

**LOWER CAPE MAY REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
December 6, 2023
AGENDA**

1. Call to order.
2. Roll call.
3. Pledge of allegiance.
4. Correspondence.
5. Committee Reports and Member Comments:
 - I. Finance (11-29-23 minutes) /Negotiations
 - II. Curriculum /Personnel/Affirmative Action
 - III. Policy/Public Relations/Articulation/Safety & Security
 - IV. Building & Grounds /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).
 8. Approve the work session & regular meeting minutes from the October 25, 2023 Board of Education meeting (10-25-23 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 September 30, 2023, pending audit. Pursuant to N.J.A.C.6A:23-2.11(c).3 the Board Secretary certifies that as of September 30, 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 September 2023, pending audit. Pursuant to N.J.A.C.6A:23-2(c)4 the Board of Education certifies that as of September 30, 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 September 2023 Bank Reconciliation Report, in agreement with the September 2023 Board Secretary Report, pending audit (FIN C).
- d. Approve transfers made by the Superintendent pursuant to Title 18A:22-8.1 (FIN D).
- e. Approve payment of bills (FIN E).
- 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:
LCMR Basketball Cheer Cheese Cake Sales November 30 - December 7
- i. Approve the following resolution to utilize Maintenance of Equity:

WHEREAS, The federal American Rescue Plan Act of 2021 (ARP) allocated more than \$2.7 billion in funding to local education agencies (LEA) that may be used to support a broad range of educational services to address the impacts of the COVID-19 pandemic. As a condition of receiving these funds, the law includes a "maintenance of equity"

(MOEq) requirement applicable to states. The MOEq requirement includes two provisions:

- For “high-need” LEAs, states may not decrease per pupil aid between FY2022 and FY 2023 by an amount that exceeds the statewide average decrease in per pupil aid. A high-need LEA is one that falls in the top 50% when ranked by poverty rate>
- for “highest-poverty” LEAs, the amount of per pupil aid provided by states in FY2023 may not be lower than the amount of per pupil aid provided in FY2019. A highest-poverty LEA is one that falls in the top 20% when ranked by poverty rate.

WHEREAS, In New Jersey, the State’s per pupil funding increased between FY2023 and FY2022, and as a result this provision effectively means that there may be no decrease in per pupil aid for a “high-need” district, as per pupil aid increased between the two fiscal years; and

WHEREAS, The U.S. Department of Education, after discussions with the New Jersey Department of Education (Department) has determined that each LEAs minimum required levy, as outlined at N.J.S.A. 18A:7F-5(b), should be considered when determining if any remedy is required to meet the maintenance of equity provision; and

WHEREAS, On July 10, 2023, the Board of Education of the Lower Cape May Regional School District, was notified by the State of New Jersey that the District would be receiving \$1,093,100 and the money was received by the District on July 14, 2023; and

WHEREAS, The District intends to utilize the \$1,039,100 in the 2023-2024 budget in addition to previously approved Capital Reserve funds to restore/replace the 20-year old Lower Cape May Regional High School roofs (G-Wing, New Gym and Theater Roofs – 55,000 square feet), which was originally approved as part of the 2023-2024 budget to be funded through Capital Reserve and a ROD Grant, however, the District did not receive the ROD Grant to be able to complete the roof project; and

WHEREAS the Lower Cape May Regional Board of Education acknowledges that State support for the High School roof capital projects is not currently available , and

WHEREAS the Department of Facilities must approve all capital projects and will only move forward with approval of a properly submitted capital project if a local board of education declares an eligible capital project as “otherwise” eligible, and

WHEREAS, by declaring a capital project as “otherwise” eligible, the Lower Cape May Regional Board of Education hereby declares that the above-mentioned project will be supported in full with local capital reserve funds and Maintenance of Equity Aid funds; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Lower Cape May Regional School District, that the Maintenance of Equity Aid of \$1,039,100 be transferred into the 2023-2024 budget in addition to previously approved Capital Reserve funds to restore/replace the High School roof, is hereby approved at the Board of Education meeting held on this 6th day of December, 2023.

- j. Approve the Business Administrator/Board Secretary to go out to bid restore/replace the 20-year old Lower Cape May Regional High School roofs (G-Wing, New Gym and Theater Roofs – 55,000 square feet).
- k. Approve the 2023-2024 TRIPS/microTRIPS maintenance contract & software license agreement for \$3,975 for the District’s transportation information system.
- l. Approve the Tuition Contract for MH020410 to attend Pinelands Learning Center for the 2023-2024 school year at a cost of \$44,085.60.
- m. Approve the Tuition Contract for DH092908 to attend Clayton Public School for the 2023-2024 school year at a cost of \$17,477.00.
- n. Approve the Tuition Contract for JD011310 to attend Bonnie Brae for the 2023-2024 school year at a cost of \$70,090.00.
- o. Approve to accept the Middle Grades Career Awareness grant (year 3) in the amount of \$68,500.
- p. Approve the resolution to sell a strength cable machine that is no longer used on GovDeals (FIN P).
- q. Approve the 2023-2024 Transportation Contract with the New Jersey Department of Children and Families for student EB and student BL at a rate of \$75/per day, to transport to the DCF Regional School, Cape May Campus, Cape May Court House.
- r. Approve the reimbursement to Evan Rundgren for 3 credits at American College of Education in the amount of \$1,088.90 as per contract.
- s. Approve the reimbursement to Christine Teeney for 3 credits at Stockton College in the amount of \$2,396.70 as per contract.
- t. Approve the reimbursement to Gionna Botto-Malecki for 3 credits at Rowan University in the amount of \$2,352.72 as per contract.

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- u. Approve the reimbursement to Frank Zilinek for 3 credits to William Paterson University in the amount of \$1835.40 as per contract.
- v. Approve Erich Wolf to attend the NJSPA Legal Compliant IEP Workshop in Monroe Township, NJ on November 16, 2023. Cost not to exceed \$300.
- w. Approve the official election results from the County Board of Elections for the November 8, 2023 General Election.
- x. Approve the Sidebar Agreement with the LCMR Support Personnel to modify "Appendix A Custodial/Maintenance Salary Guide for staff hired AFTER March 26, 2015" for 2023-2024 (FIN X).
- y. Approve to accept the proposal from Degler Whiting for the replacement of the Football and Baseball Scoreboards through the Ed Data Services Co-op (#DEG10426) in the amount of \$180,965, utilizing Capital Reserve as part of the 2023-2024 budget.
- z. Approve to accept the proposal from Degler Whiting for the replacement of RMT Corridor Lockers through the Ed Data Services Co-op (#DEG11760) in the amount of \$288,620, utilizing Capital Reserve as part of the 2023-2024 budget.
- aa. Approve an increase in the substitute rates as of January 1, 2024 for the following:

Secretary	
1-9 Years of Experience	\$16/Hour
10+ Years of Experience	\$18/Hour
Custodian	
Custodian	\$16/Hour
Custodian with Black Seal	\$17/Hour
Food Service	
0-4 Years at LCMR	\$16/Hour
5-9 Years at LCMR	\$16.50/Hour
10+ Years at LCMR	\$17/Hour
Sub Ass't Cook	\$17.50/Hour
Sub Head Cook	\$18/Hour

- bb. Approve the Board Secretary to process any December 2023 Bills prior to the January Board Meeting.

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CURRICULUM & INSTRUCTION

- a. Approve the Middle School Career Exploration Program After School Clubs to run January 27, 2024- March 23, 2024 on Tuesdays and Saturdays at LCMR for 5th-7th grade students, funded via The Middle Grades Career Exploration Grant.
- b. Approve the 2024 June Career Exploration Program at LCMR for 5th-7th grade students. Career Exploration Camp will be held at LCMR from 8:30am 11:30pm on the following dates: 6/18/24-6/20/24 and 6/25/24-6/27/24. Staff members to be paid at a stipend of \$2000.00 per person as per FY24 Middle Grades Career Awareness grant funding.
- c. Approve the 2024 LCMR Visual and Performing Arts Camp held at LCMR from 8:30am 11:30pm on the following dates: 7/9/24-7/11/24 and 7/16/24-7/18/24.
- d. Approve Cape Assist to participate with The Wellness Club at RMT and SADD at LCMR.
- e. Approve the Cape Assist to participate with the LCMR 10th grade health classes Teen Mental Health First Aid January 16-19, 2024 and January 23 & 24, 2024.
- f. Approve the revised District Curriculum:
7th Grade Life Science
8th Grade Science

POLICY

- a. Approve the 2nd reading and adoption of the revised Policy Alert231 (POL A).
- b. Approve the administrative actions for the following completed HIB incidents(s):
HIB Identifier#(s)
AD102323

PERSONNEL

- a. Approve the following Substitute Food Service pending paperwork for the 2023-2024 school year:
Amina Abdelmajid
Brian Kulus
Clarissa Ramirez-Nava
- b. Approve the following Substitute Bus Aides for the 2023-2024 school year:
Jill Moon
Kelly Steich
- c. Approve the following Substitute Bus Drivers for the 2023-2024 school year:
Andrew Axelsson Willis Heacock
Louis Bartleson Jr. James Kenny
Samuel Bry Daniel Rodriguez

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- d. Approve Nada Nasr as a Substitute Teacher for the 2023-2024 school year.
- e. Approve the unpaid leave of absence for Mary Gallagher effective December 5 – December 31, 2023.
- f. Approve the FMLA unpaid leave of absence for Margie Franco effective December 1, 2023 – February 26, 2024.
- g. Approve the FMLA intermittent leave for Gionna Botto-Malecki effective through June 14, 2024.
- h. Approve the leave of absence for Mark Conley using accumulated sick days effective December 4, 2023 – February 5, 2024.
- i. Approve Evan Rundgren to move from BA+15, Step 9 with benefits to MA, Step 9 with benefits on the salary guide, effective January 1, 2024.
- j. Approve Matt Danze to move from BA, Step 8 with benefits to BA +15, step 8 with benefits on the salary guide, effective January 1, 2024.
- k. Approve the following staff for the Middle School Career Exploration Program After School Clubs :
 - Gina Bronson Kelly Hussey Jeff Schwartz
 - Carly Crisanti Dave Pacevich
- l. Approve the following staff for the 2024 June Career Exploration Program:
 - Gina Bronson Kelly Hussey Jeff Schwartz
 - Carly Crisanti Dave Pacevich
- m. Accept Sandra Eakin’s letter of retirement as Teacher of History at the High School, effective July 1, 2024.
- n. Accept Nicole Caruso’s letter of resignation as Social Worker/Case Manager effective January 12, 2024.

ATHLETICS & EXTRA-CURRICULAR

- a. Approve the following Mock Trial Advisors for the 2023-2024 school year:
 - Ed Kraemer- Head
 - Steve Morris - Asst.
 - Barb Marino – Volunteer
- b. Approve Julie Heck as the Choir Accompanist for the 2023 Winter Concert for \$350.

- c. Approve Mark Haibach as a 3-7 Program Proctor for the 2023-2024 school year.
- d. Approve Debra Kreudl as Builders Club Advisor for the 2023-2024 school year.

BUILDINGS & GROUNDS

- a. Approve the Cape Express Soccer Club to use both RMT Gyms on Sundays starting January 7 – February 25, 2024 from 9am-1:30pm. 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 Cape Assist/Lower Township Healthy Youth Coalition to use the RMT Parking Lot for an outdoor movie on December 8, 2023 from 5:30pm – 8:00pm. This is contingent upon no conflicts with our own school district activities. 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: