

**LOWER CAPE MAY REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
April 26, 2023
AGENDA**

1. Call to order.
2. Roll call.
3. Pledge of allegiance.
4. Correspondence.
5. Committee Reports and Member Comments:
 - I. Finance (4-19-23 Minutes)/Negotiations
 - II. Curriculum (4-19-23 Minutes)/Personnel/Affirmative Action
 - III. Policy/Public Relations/Articulation/Safety & Security (3-29-23 Minutes)
 - 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: - Superintendent Contract
- 2023-2024 Budget
8. Approve the following 2023-2024 Budget Resolution:
BE IT RESOLVED to approve the of the 2023/24 school district budget as follows:

| | Budget | Local Tax Levy |
|--------------------------|-------------------|-----------------------|
| General Fund | 35,879,892 | 23,845,513 |
| Special Revenue Fund | 1,241,266 | |
| Debt Service Fund | 1,579,448 | 829,247 |
| Total Base Budget | 38,700,606 | 24,674,760 |

BE IT FURTHER RESOLVED Included in budget line 620, Budgeted Withdrawal from Capital Reserve – Excess Costs & Other Capital Projects, for \$3.95 million that includes the following projects: \$1.75 million for the District’s portion of 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 systems at the Lower Cape May Regional High School and Richard M. Teitelman Middle School system, and abate asbestos in the Lower Cape May Regional High School, the Richard M. Teitelman Middle School, and the

Administration Building; \$600,000 for any incremental costs from the HVAC/Roof Bond project including any additional costs for repairs/renovations, architect fees and/or construction management fees; \$600,000 to replace the Richard M. Teitelman Middle School corridor lockers; and \$1.0 million to replace the football field lights, football scoreboard and baseball scoreboard. The use of \$3.95 million of capital reserve will allow the district to address a number of maintenance items and improve the facilities by replacing a 20 year old roofs, and a 40 year old PA system; address any additional/unanticipated costs for the HVAC/Roof bond project; replacing 50 year old RMT Corridor lockers; and replacing 40+ year old football field lights and 15-20 year old scoreboards.

AND BE IT FURTHER RESOLVED that the Lower Cape May Regional Board of Education establish a maximum of \$40,000 in the general fund 2023/24 budget, allotted for travel and travel related expenditures.

THEREFORE BE IT FURTHER RESOLVED the Board of Education approves the 2023/24 budget at the Board of Education meeting held on this 26th day of April, 2023.

9. Approve the following list of resolutions for professional services and appointments for the 2023-2024 school year (9):

- Approve resolution appointing Solicitor
- Approve resolution appointing Auditor
- Approve resolution appointing Medical Inspector
- Approve resolution appointing Architect
- Approve resolution appointing Bond Counsel
- Approve resolution appointing Financial Advisor
- Approve resolution appointing Continuing Disclosure and Dissemination Agent
- Approve resolution appointing Physical Therapist
- Approve resolution appointing Occupational Therapist
- Approve resolution appointing Nursing Services
- Approve resolution appointing a Qualified Purchasing Agent
- Approve resolution appointing School Depositories
- Approve resolution – Official Newspaper
- Approve resolution – Investment of Funds
- Approve Board of Education Meeting Dates
- Approve resolution – Affirmative Action Policy and Affirmative Action Officer
- Approve resolution – Title IX Coordinator
- 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

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- 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).

- Student Safety Data System presentation by Mr. Daly

11. Approve the work session & regular meeting minutes from the March 15, 2023 Board of Education meeting (3-15-23 minutes).

12. 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 2022-2023 school year through February 28, 2023, pending audit. Pursuant to N.J.A.C.6A:23-2.11(c).3 the Board Secretary certifies that as of February 28, 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 February 2023, pending audit. Pursuant to N.J.A.C.6A:23-2(c)4 the Board of Education certifies that as of February 28, 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 February 2023 Bank Reconciliation Report, in agreement with the February 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 (FIN F).
- g. Approve list of field trip requests (FIN G).
- h. Approve the following school fundraising activities:
Class or 2023 Car Wash 5/6/2023
- i. Approve the following Supplemental Stabilization Aid resolution:

WHEREAS, Pursuant to Senate Bill No. 3732 of 2023, signed into law on April 3, 2023, Lower Cape May Regional School District will be able to received \$549,982.

WHEREAS, On April 3, 2022, the NJ Department of Education issued a memo regarding the process for submitting an application for Supplemental Stabilization Aid, which requires the district to fill out a form to identify how the funds will be used and how the district plans to continue its operations in future years when this funding is no longer available.

WHEREAS, The District intends to utilize the \$549,982 to address student technology, safety and security, student transportation needs, and facilities issues. Specifically, the District would continue the one-on-one Chromebook initiative for all students and replace 200 chromebooks that are 5+ years old; upgrade, add and replace surveillance cameras in the High School and Middle School; replace a wheel-chair bus that is at the end of its useful life; renovate the 50 year old Middle School boys and girls locker rooms; and for asbestos remediation in the High School and Middle School; and any other facilities issues that may arise.

WHEREAS, To continue operations in future years when the funding is no longer available, the District will continue to reduce staff through attrition, which may result in increased class size in certain subjects. The District will evaluate programs and may eliminate courses/electives based due to staff attrition and interest of the students, however, the intent is not to eliminate educational programs such AP, CTE and SLE programs.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Lower Cape May Regional School District, that the submission by the Superintendent for Supplemental Stabilization Aid application for \$549,982, is hereby approved at the Board of Education meeting held on this 26th day of April, 2023.

- j. Approve the following resolution for Change Order #2 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;

WHEREAS, Change Order #2 totaling \$81,537.13 will 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

WHEREAS, Garrison Architects and Greyhawk approve Change Order #2 for the total amount of \$81,537.13; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Lower Cape May Regional School District, that Change Order #2 totaling \$81,537.13, which is being deducted from the Allowance, for a total project cost of \$11,044,000, is hereby approved at the Board of Education meeting held on this 26th day of April, 2023 (FIN J).

- k. Approve the Business Administrator/Board Secretary to go out for Request for Proposal (RFP) for Vending Machine Services.
- l. Approve renewal of the agreement with Dental Alliance effective July 1, 2023 (FIN L).
- m. Approve the renewal of student accident insurance coverage with QBE Insurance through the J. Byrne Agency effective July 1, 2023 (FIN M).
- n. Approve the four year Use License Agreement with the City of Cape May for LCMR to use the Cape May Convention for LCMR's High School Prom from 2025 to 2028 (FIN N).
- o. Accept the 2022 National School Lunch Program Assistance Grant for \$40,000 to purchase new ovens for the LCMR High School and RMT Middle School (FIN O).
- p. 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 2023-2024 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. (FIN P).
- q. Approve the donation of \$3,000 from the Board of Education to the After Prom event.

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- r. Approve the Tuition, Extended School Year, and One-to-One Aide Agreements with Cape May County Special Services School District for the 2023-2024 school year (FIN R).
- s. Approve the contract with Care Solace in the amount of \$7500 for Mental Health Resources for the 2023-2024 school year.
- t. Approve to accept funds for the NJDOE Climate Change Pilot Grant award in the amount of \$6,660.
- u. Approve the Title I SIA carryover funds in the amount of \$34,000.
- v. Approve Ashley Wunder to attend the Virtual AP Research for the AP Capstone Program on June 19-23, 2023 at a cost not to exceed \$1075.00.
- w. Approve Mark Gardella to attend the Virtual AP Pre-calculus APSI on June 20-23, 2023 at a cost not to exceed \$899.00.
- x. Approve Chris Vitale to attend the Virtual AP Literature Summer Institute on July 31 – August 3, 2023 at a cost not to exceed \$775.00.
- y. Approve Christine Napoli to attend the Virtual AP Psychology on June 19 – June 23, 2023 at a cost not to exceed \$735.00.
- z. Approve the use of 2 buses/drivers to transport the USCG Color Guard & Band to and from the VFW Convention Parade on June 17, 2023. All further arrangements will be coordinated with JoAnn Laputka.
- aa. Approve the use of 1 bus/driver to transport the Cape May Elementary 4th & 5th grade to and from the Historic Cold Spring Village on June 6, 2023. All further arrangements will be coordinated with JoAnn Laputka.
- bb. Approve the use of 1 bus/driver to transport the West Cape May Elementary Pre-K – 2nd graders to and from the Misty Meadow Farm on May 5, 2023. All further arrangements will be coordinated with JoAnn Laputka.
- cc. Approve the use of 2 buses/drivers to transport the Cape May City Camp field trips to and from the following locations and dates:
 - Lower Township Municipal Pool: June 28th, July 5th, July 12th, July 19th, July 26th, and August 2nd
 - Naval Air Station Wildwood Aviation Museum on July 7th
 - Cape May Nature Center on July 10th
 - Cape May County Zoo on July 17th
- dd. Approve the use of 1 bus/driver to transport the Cape May Elementary Kindergarten to and from the Cape May County Zoo on May 22, 2023. All further arrangements will be coordinated with JoAnn Laputka.

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- ee. Approve the use of 1 bus/driver to transport the Cape May Elementary 1st graders to and from the Wetlands Institute on May 11, 2023. All further arrangements will be coordinated with JoAnn Laputka.

CURRICULUM & INSTRUCTION

- a. Approve the following District curriculum:

| | |
|--------|---------|
| Drones | ESports |
|--------|---------|

POLICY

- a. Approve the School Bus Evacuation Report(s), as conducted per NJAC 6A:27-11.2 (POL A).
- b. Approve the proposed 2023-2024 School District Calendar (POL B).
- c. Approve the administrative actions for the following completed HIB incident(s):
HIB Identifier#(s)
AC022423
EF030923
FM031623

PERSONNEL

- a. Approve on the Recommendation of the Superintendent, the appointment of the Richard M. Teitelman Middle School Principal effective July 1, 2023. Name to be brought to the meeting.
- b. Approve the employment contract that was reviewed and approved by the Interim Executive County Superintendent for Greg Lasher, Superintendent, from July 1, 2023 to June 30, 2026 (PERS B).
- c. Approve the Business Administrator's tentative contract to be submitted for approval by the Interim Executive County Superintendent (PERS C).
- d. Approve to move Nidia Marshall from MA, Step 5 with benefits to MA+15 with benefits on the Teachers Salary Guide, effective May 1, 2023.
- e. Approve as Substitute Teacher for the 2022-2023 school year:
Michelle Loper Tianna Wolf
- f. Approve Ronald Young as a Substitute Custodian for the 2022-2023 school year.
- g. Approve Margaret Kroeger's medical leave of absence from April 26-June 7, 2023 using accumulated sick time.

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- h. Approve Elizabeth Johnson’s medical leave of absence from March 29-April 11, 2023 using FMLA.
- i. Approve Myra Belasco’s request to rescind her retirement letter.

ATHLETICS & EXTRA-CURRICULAR

- a. Approve Tom Griffin as a Vol. Asst. Boys Lacrosse Coach for the 2022-2023 school year.
- b. Approve the following Vol. Asst. Golf Coaches for the 2022-2023 school year:
 Jim Ridgway Jr. Dennis Elia
- c. Approve the following coaches for the 2023-2024 school year:

| LCMR High School | Fall Coaches |
|-----------------------------|-----------------------|
| Head Football | Lance Bailey |
| Asst. Football | Billy Damiana |
| Asst. Football | Paul Baruffi |
| Asst. Football | Steve Scanlon |
| Head Football Cheerleading | Barb Kimsey |
| Vol. Asst. Football | Mike Wilson |
| Vol. Asst. Football | Sam Lawler |
| Vol. Asst. Football | Matt Danze |
| Head Girls Soccer | Darren Rutherford |
| Head Field Hockey | Anne Bracken |
| Asst. Field Hockey | JoAnne Mclaughlin |
| Asst. Field Hockey | Maddie Craig |
| Head Girls Tennis | Greg Douglass |
| Asst. Girls Tennis | Kyle Holt |
| Head Cross Country | Syd Peterkin |
| Head Girls Volleyball | Greta Pacevich |
| Asst. Girls Volleyball | Dave Pacevich |
| Vol. Asst. Girls Volleyball | Jessica McCann |
| | |
| LCMR High School | Winter Coaches |
| Head Boys Basketball | Scott Holden |
| Asst. Boys Basketball | Rocco Sansone |
| Asst. Boys Basketball | Pat Holden |
| Fr. Asst. Boys Basketball | Gary Douglss Jr. |
| Vol. Asst. Boys Basketball | John McGaffney |
| Head Girls Basketball | Scott Douglass |
| Asst. Girls Basketball | Jen Elwell |
| Asst. Girls Basketball | Greg Douglass |

| RMT | Fall Coaches |
|------------------------------|-----------------------|
| Head Football | Steve Camposio |
| Asst. Football | Cory Damiana |
| Head Football Cheerleading | Jen Slaney |
| Head Boys Soccer | Mark Ridgway |
| Asst. Boys Soccer | Mike Morey |
| Head Girls Soccer | Nikki Wright |
| Head Cross Country | Ian McCrone |
| Head Field Hockey | Kelly Godfrey |
| Asst. Field Hockey | Dana Gleason |
| | |
| | |
| | |
| RMT | Winter Coaches |
| Head Boys Basketball | Steve Selby |
| Head Girls Basketball | Kyle Holt |
| Head Wrestling | Travis Davis |
| Asst. Wrestling | Ian McCrone |
| Head Basketball Cheerleading | Jen Slaney |
| | |

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| | |
|------------------------------|--------------------|
| Head Basketball Cheerleading | Barb Kimsey |
| Head Wrestling | Billy Damiana |
| Asst. Wrestling | Dennis Elia |
| Asst. Wrestling | Cory Damiana |
| Vol. Wrestling | AJ Fischer |
| Vol. Wrestling | Jake Maxwell |
| Vol. Wrestling | Erik Simonsen |
| Head Winter Track | Syd Peterkin |
| Asst. Winter Track | Dave Pacevich |
| Head Swim | Brittany O'Donnell |
| Asst. Swim | Lindsay Stinson |
| Vol. Asst. Swim | LeeAnn Durante |

BUILDINGS & GROUNDS

- a. Approve the Basketball Development Group Inc, DBA South Jersey Jazz Basketball Club to use the High School New Gym for a Basketball Tournament on Saturday June 24 and Sunday June 25, 2023 from 8am-8pm. This is subject to facility availability and contingent upon no conflicts with our own school district activities. All further arrangements will be coordinated with Erik Simonsen and Roy Olsen.
- b. Approve ProDance to use the Paul W. Schmidtchen Theatre for a dress rehearsal on April 2, 2023 from 1pm-9pm. This is subject to facility availability and contingent upon no conflicts with our own school district activities. All further arrangements will be coordinated with John Drechen and Roy Olsen.
- c. Approve the John Walter Cape Community Band to use the High School band room on Tuesday and Thursday evenings starting July 1, 2023 to June 30, 2024 from 7pm-9pm. This is subject to facility availability and contingent upon no conflicts with our own school district activities. All further arrangements will be coordinated with John Drechen and Roy Olsen.
- d. Approve AME Coaching to use the High School Track on June 29, 2023, July 6, 2023, & July 13, 2023 from 8am-9am for team practice. This is subject to facility availability and 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 Lower Township Police Department to use the fields by the Field House on August 1, 2023 from 5pm-8pm for their National Night Out. This is subject to facility availability and 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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13. Consideration of additional items that may be properly presented to the Board of Education at this time.
14. 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.
15. 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. Matter of Personnel - 23-24 Appointment of Staff