

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

AGENDA #72
MEETING MINUTES

**January 24, 2023
3:32 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, Dr. Judith DeStefano, Board Member.

Not present at the meeting: Ms. Kathleen Allen, Business Administrator/Board Secretary and Ms. Dempsey Ryan, student representative.

In addition, present at the meeting were Ms. Jamie Moscony, Superintendent, Dr. Thomas Baruffi, Interim Assistant Superintendent, Ms. Lauren Flynn, 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.

ACKNOWLEDGEMENTS

Ms. Moscony presented a proclamation to the Board of Education members in recognition of NJ School Board Appreciation month, a time when all residents can acknowledge the contributions made by our local school board members. She commended our board members on the outstanding support and service that they have provided the students and districts over the years. Mr. Merson thanks Ms. Moscony and the staff for their hard work and dedication.

Ms. Moscony introduced Mr. Doug Burke, Operations Manager and General Counsel for Burke Motor Group and thanked him for his contributions to the Cape May County Technical School District. She presented him with the 2022 Business Partner of the Year recognition.

Ms. Moscony introduced Derrick Etling to the board members and presented him with the 2022 CTE Successful Graduate recognition. She noted his success at both the Cape May County Technical School as well as within his industry career.

I. APPROVAL OF MINUTES OF PREVIOUS MEETING

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

- A. December 20, 2022 Board of Education
- B. December 20, 2022 Executive

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

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.

Ms. Melissa Hawk commented about her son who attends Ocean Academy as a second grade student. She wrote a letter to the Board members stressing that she was unhappy that the constant change in personnel has negatively affected her son's success. Her son is happy and thriving with his current teacher and Ms. Hawk is opposed to the reassignment of his current teacher and she is also concerned about the short notice of this change for the students in her son's class.

III. REPORTS & PRESENTATIONS

A. STUDENT REPRESENTATIVES REPORT

Ms. Dempsey's report was presented by Ms. Moscony during her Superintendent report.

B. DISTRICT REPORTS / PRESENTATIONS

Mr. Bailey presented the Student Safety Data System Report for the Cape May County Special School District for the period (09/01/2022 – 12/31/2022), noting the number of incidents and training's provided to the staff.

Mr. Vitiello reported for the Cape May County Technical School District for the period (09/01/2022 – 12/31/2022), noting the number of incidents and training's provided to staff. Data will help determine ways to improve moving forward.

C. SUPERINTENDENT REPORTS

Ms. Moscony presented the Superintendent Administrative District Report for Cape May County Technical School to the Board. She reported the Cape May Tech FFA Hawks did a clean up of the Marsh which was great for the students, the community and the environment. She mentioned that our sports programs are going well including baseball and the swim team. She mentioned that the National Law Enforcement Appreciation Day that happened at the Special Services Back Door Cafe was well attended and a huge success. Staff members and students wore blue that day to show their support and appreciation. Ms. Moscony gave an update on the construction/renovation projects at Tech as well as the security drills at both Cape May Tech and Special Services. She provided an update on the 2023-2028 Strategic Plan.

Dr. Baruffi presented the Assistant Superintendent Administrative District Report for Cape May County Special Services to the Board. He mentioned that the enrollment numbers were holding at 250. He commented on the security drills that were conducted with Dr. Thomas Gambino and that a follow-up report with recommendations will be forthcoming. He reported that the mid year review with the County went well and that policies and procedures are in the process of being updated. In addition, he mentioned that the Unified Sports Program is proceeding extremely well.

IV. DISTRICT ACTION ITEMS

A. CAPE MAY COUNTY SPECIAL SERVICES SCHOOL DISTRICT

1. On the motion of Ms. Ramundo, seconded by Mr. Merson, the administrative items (a-f) were approved by roll call vote:

Voting Yes: Gould, Kobik, Merson, Halverson, Reed, Ramundo, DeStefano (recused herself from any matter she is conflicted on as Executive County Superintendent).

Voting No: None

Abstained: None

Motion Carries.

2. On the motion of Mr. Halverson, seconded by Ms. Ramundo, the Line Item Budget Transfers (for December 2022) were approved by roll call vote:

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

Voting No: None

Abstained: None

Motion Carries.

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

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

Voting No: None

Abstained: None

Motion Carries.

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

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

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

Voting Yes: Gould, Kobik, Merson, Halverson, Reed, Ramundo, DeStefano
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, DeStefano
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-i) were approved by roll call vote:

Voting Yes: Gould, Kobik, Merson, Halverson, Reed, Ramundo, DeStefano (recused herself from any matter she is conflicted on as Executive County Superintendent).
Voting No: None
Abstained: None
Motion Carries.

2. On the motion of Mr. Kobik, seconded by Ms. Ramundo, the Line Item Budget Transfers (December 2022) were approved by roll call vote:

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

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

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

Voting No: None

Abstained: None

Motion Carries.

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

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

Voting No: None

Abstained: None

Motion Carries.

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

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

Voting No: None

Abstained: None

Motion Carries.

6. On the motion of Ms. Ramundo, seconded by Mr. Kobik, the Personnel Items (a-j) were approved by roll call vote:

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

Voting No: None

Abstained: None

Motion Carries.

V. OLD BUSINESS

Ms. Moscony reminded the board members that Cape May County Technical School will be switching from NJSBA to Strauss-Esmay for policies.

VI. NEW BUSINESS

None

VII. BOARD CORRESPONDENCE

The board approved to schedule a Special Meeting on March 8, 2023 at 10:00 a.m at the Cape May County Special Services School District to discuss 2023/2024 proposed budgets for the Cape May County Special Services School District and the Cape May County Technical School District. Date and time subject to change pursuant to revision to the 2023-2024 NJDOE Budget Calendar.

The board approved the appointment of President Alan I. Gould and Vice-President Christopher Kobik and board member Casey Halverson as alternate to represent the Cape May County Special Services School District and the Cape May County Technical School District at the Board of School Estimate meeting. Date and time subject to change pursuant to revision to the 2023-2024 NJDOE Budget Calendar.

VIII. EXECUTIVE SESSION

On the motion of Mr. Kobik, seconded by Mrs. Reed, 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 4:16 p.m. to discuss the following and to take action:

Personnel -

Attorney Client Privileged 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 Mr. Halverson, the return to open session at 4:44 p.m. was approved by roll call vote.

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

Voting No: None

Abstained: None

Motion Carries.

X. DISTRICT ACTION ITEMS - TECHNICAL SCHOOL **B. CAPE MAY COUNTY TECHNICAL SCHOOL DISTRICT** **6. Personnel - ADDENDUM**

On the motion of Mr. Halverson, seconded by Mr. Kobik, the addendum to the personnel items (k-p) as discussed in executive session were approved by roll call vote.

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

Voting No: None

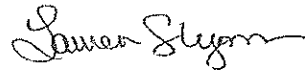
Abstained: None

Motion Carries.

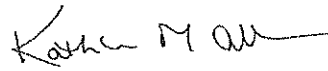
XI. ADJOURN

On the motion of Ms. Ramundo, seconded by Mr. Kobik, the meeting adjourned 4:46 p.m. All were in favor, motion carried.

Respectfully submitted,

A handwritten signature in cursive script that reads "Lauren Flynn".

Lauren Flynn,
Board Secretary

A handwritten signature in cursive script that reads "Kathleen M. Allen".

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. Professional Improvement Experience and Travel Expenses

Name	Event	Location	Cost	Dates
Ashlee Moran	CAN-EAT Approach Workshop	Webinar	\$210	3/17/2023 - 3/18/2023
Sharen Dever	NJ Pupil Transportation Conference	Atlantic City	\$484.97	3/30/2023 3/31/2023
Erin Heitzmann	NJ Pupil Transportation Conference	Atlantic City	\$342.48	3/30/2023
Charles Yahara	Pool Operation Management	Virtual	\$200	3/7/2023
Ken Dickinson	Pool Operation Management	Virtual	\$200	3/7/2023

- c. Student Safety Data System (SSDS) Mid-Year Report SY 2022-2023
- d. Affirmative Action Mid-Year Report SY 2022-2023
- e. SOA Regarding the Use of Paraprofessional Staff SY 2022-2023
- f. HIB Report: None this cycle

2. BUDGET TRANSFERS

Be it resolved the Board of Education approves/accepts:

- a. Line Item Budget Transfers: **December 2022**

3. FINANCE & OPERATIONS

Be it resolved the Board of Education approves/accepts:

- a. Board Secretary Report and Treasurer's Report: **November 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 **November 30, 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)

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- c. Bills List as presented: **January 2023**
- d. Budget Summaries, Enterprise and Student Activity Funds: **November 2022**
- e. Bids/Contracts/Reports/Agreements/Jointures/Quotes/Transportation Routes:

Name	Purpose	Amount	Date/Years
Memorandum of Understanding	InSite Health, Inc.	As per attached	2022-2023 SY

- f. Grants/Donations:
 - (1.) Grant: Submission/Acceptance of the School Development Authority Emergent and Capital Maintenance Needs Grant for 2023 in the amount of \$5,649
 - (2.) Grant: Acceptance of AtlantiCare Healthy Schools Healthy Children Innovation Grant in the amount of \$1,000
 - (3.) Grant: Submission/Acceptance of AtlantiCare and Department of Health Adolescent Health Grant in the amount of \$6,000
- g. The following item(s) to be disposed or sold on gov/deals: None this cycle
- h. Approve Business Administrator, Kathleen Allen, to release tentative tuition rates for the 2023-2024 school year in advance of the February Board meeting

4. CURRICULUM

Be it resolved the Board of Education approves/accepts:

- a. Field Trips as listed
 - (1.) Ocean Academy: None this cycle
 - (2.) CMC High School: None this cycle
 - (3.) LEEP: None this cycle
- b. Presenters/Interns/Programs/Support Groups:

Name	Purpose	Amount	Date/Years
Carli Tetla	Scranton University Physical Therapy student, to complete clinical experience hours under the supervision of Catherine MacNeill and Kimberly Hampson	N/A	1/20/2023 - 5/5/2023
Name	Purpose	Amount	Date/Years
Heart Therapeutic Riding Center Inc.	CBI Equine Assisted Activities for 12 participants for 8 week sessions	\$6,302	3/13/2023 - 5/15/2023 (5/22/2023)

			rain date)
Reed's Farm	CBI placement for high school MD program	\$1,200	3/13/2023 - 5/15/2023 (5/22/2023 rain date)
Amber Juzwiak, pending paperwork completion	Walden University Nurse Practitioner student, to complete 48 hours of observation under the supervision of Kaitlyn Rupert	N/A	TBD
Krystina Cohen	NJ State Licensed Hairdresser to cut hair for students once every 3 months, not to exceed 4 visits, under the supervision of Melanie Bobik	N/A	1/25/2023 - 6/15/2023
Celesta Sockriter	NJ State Licensed Hairdresser to cut hair for students once every 3 months, not to exceed 4 visits, under the supervision of Melanie Bobik	N/A	1/25/2023 - 6/15/2023
Maryanna Nicoletta	NJ State Licensed Hairdresser to cut hair for students once every 3 months, not to exceed 4 visits, under the supervision of Melanie Bobik	N/A	1/25/2023 - 6/15/2023
Frosina Gjorgjievska	NJ State Licensed Hairdresser to cut hair for students once every 3 months, not to exceed 4 visits, under the supervision of Melanie Bobik	N/A	1/25/2023 - 6/15/2023

- c. School-wide "Autism" t-shirt sales to staff, 1/25/23-2/16/23, all proceeds go to FACES 4 Autism, facilitated by Nicole Szczur, Madison Mack, and Doreen Riss
- d. CMC High School Prom to be held in the ABC gym on 5/19/2023 from 6-8:30PM

5. POLICY/REGULATION

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

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- 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.

Name	Position	Description of Funding Program	Step Amount Longevity	Effective Date(s)
Lucas Wallace	Substitute 1:1 Aide 1:1 Aide	Itinerant	Sub 1:1 Aide: \$115 per diem 1:1 Aide: \$20 per/hr	1/10/2023 - 6/30/2023
Kathleen Higgins	Substitute 1:1 Aide 1:1 Aide	Itinerant	Sub 1:1 Aide: \$115 per diem 1:1 Aide: \$20 per/hr	1/25/2023 - 6/30/2023
Valerie Cohen	Substitute 1:1 Aide 1:1 Aide	Itinerant	Sub 1:1 Aide: \$115 per diem 1:1 Aide: \$20 per/hr	1/25/2023 - 6/30/2023
Nancy Burke	Substitute 1:1 Aide 1:1 Aide	Itinerant	Sub 1:1 Aide: \$115 per diem 1:1 Aide: \$20 per/hr	1/25/2023 - 6/30/2023
Veronica Panczner	Substitute 1:1 Aide 1:1 Aide	Itinerant	Sub 1:1 Aide: \$115 per diem 1:1 Aide: \$20 per/hr	1/25/2023 - 6/30/2023
Name	Position	Description of Funding Program	Step Amount Longevity	Effective Date(s)
Ashley Diamond	Substitute 1:1 Aide 1:1 Aide	Itinerant	Sub 1:1 Aide: \$115 per diem 1:1 Aide: \$20 per/hr	1/25/2023 - 6/30/2023

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Kayla Goicochea	Substitute 1:1 Aide 1:1 Aide	Itinerant	Sub 1:1 Aide: \$115 per diem 1:1 Aide: \$20 per/hr	1/25/2023 - 6/30/2023
James Gould	Substitute 1:1 Aide 1:1 Aide	Itinerant	Sub 1:1 Aide: \$115 per diem 1:1 Aide: \$20 per/hr	1/25/2023 - 6/30/2023
Gianna Diluzio	Substitute 1:1 Aide 1:1 Aide	Itinerant	Sub 1:1 Aide: \$115 per diem 1:1 Aide: \$20 per/hr	1/25/2023 - 6/30/2023
John Nastasi	Substitute 1:1 Aide 1:1 Aide	Itinerant	Sub 1:1 Aide: \$115 per diem 1:1 Aide: \$20 per/hr	1/25/2023 - 6/30/2023
Hayley Scull	Substitute 1:1 Aide 1:1 Aide	Itinerant	Sub 1:1 Aide: \$115 per diem 1:1 Aide: \$20 per/hr	1/25/2023 - 6/30/2023
Kayla Conroy	Substitute 1:1 Aide 1:1 Aide	Itinerant	Sub 1:1 Aide: \$115 per diem 1:1 Aide: \$20 per/hr	1/25/2023 - 6/30/2023
Iain Belford	Bus Driver	Transportation	Full Time \$30,800 prorated	2/1/2023 - 6/30/2023
Gwen Raring	Culinary Arts Teacher	General	\$45 per hour not to exceed 10 hours for culinary events/trainings	2022-2023 SY
Peter Tascone	Horizontal move from Custodian to Custodian with Black Seal on Salary Guide	General	Schedule F Step 7 \$43,544 prorated 12 months	Start date upon receipt of Black Seal Certification to 6/30/2023
Name	Position	Description of Funding Program	Step Amount Longevity	Effective Date(s)
Elizabeth Farmer	Special Education Teacher	General	Schedule A-3 Step 0, BA \$65,830 prorated 10 months	1/25/2023 - 6/30/2023

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Devon Blackley	Health/PE Teacher	General	Approved at the November 22, 2022 Board Meeting	Revised Start Date 1/26/2023 - 6/30/2023
Carrie Armstrong	Special Education Teacher	General	Schedule A-3 Step 12, MA+30 \$90,290 prorated 10 months	On or before 3/27/2023 - 6/30/2023
Olivia Hall-Conley	Registered Behavior Technician	Rescind \$250 stipend, did not renew RBT Certification		2022-2023 SY
Lacey Bigham	Special Education Teacher	Resignation		2/20/2023

- 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)
6001	13	0	0	0	BOE LOA	1/3/2023 - 1/22/2023
6758	0	0	0	9	BOE Unpaid LOA	1/17/2023 - 1/27/2023
5441	0	0	0	TBD	BOE Unpaid LOA	1/10/2023 - TBD
5726	37.5	0	0	20.5	BOE LOA FMLA	1/12/2023 - 4/6/2023
Employee #	Sick Days	Personal Days	Vacation Days	Unpaid Days	Type of Leave	Date(s)
6364 pending receipt of paperwork	14	0	0	34	BOE LOA FMLA	1/3/2023 - 3/14/2023
6216	0	0	0	14	BOE Unpaid LOA	1/17/2023 - 2/3/2023

- d. The following paid mentor for the 2022-2023 and 2023-2024 school year:

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- (1.) Elizabeth Haflin as a paid mentor to Elizabeth Farmer

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IV. DISTRICT ACTION ITEMS

Be it resolved the Board of Education approves/accepts:
B. CAPE MAY COUNTY TECHNICAL SCHOOL DISTRICT

1. ADMINISTRATIVE

- a. Suspensions: 3 in-school suspensions; 0 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. May 10, 2023, at Morris-Union Jointure Commission, PDC (340 Central Ave, New Providence NJ). Registration cost \$150 and travel not to exceed \$140.
 2. Christian Sickerott, to attend ATC (Advanced Training Center) in Warminster, PA on March 15, 2023. Travel cost not to exceed \$117.50.
 3. John Dennison to attend ATC (Advanced Training Center) in Warminster, PA on March 15, 2023
 4. Jackie Holland, to attend NJ SkillsUSA State Advisors Meeting to be held on January 26, 2023 in Bridgewater NJ. Travel cost not to exceed \$57.
- d. Cape May County Technical School District 5-Year Strategic Plan, 2023 - 2028
- e. Insite Health Inc. Memorandum of Agreement
- f. Student Safety Data System (SSDS) Mid-Year Report SY 2022-2023
- g. SOA Regarding the Use of Paraprofessional Staff SY 2022-23
- h. LEA Assurances & Application for Certification to participate in the Special Education Medicaid Initiative (SEMI): Reimbursement System beginning in the 2022-2023 School Year.
- i. Data Sharing Agreement with NJ Special Education Medicaid Initiative (SEMI) and Medicaid Administrative Claiming (MAC) Program

2. BUDGET TRANSFERS

- a. Line Item Budget Transfers - **December 2022**

3. FINANCE & OPERATIONS

- a. **Board Secretary Report and Treasurer's Report: November 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 **November 30, 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 - January 24, 2023**
- d. **Fund Summaries:** Other Funds (Enterprise, Scholarship, SAF, etc): **November, 2022**
- e. **Bids/Contracts/Reports/Quotes/Agreements:**

<u>Ref/Vendor/Agreement</u>	<u>Purpose</u>	<u>Fee/Amt</u>	<u>Dates</u>
Mazza Mechanical, LLC Comp. Quote	Remove/Install New Grinder Pump SDA Emerg. Grant (\$15,684)	\$31,986.00	SY 2022-2023
Genesis Educational Sv Comp. Quote	Student Information System & Mgmt Applications	\$29,962.50	SY 2023-2024
Groupe LaCasse #A81714 State Contract #G2004	HS Main Entry Furniture Proposal #62500	\$159,351.30	1/24/2023

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Fabbri Builders, Inc. Main Entry Addition	Payment Application #9 Approved by MMP Architects, LLC	\$282,056.69	1/19/2023
Fabbri Builders, Inc. PCO #12	CO Pending-VAV Boxes Decreased Allowance	\$7,856.23	1/19/2023
Fabbri Builders, Inc. PCO #15	CO Pending-Data-Wiring Decreased Allowance	\$3,654.00	1/19/2023
Fabbri Builders, Inc. PCO #14	CO Pending-Office Alteration Increased Contract Sum	\$17,402.66	1/19/2023
Fabbri Builders, Inc. PCO #10 rev.	CO Pending-Concrete Ramps Increased Contract Sum	\$29,529.73	1/23/2023

f. Grants:

Program / Award	Status	Amount	Grant Period
Perkins-Secondary Federal	Amend	\$65,131	7/1/22-6/30/23
Perkins-Secondary Reserve	Amend	\$15,594	7/1/22-6/30/23
American Rescue Plan (ARP) ESSER III (487)	Amend	\$1,191,942	3/13/20-9/30/24
ARP-Accel Lrn Coach & Educator Support (488)	Amend	\$54,185	3/13/20-9/30/24
ARP-Evid-Base Summer Lrn & Enrich Activities (489)	Amend	\$40,000	3/13/20-9/30/24
ARP-Evid-Base Comp Beyond Sch Day (490)	Amend	\$40,000	3/13/20-9/30/24
ARP-NJTSS Mental Health Supp. Staffing (491)	Amend	\$88,501	3/13/20-9/30/24
Jerry Fund Grant	Accept	\$15,000 (Max)	SY 2022-2023

g. Items for Disposal/Scrap/Sale:

Inventory #	Name of Item(s)	Value of item(s)	Reason(s)
#1006859	Validator Plus AD	N/A	Obsolete-Trash/Scrap
#1002387	Gateway Computer	N/A	Obsolete-Trash/Scrap
#1003671	Sharp Cash Register	N/A	Obsolete-Trash/Scrap
#1003368	IBM Wheelwriter	N/A	Obsolete-Trash/Scrap
#1003337	Scantron	N/A	Obsolete-Trash/Scrap
#1005017	Overhead Projector	N/A	Obsolete-Trash/Scrap
#1003205	Overhead Projector	N/A	Obsolete-Trash/Scrap
#1002492	Overhead Projector	N/A	Obsolete-Trash/Scrap
#1003559	Picture Tel	N/A	Obsolete-Trash/Scrap
#1001437	Picture Tel	N/A	Obsolete-Trash/Scrap
#1000695	Panasonic VCR	N/A	Obsolete-Trash/Scrap
#1003560	AF CCD Camera	N/A	Obsolete-Trash/Scrap
#1003569	AF CCD Camera	N/A	Obsolete-Trash/Scrap
#1003154	Overhead Projector	N/A	Obsolete-Trash/Scrap
#1002229	Overhead Projector	N/A	Obsolete-Trash/Scrap
#1002732	Canon PC 980 Printer	N/A	Obsolete-Trash/Scrap
#1005130	Hot Dog Steamer	N/A	Obsolete-Trash/Scrap
#1003590	Yellow Fire Cabinet	N/A	Obsolete-Trash/Scrap
#10386	Sewing Machine	N/A	Sell-Gov Deals
#100392	Sewing Machine	N/A	Sell-Gov Deals

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#100400	Sewing Machine	N/A	Sell-Gov Deals
#1006369	Hunter TC3700	N/A	Sell-Gov Deals
#1006368	Hunter Road Force	N/A	Sell-Gov Deals

h. Accept Items of Donation:

<u>Name of Item(s)</u>	<u>Value of item(s)</u>	<u>Individual/Organization</u>
Cape May Tech FFA Club Donation	Accept \$10,000	The Garden Greenhouse & Nursery

4. CURRICULUM

a. Field Trips:

<u>Date(s)</u>	<u>Description/Purpose</u>	<u>Students/Teachers & Aides</u>		
1/12,1/17 & 1/19/23	Habitat for Humanity- participation in the construction & building of a home located In Marmora, NJ. (Carpentry/Property Mgt.)	6	1	
2/1/23	Construction work at 2 locations (Carpentry/Prop Mgt.)	10	1	
2/3/23	Salon Visit/Cosmetology	3	1	1
2/21/23	Salon Visit/Cosmetology	15	1	1
2/22/23	Valley Forge Casino Resort (CTE Related Trade Show)	19	2	
3/9/23	Career Fair to Woodbine School	TBD		
3/15/23	Salon Visit/Cosmetology	3	1	1
3/24/23	Career Fair to Dennis Twp	TBD		
3/28/23	ACUA's Wastewater Tx Facility, AC, NJ and ACUA's Environmental Park, EHT	25	2	
(#1 of 2)	As part of the RiSC Curriculum/Program			
3/31/2023	9/11 Memorial & Museum, NY, NY	40	4	
3/31/23	Career Fair to Crest Memorial Public Safety)	TBD		
4/20/23	FFA Spring Career Development Events @ Rutgers	12-16	2	
5/3/2023	Nature Center of Cape May	25	2	
(#2 of 2)	As part of the RiSC Curriculum/Program			
Spring 2023	Trip to Washington, DC-Student Government	12	1-2	

b. Fundraisers/Activities:

<u>Date(s)</u>	<u>Activity</u>	<u>Class/Club</u>	<u>Advisor</u>
1/19/23	Marsh Clean Up	FFA	Toft/Andrewson
2/10/23	NHS Induction Ceremony	NHS	Tack
2/23/23	FFA Agriculture Awareness Fair	FFA	Toft
2/25/23	Candle Sale	FFA	Toft
3/1-3/31/23	Charleston Wrap Product Sale	Class of 2023	Wenker
3/24/23	Dinner and a Show	Class of 2023	Wenker
3/27-4/7/23	Santucci's Pizza Kit Sale	Class of 2023	Wenker

c. Clinical Affiliation/Observation Sites for Post Secondary Dental Assisting Program

d. Updated and Revised Cape May Tech 5 Year Curriculum Plan

e. Updated MOA with Rutgers University

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5. POLICY

- a. Be it resolved the Board of Education approves/accepts the first reading:
 - i. New Policy #3437 Military Leave
 - ii. New Policy #2412 Home Instruction
 - iii. New Regulation #2412 Home Instruction
 - iv. New Policy #2560 Live Animals in School
 - v. New Regulation #2560 Live Animals in School
 - vi. Abolish Policy # 6163.3 Animals in the Classroom
 - vii. Abolish Regulation #6163.3 Animals in the Classroom
 - viii. New Policy #5240 Tardiness
 - ix. New Regulation #5240 Tardiness
 - x. New Policy #5200 Attendance
 - xi. New Regulation #5200 Attendance
 - xii. New Policy #5410 Promotion and Retention
 - xiii. New Regulation #5410 Promotion and Retention
 - xiv. New Policy # 5710 Student Grievance
 - xv. Abolish Policy #5313 Attendance
 - xvi. Abolish Regulation #5313 Attendance
- b. Be it resolved the Board of Education approves/accepts the second reading:
 - i. 5115 Return to Sending School District by Vocational School District

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: Valerie Sheets - Guidance Counselor, effective 6/30/2023.
 - ii. Resignation: Suzanne Sykes - Commercial Art & Design Teacher effective on or around 05/01/2023.
 - iii. Retirement: MaryAnne Vitale - Special Education Teacher effective 6/30/2023
 - iv. Resignation: Andrew Egnor - Guidance Counselor, effective 6/30/2023.
- b. **To approve the following Leave of Absence:**
 - i. Employee #1182, (Support Staff), Unpaid leave of absence beginning on or around 5/10/2023 to 9/1/2023.
 - ii. Employee #1156 (Support Staff), Paid Military Leave of absence beginning 5/22/2023 - 8/22/2023.
- c. **To approve the following Leave of Absence in accordance with FMLA & NJFLA: Absence: To approve the following position descriptions:**
 - i. Employee #868, (Prof. Staff), leave of absence beginning on or around 3/14/2023 as an intermittent leave. This leave is in accordance with FMLA and NJFLA.
- d. To approve the following **Seat Time Recovery Monitor** for SY 22/23 on an as needed basis, NTE 1 Hr Aft. Sch or 3 Hrs @ night at a rate of \$40 p/h, charged to account #20-490-100-101-000-99.
 - i. Chelsea Berkey
- e. To approve the following list of staff & NTE hours for the Evening & Comm Ed Winter Semester
 - i. STAFF LIST: Even & Comm Ed Winter/Spring Semester
- f. To approve the following **Volunteer ABE/HSE/ESL/Civics Instructor** for the 22/23 school year:
 - i. Janette Castle, NTE 24 hours per week
- g. To approve the following **ABE/HSE/ESL/Civics Instructor** for the 22/23 school year, at a rate of \$34 p/h charge to: ABE/Civics, Dollar General Grants.: NTE 24 Hrs
 - i. Leah Satterfield, NTE 24 hours per week

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- h. To approve the following to provide **Adult Post Secondary Tutoring** for the 22/23 school year, at a rate of \$40 p/h, charge to account #20-350-100-100-LAB-99:
 - i. Donald Wilson

- i. To approve the following **Post Secondary Medical Assisting Teacher** to write curriculum at a rate of \$40 p/h not to exceed, 40 hours charged to account #20-488-200-100-000-00.
 - i. Jennifer Goetz, effective 1/25/2023 - 6/30/2023

- j. To approve the following **Instructor Substitute Post Secondary Practical Nursing Clinical** for the 22/23 school year, at a rate of \$40 p/h, charged to account #13-330-100-101-0PN-99.
 - i. Jennifer Goetz - effective January 4, 2023.

- k. Approval of the Supplemental Memorandum of Agreement with CMCTHSE

- l. Resolution Approving Memorandum of Agreement between the Board of Education of the County Technical High School and the Cape May County Technical High School Education Association (CMCTHSEA), effective July 1, 2022 through June 30, 2025 and authorizing the execution of a final agreement consistent with the same.

- m. To approve the CMCTHSEA Professional Staff Salaries for the 2022-2023 School Year

- n. To approve the CMCTHSEA Support Staff Salaries for the 2022-2023 School Year

- o. To approve the CMCSD Admin & Supv Staff Salaries for the 2022-2023 School Year

- p. To approve the Non-Unit Staff Salaries for the 2022-2023 School Year

