

LOWER CAPE MAY REGIONAL SCHOOL DISTRICT

Cape May, New Jersey

Board of Education Meeting December 14, 2017

AGENDA

1. Call to order.
2. Roll call - *indicates roll call vote required.
3. Pledge of allegiance.
4. Correspondence.
5. Committee Reports and Member Comments:
 - Finance/Negotiations
 - Curriculum/Personnel/Affirmative Action
 - Policy/Public Relations/Articulation/Special Projects & Community
 - Building & Grounds/Transportation/Athletics & Extra Curricular
 - NJSBA/Legislative/County School Board
6. Accept questions and comments from the public on agenda items.
7. Staff Reports.
8. Approve work session and regular meeting minutes from the Board of Education meeting of November 16, 2017.
9. CONSENT AGENDA: The following items are believed to be items of a routine nature requiring no discussion and which are to be voted upon by a single roll call vote of the Board of Education. Any single member of the Board of Education may have any of the items on the consent agenda removed for discussion merely by so indicating prior to the vote to be taken on the consent agenda:

FINANCE

- a. Approve the Preliminary Monthly Budget Summary Report for the 2017/18 school year through October 31, 2017 pending audit. Pursuant to N.J.A.C.6A:23-2.11(c).3 the Board Secretary certifies that as of October 31, 2017 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district Board of Education pursuant to N.J.A.C. 6A:23-2.11(a).

- b. Approve the Board Secretary Report for October 2017, pending audit. Pursuant to N.J.A.C.6A:23-2(c)4 the Board of Education certifies by a roll call that as of October 31, 2017 after review of the Secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been overexpended in violation of N.J.A.C.6A:23-2.11(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
- c. Approve the October 2017 preliminary report of the Treasurer of School Funds for the 2017/18 school year. It is in agreement with the October 31, 2017 report of the Board Secretary, pending audit.
- d. Approve transfers made by the Superintendent pursuant to Title 18A:22-8.1.
- e. Approve payment of bills.
- f. Approve the out of district staff development workshops and professional development activities.
- g. Approve the field trips.
- h. Approve the school fundraising activities.
- i. Approve the following resolution: "On the recommendation of the Finance Committee, the 2016/17 Audit to be accepted as presented by Inverso and Stewart.
- j. Accept a \$500 donation from City of Cape May for the High School band's participation in the parade.
- k. Approve the resolution to renew the Southern Coastal Regional Employee Benefits Fund and to adopt the Indemnity and Trust Agreement commencing on January 1, 2018 and ending December 31, 2020.
- l. Approve the Uniform State Memorandum of Agreement (MOA) between the Lower Cape May Regional School District and Local and County Law Enforcement Agencies for the 2017/18 school year.
- m. Approve Sandra Adams to attend the AP Summer Institute Spanish Language at Fordham University in New York from July 9 to 13, 2018 at a cost not to exceed \$ 1,850.00 as per statute.

CURRICULUM AND INSTRUCTION

- a. Approve the following homebound cases:

<u>Case #</u>	<u>Date</u>
RK042902	11/21/17
TS111600	11/27/17
JL052603	11/20/17
BS032897	11/29/17

- b. Approve the following 2 novels for the AP English 12 Curriculum: “The Tortilla Curtain” by T.C. Boyle and “The Road” by Cormac McCarthy

PERSONNEL

- a. Approve the following substitute teacher(s) for the 2017/18 school year:

Joshua Dickinson	60 credits
William Barnd	60 credits
Kathryn Axelsson	Wilmington University

- b. Approve Andrew Fisher as a Paraprofessional for the 2017/18 school year (pending paperwork).
- c. Accept Patricia Neville’s letter of retirement as Teacher of Art, effective July 1, 2018.
- d. Approve the resolution to certify that the Qualitative (1) and Quantitative (1) Merit Criterion for the Business Administrator/Board Secretary’s 2016/17 two Merit Goals have been met.
- e. Accept Barbara Kimsey’s letter of retirement as Part-time Bus Driver, effective July 1, 2018.
- f. Approve Anthony Gitto as a High School Full time Teacher of Spanish, BA step 1, pro-rated, effective January 2, 2018 with benefits pending paperwork.
- g. Approve Elaine Marro’s medical leave of absence effective November 15, 2017 and her maternity leave of absence from February 2, 2018 through March 5, 2018 using accumulated sick leave and the Family Leave Act and Family Medical Leave Act as per contract.
- h. Approve the extension of Angela Schwab as a long term substitute teacher of Special Education for RMT, effective January 2 through February 28, 2018 at \$150 per diem without benefits.
- i. Approve Angela Lobiondo as long term substitute teacher of Math at RMT, effective November 15, 2017 through March 5, 2018 at \$150 per diem without benefits.

- j. Approve Lauren Hansen's move from 10 month Secretary, step 5 with benefits at RMT to 10 month Administrative Secretary, step 5 with benefits at RMT effective January 2, 2018.
- k. Approve Lauren Hansen's move from 10 month Administrative Secretary, step 5 with benefits at RMT to 12 month Administrative Secretary, step 6 at RMT, effective July 1, 2018.
- l. Accept Letitia Carpinelli's letter of retirement as Media Specialist, effective December 31, 2018.
- m. Accept William Kimsey's letter of retirement as Part-time Bus Driver, effective June 30, 2018.

POLICY

- a. Approve the revised Use of Facility Fee Schedule to include the field house.
- b. Approve the new job description for Supervisor of Security.

ATHLETICS AND EXTRA CURRICULAR

- a. Approve the 2018 Spring Coaches.

BUILDING AND GROUNDS

- a. Approve Theatreworks USA, under the direction of Lower Township Elementary School, Chris Shivers, Mitnick School Principal, to use the Paul W. Schmidtchen theatre for January 25, 2018 for set-up time at 8 a.m. and for the show at 10 a.m. (pending availability). All further arrangements will be coordinated with John Drechen. This is contingent upon no conflicts with our own school district activities. A certificate of insurance is also required.
- 10. Receive comments from the public in accordance with the Board of Education's policy on participation at Board meetings. Each statement made by a participant shall be limited to five minutes' duration.
 - 11. BE IT RESOLVED: that the Board go into closed session to discuss personnel matters, labor relations, litigation, and matters within the attorney client privilege, the general nature of which is as follows and that these matters will be disclosed to the public when the particular items under discussion have been concluded: