

**LOWER CAPE MAY REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
May 22, 2024
AGENDA**

1. Call to order.
2. Roll call.
3. Pledge of allegiance.
4. Correspondence.
5. Committee Reports and Member Comments:
 - I. Finance /Negotiations (5-8-24 minutes)
 - II. Curriculum /Personnel/Affirmative Action
 - III. Policy/Public Relations/Articulation/Safety & Security
 - IV. Building & Grounds /Transportation/Athletics & Extra Curricular
 - V. NJSBA/Legislative/County School Board
6. Accept questions and comments from the public on agenda items.

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 - In response to comments or questions, the Board may respond (or ask the Superintendent to do so), or may also opt to take the matter up at a future meeting so that the matter is researched by the district administration;
 - The Board President/presiding officer may interrupt, warn, or terminate a participant's statement when the statement is too lengthy, abusive, obscene, repetitive, or irrelevant;
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7. Staff Reports (HS, RMT).
 8. Approve the work session & regular meeting minutes from the April 24, 2024 Board of Education meeting (4-24-24 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:

FINANCE

- a. Approve Preliminary Monthly Budget Summary Report for the 2023-2024 school year through March 31, 2024, pending audit. Pursuant to N.J.A.C.6A:23-2.11(c).3 the Board Secretary certifies that as of March 31, 2024 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 March 2024, pending audit. Pursuant to N.J.A.C.6A:23-2(c)4 the Board of Education certifies that as of March 31, 2024, 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 March 2024 Bank Reconciliation Report, in agreement with the March 2024 Board Secretary Report, 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 (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:
Sole Lap A Thon: Gene Sole Scholarship Fund
- i. Approve the following resolution for Change Order #2 for the Lower Cape May Regional High School and RMT Middle School 2023 Roof Replacement and Renovations:

WHEREAS, Patriot Roofing, Inc. was awarded the bid for the Lower Cape May Regional High School and RMT Middle School 2023 Roof Replacement and Renovations at a cost of \$3,370,880; and Change Order #1 totaling \$18,191.80 taken from the allowance was approved to provide a new roof hatch, safety railing and ladder to provide access to the RMT Roof, and

WHEREAS, Change Order #2 for a credit of \$39,808.20 is being issued for the remaining, unused allowance, and

WHEREAS, Garrison Architects and Greyhawk approve Change Order #2 for the total credit amount of \$39,808.20; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Lower Cape May Regional School District, that Change Order #2 credit of \$39,808.20, which is being deducted from the original awarded project cost, results in a revised total project cost of \$3,330,991.80, is hereby approved at the Board of Education meeting held on this 22nd day of May, 2024(FIN I).

- j. Approve the Memorandum of Agreement between the LCMR Board of Education and Support Personnel, based on the recommendation of the Negotiations Committee (FIN J).
- k. Approve the 3 year Shared Service Agreement with the Lower Township Elementary School District for the Food Service Director at the Lower Cape May Regional School District at a cost of \$45,000 a year, effective July 1, 2024 thru June 30, 2027 (FIN K).
- l. Approve to accept the New Jersey STEM Strategic Advisory Board (NJSSAB) 2024 Innovation Grant to improve the LCMR Greenhouse in the amount of \$20,000.
- m. Accept the Climate Change Education and Resilience Grant Award in the amount of \$75,752.
- n. Approve the purchase of a Thomas C2 54-passenger bus through the Hunterdon County Educational Services Commission (HCESC-VEH-22-10) from H.A. DeHart Son at a total cost of \$161,766.48, which was included in the 24-25 budget.
- o. Approve the APEX Learning Course contract in the amount of \$6,250.00 for the 2024-2025 school year.
- p. Approve payment of 15 unused vacation days for JoAnn Laputka at \$171.23 per day as per contract.
- q. Approve the use of 1 bus/driver to transport the Cape May Elementary to and from the West Cape May Elementary School on May 30, 2024. All further arrangements will be coordinated with JoAnn Laputka.
- r. Approve the use of 1 bus/driver to transport the West Cape May Elementary Summer Program to and from the Cape May County Zoo on July 11, 2024. All further arrangements will be coordinated with JoAnn Laputka.

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- s. Approve the use of 1 bus/driver to transport the West Cape May Elementary Summer Program to and from the Middle Township PAC on July 18, 2024. All further arrangements will be coordinated with JoAnn Laputka.
- t. Approve the Settlement Agreement and General Release with WM and NR o/b/o LM (FIN T).

CURRICULUM & INSTRUCTION.

Nothing to Report

POLICY

- a. Approve the School Bus Evacuation Report(s), as conducted per NJAC 6A:27-11.2 (POL A).
- b. Approve the 1st reading of revised Policy Alert232 (POL B).
- c. Approve the administrative actions for the following completed HIB incidents(s):
HIB Identifier#(s)
JL050624
- d. Approve the job description for the Confidential Secretary/Assistant to the Superintendent, Business Administrator & Director of Curriculum (POL D).
- e. Approve the job description for the Accountants Payable, Purchasing & Accounts Receivable (POL E).
- f. Approve the job description for the Payroll Supervisor (POL F).

PERSONNEL

- a. Approve Matt Danze as the Summer Athletic Fitness Coordinator for the summer of 2024.
- b. Approve the extension of Christine LaBounty's unpaid leave of absence through June 14, 2024.
- c. Approve the extension of Jessica Banka as long-term Substitute RMT Special Education Math with a salary at Step 1 on the Teachers Salary Guide until June 14, 2024.
- d. Approve the following substitutes for the 2023-2024 school year:
Erin Kirk
Tia Money
Ranya Osman
- e. Approve the following staff for High School Credit Restoration June 11-12 and June 17-25:
Sandra Adams Kim Robson Jeff Schwartz
Ailce Barnes- Vasser Chris Rosenberg

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- f. Approve Chris Vitale to move from BA, Step 15 with benefits to BA+15, Step 15 with benefits on the salary guide, effective June 1, 2024.
- g. Approve the Business Administrator’s tentative contract to be submitted for approval by the Interim Executive County Superintendent (PERS G).
- h. Approve the revised employment contract to be submitted for approval by the Interim Executive County Superintendent for Gregory Lasher, Superintendent, from July 1, 2023 to June 30, 2027 (PERS H).
- i. Approve Lindsey Harner for stage/prop work on the RMT Musical (\$600).
- j. Approve Christine Napoli for costume design for the RMT Musical (\$300).
- k. Approve the following staff for the RMT Parent Orientation on June 3, 2024:

Myra Belasco	Dawn Dolinsky	Angie Schwab
Liz Connelly	Tami Kern	Amy Souder
Melissa Creamer	Darren Rutherford	Bethany Wiberg
Tracy Crouthamel		
- l. Approve the following teachers and aides for the 2024 Summer School Programs as indicated below. APEX and ESY, paid per contractual rate. CTE and Visual and Performing Arts Camp paid via grant funding.

All programs will be held at LCMR between 8:30am -11:30am on Tuesday, Wednesday, and Thursday.

Program:	8th Grade Prep and HS Prep	HS APEX	ESY	CTE Camp	Visual and Performing Arts Camp
Dates:	7/2-8/1	7/2-8/1	6/25- 8/1	6/18-6/27 and 7/16- 7/25	7/9-7/18
Staff:	Don Polo Sydney Peterkin Christine Napoli	Leigh Shea Ian McCrone Ray Agostini	Eric Albert Tami Kern Peg Kroeger Ann Leinenbach* Denise Shupiko* Leslee Costello*	Jeff Schwartz Gina Bronson Dave Pacevich Kelly Hussey Carly Crisanti Gene Taylor	Jen Sessa Sandy Beane Fox Carly Crisanti Lyndsey Harner Kelly Kennedy

*Aide

ATHLETICS & EXTRA-CURRICULAR
Nothing to Report

BUILDINGS & GROUNDS

- a. Approve the Cape May County Junior High Honors Band to use the RMT Band Room for a rehearsal on March 10, 2025 and the Paul W. Schmidtchen Theatre for their rehearsal on April 4, 2025 and concert on April 5, 2025. This is contingent upon no conflicts with our own school district activities. All further arrangements will be coordinated with John Drechen and Roy Olsen.
 - b. Approve the Lower Township Recreation Department to use the Paul W. Schmidtchen Theatre on August 20, 2024 for a concert from 6pm- 9pm. This is contingent upon no conflicts with our own school district activities. All further arrangements will be coordinated with John Drechen 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.

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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. Potential Litigation