

**LOWER CAPE MAY REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
APRIL 28, 2022
AGENDA**

1. Call to order.
2. Roll call.
3. Pledge of allegiance.
4. Correspondence (4).
5. Committee Reports and Member Comments:
 - I. Finance (4-6-22 Minutes) /Negotiations
 - II. Curriculum (4-6-22 Minutes)/Personnel/Affirmative Action
 - III. Policy/Public Relations/Articulation/Special Projects & Community
 - IV. Building & Grounds (4-6-22 Minutes)/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
- 2022-23 Budget

8. Approve the following resolution:

BE IT RESOLVED to approve the of the 2022/23 school district budget as follows:

	Budget	Local Tax Levy
General Fund	32,914,965	23,126,781
Special Revenue Fund	4,643,954	
Debt Service Fund	918,596	811,627
Total Base Budget	38,477,515	23,938,408

BE IT FURTHER RESOLVED Included in budget line 620, Budgeted Withdrawal from Capital Reserve – Excess Costs & Other Capital Projects, for \$2.4 million to connect to the Lower Township MUA public water supply, \$275,000 to replace/upgrade high school theater sound board and sound system, \$200,000 to replace HS corridor lockers and renovate the HS old gym locker rooms. The use of \$2.875 million of capital reserve will allow the district to address a number of maintenance items and improve the facilities by connecting to the Lower Township MUA public water supply to ensure safe water to drink and use for sanitation since the RMT Well is no longer usable and both schools are currently utilizing the HS well,; replacing the nearly 20 year old theater sound board and sound system; and replacing and renovating 60 year old lockers and locker rooms.

AND BE IT FURTHER RESOLVED that the Lower Cape May Regional Board of Education establish a maximum of \$40,000 in the general fund 2022/23 budget, allotted for travel and travel related expenditures.

9. Approve the following list of resolutions for professional services and appointments for the 2022-2023 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 Physical Therapist
- Approve resolution appointing Occupational Therapist
- Approve resolution appointing Nursing Services
- 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 Licensed Water Operator
- Approve resolution appointing School Safety Specialist

10. Staff Reports (HS, RMT)

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11. Approve work session & regular meeting minutes from the March 17, 2022 Board of Education meeting (3-17-2022 Minutes) and executive session minutes from the January 27, 2022, February 24, 2022 and March 17, 2022 (Exec Minutes) Board of Education meetings.

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 2021-2022 school year through February 28, 2022, pending audit. Pursuant to N.J.A.C.6A:23-2.11(c).3 the Board Secretary certifies that as of February 28, 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 February 2022, pending audit. Pursuant to N.J.A.C.6A:23-2(c)4 the Board of Education certifies that as of February, 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 January 2022 Bank Reconciliation Report, in agreement with the January 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 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.
- 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. (FIN I).

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- j. Approve submission of the Middle Grades Career Awareness Exploration Year 2 of 3 Competitive Grant for an amount up to \$250,000.
- k. The reimbursement to Alice Barnes-Vasser for 3 credits from Stockton University in the amount of \$2,631.15 as per contract.
- l. Approve the 2022-2023 Contract for Participation in Cooperative Transportation (FIN L).
- m. Approve Ashley Wunder to attend the Virtual AP Summer Institute for the AP Capstone Program on June 20-24, 2022 at a cost not to exceed \$1075.00
- n. Approve the use of 2 buses/drivers to transport the West Cape May Elementary on April 8, 2022 to Avalon Elementary School. All further arrangements will be coordinated with JoAnn Laputka.
- o. Approve the use of 1 bus/driver to transport the 6th Grade Physics Day from West Cape May Elementary on May 20, 2022 to Six Flags Great Adventures. All further arrangements will be coordinated with JoAnn Laputka.
- p. Approve the use of 1 bus/driver to transport the 3rd, 4th, 5th, & 6th grade classes from West Cape May Elementary on June 8, 2022 with rain date of June 15, 2022, to the Cape May Point State Park. All further arrangements will be coordinated with JoAnn Laputka.
- q. Approve the use of 2 buses/drivers to transport the USCG Recruit Color Guard on June 18, 2022 to the VFW Convention Parade in Wildwood. All further arrangements will be coordinated with JoAnn Laputka.
- r. Approve the use of 2 buses/drivers to transport the Camp Cape May program on July 15, 2022 to the Cape May County Zoo and on July 22, 2022 to the Cape May State Park Lighthouse. All further arrangements will be coordinated with JoAnn Laputka.
- s. Approve the renewal of student accident insurance coverage with QBE Insurance through the J. Byrne Agency effective July 1, 2022.
- t. Approve the submission of the American Rescue Plan Act Homeless Children and Youth (ARP-HCY II) for \$12,215 and to join the assigned regional consortia.
- u. Approve the additional allocation for the FY22 ESEA Consolidated Grant for Title IV of \$2,222.
- v. Approve the additional allocation for the CRSSA – Learning Acceleration grant of \$10,612.
- w. Approve the following resolution to Withdraw Maintenance Reserve Funds:
WHEREAS , N.J.S.A. 6A:23A-14.2(d) permits Board of Education to withdraw such funds from the maintenance reserve account and appropriate into the required maintenance account lines at budget time or any time during the year for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26A-4.

WHEREAS, the aforementioned statutes authorizes procedures, under the authority of the Commissioner of Education, which permit a board of education to withdraw funds from a district's Maintenance Reserve Account any time during the year by resolution, and

WHEREAS the Lower Cape May Regional Board of Education is desirous to withdraw funds from the Maintenance Reserve Account and appropriate said funds into the required maintenance account line in the general fund in the amount of \$100,000 to reconfigure of the RMT Cafeteria serving line and purchase new kitchen equipment, and

WHEREAS, according to 6A:23A-14.2(e), the Lower Cape May Regional Board of Education shall restore any unexpended required maintenance appropriations up to the amount of maintenance reserve account funds withdrawn, to the maintenance reserve account at year-end.

NOW THEREFORE BE IT RESOLVED, that the Lower Cape May Regional Board of Education hereby authorizes the district's School Business Administrator to make the necessary transfer consistent with all applicable laws and regulations.

- x. Approve the NJ/ARM Individual Portfolio Agreement to invest the \$13.9 million proceeds from the 2022 Bond.
- y. Approve the resolution to sell a Hobart Mixer that is no longer used on GOVDEALS for sale (Y).

POLICY

- a. Approve the School Bus Evacuation Report(s), as conducted per NJAC 6A:27-11.2 (POL A).
- b. Approve the proposed 2022-23 School District Calendar (POL B).
- c. Approve the revised job description for Head Custodian (POL C).
- d. Approve the revised job description for the Right-to-Know Coordinator (POL D).

PERSONNEL

- a. Approve the extension of Elizabeth Skrabonja's medical leave of absence through May 16, 2022.
- b. Approve John Drechen for the position of Summer Band Director for the 2022-23 school year at a stipend of \$4,451.
- c. Approve the following substitute food service workers effective April 7, 2022
 - Mohamed Nasr
 - Gina Lang
 - Brandi Byrne, pending completed paperwork

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- d. Approve the following teachers for 2022 Summer Enrichment Programs as indicated and paid at a stipend of \$2,000 per person as per grant funding. All programs will be held at LCMR from 8:30am-12:30pm on the following dates: 6/21/22-6/23/22 and 6/28/22-6/30/22.

Career Exploration CTE Camp	Visual and Performing Arts Camp
Gina Bronson	Sandra Beane-Fox
Kelly Hussey	Carly Crisanti
Dave Pacevich	Lyndsey Harner
Jeff Schwartz	Kelly Kennedy
	Jennifer Sessa

- e. Approve Gina Bronson and Jeffrey Schwartz as Summer Work-Based Learning Coordinators at a stipend of \$1,500 for supervising 2-4 students or \$2,000 for supervising 5-10 students.
- f. Approve the placement request of Maggie Fossett from Rutgers University, for student teaching Spanish at LCMR from September –December 2022.
- g. Approve the placement request of Keniel Perez Moya from Rutgers University, for student teaching English at RMT from September – December 2022.
- h. Approve Katie Damiana’s maternity leave, effective September 26, 2022 through January 27, 2023 using accumulated sick time and FMLA/FLA with a return to work date of January 30, 2023.

ATHLETICS & EXTRA CURRICULAR

- a. Approve Luis Oropeza as baseball paraprofessional coach.
- b. Approve the following coaches for the 2022 Fall Season:

HIGH SCHOOL

Assistant Football Coach	Larry Ziemba
Assistant Football Coach	Bill Damiana Jr.
Assistant Football Coach	Matt Danze
Assistant Football Coach	Sam Lawler

BUILDINGS & GROUNDS

- a. Approve Riptide Wrestling under the direction of Dave Douglass & Billy Damiana to use the RMT Gym on Mondays & Wednesdays beginning April 2022 through November 2022 from 6:00pm-7:30pm. This is subject to facility availability and contingent upon no conflicts with our own school district activities, and required certificate of insurance with 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 Erik Simonsen and Roy Olsen.

- b. Approve Basketball Development Group Inc, DBA South Jersey Jazz Basketball Club to use Both RMT Gyms for their Battle On the Boardwalk AAU Basketball Tournament on Saturday June 25th and Sunday June 26th 2022 from 8am-8pm. This is subject to facility availability and contingent upon no conflicts with our own school district activities. 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 Erik Simonsen 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, 2022 to June 30, 2023 from 7:00pm-9pm. This is subject to facility availability and contingent upon no conflicts with our own school district activities. Participants must follow the District, local/State Health Department and CDC protocols/requirements/ recommendations. All further arrangements will be coordinated with John Drechen and Roy Olsen.
 - d. Approve Cape Assist to use the High School Media Center on Monday August 8, 2022 to Thursday August 11, 2022 from 8:00am-4:00pm for a Resiliency Training. This is subject to facility availability and contingent upon no conflicts with our own school district activities. 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 Erik Simonsen and Roy Olsen.
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. Matters of Personnel