting: Mr. Alan I. Gould, Board President, Mrs. Jane Elwell, Board Vice-President, Mr. Robert L. Boyd, Board Member, Ms. Nancy Ramundo, Board Member, Mr. Kenneth Merson, Board Member.

Not present. Mr. Anthony Anzelone, Board Member, Dr. Judith DeStefano, Board Member, Ms. Donna Groome, Chairperson, Cape May County Mental Health, Alcohol & Drug Abuse Board.

Also present at the meeting were Ms. Amy L. Houck-Elco, Esquire, Ms. Paula Smith, Business Administrator/Board Secretary, Ms. Kathleen Allen, Business Administrator/Board Secretary, Ms. Jamie Moscony, Assistant Superintendent, Dr. Nancy M. Hudanich, Superintendent and teachers and administrators from both districts as well as members of the public.

PLEDGE OF ALLEGIANCE

President Alan I. 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 Press of Atlantic City and the County Freeholder's office on July 11, 2018, as prescribed by Chapter 231, laws of 1975.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

On the motion of Boyd, seconded by Mrs. Elwell, the following minutes were approved by roll call vote:

Voting Yes: Ramundo, Boyd, Merson, Elwell, Gould
Voting No: None
Abstained: Merson abstained from April 16 minutes
Motion Carries.

April 16, 2019, Board Meeting
April 16, 2019, Executive Session
May 14, 2019, Board Meeting
May 14, 2019, Executive Session

Resolution to make public release of the following Executive Session minutes with portions redacted: January 22, 2019, February 26, 2019 and March 26, 2019.

DISTRICT ACTION ITEMS – CAPE MAY COUNTY SPECIAL SERVICES SCHOOL DISTRICT

Ms. Moscony presented the Assistant Superintendent Administrative District Report to the Board. Ms. Moscony reported on the Recognition of the Teachers of the Year and Education Specialists of the Year: Gretchen Wiley, CMC High School Teacher of the Year; Michelle Wolverton, Ocean Academy Teacher of the Year; Sheri Leiser, CMC High School Education Specialist of the Year and Deborah Conlow, Ocean Academy Education Specialist of the Year. On the motion of Mrs. Elwell, seconded by Mr. Merson, the attached Assistant Superintendent Administrative District Report (Item 1, a-h) was approved by roll call vote.

Voting Yes: Ramundo, Boyd, Merson, Elwell, Gould
Voting No: None
Abstained: None
Motion Carries

On the motion of Mr. Boyd, seconded by Mrs. Elwell, the attached item for Revenue & Expense (Item 2 / a-l) was approved by roll call vote.

Voting Yes: Ramundo, Boyd, Merson, Elwell, Gould
Voting No: None
Abstained: None
Motion Carries

On the motion of Mr. Merson, seconded by Mrs. Elwell, the attached item for Curriculum (Item 3 / a-b) was approved by roll call vote.

Voting Yes: Ramundo, Boyd, Merson, Elwell, Gould
Voting No: None
Abstained: None
Motion Carries

On the motion of Mrs. Elwell, seconded by Mr. Boyd, the attached item for Legislation & Policy (Item 4 / a) was approved by roll call vote.

Voting Yes: Ramundo, Boyd, Merson, Elwell, Gould
Voting No: None
Abstained: None
Motion Carries

On the motion of Ms. Ramundo, seconded by Mrs. Elwell, the attached item for Personnel (Item 5 / a-c plus addendum) was approved by roll call vote.

Voting Yes: Ramundo, Boyd, Merson, Elwell, Gould

Voting No: None

Abstained: None

Motion Carries

DISTRICT COMMUNICATION

Ms. Moscony discussed the attached communication items on her report.

DISTRICT ACTION ITEMS – CAPE MAY COUNTY TECHNICAL SCHOOL DISTRICT

Dr. Hudanich presented the Superintendent Administrative District Report to the Board. She introduced Kayla Rhinesmith from the Tech FFA chapter. Kayla reported on the success of our students at the State FFA Convention. She thanked the board for their continued support and generosity. On the motion of Mr. Boyd, seconded by Mrs. Elwell, the attached Superintendent Administrative District Report (Item 1, a-f) was approved by roll call vote.

Voting Yes: Ramundo, Boyd, Merson, Elwell, Gould

Voting No: None

Abstained: None

Motion Carries

On the motion of Mr. Boyd, seconded by Mrs. Elwell, the attached item for Revenue & Expense (Item 2 / a-k) was approved by roll call vote.

Voting Yes: Ramundo, Boyd, Merson, Elwell, Gould

Voting No: None

Abstained: None

Motion Carries

On the motion of Ms. Ramundo, seconded by Mr. Merson, the attached item for Curriculum (Item 3 / a-g) was approved by roll call vote.

