

**LOWER CAPE MAY REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
October 25, 2023
AGENDA**

1. Call to order.
2. Roll call.
3. Pledge of allegiance.
4. Correspondence.
5. Committee Reports and Member Comments:
 - I. Finance /Negotiations
 - II. Curriculum /Personnel/Affirmative Action
 - III. Policy/Public Relations/Articulation/Safety & Security(10-16-23 minutes)
 - IV. Building & Grounds(10-18-23 minutes) /Transportation/Athletics & Extra Curricular
 - V. NJSBA/Legislative/County School Board
6. Accept questions and comments from the public on agenda items.

Public participation at board meetings is intended to allow individual members of the public to address the Board on issues of public concern, and not intended as a forum for extended conversation or two-way dialogue with the Board members or District officials. The Board President, Superintendent or designee may respond to questions either at the end of the session, or at a later time. During this time of public comment, the following rules shall apply for anyone participating in the public comment time:

- Clearly state your full name, address and municipality, and/or group affiliation;
- Statements made by a participant shall be limited to five (5) minutes' duration;
- Statements shall be directed to the Board President/presiding officer; no participant may address or question Board members individually;
- In response to comments or questions, the Board may respond (or ask the Superintendent to do so), or may also opt to take the matter up at a future meeting so that the matter is researched by the district administration;
- The Board President/presiding officer may interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive, obscene, repetitive, or irrelevant;
- The section of the meeting during which participation of the public is allowed shall be limited to thirty (30) minutes unless prior permission has been granted.

7. Staff Reports (HS, RMT, GCST).

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8. Approve the work session & regular meeting minutes from the September 27, 2023 Board of Education meeting (9-27-23 minutes).
9. CONSENT AGENDA: The following items are believed to be of a routine nature requiring no discussion, 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 these items removed for discussion by so indicating, prior to the vote to be taken on the consent agenda:

FINANCE

- a. Approve Preliminary Monthly Budget Summary Report for the 2023-2024 school year through August 31, 2023, pending audit. Pursuant to N.J.A.C.6A:23-2.11(c).3 the Board Secretary certifies that as of August 31, 2023 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) (FIN A).
- b. Approve Board Secretary Report for August 2023, pending audit. Pursuant to N.J.A.C.6A:23-2(c)4 the Board of Education certifies that as of August 31, 2023, 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 over-expended 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 (FIN B).
- c. Approve the August 2023 Bank Reconciliation Report, in agreement with the July 2023 Board Secretary Report, pending audit (FIN C).
- d. Approve transfers made by the Superintendent pursuant to Title 18A:22-8.1.
- e. Approve payment of bills (Brought to meeting).
- f. Approve list of out of district staff development workshops and professional development activities.
- g. Approve list of field trip requests (FIN G).
- h. Approve the following school fundraising activities:
- i. Approve the calendar for the 2023/24 Budget Preparation Timelines (FIN I).
- j. Approve submission of the Annual Maintenance budget (M1 form) and Comprehensive Maintenance Plan to the county office (FIN J).

- k. Approve the following resolution for Change Order #7 for the Lower Cape May Regional High School and RMT Middle School 2023 HVAC Renovations:

WHEREAS, G.B.I. Inc. T/A Thermal Piping was awarded the bid for the Lower Cape May Regional High School and RMT Middle School 2023 HVAC Renovations at a cost of \$11,044,000 and the Board approved Change Order #1 totaling \$47,332.97 to insulate the pipes in the high school crawl spaces down A, B, C, D & M wings with insulation in December 2022; and Change Order #2 totaling \$81,537.13 to replace existing cast iron sanitary piping in the high school crawl spaces down A, B, C, D, E & M wings with PVC pipe and fittings; and Change Order #3 totaling \$21,801.33 will remove pneumatic switches from the existing eight fume hoods, install new timer switch, and wire switches to new exhaust fans, add a new CT cabinet to support the 600 MCM cable to accommodate the new transformer at RMT; and Change Order #4 totaling a credit of \$26,907.60 due to the Make-Up Air Unit in the Culinary Kitchen not needing to be replaced, and Change Order #5 totaling \$6,294.75 to replace the HS Dust Collector Motor in the Woodshop, and Change Order #6 totaling \$126,480.40 to install a Ductless Split System in the E-Sports Room and RMT Tech Office and place Tech Office on Emergency Generator (\$82,784.80); Replace RMT Hot Water Pumps (\$29,957.45); Investigative work for BMS System on the HS Media Center and Auditorium (\$3,094.94); Furnish and Install new breaker to replace existing damaged breaker (\$1,264.61); and Provide additional Steel Support for HS Rooms B-14 and M-7 (\$9,378.60), and

WHEREAS, Change Order #7 totaling \$16,962.92 to demo existing duct system and replace with new supply air ducts, integrate with heat coils and new supply return for HVAC unit in HS and demo existing large plenum and replace with new ducts and integrate with heating coil and new plenum box at RMT for \$27,591.51; Change Order Credit for \$6,068.79 for Installing Support Steel for HS rooftop units above Rooms B-14 and M-7 and Change Order Credit for \$4,559.80 for not needing to install Unit AHU-2 at RMT (for the Tech Room), and

WHEREAS, Garrison Architects and Greyhawk approve Change Order #7 for the total amount of \$16,962.92; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Lower Cape May Regional School District, that Change Order #7 totaling \$16,962.92 is being added to the project cost for a total project cost of \$11,167,501.90, is hereby approved at the Board of Education meeting held on this 25th day of October, 2023.

- I. Approve the following resolution for submission of the District Performance Review (DPR) for the New Jersey Quality Single Accountability Continuum for the 2023-2024 school year.

Whereas, the Lower Cape May Regional Board of Education in the County of Cape May is undergoing evaluation under NJ QSAC for the 2023-2024 school year, and

Whereas, N.J.A.C. 6A:30-3.2 (f) requires participating school districts to hold a public meeting to approve the submission of the District's DPR responses with respect to the process, and

Whereas, the Lower Cape May Regional Board of Education in the County of Cape May has reviewed the district's DPR responses and hereby approves these documents (attached).

Now Therefore Be It Resolved, that the Lower Cape May Regional Board of Education does hereby authorize the Superintendent of Schools to submit the attached to the NJ Department of Education in compliance with the provisions of N.J.A.C. 6A:30-3.2 (f).

- m. Approve to accept the proposal from Engineering Design Associates (EDA) to do geotechnical investigation to provide recommendations for light pole foundations, work with a surveyor for a site plan identifying underground utilities, sprinklers, etc., prepare a site plan and submit/present to the Planning Board and provide inspection services for \$44,200 for the Football/Baseball Field Lighting Project. (FIN M).
- n. Approve to accept the WJ Gross proposal through the Camden County Education Services Commission Co-op (CCESC #66 CCEPS) in the amount of \$16,207 to convert the S-Wing girl's bathroom so it will be a gender neutral bathroom, which will have taller partitions and continuous hardware so one cannot see into the stall (FIN N).
- o. Approve the revised Use of Facility Fees (FIN O).
- p. Approve to authorize Garrison Architects to prepare and submit NJDOE other capital project applications to replace the hallway and classroom lights at the Lower Cape May Regional High School and Richard M. Teitelman Middle School with an LED lighting system, and to replace the hallway ceilings in the Lower Cape May Regional High School and Richard M. Teitelman Middle School. 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.
- q. Approve the Teacher Assistant Agreement for student HB092808 attending BCSSSD for a one-on-one service for the 2023-2024 school year at a cost of \$46,675.

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- r. Approve the Joint Transportation Agreement with BCSSSD ESU. BCSSSD ESU to transport one Lower Cape May Regional student to BCSSSD in Westampton, NJ from 9/1/23-6/30/24 on Route J23 for the sum total of \$37,414.80.
- s. Approve the FY2024 ESEA Consolidated Carryover funds as indicated:
Title I-A - \$27905
Title II A - \$18,967
Title IV Part A - \$2,921
- t. Approve the disposal of a Xerox copier (asset #206) from the Transportation Office that is beyond its useful life, and the Ricoh copier (asset #393) in the HS Main Office that is beyond its useful life.
- u. Approve the use of 3 buses/drivers to transport the U.S. Coast Guard Band and Color Guard to and from the Veterans Parade on November 4, 2023. All further arrangements will be coordinated with JoAnn Laputka.
- v. Approve the use of 2 buses/drivers to transport the U.S. Coast Guard Band and Color Guard to and from the West Cape May Christmas Parade on December 2, 2023 and a rain date of December 3, 2023. All further arrangements will be coordinated with JoAnn Laputka.
- w. Approve the use of 1 bus/driver to transport the West Cape May Elementary students to the Emlen Physick Estate in Cape May on October 18, 2023 and a rain date of October 25, 2023. All further arrangements will be coordinated with JoAnn Laputka.
- x. Approve Ryan Slaney and the Baseball Team to attend/play in a spring training trip in Orlando Florida March 28, 2024 – April 2, 2024 at no cost to the District.

CURRICULUM & INSTRUCTION

- a. Approve Cape Assist to provide the Botvin’s Life Skills, a substance abuse program, to RMT 7th graders at no cost to the District.
- b. Approve “Cinderella” and “Guys and Dolls” as options for the High School Spring Musical for the 2023-2024 school year.
- c. Approve “Xanadu, Jr.” as the RMT Spring Musical for the 2023-2024 school year.
- d. Approve the following homebound case(s):

<u>CASE#</u>	<u>DATE</u>
RP090309	10/10/23

POLICY

- a. Approve the 1st reading and adoption of the revised Policy Alert231 (POL A).

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- b. Approve the School Bus Evacuation Report(s), as conducted per NJAC 6A:27-11.2 (POL B).

PERSONNEL

- a. Approve Sharon Wright as a Substitute Bus Driver for the 2023-2024 school year.
- b. Approve the following Substitute Teachers for the 2023-2024 school year:
 Kimberly Pullyblank
 Dominic Scalfaro
- c. Approve the following Homebound Instructors for the 2023-2024 school year:
 KellyAnn Baker Debra Kreudl
 Jessica Banks Roberta Morier
 LouAnn Gable Robert Sangillo
 Barbara Kimsey Leatrice Spiewak
- d. Approve the unpaid medical leave of absence for Harold Erickson from 10/2/2023-10/15/2023.

ATHLETICS & EXTRA-CURRICULAR

- a. Approve the following staff for the 2023-2024 school year:

<u>High School Detention Proctors</u>	<u>High School 3-7 Proctors</u>
Jeff Martin	Rachel Axelsson
- b. Approve Tom Durso as a Vol. Boys Basketball for the 2023-2024 school year.
- c. Approve the following Spring Coaches for the 2023-2024 school year:

2024 Spring Coaches	LCMR	2024 Spring Coaches	RMT
Head Baseball	Ryan Slaney	Head Baseball	Steve Camposio
Vol. Asst. Baseball	Tod Shoffler	Asst. Baseball	Corey Damiana
Vol. Asst. Baseball	Billy Kocis	Head Softball	Syd Peterkin
Head Boys Lacrosse	Cole Blackley	Asst. Softball	Barb Kimsey
Vol. Asst. Boys Lacrosse	Sam Gellura	Head Boys Track	Mark Ridgway
Vol. Asst. Boys Lacrosse	Jarryd Hill	Head Girls Track	Nikki Wright
Vol. Asst. Boys Lacrosse	Tom Griffin	Asst. Track	Gary Douglass, Jr.
Head Girls Lacrosse	JoAnn Mclaughlin		
Asst. Girls Lacrosse	Devon Blackley		
Asst. Girls Lacrosse	Michelle Loper		
Vol. Asst. Girls Lacrosse	Anne Bracken		
Vol. Asst. Girls Lacrosse	Maddie Craig		
Head Softball	Judy McCoulough		

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Asst. Softball	Allison Onofretti	
Asst. Softball	Tarin Mason	
Tennis	Jason Felsing	
Head Boys Track	Bill Damiana	
Asst. Boys Track	Paul Baruffi	
Head Girls Track	Dave Pacevich	
Asst. Girls Track	Lilly Swan	
Head Golf	Anthony D'Aleo	
Asst. Golf	Mike Morey	
Vol. Asst. Golf	Dennis Elia	
Vol. Asst. Golf	Darren Rutherford	
Vol. Asst. Golf	Steve Ransom	

BUILDINGS & GROUNDS

- a. Approve the RMT Media Center to hold a Scholastic Book Fair in the RMT Media Center on December 11-15, 2023 from 8:30am-3:00pm and 5:30pm-8:30pm on December 12. This is contingent upon no conflicts with our own school district activities. All further arrangements will be coordinated with Erik Simonsen and Roy Olsen.
- b. Approve the ESports Club to hold an ESports Rumble Competition at the High School in rooms M9 & M10 on January 9, 2024 from 5pm-7pm. This is contingent upon no conflicts with our own school district activities. All further arrangements will be coordinated with Erik Simonsen and Roy Olsen.
- c. Approve the Township of Lower Recreation Department to use both RMT gyms for its Youth Travel Basketball Program (Monday through Thursday from 5:30-8:00pm), November 2023 through March 2024. This is contingent upon no conflicts with our own school district activities. All further arrangements will be coordinated with Erik Simonsen and Roy Olsen.
- d. Approve the Township of Lower Recreation Department to use both RMT gyms for its Elks Basketball Tournament on December 27, 28 & 29, 2023 from 9:00am-5:00pm each day. This is contingent upon no conflicts with our own school district activities. All further arrangements will be coordinated with Erik Simonsen and Roy Olsen.
- e. Approve the Township of Lower Recreation Department to use both RMT gyms for its Youth Wrestling Program (Monday, Wednesday & Thursday from 5:30-8:30pm), November 2023 through March 2024. This is contingent upon no conflicts with our own school district activities. All further arrangements will be coordinated with Erik Simonsen and Roy Olsen.

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- f. Approve the Cape May County Police Academy to use the Paul W. Schmidtchen Theatre for the Police Academy Graduation on January 12, 2024 from 9:30am-7pm. This is contingent upon no conflicts with our own school district activities. All further arrangements will be coordinated with John Drechen and Roy Olsen.
- g. Approve the Lower Township Elementary School District to use the Football Field and Concession Stand for a Flag Football Fundraiser on November 18, 2023 from 5pm - 8:30pm. This is contingent upon no conflicts with our own school district activities and receipt of the required certificate of insurance with policy endorsement. All further arrangements will be coordinated with Erik Simonsen and Roy Olsen.
10. Consideration of additional items that may be properly presented to the Board of Education at this time.
11. Receive comments from the public in accordance with the Board of Education's policy on participation at Board meetings.

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12. 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 listed below and that these matters will be disclosed to the public when the particular items under discussion have been concluded: