

**LOWER CAPE MAY REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
December 3, 2025
AGENDA**

1. Call to order.
2. Roll call.
3. Pledge of Allegiance.
4. Correspondence.
5. Committee Reports and Member Comments:
 - I. Finance (10-29-25 minutes) /Negotiations
 - II. Curriculum (11-18-25 minutes)/Personnel/Affirmative Action
 - III. Policy/Public Relations/Articulation/Safety & Security
 - IV. Building & Grounds/Transportation/Athletics & Extra Curricular (11-10-25 minutes)
 - 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).
8. Approve the work session & regular meeting minutes from the October 22, 2025 Board of Education meeting (10-22-25 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 2025-2026 school year through September 30, 2025, pending audit. Pursuant to N.J.A.C.6A:23-2.11(c).3 the Board Secretary certifies that as of September 30, 2024 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 September 2025, pending audit. Pursuant to N.J.A.C.6A:23-2(c)4 the Board of Education certifies that as of September 30, 2025, 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 September 2025 Bank Reconciliation Report, in agreement with the September 2025 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 (FIN F).
- g. Approve list of field trip requests (FIN G).
- h. Approve the following school fundraising activities (FIN H).
- i. Approve to 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.
- j. Approve 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.

December 3, 2025 BOE Meeting

Teitelman Middle School, where the total cost will be shared equally (50/50), effective January 1, 2026 thru December 31, 2028 (FIN J).

- k. Approve the 2025-2026 TRIPS/microTRIPS maintenance contract & software license agreement for \$3,975.00 for District's transportation information system.
- l. Approve the unofficial election results from the County Board of Elections for the November 4, 2025 General Election (FIN L).
- m. Approve the Board Secretary to process any December 2025 Bills prior to the January Board Meeting.
- n. Approve the Educational Service Contract with New Hope for student 5632987845 for the 2025-2026 school year.
- o. Approve 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.
- p. Approve 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
- q. Approve 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.
- r. Approve 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.
- s. Approve the use of 1 bus/driver to transport the West Cape May Elementary classes to/from the Washington Inn on December 4, 2025. All further arrangements will be coordinated with Jo Ann Laputka.
- t. Approve the reimbursement request to Gionna Botto-Malecki for 3 credits to Rowan University in the amount of \$2,492.37 as per contract.
- u. Approve the reimbursement request to Eric Albert for 3 credits to William Patterson University in the amount of \$2,025.00 as per contract.
- v. Approve the reimbursement request to Cory Damiana for 5 credits to Rowan University in the amount of \$2,943.15 as per contract.

CURRICULUM & INSTRUCTION

- a. Approve the following homebound case(s):

December 3, 2025 BOE Meeting

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

POLICY

- a. Approve the 2nd Reading and Adoption of Policy Alert 235 from Strauss Esmay (POL A).

PERSONNEL

- a. Approve 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.
- b. Accept Amy Souder's letter of retirement as a Language Arts Teacher at the Richard M. Teitelman Middle School, effective June 30, 2026.
- c. Accept Tracy Crouthamel's letter of retirement as a Mathematics Teacher at the Richard M. Teitelman Middle School, effective July 1, 2026.
- d. Accept Jeffrey Schwartz's letter of resignation as a Teacher of Culinary Arts at the High School, effective June 30, 2026.
- e. Approve the transfer of Charles Hoffnagle from County Certified Aide to Custodian, Step 2 with benefits effective November 17, 2025.
- f. Approve the following Substitute Teachers for the 2025-2026 school year:
Virginia Rettig Mark Logan William Porter
Gabrielle Eiler (pending paperwork)
- g. Approve Ron Panczner as a Sub Bus Driver upon the completion of his training under the direction of Joe Battle Jr.

ATHLETICS & EXTRA-CURRICULAR

- a. Approve the following Winter Parade Supervision staff for the 2025-2026 school year:
Kaleb Magnusson Kirstin Logan Joe Napoli Tracy Crouthamel Val Onofrietti
- b. Accept Jen Slaney's resignation as RMT Head Cheer.
- c. Approve 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

- d. Approve 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)
LCMR High School	Name
Vol. Asst. Wrestling	Cody Dix

BUILDINGS & GROUNDS

- a. Approve Cape Assist to use the RMT Parking lot to hold a Movie Night on December 5, 2025 from 4:45pm – 9pm. This is contingent upon no conflicts with our own school district activities. All further arrangements will be coordinated with Matt Danze and Roy Olsen.
- b. Approve the Lower Township Elementary Sandman School to use the Paul W. Schmidtchen Theatre for their closing exercises on June 10, 2026. This is contingent upon no conflicts with our own school district activities. All further arrangements will be coordinated with Kelly Kennedy and Roy Olsen
- c. Approve 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. This is contingent upon no conflicts with our own school district activities. All further arrangements will be coordinated with Matt Danze and Roy Olsen.
- d. Approve the Cape Express Soccer Club to use both RMT Gyms on Sundays starting January 11 – March 3, 2026 from 9am-3:00pm. This is contingent upon no conflicts with our own school district activities. All further arrangements will be coordinated with Matt Danze and Roy Olsen.
- e. Approve the LCM Little League to use the Field House on February 22, 2026 and March 1, 2026 from 10am-6pm to hold try-outs. This is contingent upon no conflicts with our own school district activities. All further arrangements will be coordinated with Matt Danze and Roy Olsen.
- f. Approve the Lower Township Police Department to use the Field House for training on December 9th & 11th, make-up dates December 16th & 18th. This is contingent upon no conflicts with our own school district activities. All further arrangements will be coordinated with Matt Danze 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.

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.

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: