

LOWER CAPE MAY REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
August 23, 2023
AGENDA

1. Call to order.
2. Roll call.
3. Pledge of allegiance.
4. Correspondence.
5. Committee Reports and Member Comments:
 - I. Finance /Negotiations
 - II. Curriculum (8-14-23 minutes) /Personnel/Affirmative Action
 - III. Policy/Public Relations/Articulation/Safety & Security
 - IV. Building & Grounds (8-2-23 minutes)/Transportation/Athletics & Extra Curricular
 - V. NJSBA/Legislative/County School Board
6. Accept questions and comments from the public on agenda items.

Public participation at board meetings is intended to allow individual members of the public to address the Board on issues of public concern, and not intended as a forum for extended conversation or two-way dialogue with the Board members or District officials. The Board President, Superintendent or designee may respond to questions either at the end of the session, or at a later time. During this time of public comment, the following rules shall apply for anyone participating in the public comment time:

- Clearly state your full name, address and municipality, and/or group affiliation;
- Statements made by a participant shall be limited to five (5) minutes' duration;
- Statements shall be directed to the Board President/presiding officer; no participant may address or question Board members individually;
- 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;
- The section of the meeting during which participation of the public is allowed shall be limited to thirty (30) minutes unless prior permission has been granted.

7. Staff Reports.

August 23, 2023 BOE Meeting

8. Approve the work session & regular meeting minutes from the July 26, 2023 Board of Education meeting (7-26-23 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 2022-2023 school year through June 30, 2023, pending audit. Pursuant to N.J.A.C.6A:23-2.11(c).3 the Board Secretary certifies that as of June 30, 2023 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 June 2023, pending audit. Pursuant to N.J.A.C.6A:23-2(c)4 the Board of Education certifies that as of June 30, 2023, 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 June 2023 Bank Reconciliation Report, in agreement with the June 2023 Board Secretary Report, pending audit (FIN C).
- d. Approve transfers made by the Superintendent pursuant to Title 18A:22-8.1.
- 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.
- h. Approve the following school fundraising activities:
 - i. Approve the Tuition Contract with Intensive Staffing for TM032708 to attend Cape May County Special Services School for the 2023-2024 school year at a cost of \$89,800.00.
 - j. Approve the Tuition Contract for CR120908 to attend Ranch Hope for the 2023-2024 school year at a cost of \$86,400.00.

- k. Approve the Tuition Contract for JP040207 to attend Y.A.L.E. School East for the 2023-2024 school year at a cost of \$70,025.40.
- l. Approve the contract with InSite Health, a comprehensive telepsychiatry service provider, for \$16,000 for the 2023-2024 school year.
- m. Approve an Interlocal Services Agreement Amendment for Security Supervisor Services for the term of July 1, 2023 to June 30, 2026 (FIN M).
- n. Approve the following resolution for Change Order #1 for the Lower Cape May Regional High School and RMT Middle School 2023 Roof Replacement and Renovations (FIN N):

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

WHEREAS, Change Order #1 totaling \$18,191.80 will provide a new roof hatch, safety railing and ladder to provide access to the RMT Roof, and

WHEREAS, Garrison Architects and Greyhawk approve Change Order #1 for the total amount of \$18,191.80; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Lower Cape May Regional School District, that Change Order #1 totaling \$18,191.80, which is being deducted from the Allowance, for a total project cost of \$3,370,880, is hereby approved at the Board of Education meeting held on this 23^h day of August, 2023.

- o. Approve the following resolution for Change Order #6 for the Lower Cape May Regional High School and RMT Middle School 2023 HVAC Renovations (FIN O):

WHEREAS, G.B.I. Inc. T/A Thermal Piping was awarded the bid for the Lower Cape May Regional High School and RMT Middle School 2023 HVAC Renovations at a cost of \$11,044,000 and the Board approved Change Order #1 totaling \$47,332.97 to insulate the pipes in the high school crawl spaces down A, B, C, D & M wings with insulation in December 2022; and Change Order #2 totaling \$81,537.13 to replace existing cast iron sanitary piping in the high school crawl spaces down A, B, C, D, E & M wings with PVC pipe and fittings; and Change Order #3 totaling \$21,801.33 will remove pneumatic switches from the existing eight fume hoods, install new timer switch, and wire switches to new exhaust fans, add a new CT cabinet to support the 600 MCM cable to accommodate the new transformer at RMT; and Change Order #4 totaling a credit of

\$26,907.60 due to the Make-Up Air Unit in the Culinary Kitchen not needing to be replaced, and Change Order #5 totaling \$6,294.75 to replace the HS Dust Collector Motor in the Woodshop, and

WHEREAS, Change Order #6 totaling \$126,480.40 will install a Ductless Split System in the E-Sports Room and RMT Tech Office and place Tech Office on Emergency Generator (\$82,784.80); Replace RMT Hot Water Pumps (\$29,957.45); Do investigative work for BMS System on the HS Media Center and Auditorium (\$3,094.94); Install new breaker to replace existing damaged breaker (\$1,264.61); and Provide additional Steel Support for HS Rooms B-14 and M-7 (\$9,378.60), and

WHEREAS, Garrison Architects and Greyhawk approve Change Order #6 for the total credit amount of \$126,480.40; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Lower Cape May Regional School District, that Change Order #6 totaling \$126,480.40 of which, \$19,941.42 is being deducted from the Allowance, and \$106,538.98 is being added to the project cost for a total project cost of \$11,150,538.98, is hereby approved at the Board of Education meeting held on this 23th day of August, 2023.

- p. Approve the following CTSO Advisor/Coordinators at a stipend of \$1,800 for the 2023-2024 school year:
- | | |
|-------------------------------|---|
| Gina Bronson – Cinematography | Eugene Taylor - Criminal Justice |
| Kelly Hussey – Engineering | Jeff Schwartz - Culinary Arts |
| Dave Pacevich – Biomedical | Mike Wilson - Business/Entrepreneurship |
- q. Approve Dana Markovitz to provide Pet Therapy Services through Alliance of Therapy Dogs (ATD) for the 2023-2024 school year.
- r. Approve the Sidebar Agreement with the LCMR Education Association allowing the opportunity for teachers to be assigned seven teaching periods on a volunteer basis with additional pay (FIN R).
- s. Approve the Jointure Transportation agreement with CMCSSSD to transport 2 students to Pinelands Learning Center for the 2023-2024 school year.
- t. Approve the revised Transportation Rates for the 2023-2024 school year (FIN T).

August 23, 2023 BOE Meeting

CURRICULUM & INSTRUCTION

- a. Approve the 2023-2024 District & School Professional Development Plan Statement of Assurance (CURR A).
- b. Approve the 2023-2024 District Mentoring Plan Statement of Assurance (CURR B).
- c. Approve the NJGPA Data Presentation (CURR C).
- d. Approve the following revised District Curriculum:
 - 7th Grade Language Arts 7th & 8th Grade PE
 - 8th Grade Language Arts 8th Grade Health
 - Art I 10th Grade Health & Drivers Ed
 - 7th Grade Math

POLICY

- a. Approve the second reading and adoption of the revised Policy Alert231 School Threat Assessment Team (POL A).
- b. Approve the job description for the School Security Officer (POL B).

PERSONNEL

- a. Approve Alyssa Lopez as the Certified Clinical Medical Assistant for the 2023-2024 school year at a stipend of \$3,000.
- b. Approve Holly Morgan as the Food Service Supervisor for the 2023-2024 school year at a stipend of \$5,000.
- c. Upon the recommendation of the Superintendent, approve for hire Eric Albert as High School Teacher of Special Education Social Studies at Step 1 on the Teacher’s Salary Guide with benefits, effective September 1, 2023.
- d. Approve Kiersten Price's maternity leave, effective January 2, 2024 through April 26, 2024 using accumulated sick time and unpaid FMLA/FLA with a return to work date of April 29, 2024.
- e. Approve the following Per Diem Aides for the 2023-2024 school year:

Sal Cinaglia	LCMR
Leslee Costello	LCMR
Bill DeGrouchy	LCMR
Lisa Hinds	LCMR
Kyle Holt	LCMR
Ann Leinenbach	LCMR
Denise Shupiko	LCMR

Bill Caterini	RMT
Leatrice Damiana	RMT
Diane Saunders	RMT
Howard Trout	RMT
Tiana Wolf	RMT
Shane Wolford	RMT

f. Approve the following staff for the 2023-2024 school year:

High School 3-7 Proctors

Jeff Martin
Jeff Schwartz

High School Detention Proctors

Rachel Axelsson Sean Murphy
Nidia Marshall

g. Approve the following Bus Drivers and Bus Aides:

Jennifer Macomber - Part-Time Bus Driver	Dan Dewaters - Part-Time Bus Aide
Dana Miller - Part-Time Bus Driver	Ann Leinenbach - Part-Time Bus Aide
	Milagros Coloma – Part-Time Bus Aide
	Kristine Baxter – Part-Time Bus Aide (pending paperwork)

h. Approve the list of Substitute Teachers for the 2023-2024 school year (PERS H).

i. Upon the recommendation of the Superintendent, approve for hire Ronald Young as a Groundskeeper Step 1 with Benefits, effective September 1, 2023.

j. Approve Roger Belz medical leave as a Part-Time Bus Driver, effective September 5, 2023 through September 29, 2023.

k. Approve Ryan Hanahan as a Substitute Secretary for the 2023-2024 school year.

l. Approve the following Food Service Substitutes:

Rose Grone	RMT
Paula Heiman	RMT
Tasha Taylor	RMT
Sue Baker	LCMR
Mary Gallagher	LCMR
Codey Howells	LCMR
Gina Lange	LCMR
Michael McKelvey	LCMR
Mohammed Nasr	LCMR
Brenda Smith	LCMR

ATHLETICS & EXTRA-CURRICULAR

a. Approve the following After-Prom Committee and Volunteers for the 2023-2024 school year, to hold fundraisers in support of the 2024 After Prom:

Kelly Benigno	Pete Daly	Erin Fucci	Heather Sekela
Kathy Brown	Georgia Dougherty	Dana Gleason	Kristin Shoffler
Tracey Crouthamel	Anthony Fucci	Nicole Salinsky	

b. Accept the resignation of Mike Morey as RMT Asst. Boys Soccer Coach.

August 23, 2023 BOE Meeting

- c. Accept the resignation of Kyle Holt as the Asst. Girls Tennis, RMT Girls Basketball, and Asst. Boys Tennis Coach.
- d. Approve Kyle Holt as a Vol. Asst. Girls Tennis, Vol. Asst. RMT Girls Basketball, and Vol. Asst. Boys Tennis Coach for the 2023-2024 school year.
- e. Approve Scott Douglass as the Asst. Girls Tennis Coach for the 2023-2024 school year.
- f. Approve the following schedule C/D assignments for the 2023-2024 school year:

RMT MIDDLE SCHOOL	First Name	Last Name	LCMR HIGH SCHOOL	First Name	Last Name
Band Director	Bethany	Wiberg	12th Grade Advisor	Nicole	Caruso
Color Guard	Angela	Schwab	11th Grade Co-advisor	Elizabeth	McCracken
Literary Magazine	Dawn	Dolinsky	11th Grade Co-advisor	Peg	Kroeger
RMTV Coordinator	William	Caterini	10 th Grade Advisor	Kirstin	Logan
School Newspaper (Shared)	Liza	Smith	9th Grade Advisor	TBD	
School Newspaper (Shared)	Nikki	Wright	Academic Advisor Mock Trial	Ed	Kraemer
School Play (Shared)	Julie	Heck	Book Club	Janice	Utsch
Building Based New Teacher Mentor Program Coordinator	Liza	Smith	Building Based New Teacher Mentor Program Coordinator	Sandra	Eakin
School Play (Shared)	Sandy	Beane-Fox	Comic Book Club	Ed	Kraemer
Student Government	Elizabeth	Connelly	Fall Pep Band	John	Drechen
Yearbook (Shared)	Liza	Smith	Fall Play Director	Jennifer	Sessa
Yearbook (Shared)	Nikki	Wright	Fiber Arts Club	Kirstin	Logan
			French Club Honor Society	Joe	McKenna
			GSA	Nicole	Caruso
			Instrumental Ensemble	John	Drechen
			Jazz Band Director	John	Drechen
			Key Club	Chris	Vitale
			LCMR 4H Club	Karren	Barr
			Littoral Society	Jeff	Martin
			National Honor Society	Chris	Vitale
			Publications Director	Gina	Bronson
			Renaissance Coordinator	Ashley	Wunder
			Spanish Honor Society	JoDee	Sattazhan
			Spring Musical Director	Jennifer	Sessa
			Spring Play Accompanist	Julie	Heck

Spring Play Choreographer	Kelly	Kennedy
Spring Play Vocal Coach	Sandra	Beane-Fox
Spring Play Costume Designer	Kathy	Kobik
Spring Play Band Director	Kaleb	Magnusson
Student Council	Dana	Markovitz
Traveling Choir & Vocal Ensemble	Sandra	Beane-Fox
Tri-M Music Honor	Sandra	Beane-Fox
Yearbook Advisor	Sandra	Beane-Fox
Yearbook Business Manager	John	Drechen

BUILDINGS & GROUNDS

- a. Approve the NJ Audubon to use the Paul W. Schmidtchen Theatre for their Presentation event on October 21, 2023 from 5:00pm-8:00pm. 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 Beyond the Stars Talent Competition to use the Paul W. Schmidtchen Theatre for their Dance Competition on June 23-26, 2024 from. This is contingent upon no conflicts with our own school district activities. All further arrangements will be coordinated with John Drechen and Roy Olsen.
- c. Approve the Cape May Dance Company to use the Paul W. Schmidtchen Theatre for their dance rehearsals and recitals on June 2-8, 2024. This is contingent upon no conflicts with our own school district activities. All further arrangements will be coordinated with John Drechen and Roy Olsen.
- d. Approve the Cape May Dance Company to use the Paul W. Schmidtchen Theatre for their dance recital on December 17, 2023 from 10:00am – 5:00pm. This is contingent upon no conflicts with our own school district activities. All further arrangements will be coordinated with John Drechen and Roy Olsen.
- e. Approve the Lower Township Elementary Sandman School to use the Paul W. Schmidtchen Theatre for their closing exercises on June 11, 2024. This is contingent upon no conflicts with our own school district activities. All further arrangements will be coordinated with John Drechen and Roy Olsen.
- f. Approve the Lower Cape May Little League to use the Field House and baseball fields, dates & times to be determined based on availability from September 2023 – June 2024, to hold baseball practices & games. This is contingent upon no conflicts with our own

school district activities. All further arrangements will be coordinated with Erik Simonsen and Roy Olsen.

- g. Approve the LCMR After-Prom to use the high school Concession Stand (pending availability and completed paperwork) from August through November 2023 during all home varsity football games to benefit the 2024 After-Prom party. Also, to use the high school Media Center to hold meetings with dates/times to be determined and use of the high school to hold the After-Prom Party on May 18-19, 2024. This is contingent upon no conflicts with our own school district activities. All further arrangements will be coordinated with Erik Simonsen 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: