

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

MINUTES

**March 24, 2020**  
**3:30 P.M.**

The following Board Member was present (in person) at the board meeting: Mr. Alan Gould, Board President.

The following Board Members were present (remotely) at the board meeting: Mrs. Jane Elwell, Board Vice-President, Mr. Kenneth Merson, Board Member, Mr. Christopher Kobik, Dr. Judith DeStefano, Board Member, Mr. Robert Boyd, Board Member.

Not present Ms. Nancy Ramundo, Board Member.

In addition, present at the meeting (in person) were Dr. Nancy Hudanich, Superintendent, Ms. Jamie Moscony, Assistant Superintendent and Ms. Kathleen Allen, Business Administrator/Board Secretary. Teachers and administrators from both districts as well as members of the public were present (remotely).

**PLEDGE OF ALLEGIANCE**

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

**NOTICE REQUIREMENT**

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 Press of Atlantic City and the County Freeholder's office on July 8, 2019, as prescribed by Chapter 231, laws of 1975.

The March 24, 2020 Board of Education Meeting was conducted virtually due to the CO-VID-19 outbreak and the change in venue with the following instructions was posted on the District's website and the Cape May County Special Services School District's entrance.

Public Access – call the following number to listen and participate during the public input:

1-484-841-8326  
PIN: 913 766 317#

Immediately upon connecting, - press the mute button or \*6 which prevents feedback and background noise so all can clearly listen. Thank you.

### **APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

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

February 25, 2020 Board Meeting Minutes  
February 25, 2020 Executive Minutes  
March 4, 2020 Special Board Meeting Minutes

Voting Yes: Gould, Elwell, Boyd, Kobik, Merson  
Voting No: None  
Abstained: Dr. DeStefano  
Motion Carries.

### **DISTRICT ACTION ITEMS – CAPE MAY COUNTY SPECIAL SERVICES SCHOOL DISTRICT**

Ms. Moscony presented the Assistant Superintendent Administrative District Report to the Board. On the motion of Mr., Kobik, seconded by Mr. Boyd, the attached Assistant Superintendent Administrative District Report (Item 1, a-i) was approved by roll call vote.

Voting Yes: Gould, Elwell, Boyd, Kobik, Merson, DeStefano  
Voting No: None  
Abstained: None  
Motion Carries.

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

Voting Yes: Gould, Elwell, Boyd, Kobik, Merson, DeStefano  
Voting No: None  
Abstained: None  
Motion Carries.

On the motion of Mr. Merson, seconded by Mr. Kobik, the attached item for Curriculum (Item 3 / a-m) and Checklist for Emergency Preparedness and Long Term School Closure Plan was approved by roll call vote.

Voting Yes: Gould, Elwell, Boyd, Kobik, Merson, DeStefano  
Voting No: None  
Recused: None  
Motion Carries.

On the motion of Mr. Kobik, seconded by Mrs. Elwell, the attached item for Legislation and Policy item (4 / a-i) was approved by roll call vote.

Voting Yes: Gould, Elwell, Boyd, Kobik, Merson, DeStefano  
Voting No: None  
Abstained: None  
Motion Carries.

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

Voting Yes: Gould, Elwell, Boyd, Kobik, Merson, DeStefano  
Voting No: None  
Recused: None  
Motion Carries.

### **DISTRICT COMMUNICATION**

Ms. Moscony reported that the Board of School Estimate budget for Cape May County Special Services School District was approved.

### **BOARD CORRESPONDENCE**

None.

### **DISTRICT ACTION ITEMS – CAPE MAY COUNTY TECHNICAL SCHOOL DISTRICT**

Dr. Hudanich presented the Superintendent Administrative District Report to the Board. On the motion of Mr. Merson, seconded by Mr. Boyd, the attached Superintendent Administrative District Report (Item 1, a-f) was approved by roll call vote.

Voting Yes: Gould, Elwell, Boyd, Kobik, Merson, DeStefano  
Voting No: None  
Abstained: None  
Motion Carries.

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

Voting Yes: Gould, Elwell, Boyd, Kobik, Merson, DeStefano  
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-d) and Checklist for Emergency Preparedness and Long Term School Closure Plan was approved by roll call vote.

Voting Yes: Gould, Elwell, Boyd, Kobik, Merson  
Voting No: None.

Recused: Dr. DeStefano from any matter she is conflicted on as Executive County Superintendent.  
Motion Carries.

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

Voting Yes: Gould, Elwell, Boyd, Kobik, Merson, DeStefano  
Voting No: None  
Recused: None  
Motion Carries.

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

Voting Yes: Gould, Elwell, Boyd, Kobik, Merson, Destefano  
Voting No: None  
Recused: None  
Motion Carries.

### **DISTRICT COMMUNICATION**

Dr. Hudanich reported that the 2020/2021 Board of School Estimate budget for the Cape May County Technical School District was approved. She also disclosed that our districts are combining services during the shut-down to provide breakfast and lunch for our eligible students. The distribution point is the high school entrance at the Special Services School District.

### **BOARD CORRESPONDENCE**

None.

### **HIB**

On the motion of Mr. Merson, 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 January 24, 2020 through February 20, 2020 (0 HIB investigation) and acknowledged investigation(s) that occurred between the period of February 21, 2020 through March 19, 2020 (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 January 24, 2020 through February 20, 2020 (4 HIB investigations) and acknowledged investigation(s) that occurred between the period of February 21, 2020 through March 19, 2020 (0 HIB investigations) by roll call vote.

Voting Yes: Gould, Elwell, Boyd, Kobik, Merson, Destefano  
Voting No: None

Abstained: None  
Motion Carries.

### **BOARD MEMBER COMMENTS AND DISCUSSION ITEMS**

Board Vice President Elwell commented on the format of the meeting in light of the pandemic and expressed her dismay. Mr. Boyd wholeheartedly agreed. He also congratulated both districts for their 2020/2021 budget approval by the Board of School Estimates and he was sorry he could not attend. Mr. Merson commented that he assumed that both districts would continue on-line learning until directed otherwise. He also mentioned that the state Senate on Wednesday passed a bipartisan bill (3813) allowing remote school days to count toward the required 180-day school calendar if the governor declares a state of emergency and schools are closed for more than three consecutive days.

Mr. Kobik commended the instructional staff for their diligent and dedicated work with our students. He also commented that he appreciates the efforts of the administrative staff and support staff as well and that it takes a committed team to accomplish all that has been done.

### **PUBLIC INPUT**

Board President Alan 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 five minutes per person and limited in time to a total of 30 minutes for all public comments.

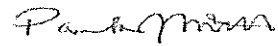
Sharon Lee Kustra, Association President at Cape May County Technical School reported that she's been in touch with the staff and that they are stepping up to the challenge of providing individualized instruction remotely.

Rachel Kremetz, Special Services School Association Vice President thanked administration for ensuring that instructional staff have what they need to meet this new challenge.

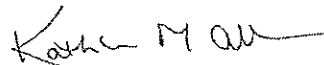
**ADJOURN**

On the motion of Mr. Merson, seconded by Mr. Merson, the meeting was adjourned at 3:57 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**

**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?
- i. Donations under \$500:
  - (1) Mr. & Mrs. Brown, Photo Booth Rental for Prom valued at \$400
  - (2) Mr. & Mrs. Monichetti, Food for the Prom valued at \$400
  - (3) Greater /wildwood Elks Lodge #1896, Beverages, Desserts, and Decorations for the Prom valued at \$400

**2. REVENUE & EXPENSE**

**Be it resolved the Board of Education approves/accepts:**

- a. Board Secretary/Board of Education Monthly Certification
- b. Financial reports and balance sheets January 2020, Board Secretary Report and Treasurers Report
- c. Bills as presented
- d. Budget Summaries, Enterprise and Student Activity Funds, January 2020
- e. Transfers
- f. Bids/Contracts/Reports/Agreements/Jointures/Quotes/Transportation Routes:

<b>Name</b>	<b>Purpose</b>	<b>Amount</b>	<b>Date/Years</b>
TriComm Services Corp	Internet Cabling Upgrade	\$34,870 (e-rate eligible)	SY 2020-2021
CDW-G	Internet Hardware/Cabling	\$17,947.47 (e-rate eligible)	SY 2020-2021
Bonnie Phillips, pending completion of paperwork	Professional Service Contract: Occupational Therapist	\$75.00 per/hr and \$250.00 per evaluation	SY 2019-2020

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Name	Purpose	Amount	Date/Years
Brynn Sissman, pending completion of paperwork	Professional Service Contract: School Psychologist	\$75.00 per/hr and \$250.00 per evaluation	SY 2019-2020

g. Professional Improvement Experience and Travel Expenses:

Name	Event	Location	Cost	Date(s)
Nicholas Bailey	Continuity of Operations Planning Workshop	Vineland	\$20.70	4/30/2020
Lauren Rossi	Nemours Pediatric Therapy Conference 2020	Wilmington, DE	\$150.00	4/23/2020
Adelina Redzepi	Nemours Pediatric Therapy Conference 2020	Wilmington, DE	\$198.40	4/23/2020

h. Grants/Donations: None this cycle

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

**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: None this cycle

(2) OXE/LEEP: None this cycle

b. Presenters/Interns/Programs/Support Groups:

Name	Purpose	Amount	Date(s)
CMC Prosecutors Office	Information on Cyber Bullying to select high school students, coordinated by Lisa Borchardt and Gerry Hofferica	N/A	TBD

c. NJ School Performance Reports for CMC High School and Ocean Academy for SY 2018-2019

d. NJSLA Science Results for SY 2018-2019

e. Kathy Allen as Human Resources Officer for Domestic Abuse per revised Policy #1581

f. Approval to participate in the PCAST Training Cohort beginning September 1, 2020, through June 30, 2021

g. Bubbles for Autism t-shirt sales with proceeds going to Autism Speaks, overseen by Danielle Moss

h. Kick it Up for Kindness t-shirt sales with proceeds going to CASA, overseen by Stephanie Daher-Quinn

i. Bubbles 4 Autism Day, 4/2/2020 or TBD

j. Kick it Up for Kindness Day, 4/3/2020 or TBD



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- k. Spring Concert/Science Fair, 4/24/2020 or TBD
- l. American Idol Show, 5/8/2020 or TBD
- m. CMCHS Prom, 5/15/2020 or TBD

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

**Be it resolved the Board of Education approves/accepts upon the first reading:**

- a. Revised Policy #0152, Board Officers
- b. Revised Policy #1581, Domestic Violence
- c. New Regulation #1581, Domestic Violence
- d. Revised Policy #2422, Health and Physical Education
- e. New Policy #3421.13, Postnatal Accommodations
- f. New Policy #4421.13, Postnatal Accommodations
- g. Revised Policy & Regulation #5330, Administration of Medication
- h. Revised Policy #7243, Supervision of Construction
- i. Revised Policy #8210, School Year
- j. Revised Policy #8220, School Day
- k. Revised Regulation #8220, School Closings
- l. Revised Policy #8462, Reporting Potentially Missing or Abused Children

**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.

<b>Name</b>	<b>Position</b>	<b>Description of Funding Program</b>	<b>Step Amount Longevity</b>	<b>Effective Date(s)</b>
Amber Appleton	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13.00 per/hr	SY 2019-2020
Madison Camburn	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13.00 per/hr	SY 2019-2020
Ambur Cornell	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13.00 per/hr	SY 2019-2020
Alex Daly	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13.00 per/hr	SY 2019-2020
Kimberly Dawson	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13.00 per/hr	SY 2019-2020
Sarah Dillon	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13.00 per/hr	SY 2019-2020
Joseph Dramis	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13.00 per/hr	SY 2019-2020
Emily Howard	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13.00 per/hr	SY 2019-2020

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Name	Position	Description of Funding Program	Step Amount Longevity	Effective Date(s)
Rebecca Mellito	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13.00 per/hr	SY 2019-2020
Tyajanee Thomas	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13.00 per/hr	SY 2019-2020
Ciera Vogel	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13.00 per/hr	SY 2019-2020
Lindsay Laielli	Speech Therapist	General	\$35.00 per/hr when working outside of her contractual hours, not to exceed \$2,500.00	SY 2019-2020
Brett Fereday	DJ for CMCHS Prom	Student Activity	\$300.00	5/15/2020 or TBD
Jenna Murcado	Teacher School Aide/Home Assistance	General	\$20.00 per/hr	TBD-as needed
Lauren Gallagher	Teacher School Aide/Home Assistance	General	\$20.00 per/hr	TBD-as needed
Heather Kozuba	Substitute School Nurse	General	\$185.00 per diem	SY 2019-2020
Carly Benson	Teacher of the Deaf	Resignation		Effective 4/24/2020
Jennifer Nevarez	Special Education Teacher	Resignation		Effective 6/15/2020

- 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)
6169	0	0	0	57	FMLA	2/28/2020-5/27/2020

**6. COMMUNICATION (Exhibit II-SS.6)**

- a. Carly Benson, Teacher of the Deaf: Resignation Letter, effective 4/24/2020
- b. Jennifer Nevarez, Special Education Teacher: Resignation Letter, effective 6/15/2020
- c. Letter from Rita Marie Fulginiti, County Clerk, regarding My County Poster Contest Honorable Mention Winner Kayden Markley

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- d. Letter from Rita Marie Fulginiti, County Clerk to the family of Kayden Markley regarding My County Poster Contest Honorable Mention Winner
- e. Letter from Dr. Hudanich, Superintendent, regarding monitoring the CDC and the spread of the Coronavirus.
- f. Letter from Dr. Hudanich, Superintendent, and Jamie Moscony, Assistant Superintendent, dated 3/11/2020 regarding information about COVID-19 and preparation/planning to ensure provision of educational services to students in the event of a prolonged school closure
- g. Letter from Jamie Moscony, Assistant Superintendent, dated 3/15/2020 regarding COVID-19 situation and school closing for students.

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

- a. District Facilities
- b. Guidance & Special Education
- c. High School
- d. Curriculum & Instruction
- e. Adult & Community Education
- 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 Jan. 2020, board secretary report and treasurers report;
- c. Board of education's monthly certification of budgetary major account/fund status;
- d. Bills as presented;
- e. Budget summaries, Jan. 2020;
- f. Transfers;
- g. Bids, contracts, reports, agreements:

<u>Name</u>	<u>Purpose</u>	<u>Cost</u>	<u>Date/Year(s)</u>
Ed Data	Vocational supplies OC Ed/ no bids	\$76,102.	3/24/2020
Grant Salaries Allocation		(attached)	SY 2019-20
KI, c/o Bellia Office Furniture ESCNJOT0012842C-Bid #17/18-16	classroom furniture & cafeteria replacement	\$129,776.08	3/24/2020
N.J. State Contract #81714 Registration #SC388650 Groupe LaCasse, LLC c/o Bellia Office Furniture	teacher desk replacement	\$68,232.	3/24/2020
Xtel Communications Contract #MRESC15/16-36	phone/internet services	\$4,297. per/month	3/24/2020 3-yr agreement

- h. The following Grants/Donations:

<u>Name – Grant(s)/Donations</u>	<u>Apply/Accept</u>	<u>Amount</u>	<u>Date/Year(s)</u>
Greater Wildwood Kiwanis For Travel & Tourism Program	accept	\$500.	3/12/2000

- i. The following item(s) to be disposed:

<u>Name of tem(s)</u>	<u>Value</u>	<u>Disposal, Gov/Deals, or Scrap</u>
Tag #1006135 (vestal blue bin for scrap metal)	n/a	obsolete-no longer used
Tag #1006136 (vestal blue bin for scrap metal)	n/a	obsolete-no longer used
Tag #1006137 (vestal blue bin for scrap metal)	n/a	obsolete-no longer used

3. CURRICULUM (Exhibit II-TS.3)

- a. Job cards, Jan. 2020;
- b. Acknowledgement of the following SY 2018-19 State Reports:  
 Cape May County Technical High School Performance;  
 Cape May County Technical High School Learning Assessment for Science;
- c. Due to States mandates regarding COVID-19, all prior approved field trips for the month of March have been cancelled;
- d. Field Trip:

<u>Date</u>	<u>Destination/Purpose</u>	<u>Students/Teachers/Aide</u>		
5/11/2020	Burlington County Institute of Technology State Board Practical Exam Tech's Programs: Cosmetology (grades 12 and post-secondary)	24	2	2

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

Recommendation for the following policies for first reading:

- 4111.1/4211.1 Nondiscrimination Affirmative Action
- 4111.2/4211.2 Domestic Violence
- 5113 Attendance, Absences and Excuses
- 5134 Married, Pregnant and Lactating Students
- 5141 Health

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):

- a. 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>
Employee #109		LOA: paid unpaid		3/5/2020-3/9/2020 3/10/2020-4/1/2020
Picketts, Samuel	Head coach girls softball	resignation		3/2/2020
Walters, Cortney	Head coach girls softball	(1 <sup>st</sup> year)	\$5,200.	SY 2019-20
McGarry, Kathy	Substitute Teacher	high school	\$90 per/day	SY 2019-20
McVeigh, Kalin	Substitute School Nurse	high school	\$155 per/day	SY 2019-20
Sheets, Valerie	District Security		\$16.50 per/hr	SY 2019-20
Lackey, Alan	On-Call Custodian	facilities	\$16.50 per/hr	SY 2019-20
Fisher, Stephanie	Secretary/Administrative for Director of Curriculum & Instruction	resignation		4/1/2020
<u>Name</u>	<u>Position</u>	<u>Description</u> <u>Funding</u>	<u>Step</u> <u>Amount</u>	<u>Effective</u> <u>Date(s) or</u>

		<u>Program</u>	<u>Longevity</u>	<u># of Days</u>
Fisher, Stephanie	Accounts Payable/Fixed Assets Bookkeeping Support Clerk	business admin	\$41,000. \$2,000. MOUS <u>\$1,200.</u> Longevity \$44,200. pro-rated	4/1/2020– 6/30/2020
Aftanis, Robert	Tutoring	Adult/Post-Sec Perkins	\$29 per/hr	SY 2019-20

\*pending negotiations

6. COMMUNICATION (Exhibit II-TS.6) (no communication)

a. Correspondence from:

Judith DeStefano-Anen  
 Executive County Superintendent

Synopsis:

District's request for a waiver from participation in the Special Education Medicaid-Initiative (SEMI) for the 2020-21 school year has been approved.