

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

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

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

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

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

Other members of the staff and public were also present.

FLAG SALUTE

Pursuant to N.J.S.A. 10:4-10, adequate notification of this meeting has been properly posted in The Press of Atlantic City and the County Freeholder's office on November 6, 2017, as prescribed by Chapter 231, laws of 1975. Due to the lack of quorum on May 15, 2018 the rescheduling of the meeting was publically announced to be held on May 22, 2018 at 9:00 a.m.

PUBLIC INPUT

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

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

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

ADMINISTRATIVE REPORTS

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

* A. Jim Owens, Director of Building & Grounds

- * B. Steven Vitiello, Principal
- * C. Nancy Wheeler Driscoll, Director of Curriculum and Instruction
- D. Jacqueline McAlister, Director of Post Secondary, Evening/Continuing Education, Adult Education and Apprenticeship
- * E. Dr. Nancy M. Hudanich, Superintendent

APPROVAL OF MINUTES OF PREVIOUS MEETING

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

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

REVENUE & EXPENSE

On the motion of Mr. Gould, seconded Mr. Anzelone, the following items (A-J) were approved by roll call vote.

- * A. Board secretary's monthly certification of budgetary line item status;
- * B. Financial report A-148 and A-149 March 2018, board secretary report and treasurers report, pending audit;
- * C. Board of education's monthly certification of budgetary major account/fund status;
- * D. Bills as presented;
- * E. Budget summaries, March 2018;
- * F. Transfers;

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

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

Shared Services Contract services

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

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

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

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

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

COMMUNICATION

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

CURRICULUM

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

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

D. Field Trips:

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

(grades 10-11)

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

LEGISLATION & POLICY

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

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

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

PERSONNEL

(All hiring are upon the recommendation of the Superintendent and contingent upon the result of criminal background investigation and request for emergent hiring will be made where appropriate).

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

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

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

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

BOARD MEMBER COMMENTS AND DISCUSSION ITEMS

No input at this time.

EXECUTIVE SESSION

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

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

Minutes of this executive session will be made available to the public at a time when the disclosure of such minutes will not conflict with the lawful purpose for which such discussion is held in executive session. (At this time, it is not possible to estimate when the minutes of this Executive Session may be disclosed to the public consistent with the lawful purpose for which such disclosure is held; however, the Board shall review the minutes of this Executive Session no later than (90) days from this date in order to determine which such minutes may be released to the public at that time.) Upon conclusion of the executive session, it is anticipated that the Board will take action at that time in connection with the matters discussed in executive session.

RETURN TO OPEN SESSION

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

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

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

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

ADJOURN

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

Respectfully submitted,



Paula J. Smith
Board Secretary

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