

LOWER CAPE MAY REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
JUNE 24, 2021
AGENDA

1. Call to order.
2. Roll call.
3. Pledge of allegiance.
4. Correspondence.
5. Committee Reports and Member Comments:
 - I. Finance (6-8-21 Finance Comm minutes) / Negotiations
 - II. Curriculum /Personnel/Affirmative Action
 - III. Policy/Public Relations/Articulation/Special Projects & Community
 - IV. Building & Grounds (6-8-21 B&G minutes)/Transportation/Athletics & Extra Curricular
 - V. NJSBA/Legislative/County School Board
6. Accept questions and comments from the public on agenda items.
7. Public Comment on the LCMR Plan for Safe Return to In-Person Instruction and Continuity of Service.
8. Staff Reports (HS, RMT).
9. Approve work session & regular meeting minutes from the May 27, 2021 Board of Education meeting (05-27-21 minutes).
10. CONSENT AGENDA: The following items are believed to be items 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 the items on the consent agenda removed for discussion 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 2020-2021 school year through April 2021 pending audit. Pursuant to N.J.A.C.6A:23-2.11(c).3 the Board Secretary certifies that as of April 30, 2021 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 the Board Secretary Report for April 2021, 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 April 30, 2021 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 April 2021 preliminary report of the Treasurer of School Funds for the 2020-2021 school year. It is in agreement with the April 30, 2021 report of the Board Secretary, 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 (FIN E).
- f. Approve list of out of district staff development workshops and professional development activities.
- g. Approve list of field trips.
- h. Approve list of school fundraising activities.
- i. Approve Agreement for Services with The Arc of New Jersey for a Transition Navigator to teach skills related to seven core areas for the Planning for Adult Life program for the 2021-2022 school year.
- j. Approve the Tuition Contract for KC122104 to attend Pinelands Learning Center effective July 6, 2021 (210 days) at the cost of \$65,940.00.
- k. Approve the Board Secretary to process any other bills to close out the 2020-2021 school year.
- l. Approve the resolution directing the distribution of \$31,251 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 Business Administrator/Board Secretary to go out to bid for diesel fuel, motor oil, antifreeze, and heating oil #2.
- n. Approve the resolution for transfer of current year fund balance to maintenance and/or capital reserve, but not to exceed \$750,000 for maintenance reserve and \$3,000,000 for capital reserve, and to be based on the recommendation of the School Auditor (FIN N).
- o. Approve the submission of the IDEA application in the amount of \$390,954 and the Cape May Point Consortia in the amount of \$1,321 for the 2021-2022 school year.
- p. Approve the Itinerant Services Agreement with Cape May County Special Services School District for the 2021-2022 school year (FIN P).
- q. Approve the Sign Language Interpreter Agreement with Cape May County Special Services School District for the 2021-2022 school year (FIN Q).
- r. Approve the Intensive Staffing Agreement with Cape May County Special Services School District for the 2021-2022 school year (FIN R).

- s. Approve the 2021-2022 TRIPS/microTRIPS maintenance contract & software license agreement for \$3,975 for the District’s transportation information system.
- t. Approve *Systems 3000* 3-year Software License Agreement for Fund Accounting, Personnel and Payroll effective July 1, 2021 (FIN T).
- u. Approve *Systems 3000* Hosting Proposal for Fund Accounting, Personnel and Payroll for the 2021-2022 school year at an annual hosting fee of \$6474.00 plus a one-time hosting setup fee of \$1000.00 (FIN U).
- v. Approve the resolution for Change Order #1, #2 and #3 for the 2021 RMT Auxiliary Gym Project in the amount of \$15,000, \$11,790 and \$29,800, respectively, for a total of \$56,590 to WJ Gross Inc (FIN V).
- w. Approve the following pay rates for Substitute Custodians and Substitute Food Service employees as of July 1, 2021:

SUBSTITUTE CUSTODIAN

2021-2022: \$15.00/hr

2022-2023 & Years After: \$15.50/hr

*Sub-Custodian with Black Seal receives an additional \$1.00/hr

SUBSTITUTE FOOD SERVICE

	<u>2021-2022</u>	<u>2022-2023</u>	<u>2023-2024</u>
Sub Food Server			
0-4 years	\$13.50/hr	\$14.00/hr	\$15.00/hr
5-8 years	\$14.00/hr	\$14.50/hr	\$15.50/hr
9+ years	\$14.50/hr	\$15.00/hr	\$16.00/hr
Sub Asst Cook	\$15.00/hr	\$15.50/hr	\$16.50/hr
Sub Head Cook	\$15.50/hr	\$16.00/hr	\$17.00/hr

- x. Approve authorization for Garrison Architects to revise the NJDOE Debt Service Aid application and to submit a Bond Project application for Lower Cape May Regional High School and Richard M. Teitelman Middle School for a 2022 bond referendum project to replace and add HVAC units in the High School and Middle School and to replace the roof at the Middle School. The district further authorizes Garrison Architects to amend its Long Range Facility Plan to include HVAC capital improvement projects and Middle School roof project being contemplated in the referendum.
- y. Approve the three-year service agreements with Lifetouch for student photographs/portraits at Richard M. Teitelman Middle School & LCMR High School effective July 1, 2021 through June 30, 2024 (FIN Y).

- z. Approve submission for ARP ESSER Relief Funds in the amounts as indicated: First Installment - \$1,569,920 and Second Installment - \$784,960 for a total of \$2,354,880. At least 20% will be used for learning loss activities and 80% to upgrade its existing HVAC units/system that are 20+ years old and add HVAC to classrooms that currently do not have air conditioning to improve indoor air quality during COVID19 and moving into the future.
- aa. Approve submission of the FY22 ESEA Consolidated Grant (Grant Period: July 1, 2021-June 30, 2022) for amounts/usage as indicated below: Title IA = \$311,627: Funds to support extended school day/year programs & to support supplemental in-class programs with the staffing to be determined; Title IIA = \$46,988: To support this summer's Professional development and curriculum work; Title IVA = \$23,350: To fund Safe & Healthy Student Programs and technology
- bb. Approve LCMR School District to join a Title III Consortium with Ocean City and Upper Township School District to enable us to spend our Title III funds in the amount of \$2,399 to be used to support our ELL students.
- cc. Approve the award of a Food Service Management Agreement for the 2021-2022 school year (name to be brought to meeting).
- dd. Approve use of two buses/drivers to transport the U.S. Coast Guard Band and Color Guard to and from the Cape May City 4th of July Parade on July 3 at a cost of \$250 to the City of Cape May. All further arrangements will be coordinated with Joann Laputka.

CURRICULUM & INSTRUCTION

- a. Approve the Plan for Safe Return to In-Person Instruction and Continuity of Service, as developed by the Superintendent of Schools, and submit as part of the ARP ESSER grant (CURR A).
- b. Approve submission of the Annual School Plan (ASP) for Richard M. Teitelman School & LCMR High School by June 30, 2021.
- c. Approve the revised Honors Algebra II curriculum (on district website).

POLICY

- a. Approve the first reading of revisions to Policy 5460-High School Graduation and Policy 5465-Early Graduation (POL A).

PERSONNEL

- a. Accept Margaret Ose's letter of retirement as Bus Aide effective June 30, 2021.
- b. Approve Anna Clark as Substitute Bus Aide for the 2021-22 school year.
- c. Approve James Moge's unpaid leave of absence using FMLA/FLA, effective June 4, 2021 through June 30, 2021 as per contract.

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- d. Upon the recommendation of the Superintendent, approve the transfer Mike Erb from a full-time custodian to a full-time grounds person, at the same step & benefits effective July 1, 2021.
- e. Approve the following Aides for the 2021 Extended School Year:
Lisa Bernstein Mary Scales
- f. Upon the recommendation of the Superintendent, approve Mary Scales as a Certified Nursing Assistant (CNA), at an annual stipend of \$4,750, when assigned to a student with medical needs requiring a certified Nursing Assistant for the 2021-2022, pending completion of the CNA Course.
- g. Approve Mary Scales to attend the CNA Training Course at Allied Health Training Institute at a cost of \$1,800.
- h. Approve the resolution to withhold the employment and adjustment increment of Employee#4047 for the 2021-2022 school year (PERS H).
- i. Upon the recommendation of the Superintendent, approve the transfer of Joe Courtney as Guidance Counselor from LCMR High School to RMT Middle School effective September 1, 2021.
- j. Approve the following Full-Time Custodians at Step 1 with benefits, with an effective date to be determined upon receipt of pending completed paperwork:
Liam Robinson Kenneth Hewitt
- k. Approve the following Substitute Custodians, pending completed paperwork:
Corey Breslin Curtis Golaszewski

BUILDINGS & GROUNDS

- a. Approve Art of Gymnastics and Cheer to use the Paul W. Schmidtchen Theatre on June 24 (load-in only) and June 25, 2021 for their annual recital, pending completed paperwork & required certificate of insurance w/policy endorsement. The 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 John Drechen. This is contingent upon no conflicts with our own school district activities.
- b. Approve AME Coaching to use the middle school parking lot and small field by the middle school for a bike handling/skills clinic on August 15, 2021 from 6:00am-2:00pm, pending completed paperwork & required certificate of insurance w/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 Greg Lasher and Roy Olsen. This is contingent upon no conflicts with our own school district activities.
- c. Approve Riptide Wrestling under the direction of Billy Damiana to use the High School Field House, Large Gym and Small Gym for Wrestling Camp on Mondays & Wednesdays beginning June 23, 2021

through August 9, 2021 from 6:00pm-8:30pm, subject to facility availability and contingent upon no conflicts with our own school district activities, and completed paperwork with 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 Roy Olsen, Larry Ziembra & Erik Simonsen.

11. Consideration of additional items that may be properly presented to the Board of Education at this time.
12. 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.
13. 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: