

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

MINUTES

January 29, 2020
3:35 P.M.

The following were present at the board meeting: Mr. Alan I. Gould, Board President, Mr. Christopher Kobik, Board Member, Mr. Kenneth Merson, Board Member, Mr. Robert Boyd, Board Member.

Not present: Mrs. Jane Elwell, Board Vice President, Dr. Judith DeStefano, Board Member, Ms. Nancy Ramundo, Board Member,

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-Elco, 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 July 8, 2019, as prescribed by Chapter 231, laws of 1975.

Dr. Hudanich, Superintendent of the Cape May County Special Services School District and the Cape May County Technical School District commented that the New Jersey School Boards Association has declared January to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members. She handed out certificates of appreciation and hand-made wooden engraved coasters made by the Tech students to Board members, recognizing them for their dedicated service to the students of both schools.

Dr. Hudanich conducted a public hearing of the Student Safety Data System (SSDS) including all incidents of violence, vandalism, weapons, substance use, and harassment, intimidation and bullying (HIB) – investigations, trainings and programs in accordance to the Anti-Bullying Bill of Rights Act (ABR) (P.L. 2010, c 122) and Student Safety Data System (SSDS) Report Period 1 (September 1, 2019 through December 31, 2019) for Cape May County Special Services School District and Cape May County Technical School District.

Both Dr. Nancy Hudanich, Superintendent and Ms. Jamie Moscony, Assistant Superintendent reported on the Student Safety Data System.

Cape May County Special School District – (09/01/2019 – 12/31/2019):

- Ocean Academy – 1 incident HIB confirmed, 6 incidents violence and vandalism, 1 incident leading to removal
- High School – 0 incidents HIB confirmed, 3 incidents leading to removal
- There were 5 trainings

Cape May County Technical School District – (09/01/2019 – 12/31/2019):

- High School – 2 incidents HIB confirmed, 3 incidents HIB alleged and 30 incidents leading to removal
- There were 4 trainings

On the motion of Mr. Kobik, seconded by Mr. Boyd, the report was approved by roll call vote:

Voting Yes: Kobik, Boyd, Merson, Gould

Voting No: None

Abstained: None

Motion Carries

There were no public comments.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

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

December 17, 2019 Board Meeting

December 17, 2019 Executive Session

Voting Yes: Kobik, Boyd (was not present but read the minutes), Merson, Gould

Voting No: None

Abstained: None

Motion Carries

On the motion of Mr. Merson, seconded by Mr. Kobik, the resolution to make public release of the following Executive Session minutes with portions redacted for were approved by roll call vote:

November 19, 2019
December 17, 2019
(There was no October executive session).

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

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 Mr. Kobik, seconded by Mr. Boyd, the attached Assistant Superintendent Administrative District Report (Item 1 / a-i) was approved by roll call vote.

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

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

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

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

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

On the motion of Mr. Boyd, seconded by Mr. Kobik, the attached item for Legislation and Policy (item 4 / a) was approved by roll call vote.

Voting Yes: Kobik, Boyd, Merson, Gould
Voting No: None

Abstained: None
Motion Carries.

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

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

DISTRICT COMMUNICATION

Ms. Moscony noted the retirement letters that she received.

BOARD CORRESPONDENCE

None.

DISTRICT ACTION ITEMS – CAPE MAY COUNTY TECHNICAL SCHOOL DISTRICT

Dr. Hudanich presented the Superintendent Administrative District Report to the Board. On the motion of Mr. Kobik, seconded by Mr. Boyd, the attached Superintendent Administrative District Report (Item 1, a-f) was approved by roll call vote.

Voting Yes: Kobik, Boyd, Merson, Gould
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-j plus addendum) was approved by roll call vote. The recommendation to approve Atlantic Tomorrow's Office was tabled pending further research by the business administrator.

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

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

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

On the motion of Mr. Boyd, seconded by Mr. Kobik, the attached item for Legislation and Policy (item 4 / a-b) was approved by roll call vote.

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

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

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

DISTRICT COMMUNICATION

Dr. Hudanich noted the resignation letter she received.

BOARD CORRESPONDENCE

None.

BOARD MEMBER COMMENTS AND DISCUSSION ITEMS

The board discussed dates for budget meetings.

On the motion of Mr. Merson, seconded by Mr. Boyd, the board approved the motion to schedule a Special Board Meeting to be held on March 3, 2020 at 10:00 a.m. at the Cape May County Technical School District to approve submission of both budgets to the Cape May County Freeholders.

On the motion of Mr. Kobik, seconded by Mr. Merson, the board approved the appointment of President Alan I. Gould and Vice-President Jane Elwell, and Board Member Robert Boyd 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 Estimates meeting on March 24, 2020 at 2 p.m.

Mr. Kobik was pleased with the adult evening program and the high school equivalency report. He also appreciated the expansion in enrollment at the Special Services School and the District taking the lead with regard to resilience training.

Mr. Merson mentioned the upcoming census and how it may impact both districts.

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 shared that the Cape May County Tech Key Club will be collaborating with students in the Special Services School District's LEEP Program.

AnnaMarie Haas, Principal at the Cape May County Special Services School District acknowledged retiring staff members Michael McCarthy and Cheryl Moore.

EXECUTIVE SESSION

None.

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 November 15, 2019 through December 12, 2019 (0 HIB investigation) and acknowledged investigation(s) that occurred between the period of December 13, 2019 through January 23, 2020 (0 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 November 15, 2019 through December 12, 2019 (0 HIB investigations) and acknowledged investigation(s) that occurred between the period of December 13, 2019 through January 23, 2020 (2 HIB investigations) by roll call vote.

Voting Yes: Kobik, Boyd, Merson, Gould

Voting No: None

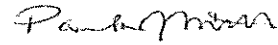
Abstained: None

Motion Carries.

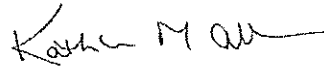
ADJOURN

On the motion of Mr. Boyd, seconded by Mr. Kobik, the meeting was adjourned at 4:15 p.m.

Respectfully submitted,



Paula J. Smith,
Board Secretary



Kathleen Allen
Board Secretary

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?
- i. Governor’s Educator of the Year Nominees: Rachel Krementz/Special Education Teacher in Ocean Academy; Lynda McDowell/Special Education Teacher in CMC High School; Michele Jenney/Educational Services Professional in Ocean Academy; Geraldine Hofferica/Educational Services Professional in CMC High School

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 November 2019, Board Secretary Report and Treasurers Report
- c. Bills as presented
- d. Budget Summaries, Enterprise and Student Activity Funds, November 2019
- e. Transfers
- f. Bids/Contracts/Reports/Agreements/Jointures/Quotes/Transportation Routes:

Name	Purpose	Amount	Date/Years
Shelly Meyers, pending completion of paperwork	Professional Service Contract: Itinerant LDTC and In-service Trainer	\$75 per/hr and \$250 per evaluation	SY 2019-2020
Special Education Tuition Contract Agreement	Intensive Staffing contract with Lower Township Board of Education	\$82,750	1/30/2020 – 6/30/2020

Cape May County Special Services School District
January 29, 2020
Meeting Minutes

Name	Purpose	Amount	Date/Years
Alexander Iofin, M.D., Advance Psychiatric Care, P.A., pending completion of paperwork	Professional Service Contract: Itinerant Psychiatrist	CST Initial Evaluations \$750 per evaluation CST Re- evaluations: \$750 per evaluation Dangerous Assessments: \$250 per/hr	January 2020 through June 2020
Stockton University	Affiliation Agreement	N/A	1/29/2020 – 6/30/2020
Resolution to award Facilities Management Services	Awarding a contract for Facilities Management Services with Aramark Management Services, LP	March 1, 2020 – June 30, 2021: \$18,391.75 per month	3/1/2020 – 6/30/2021
James Transportation	To/from quoted transportation contract route DT20-01 on behalf of Dennis Township. Over bid threshold & will go out to bid in March 2020	\$279.00 per diem	SY 2019-2020

g. Professional Improvement Experience and Travel Expenses:

Name	Event	Location	Cost	Date(s)
Jamie Moscony	NJASA TECHSPO	Atlantic City	\$319.00	1/30/2020
Michael McCourt	NJASA TECHSPO	Atlantic City	\$316.60	1/30/2020
Erin Oleen	6 th Annual PRIDE Conference	Cape May Court House	\$0.00	1/23/2020
Susan O'Neill	Dr. Temple Grandin – Building Independence	Galloway	\$0.00	12/17/19
Erin Oleen	Facing the Future: Elect Employment	New Brunswick	\$252.00	3/20/2020
Lisa Borchardt	6 th Annual PRIDE Conference	Cape May Court House	\$0.00	1/23/2020

Cape May County Special Services School District
January 29, 2020
Meeting Minutes