Voting Yes: Ramundo, Boyd, Merson, Elwell, Gould

Voting No: None

Abstained: None

Motion Carries

On the motion of Mr. Anzelone, seconded by Mr. Boyd, the attached item for Legislation & Policy (Item 4 / a-d) was approved by roll call vote.

Voting Yes: Ramundo, Boyd, Merson, Elwell, Gould
Voting No: None
Abstained: None
Motion Carries

On the motion of Ms. Ramundo, seconded by Mr. Boyd, the attached item for Personnel (Item 5 / a) was approved by roll call vote.

Voting Yes: Ramundo, Boyd, Merson, Elwell, Gould
Voting No: None
Abstained: None
Motion Carries

DISTRICT COMMUNICATION

Dr. Hudanich discussed the attached communication items on her report.

BOARD CORRESPONDENCE

Thank you from Anne C. Borger, New Jersey Regional Family Support Planning Council #10.

BOARD MEMBER COMMENTS AND DISCUSSION ITEMS

On the motion of Mrs. Elwell, seconded by Mr. Boyd, the motion to schedule the Reorganization Board Meeting to be held on Tuesday, July 2, 2019 at 9:00 a.m. at the Cape May County Special Services School District was approved by roll call vote.

Voting Yes: Ramundo, Boyd, Merson, Elwell, Gould
Voting No: None
Abstained: None
Motion Carries

Mr. Boyd commented on the Basic Course for Class One Special Law Enforcement Officers Cape May County Police Academy Graduation and the HSE Graduation he attended.

President Gould commented on how proud he was of both school districts upon hearing about all of the awards in both administrative reports.

PUBLIC INPUT

President Alan I. Gould read the following statement:

This meeting will now be open to public comments. If your questions pertain to litigation, student or personnel items, please see the Superintendent after the meeting

as the board does not discuss these matters in public. Depending on the nature and complexity of your questions, the board secretary may ask for your contact information so that someone can get back to you with a response. Pursuant to policy 9322, public comment will be three minutes per person (correction - policy is five minutes per person) and limited in time to a total of 30 minutes for all public comments.

Several employees and their family members commented on the comprehensive facilities services proposal:

Patricia Hatala requested the board reconsider privatizing Buildings & Grounds.

Michael and Michele McBride asked that the Buildings & Grounds privatization be reevaluated as it would cause hardship on district families.

Angel McDermott of Waterford Township asked the board to reconsider the decision to privatize Building & Grounds as the employees would have no allegiance to the District.

Keith Enteadó presented a Change.org petition to the board that included public signatures and comments regarding the privatization.

Cieran McGreevy stated he left his assignment at tech to attend the meeting and his family asked that the board consider what privatization would mean to them.

Larry Bresan's son spoke about his concern about his father's employment.

Mary Anne Vitale read a letter from Noel Hiers and the School Based Youth Services regarding the privatization.

Christine Dennison thanked the board for letting her speak and said she cares about the staff and students and made a statement how she was discouraged about the pending privatization of the Buildings & Grounds department.

Sharon Lee Kustra, Association President asked that the board and the association work together to solve any challenges that they have versus going outside and privatizing Buildings & Grounds.

Matt McElroy stated that the changes to Buildings & Grounds would personally affect him because there are great people on staff who are like family.

Lou Klott discussed his employment in the district and how much he enjoyed working for the Cape May County Technical School District and thanked the board for the opportunity to share his thoughts.

Dave Krips stated that he was concerned that if the board made the decision to privatize it would be breaking up his work family.

Cameron McBride spoke about her concern for her grandfather Mike McBride losing his job.

John Stout from NJEA questioned the timeline and the reason behind the request for the bids.

EXECUTIVE SESSION

President Gould stated that there would be no decisions taken on the comprehensive facilities services bid at this time.

On the motion of Mrs. Elwell, seconded by Mr. Boyd, 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 4:48 p.m. to discuss:

Attorney Client Communication - Contracts

Board – Self Evaluation

Donaldson Hearing -

Personnel –

Superintendent Evaluation –

HIB Report -

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. Boyd, seconded by Mrs. Elwell for the Cape May County Special Services School District, the Board affirmed the action taken by the Superintendent for

Harassment, Intimidation, and Bullying (HIB) investigation(s) for the period of March 22, 2019 through April 11, 2019 (1 HIB investigation) and acknowledged investigation(s) that occurred between the period of April 12, 2019 through May 23, 2019 (0 HIB investigation).

And for the Cape May County Technical School District, the Board affirmed the action taken by the Superintendent for Harassment, Intimidation, and Bullying (HIB) investigation(s) for the period of March 22, 2019 through April 11, 2019 (1 HIB investigations) and acknowledged investigation(s) that occurred between the period of April 12, 2019 through May 23, 2019 (2 HIB investigation) by roll call vote.

Voting Yes: Ramundo, Boyd, Merson, Elwell, Gould
Voting No: None
Abstained: None
Motion Carries

On the motion of Mrs. Elwell, seconded by Ms. Ramundo, the motion to schedule a Special Board Meeting to be held on June 4, 2019 at 3:30 p.m. at the Cape May County Technical School District for personnel and contracts, formal action to be taken, was approved by roll call vote.

Voting Yes: Ramundo, Boyd, Merson, Elwell, Gould
Voting No: None
Abstained: None
Motion Carries

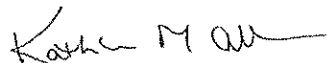
ADJOURN

On the motion of Mr. Boyd, seconded by Mrs. Elwell, the meeting was adjourned at 6:19 p.m.

Respectfully submitted,



Paula J. Smith,
Board Secretary



Kathleen Allen
Board Secretary

II. DISTRICT ACTION ITEMS

A. CAPE MAY COUNTY SPECIAL SERVICES SCHOOL DISTRICT

1. ASST. SUPERINTENDENT'S ADMINISTRATIVE DISTRICT REPORT (Exhibit II-SS.1)

Be it resolved the Board of Education approves/accepts:

- a. Principal's Report, Annamarie Haas
(1) Suspensions
- b. Related Services Report, Jonathan Price, Director of Related Services
- c. Facilities Report, Charles Yahara, Director of Environmental Services, Aramark
(1) Use of Facilities Requests: None this cycle
- d. Transportation Report, Sharen Dever, Transportation Coordinator
- e. Enrollment Report
- f. Worker's Compensation Report
- g. Team Meeting Agendas
- h. ¿Que Pasa?

2. REVENUE & EXPENSE (Exhibit II-SS.2)

Be it resolved the Board of Education approves/accepts:

- a. Board Secretary's monthly certification of budgetary line item status
- b. Financial reports and balance sheets March 2019, Board Secretary Report and Treasurers Report
- c. Board of Education's monthly certification of budgetary major account/fund status March 2019
- d. Bills as presented
- e. Budget Summaries, Enterprise and Student Activity Funds, March 2019
- f. Transfers
- g. Bids/Contracts/Reports/Agreements/Jointures/Quotes/Transportation Routes:

Name	Purpose	Amount	Date/Years
James Transportation	Contract Addendum JAMES02, route CMSS03	\$573.00 per day	SY 2018-2019
James Transportation	Contract Addendum JAMES01, route KATZ	\$251.51 per day	SY 2018-2019
Sheppard Bus Service	Renew Contract CMC01 routes SS03, SS08, SMR001, SMR002, SMR003, SMR005, SMR007, SMR008	\$191,410.87	SY 2019-2020
Sheppard Bus Service	Renew Contract CMC15-1 routes SICOCI, SICHS01, SICHS02	\$150,107.25	SY 2019-2020

Cape May County Special Services School District
 May 28, 2019
 Meeting Minutes

Name	Purpose	Amount	Date/Years
Sheppard Bus Service	Renew Contract Shep03, & Shep04, routes CMSS04, OCP01 & OCP002	\$52,722.33 and \$149,740.20	SY 2019-2020
James Transportation	Renew Contract CMC28, routes KATZ, YLCL01 & CMSS01	\$213,311.65	SY 2019-2020
James Transportation	Renew Contract JAMES01, route PINE02	\$81,261.45	SY 2019-2020
James Transportation	Renew Contract JAMES02, route CMSS03	\$104,635.53	SY 2019 2020
Great American Trolley	Renew Contract GAT01 & CMC29, routes PINE03 & WB02	\$85,231.80 and \$46,156.50	SY 2019-2020
James Transportation	Quoted contract route QMDL07 on behalf of Middle Township	\$369.00 per diem	SY 2018 2019
Sheppard Bus Service	Rental Agreement for bus lease	\$150.00 per diem	SY 2018-2019
CMCSSSD	Contract for Participation in Cooperative Transportation	N/A	SY 2019-2020
Nutri-Serve Food Management, Inc.	Renewal of Management of Food Service Operation Contract	\$10,276.50 management fee, no guarantee on profit/loss	SY 2019-2020
Itinerant Services Agreement	Agreement for Itinerant Services between LEA's and CMCSSSD	Exhibit	SY 2019-2020
MOA between Professional Service Contractor and CMCSSSD	Agreement between Professional Service Contractors and CMCSSSD	Exhibit	SY 2019-2020
Sign Language Interpreter Agreement	Agreement for Sign Language Interpreters between CMCSSSD and LEA's	Exhibit	SY 2019-2020
Tozour Energy/Omnia Partners	LED Lighting upgrade pursuant to Smart Start Application	\$42,546.00	FY 2019-2020
Tozour Energy/Omnia Partners	Building Automation System Upgrade to replace obsolete system	\$113,036.00	FY 2019-2020

h. Professional Improvement Experience and Travel Expenses:

Cape May County Special Services School District
 May 28, 2019
 Meeting Minutes

Name	Event	Location	Cost	Date(s)
Michele Ridgway	Federal Wage & Hour SLE Course	Online Course	\$132	N/A
Michele Ridgway	New Jersey Wage & Hour SLE Course	Trenton	\$192.51	6/6/19
Michele Ridgway	OSHA 10 Plus	Trenton	\$393.02	6/26/19 6/27/19
Michele Ridgway	Designing & Implementing Student Training Plans	Trenton	\$577.53	7/8/19 7/9/19 7/10/19
Jacqueline Howard	Realtime Information Technology Workshops	Toms River	\$31.50	5/29/19

- i. Grants/Donations:
 - (1) Donation: Christ Child Society of Cape May County, \$1,000 in ShopRite Gift Cards for Ocean Academy Food Pantry
 - (2) Grant: Request for Debbie Conlow and Sue Wenner to apply for a grant from Wawa for the 2019-2020 school year in the amount of \$2,500, to support Positive Behavior Interventions for the Behavior programs in OA and CMCHS
- j. The following item(s) to be disposed, or sold on gov/deals): None this cycle
- k. Recommended school breakfast and lunch prices for 2019-2020 school year as per Exhibit
- l. Request for Lynda McDowell to sell candy to staff only with proceeds going to support Shriner's Hospitals for Children

3. CURRICULUM (Exhibit II-SS.3)

Be it resolved the Board of Education approves/accepts:

- a. Field Trips as listed for:
 - (1) Cape May County High School/Ocean Academy
 - (2) OXE/LEEP: Revisions
- b. Presenters/Interns/Programs/Support Groups:

Name	Purpose	Amount	Date(s)
Melissa Palmer, Mid Atlantic Center for the Arts	Project with select OA/CMCHS students making binoculars and speaking about WWII in Cape May	No Cost	5/24/19
Ashlee Moran (pending completion of paperwork)	Stockton University Communication Disorders Graduate Student, to complete a clinical externship practicum under the supervision of Lindsay Laielli	N/A	9/5/19 – 12/10/19
Name	Purpose	Amount	Date(s)

Cape May County Special Services School District
 May 28, 2019
 Meeting Minutes

Brett Fereday	DJ for CMC High School Prom	\$300	5/17/19
Marianne White, Michelle Mangram & Kristina Barone	Presenters from Mobile Response and Continuum Behavioral Health to present information to parents	No Cost	6/4/19

4. LEGISLATION & POLICY/REGULATION (Exhibit II-SS.4)

Be it resolved the Board of Education approves/accepts:

- a. Revise name of Policy #1620 to “Administrative Employment Contracts” as per Strauss Esmay

5. PERSONNEL (Exhibit II-SS.5)

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. Request for emergent hiring will be made where appropriate.

Name	Position	Description of Funding Program	Step Amount Longevity	Effective Date(s)
Jenna Mucardo	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13.00 per/hr	4/17/19 – 6/30/19
Kara Siciensky	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13.00 per/hr	5/29/19 – 6/30/19
Catherine Smith	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13.00 per/hr	3/26/19 – 6/30/19
Sharon Carr	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13.00 per/hr	2/26/19 – 6/30/19
Ming Li Cuevas	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13.00 per/hr	5/29/19 – 6/30/19
Danny Allen	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13.00 per/hr	5/29/19 – 6/30/19
Alyssa Napolitano	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13.00 per/hr	5/29/19 – 6/30/19
Jessica Orsini	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13.00 per/hr	5/29/19 – 6/30/19
Amanda Owen	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13.00 per/hr	5/29/19 – 6/30/19
Katherine Bakley	School Bus Aide Substitute School Bus aide	Transportation	\$13.00 per/hr	ESY 2019

Cape May County Special Services School District
 May 28, 2019
 Meeting Minutes

Name	Position	Description of Funding Program	Step Amount Longevity	Effective Date(s)
Patricia Wickham	Substitute Custodian	General	\$17.75 per/hr	5/29/19 – 6/30/19
Substitute, Hourly and Volunteer Employees	As per Exhibit	Itinerant	Exhibit	7/1/19 – 6/30/20
Extended School Year Staff	As per Exhibit	ESY	Exhibit	6/27/19 – 8/1/19
Professional Service Contractors	As per Exhibit	Itinerant	Exhibit	7/1/19 – 6/30/20
Kathleen Allen	School Business Administrator	Contract Renewal	\$109,733	7/1/19 - 6/30/20
Jamie Moscony	Assistant Superintendent	Contract Renewal	\$140,080	7/1/19 - 6/30/20
Adelina Redzepi	Physical Therapist	General	Step 0 Schedule A-3, DOC, \$66,514, 10 months	9/1/19 – 6/30/20
Kelsey Medvecky	Occupational Therapist	General	Step 3 Schedule A-3, MA, \$68,464, 10 months	9/1/19 – 6/30/20
Lisa Borchardt	Social Worker/Case Manager	General	Step 2, Schedule A-3, MA, \$67,064, 10 months	9/1/19 – 6/30/20
Erin Oleen	Guidance Counselor/Special Education Teacher/SAC	General	Step 1, Schedule A-3, MA, \$65,664, 10 months	9/1/19 – 6/30/20
Carley Benson	Teacher of the Deaf	General	Step 0, Schedule A-3, MA, \$64,264 10 months	9/1/19 – 6/30/20
Cheri Steele	Special Education Teacher	General	Step 5, Schedule A-3, BA+30, \$70,139, 10 months	9/1/19 – 6/30/20
Kyle Kohr	Health/PE Teacher	General	Step 1, Schedule A-3, BA, \$63,539, 10 months	9/1/19 – 6/30/20

Cape May County Special Services School District
 May 28, 2019
 Meeting Minutes

Name	Position	Description of Funding Program	Step Amount Longevity	Effective Date(s)
Beth Haflin	ESY Credit Restoration Teacher	ESY	2 hrs for 2 days not to exceed 4 hrs per/wk at \$45 per/hr	7/1/19 – 8/1/19
Julie Szramiak	ESY Teacher for select student	ESY	2 hrs per day not to exceed 8 hrs per/wk at \$45 per/hr	7/1/19 – 8/1/19
Nicole Dougherty	Special Education Teacher	General	Salary adjustment for horizontal move on the salary guide from BA to MA, Schedule A-3 Step 4, \$69,864, 10 months	7/1/19 – 6/30/20
Lori Vilary	Assistant Principal	General	Revised resignation date	Resignation effective 7/1/2019

b. Professional Development Trainings:

Name	Position	Description of Training	Pay Rate	Effective Dates
Alexander, Alexis	Sub 1:1 Aide	Crisis Prevention Institute Full Certification	\$13.00 per/hr	5/29/19 5/30/19
Blackman, Jawaun	1:1 Aide	Crisis Prevention Institute Full Certification	\$13.00 per/hr	5/29/19 5/30/19
Carr, Sharon	1:1 Aide	Crisis Prevention Institute Full Certification	\$13.00 per/hr	5/29/19 5/30/19
Cuevas, Ming Li (pending completion of paperwork)	Sub 1:1 Aide	Crisis Prevention Institute Full Certification	\$13.00 per/hr	5/29/19 5/30/19
Cyliax, Maggie	Sub 1:1 Aide	Crisis Prevention Institute Full Certification	\$13.00 per/hr	5/29/19 5/30/19
Delinski, Nicole	1:1 Aide	Crisis Prevention Institute Full Certification	\$13.00 per/hr	5/29/19 5/30/19
DiBiasio, Hayley	1:1 Aide	Crisis Prevention Institute Full Certification	\$13.00 per/hr	5/29/19 5/30/19
Georgianni, Felicia	Sub 1:1 Aide	Crisis Prevention Institute Full Certification	\$13.00 per/hr	5/29/19 5/30/19

Cape May County Special Services School District
 May 28, 2019
 Meeting Minutes

Name	Position	Description of Training	Pay Rate	Effective Dates
Greene, Kathleen	1:1 Aide	Crisis Prevention Institute Full Certification	\$13.00 per/hr	5/29/19 5/30/19
Hatcher, Bria	1:1 Aide	Crisis Prevention Institute Full Certification	\$13.00 per/hr	5/29/19 5/30/19
Hendricks, Dashawn	1:1 Aide	Crisis Prevention Institute Full Certification	\$13.00 per/hr	5/29/19 5/30/19
Jones, Summer	1:1 Aide	Crisis Prevention Institute Full Certification	\$13.00 per/hr	5/29/19 5/30/19
Martin, Jennifer	1:1 Aide	Crisis Prevention Institute Full Certification	\$13.00 per/hr	5/29/19 5/30/19
Miller, Gabrielle	1:1 Aide	Crisis Prevention Institute Full Certification	\$13.00 per/hr	5/29/19 5/30/19
Siciensky, Kara (pending completion of paperwork)	Sub 1:1 Aide	Crisis Prevention Institute Full Certification	\$13.00 per/hr	5/29/19 5/30/19
Torres, Cindy	Sub 1:1 Aide	Crisis Prevention Institute Full Certification	\$13.00 per/hr	5/29/19 5/30/19
McCusker, Casey	Speech Language Specialist	Crisis Prevention Institute Full Certification	N/A	5/29/19 5/30/19

c. Leaves of Absence:

Employee #	Sick Days	Personnel Days	Vacation Days	Unpaid Days	Type of Leave	Date(s)
5927	7	0	0	0	BOE Leave	5/2/19-5/10/19
5738	24	1	0	2	BOE/FMLA	5/10/19-6/18/19
6064	0	0	0	10	FMLA	4/29/19-5/12/19

6. COMMUNICATION (Exhibit II-SS.6)

- a. CMC High School Quarter Newsletter "Cougar News"
- b. Cape Tech Natural Science Students Share Educational Experience
- c. Letter from Robert L. Bumpus, Assistant Commissioner Division of Field Services, regarding NJ QSAC
- d. Recognition of the Teachers of the Year and Education Specialists of the Year: Gretchen Wiley, CMC High School Teacher of the Year; Michelle Wolverton, Ocean Academy Teacher of the Year; Sheri Leiser, CMC High School Education Specialist of the Year; Deborah Conlow, Ocean Academy Education Specialist of the Year
- e. 10th Annual CMCSSSD Retirement Dinner Invitation
- f. Cape May County High School Graduation Invitation

Cape May County Special Services School District
May 28, 2019
Meeting Minutes

- g. Letter from Dr. DeStefano-Anen, Executive County Superintendent, In accordance to N.J.S.A. 18A:7-8(j) and N.J.A.C. 6A23A-3.1, the employment contract for Kathleen Allen, School Business Administrator/Board Secretary, has been reviewed and approved for the period of July 1, 2019, through June 30, 2020
- h. Letter from Dr. DeStefano-Anen, Executive County Superintendent In accordance to N.J.S.A. 18A:7-8(j) and N.J.A.C. 6A23A-3.1, the employment contract for Jamie P. Moscony, Assistant Superintendent of Schools, has been reviewed and approved for the period of July 1, 2019, through June 30, 2020

1. SUPERINTENDENT’S ADMINISTRATIVE DISTRICT REPORT (Exhibit II-TS.1)

- a. Director of Building & Grounds
- b. Director of Guidance & Special Education
- c. Principal
- d. Director of Curriculum & Instruction and Adult & Community Ed - Curriculum
- e. Director of Curriculum & Instruction and Adult & Community Ed – Adult & Community
- f. Superintendent

2. REVENUE & EXPENSE(Exhibit II-TS.2)

- a. Board secretary’s monthly certification of budgetary line item status;
- b. Financial report A-148 and A-149 March 2019, 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 2019;
- f. Transfers;
- g. Bids, contracts, reports, agreements

<u>Name- Report/Contract</u>	<u>Purpose</u>	<u>Amount</u>	<u>Date/Year(s)</u>
Middle Township Board Resolution Participation in Pricing Agreement	participate in bid to purchase electrical, HVAC refrigeration & plumbing services	n/a	SY 2019-20
Department of Military & Veterans Affairs Agreement	Use of Cape May Armory for Emergency Evacuation	\$75.	7/1/2019-6/30/2020
Nutri-Serve Food Management	award base year received April 2, 2019	\$28,000.	SY 2020-24 contract – RFP0 guarantee
School Meal Prices as follows:			
reduced breakfast price	no increase	\$.30	SY 2019-20
student breakfast	no increase	\$2.50	SY 2019-20
staff breakfast	no increase	\$3.00	SY 2019-20
reduced lunch	no increase	\$.40	SY 2019-20
student lunch	increase of .25	\$3.25	SY 2019-20
staff lunch price	no increase	\$4.50	SY 2019-20
student/staff salad bar	no increase	\$5.50 per/lb.	SY 2019-20

Cape May County Technical School District
 May 28, 2019
 Meeting Minutes

h. Part-time contracts and hourly rates, SY 2019-2020 (effective July 1, 2019):

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
Summer Credit Recovery Teacher	\$32 per/hour
HSE Test Examiner	\$29 per/hour
Post-Secondary Welding Certificated Instructor	\$40 per/hour
Evening/Continuing Education Assistant	\$24 per/hour
Evening/Continuing Education Vocational Licensing/Cert. Instructor	\$29 per/hour
Evening/Continuing Education Nurse & Substitute Nurse	\$22 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

i. Adult & Community Education Registration Fees, SY 2019-2020 (effective July 1, 2019)

PROGRAM	FEES
Evening/Continuing Education Vocational*	\$5 per instructional hour
Evening/Continuing Education Avocational*	\$4 per instructional hour
Evening/Continuing Ed (senior citizens age 60+)*	50% discount on registration fee only
Summertime Adventures for Kids*	\$95.

*plus supply & book fees (if applicable)

j. Grants/Donation for applying/accepting:

<u>Name of Grant</u>	<u>Apply/Accept</u>	<u>Amount</u>	<u>Date</u>
Dollar General Adult Literacy Foundation	accept	\$9,000.	5/9/2019-3/30/2020
Perkins Post-Secondary State	accept	\$81,653.	SY 2019-20
Perkins Post-Secondary Federal	decline	\$446.	SY 2019-20
Perkins Secondary (Federal)	accept	\$95,321.	SY 2019-20
Perkins Secondary (Reserve)	accept	\$17,377.	SY 2019-20
ACE: HS Energy Career Program	accept – Yr 2 of 6	\$75,000.	5/17/2019
<u>Name of Donor/Donation (none)</u>	<u>Apply/Accept</u>	<u>Amount</u>	<u>Date</u>
Chief Jeffrey Christopher, Avalon Police Department A Drone plastic frame	accept	unknown	5/28/2019
Joan Mahon 2-drawer lateral file cabinet w/ hardware, unassembled	accept	unknown	5/28/2019

k. The following item(s) to be disposed, used by school lab or sold on gov/deals:

<u>Name of Item</u>	<u>Value of Item</u>	<u>Disposal or Gov/Deals</u>
tag #1005395 (storage cabinet)	n/a	old/obsolete

3. CURRICULUM (Exhibit II-TS.3)

- a. Job cards March 2019;
- b. Educere/homebound instruction for the following students:
 T.C. 5/6/2019-6/14/2019
 C.G. 4/29/2019-6/14/2019
 A.S. 5/6/2019-6/14/2019
- c. Three-Year Comprehensive Equity Plan, 2019-2022;
- d. Three-Year Comprehensive Equity Plan Statement of Assurance, SY 2019-20;
- e. Resolution to submit the Three-Year Comprehensive Equity Plan, 2019-2022;
- f. Post Secondary Tuition Credit Assistance Program, SY 2019-20;
- g. Field Trips:

<u>Date</u>	<u>Destination/Purpose</u>	<u>Students/Teachers/Aide</u>		
5/7, 16, 21, 30	CMC Fire Training Academy to observe cadet fire fighter training (grade 10)	19	1	
5/30	Morey's Pier/Washington Inn tour food service facilities & their operations/job opportunities (grade 10-12)	20	1	1
6/24-29/2019	Louisville, Kentucky SkillsUSA National Competition (grade 11)	2	1	

4. LEGISLATION & POLICY (Exhibit II-TS.4)

Recommend the following policies/regulations for second reading/approval:

- a. 5141.4 Missing Abused and Neglected Children
- b. 5141.4 Missing Abused and Neglected Children_Regulation
- c. 5141.21 Administering Medication
- d. 5141.21 Administering Medication_Regulation
Exhibits

5. PERSONNEL (Exhibit II-TS.5)

(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):

Cape May County Technical School District
 May 28, 2019
 Meeting Minutes

a. Recommend approval of the following personnel/positions/salaries:

<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>
Embs, Nancy	Bridging Co-Coordinator	Grant/local	\$2,500.	7/1/2019- 8/14/2019
Stratton, Julie	Bridging Co-Coordinator	Grant/local	\$2,500.	7/1/2019- 8/14/2019
Janda, Edward	Bridging Mentor	Grant/local	\$29 per/hr	7/16/2019- 8/14/2019
Pleasants, Matthew	Bridging Mentor	Grant/local	\$29 per/hr	7/16/2019- 8/14/2019
Roach, Lisa	Bridging Mentor	Grant/local	\$29 per/hr	7/16/2019- 8/14/2019
Palombo, Michael	Bridging Mentor	Grant/local	\$29 per/hr	7/16/2019- 8/14/2019
Smith, Karen	Bridging Mentor	Grant/local	\$29 per/hr	7/16/2019- 8/14/2019
Tack, Gina	Bridging Mentor	Grant/local	\$29 per/hr	7/16/2019- 8/14/2019
Vilimas, Jason	Bridging Mentor	Grant/local	\$29 per/hr	7/16/2019- 8/14/2019
Weiss, Charles	Bridging Mentor	Grant/local	\$29 per/hr	7/16/2019- 8/14/2019
Vilimas, Jason	Tutoring Teacher	ESEA	\$29 per/hr	SY 2018-19
Bresan, Joseph	Instructor	Summertime Adventures for Kids	\$29 per/hr	7/15/2019- 7/25/2019 8 days
Dunning, Adam	Instructor	Summertime Adventures for Kids	\$29 per/hr	7/15/2019- 7/25/2019 8 days
Jones, Christopher	Instructor	Summertime Adventures for Kids	\$29 per/hr	7/15/2019- 7/25/2019 8 days
Niemira, Jonathan	Instructor	Summertime Adventures for Kids	\$29 per/hr	7/15/2019- 7/25/2019 8 days
Palombo, Michael	Instructor	Summertime Adventures for Kids	\$29 per/hr	7/15/2019- 7/25/2019 8 days
Pleasants, Matt	Instructor	Summertime Adventures for Kids	\$29 per/hr	7/15/2019- 7/25/2019 8 days
Stratton, Julie	Instructor	Summertime Adventures for Kids	\$29 per/hr	7/15/2019- 7/25/2019 4 days

Cape May County Technical School District
 May 28, 2019
 Meeting Minutes

Sykes, Suzanne	Instructor	Summertime Adventures for Kids	\$29 per/hr	7/15/2019-7/25/2019 4 days
Toft, Hanna	Instructor	Summertime Adventures for Kids	\$29 per/hr	7/15/2019-7/25/2019 8 days
Toft, Holly	Instructor	Summertime Adventures for Kids	\$29 per/hr	7/15/2019-7/25/2019 8 days
Wade, Warren	Instructor	Summertime Adventures for Kids	\$29 per/hr	7/15/2019-7/25/2019 4 days
Weiss, Charles	Instructor	Summertime Adventures for Kids	\$29 per/hr	7/15/2019-7/25/2019 8 days
Wenker, Micah	Instructor	Summertime Adventures for Kids	\$29 per/hr	7/15/2019-7/25/2019 8 days
Zipparo, Lynda	School Nurse	Summertime Adventures for Kids	\$32 per/hr	7/15/2019-7/25/2019 8 days
Edelman, Kelly	Practical Nursing Coordinator	post-secondary grant/local	\$3,000.	SY 2019-20
Edelman, Kelly	Practical Nursing Instructor	post-secondary	per/diem	6/17/2019-8/12/2019 up to 22 days
Kelso, Laura	Practical Nursing Instructor	post-secondary	per/diem	6/17/2019-8/12/2019 up to 22 days
Zilinek, Ann	Practical Nursing Instructor	post-secondary	per/diem	6/17/2019-8/12/2019 up to 22 days
Employee #29		FMLA/leave of absence	unpaid	5/1/2019-5/13/2019 Unpaid FMLA 5/14/2019-6/14/2019 unpaid leave
Agostini, Jenifer	Media specialist	summer employment update electronic data, check-in new materials obsolete/outdated materials	Per diem	5 days

Cape May County Technical School District
 May 28, 2019
 Meeting Minutes

Casia, Joseph	Guidance Counselor	summer employment student scheduling, preparation	per diem	18 days
King, Rita	Guidance Counselor	summer employment student scheduling, preparation	per diem	18 days
Combs, Chelsey	School Psychologist	summer employment IEP planning	per diem	10 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
Ziegler, Richard	Long Term Substitute Teacher Planning/Preparation (Teacher of Exploratory)		\$110 per/day	5/1/2019-5/30/2019
Smith, Paula J.	Business Administrator	contract renewal	\$144,030.	7/1/2019-6/30/2020

*pending negotiations

6. COMMUNICATION (Exhibit II-TS.6)

- a. Correspondence from
 Office of Career Readiness
Synopsis

Review and reapproval for Career & Technical Education Natural Science Technology Program of Study

- b. Correspondence from
 Dr. Judith DeStefano-Anen, Executive County Superintendent of Cape May County Schools

Synopsis:

In accordance to N.J.S.A. 18A:7-8(j) and N.J.A.C.6A23A-3.1 the employment contract for Paula Smith, Business Administrator/Board Secretary has been reviewed and approved for the period of July 1, 2019, through June 30, 2020.

Cape May County Technical School District
May 28, 2019
Meeting Minutes

- c. Correspondence from
Elizabeth Bozzelli, Clerk of the CMC Board of Chosen Freeholders
Synopsis:
Resolution #294-19 authorizing change order no. 4-final in the amount of \$1,730 (decreased) and accepting the work and closing the contract to Command and Co., Inc., for Cape May County Technical School District softball field construction.
- d. Correspondence from
Thomas DePaul, Director,
CMC Department of Public Safety Training Center Police Academy
Synopsis:
Expressing gratitude to Dr. Hudanich & staff for their assistance and for the use of the school and gymnasium for the filming of scenarios for the academy's firearms simulator.