

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

AGENDA #73  
MEETING MINUTES

**February 28, 2023  
3:35 P.M.**

The following board members were present at the board meeting: Mr. Alan Gould, Board President, Mr. Christopher Kobik, Board Vice President, Mr. Kenneth Merson, Board Member, Mr. Casey Halverson, Board Member, Mrs. Lauren Reed, Board Member, Ms. Nancy Ramundo, Board Member (remote).

Not present at the meeting: Dr. Judith DeStefano, Board Member.

In addition, present at the meeting were Ms. Jamie Moscony, Superintendent, Dr. Thomas Baruffi, Interim Assistant Superintendent, Mrs. Lauren Flynn, Business Administrator/Board Secretary, Mrs. Kathleen Allen, Business Administrator/Board Secretary, Amy L. Houck-Elco, Esquire and other administrators and members of the public.

Board President Alan Gould welcomed everyone to the meeting and thanked all for participating.

**PLEDGE OF ALLEGIANCE**

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

Board President Alan Gould read the following statement:

Pursuant to N.J.S.A. 10:4-10, adequate notification of this meeting has been properly posted in The Cape May County Herald, The Press of Atlantic City and the County Commissioner's office on July 15, 2022 as prescribed by Chapter 231, laws of 1975.

**I. APPROVAL OF MINUTES OF PREVIOUS MEETING**

On the motion of Mr. Merson, seconded by Mr. Halverson, the following minutes (A-B) were approved by roll call vote:

- A.** January 24, 2023, 2022 Board of Education
- B.** January 24, 2023 Executive

Voting Yes: Gould, Kobik, Merson, Reed, Halverson, Ramundo  
Voting No: None  
Abstained: None  
Motion Carries.

## **II. PUBLIC COMMENTS**

This meeting will now be open to public comments. If your questions pertain to litigation, student, or personnel item, please see the Superintendent after the meeting as the board does not discuss these matters in public. Depending on the nature and complexity of your questions, the board secretary may ask for your contact information so that someone can get back to you with a response. Pursuant to Special Services Policy #0167 & Tech Policy #9322, public comment shall be limited to five minutes per person and limited to a total of 30 minutes for all public comments.

**NONE**

## **III. REPORTS & PRESENTATIONS**

### **A. STUDENT REPRESENTATIVES REPORT**

Ms. Dempsey reported that the FFA Bingo Night was a fun experience and that it raised approximately \$2,000. She stated that the prom fashion show is returning with an option to purchase the clothes. She commented that the agriculture fair for exploratory students was a success. She mentioned that the Unified Fans in the Stand game against Mainland had a high turnout.

### **B. DISTRICT REPORTS / PRESENTATIONS**

Mr. Samuel Picketts updated the board on the baseball team's revised trip and the change in the plans that were previously approved.

Ms. Valerie Bowers updated the board on the Unified Sports season as well as the goals of the program. She discussed how the program is funded by the Special Olympics through a grant that both districts apply for together. She thanked both districts for the supplemental help that they provide that the grant does not include. She stated that the program provides opportunities for socialization, inclusion and friendships for all of the students. She gave special thanks to Erin Oleen and Andrew Egnor who really manage the program as well as to both superintendents for their full support of the program.

### **C. SUPERINTENDENT REPORTS**

Dr. Baruffi echoed the importance of the Unified Sports Program. He thanked everyone who assisted with the QSAC review and mentioned that the review was completed last week. He stated that the Special Services District had the opportunity to present at the P.R.I.D.E conference in February. He reported that the district participated in the Wildwood Polar Bear Plunge in support of the Special Olympics. He mentioned that there is a county-wide professional development event coming up in the near future with approximately 200 teachers participating. He noted the 7th grade students' success in the basketball tournament and showed the news coverage at the meeting.

Ms. Moscony acknowledged the collaboration between districts and how this creates more successful programs and experiences for everyone. She mentioned her continued appreciation and support of the Unified Sports Program. She stated that Cape May Tech



continues its commitment to professional development. Ms. Moscony introduced David Smith, Director of Athletics and Physical Education to the board and community members. She discussed the 8th grade dinner. She gave an overview of all of the current construction projects. She updated the board on where we are with the admissions process as well as gave a budget update.

#### **IV. DISTRICT ACTION ITEMS**

##### **A. CAPE MAY COUNTY SPECIAL SERVICES SCHOOL DISTRICT**

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

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

Voting No: None

Abstained: None

Motion Carries.

2. On the motion of Mr. Kobik, seconded by Mr. Merson, the Line Item Budget Transfers (for January 2023) were approved by roll call vote:

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

Voting No: None

Abstained: None

Motion Carries.

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

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

Voting No: None

Abstained: None

Motion Carries.

4. On the motion of Mr. Halverson, seconded by Mr. Kobik, the Curriculum Items (a-f) were approved by roll call vote:

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

Voting No: None

Abstained: None

Motion Carries.

5. On the motion of Mr. Kobik, seconded by Ms. Reed, the Policy Items (a-n) were approved by roll call vote:

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

Voting No: None

Abstained: None

Motion Carries.

6. On the motion of Mr. Kobik, seconded by Mrs. Reed, Personnel Items (a-c) were approved by roll call vote.

Voting Yes: Gould, Kobik, Merson, Halverson, Reed, Ramundo  
Voting No: None  
Abstained: None  
Motion Carries.

**B. CAPE MAY COUNTY TECHNICAL SCHOOL DISTRICT**

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

Voting Yes: Gould, Kobik, Merson, Halverson, Reed, Ramundo  
Superintendent).  
Voting No: None  
Abstained: None  
Motion Carries.

2. On the motion of Mr. Kobik, seconded by Ken Merson, the Line Item Budget Transfers (January 2023) were approved by roll call vote:

Voting Yes: Gould, Kobik, Merson, Halverson, Reed, Ramundo  
Voting No: None  
Abstained: None  
Motion Carries.

3. On the motion of Mr. Halverson, seconded by Mr. Kobik, the Finance & Operations Items (a-i ) were approved by roll call vote:

Voting Yes: Gould, Kobik, Merson, Halverson, Reed, Ramundo  
Voting No: None  
Abstained: None  
Motion Carries.

4. On the motion of Mr. Kobik, seconded by Mr. Halverson, the Curriculum Items (a-f) were approved by roll call vote:

Voting Yes: Gould, Ramundo, Merson, Halverson, Reed, Ramundo  
Voting No: None  
Abstained: None  
Motion Carries.

5. On the motion of Mr. Kobik, seconded by Mr. Halverson, the Policy Items (a-b) were approved by roll call vote:

Voting Yes: Gould, Kobik, Merson, Halverson, Reed, Ramundo  
Voting No: None  
Abstained: None  
Motion Carries.

6. On the motion of Mr. Halverson, seconded by Mr. Merson, the Personnel Items (a-t) were approved by roll call vote:

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

Voting No: None

Abstained: None

Motion Carries.

**V. OLD BUSINESS**

None

**VI. NEW BUSINESS**

None

**VII. BOARD CORRESPONDENCE**

None

**VIII. EXECUTIVE SESSION**

On the motion of Mr. Kobik, seconded by Mr. Merson, 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 4:29 p.m. to discuss the following and to take action:

Personnel -

HIB -

Attorney Client Communication -

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.

**IX. RETURN TO OPEN SESSION**

On the motion of Mr. Kobik, seconded by Mrs. Reed, the return to open session at 4:41 p.m. was approved by roll call vote.

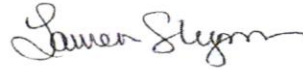
Voting Yes: Gould, Kobik, Merson, Halverson, Reed, Ramundo

Voting No: None  
Abstained: None  
Motion Carries.

**X. ADJOURN**

On the motion of Mr. Kobik, seconded by Mr. Merson, the meeting adjourned 4:42 p.m. All were in favor, motion carried.

Respectfully submitted,



Lauren Flynn,  
Board Secretary



Kathleen Allen  
Board Secretary



**IV. DISTRICT ACTION ITEMS**

**A. CAPE MAY COUNTY SPECIAL SERVICES SCHOOL DISTRICT**

**1. ADMINISTRATIVE**

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

- a. Suspensions
- b. Affirm the Harassment, Intimidation and Bullying (HIB) investigations as reported to the Interim Assistant Superintendent and resolved by the Director, HIB Specialist, or Designee: None this cycle
- c. Professional Improvement Experience and Travel Expenses

Name	Event	Location	Cost	Dates
Kathleen Allen	NJASBO Annual Conference	Atlantic City	\$325	6/6/2023 - 6/9/2023
Erin Heitzmann	Transporting Students with Disabilities	Online	\$668	3/8/2023 - 4/19/2023
Erin Heitzmann	Financial Operations	Online	\$575	4/20/2023 - 5/25/2023

- d. Condense the work week from five (5) days to four (4) consecutive days to include all summer hours, beginning June 19, 2023, and ending August 25, 2023
- e. Comprehensive Equity Plan SOA Extension for SY 2023-2024

**2. BUDGET TRANSFERS**

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

- a. Line Item Budget Transfers: **January 2023**

**3. FINANCE & OPERATIONS**

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

- a. Board Secretary Report and Treasurer's Report: **December 2022**
- b. Board of Education's **Monthly Certification** Budgetary Major Account/Fund Status. Pursuant to N.J.A.C. 6A:23-2.11©4, we certify that as of **December 31, 2022** after review of the Board Secretary's and Treasurer's Monthly Financial Reports, in the Minutes of the Board each month, that no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(b)
- c. Bills List as presented: **February 2023**

- d. Budget Summaries, Enterprise and Student Activity Funds: **December 2022**
- e. Bids/Contracts/Reports/Agreements/Jointures/Quotes/Transportation Routes:

Name	Purpose	Amount	Date/Years
The Ricerca Group, LLC	CMC Professional Development Day Trainings: Art, Health/PE, World Languages, Teacher Aides (x2), CST-Case Managers, Guidance Counselors/SAC	\$14,000 (\$2,000 for each of the 7 sessions)	3/17/2023
Frontline Education	Renewal for Absence & Time Solution	\$13,063.69	7/1/2022 - 6/30/2024
Frontline Education	Renewal for IEP-Direct	\$11,178.28	7/1/2023 - 6/30/2024
RPK & Associates	Employee Assistance Plan/Wellness Initiative	\$5,500	07/01/2023 - 06/30/2024
CDWG, Inc.	Purchase of 23 Newline 65# LED Multi-Touch Display Boards, Pricing per Ed Services Commission of NJ	\$41,400 SRSA Grant Funded	SY 2023-2024
Cumberland Co. Cooperative	Joint Transportation Agreement	N/A	SY 2022-2023
James Transportation	To/from multi contract CMC23-04 Bid Number CMC23-04. Pro rated from 3/1/2023	\$70,920.00	SY 2022-2023
St. Paul Transportation	To/from multi contract CMC23-04 Bid Number CMC23-04. Pro rated from 3/1/2023	\$125,100.00	SY 2022-2023
Woodbine BOE	Joint Transportation Agreement route Vineland for BD	\$14,350.00	February 2023 - June 2023

- f. Grants/Donations:
  - (1.) Grant: Submission/Acceptance of Studentreasures Grant Giveaway through Studentreasures Publishing, in the amount of \$100 (Susan Wenner)



- (2.) Grant: Submission/Acceptance of FEMA Phase #40 funds in the amount of \$2,000, for the Food Pantry (Valerie Bowers/Nicholas Bailey)
- g. The following item(s) to be disposed or sold on gov/deals: None this cycle
- h. Estimated Tuition Rates for 2023-2024 school year
- i. Community Use Pool Fees effective February 21, 2023

**4. CURRICULUM**

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

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

Name	Purpose	Amount	Date/Years
Amber Juzwiak	Walden University Nurse Practitioner student to complete 48 hours of observation under the supervision of Kaitlyn Rupert	N/A	Revised 2/7/2023 - 2/24/2023
Carli Tetla	Scranton University Physical Therapy student, to complete clinical experience hours under the supervision of Catherine MacNeill, Kimberly Hampson, and Lauren Rossi	N/A	Revised 1/20/2023 - 5/12/2023

- c. Spring Extravaganza (Spring Show/Science Fair/Art Show), Friday, April 28, 2023, from 10AM-12PM
- d. Bubbles 4 Autism, Friday, March 31, 2023, at 1PM; rain date Monday, April 3, 2023, at 1PM
- e. District Calendar for 2023-2024 school year
- f. Dates for the Extended School Year Program for Staff and Students
  - (1.) Thursday, June 29, 2023 - ESY Orientation for Staff
  - (2.) Monday, July 3, 2023, through Thursday, August 3, 2023 - ESY for Staff and Students

**5. POLICY/REGULATION**

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

- a. Revised Policy #0152 Board Officers
- b. Revised Policy #0161 Call, Adjournment, and Cancellation
- c. Revised Policy #0162 Notice of Board Meetings
- d. Abolish Policy #1648.11 The Road Forward COVID-19—Health and Safety

- e. Abolish Policy #1648.13 School Employee Vaccination Requirements
- f. Revised Policy #2423 and Regulation #2423 Bilingual and ESL Education
- g. Revised Policy #2425 Emergency Virtual or Remote Instruction Program
- h. Revised Policy #5200 and Regulation #5200 Attendance
- i. Revised Policy #8140 Student Enrollments
- j. Revised Regulation #8140 Enrollment Accounting
- k. Revised Policy #8330 and Regulation #8330 Student Records
- l. Revised Regulation #8420.2 Bomb Threats
- m. Revised Regulation #8420.7 Lockdown Procedures
- n. Revised Regulation #8420.10 Active Shooter

**6. PERSONNEL**

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

- a. Superintendent's recommendation to appoint the following staff members pending criminal history background investigation and completion of required paperwork. Requests for emergent hiring will be made where appropriate.

<b>Name</b>	<b>Position</b>	<b>Description of Funding Program</b>	<b>Step Amount Longevity</b>	<b>Effective Date(s)</b>
Asia Doyle	Substitute 1:1 Aide 1:1 Aide	Itinerant	Sub 1:1 Aide: \$115 per diem 1:1 Aide: \$20 per/hr	3/1/2023 - 6/30/2023
Jennifer Rodriguez	Substitute 1:1 Aide 1:1 Aide	Itinerant	Sub 1:1 Aide: \$115 per diem 1:1 Aide: \$20 per/hr	3/1/2023 - 6/30/2023
William Gunneson	Substitute 1:1 Aide 1:1 Aide	Itinerant	Sub 1:1 Aide: \$115 per diem 1:1 Aide: \$20 per/hr	3/1/2023 - 6/30/2023
McKenzie Steelman	Substitute 1:1 Aide 1:1 Aide	Itinerant	Sub 1:1 Aide: \$115 per diem 1:1 Aide: \$20 per/hr	3/1/2023 - 6/30/2023
Amanda Dodd	Substitute 1:1 Aide 1:1 Aide	Itinerant	Sub 1:1 Aide: \$115 per diem 1:1 Aide: \$20 per/hr	3/1/2023 - 6/30/2023
Alexis Rubin	Substitute 1:1 Aide 1:1 Aide	Itinerant	Sub 1:1 Aide: \$115 per diem 1:1 Aide: \$20 per/hr	3/1/2023 - 6/30/2023



<b>Name</b>	<b>Position</b>	<b>Description of Funding Program</b>	<b>Step Amount Longevity</b>	<b>Effective Date(s)</b>
Caroline Gibson	Substitute 1:1 Aide 1:1 Aide	Itinerant	Sub 1:1 Aide: \$115 per diem 1:1 Aide: \$20 per/hr	3/1/2023 - 6/30/2023
Catherine Smith	Teacher Aide/Job Coach	General	Schedule B Step 1 \$27,153 prorated 10 months	3/13/2023 - 6/30/2023
Zachary Pomrink	Teacher Aide	General	Schedule B Step 1 \$27,153 prorated 10 months	3/1/2023 - 6/30/2023
Lisa Andreula-Porto	Substitute Secretary	General	\$18 per hour	3/1/2023 - 6/30/2023
Allyssa Reardon	Substitute Secretary	General	\$18 per hour	3/1/2023 - 6/30/2023
Eileen Cosenzo	Substitute School Nurse	General	\$250 per diem	3/1/2023 - 6/30/2023
Richard Schindewolf	Community Swim Lifeguard	Community Swim	\$17 per hour	3/1/2023 - 6/30/2023
Michele Ridgway	Substitute LEEP Recreation Counselor	Grant	\$45 per hour	3/1/2023 - 6/30/2023
Elizabeth Farmer	Substitute LEEP Recreation Counselor	Grant	Revised \$45 per hour	Revised 1/25/2023 - 6/30/2023
Myra McCann	LEEP Recreation Counselor	Grant	Revised \$45 per hour	Revised 12/1/2022 - 6/30/2023
Lawrence Eames	Substitute Teacher	General	\$175 per diem	3/1/2023 - 6/30/2023



Name	Position	Description of Funding Program	Step Amount Longevity	Effective Date(s)
Bane Price	Substitute Teacher	General	\$175 per diem	3/1/2023 - 6/30/2023
Andrew Pierce	Teacher Aide	Resignation		3/16/2023

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

Employee #	Sick Days	Personal Days	Vacation Days	Unpaid Days	Type of Leave	Date(s)
5441	0	0	0	Revised 38	BOE Unpaid LOA	Revised 1/10/2023 - 3/7/2023
6142	4.5	0	0	TBD	BOE LOA FMLA	1/25/2023 - TBD
5726	Revised 16	0	0	Revised 0	Revised BOE LOA	Revised 1/12/23 - 2/3/23
6755 pending receipt of paperwork	0	0	0	TBD	BOE Unpaid LOA	1/19/2023 - TBD
6220	0	0	15	8	BOE Paid/Unpaid LOA	3/1/2023 - 3/31/2023
6216	0	0	0	Revised 29	BOE Unpaid LOA	Revised 1/17/23 - 2/28/23

**Cape May County Technical School District**

**February 28, 2023**

**Agenda #73**

**2022-2023**

**IV. DISTRICT ACTION ITEMS**

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

**B. CAPE MAY COUNTY TECHNICAL SCHOOL DISTRICT**

**1. ADMINISTRATIVE**

- a. Suspensions: 5 in-school suspensions;4 out-of-school suspensions;
- b. Affirm the Harassment, Intimidation and Bullying (HIB) investigations as reported to the Superintendent and resolved by the Principal, HIB Specialist or Designee: HIB Report
- c. District Staff to attend travel events as follows, with attendance at these functions previously approved by the Superintendent as (a) work related and within the scope of the work responsibilities of the attendee, (b) promoting the delivery of instruction or furthering the efficient operation of the school district, and (c) fiscally prudent, the Board finds the travel and related expenses for attendance at these previously approved functions necessary and that the expenses are justified and therefore reimbursable pursuant to NJCMB Circular Letter 06-02 and, if funded by federal grants, OMB Circular A-87:
  - 1. Lauren Flynn to attend NJASBO Annual Conference at Ocean Casino in Atlantic City, NJ June 6-9, 2023. Registration Fee Cost of \$325 and parking reimbursement NTE \$45.
- d. Comprehensive Equity Plan Statement of Assurance 2023-2024
- e. Condense the work week from five (5) days to four (4) consecutive days to include summer hours, beginning June 25th, 2023, and ending August 25, 2023.

**2. BUDGET TRANSFERS**

- a. Line Item Budget Transfers - January 2023

**3. FINANCE & OPERATIONS**

- a. **Board Secretary Report and Treasurer's Report: December 2022**
- b. Board of Education's **Monthly Certification** Budgetary Major Account/Fund Status. Pursuant to N.J.A.C. 6A:23-2.11©4, we certify that as of **December 31, 2022** after review of the Board Secretary's and Treasurer's Monthly Financial Reports, in the Minutes of the Board each month, that no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(b).
- c. **Bills List as presented:**
  - 1. **Bills List - February 28, 2023**
- d. **Fund Summaries:** Other Funds (Enterprise, Scholarship, SAF, etc): **December 2022**
- e. **Bids/Contracts/Reports/Quotes/Agreements:**

<u>Ref/Vendor/Agreement</u>	<u>Purpose</u>	<u>Fee/Amt</u>	<u>Dates</u>
MMPF Architects, LLC Architect of Record	HVAC Replacement in Gym Arch/Eng Fees	\$26,000	2/28/2023
MMPF Architects, LLC Architect of Record	CTE Phase II AIA Contract SOCFBA Grant #23CTEB003	\$2,004,058	2/28/2023
Dandrea Constr Co, Inc. Main Entry Addition	Payment Application #1 Approved by MMP Architects, LLC	\$327,075.98	1/31/2023
Fabbri Builders, Inc. Main Entry Addition	Payment Application #10 Approved by MMP Architects, LLC	\$286,480.40	2/16/2023
Fabbri Builders, Inc. PCO #12 & #15	Change Order No. 9 Decreased Allowance	\$11,510.53	2/1/2023
Fabbri Builders, Inc. PCO #14	Change Order No. 10 - Increased Contract Sum	\$17,402.66	2/1/2023

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Fabbri Builders, Inc. PCO #10 Rev 1	Change Order No. 11 Increased Contract Sum	\$29,529.73	2/1/2023
Diligent Corporation Shared w/ Spec Sv	BoardDocs LT (prorated) BOE Agenda Software	\$671.31	4/1-6/30/2023
Golf Cart Services, Inc. Jerry Fund Award	2023 Cushman Hauler UTV ESCNJ 22/23-12 #65MCESCCPS	\$12,281.80	1/31/2023
Dandrea Construction COR #1	Change Order No. 1 Decreased Allowance	\$6,774.00	2/13/2023
Dandrea Construction COR #2	Change Order No. 2 Decreased Allowance	\$7,748.02	2/23/2023
Northeast Electrical #ECESC-SER-21C	Electrical Supply & Install Baseball/Softball Scoreboards	\$40,500.00	02/23/2023

**f. Grants:**

<u>Program / Award</u>	<u>Status</u>	<u>Amount</u>	<u>Grant Period</u>
New Jersey WIOA Title II Adult Literacy	Apply	\$15,500	Current Fiscal Year Ending 06/30/23
Perkins-Secondary Federal	Amend	\$81,377	7/1/22-6/30/23 (Add'l Allocation)
Perkins-Secondary Reserve	Amend	\$15,594	7/1/22-6/30/23
REAP/SRSA	Apply/Accept	\$24,902	SY 2023/2024

**g. Items for Disposal/Scrap/Sale:**

<u>Inventory #</u>	<u>Name of Item(s)</u>	<u>Value of item(s)</u>	<u>Reason(s)</u>
MULTIPLE	SEE ATTACHED LIST	N/A	OBSOLETE/RECYCLE

**h. Accept Items of Donation:**

<u>Name of Item(s)</u>	<u>Value of item(s)</u>	<u>Individual/Organization</u>
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**i. Adult Post Secondary Program Tuition Rates SY 23/24:**

Post Secondary Program Tuition SY 23/24	Tuition
Carpentry & Property Management	\$5,400
Cosmetology	\$6,500
Other Career Technical Program	\$4,800
Dental Assisting	\$7,200
Licensed Practical Nursing	\$9,600
Certified Clinical Medical Assistant	\$6,500
Welding AWS 1G	\$5,400



**Cape May County Technical School District**  
**February 28, 2023**  
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**4. CURRICULUM**

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

- a. District Calendars - SY 2023-2024:**
  - i. High School
  - ii. 12-Month
- b. Appoint Kristen Schaffer Gifted and Talented Coordinator for SY 2022-2023**
- c. University of Northwestern Ohio Articulation Agreements: Auto/Small Engine & HVAC-R**
- d. Rutgers University Allied Medical MOU**

**e. Field Trips:**

<b>Date(s)</b>	<b>Description/Purpose</b>	<b>Students</b>	<b>Teachers &amp; Aides</b>	
04/10/2023- 04/14/2023	Jackie Robinson Training Complex, Vero Beach Florida	15	2 & chaperones	
03/02/2023	Student Volunteer Opportunity to provide food, etc Atlantic City Boat Show Culinary/Pastry/Baking	4	1	TBD
03/06/2023	Career Shadowing/Pre-K Acme North Cape May Early Childhood Development Level 1,	12	1	
03/07/2023	Philadelphia Flower Show PA Convention Center Horticulture	20+/-	1	1
03/07/2023	Talent Pipeline Recruiting and Talent Event, Burlington County Institute of Technology Welding/HVACR	19	2	
03/10/2023	SkillsUSA (Law/Public Safety) Cumberland County Tech SkillsUSA Competition	11	1	TBD
03/18/2023	Skills USA (Carpentry) Carpenters Training Center SkillsUSA Competition	7	1	TBD
03/24/2023	Unified Game Day Wildwood Convention Center Unified Sports	20-25	1	1
03/25/2023	SkillsUSA (Cosmetology) Gloucester County Tech SkillsUSA Competition	13	1	TBD
03/28/2023	Senior Class Picture WW Crest Pier	127	3-4 + Admin	
03/30/2023	SkillsUSA (Early Childhood) Mercer County Tech SkillsUSA Competition	1	1	
04/01/2023	SkillsUSA Communication Arts Somerset County Vo-Tech SkillsUSA Competition	4	1-2	TBD
04/04/2023	Class Job Shadowing Cape May Winery (Agriculture Industry-Horticulture)	12-18	1	1
04/04/2023	Teen Arts Festival Levoy Theater, Millville, NJ	40	2	

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04/19/2023	Communications Arts/Theater Longwood Gardens Kennett Square, PA Horticulture	12-15	1	1
05/10//2023	Renovate Garden & Plant Natives - Avalon Public Pollinator Garden Horticulture/Ecology	20-22	1	
05/10/2023	Aviation STEM Education Wildwood Aviation Museum Pre-Engineering	26	1	

**f. Fundraisers/Activities:**

<b>Date(s)</b>	<b>Activity</b>	<b>Class/Club</b>	<b>Advisor</b>
03/01/2023- 05/11/2023	Donation Form for Prom	Class of 2023	Wenker
03/01/2023	Donation Form for After Prom	After Prom	Wenker
03/02/2023	Unified Sports Basketball Tournament	Unified Sports	Egnor
03/08/2023	Coed Volleyball Tournament	FCA	Wenker
TBD	Dining for Dollars at Poppi's and Mudhens Restaurants	FFA	Toft
04/05/2023	Tinker Con/EarthDay Fair	Digital Tech/ Environ/Ocean Horticulture	Stratton
04/24/2023- 05/23/2023	Spring Plant Sale		Andrewson
TBD (4 and 5/23)	T-Shirt Sale	Ducks Unlimited	Billig/ Andrewson
05/04/2023	Roadside Cleanup	Class of 2024	Aftanis

**5. POLICY**

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

- i. New Policy 7420 Hygienic Management
- ii. New Regulation 7420 Handling and Disposal of Body Wastes and Fluids
- iii. New Regulation 7420.1 Bloodborne Pathogens Exposure Control Plan
- iv. New Regulation 7420.2 Chemical Hygiene
- v. New Job Description E1.1 Supervisor of Child Study Team
- vi. Revised Job Description D-11.2 Practical Nursing Instructor Including Clinical
- vii. Revised Job Description D-10 Practical Nursing Instructor - Program Coordinator
- viii. Revised Job Description D-9 Dental Assisting Instructor - Program Coordinator

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

- ix. New Policy #3437 Military Leave
- x. New Policy #2412 Home Instruction
- xi. New Regulation #2412 Home Instruction
- xii. New Policy #2560 Live Animals in School
- xiii. New Regulation #2560 Live Animals in School
- xiv. Abolish Policy # 6163.3 Animals in the Classroom
- xv. Abolish Regulation #6163.3 Animals in the Classroom
- xvi. New Policy #5240 Tardiness
- xvii. New Regulation #5240 Tardiness
- xviii. New Policy #5200 Attendance
- xix. New Regulation #5200 Attendance



# Cape May County Technical School District

February 28, 2023

## Agenda #73

- xx. New Policy #5410 Promotion and Retention
- xxi. New Regulation #5410 Promotion and Retention
- xxii. New Policy # 5710 Student Grievance
- xxiii. Abolish Policy #5113 Attendance
- xxiv. Abolish Regulation #5113 Attendance

### 6. PERSONNEL

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

All hiring are upon the recommendation of the Superintendent and contingent upon completion and verification of employment requirements:

#### **a. To accept the following resignations/terminations/ retirements:**

- i. Resignation: Kelly Edelman, effective April 6, 2023.
- ii. Retirement: Thomas Seymour, effective July 1, 2023.
- iii. Resignation: Jill Agosto, effective on or around April 27, 2023.

#### **b. To rescind the approval of the following Retirement:**

- i. Rescind letter: Paula Tascone, Admissions Secretary, Effective March 1, 2023

#### **c. To approve the following Professional Staff candidates for 22/23 school year:**

- i. Christine Abrams, Teacher of Art, 10-month position, Step 9 MA, \$71,612 (prorated), effective on or around May 1, 2023 through June 30, 2023.

#### **d. To approve the following professional staff candidates revised effective date, salaries prorated:**

- i. Joe Cascia, supervisor of Physical Education / Health/ Athletics to Guidance counselor, 10-month position, Step 9C, \$67,497.00, (prorated) effective February 21, 2023 through June 30, 2023.

#### **e. To approve the following Part-Time Unarmed Security Guards @ \$20 p/h NTE 24 hours per week in accordance with the security schedule: 2 Guards per day NTE 8 hours per day from May 1 through June 30, 2023. Charged to account #11-000-266-100-000-99:**

- i. John Berg
- ii. Fred Krute
- iii. John Potenski
- iv. Randolph Simonetti

#### **f. To approve the following salary adjustment pursuant to Article XVI-F of CMCTHSEA Contract:**

- i. Anne Zilinek - Step 9B BA (\$69,612) to Step 9C MA prorated (\$71,612) effective 3/1/2023

#### **g. To approve the following Leave of Absence in accordance with FMLA & NJFLA:**

- i. Employee #887 (Support Staff), Paid/Unpaid leave of absence beginning on or around 3/1/2023 to 3/31/2023.

#### **h. To approve the following staff to provide Homebound Instruction for K.G. @ \$40 p/h, charged to account #11-150-100-101-000-99:**

- i. Tracey Skiles - not to exceed 2 hours per week

#### **i. To approve the following Substitutes for 22/23 school year as needed basis @\$125 per day:**

- i. David Gould, effective 3/1/2023
- ii. Ryan Hess, effective 3/1/2023
- iii. Cheryl McHale, effective 3/1/2023

#### **j. To approve the following Substitute Nurse for 22/23 on an as needed basis @\$175 per day:**

- i. Kristen McHale, 3/1/2023



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- k. To approve the following **After School Detention Monitors** for 22/23 school year not to exceed 1 hour per day @ \$25 p/h. Charged to account #11-000-211-100-000-99.
  - i. Jason Vilimas
  - ii. Michael Palombo
  - iii. Chelsea Berkey
  
- l. To approve the following **Seat Time Recovery Monitor** for 22/23 school year not to exceed 1 hour after school or 3 hours in the Evenings at a rate of \$40 p/h, charged to account #20-490-100-100-000-99.
  - i. Jason Vilimas
  - ii. Gina Tack
  - iii. Maria McGreevy
  - iv. Sam Picketts
  
- m. To approve the following **Athletic Head Coaches for the 2022-23 school year**, charged to account #11-402-100-000-99:
  - i. Sam Picketts, Head Coach Baseball \$6,200 + \$250 (Longevity)
  - ii. Jeff Sobrinski, Head Coach - Golf \$6,200 + \$5,000 (Longevity)
  - iii. Courtney Walters, Head Coach - Softball \$6,200 + \$750 (Longevity)
  
- n. To approve the following **Athletic Assistant Coaches for the 2022-23 school year**, charged to account #11-402-100-000-99:
  - i. Warren Wade, Assistant Coach - Baseball \$4,200 + \$900 (Longevity)
  - ii. Jason Godfrey, Assistant Coach - Baseball \$4,200 + \$600 (Longevity)
  - iii. Jessica Versage, Assistant coach - Softball \$4,200 + \$300 (Longevity)
  - iv. Jon Harris, Assistant Coach - Softball \$4,200 + \$150 (Longevity)
  
- o. To approve the following **Volunteer Coaches** for the 22/23 school year:
  - i. Martin Hammell, Assistant Golf Coach
  
- p. To approve **After School Supervision NHS: Culinary Arts**, @\$40 p/h, NTE 5 hours each on February 10, 2023, charged to account #20-366-100-101-000-99.
  - i. Stephanie Hayhurst
  - ii. Warren Wade
  
- q. To approve **After School Supervision Boat Show: Culinary Arts**, \$40 p/h, NTE 6 hours on March 2, 2023, charged to account #20-366-100-101-000-99.
  - i. Stephanie Hayhurst
  - ii. Warren Wade
  
- r. To approve **After School Supervision 8th Grade Recognition: Culinary Arts**, \$40 p/h, NTE 6 hours each on March 9, 2023, charged to account #20-366-100-101-000-99.
  - i. Stephanie Hayhurst
  - ii. Warren Wade
  
- s. To approve **Before School Supervision Senior Breakfast: Culinary Arts**, \$40 p/h, NTE 2 hours on February 14, 2023, charged to account #20-366-100-101-000-99.
  - i. Warren Wade
  
- t. To approve the following staff to instruct the **Adult Comm-Ed ServSafe Course** beginning in March \$40 p/h, NTE 10 hours, charged to account #13-629-100-101-000-99
  - i. Warren Wade