

**LOWER CAPE MAY REGIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING  
September 24, 2025  
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(9-9-25 minutes)/Personnel/Affirmative Action
  - III. Policy/Public Relations/Articulation/Safety & Security (9-10-25 minutes)
  - IV. Building & Grounds (9-10-25 minutes)/Transportation/Athletics & Extra Curricular (9-16-25 minutes)
  - 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. HIB Presentation by Dr. Wolf.
8. Staff Reports (HS, RMT).
9. Approve the work session & regular meeting minutes from the August 27, 2025 Board of Education meeting (8-27-25 minutes).

10. 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 2024-2025 school year through July 31, 2025, pending audit. Pursuant to N.J.A.C.6A:23-2.11(c).3 the Board Secretary certifies that as of July 31, 2025 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 July 2025, pending audit. Pursuant to N.J.A.C.6A:23-2(c)4 the Board of Education certifies that as of July 31, 2025, 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 July 2025 Bank Reconciliation Report, in agreement with the July 2025 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 (FIN G).
- h. Approve the following school fundraising activities (FIN H).
- i. Approve the One-On-One Teacher Assistant Contract for student 2875001253 attending Burlington County Special Services for the 2025-2026 school year at a cost of \$50,240.00.
- j. Approve a 3-year contract Go-Guardian agreement at a total cost of \$31,737.70 for controlling and monitoring student activity on the internet/chromebooks.
- k. Approve Mark Mallett and Greg Lasher to attend/participate in the NJSBA Workshops in Atlantic City, NJ on October 20-23, 2025. Cost not to exceed \$750 each.

- l. Approve Kurt Himstedt, Holly Morgan and Mark Mallett to attend/participate in the USDA Food Conference, which is mandatory for anyone participating in the Food Distribution Program, in Edison, NJ on December 4, 2025. Cost not to exceed \$100 each.
- m. Approve to accept CM3's proposals through the Camden County Education Services Commission Co-op (#66CCESP) in the amount of \$60,900 to replace 2 compressors for the BOH Theater HVAC unit (\$35,400) and replace 1 compressor in the FOH Theater HVAC unit (\$25,500), which will be funded through the approved use of Maintenance Reserve from the July 30, 2025 Board Meeting (FIN M).
- n. Approve to accept CM3's proposals through the Camden County Education Services Commission Co-op (#66CCESP) in the amount of \$39,000 to integrate three HS old gym Carrier HVAC units into the existing building management system, which will be funded through encumbered funds designated MJJ Construction (FIN N).
- o. Approve the following resolution to withdraw Maintenance Reserve funds:

**Whereas** , N.J.S.A. 6A:23A-14.2(d) permits Board of Education to withdraw such funds from the maintenance reserve account and appropriate into the required maintenance account lines at budget time or any time during the year for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26A-4, and

**Whereas**, the aforementioned statutes authorizes procedures, under the authority of the Commissioner of Education, which permit a board of education to withdraw funds from a district's Maintenance Reserve Account any time during the year by resolution, and

**Whereas** the Lower Cape May Regional Board of Education is desirous to withdraw funds from the Maintenance Reserve Account and appropriate said funds into the required maintenance account line in the general fund in the total amount of \$150,000 **to integrate the VAV boxes for the HS Media Center HVAC unit into the existing building management system**, and

**Whereas**, according to 6A:23A-14.2(e), the Lower Cape May Regional Board of Education shall restore any unexpended required maintenance appropriations up to the amount of maintenance reserve account funds withdrawn, to the maintenance reserve account at year-end, and

**Now Therefore Be It Resolved**, that the Lower Cape May Regional Board of Education hereby authorizes the district's School Business Administrator to make the necessary transfer consistent with all applicable laws and regulations.

**September 24, 2025 BOE Meeting**

Approve to accept CM3's proposals through the Camden County Education Services Commission Co-op (#66CCESP) in the amount of \$135,460 to integrate the VAV boxes for the HS Media Center HVAC unit into the existing building management system, which will be funded through Maintenance Reserve approved on today's agenda (FIN O).

- p. Approve Dana Markovitz to provide Pet Therapy Services through Alliance of Therapy Dogs (ATD) for the 2025-2026 school year, pending paperwork/Certificate of Insurance (COI).
- q. Approve the reimbursement request of Olivia Glenn for 3 credits to New Jersey Center for Teaching and Learning in the amount of \$540.00 as per contract.
- r. Approve the use of 1 bus/driver to transport the Cape May City Elementary & West Cape May Elementary 5<sup>th</sup> & 6<sup>th</sup> classes to/from the Nature Center of Cape May on October 2, 2025. All further arrangements will be coordinated with JoAnn Laputka.
- s. Approve the use of 1 bus/driver to transport the West Cape May Elementary classes to/from the Emlen Physick Estate on October 22, 2025. All further arrangements will be coordinated with JoAnn Laputka.
- t. Approve the use of 4 buses/drivers to transport the U.S. Coast Guard Band and Color Guard to/from the Lower Township Veterans Parade on November 8, 2025. All further arrangements will be coordinated with JoAnn Laputka.

**CURRICULUM & INSTRUCTION**

- a. Approve the following District Curriculum updates:

Botany	8 <sup>th</sup> Grade Art	Algebra II
8 <sup>th</sup> Grade Spanish	LCMR Exp. English	Advanced Algebra II
8 <sup>th</sup> Grade Science		Honors Algebra II

- b. Approve the following homebound case(s):

<u>CASE#</u>	<u>DATE</u>
4241595733	9/4/25

**POLICY**

- a. Approve the reports for the School Self-Assessment for Determining HIB Grades for the 2024-2025 school year (POL A).
- b. Approve the 1<sup>st</sup> Reading and Adoption of Policy 9163 from Strauss Esmay (POL B).

**PERSONNEL**

- a. Accept Patrick Holden's letter of retirement as a Special Education Teacher at the LCMR High School, effective June 30, 2026.

**September 24, 2025 BOE Meeting**

- b. Upon the recommendation of the Superintendent, approve for hire Adam Hardin, as the District Fitness and Wellness Coordinator, BA+15 Step 8 with benefits, effective no later than November 14, 2025.
- c. Upon the recommendation of the Superintendent, approve for hire Jake Maxwell, as a Part-time Middle School Special Education Teacher, BA Step 1, effective September 22, 2025.
- d. Approve Evan Rundgren to move from MA Step 11 with benefits to MA+15 Step 11 with benefits on the salary guide, effective October 1, 2025.
- e. Approve Eric Albert to move from BA+15 Step 3 with benefits to BA+30 Step 3 with benefits on the salary guide, effective October 1, 2025.
- f. Approve Carly Crisanti to teach an extra period per the LCMR sidebar agreement.
- g. Approve Jeff Schwartz to teach an extra period per the LCMR sidebar agreement.
- h. Approve Eric Albert to teach an extra period per the LCMR sidebar agreement.
- i. Approve Christine Napoli to teach an extra period per the LCMR sidebar agreement.
- j. Approve the following subject area teacher mentors for the 2025-2026 school year:
  - Kevin Hildebrandt- Olivia Glenn
  - Peg Kroeger – Grace Stuart
  - Liza Smith – Tara O’Brien
- k. Approve the following Substitute Teachers for the 2025-2026 school year:
  - Adrienne Mingo      Kelly Carter-Currier
- l. Approve the following Per Diem Aides for the 2025-2026 school year:
  - John Lauricella - LCMR
  - Kim Bailey – RMT Media Center
- m. Approve the following Substitute Food Service workers, pending completed paperwork, for the 2025- 2026 school year:
  - Biby Reyes      Tiffany DiCarlo
- n. Approve the resignation of Vicki Mollenkof as a substitute custodian.

**ATHLETICS & EXTRA-CURRICULAR**

- a. Approve Pat Holden as the fall after-school Weight Room Coordinator.

**September 24, 2025 BOE Meeting**

- b. Approve the following staff for the Caper Connection Program for the 2025-2026 school year:
- |              |                |          |             |
|--------------|----------------|----------|-------------|
| Ray Agostini | Bill DeGrouchy | Don Polo | Eric Albert |
| Kyle Holt    | Rocco Sansone  |          |             |

- c. Approve the following Winter Coaches for the 2025-2026 school season:

LCMR		RMT	
Head Boys Basketball	Scott Holden	Head Boys Basketball	Steve Selby
Asst. Boys Basketball	Rocco Sansone	Head Wrestling	Jeff Samaniego
Asst. Boys Basketball	Eric Albert	Asst. Wrestling	Mike Porter
Asst. Boys Basketball	Pat Holden	Basketball Cheer	Jen Slaney
Vol. Asst. Boys Basketball	Tom D'Urso	Head Girls Volleyball	Jess Sole
Vol. Asst. Boys Basketball	John McGaffney	Asst. Girls Volleyball	Mark Ridgway
Head Girls Basketball	Scott Douglass		
Asst. Girls Basketball	Olivia Levin		
Asst. Girls Basketball	Greg Douglass		
Asst. Girls Basketball	Paul Baruffi		
Vol. Asst. Girls Basketball	Jen Elwell		
Head Basketball Cheer	Barb Kimsey		
Asst. Basketball Cheer	Bethany Castellucci		
Head Wrestling	Billy Damiana		
Asst. Wrestling	Dennis Elia		
Asst. Wrestling	Cory Damiana		
Vol. Asst. Wrestling	Jake Maxwell		
Vol. Asst. Wrestling	A.J. Fisher		
Para. Vol. Asst. Wrestling	Zachary Hicks		
Vol. Wrestling	Tom Griffin		
Vol. Wrestling	Bill Damiana Sr.		
Head Winter Track	Syd Peterkin		
Asst. Winter Track	Dave Pacevich		
Head Swim	Brittany O'Donnell		
Asst. Swim	Lindsay Stinson		
Vol. Asst. Swim	LeeAnn Durante		

- d. Approve the following schedule D assignments for the 2025-2026 school year:
- Bethany Wiberg - HS Instrumental Ensembles
- Bethany Wiberg - RMT Band

**BUILDINGS & GROUNDS**

- a. Approve the Cape May Dance CO. to use the Paul W. Schmidtchen Theatre for a Dance Recital on December 13 & 14, 2025. This is contingent upon no conflicts with our own school district activities. All further arrangements will be coordinated with Kelly Kennedy and Roy Olsen.

- b. Approve the Cape May Dancers to use the Paul W. Schmidtchen Theatre for a Dance Showcase on February 8, 2026. This is contingent upon no conflicts with our own school district activities. All further arrangements will be coordinated with Kelly Kennedy and Roy Olsen.
- c. Approve the RMT PBSIS and Builders Club to use the RMT cafeteria and both gyms to hold a fundraiser yard sale on January 31, 2026. This is contingent upon no conflicts with our own school district activities. All further arrangements will be coordinated with Roy Olsen and Matt Danze.

- 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.

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.

- 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: