

**LOWER CAPE MAY REGIONAL SCHOOL DISTRICT**  
**Cape May, New Jersey**  
**Board of Education Meeting**  
**April 30, 2020**  
**AGENDA**

1. Call to order.
2. Roll call - \*indicates roll call vote required.
3. Pledge of allegiance.
4. Correspondence.
5. Committee Reports and Member Comments:
  - Finance/Negotiations
  - Curriculum/Personnel/Affirmative Action
  - Policy/Public Relations/Articulation/Special Projects & Community
  - Building & Grounds/Transportation/Athletics & Extra Curricular
  - NJSBA/Legislative/County School Board
6. Accept questions and comments from the public on agenda items.
7. PUBLIC HEARING – Public Hearing on the 2020/21 school budget.
8. Approve the following resolution:

BE IT RESOLVED to approve the 2020/21 school district budget as follows:

	Budget	Local Tax Levy
General Fund	34,157,645	22,228,740
Special Revenue Fund	663,490	
Debt Service Fund	1,143,010	1,073,500
Total Base Budget	<b>35,964,145</b>	<b>23,302,240</b>

BE IT FURTHER RESOLVED included in budget line 620, Budgeted Withdrawal from Capital Reserve – Excess Costs & Other Capital Projects, for \$550,000 to renovate four RMT bathrooms, \$320,000 to replace the HS cafeteria HVAC unit, \$750,000 to replace/upgrade the RMT cafeteria HVAC unit and \$250,000 to replace/upgrade high school theater lighting. The use of \$1.87 million of capital reserve will allow the district to address a number of maintenance items and improve the facilities by renovating the RMT bathrooms that are 40+ years old. Replacing the 20+ year old HVAC units in the HS and RMT cafeterias, and replacing the nearly 20 year old theater front-of-house lights with more energy efficient LED stage lighting.

THEREFORE BE IT FURTHER RESOLVED that the Lower Cape May Regional Board of Education establish a maximum of \$35,000 in the general fund 2020/21 budget, allotted for travel and travel related expenditures.

9. Staff Reports
10. Approve the following list of resolutions for professional services and appointments for the 2020/21 school year:
  - Approve resolution appointing School Solicitor
  - Approve resolution appointing School Auditors
  - Approve resolution appointing School Medical Inspector
  - Approve resolution appointing School 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 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
11. Approve work session and regular meeting minutes from the Board of Education meeting of March 19, 2020.
12. CONSENT AGENDA: The following items are believed to be items of a routing nature requiring no discussion and which are 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 merely 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 2019/20 school year through February 2020 pending audit. Pursuant to N.J.A.C.6A:23-2.11(c).3 the Board Secretary certifies that as of February 29, 2020 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).
- b. Approve the Board Secretary Report for February 2020, 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 29, 2020 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 overexpended 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.
- c. Approve the February 2020 preliminary report of the Treasurer of School Funds for the 2019/20 school year. It is in agreement with the February 29, 2020 report of the Board Secretary, pending audit.
- d. Approve transfers made by the Superintendent pursuant to Title 18A:22-8.1.
- e. Approve payment of bills.
- f. Approve the list of out of district staff development workshops and professional development activities.
- g. Approve the list of field trips.
- h. Approve the list of school fundraising activities.
- i. Approve pursuant to PL 2015, Chapter 47 the Lower Cape May Regional School District Board of Education intends for the 2020/21 school year to renew, award, or permit to expire the following contracts previously awarded by the board of education. 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.
- j. Approve the paid service agreement with Cape Regional Urgent Care, effective November 12, 2019, for services per agreement.
- k. Approve renewal of the agreement with Dental Alliance effective July 1, 2020.
- l. Approve David Pacevich to attend the Project Lead The Way Medical Interventions Training in Baltimore, MD from July 27-August 7, 2020, at a cost not to exceed \$4700.00.

- m. Approve the resolution for Change Order #3, #4 & #5 for the 2019 High School Bathroom Toilet Renovations in the amount of \$24,299.75 (using allowance) to KAVI Construction.
- n. Approve to renew student insurance coverage with XL Catlin Insurance through the J. Byrne Agency effective July 1, 2020.
- o. Approve Cape May County Technical School 2020/21 Tuition Agreement.
- p. Approve 2020/21 Homeless Agreement with other schools not to seek tuition reimbursement for regular education students.
- q. Approve the Business Administrator/Board Secretary to post on the district website and to advertise for Request for Proposal for the Operation and Management of the School Food Service Program for the 2020/21 school year
- r. Approve a three-year Service Agreement renewal with Honeywell to provide preventive maintenance for the building management system related to the ESIP project as follows:  
1<sup>st</sup> year = \$20,805, 2<sup>nd</sup> year = \$21,430 and 3<sup>rd</sup> year = \$22,072
- s. Approve the following substitute rates:

**Sub Teachers**

<b>Sub Teacher/Aide</b>	<b>Long-Term Sub</b>	<b>Sub Nurse</b>
\$90/day with Sub Cert or \$95/day with Teaching Cert	\$150/day	\$170/day

**Sub Secretary**

<b>2020-2021</b>	<b>2021-2022 &amp; yrs after</b>
\$13.50/hr	\$14/hr

**Sub Custodian**

<b>2020-2021</b>	<b>2021-2022</b>	<b>2022-2023 &amp; yrs after</b>
\$14/hr	\$14.50/hr	\$15/hr
Sub Custodian with Black Seal gets an additional \$1/hr		

**Sub Food Service**

	<b>2020-2021</b>	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>
<b>Sub Food Svce Worker</b>				
0-4 years	\$12/hr	\$13/hr	\$14/hr	\$15/hr
5-8 years	\$13/hr	\$13.50/hr	\$14.50/hr	\$15.50/hr
9+ years	\$13.50/hr	\$14/hr	\$15/hr	\$16/hr
<b>Sub Ass't Cook</b>	\$14/hr	\$14.50/hr	\$15.50/hr	\$16.50/hr

Sub Head Cook	\$14.50/hr	\$15/hr	\$16/hr	\$17/hr
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- t. Approve an amendment to the Perkins Secondary Consolidation FY20 Grant, amending usage of funds for culinary un-itemized supplies.

#### CURRICULUM AND INSTRUCTION

- a. Approve Summer School at the High School for Algebra 1 and 9<sup>th</sup> grade Language Arts.
- b. Approve remote after-school extra help teachers:  
Syd Peterkin                      Chris Rosenberg  
Elaine Marro                      Amanda Brier

#### POLICY

- a. Approve the proposed 2020/21 school calendar.
- b. Approve for second reading/adoption the policies/regulations from Policy Alert 219 that was prepared by Strauss Esmay.

#### PERSONNEL

- a. Approve Elizabeth Mitchell to move from Teacher, BA Step 11 to Teacher, BA +15, Step 11 effective May 1, 2020.
- b. Accept Marty Biersbach's letter of retirement effective July 1, 2020.

#### ATHLETICS AND EXTRA CURRICULAR

- a. Upon the recommendation of the Superintendent, approve the 2020 Fall Coaches and 2020-2021 Winter Coaches.

#### BUILDING AND GROUNDS

- a. Approve Joanne Reagan Dance Studios, Inc. to use the Paul W. Schmidtchen Theatre & cafeteria (not kitchen) for a dance competition on July 14-18, 2020 (times TBD), pending availability, completed paperwork and required certificate of insurance with policy endorsement. All further arrangements will be coordinated with John Drechen, Roy Olsen and Larry Ziemba. This is contingent upon no conflicts with our own school district activities.

- b. Approve South Jersey Jazz Basketball to use the district's gymnasiums, score clocks and bleachers on June 27 from 8am to 8pm and June 28, 2020 from 8am to 6pm, pending availability, completed paperwork and required certificate of insurance with policy endorsement, for their Wildwoods 20<sup>th</sup> Annual Battle on the Boardwalk at a cost of \$4,000. All further arrangements will be coordinated with Roy Olsen and Erik Simonsen. This is contingent upon no conflicts with our own school district activities. A certificate of insurance is also required.
- 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 is as follows and that these matters will be disclosed to the public when the particular items under discussion have been concluded:
  - a. Matters of Personnel