

**LOWER CAPE MAY REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
APRIL 29, 2021
AGENDA**

1. Call to order.
2. Roll call.
3. Pledge of allegiance.
4. Correspondence.
5. Committee Reports and Member Comments:
 - I. Finance (4-20-21 minutes)/Negotiations
 - II. Curriculum (4-21-21 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. PUBLIC HEARING – 2021-2022 School Budget (7).
8. Approve the following resolution:

BE IT RESOLVED to approve the 2021-2022 School District Budget as follows:

	Budget	Local Tax Levy
General Fund	34,737,763	22,673,315
Special Revenue Fund	2,187,569	
Debt Service Fund	1,099,810	969,997
Total Base Budget	38,025,142	23,643,312

BE IT FURTHER RESOLVED included in budget line 620, Budgeted Withdrawal from Capital Reserve – Excess Costs & Other Capital Projects, for \$690,000 to replace/upgrade high school theater lighting and light controller, \$405,000 to replace the running track and improve drainage, \$600,000 to replace the RMT Auxiliary gym and bleachers, \$375,000 to replace the RMT main gym bleachers, \$385,000 to modernize the RMT elevator with new controls, and \$875,000 to replace/upgrade the RMT fire alarm system. The use of \$3.33 million of capital reserve will allow the district to address a number of maintenance items and improve the facilities by replacing the nearly 20 year old theater front-of-house lights and controller with more energy efficient LED lighting and adding aisle lights, replacing the 15 year running track and improving drainage, replacing the 25+ year old RMT auxiliary gym floor and bleachers, replacing the 45+ year old the RMT main gym bleachers, modernizing the 45+ year old RMT elevator controls and hydraulics and upgrading/replacing the 25+ year old RMT fire alarm system.

AND BE IT FURTHER RESOLVED that the Lower Cape May Regional Board of Education establish a maximum of \$40,000 in the general fund 2021/22 budget, allotted for travel and travel related expenditures.

9. Approve the following list of resolutions for professional services and appointments for the 2021-2022 school year (9):
 - Approve resolution appointing Solicitor
 - Approve resolution appointing Auditors
 - Approve resolution appointing Medical Inspector
 - Approve resolution appointing Architect
 - Approve resolution appointing Bond Counsel
 - Approve resolution appointing Financial Advisor
 - Approve resolution appointing Physical Therapist
 - Approve resolution appointing Nursing Services
 - Approve resolution appointing Engineer
 - Approve resolution appointing Continuing Disclosure and Dissemination Agent
 - Approve resolution appointing a Qualified Purchasing Agent
 - Approve resolution appointing School Depositories
 - Approve resolution – Investment of Funds
 - Approve resolution – Official Newspaper
 - Approve Board of Education Meeting Dates
 - Approve resolution – Affirmative Action Policy and Affirmative Action Officer
 - Approve resolution – Transfer of Funds
 - Approve Policy Manuals, Handbooks, Curriculum
 - Approve resolution Authorizing the Procurement of Goods and Services
 - Approve resolution for continued participation in a cooperative pricing agreement with the Educational Services Commission of New Jersey (ESCNJ), Camden County Educational Services, and Hunterdon County Educational Services
 - Approve resolution establishing Petty Cash funds for the district
 - Approve resolution – 403b or 457b Providers
 - Approve resolution appointing Public Agency Compliance Officer
 - Approve resolution appointing 504 Coordinator
 - Approve resolution appointing AHERA Consultant Inc. for Asbestos Designated Person Services
 - Approve resolution – Risk Management Consultant
 - Approve resolution appointing Integrated Pest Management Coordinator
 - Approve resolution appointing Right to Know Officer
 - Approve resolution appointing Custodian of Records
 - Approve resolution appointing Designated Person for Indoor Air Quality
 - Approve resolution appointing School Safety Specialist
10. Staff Reports (HS, RMT, FS).
11. Approve work session & regular meeting minutes from the March 18, 2021 Board of Education meeting (3-18-21 minutes).

12. CONSENT AGENDA: The following items are believed to be items 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 the items on the consent agenda removed for discussion by so indicating, prior to the vote to be taken on the consent agenda:

FINANCE

- a. Approve the Preliminary Monthly Budget Summary Report for the 2020-2021 school year through February 2021 pending audit. Pursuant to N.J.A.C.6A:23-2.11(c).3 the Board Secretary certifies that as of February 28, 2021 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 the Board Secretary Report for February 2021, pending audit. Pursuant to N.J.A.C.6A:23-2(c)4 the Board of Education certifies by a roll call that as of February 28, 2021 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 February 2021 preliminary report of the Treasurer of School Funds for the 2020-2021 school year. It is in agreement with the February 28, 2021 report of the Board Secretary, 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 trips.
- h. Approve list of school fundraising activities (FIN H).
- i. Approve that Lower Cape May Regional School District Board of Education intends to renew, award, or permit to expire contracts previously awarded by the board of education pursuant to PL 2015, Chapter 47, for the 2021-2022 school year. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Procurement Regulations 2CFR Part 200.317 et. Seq (to be provided at meeting).
- j. Approve the 2021-2022 Contract for Participation in Cooperative Transportation (FIN J).
- k. Approve renewal of student accident insurance coverage with QBE Insurance through the J. Byrne Agency, effective July 1, 2021 (FIN K).

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- l. Approve renewal of the agreement with Dental Alliance effective July 1, 2021 (FIN L).
- m. Approve the Homeless Agreement with other Cape May County schools not to seek tuition reimbursement for regular education students for the 2021-2022 school year.
- n. Approve reimbursement to TJ Belasco for obtaining the Mindfulness Meditation Teacher Certification at a cost not to exceed \$7,139.
- o. Approve the tuition contract with Cape May County Technical High School for the 2021-2022 school year (FIN O).
- p. Approve a 60-month copier lease contract for six copiers with Ricoh, New Jersey State Contract #A40467, at the cost of \$2,139.53 per month and a maintenance agreement for 3 copiers at \$825 per month.
- q. Approve the 2020-2021 Tuition Contract Agreement#21ZHEE, for two students to receive educational services with DCF Cherry Hill Regional School, effective 7/1/2020 at a cost of \$230.19 per diem.
- r. Approve the resolution regarding state legislators' support of all school districts for equitable state funding (FIN R).
- s. Approve case #JR061605 to receive educational instruction from New Hope I.B.H.C, effective February 5, 2021.
- t. Approve Bill Damiana Jr. & Dennis Elia to attend the NJSIAA State Wrestling Championship at Phillipsburg High School on April 24-25, 2021 at a cost not to exceed \$900.
- u. Approve Sandra Eakin to attend the virtual Marco Learning AP Summer Workshop for US History on July 13-15, 2021 at a cost not to exceed \$249.00.

CURRICULUM & INSTRUCTION:

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

<u>CASE#</u>	<u>DATE</u>
BB020805	04/19/21

POLICY

- a. Approve the School Bus Evacuation Report(s), as conducted per N.J.A.C 6a:27-11.2 (POL A).
- b. Approve the proposed 2021-2022 school calendar (POL B).
- c. Approve the administrative actions for the following completed RMT HIB incident(s):
HIB Identifier#(s)
GS031721

PERSONNEL

- a. Approve the following substitute teachers for the 20-21 school year:

William Dorner	Devon Blackley
Jesse Cancelmo	Eleonai Serra
- b. Accept Ruth Foley's letter of retirement as Bookkeeper/Treasurer effective July 1, 2021.
- c. Approve Michelle Giaccone as RMT Long-term Substitute Nurse, effective May 13, 2021 through November 29, 2021 at \$170 per diem with no benefits.
- d. Accept Barbara Kimsey's letter of retirement as a part-time bus driver, effective June 30, 2021.
- e. Approve Katilyn Damiana as an 11-month secretary in the High School at Step 5, with benefits effective July 1, 2021.
- f. Approve the Sidebar Agreement to amend the Collective Bargaining Agreement with the Lower Cape May Regional Education Association (PERS F).
- g. Approve the 3-year Memorandum of Agreement between the Lower Cape May Board of Education & Lower Cape May Regional Support Personnel, effective July 1, 2021 to June 30, 2024 (PERS G).
- h. Accept Nicole Morrison's letter of resignation as a Board Member, effective April 19, 2021.
- i. Accept William Kimsey's retirement as Part-Time Bus Driver, effective June 30, 2021.
- j. Accept Dan Sherno's letter of resignation as Groundskeeper, effective May 7, 2021.
- k. Approve Tara Jacobsen as High School Teacher of Science at BA, Step 1 with benefits, effective September 1, 2021.
- l. Approve Gionna A. Botto-Malecki as School Psychologist at MA +30, Step 9 with benefits, effective date to be determined upon release from her current district.

ATHLETICS & EXTRA-CURRICULAR

- a. Approve Chris Rosenberg, Alice Vassar & Fran Zukawski as Proctors for the Senior Credit Restoration Program at the High School for the 20-21 school year.
- b. Approve Greg Douglass and Lindsay Stinson as Proctors for the Underclassmen Credit Restoration Program at the High School for the 20-21 school year.
- c. Approve Russell Sunderland as a paraprofessional football coach for the 20-21 school year.

BUILDINGS & GROUNDS

- a. Approve revised dates for Joanne Reagan Dance to use the Paul W. Schmidtchen Theatre for a dance recital on June 1, 3 and 4, 2021, pending completed paperwork & required certificate of insurance w/policy endorsement. The participants must follow the District, local/State Health Department and CDC protocols/requirements/recommendations. The capacity of people attending and participating will be based on CDC, state and local guidelines. As of now, indoor theaters can accommodate 35% of capacity or a maximum of 150 people. All further arrangements will be coordinated with John Drechen, Roy Olsen and Larry Ziembra. This is contingent upon no conflicts with our own school district activities or district closings.
- b. Approve the John Walter Cape Community Band to use the High School band room, pending availability, completed paperwork & required certificate of insurance with policy endorsement, on Tuesday evenings starting July 1, 2021 to June 30, 2022 from 7:00pm-8:30pm. Participants must follow the District, local/State Health Department and CDC protocols/ requirements/ recommendations. The capacity of people participating will be based on CDC, state and local guidelines. All further arrangements will be coordinated with John Drechen and Roy Olsen. This is contingent upon no conflicts with our own school district activities or district closings.
- c. Approve the revised dates for the Cape May Dance Company to use the Paul W. Schmidtchen Theatre for a dance recital on June 22 and June 23, 2021, pending completed paperwork & required certificate of insurance with a policy endorsement. Participants must follow the District, local/State Health Department and CDC protocols/requirements/recommendations. The capacity of people attending and participating will be based on CDC, state and local guidelines. As of now, indoor theaters can accommodate 35% of capacity or a maximum of 150 people. All further arrangements will be coordinated with John Drechen, Roy Olsen and Larry Ziembra. This is contingent upon no conflicts with our own school district activities or district closings.
- d. Approve Fun Food Cooking/Baking Camp to use the high school cooking classrooms, pending availability, completed paperwork and required certificate of insurance with policy endorsement, *at a cost of \$8.00 per participant*, for the weeks of June 28, 2021, July 5, 2021, July 19, 2021 & August 2, 2021. The participants must follow the District, local/State Health Department and CDC protocols/requirements/recommendations. The capacity of people participating will be based on CDC, state and local guidelines. All further arrangements will be coordinated with Larry Ziembra and Roy Olsen. This is contingent upon no conflicts with our own school district activities or district closings.
- e. Approve Cape Assist to use the Paul W. Schmidtchen Theatre for School Resiliency Team Training on July 13-16, 2021 from 8:00am-4:00pm each day, pending completed paperwork & required certificate of insurance w/policy endorsement. Participants must follow the District, local/State Health Department and CDC protocols/requirements/recommendations. The capacity of people attending and participating will be based on CDC, state and local guidelines. As of now, indoor theaters can accommodate 35% of capacity or a maximum of 150 people. All further arrangements will be coordinated with John Drechen, Roy Olsen and Larry Ziembra. This is contingent upon no conflicts with our own school district activities or district closings.

- f. Approve AME Coaching to use the high school parking lots for a bike handling/skills clinic on Jun 5, 2021 from 6:00am-12:30pm, pending completed paperwork & required certificate of insurance w/policy endorsement. Participants must follow the District, local/State Health Department and CDC protocols/requirements/recommendations. The capacity of people attending and participating will be based on CDC, state and local guidelines. All further arrangements will be coordinated with Larry Ziemba and Roy Olsen. This is contingent upon no conflicts with our own school district activities or district closings.
 - g. Approve Basketball Development Group Inc, DBA South Jersey Jazz Basketball Club to use the High School gymnasiums (high school gyms only, no locker rooms) for the their Battle On the Boardwalk AAU Basketball Tournament. This is contingent upon receipt of completed paperwork, required certificate of insurance with policy endorsement and no conflicts with our own school district activities or district closings. The organization & participants must follow the District Local/State Health Department/CDC Covid protocols, requirements & recommendations. The capacity of people attending and participating will be based on CDC, state and local guidelines. As of now, indoor sporting events can accommodate 35% of capacity or a maximum of 150 people. All further arrangements will be coordinated with Erik Simonsen, Larry Ziemba 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. 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:
 - a. Matters of Personnel