

**CAPE MAY COUNTY TECHNICAL SCHOOL DISTRICT  
188 CREST HAVEN ROAD  
CAPE MAY COURT HOUSE, NEW JERSEY 08210**

**January 17, 2017  
1:10 p.m.**

**CALL TO ORDER  
ROLL CALL**

The following were present at the meeting Dr. Richard Stepura, Board Member, Mr. Kerry Higgs, Board Member; Mr. Anthony Anzelone, Board Member; Mr. Alan I. Gould, Board Vice President; Mr. Robert L. Boyd, Board President.

Also present at the meeting were: Amy L. Houck, Esquire; Yolanda Melville, Esquire; Mr. James Owens, Director of Buildings and Grounds; Mr. Steven Vitiello, Principal; Mrs. Nancy Wheeler-Driscoll, Director of Curriculum & Instruction; Mrs. Paula J. Smith, Business Administrator/Board Secretary; Dr. Nancy M. Hudanich, Superintendent.

Mrs. Jacqueline McAlister, Supervisor of Post-Secondary, Evening/Continuing and Adult Education & Apprenticeship was absent from the meeting. (Apprenticeship Meeting in Trenton, NJ)

**FLAG SALUTE**

Adequate notification of this meeting has been properly posted in the Press of Atlantic City on November 7, 2016, as prescribed by Chapter 231, laws of 1975.

**PUBLIC INPUT**

Dr. Hudanich read and distributed to each Board Member a proclamation from Governor Christie declaring January 2017 as School Board Recognition Month.

Dr. Hudanich held the public hearing of all incidents of violence; vandalism; substance and weapons offenses; and harassment, intimidation and bullying (HIB) in accordance to the Anti-Bullying Bill of Rights Act (ABR) (P.L. 2010, c 122) occurring from July 1, 2016 through December 31, 2016. There was no public comment.

Scott Downie from Spiezle Architects reviewed the status of change orders for the ROD Grant and ESIP Projects with the Board of Education. Mr. Anzelone informed the board that the fire alarm contractor was charging an hourly rate of \$279.00 rather than the \$166.00 that the board is currently paying for electrical services through the cooperative bid with Middle Township. The board agreed to approve the change order pending the contractor agrees to the \$166.00 rate.

On the motion of Mr. Anzelone, seconded by Mr. Gould, the Board of Education approves DEC Electrical Contractors, Inc. COR#1 (item G.1. on the agenda) for the revised amount of \$531.00 fire alarm allowance remaining \$9,469.00. Also to approve DEC Electric COR #3 in the revised amount of \$27,608.05 for additional work in the greenhouse and garage was approved by roll call vote.

**ADMINISTRATIVE REPORTS**

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

- A. James Owens, Director of Buildings & Grounds  
Mr. Owens reviewed a schematic of the renovations to the girls' softball field with the Board.
- 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

Administrators left the meeting at 2:25 p.m.

**APPROVAL OF MINUTES OF PREVIOUS MEETING**

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

- A. December 20, 2016, Board Meeting
- B. December 20, 2016, Executive Session

**REVENUE & EXPENSE**

On the motion of Stepura, seconded by Mr. Gould, the following Revenue & Expense (Item A through J) was approved by roll call vote.

- A. Board secretary's monthly certification of budgetary line item status;
- B. Financial report A-148 and A-149, November 2016, 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, November 2016;
- F. Transfers;
- G. Bids, contracts, report, agreements:

Name – Report/Contract                      Purpose                      Amount                      Date/Year(s)

**DEC Electrical Contractors item approved under Public Input**

H. Donation(s)/Grants for applying/accepting:

Name of Donation	Accept	Amount	Date
Paul Franco, Dairy Queen of Stone Harbor for Class of 2017	Accept	\$300.00	12/24/2016
David Matagiuese, EA, ATA Tax Consultant for Class of 2017	Accept	\$100.00	12/29/2016

Name of Grant Kappa Delta Pi Classroom Teacher	Apply/Accept  Apply/Accept	Amount  \$150.00	Date  1/1/2017 – 6/30/2017
County Vocational School District Partnership	Apply	Up to \$330,000	5/2017-6/2020

- I. The following item(s) to be disposed, used by School Lab or sold on (GovDeals):  
(see attached list)

Old Tire Changer  
Coats 5030  
Serial #1193371870  
Tag #1000994

- J. Resolution to Appropriate Capital Reserve Funds

### COMMUNICATION CURRICULUM

On the motion of Mr. Higgs, seconded by Dr. Stepura, the following (Items A through E) were approved by roll call vote.

- A. Job Cards, November 2016;
- B. Post-Secondary Cosmetology Program cosmetology beauty salon clinical experience and associated patron fees;
- C. Homeland instruction for student C.G., 12/29/2016 through end date pending;
- D. Bible Club, Craig Migliaccio to oversee the club.
- E. Field Trips

<u>Date</u>	<u>Destination/Purpose</u>	<u>Students/Teachers/Aide</u>	
1/31/2017	Carolier-Brunswick Zone, New Brunswick bowling tournament (Grades 11-12)	12	1

### LEGISLATION & POLICY

On the motion of Dr. Stepura, seconded by Mr. Gould, the following policies/regulations for first reading were approved by roll call vote.

- A. 4119.26/  
4219.26      Electronic Communication by School Staff
- B. 5111      Admission
- C. 5113      Attendance, Absences and Excuses
- D. 5114      Suspension and Expulsion
- E. 5114      Regulation
- F. 5114      Exhibit 1
- G. 5114      Exhibit 2
- H. 5114      Administrative-Board Chart
- I. 5131      Conduct and Discipline
- J. 5131.5    Violence and Vandalism
- K. 5134      Married and Pregnant Students

L. 5141	Health
M. 5141	Regulation
N. 5141.1	Missing, Abused and Neglected Children
O. 5141.1	Regulation
P. 5145.4	Equal Educational Opportunity
Q. 5118.2	Foster Care and Educational Stability
R. 5118.2	Regulation
S. 5131.6	Drugs, Alcohol, Tobacco
T. 5131.6	Regulation
U. 5131.7	Weapons & Dangerous Instruments
V. 5120	Assessment of Individual Needs
W. 6147	Standards of Proficiency
X. 6172	Alternative Education Program

The following position description for second reading and approval:

Y. D21.1 High School Equivalency Examiner (part-time)

**PERSONNEL**

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

Name	Position	Description Funding Program	Step Amount Longevity	Effective Date(s) or # of Days
Logan, Kellie	Practical Nursing Instructor Substitute	Post-Secondary	\$160 per/day	1/9/2017
Moratelli, Marlee	Practical Nursing Instructor Substitute	Post-Secondary	\$160 per/day	1/10/2017
Lloyd, Katie	Practical Nursing Instructor Substitute	Post-Secondary	\$160 per/day	1/11/2017
Ditzler, Candida	Examiner	HSE-TASC Testing Center	\$29 per/hr.	SY2016/17
Wade, Warren	Assistant Substitute	Evening/Continuing Ed Voc.	\$24 per/hr.	SY2016/17
Kopf, Barry	Teacher	Home Bound	\$30 per/hr.	SY2016/17
Pruna, Carlos	Teacher	Home Bound	\$30 per/hr.	SY2016/17
Dougan, Emily	Teacher	Home Bound	\$30 per/hr.	SY2016/17
Miller, Alfred	Substitute Teacher	High School	\$90 per/day	SY2016/17
Dambra, Anthony	Bus Driver		\$16.50 per/hr.	SY2016/17
Employee #79		Paid Workers Comp./FMLA		12/20/2016 – undermined
Employee #693		Paid Leave/FMLA (pending receipt of physician's certification)		3/22/2017 – 5/17/2017

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

Mr. Boyd thanked Mr. Anzelone's for his expertise with the ROD Grant change orders.

## **EXECUTIVE SESSION**

On the motion of Mr. Higgs, seconded by Mr. Gould, a Resolution to Adjourn the Public Meeting and to enter into Executive Session pursuant to New Jersey Open Public Meeting Act convened at 2:41 p.m. to discuss the following matters:

- |              |                 |
|--------------|-----------------|
| 1) HIB       | 3) Negotiations |
| 2) Personnel | 4) Legal Update |

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 of 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. Gould, seconded by Mr. Anzelone, affirming, rejecting or modifying action taken by the Superintendent for Harassment, Intimidation and Bully (HIB) investigation(s) for the following period was approved by roll call vote. Dr. Stepura abstained from the vote.

October 28, 2016 through December 15, 2016 (3 investigations)

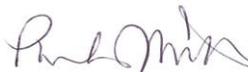
Acknowledging the investigations that occurred between the following period was approved by roll call vote.

December 16, 2016 through January 12, 2017

## **ADJOURN**

On the motion of Mr. Gould, seconded by Mr. Anzelone, the meeting was adjourned at 3:10 p.m.

Respectfully submitted,



Paula J. Smith  
Board Secretary

/jmr