

**LOWER CAPE MAY REGIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING  
February 23, 2023  
AGENDA**

1. Call to order.
2. Roll call.
3. Pledge of allegiance.
4. Correspondence (4).
5. Committee Reports and Member Comments:
  - I. Finance / Negotiations
  - II. Curriculum (2/16/23 minutes)/Personnel/Affirmative Action
  - III. Policy /Public Relations/Articulation/Special Projects & Community
  - IV. Building & Grounds /Transportation/Athletics & Extra-Curricular
  - V. NJSBA/Legislative/County School Board
6. Accept questions and comments from the public on agenda items.
7. Staff Reports (HS, RMT).
8. Approve work session & regular meeting minutes from the January 26, 2023 Board of Education meeting (1-26-23 minutes), executive session minutes from January 26, 2023 (1-26-23 minutes), and the special meeting minutes from February 8, 2023 (2-8-2023 minutes) and February 15, 2023 (2-15-2023 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:

**NOTICE OF BOARD OF EDUCATION MEETINGS**

Regular meetings of the Board of Education of the Lower Cape May Regional School District shall be held on the 4<sup>th</sup> Wednesday of each month, unless otherwise noted on the schedule below. Work Session meetings will commence at 4:30pm with the Regular Meeting beginning immediately following the conclusion of the Work Session, not earlier than 5:00pm or later than 5:30pm, located at 687 Route, Erma, Township of Lower, County of Cape May, State of New Jersey. The following schedule is to be published and posted in compliance with the Open Public Meetings Law of the State of New Jersey:

**2022-2023 Board of Education Meeting Dates:**

March 15, 2023 (Date change due to budget submission to DOE)  
April 26, 2023  
May 24, 2023  
June 28, 2023

**FINANCE**

- a. Approve Preliminary Monthly Budget Summary Report for the 2022-2023 school year through December 31, 2022, pending audit. Pursuant to N.J.A.C.6A:23-2.11(c).3 the Board Secretary certifies that as of December 31, 2022 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 December 2022, pending audit. Pursuant to N.J.A.C.6A:23-2(c)4 the Board of Education certifies that as of December 31, 2022, 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 December 2022 Bank Reconciliation Report, in agreement with the December 2022 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:

Class of 2026	Brain Bowl	March 6, 2023
S.A.D.D.	Game Night	March 16, 2023
Class of 2023	Egg My Yard	March 6, 2023
- i. Approve the use of 1 bus/driver to transport the West Cape May Elementary K, 1<sup>st</sup>, & 2<sup>nd</sup> grades to and from the Cape May County Library on February 28, 2023. All further arrangements will be coordinated with JoAnn Laputka.
- j. Approve the use of 1 bus/driver to transport the West Cape May Elementary 3<sup>rd</sup> & 4<sup>th</sup> grades to and from the Cape May County Library on March 1, 2023. All further arrangements will be coordinated with JoAnn Laputka.

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- k. Approve the use of 1 bus/driver to transport the West Cape May Elementary 5<sup>th</sup> & 6<sup>th</sup> grades to and from the Cape May County Library on March 2, 2023. All further arrangements will be coordinated with JoAnn Laputka.
- l. Approve the 2022-2023 tuition contract with Y.A.L.E. School East for student KC122104 in the amount of \$34,332.56 for 92 days commencing January 27, 2023.
- m. Approve Mark Mallett to attend the NJASBO Conference in Atlantic City, NJ on June 6-9, 2023 at a cost to the District not to exceed \$500.
- n. Approve the Business Administrator/Board Secretary to post on the district website and advertise for Request for Proposal for Professional Services and Risk Management Consultant for the 2023-2024 school year.
- o. Approve to authorize Garrison Architects to prepare and submit NJDOE ROD Grant Round 5 project applications to restore/replace Lower Cape May Regional High School roofs (G-Wing, New Gym and Theater Roofs – 55,000 square feet); replace the public address at the Lower Cape May Regional High School and Richard M. Teitelman Middle School system; the abate asbestos in the Lower Cape May Regional High School, the Richard M. Teitelman Middle School, and the Administration Building. It further authorizes Garrison Architects to amend the district approved LRFP to include these projects as required.
- p. Approve the 2023-2024 tuition rates for Grades 7 through 12 of \$14,573 per student.
- q. Approve the adjusted 2021-2022 school year tuition of \$15,882 for Cape May Point Board of Education. We are anticipating 1 Regular Education student to attend the Lower Cape May Regional School District for the 2023-2024 school year at a cost of \$14,573. The total amount due from Cape May Point Board of Education for 2023-2024 will be \$30,455.
- r. Approve the Atlantic City Electric Offer Acceptance Letter for a maximum incentive of \$17,660.90 for the energy conservation measures associated with the HS and RMT HVAC project.
- s. Approve the following Substitute Teacher rates:
  - With Substitute Certification - \$150/diem
  - With Teacher Certification - \$150/diem

**CURRICULUM & INSTRUCTION**

Nothing to Report

**POLICY**

- a. Approve the first reading of revised Policy Alert229 (POL A).

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- b. Approve the administrative actions for the following completed HIB incident(s):

HIB Identifier#(s)

AS011923

MD020223

**PERSONNEL**

- a. Approve the following Substitutes for the 2022-2023 school year:  
Steven Camposeo  
William Damiana Sr.
- b. Approve the following Substitute Food Service for the 2022-2023 school year:  
Paula Heiman  
Chelsea Magill
- c. Approve to move Brittany O'Donnell, from BA, Step 14 with Benefits to BA+15, Step 14 with Benefits on the Teachers Salary Guide, effective March 1, 2023.
- d. Upon the recommendation of the Superintendent, approve Joe Gilliam as Bus Mechanic with benefits at \$65,000, effective June 26, 2023.
- e. Upon the recommendation of the Superintendent, approve William McCullen as a Maintenance Worker with benefits at Step 1 of the Support Staff salary guide, effective March 1, 2023.

**ATHLETICS & EXTRA-CURRICULAR**

- a. Approve Jake Maxwell as a Volunteer Wrestling coach at the High School for the 2022-2023 school year, effective February 1, 2023.
- b. Approve Allison Onofrietti as the Asst. Softball coach at the High School for the 2022-2023 school year.

**BUILDINGS & GROUNDS**

- a. Approve the NJ Audubon to use the Paul W. Schmidtchen Theatre for their Reception and Slideshow event on May 20, 2023 from 4:30pm-7:30pm. This is contingent upon no conflicts with our own school district activities. Participants must follow the District local/State Health Dept/CDC protocols/requirements /recommendations. All further arrangements will be coordinated with John Drechen and Roy Olsen.
- b. Approve the After Prom & LTES PTA to use the LCMR High School Gym for a fundraiser Basketball Game on March 24, 2023 from 4pm-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.

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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. Each statement made by a participant shall be limited to five minutes' duration.
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: