

**LOWER CAPE MAY REGIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING  
MAY 26, 2022  
AGENDA**

1. Call to order.
2. Roll call.
3. Pledge of allegiance.
4. Correspondence (4).
5. Committee Reports and Member Comments:
  - I. Finance/ Negotiations
  - II. Curriculum ( 5-17-22 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. Staff Reports (HS, RMT).
  - Student Safety Data System presentation by Mr. Daly
8. Approve work session & regular meeting minutes from the April 28, 2022 (4-28-22 Minutes) Board of Education meeting and executive session minutes from the April 28, 2022 (Exec Minutes) Board of Education meetings.
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 2021-2022 school year through March 31, 2022, pending audit. Pursuant to N.J.A.C.6A:23-2.11(c).3 the Board Secretary certifies that as of January 31, 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 March 2022, pending audit. Pursuant to N.J.A.C.6A:23-2(c)4 the Board of Education certifies that as of March, 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).

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- c. Approve the March 2022 Bank Reconciliation Report, in agreement with the March 2022 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.
- 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 Tami Kern & Janice Utsch to attend the Schools to Watch National Conference in Arlington, VA on June 23 – 24, 2022. Cost not to exceed \$2,000.00.
- j. Approve the tuition contract with Cape May County Technical School High School for the 2022-2023 School year (FIN J).
- k. Approve the submission of the Perkins Consolidated FY23 grant awards as follows:  
Perkins Secondary Federal Funds - \$30,819  
Perkins Secondary Reserve Funds - \$42,437
- l. Approve the ESEA Consolidated FY23 grant awards as follows:  
Title I A - \$401,064  
Title II A - \$60,846  
Title IV A - \$25,948
- m. Approve LCMR School District to join a Title III Consortium with Ocean City School District and Upper Township School District in order to utilize Title III funds in the amount of \$2,939.
- n. Approve the 2022-2023 Municipal Tax Allocations.
- o. Approve the contract for the Care Solice Mental Health Resource Program (FIN O).
- p. Approve the use of 1 bus/driver to transport the Cape May City Elementary on June 10, 2022 to the Cape May County Zoo. All further arrangements will be coordinated with JoAnn Laputka.
- q. Approve to accept the CM3 proposal through the Camden County Education Services Commission Co-op in the amount of \$303,890.06 to provide Auditorium Sound Renovations for the LCMR Theater (FIN Q).
- r. Approve Paul's Commodity Hauling, Inc. for hauling State Commodities for the district from July 1, 2022 to June 30, 2022 (FIN R).

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- s. Approve to award the RFP for Special Inspections and Materials Testing Services for the HS Locker Room Construction Testing to Atlantic Engineering Laboratories, LLC. at the cost of \$1,125 (FIN S).
- t. Approve Roald Olsen to buy back 5 vacation days as per contract.
- u. Approve payment of 15 unused vacation days for Jo Ann Laputka, at \$171.23 per day as per contract.
- v. Approve the reimbursement to Brittany O'Donnell for 3 credits from Rowan University in the amount of \$2,631.00 as per contract.
- w. Approve the field trip request of Lower Township Police Youth Camp under the direction of CPL. Jennifer Elwell to attend the Youth Camp from July 25 – July 27, 2022.

**POLICY**

- a. Approve the revised job description for the Affirmative Action Officer (POL A).
- b. Approve the revised job description for the 504 Coordinator (POL B).
- c. Approve the job description for the Title IX Coordinator (POL C).

**CURRICULUM**

- a. Approve the job description for Summer Work-Based Learning Coordinator.
- b. Approve the submission of the NJCAP Application.
- c. Approve the submission of the JROTC-CG Application.
- d. Approve to accept the updated Music Theory Curriculum.
- e. Approve to accept the updated Culinary Curriculum.

**PERSONNEL**

- a. Upon the recommendation of the Superintendent, approve the Employment Agreement that was reviewed and approved by the Interim Executive County Superintendent for Mark Mallett as Business Administrator/Board Secretary from July 1, 2022 to June 30, 2023 (PERS A).
- b. Approve Sandra Schubert as part-time bus driver for the 2022-23 school year with salary according to contract.
- c. Approve Milagros Coloma as a part-time bus aide for the 2022-23 school year with salary according to contract.

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- d. Approve Tasha Hall, pending paperwork as a Substitute Bus Aide for the 21-22 school year.
- e. Approve Ashley Wunder’s maternity leave, effective October 31, 2022 through March 10, 2023 using accumulated sick time and unpaid FMLA/FLA with a return to work date of March 13, 2023.
- f. Approve Matthew Damico as substitute food service worker for the 21/22 school year.
- g. Approve the following teachers and aides for the 2022 Summer Programs as indicted below and paid per contractual rate. All programs will be held at LCMR between 8:30am -11:30am.

Program:	APEX	ESY	High School	Summer Bridge
Dates:	7/5 – 8/11	7/5 – 8/11	7/5 – 8/4 ( updated)	7/5 – 8/11
Staff:	Leigh Shea Lea Kozora	Tami Kern Nikki Wright Kelly Godfrey Margaret Kroeger *Leslie Costello *Denise Shupiko *Ann Leinenback *Dan Dewaters	Ashley Wunder Amanda Brier Ian McCrone TBD (Math)	Elaine Marro Kevin Hildebrandt Amy Souder Alice Vasser

\*Aide

- h. Approve Chuck Mussachio as Long Term Substitute Guidance Counselor RMT from May 10-June 17.
- i. Approve Carmen Alessi to provide translation services for the 22-23 school year, at a rate of \$20.00/hour.
- j. Approve Justin Haworth and Jacqueline Chapman as substitute teachers for the 21-22 school year.
- k. Approve the following summer work days for the 2022-2023 School Year (July 1, 2022-June 30, 2023):

Child Study Team: 9 days	HS Guidance: 11 days	RMT Guidance: 10 days	Tech Dept:	Food Service: 10 days
Myra Belasco Nicole Caruso Trudi Dawes Brianna Turner Gionna Botto-Malecki	Heather Donohue Dana Markovitz Angela Mannello	Tara Samaniego	Brett Matthews – 8 days Don Piselli – 16 days	Holly Morgan

- l. Approve the following 2022-2023 substitute bus drivers & aides:

Battle, Joseph Sr.	Driver
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Birmingham, Nancy	Driver
Coloma, Milagros	Aide
D'Aleo, Anthony	Driver
Errickson, Harold	Aide
Fletcher, Christine	Aide
Futrell, Jerry	Driver
Gallagher, Mary	Driver
Greenling, Cheryl	Driver
Hall, Tasha	Aide
Heacock, Patricia	Driver
Kennedy, Ryan	Driver
Mendicino, Jlm	Driver
Mackey, Diane	Aide
Miller, Dana	Driver
Nasr, Mohamed	Aide
Prince, Pauline	Aide
Schiffbauer, Mark	Driver
Shagren, Thomas	Driver
Shortall, Ron	Aide
Smith, Joanne	Driver
Spicer, Theresa	Aide
Suter, Matthew	Driver
Umscheid, Cindy	Driver
Vanaman, Heidi	Driver
Winter, Gregory	Driver

- m. Accept Tara Jacobsen's letter of resignation as Teacher of Science in the High School, effective June 30, 2022.
- n. Accept Anthony Gitto's letter of resignation as Teacher of Spanish in the High School, effective June 30, 2022.
- o. Accept Elizabeth Weigle Hess's letter of retirement as a Food Service Worker, effective June 30, 2022.

**BUILDINGS & GROUNDS**

- a. Approve the Valencia Futbol Development LLC, under the direction of Cristian Valencia, to use the High School & RMT soccer fields on July 27-29, 2022 from 8:00am -12:00pm for Soccer Camp and July 30 – August 1, 2022 from 8:00am -12:00pm for soccer camp. This is contingent upon receipt of required certificate of insurance and 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 to be coordinated with Erik Simonsen and Roy Olsen.

- b. Approve the Sandman Consolidated School to use the LCMR Theatre to hold their 6<sup>th</sup> Grade Closing Ceremonies on June 14, 2022 from 5pm-7:30pm and with a rehearsal from 9:45am – 12:00pm. This is 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 arrangement to be coordinated with Roy Olsen and John Drechen.
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