

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

MINUTES

**October 15, 2019**  
**3:35 P.M.**

The following were present at the board meeting: Mr. Alan I. Gould, Board President, Mr. Robert L. Boyd, Board Member, Mr. Kenneth Merson, Board Member, Ms. Nancy Ramundo, Board Member, Mr. Christopher Kobik, Board Member, Dr. Judith DeStefano, Board Member.

Not present: Ms. Donna Groome, Chairperson, Cape May County Mental Health, Alcohol & Drug Abuse Board (Ms. Groome no longer holds this position at the county).

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

**PLEDGE OF ALLEGIANCE**

President Alan I. Gould led the group in the pledge of allegiance to the flag.

**NOTICE REQUIREMENT**

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 September 5, 2019, as prescribed by Chapter 231, laws of 1975.

President Gould read a resolution acknowledging National Principals Month. Principal Vitiello and Assistant Principal Bailey accepted the resolution on behalf of Assistant Principal Longinetti of Cape May County Tech and Principal Haas from Cape May County Special Services.

**APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

On the motion of Ms. Ramundo, seconded by Mr. Boyd, the following minutes were approved by roll call vote:

September 24, 2019, Board Meeting  
September 24, 2019, Executive Minutes

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

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

Dr. Hudanich presented the Superintendent Administrative District Report to the Board. She added that a proposal for monthly air monitoring in the MAC is being reviewed by our insurance carrier to ensure the mercury levels remain below the recommended level. Ms. Smith reported that the district will be moving forward with the testing regardless of the coverage to ensure the protection of staff and students.

Dr. Hudanich also gave the required presentation on the District performance on the NJSLA which was taken by 9<sup>th</sup> & 10<sup>th</sup> grades in the spring. She reminded the board of the coding error that caused the state issued data to be inaccurate. She has disaggregated the data to extract the scores for our students. She reported that our performance was below the state average and that we will be using the data to target professional development and purchase software (which was on today's agenda) to help improve student performance. She also shared the Pathways to graduation used by the 2019 graduating class.

The board agreed the results reflect that the district's student population covers a broad gamut of abilities which is reflective of the county population. Dr. DeStefano commended Dr. Hudanich for her efforts in determining what went wrong in the dissemination of testing information causing the error that impacted all districts in the county. A meeting with state officials is scheduled for 11/22/2019 to discuss techniques to avoid future coding errors. On the motion of Ms. Ramundo, seconded by Mr. Boyd, the attached Superintendent Administrative District Report (Item 1, a-f) was approved by roll call vote.

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

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

Voting Yes: Gould, Boyd, Merson, Kobik, Ramundo  
Voting No: None  
Recused: Dr. DeStefano from any matter she is conflicted on as Executive County Superintendent.  
Motion Carries.

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

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

Voting No: None

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

Motion Carries.

On the motion of Ms. Ramundo, seconded by Mr. Boyd, the attached item for Legislation & Policy (Item 4 / a-c) was approved by roll call vote (It was noted on page 2 of 4151.2/425 – should read does not include routine physical).

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

Voting No: None

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

Motion Carries.

On the motion of Mr. Merson, seconded by Ms. Ramundo, the attached item for Personnel (Item 5 / a, pages 4 and 5) was approved by roll call vote.

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

Voting No: None

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

Motion Carries.

### **DISTRICT COMMUNICATION**

None.

Dr. Hudanich left the meeting.

### **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 Ms. Ramundo, seconded by Mr. Boyd, the attached Assistant Superintendent Administrative District Report (Item 1, a-h) was approved by roll call vote.

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

Voting No: None

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

Motion Carries.

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

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

Voting No: None

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

Motion Carries.

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

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

Voting No: None

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

Motion Carries.

On the motion of Mr. Boyd, seconded by Ms. Ramundo, the attached item for Legislation & Policy and new job description (Item 4 / a-l) and a-b) was approved by roll call vote.

Voting Yes: Gould, Boyd, Merson, Kobik, Ramundo, DeStefano

Voting No: None

Abstained: None

Motion Carries.

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

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

Voting No: None

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

Motion Carries.

### **DISTRICT COMMUNICATION**

Ms. Moscony covered the district communication under her report.

### **BOARD CORRESPONDENCE**

None.

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

Mr. Boyd commented on how impressed he was with our hospitality students at a symposium on opiates that he attended in Cape May. He also shared a comment he received from a teacher in one of the sending districts regarding our recruitment process.

## **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 five minutes per person and limited in time to a total of 30 minutes for all public comments.

Sharon Lee Kustra requested the board consider moving public comments to the beginning of the meeting.

Dawn Austin, a parent of a former student reported that the district website reflects an articulation agreement with the Art Institute of Philadelphia which closed in 2018.

## **EXECUTIVE SESSION**

None.

## **RETURN TO OPEN SESSION**

On the motion of Mr. Boyd, seconded by Mr. Kobik 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 August 23, 2019 through September 19, 2019 (0 HIB investigation) and acknowledged investigation(s) that occurred between the period of September 20, 2019 through October 10, 2019 (1 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 August 23, 2019 through September 19, 2019 (0 HIB investigations) and acknowledged investigation(s) that occurred between the period of September 20, 2019 through October, 2019 (1 HIB investigation) by roll call vote.

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

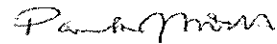
Voting No: None

Recused: Dr. DeStefano  
Motion Carries.

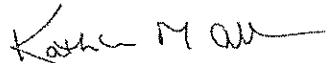
**ADJOURN**

On the motion of Ms. Ramundo, seconded by Mr. Boyd, the meeting was adjourned at 4:30 p.m.

Respectfully submitted,



Paula J. Smith,  
Board Secretary



Kathleen Allen  
Board Secretary

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

- a. Facilities Report
- b. Guidance & Special Education Report
- c. High School Report
- d. High School Curriculum & Instruction Report
- e. Adult & Community Education Report
- 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 August 2019, board secretary report and treasurers report, pending audit and final June 30, 2019, 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, August 2019;
- f. Transfers;
- g. Bids, contracts, reports, agreements:

<u>Name- Report/Contract</u>	<u>Purpose</u>	<u>Cost</u>	<u>Date Year(s)</u>
District's Three-Year Comprehensive Maintenance Program	maintenance; capital outlay; & budgeted capital	n/a	2018-2021
District's Corrective Action Plan Agreement #009-00720	School Nutrition Program procurement process review	n/a	SY 2017-18
Mitchell Nichols Enterprises, Inc.	snow removal (per/hour): each truck with plow truck w/ spreader/salt/sand shovel, salt/sand sidewalks (per/person) Operator/backhoe to plow	\$130. \$325. \$75. \$150.	SY 2019-20
Pay to Play Resolution to award contract to Houghton Mifflin Harcourt	Achieve 3000 literacy package	\$29,755.	SY 2019-20
Pay to Play Resolution to award contract to Houghton Mifflin Harcourt	Read 180 Universal subscription package	\$28,291.94	SY 2019-20

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h. Grants/Donation for applying/accepting:

<u>Name- Scholarships/Grants/Donations</u>	<u>apply/accept</u>	<u>Amount</u>	<u>Date/Year(s)</u>
Cumberland/Cape May Workforce Development Standard Assurances and Certifications	apply/accept	n/a	SY 2019-20
N.J. Education Association Sustainable Jersey of Schools	apply	\$10,000.	Jan. 2020-Aug. 2020
N.J. Schools Insurance Group	accept	\$6,634.	10/15/2019

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

<u>Name of Item(s)</u>	<u>Value</u>	<u>Disposal, Gov/Deals, or scrap</u>
tag #1002529 Master Craft Floor Polisher	n/a	obsolete
tag #1006675 Hillyard C-3 Cleaning Machine	n/a	obsolete, beyond repair
tag #1007179 Century electric motor	n/a	obsolete, not working
tag #1005974 valve	n/a	obsolete, not working
tag #1003917 desk/return/shelf on top of return	n/a	obsolete
tag #1007575 tag #1007540 Hoover Insight Upright Vacuums	n/a	beyond repair
tag #1004135 Powerwasher model GC1502-OME1	n/a	broken/beyond repair

3. CURRICULUM (Exhibit II-TS.3)

- a. Job cards August 2019;
- b. AP English 12 Textbook: Literature: The Human Experience
- c. Educere and/or homebound instruction for the following student:  
     S.K. 9/16/2019 – 11/15/2019;
- d. Junior/Senior Prom 5/22/2020, at the Wildwood Convention Center;  
     After Prom Event, 5/23/2020, 12:00 a.m. Wildwood Crest Pier; chaperoned by  
     district administration and staff volunteers (to be covered by the district's liability  
     insurance);
- e. Boys and Girls Basketball and Swimming schedules; SY 2019-20;



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f. Volunteers, pending criminal history background investigation:

<u>Volunteers</u>	<u>Sports</u>
Shane Adams	Boys basketball
Nick DeRitis	Boys basketball
Mark Erhardt	Boys basketball
Will Robinson	Boys basketball

g. District to provide One-On-One Aides for students from the following sending school districts, 9/1/2019-6/30/2020:

Woodbine  
 Upper Township  
 Middle Township

h. Field Trips:

<u>Date</u>	<u>Destination/Purpose</u>	<u>Students/Teachers/Aide</u>	
10/17/2019	Camden Tech, Pennsauken Twp. SkillsUSA State Board Practical Exam (grades 10-12)	12	1
10/23/2019	Cape May County Park senior picture Advertising Design & Commercial Arts Technology CTE Program (grade 12)	165	3 3 staff
10/26/2019	Rowan University ASME Punkin Chuckin Competition Pre-Engineering CTE Program (grades 9-12)	20	1
10/29/2019- 11/2/2019	Indianapolis, IN FFA National Convention (grades 11-12)	6	1
11/5/2019	U.S. Coast Guard Training Center, Cape May NAS Wildwood Aviation Museum, Rio Grande Law & Public Safety CTE Program (grades 11-12)	22	1
3/10/2020	New York International Beauty Show Cosmetology Programs (grade 12 & post-secondary)	28	2 2 aides
4/10/2020- 4/14/2020	Myrtle Beach, South Carolina Ripken Experience (baseball/softball) (grades 9-12)	14	2 1 coach

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

a. Second reading and approval for the following policies and regulation:

- 3453.1 Job Cards\_Regulation
- 4151.2/4251.2 Family Leave and Medical Leave
- 3517.1 Required Student Identification (ID) Cards
- 5145.7 Gender Identity and Expression

b. Adopt the following procurement forms:

- Form 326 Procurement Procedures for School Food Authorities
- Form 327 Sample Code of Conduct for Procurement

c. The following for SY 2019-20:

- Student Code of Conduct, Student/Parent Handbook;
- School Safety and Security Plan Annual Review Statement of Assurance;
- District Security Manual;
- Statement of Assurance Regarding the Use of Paraprofessional Staff
- Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials;
- Memorandum of Understanding Live Streaming of Video Surveillance Between Education and Middle Township

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 #106		FMLA, pending receipt of medical certification	paid	11/18/2019-12/20/2019
Employee #195		FMLA, pending receipt of medical certification	paid	9/25/2019-10/30/2019
Leonetti, John	Substitute Custodian		\$16.50	SY 2019-20
Carter, Beatrice	Substitute Teacher	high school	\$90 per/day	SY 2019-20
Shane, Adams	Substitute Teacher	high school	\$90 per/day	SY 2019-20
Toft, Hanna	FFA advisor	overnight chaperone	\$200 x 4 = \$800.00	10/29/2019-11/2/2019
Mercado, Joshua	Head coach boys basketball	(6 <sup>th</sup> year)	*\$6,200.00	SY 2019-20
Picketts, Samuel	Asst. coach boys basketball	(1 <sup>st</sup> year)	*\$3,200.00	SY 2019-20

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Schiff, Matthew	Asst. coach boys basketball	(2 <sup>nd</sup> year)	*\$3,200.00	SY 2019-20
Waddington, Amber	Head coach girls basketball	(2 <sup>nd</sup> year)	*\$5,200.00	SY 2019-20
McAnulty, Jessica	Asst. coach girls basketball	(1 <sup>st</sup> year)	*\$3,200.00	SY 2019-20
McElroy, Matthew	Head coach boys swimming	(14 <sup>th</sup> year)	*\$8,200.00	SY 2019-20
Wade, Warren	Asst. coach boys swimming	(5 <sup>th</sup> year)	*\$3,650.00	SY 2019-20
Dudley, Dawn	Head coach girls swimming	(2 <sup>nd</sup> year)	*\$5,200.00	SY 2019-20
Reeve, Marissa	Asst. coach girls swimming	(2 <sup>nd</sup> year)	*\$3,200.00	SY 2019-20
Chretien, Gerry	Athletic game staff	high school	\$30 per/game	SY 2019-20
Dudley, Brian	Athletic game staff	high school	\$30 per/game	SY 2019-20
Harshaw, Edward	Athletic game staff	high school	\$30 per/game	SY 2019-20
Kopf, Barry	Athletic game staff	high school	\$30 per/game	SY 2019-20
McElroy, Matthew	Athletic game staff	high school	\$30 per/game	SY 2019-20
Reider, Monica	Athletic game staff	high school	\$30 per/game	SY 2019-20
Seigel, Michele	Athletic game staff	high school	\$30 per/game	SY 2019-20
Tack, Gina	Athletic game staff	high school	\$30 per/game	SY 2019-20
Wade, Warren	Athletic game staff	high school	\$30 per/game	SY 2019-20
Pickens, Sandra	Teacher (part-time)	ABE/HSE/ESL/Civics/ Dollar General/Perkins Post-Secondary	\$32 per/hr	SY 2019-20
Camp, Christina	Practical Nursing Instructor including Clinical, Substitute	Adult Post Secondary	*\$275.98 per diem	SY 2019-20
Hines, Crystal	Cosmetology Teacher Substitute	Adult/Post Secondary	\$90 per/day	SY 2019-20
Holland, Jacqueline	Cosmetology Teacher Substitute	Adult/Post Secondary	\$90 per/day	SY 2019-20
Bresan, Joseph	Instructor	Adult High School/Senior Standing	\$29 per/hr	SY 2019-20
Cascia, Joseph	Counselor	Adult High School/Senior Standing	\$29 per/hr	SY 2019-20
McKinley, James	Instructor	Adult High School/Senior Standing	\$29 per/hr	SY 2019-20
Roach, Lisa	Instructor	Adult High School/Senior Standing	\$29 per/hr	SY 2019-20
Tack, Gina	Instructor	Adult High School/Senior Standing	\$29 per/hr	SY 2019-20

\*pending negotiations

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

**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
- 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/Board of Education Monthly Certification
- b. Financial reports and balance sheets August 2019, Board Secretary Report and Treasurers Report
- c. Bills as presented
- d. Budget Summaries, Enterprise and Student Activity Funds, August 2019
- e. Transfers
- f. Bids/Contracts/Reports/Agreements/Jointures/Quotes/Transportation Routes:

<b>Name</b>	<b>Purpose</b>	<b>Amount</b>	<b>Date/Years</b>
Atlantic Cape Community College	Affiliation Agreement	N/A	1/1/2020 – 6/30/2020
Memorandum of Agreement	Memorandum of Agreement Between Education and Law Enforcement Officials	N/A	SY 2019-2020
James Transportation	To/from quoted transportation contract route MT03-20 on behalf of Middle Township. Over bid threshold & will go out to bid	\$339.00 per diem	9/2019 – 12/2019
Greater Egg Harbor Regional	Transportation Jointure route YLA-EY on behalf of Dennis Twp	\$1,892.88	ESY 2019

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<b>Name</b>	<b>Purpose</b>	<b>Amount</b>	<b>Date/Years</b>
Greater Egg Harbor Regional	Transportation Jointure route YL-A1 on behalf of Dennis Twp	\$11,588.70	SY 2019-2020
Professional Service Contract	Establish pay rate for Itinerant Occupational Therapist Assistant	\$45.00 per/hr	N/A
Nkemdilim Aigbogun, pending completion of paperwork	Professional Service Contract: Itinerant Occupational Therapist Assistant	\$45.00 per/hr	SY 2019-2020
Amanda Jamison, pending completion of paperwork	Professional Service Contract: Occupational Therapist	\$75.00 per/hr and \$250.00 per evaluation	SY 2019-2020
Pamela Coverdale, pending completion of paperwork	Professional Service Contract: ASL Interpreter	\$45 per/hr	SY 2019-2020

g. Professional Improvement Experience and Travel Expenses:

<b>Name</b>	<b>Event</b>	<b>Location</b>	<b>Cost</b>	<b>Date(s)</b>
Cindy Glovsky	Calming an Overactive Brain	Atlantic City	\$59.70	10/25/19
Kathleen Allen	NJ School Boards Convention	Atlantic City	\$489.60	10/21/19 10/22/19 10/23/19
Leslie Scott	A New Generation of Slang	Robbinsville	\$24.00	10/5/19
Erin Oleen	Implement/Expand CBI-School to Work Transition	Mays Landing	\$0.00	10/11/19
Michele Ridgway	Assistive Technology and Transition	Mays Landing	\$0.00	10/11/19
Annamarie Haas	Assistive Technology and Transition	Mays Landing	\$6.65	10/11/19
Danielle Moss	Assistive Technology and Transition	Mays Landing	\$18.20	10/11/19
Susan Daley	Assistive Technology and Transition	Mays Landing	\$0.00	10/11/19
Erin Oleen	Post 21 Transition Fair	Ocean City	\$0.00	10/30/19
Beth Hafllin	Horticulture	Mays Landing	\$29.78	10/11/19
Jonathan Price	Special Education Directors Toolkit	Monroe	\$232.50	11/1/19
Jessica Voss	2019 Teacher Mini Symposium: Braille Workshop	New Brunswick	\$58.38	10/29/19

h. Grants/Donations:

- (1) Donation: Sea Isle City Garden Club, \$1,000.00 to be used for the OXE program
- (2) Donation: Mike's Seafood Polar Bear Run/Walk for Autism, \$18,400.00 to be used for the LEEP Program

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
  - (2) OXE
- b. Presenters/Interns/Programs/Support Groups:

Name	Purpose	Amount	Date(s)
Mike Kennedy & Doug Dunhour	Registrars at the Cape May County Board of Elections to speak to selected HS classes, under the supervision of Erin Oleen	No cost to district	10/23/2019

- c. Nursing Services Plan for SY 2019-2020
- d. Comprehensive Substance Abuse Prevention Plan for SY 2019-2020
- e. Approve submission of NJ QSAC District Performance Review Documents
- f. The following novice teacher mentor:
  - (1) Pamela McCabe to mentor Lauren Matteo
- g. The following Community Based Instruction (CBI ) Sites:
  - (1) Smeltzer & Son, 1139 Route 9 South, Cape May Court House

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

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

- a. Revised Policy #1642 and Regulation #1642 Earned Sick Leave Law
- b. Revised Policy #3159 Teaching Staff Member/School District Reporting Responsibilities
- c. Revised Policy #3218 and Regulation #3218 Use, Possession, or Distribution of Substances
- d. Revised Policy #4218 and Regulation #4218 Use, Possession, or Distribution of Substances
- e. Revised Policy #4219 Commercial Driver's License Controlled Substance and Alcohol Use Testing
- f. Revised Policy #5517 School District Issued Student Identification Cards
- g. Revised Policy #7440 and Regulation #7440 School District Security
- h. Revised Policy #8630 Bus Driver/Bus Aide Responsibility
- i. Revised Regulation #8630 Emergency School Bus Procedures
- j. Revised Policy #8670 Transportation of Special Needs Students
- k. Revised Policy #9210 Parent Organizations
- l. Revised Policy #9400 Media Relations

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

- a. Food Service Department – Code of Conduct for Procurement
- b. Food Service Department – Procurement Procedures for School Food Authorities

**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>
Sabrina Anderson	Substitute 1:1 Aide/1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
Laura Birth	Substitute 1:1 Aide/1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
Sydney Brion	Substitute 1:1 Aide/1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
Madison Denhardt	Substitute 1:1 Aide/1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
Eric Emmel	Substitute 1:1 Aide/1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
Ava Hienkel	Substitute 1:1 Aide/1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
Rayvon Knight	Substitute 1:1 Aide/1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
Robin Matthews	Substitute 1:1 Aide/1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
Shaniqua Murray	Substitute 1:1 Aide/1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
Grace Reynolds	Substitute 1:1 Aide/1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
Brett Rhein	Substitute 1:1 Aide/1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
Gabrielle Rice	Substitute 1:1 Aide/1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
Jennifer Wetzel	Substitute 1:1 Aide/1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
Heaven Workman	Substitute 1:1 Aide/1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
Sofia Stankovic	Substitute 1:1 Aide/1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
Yanely Suarez	Substitute 1:1 Aide/1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
Lori McEwing	Physical Therapist Assistant	General	7 additional hrs each week to be paid at her contracted hourly rate	9/20/19-11/29/19

Cape May County Special Services School District  
 October 15, 2019  
 Meeting Minutes

<b>Name</b>	<b>Position</b>	<b>Description of Funding Program</b>	<b>Step Amount Longevity</b>	<b>Effective Date(s)</b>
Lauren Matteo	Special Education Teacher	General	Step 0 Schedule A-3 BA, \$62,139 prorated 10 months	11/4/19-6/30/20
Jamie Culican	Special Education Teacher	General	Step 5 Schedule A-3 MA, \$71,264 prorated 10 months	12/17/19-6/30/20
Paije Lerman	Teacher School Aide	General	Step 1 Schedule B \$25,988 prorated 10 months	10/28/19-6/30/20
Rachel Marshall	Teacher School Aide	General	Step 3 Schedule B \$26,638 prorated 10 months	10/16/19-6/30/20
Thomas Kresz	Special Education Teacher	General	Step 3 Schedule A-3 BA, \$66,339 prorated 10 months	12/17/19-6/30/20
Khadijah Clark	Substitute Teacher Substitute Teacher School Aide	General	Sub Teacher: \$85 per diem Sub TSA: \$70 per diem	SY 2019-2020
Ariana Larkin	Substitute Teacher Substitute Teacher School Aide	General	Sub Teacher: \$85 per diem Sub TSA: \$70 per diem	SY 2019-2020
Melissa Silva	Substitute Custodian	General	\$17.75 per/hr	SY 2019-2020
Donna Aviles	Special Education Teacher	N/A	Retirement	Effective 1/1/2020



b. Professional Development Trainings:

Name	Position	Description of Training	Pay Rate	Effective Dates
William Zackey	District Lifeguard	CPI Training	To be paid at his contracted hourly rate	10/16/19 10/17/19

c. Leaves of Absence:

Employee #	Sick Days	Personnel Days	Vacation Days	Unpaid Days	Type of Leave	Date(s)
5952	0	0	0	TBD	FMLA	9/23/19-TBD
5917	16	2	8	4	BOE/FMLA	9/10/19-10/19/19
4995	0	0	0	TBD	Intermittent FMLA/NJFLA	TBD
4915	0	0	0	TBD	Intermittent FMLA/NJFLA	TBD
6365	10.5	0	0.5	TBD	BOE/FMLA	TBD

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

- a. Donna Aviles, Special Education Teacher: Retirement Letter, effective 1/1/2020
- b. Letter to school community from Jamie Moscony, Assistant Superintendent regarding the Environmental Safety Management Corporation Report
- c. AC Press/Gazette Newspaper articles regarding Phillie Phanatic visits CMC Special Services School District and Special Services School District Students Hear Presentation on 'Song of Myself'
- d. CMC Herald Newspaper article regarding Phillie Phanatic Visits CMC Special Services School District and Special Services School District Students Hear Presentation on 'Song of Myself'
- e. Letter from Paula Bloom, Acting Director, Office of Field Services Coordination, Division of Field Services, regarding the transfer of CMCSSTD to Cohort 1 for review under the NJQSAC monitoring cycle for the 2019-20 school year