Name	Event	Location	Cost	Date(s)
Michele Ridgway	Structured Learning Experience Symposium	Westampton	\$57.12	2/20/2020
Nicolette Franchetti	PECS Level 1 Training	Philadelphia, PA	\$476.70	5/7/2020 5/8/2020
Kyle Kohr	NJAHPERD 2020 Annual Convention	Long Branch	\$69.75	2/26/2020
Leslie Scott	The Role of Educational Interpreters: Choices & Challenges in K-12 Interpreting	Robbinsville	\$24.00	2/8/2020
Erin Oleen	Autism NJ Transition Conference	Newark	\$213.00	2/24/2020
Michele Ridgway	Autism NJ Transition Conference	Newark	\$223.50	2/24/2020

h. Grants/Donations:

- (1) Resolution to apply for Grant Funding Securing our Children's Future Bond Act, in the amount of \$20,000, and acknowledgement of lease termination clause, overseen by Kathleen Allen

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/LEEP

b. Presenters/Interns/Programs/Support Groups:

Name	Purpose	Amount	Date/Years
Jean Carl (NJEA)	Cat in the Hat Presentation for selected classes	NA	2/26/2020
Charles Holman, pending completion of paperwork	ACCC IT student to complete an IT Internship, under the supervision of Michael McCourt	N/A	DATES TBD
Pamela Santori, pending completion of paperwork	Harcum College COTA student to complete practicum hours, under the supervision of Kelsey Medvecky	N/A	2/25/2020; 3/3/2020; 3/10/2020; 3/24/2020

Cape May County Special Services School District
January 29, 2020
Meeting Minutes

Name	Purpose	Amount	Date/Years
Nikita Torres	ACCC student to complete clinical training for 90 hours, under the supervision of Samantha Filangieri	N/A	2/2020 through 5/2020
Emily Johnson	Rowan University Psychology student to complete a case study in Reading, under the supervision of Heather Nanos	N/A	2/2020
Mary Ecklund, CMC Library	Library Card Sign-up and presentation on Technology	N/A	2/5/2020 2/6/2020
Jim Ridgway, Cape May Chamber of Commerce, J. Byrne Insurance Agency	Guest speaker for select dates in February for select students in Ocean Academy an CMC High School in recognition of CTE month	N/A	2/5/2020
John McCann, Doug Greenberg, Middle Twp. Fire Department	Guest speaker for select dates in February for select students in Ocean Academy an CMC High School in recognition of CTE month	N/A	2/12/2020
Joseph Brambrick, Postmaster, Atlantic City Post Office	Guest speaker for select dates in February for select students in Ocean Academy an CMC High School in recognition of CTE month	N/A	2/26/2020
Robert Miller, Sheet Metal Union Worker	Guest speaker for select dates in February for select students in Ocean Academy an CMC High School in recognition of CTE month	N/A	2/19/2020
Robert Porter, Seacuts Landscaping	Guest speaker for select dates in February for select students in Ocean Academy an CMC High School in recognition of CTE month	N/A	2/26/2020
Michael Brown, Zookeeper, CMC Park and Zoo	Guest speaker for select dates in February for select students in Ocean Academy an CMC High School in recognition of CTE month	N/A	2/19/2020

- c. Approve Business Administrator, Kathleen Allen, to release tentative tuition rates for the 2020-2021 school year in advance of the February Board meeting due to late scheduling of the February meeting
- d. Affirmative Action Mid-Year Report 2019-2020
- e. Student Safety Data System (SSDS) Mid-Year Report 2019-2020

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

Be it resolved the Board of Education approves/accepts:

- a. Job Description for Educational Job Coach/Instructional Aide

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.

Name	Position	Description of Funding Program	Step Amount Longevity	Effective Date(s)
Brian Allen	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
Taylor Brooks	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
Maggie Feliciano	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
Cameron Freeman	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
LaTasha Garvin	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
Angela Isaacson	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
Miguel Lopez	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
Debra Murphy	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
Michael Outlaw	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
Alexis Reed	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
Anthony Smyth	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
Marshal Vanaman	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
Benjamin Wiley	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
Brittney Camburn	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020
Samantha Sweeney	Substitute 1:1 Aide 1:1 Aide	Itinerant	\$13 per/hr	SY 2019-2020

Cape May County Special Services School District
January 29, 2020
Meeting Minutes

Name	Position	Description of Funding Program	Step Amount Longevity	Effective Date(s)
Maureen Richmond	Community Swim Aquatic Instructor	Community Use	\$18 per/hr	SY 2019-2020
Ralph Clayton Jr.	Community Swim Lifeguard	Community Use	\$15 per/hr	SY 2019-2020
Dashawn Hendricks	Substitute Teacher/Substitute Teacher School Aide	General	Sub Teacher: \$85 per diem Sub TSA: \$70 per diem	SY 2019-2020
Victoria Hill	Long Term Substitute Teacher/Substitute Teacher School Aide	General	Long Term Sub Teacher: \$125 per diem Sub Teacher: \$85 per diem Sub TSA: \$70 per diem	SY 2019-2020
Catherine Smith	Substitute Teacher/Substitute Teacher School Aide	General	Sub Teacher: \$85 per diem Sub TSA: \$70 per diem	SY 2019-2020
Lauren Adams	Substitute Teacher/Substitute Teacher School Aide	General	Sub Teacher: \$85 per diem Sub TSA: \$70 per diem	SY 2019 - 2020
Laura McKeon	Substitute Teacher/Substitute Teacher School Aide	General	Sub Teacher: \$85 per diem Sub TSA: \$70 per diem	SY 2019 - 2020
Victoria Hill	Special Ed Teacher	General	Step 0 Schedule A-3 BA+30, \$63,139 Salary to be prorated	2/3/2020 – 6/30/2020
Lauren Adams	Teacher School Aide	General	Step 1 Schedule B \$25,988 Salary to be prorated	2/3/2020 – 6/30/2020
Shelly Wurtz	Teacher School Aide	General	Step 1 Schedule B \$25,988 Salary to be prorated	1/30/2020 – 6/30/2020

Cape May County Special Services School District
January 29, 2020
Meeting Minutes

Name	Position	Description of Funding Program	Step Amount Longevity	Effective Date(s)
Amanda McDermott	Teacher School Aide	General	Step 1 Schedule B \$25,988 Salary to be prorated	2/19/2020 – 6/30/2020
Rachel Kremetz	Home Support	General	\$35 per/hr, up to 6 hours total	1/2020 – 6/2020
Sharon Raring	Home Support	General	\$35 per/hr, up to 6 hours total	1/2020 – 6/2020
Tiffany Narcisco	Volunteer	N/A	N/A	2/1/2020 – 6/30/2020
Lori McEwing	Physical Therapist Assistant	General	21 additional hours to be paid at her contacted hourly rate	12/6/19 12/13/19 12/20/19
Michael McCarthy	Carpentry Teacher	Retirement		Effective 7/1/2020
Cheryl Moore	Teacher School Aide	Retirement		Effective 7/1/2020
Daniel Szymanski	PT Teacher School Aide/PT Health/PE Teacher	Resignation		Effective 3/14/2020
Carley Sheppard	Teacher School Aide	Resignation		Effective 2/19/2020

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

Employee #	Sick Days	Personnel Days	Vacation Days	Unpaid Days	Type of Leave	Date(s)
6503	5	0	0	0	BOE Leave	1/10/20-1/16/20
5797	0	0	0	TBD	FMLA/NJFLA	Intermittent Leave

- d. Approve horizontal move on the salary guide September 2020, for Jennifer DeMario, from Teacher BA+30 to Teacher MA, pending receipt of transcripts

6. COMMUNICATION (Exhibit II-SS.6)

- a. Michael McCarthy, Carpentry Teacher: Retirement Letter, effective 7/1/20
- b. Cheryl Moore, Teacher School Aide: Retirement Letter, effective 7/1/20
- c. Daniel Szymanski, PT Teacher School Aide/PT Health PE Teacher: Resignation Letter, effective 3/14/2020

Cape May County Special Services School District
January 29, 2020
Meeting Minutes

- d. Carley Sheppard, Teacher School Aide: Resignation Letter, effective 2/19/2020
- e. Ocean Academy Quarterly Newsletter "Ocean Waves"
- f. Jersey Shore Online Newspaper Article: "AMI 'Adopts' Families For The Holidays"
- g. NJ Joint Council of County Special Services School Districts Welcome NJ DOE Officials
- h. Resolution No. 13-20 appointing Freeholders Gerald M. Thornton, E. Marie Hayes, and Will Morey as members to the Board of School Estimate for the Cape May County Special Services School District

Cape May County Technical School District
January 29, 2020
Meeting Minutes

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 Nov. 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, Nov. 2019;
- f. Transfers;
- g. Bids, contracts, reports, agreements:

<u>Name</u>	<u>Purpose</u>	<u>Cost</u>	<u>Date/Year(s)</u>
Public Donor Agreement between Cape May County Tech and Acenda, Inc.	administer/supervise social service programs	\$89,482.25 (in kind contributions)	1/1/2020-12/31/2020
Pay to Play Resolution for Wenger Corporation	provide a portable stage	\$28,078.96	1/1/2020-12/31/2020
Atlantic Tomorrow's Office Contract	document management system to digitize/store documents	\$1,385. per/month	36 month lease

h. Tuition/Registration Fees for Post-Secondary, Adult/Community Education, SY 2020/21:

<u>Program</u>	<u>Fees</u>
Advertising & Design	\$3,150.
Auto Mechanics	\$3,150.
Culinary Arts	\$3,150.
Early Childhood Development	\$3,150.
Cosmetology/Hairstyling	\$4,750.
Dental Assisting	\$6,300.
Practical Nursing	\$9,200.
Welding – Adult/Evening Certification	\$4,000.

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

<u>Name of tem(s)</u>	<u>Value</u>	<u>Disposal, Gov/Deals, or Scrap</u>
tag #1005752 (HP Designjet Printer	n/a	obsolete-parts to fix are no longer manufactured

Cape May County Technical School District
January 29, 2020
Meeting Minutes

j. Grants/Donations:

<u>Name- Grant(s)/Donation(s)</u>	<u>apply/ accept</u>	<u>Amount</u>	<u>Date/Year(s)</u>
Dollar General Adult Literacy Foundation	apply	up to \$10,000.	5/14/2020- 4/15/2020
ABE/HSE/ESL/Civics		(see attached)	SY 2019-20
Donation/Canon EOS Rebel T7 Digital SLR Camera Premium Kit From: Frank Spitale, Jr., Lifetouch For: Students in Commercial Arts	accept	unknown	11/5/2019
Donation/Glass Grinder From: Patricia Murphy For: Students to utilize in Art History	accept	unknown	12/16/2019
Donation From: Catanoso Family Limited partnership For: The Tech's FFA Chapter	accept	\$1,500.	SY 2019-20
Donation From: The Garden Greenhouse and Nursery For: The Tech's FFA Chapter	accept	\$1,500.	SY 2019-20

k. Recommend approval of the updated Written Hazard Communication Program, prepared by PARS Environmental, Inc., effective July 2019.

3. CURRICULUM (Exhibit II-TS.3)

- a. Job cards Nov. 2019;
- b. Post-Secondary Cosmetology program beauty salon clinical experience and associated patron fees, SY 2019-20;
- c. Department of Education, Student Safety Data System Report Period 1 (September 1, 2019 through December 31, 2019);
- d. Home Instruction/Educere for the following:
Student M.B. From: 1/1/2020 To: date TBD
- e. Field Trips:

<u>Date</u>	<u>Destination/Purpose</u>	<u>Students/Teachers/Aide</u>	
1/24/2020	Trenton/N.J. Association of Counties Reception/Luncheon Reorganization Event (grades 10-12)	5	2
2/12/2020	Egg Harbor Twp. High School Academic Triathlon Competition (grades 10-12)	13	1
TBD/2020	Oakcrest High School Brain Brawl Competition (grades 10-12)	12	1

Field Trips: (continued)

<u>Date</u>	<u>Destination/Purpose</u>	<u>Students/Teachers/Aide</u>	
TBD/2020	Atlantic City High School Brain Brawl Competition (grades 10-12)	15	1

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

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

1100 Communicating With the Public
1330 Use of School Facility
1330 Use of School Facility_Regulation
1600 Relations Between Other Entities and the District
2130 Principal Evaluation
2130 Principal Evaluation_Regulation
2240 Research, Evaluation and Planning
2255 Action Planning for State Monitoring NJQSAC
3100 Budget Planning, Preparation and Adoption
4112.2 Certification
4112.4,4212.4 Employee Health
4112.4,4212.4 Employee Health (1) Examinations and Records_Regulation
4112.4,4212.4 Employee Health (2) Examinations and Records_Regulation
4112.6, 4212.6 Personnel Records
6122 Articulation
6142.1 Family Life Education
6142.2 ESL, Bilingual
6142.6 Basic Skills
6142.12 Career, Technical Education
6142.12 Career, Technical Education_Regulation
6143 Curriculum Guides
6143.1 Lesson Plans
6145.3 Publications
6147 Standards of Proficiency
6147.1 Evaluation of Individual Student Performance
6151 Class Size
6171.2 Gifted and Talented
6300 Evaluation of the Instructional Program

b. First reading for the following policy:

2121 Organizational Chart
5141.8 Sports Related Concussion and Head Injury

Cape May County Technical School District
January 29, 2020
Meeting Minutes

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>
Houston, Van	Custodian	resignation		1/30/2020
Employee #109		FMLA paid		11/11/2019- 2/20/2020 est.
Employee #868		FMLA paid		1/2/2020-tbd
Employee #893		FMLA paid/unpaid		1/10/2020- 1/16/2020 additional FMLA 1/17/2020- 1/30/2020 LOA
Young, Ann Marie	Secretary to Principal	high school	Step 10, Sec II *\$35,808.00 (pro-rated) 12-month	1/8/2020- 6/30/2020
Aftanis, Robert	District Security		\$16.50 per/hr.	SY 2019-20
McGreevy, Maria	Home Instruction		\$30 per/hr.	12/18/2019- TBD
Pleasants, Matthew	Revision: Athletic Site Manager		*\$6,300.00 (pro-rated)	from: SY 2019-20 to: 9/1/2019- 12/19/2019
Dudley, Brian	Athletic Site Manager		*\$6,300.00 (pro-rated)	12/20/2019- 3/15/2020
DeRitis Nicholas	Asst. coach boys basketball	(1 st year)	*\$3,200.00 (pro-rated)	11/23/2019- 3/15/2020
Aftanis, Robert	Athletic Game Staff	high school	\$30 per/game	SY 2019-20
Hines, Crystal	Athletic Game Staff	high school	\$30 per/game	SY 2019-20
Palombo, Michael	Athletic Game Staff	high school	\$30 per/game	SY 2019-20
Bresan, Lawrence	Lead Custodian	district facilities	\$1,250.00 (pro-rated)	2/1/2020- 6/30/2020
DeRitis, Nicholas	Long Term Substitute Teacher Planning/Preparation (Social Studies)	high school	\$110 per/day	1/14/2020- **2/11/2020; (20 days) 2/12/2020- 3/12/2020 (add'l 20 days)

**Number of days to be determined. If any of the additional days are needed, they are recommended pending Executive County Superintendent's approval.

Cape May County Technical School District
January 29, 2020
Meeting Minutes

<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>
Bresan, Joseph	Teacher (Financial Literacy)	add'l teaching during prep	\$5,400.00 (pro-rated) for 2 marking periods	1/28/2020- **6/15/2020 **last day of school
Fishman, Mikhail	Teacher (Graduation Assessment)	up to 10 add'l teaching periods	\$30 per/period	SY 2019-20
Stratton, Julie	Teacher (Financial Literacy)	add'l teaching during prep	\$5,400.00 (pro-rated) for 2 marking periods	1/28/2020- **6/15/2020 **last day of school
Wallace, Brittany	Teacher (Graduation Assessment)	up to 10 add'l teaching periods	\$30 per/period	SY 2019-20
Ziegler, Richard	Tutoring Teacher	ESEA	\$29 per/hr	SY 2019-20
Janda, Edward	Substitute Assistant	Evening/Community Ed	\$24 per/hr	SY 2019-20
Saclayan, Beverlie	Nurse	Evening/Community Ed	\$22 per/hr	SY 2019-20
Fee, Mary Ann	Substitute Nurse	Evening/Community Ed	\$22 per/hr	SY 2019-20
Saclayan, Beverlie	Substitute Secretary	Evening/Community Ed	\$11 per/hr	SY 2019-20
Feliciano, Eliezer	On-Call Custodian	District Facilities	\$16.50 per/hr	SY 2019-20
Tarr, Lane	Custodian (Evening)	District Facilities Night Differential	Step 4 *\$27,635.00 \$ 1,000.00 *\$28,635.00 (pro-rated)	2/3/2020- 6/30/2020

*pending negotiations

6. COMMUNICATION (Exhibit II-TS.6)

a. Correspondence from:

Elizabeth Bozzelli, Administrator/Clerk of the Board

Synopsis:

Notification of Resolution No.14-20 appointing Freeholder Director Gerald M. Thornton, Freeholder E. Marie Hayes, and Freeholder Will Morey as members of the Board of School Estimate for the Cape May County Technical School District for 2020.

b. Correspondence from:

Van Houston, Custodian

Synopsis:

Letter of resignation effective January 30, 2020. Van Houston served the district as custodian for five years.