

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

MINUTES

May 26, 2020
3:30 P.M.

The following Board Member was present (in person) at the board meeting: Mr. Alan Gould, Board President.

The following board members were present (remotely) at the board meeting: Mrs. Jane Elwell, Board Vice-President, Mr. Kenneth Merson, Board Member, Mr. Christopher Kobik, Board Member, Ms. Nancy Ramundo, Board Member, Dr. Judith DeStefano, Board Member, Mr. Robert Boyd, Board Member (logged in at 3:45p.m.).

In addition, present at the meeting (in person) were Dr. Nancy Hudanich, Superintendent, Ms. Jamie Moscony, Assistant Superintendent, Ms. Paula Smith, Business Administrator/Board Secretary, Ms. Kathleen Allen, Business Administrator/Board Secretary and John Castaldi, Director of Technology and Mike McCourt, Technology Coordinator.

Present at the meeting (remotely) was Ms. Amy L. Houck-Elco, Esquire.

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

The Board recognized a moment of silence on the loss of Tracy Molson, a Teacher School Aide at the Special Services School for 21 years.

PLEDGE OF ALLEGIANCE

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

NOTICE REQUIREMENT

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 Press of Atlantic City and the County Freeholder's office on July 8, 2019 as prescribed by Chapter 231, laws of 1975.

The May 26, 2020 Board of Education Meeting was conducted virtually due to the COVID-19 outbreak and the change in venue was posted on the District's website and the Cape May County Technical School District's entrance with the following instruction:

Members of the public may use a telephone, computer, or smart device to listen to the board meeting, and to ask questions at the appropriate time. Prior to connecting, please be sure that you know how to mute your microphone. An open microphone causes feedback and echoes, and will disrupt the meeting. **Anyone that is not muted will be dropped from the call.** When the comment period opens, please be sure that no one else is speaking, un-mute your phone and state your name.

Connection information:

Members of the public may participate in our virtual board meeting by visiting the district website (www.CapeMayTech.com or www.CMCspecialServices.org) and clicking on the connection links.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

On the motion of Ms. Ramundo, seconded by Mrs. Elwell the following minutes were approved.

April 28, 2020 Board Meeting Minutes

May 1, 2020 Board Meeting Minutes

May 1, 2020 Executive Minutes

Voting Yes: Gould, Elwell, Kobik, Merson, Ramundo

Voting No: None

Abstained: Dr. DeStefano.

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 Mrs. Elwell, the attached Assistant Superintendent Administrative District Report (Item 1, a-i) was approved by roll call vote.

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

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) was approved by roll call vote.

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

Voting No: None

Abstained: None

Motion Carries.

On the motion of Ms. Ramundo, seconded by Mrs. Elwell, the attached item for Curriculum (Item 3 / a-e) was approved by roll call vote.

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

Voting No: None

Recused: None

Motion Carries.

Legislation & Policy (no items)

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

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

Voting No: None

Recused: None

Motion Carries.

DISTRICT COMMUNICATION

Ms. Moscony noted the communications that were included in the district report. She commented that the Cape May County Special Services School District received a score of 100% on all QSAC items. In addition, she mentioned the recent letter that went to parents and families updating them on CO-VID requirements as well as the recent scholarship recipients.

BOARD CORRESPONDENCE

None.

DISTRICT ACTION ITEMS – CAPE MAY COUNTY TECHNICAL SCHOOL DISTRICT

Dr. Hudanich informed the board the governor announced today that graduations could be held outside. She recommended July 8, 2020 at 10:00 a.m. be held as a placeholder for a Cape May County Tech ceremony pending future guidance from the governor. The board agreed with this recommendation.

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

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

Voting No: None

Recused: None

Motion Carries.

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

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

Voting No: None

Recused: None

Motion Carries.

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

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

Voting No: None

Recused: None

Motion Carries.

Legislation & Policy (no items)

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

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

Voting No: None

Recused: None

Motion Carries.

DISTRICT COMMUNICATION

Dr. Hudanich noted the communications that were included in the district report. She discussed Cape May County Technical School District's QSAC findings and that Curriculum and Instruction received a 74. This was due to a coding error on the state testing which she reported to the Board in the fall. Per the direction of the County Office, Dr. Hudanich respectfully asked that the score be reevaluated by the Department of Education, as the data that was uploaded was incorrect and the district was not allowed to correct it once it was uploaded. We are waiting for their decision.

Mr. Kobik commented that it was a difficult situation and appreciated the superintendent taking measures to have this corrected.

Dr. Hudanich noted a retirement letter and the correspondence to staff and parents regarding school closure.

BOARD CORRESPONDENCE

None.

BOARD MEMBER COMMENTS AND DISCUSSION ITEMS

On the motion of Mr. Kobik, seconded by Mr. Boyd, the schedule for the Reorganization Board Meeting to be held on July 1, 2020 at 9:00 a.m. at the Cape May County Technical School District was approved by roll call vote.

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

Voting No: None

Recused: None

Motion Carries.

The board members extended their appreciation for the efforts of all staff members during these difficult times.

PUBLIC INPUT

Board President Alan 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.

Regina Beahm asked for clarification regarding graduation plans.

Jackie Holland reported that the cosmetology students are scheduled for state boards on July 13 and 14, 2020.

EXECUTIVE SESSION

None.

RETURN TO OPEN SESSION

On the motion of Ms. Ramundo, seconded by Mr. Merson, the Superintendent was authorized to hire a Director of District Facilities with the Board of Education ratifying the hiring at the June 23, 2020 board meeting.

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

Voting No: None

Abstained: None

Motion Carries.

On the motion of Mrs. Elwell, seconded by Ms. Ramundo 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 March 20, 2020 through April 23, 2020 (0 HIB investigation) and acknowledged investigation(s) that occurred between the period of April 24, 2020 through May 1, 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 March 20, 2020 through April 23, 2020 (0 HIB investigation) and acknowledged investigation(s) that occurred between the period of April 24, 2020 through May 1, 2020 (0 HIB investigations) by roll call vote.

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

Voting No: None

Abstained: None

Motion Carries.

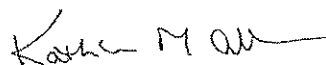
ADJOURN

On the motion of Ms. Ramundo, seconded by Mr. Merson, the meeting was adjourned at 4:17 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

Be it resolved the Board of Education approves/accepts:

- a. Principal’s Report, Annamarie Haas
(1) Suspensions: None this cycle
- 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: None this cycle
- d. Transportation Report, Sharen Dever, Transportation Coordinator
- e. Enrollment Report
- f. Worker’s Compensation Report: None this cycle
- g. Team Meeting Agendas
- h. ¿Que Pasa?: None this cycle
- i. Donations under \$500:
(1) ProCare Medical Company, \$100 to be used for the Food Bank

2. REVENUE & EXPENSE

Be it resolved the Board of Education approves/accepts:

- a. Board Secretary/Board of Education Monthly Certification
- b. Financial reports and balance sheets March 2020, Board Secretary Report and Treasurers Report
- c. Bills as presented
- d. Budget Summaries, Enterprise and Student Activity Funds, March 2020
- e. Transfers
- f. Bids/Contracts/Reports/Agreements/Jointures/Quotes/Transportation Routes:

Name	Purpose	Amount	Date/Years
Itinerant Service Provider Agreement	Agreement for Itinerant Services between LEA’s and CMCSSSD	As per exhibit	7/1/20 - 6/30/21
Professional Service Contractor Provider Agreement	Agreement between Professional Service Contractors and CMCSSSD	As per exhibit	7/1/20 - 6/30/21
Itinerant Services Fee Schedule	Fees for Itinerant Services	As per exhibit	7/1/20 - 6/30/21

Cape May County Special Services School District
 May 26, 2020
 Meeting Minutes

Name	Purpose	Amount	Date/Years
Sign Language Interpreter Agreement	Agreement for Sign Language Interpreters between CMCSSSD and LEA's	As per exhibit	7/1/20 - 6/30/21
PBS Proposal for Behavioral Services	Provide a variety of services designed to assist in supporting students presenting complex behavioral and instructional needs.	As per exhibit	SY 2020-2021
Apex Learning	Digital curriculum for students (50) and online professional development for staff	\$6,850	N/A
Memorandum of Agreement Between the Staff Association and the Board of Education	Ratify the Cape May County Special Services School District Staff Association MOA	As per exhibit	7/1/2020 - 6/30/2023
Memorandum of Agreement Between the Administrative Association and the Board of Education	Ratify the Cape May County Special Services School District Administrative Association MOA	As per exhibit	7/1/2020 - 6/30/2023
Middle Township Public Schools Agreement	Cooperative Pricing Agreement for Electrical/Plumbing/HVAC Services	As per bid award	SY 2020-2021
Nutri-Serve Food Management Inc.	Renewal of Management of Food Service Operation Contract	\$10,478,00 management fee; no guarantee on profit/loss	SY 2020-2021
Intensive Staffing Agreement	Agreement for Intensive Staffing for students between CMCSSSD and LEA's	As per exhibit	SY 2020-2021
Lease Agreement with County of Cape May	As per attached	\$400,000	7/1/17 (retroactive) through 7/30/25
James Transportation	Contract Addendum JAMES04, route YLCL01	\$408.15 per day	SY 2019-2020

Cape May County Special Services School District
 May 26, 2020
 Meeting Minutes

Name	Purpose	Amount	Date/Years
CMCSSSD	Contract for Participation in Cooperative Transportation	N/A	SY 2020-2021
Sheppard Bus	Rental agreement for bus 54 pass & w/c bus lease	\$220.00 per diem	SY 2020-2021
James Transportation	To/From Transportation Multi-Contract Renewal: CMC28, Routes YLCL01 & CMSS01; James04 Route OCNRS; James08, Route CMSS07; James10, Routes MTELEM & MTASA	\$435,853.80	SY 2020-2021
James Transportation	School Related Activities Transportation Contract Renewal: SRA-33 & SRA-33 Supplemental FT19.20-1 thru FT19.20-4 and FT19.20-5 thru FT19.20-6	\$447.48 per bus 4 hr min. \$110.00 per hr over 4 hours \$447.48 per bus 2 hr min. \$110.00 per hr over 2 hours	SY 2020-2021
CJ's Bus Service	To/From Transportation Contract Renewal: CJ01, Route PineCA	\$405.78 per diem	SY 2020-2021
Great American Trolley	To/From Transportation Contract Renewal: WB02, Route WB02	\$260.79 per diem	SY 2020-2021
On Time Transportation	To/From Transportation Contract Renewal: OnTime02 Route MTACSS	\$535.96 per diem	SY 2020-2021

- g. Professional Improvement Experience and Travel Expenses: None this cycle
- h. Grants/Donations: None this cycle
- i. Resolution to Advance Capital Project - Secured Entrances
- j. Resolution to Advance Capital Project - Pay for Performance Energy Reduction Plan

3. CURRICULUM

Be it resolved the Board of Education approves/accepts:

- a. Field Trips as listed: None this cycle
- b. Presenters/Interns/Programs/Support Groups: None this cycle
- c. Approve Revised Long Term Closure Educational Plan
- d. Accept the NJQSAC Scores for 2020

- e. Approve Phase 37 FEMA Application for school based Food Bank

4. LEGISLATION & POLICY/REGULATION

None this cycle

5. 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. Request for emergent hiring will be made where appropriate.

Name	Position	Description of Funding Program	Step Amount Longevity	Effective Date(s)
Extended School Year Staff	As per exhibit	ESY	As per exhibit	7/1/20 - 6/30/21
Substitute, Hourly and Volunteer Employees	As per exhibit	Itinerant / General	As per exhibit	7/1/20 - 6/30/21
Non-Union Staff Salaries	As per exhibit	General	As per exhibit	7/1/20 - 6/30/21

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

6. COMMUNICATION

- a. Recognition of the Teachers of the Year and Education Specialists of the Year: Lynda McDowell, CMC High School Teacher of the Year; Rachel Kremetz, Ocean Academy Teacher of the Year; Gerry Hofferica, CMC High School Education Specialist of the Year; Michele Jenney Ocean Academy Education Specialist of the Year
- b. Recognition of the following retirees for the 2019-2020 school year: Gina Lanza - 42 years, Donna Aviles - 35, Robert Ridgway - 34, Suzanne Wunder - 34 years, Michael McCarthy - 33; Theresa McCabe - 32 years, Gerard Chretien - 30 years, Lynda McDowell - 30 years, Cheryl Moore - 27 years, Cynthia Bellone - 23 years, Virginia Van Doren - 17 years
- c. Letter from Paula Bloom, Acting Director/Office of Field Services Coordination, regarding NJQSAC results.
- d. Jamie Moscony, Assistant Superintendent, Extended School Closure Letter 5/4/2020
- e. Jamie Moscony, Assistant Superintendent, ESY Letter to Parents 5/11/2020
- f.. CMC Association of School Administrators Scholarship Winners 2020
- g. CMC High School Graduation “Save the Date” announcements
- h. CMC High School Graduation Invitation Letter

1. SUPERINTENDENT'S ADMINISTRATIVE DISTRICT REPORT (Exhibit II-TS.1)

- a. Facilities
- b. Guidance & Special Education
- c. High School
- d. High School Curriculum & Instruction
- e. Adult & Community Education
- 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 March 2020, 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, March 2020;
- f. Transfers;
- g. Bids, contracts, reports, agreements:

Name	Purpose	Cost	Date/Year(s)
Manders Merighi Portandin Farrell Architects, LLC AIA Agreement	Architectural Services Administration building project	\$61,500.	5/26/2020
Middle Township Board Resolution Participation in Pricing Agreement	participate in bid to purchase electrical, HVAC refrigeration & plumbing services	n/a	SY 2020-21
School Meal Prices as follows:			SY 2020-21
reduced breakfast	no increase	\$.30	
student breakfast	no increase	\$2.50	
staff breakfast	no increase	\$3.00	
reduced lunch	no increase	\$.40	
student lunch	increase of 25 cents	\$3.25	
staff lunch	no increase	\$4.50	
student/staff salad bar	no increase	\$5.50 per/lb.	

h. Grants/Donations:

Name- Grant(s)/Donation(s)	apply/accept	Amount	Date/Year(s)
Atlantic City Electric (ACE)	accept	\$75,000. (year 3 of 6)	5/8/2020
N.J. Dept. of Ed Elementary & Secondary School Emergency Relief Fund (ESSER)	apply/accept	\$129,710.	5/11/2020
IDEA	apply/accept	\$95,556.	SY 2020-21
ESEA	apply/accept	\$196,115.	SY 2020-21x

DISTRICT ACTION ITEMS
 Cape May County Technical School District
 May 26, 2020
 Meeting Minutes

i. Part-time contracts and hourly rates, SY 2020-21(effective July 1, 2020):

POSITION	RATE
Summertime Adventures for Kids School Nurse	\$32 per/hour
Summertime Adventures for Kids Instructor	\$29 per/hour
Summer Credit Recovery Program School Nurse	\$32 per/hour
Summer Credit Recovery Teacher	\$32 per/hour
HSE Test Examiner	\$29 per/hour
Post-Secondary Welding Certificated Instructor	\$40 per/hour
Evening/Community Education Assistant	\$24 per/hour
Evening/Community Education Vocational Licensing/Cert. Instructor	\$29 per/hour
Evening/Community Education Nurse & Substitute Nurse	\$22 per/hour
Evening/Community Education Vocational Instructor	\$22 per/hour
Evening/Community Education Avocational Instructor	\$22 per/hour
Evening/Community Education & Adult High School Secretary & Substitute Secretary	\$11 to \$14 per/hour
Adult High School Teacher	\$29 per/hour
Adult High School Guidance Counselor	\$29 per/hour

j. Adult & Community Education Registration Fees, SY 2020-21(effective July 1, 2020):

PROGRAM	FEES
Evening/Community Education Vocational*	\$5 per instructional hour
Evening/Community Education Avocational*	\$4 per instructional hour
Evening/Community Ed (senior citizens age 60+)*	50% discount on registration fee only
Summertime Adventures for Kids*	\$95.

*plus supply & book fees (if applicable)

k. Recommend approval for the following item be sold:

Name of Item	Value of Item	Reason for sale:
tag #1005975 (Scorer's Table)	accept offer of \$200.	On 2/26/19 board approved item to be sold & proceeds to go into the Unified Athletics Account. On 4/25/19, 5/7/19 and 9/4/19 item placed on Gov/deals; item did not sell. 5/26/2020 – recommend sale to Optimist Club

3. CURRICULUM (Exhibit II-TS.3)

- a. Job Cards, March 2020;
- b. Approve Revised Long Term Closure Educational Plan, COVID-19;
- c. Accept the NJQSAC score for 2020, Note - pending reconsideration

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

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>
Edelman, Kelly	Practical Nursing Instructor	post-secondary	per/diem	6/17/2020-8/11/2020 up to 22 days
Edelman, Kelly	Practical Nursing Coordinator	post-secondary grant/local	\$3,000.	SY 2020-21
Juzaitis, Barbara	Practical Nursing Instructor	post-secondary	per/diem	6/17/2020-8/11/2020 up to 22 days
Zilinek, Ann	Practical Nursing Instructor	post-secondary	per/diem	6/17/2020-8/11/2020 up to 22 days
Pastore, Elizabeth	Teacher of Cosmetology	retirement		June 30, 2020
Custodial/Maintenance Positions/*Salaries				SY 2020-21

*pending negotiations

6. COMMUNICATION (Exhibit II-TS.6)

a. Correspondence from:

Paula Bloom, Acting Director Office of Field Services Coordination

Synopsis

District's Performance Reviews – four categories averaged greater than 90 percent.

The district has requested a reconsideration for the Instruction and Program due to the data error.

b. Correspondence from:

Elizabeth Pastore, Teacher of Cosmetology

Synopsis:

Retirement notification effective June 30, 2020.

c. Correspondence from:

Dr. Nancy M. Hudanich, Superintendent

Synopsis – Sent to staff, parents & posted on website

5/5 School closure through end of school year

End of year celebrations are being planned

- 5/19 Letter to seniors/parents/families
Creating a graduation presentation video-scheduled to be shown on June 15th;
pick up of locker items
return of Tech chromebooks, etc.

- 5/19 Letter to freshmen, sophomores, juniors, parents & posted on website
pick up locker items
return of Tech chromebooks, etc.