

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

**March 21, 2017
1:06 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. Alan I. Gould, Board Vice President; Mr. Robert L. Boyd, Board President.

Mr. Anthony L. Anzelone, Board Member, was not present at the meeting.

Also present at the meeting were: Amy L. Houck, Esquire; James R. Owens, Director of Buildings & Grounds; Steven Vitiello, Principal; Jacqueline McAlister, Supervisor of Post-Secondary, Evening Continuing and Adult Ed. & Apprenticeship; Nancy Wheeler-Driscoll, Director Curriculum & Instruction; Paula J. Smith, Business Administrator/Board Secretary; Dr. Nancy M. Hudanich, Superintendent.

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

ADMINISTRATIVE REPORTS

- A. James Owens, Director of Buildings and Grounds
Revised Project Report

On the motion of Mr. Gould, seconded by Mr. Higgs, approval to move forward with recommendation from Garland Roofing to install a new metal wall panel system at the 200 wing area was approved by roll call vote. (Bidding done through U.S. Communities Program.)

- 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

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

Administrative staff left the meeting at 1:48 p.m.

APPROVAL OF MINUTES OF PREVIOUS MEETING

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

- A. February 21, 2017, Board Meeting
- B. February 21, 2017, Executive Session
- C. March 8, 2017, Special Meeting

REVENUE & EXPENSE

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

- A. Board secretary's monthly certification of budgetary line item status;
- B. Financial report A-148 and A-149, January 2017, 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, January 2017;
- F. Transfers;
- G. Bids, contracts, reports, agreements:

<u>Name-Report/Contract</u>	<u>Purpose</u>	<u>Amount</u>	<u>Date/Year(s)</u>
*1. Educere **	Facilitate virtual education for students in the H.S. summer school credit make-up program (no charge to the district)		
	Home Bound (per course/weekly)	\$29.00	
**Authorize.net	Payment gateway between consumer's credit card & Educere; and Tech, if Tech charges an admin. fee per course		
2. Transfer class balances from 1995-2004 to General Fund	Offset purchase of school broadcast program	\$6,841.57	3/21/2017 (Approx.)
3. Resolution for: Nutri-Service Food Management Serv. Inc.	Cafeteria food service guarantee breakeven on the bottom line of the NSFM financial report up to 100% of management fee	\$21,115.00	SY2017/2018
4. Educational Data Systems, Inc.	Pre-Bid instructional supplies	\$62,126.26	4/3/2017
5. Resolution for: Gruccio, Pepper, DeSanto and Ruth, P.A.	Collective Bargaining Negotiator	\$145 per/hr.	3/10/2017 – 10/31/2017

6. Resolution for:
Sweet Water Sound, Inc. Upgrade Gymnasium Sound System \$23,807.08 3/21/2017
7. NetX Information Systems, Inc. Disk Array Upgrade \$42,860.81 3/21/2017
State Contract #MNWNC-125 (NASPO/SECA)
Pure Storage Contract #89981
8. HP State Contract (NASPO VP PC) MNNVP-133-MO483-89974 2 Laptop Carts for Math Dept. (total) 64 laptops \$35,568.64 3/21/2017
9. HP State Contract (NASPO VP PC) MNNVP-133-MO483-89974 Computers/electronics for various classrooms/ teachers \$152,280.62 3/21/2017
10. Grant Salary Allocations (Attached) SY2016/2017
11. BSN Sports Ed Data Bid #8112 Portable dugouts girls softball \$36,603.80 3/10/2017

H.

NAME OF GRANT(s)	APPLY/ACCEPT	AMOUNT	DATE
Dollar General	Apply	\$15,000.00	SY2017/2018
Cape Education Fund	Apply (each application)	\$500.00 each	SY2017/2018
Title II, Adult Education and Family Literacy Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Programs	Apply/Accept (Year 1 of 3)	\$142,800.00	SY2017/2018
Rochester Institute of Technology's Project Lead the Way Mini-grant	Apply	\$20 per student who registered for RIT Credit	SY2017/2018
Exxon Mobil Easy Match Volunteer Involvement Program (VIP)	Annual application to be on their donor list	Rolling cash donations up to \$5,000.00 per calendar year for individual contributor; up to \$10,000.00 per calendar year for team contributors	1/1/2017 – 12/31/2017

I. Travel (Employee/Board Member)

<u>Name</u>	<u>Event</u>	<u>Location</u>	<u>Cost</u>	<u>Date</u>
Stacy Evans	Building Engaging & Innovative Problem Solving	Glassboro	\$164.81	5/16/2017
Paula J. Smith	NJASBO Conference	Atlantic City	\$318.71	6/7, 8, 9/2017

J. 2017/2018 Budget

Corrected recap of balances to reflect \$732,000.00 withdrawal for the remaining HVAC and lighting project of the local share approved January 17, 2017.

COMMUNICATION

Correspondence from

Dr. Richard Stepura, Executive County Superintendent

Synopsis

Approval for district's waiver from participation in the Special Education Medicaid-Initiative (SEMI) for 2017-18

Correspondence from

Kimberly Harrington, Acting Commissioner, Department of Education

Synopsis

The Cape May County Technical School District's QSAC certification has been approved and extended for three years.

CURRICULUM

On the motion of Mr. Higgs, seconded by Mr. Gould, the following curriculum (Items A through F) were approved by roll call vote.

- A. Job Cards, January 2017
- B. Operate Summertime Adventures for Kinds Program the weeks of July 17 and July 24, 2017, Monday through Friday, 9 am to 12 pm;
- C. Field Trip

<u>Date</u>	<u>Destination/Purpose</u>	<u>Student(s)/Teacher(s)/Aide(s)</u>	
5/9/2017	Mural Arts, Philadelphia, PA View Hispanic artist's murals & culture (Grades 9 -12)	34	4
5/31/2017 or 6/1/2017	Morey's Pier, Wildwood lead activities for the Educational Extravaganza	24	1

- D. Operate High School Summer School credit make up program through virtual on-line services of Educere;
- E. Spring 2017 baseball, softball and golf team schedules;

- F. Home bound instruction through virtual on-line services of Educere when teacher is not available to instruct home bound student.

***LEGISLATION & POLICY**

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

Resolution Supporting A4234
Policy 6171.4 Special Education

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).

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

Name	Position	Description Funding Program	Step Amount Longevity	Effective Date(s) or # of Days
Amaral, Felica	Substitute Teacher	High School	\$90 per/day	SY2016/17
Brandenburg, Ethan	Substitute Teacher	High School	\$90 per/day	SY2016/17
Minda, Marilyn	Substitute Teacher	High School	\$90 per/day	SY2016/17
Nicoletta, Katrina	Substitute Teacher	High School	\$90 per/day	SY2016/17
Sylvester, Karen	Substitute Teacher	High School	\$90 per/day	SY2016/17
Harris, Jon	Instructor Behind the Wheel		\$25 per/hr.	SY2016/17
Employee #693		FMLA	Paid/Unpaid	3/20/2017- **6/16/2017 **(end of SY)
Kaufmann, Regina	Substitute Teacher	High School	\$90 per/day	SY2016/17
*pending negotiations				

BOARD MEMBER COMMENTS AND DISCUSSION ITEMS

EXECUTIVE SESSION

On the motion of Dr. Stepura, seconded by Mr. Higgs, a Resolution to Adjourn the Public Meeting and to enter into Executive Session pursuant to the New Jersey Public Meeting Act convened at 2:10 p.m. to discuss the following matters:

HIB
CONTRACTUAL MATTER
LEGAL UPDATE
NEGOTIATIONS 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. Higgs, affirming, rejecting or modifying action taken by the Superintendent for Harassment, Intimidating and Bullying (HIB) investigation(s) for the following period was approved by roll call vote. Dr. Stepura abstained from the vote.

January 13, 2017 through February 16, 2017 (1 – investigation affirmed HIB)

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

February 17, 2017 through March 16, 2017 (5 – investigations)

ADJOURN

On the motion of Mr. Higgs, seconded by Mr. Gould, the meeting was adjourned at 2:34 p.m.

Respectfully submitted,



Paula J. Smith
Board Secretary

/jmr

