

**LOWER CAPE MAY REGIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING  
JUNE 23, 2022  
AGENDA**

1. Call to order.
2. Roll call.
3. Pledge of allegiance.
4. Correspondence (4).
5. Committee Reports and Member Comments:
  - I. Finance (6-9-22 minutes) / Negotiations
  - II. Curriculum /Personnel/Affirmative Action
  - III. Policy (6-9-22 minutes) /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).
8. Approve work session & regular meeting minutes from the May 26, 2022 (5-26-22 minutes) Board of Education meeting and executive session minutes from the May 26, 2022 (Exec Minutes) Board of Education meeting.
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 April 30, 2022, pending audit. Pursuant to N.J.A.C.6A:23-2.11(c).3 the Board Secretary certifies that as of April 30, 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 April 2022, pending audit. Pursuant to N.J.A.C.6A:23-2(c)4 the Board of Education certifies that as of April 30, 2022, after review of the Secretary's monthly financial report (appropriations section) and upon consultation with

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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 April 2022 Bank Reconciliation Report, in agreement with the April 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 (brought to meeting).
- f. Approve list of out of district staff development workshops and professional development activities.
- g. Approve list of field trip requests (FIN G).
- h. Approve the following school fundraising activities:
  - i. Approve the Board Secretary to process any other bills to close out the 2021-2022 school year.
  - j. Approve the Business Administrator/Board Secretary to go out to bid for diesel fuel, motor oil, antifreeze, and heating oil #2.
  - k. Approve the Transportation Costs for the 2022-2023 school year (FIN K).
  - l. Approve the resolution directing the distribution of \$31,797.00 of net returned surplus funds held in trust by the Atlantic & Cape May Counties Association of School Business Officials JIF (FIN L).
  - m. Approve the resolution for transfer of current year fund balance to maintenance and/or capital reserve, but not to exceed \$500,000 for maintenance reserve and \$3,500,000 for capital reserve, and to be based on the recommendation of the School Auditor (FIN M).
  - n. Approve the submission of the IDEA application in the amount of \$395,305.00 and the Cape May Point Consortia for the 2022-2023 school year.
  - o. Approve the renewal of the Spending Account Services with Trion for the District employee's Health Reimbursement Account (HRA) plan for the 2022-2023 school year.
  - p. Approve the VoIP three year agreement with Xtel Communications for phone services from July 1, 2022 to June 30, 2025 at a cost of \$2,921.64 per month (FIN P).
  - q. Approve *Systems 3000* Hosting for Fund Accounting, Personnel and Payroll for the 2022-2023 school year at a hosting fee of \$6,603.

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- r. Approve the Itinerant Services Agreement with Cape May County Special Services School for the 2022-2023 school year (FIN R).
- s. Approve the Sign Language Interpreter Agreement with Cape May County Special Services School for the 2022-2023 school year (FIN S).
- t. Approve the Tuition Contract with Intensive Staffing for TM032708 to attend Cape May County Special Services School effective September 1, 2022 at a cost of \$87,300.00.
- u. Approve the Tuition Contract for KC122104 to attend Pinelands Learning Center effective September 6, 2022 (180 days) at the cost of \$59,400.00.
- v. Approve the Tuition Contract for TD112608 to attend Bonnie Brae effective July 5, 2022 (214 days) at the cost of \$92,020.00.
- w. Approve Brian Hindle to participate in the NJCTL Add-on Endorsement Professional Development program in the amount of \$3432 to be paid through Title II funds.
- x. Approve the reimbursement to Evan Rundgren for 3 credits from NJ City University in the amount of \$2,332.00 as per contract.
- y. Approve the reimbursement to Lee Ann Durante for 3 credits from NJ City University in the amount of \$2,489.23 as per contract.
- z. Approve the resolution to sell two Hobarts slicers, one Globe slicer, and one Adcraft slicer that is no longer used on GovDeals for sale (FIN Z).
- aa. Approve increasing the lunch price to \$3.50 for the High School and RMT students and increasing the staff lunch price to \$4.75 for the 2022-2023 school year.
- bb. Approve the revised Use of Facility Fee Schedules for the theater and other facilities (FIN BB).

**POLICY**

- a. Approve the first reading of Policy Alert 227 from Strauss Esmay (POL A).
- b. Approve the administrative actions for the following completed HIB incident(s):  
HIB Identifier#(s)  
JG052322

**PERSONNEL**

- a. Approve Raymond Agostini for High School Summer School Math Teacher.

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- b. Approve the Following Staff For Teitelman Experience:

Liz Connelly	Angela Schwab	Beth Suter - Sub
Melissa Creamer	Heather Shagren	
Dana Gleason	Liza Smith	
Kevin Hildebrandt	Amy Souder	
Tami Kern – Coordinator	Bethany Wiberg	
  
- c. Approve the following Substitute Custodians:

Gina Lange	Meg Lepor	Jason Taylor - pending completed paperwork
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- d. Approve the following Substitute Food Service:

Patrick Corbett	Nancy Jamison
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- e. Approve Katelyn Oropeza as a Substitute Teacher for the 2022/2023 school year.
  
- f. Approve the following Substitute Bus Aides:

Dan Dewaters	Ann Leinenback
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- g. Upon the recommendation of the Superintendent, approve for hire Caitlyn Pohlig as Teacher of Spanish RMT at BA Step 1 with benefits, effective September 1, 2022.
  
- h. Upon the recommendation of the Superintendent, approve for hire Nidia E. Marshall as Teacher of Spanish High School at MA Step 5 with benefits, effective September 1, 2022.
  
- i. Upon the recommendation of the Superintendent, approve for hire Christine Napoli as Teacher of Special Education/Mathematics High School at BA+15 Step 3 with benefits, effective September 1, 2022.
  
- j. Upon the recommendation of the Superintendent, approve for hire Darren Rutherford as Teacher of Special Education Science RMT at BA Step 1 with benefits, effective September 1, 2022.
  
- k. Accept Perri Hansen’s letter of resignation as Teacher of Science in RMT, effective June 30, 2022.
  
- l. Accept Frances Zukawski’s letter of resignation as Teacher of Physical Education in the High School, effective January 1, 2023.

**ATHLETICS & EXTRA-CURRICULAR**

- a. Approve the following staff as RMT Wellness Club Advisors for the 2022/2023 school year:

Rachel Axelsson	Christopher Eaves	Darren Rutherford	Lori Schulte
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- b. Approve Brianna Turner as LCMR Outreach Worker for the 2022/2023 school year.

- c. Approve Paul Baruffi as Volunteer Football Coach.

#### BUILDING & GROUNDS

- a. Approve the Lower Township Police Department to use the High School fields and parking lot on October 4, 2022 from 5pm – 8pm to hold National Night Out. This is contingent upon no conflicts with our own school district activities and receipt of all required documentation including certificate of insurance with policy endorsement. Participants must follow District/Local/State Health Dept/CDC protocols/requirements /recommendations. All further arrangements will be coordinated with Roy Olsen and Erik Simonsen.
- b. Approve The Fitness Foundation under the direction of Brennan Ray to use the Paul W. Schmidtchen Theatre, Field House, Weight Room, High School Classrooms and Cafeteria on July 29, 2022 from 9:30 am – 3:30pm to hold a student development camp. This is contingent upon no conflicts with our own school district activities and receipt of all required documentation including certificate of insurance with policy endorsement. Participants must follow District/Local/State Health Dept/CDC protocols/requirements /recommendations. All further arrangements will be coordinated with John Drechen, Roy Olsen, and Erik Simonsen.
- c. Approve Joanne Reagan Dance to use the Paul W. Schmidtchen Theatre for a dance recital on May 28, June 1, 2 & 3, 2023. This is contingent upon no conflicts with our own school district activities and certificate of insurance with policy endorsement. Participants must follow District/Local/State Health Dept/CDC protocols/requirements /recommendations. All further arrangements will be coordinated with John Drechen, Roy Olsen, and Larry Ziemba.