



**LOWER CAPE MAY REGIONAL
SCHOOL DISTRICT**

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RETTA MATAGIESE
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DECEMBER 3, 2025: Digest of proceedings from the Office of the Superintendent.

The Board approved:

FINANCE

The Preliminary Monthly Budget Summary Report for the 25-26 school year through September 30, 2025 pending audit.

The Board Secretary Report for September 2025, pending audit.

The September 2025 Bank Reconciliation Report, pending audit.

The transfers made by the Superintendent pursuant to Title 18A:22-8.1.

The payment of bills.

The list of out of district staff development workshops and professional development activities.

The list of field trips.

The list of fundraising activities.

Authorize Garrison Architects to prepare and submit NJDOE other capital project applications to: Replace the 12+ year old LED messaging sign at the District entrance; Replace the Richard M. Teitelman Middle School boiler controls, Replace/upgrade/add surveillance cameras at the Lower Cape May Regional High School and Richard M. Teitelman Middle School; Regrade/improve drainage for the Lower Cape May Regional High School soccer field; Replace the Lower Cape May Regional High School 20 year old convection steamer, 40 year old stacked oven, reach in 25 year old refrigerator; Replace the Richard M. Teitelman Middle School 40 year old walk-in refrigerator, 20+ year old reach in freezer, 40 year old stacked oven and 20+ year old convection steamer. It further authorizes Garrison Architects to amend the district approved LRFP to include these projects as required. The district further acknowledges that it will receive no state aid for these projects.

The Shared Service Agreement with the Township of Lower for two School Resource Officers (SRO) at the Lower Cape May Regional High School and Richard M. Teitelman Middle School, where the total cost will be shared equally (50/50), effective January 1, 2026 thru December 31, 2028.

The 2025-2026 TRIPS/microTRIPS maintenance contract & software license agreement for \$3,975.00 for District's transportation information system.

The unofficial election results from the County Board of Elections for the November 4, 2025 General Election.

The Board Secretary to process any December 2025 Bills prior to the January Board Meeting.

The Educational Service Contract with New Hope for student 5632987845 for the 2025-2026 school year.

The Joint Transportation Agreement with BCSSSD ESU to transport one Lower Cape May Regional School student to BCSSSD in Westampton, NJ from 09/08/25-06/30/26 on Route J23 for the sum total of \$82,005.20.

The Joint Transportation Agreement with Greater Egg Harbor Regional to transport one Lower Cape May Regional School student to GEHRHS in Mays Landing, NJ on Route OAK15 for the 2025-2026 school year at a cost of \$1,575.00

The Joint Transportation Agreement with Cape May County Special Services to transport one Lower Cape May Regional student from Hammonton to CMCSSD from 12/1/2025-6/30/2026 on Route CM-LCMR for \$457.60/day.

The service contract renewal with Western Pest Services from December 2025 to November 2026 for the HS, RMT and Transportation departments for a total of \$3,009.60.

The use of 1 bus/driver to transport the West Cape May Elementary classes.

The reimbursement request to Gionna Botto-Malecki for 3 credits to Rowan University in the amount of \$2,492.37 as per contract.

The reimbursement request to Eric Albert for 3 credits to William Patterson University in the amount of \$2,025.00 as per contract.

The reimbursement request to Cory Damiana for 5 credits to Rowan University in the amount of \$2,943.15 as per contract.

The reimbursement request to Tara O'Brien for 3 credits to New Jersey Center for Teaching and Learning in the amount of \$540.00 as per contract.

CURRICULUM & INSTRUCTION

Approve the following homebound case(s):

<u>CASE#</u>	<u>DATE</u>	
7508471808	LearnWell	10/25/25 - 11/18/25
2667903619	Brookfield	10/27/25

POLICY

The 2nd Reading and Adoption of Policy Alert 235 from Strauss Esmay.

PERSONNEL, ATHLETICS & EXTRA-CURRICULAR

The following staff for the 2025-2026 school year:

Virginia Rettig as a Substitute Teacher

Mark Logan as a Substitute Teacher

William Porter as a Substitute Teacher

Cody Dix as a Substitute Teacher

Gabrielle Eiler as a Substitute Teacher (pending paperwork)

Kaleb Magnusson as Winter Parade Supervision

Kirstin Logan as Winter Parade Supervision

Joe Napoli as Winter Parade Supervision

Tracy Crouthamel as Winter Parade Supervision

Val Onofrietti as Winter Parade Supervision

Ron Panczner as a Sub Bus Driver after completion of training under Joe Battle Jr.

The following C/D positions for the 2025-2026 school year:

LCMR High School	Name
Fall Set Painter	Carly Crisanti
Winter Concert Accompanist	Julie Heck
Spring Play Vocal Coach	Sandra Beane-Fox
Spring Play Costume Designer	Kathy Kobik
Spring Play Band Director	Kaleb Magnusson
Spring Play Set Painter	Carly Crisanti

The following Winter Coaches for the 2025-2026 season:

RMT Middle School	Name
Head Wrestling	Steve Camposeo
Para. Vol. Asst. Wrestling	Joe Gamble
Head Cheer	Ashley Eiler
Vol. Asst. Cheer	Gabrielle Eiler

Para. Vol. Asst Boys Basketball	Mason Cronin (pending paperwork)
Para. Vol. Asst. Girls Basketbal	Matt Reilly
LCMR High School	Name
Vol. Asst. Wrestling	Cody Dix
Both LCMR & RMT	Name
Para. Vol. Asst. Girls Basketball	Lindsey Selby
Para. Vol. Asst. Wrestling	Wesley Tosto

Approve for hire Kristin Zaccagni as a Food Service Head Cook at Richard M. Teitelman, Step 1 with benefits, effective December 8, 2025.

The transfer of Charles Hoffnagle from County Certified Aide to Custodian, Step 2 with benefits effective November 17, 2025.

Eric Albert to move from BA+30 Step 3 with benefits to MA Step 3 with benefits on the salary guide, effective December 15, 2025.

Accept Amy Souder's letter of retirement as a Language Arts Teacher at the Richard M. Teitelman Middle School, effective June 30, 2026.

Accept Tracy Crouthamel's letter of retirement as a Mathematics Teacher at the Richard M. Teitelman Middle School, effective July 1, 2026.

Accept Jeffrey Schwartz's letter of resignation as a Teacher of Culinary Arts at the High School, effective June 30, 2026.

BUILDINGS & GROUNDS

Cape Assist to use the RMT Parking lot to hold a Movie Night on December 5, 2025 from 4:45pm – 9pm.

The Lower Township Elementary Sandman School to use the Paul W. Schmidtchen Theatre for their closing exercises on June 10, 2026.

Cape Swell LLC to use the Field House for open gym lacrosse and youth lacrosse December 2025 – March 2026 with dates and times to be determined based on availability.

The Cape Express Soccer Club to use both RMT Gyms on Sundays starting January 11 – March 3, 2026 from 9am-3:00pm.

The LCM Little League to use the Field House on February 22, 2026 and March 1, 2026 from 10am-6pm to hold try-outs. Practice dates and times TBD.

The Lower Township Police Department to use the Field House for training on December 9th & 11th, make-up dates December 16th & 18th.

The Garden State Track Club to use the Field House in February 2026, TBD based on availability.

NEXT BOARD MEETING: JANUARY 7, 2026 REORG

JANUARY 28, 2026