

**LOWER CAPE MAY REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
September 27, 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 /Personnel/Affirmative Action
 - III. Policy/Public Relations/Articulation/Safety & Security
 - IV. Building & Grounds /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;
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7. Staff Reports (HS, RMT).

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8. Approve the work session & regular meeting minutes from the August 23, 2023 Board of Education meeting (8-23-23 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 2023-2024 school year through July 31, 2023, pending audit. Pursuant to N.J.A.C.6A:23-2.11(c).3 the Board Secretary certifies that as of July 31, 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 July 2023, pending audit. Pursuant to N.J.A.C.6A:23-2(c)4 the Board of Education certifies that as of July 31, 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 July 2023 Bank Reconciliation Report, in agreement with the July 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 (FIN G).
- h. Approve the following school fundraising activities:
- i. Approve the following resolution:

WHEREAS, On June 30, 2023, Governor Phil Murphy signed the Fiscal Year 2024 (FY2024) state budget. Pursuant to language included in the FY 2024 Appropriations Act, P.L. 2023 c.74, a district experiencing the following conditions in FY 2024 may apply for stabilization aid:

- The district experienced a reduction in state aid; or
- The district faces a structural budgetary imbalance

WHEREAS, On August 21, 2023, the NJ Department of Education issued a memo regarding the process for submitting an application for Stabilization Aid,

WHEREAS, Lower Cape May Regional School District has seen its State Aid reduced by \$6,217,754 from FY 2019 to FY 2024 due to S-2,

WHEREAS, the impact of S-2 on the Lower Cape May Regional will be an overall loss of State Aid of over \$6.5 million, with another estimated \$263,000 loss over the FY25 school year. The District would utilize the \$4,050,000 million of Stabilization Aid to purchase new textbooks for Science and Social Studies for the high school and middle school in order to remain current with the on-line components offered and new learning standards. In addition, the Stabilization Aid would be used to continue the District's one-on-one Chromebook initiative for all students. The majority of this grant would be used to maintain the LCMR's High School, which is over 60 years old and the Richard M. Teitelman School Middle School, which is nearly 50 years old. Anticipated capital projects would include replacing 55,000 square feet of the High School Roof (Theater, G-Wing Hallway and New Gym), which is over 20 years old and at the end of its useful life; replacing/renovating the 50 year old Middle School locker-room gang showers and bathrooms with more water efficient fixtures and individual shower stalls; adding and upgrading surveillance cameras at the High School and Middle School for improved safety; and replacing two school buses and a van that are at end of their useful life,

WHEREAS, the FY24 adopted budget addresses the immediate operational needs of the District. The additional Supplemental Aid would allow the District to: upgrade aging chromebooks; purchase new textbooks; replace older school buses and a van at the end of their useful life; add and upgrade surveillance cameras for improved school safety; and address critical capital projects in the summer of 2024 with a roof replacement project for the High School and renovating the Middle School locker rooms,

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Lower Cape May Regional School District, that the submission by the Superintendent for the Stabilization Aid application for up to \$4,050,000, is hereby approved at the Board of Education meeting held on this 27th day of September, 2023.

- j. Approve the following resolution:

WHEREAS the Lower Cape May Regional School District Board of Education supports Acenda Integrated Health in its efforts to partner with the New Jersey Department of Children and Families (DCF) with the goal of bringing significant and new prevention and mental health services to Atlantic and Cape May County public school students, their

parents/guardians, and educators. This opportunity is part of a major statewide DCF initiative called the New Jersey Statewide Student Support Services Network (NJ4S).

WHEREAS the Lower Cape May Regional School District Board of Education recognizes the increased need for prevention, mental health, and wellness services in local communities since the pandemic. And insofar as the additional NJ4S services will not replace, impede, or prevent existing school-based and/or community-based services, Acenda will partner with existing supports and resources to provide district students with services that are evidence-based and culturally appropriate.

BE IT RESOLVED, the Lower Cape May Regional Board of Education is committed to collaborative efforts with Acenda for the success of the state funded NJ4S student wellness initiative for our schools.

- k. Approve the Public Donor Agreement with Acenda Inc. in the amount of \$84,058.00 for Donated Resources for School Based Youth Services, for the term July 1, 2023 to June 30, 2024 (FIN K).
- l. Approve the following resolution:

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.

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 amount of \$125,000 to **Replace the Compressor in the Theater Backstage AAON HVAC unit, Replace the two Blower Motors and two Motor Frequency Drives in the Theater Lobby AAON HVAC unit,**

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.

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, is hereby approved at the Board of Education meeting held on this 27th day of September 2023.

m. Approve the following resolution:

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

NOW, THEREFORE BE IT RESOLVED that Lower Cape May Regional will enter into agreements to be a member in the Keystone Purchasing Network (KPN) and The Interlocal Purchasing System (TIPS) for the 2023-2024 school year (FIN M).

- n. Approve the attached resolution to enter into agreements to be a member in the Educational Services Commission of Morris County at a cost of \$2,100 to participate in the Time & Materials Maintenance Trades Co-op bid (FIN N).
- o. Approve a 60-month copier lease (NJ State Contract #M2075) for the High School Main Office at a cost of \$225.84 per month, which includes 20,000 copies per month.
- p. Approve the Tuition Contract for TS022409 to attend Pineland Learning Center for the 2023-2024 school year at a cost of \$58,780.80.
- q. Approve the Tuition Contract for JC012909 to attend Bonnie Brae for the 2023-2024 school year at a cost of \$79,550.
- r. Approve the Tuition Contract for HB092808 to attend Burlington County Special Services for the 2023-2024 school year at a cost of \$57,010.
- s. Approve the reimbursement to Erich Wolf for 3 credits at Seton Hall University in the amount of \$2,499.78 as per contract.
- t. Approve the reimbursement to Matthew Danze for 3 credits at Rowan University in the amount of \$2,183.00 as per contract.
- u. Approve the reimbursement to Chris Vitale for 4 credits at Ohio University in the amount of \$2,020.00 as per contract.
- v. Approve the reimbursement to Frank Zilinek for 3 credits at William Paterson University in the amount of \$1,835.40 as per contract.
- w. Approve the reimbursement to Elizabeth Mitchell for three 1 credit courses at American College of Education in the amount of \$918.00 as per contract.

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- x. Approve the reimbursement to Evan Rundgren for 3 credits at American College of Education in the amount of \$769.45 as per contract.
- y. Approve the use of 1 bus/ driver to transport the 5th & 6th graders from Cape May City Elementary to and from the Nature Center of Cape May on October 5, 2023. All further arrangements will be coordinated with JoAnn Laputka.
- z. Approve Mark Mallett and Greg Lasher to attend/participate in the NJSBA Workshops in Atlantic City, NJ on October 23-26, 2023. Cost not to exceed \$700 each.

CURRICULUM & INSTRUCTION

- a. Approve the Revised Stockton University AY2023-AY2024 High School Partnership Program Agreement (CURR A).
- b. Approve the use of the NJDOE Reflective Practice Protocol for the 2023-2024 school year (CURR B).
- c. Approve the following revised District Curriculum:
Future Educators
- d. Approve the following homebound case(s):

<u>CASE#</u>	<u>DATE</u>
JG070209	9/12/23

POLICY

- a. Approve the job description for Volunteer Grounds Crew (POL A).
- b. Approve the reports for the School Self-Assessment for Determining HIB Grades for the 2022-2023 school year (POL B).

PERSONNEL

- a. Approve Liz McCracken to teach an extra period per the LCMR sidebar agreement.
- b. Approve Sandra Adams and Rachel Axelsson to supervise the High School Media Center after school from 2:30pm-4:00pm Monday through Thursday for the 2023-2024 school year.
- c. Approve the placement request of Christian Hopkins from Western Governors University for student teaching English at LCMR under Lea Kozora from September-December 2023.
- d. Approve Christian Kraus as a part-time Bus Driver effective, October 1, 2023 at the salary of \$24,732.00.
- e. Accept the resignation of Dana Miller as a part-time Bus Driver, effective August 31, 2023.

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- f. Accept the letter of resignation from Harrison James Fuller as a part-time Custodian effective September 1, 2023.
- g. Approve LouAnne Gable as long-term Substitute High School Social Studies with salary at MA Step 1 +30 on the Teachers Salary Guide.
- h. Approve Christine LaBounty's maternity leave, effective January 12, 2024 through May 23, 2024 using accumulated sick time and unpaid FMLA/FLA with a return to work date of May 24, 2024.
- i. Approve Ed Kraemer's medical leave of absence effective September 6, 2023 through November 30, 2023.
- j. Approve the following Substitute Teachers for the 2023-2024 school year:

Dan Cappelletti	Thomas Griffin	Marissa DeRuitter
Austin Cominsky	Judith Meskill	Frances Zukawski
James Cuomo	Valerie Onofrietti	
Emma Curry	Blake Pinter	
- k. Approve the following Substitute Food Service for the 2023-2024 school year:

Patricia Burk	Kimberly Phillips	Tonya Wise
Stephanie Hunter	Antoienette Martinez	
Jill Moon	Jenna Monaghan	
Cheryl Pohlig	Patricia Rybecki	
- l. Approve Jenna Monaghan as a Sub Bus Aide and Sub Bus Driver for the 2023-2024 school year.
- m. Approve the following Volunteer Grounds Crew for the 2023-2024 school year:

Tod Shoffler	Brian Heacock, pending paperwork
Jay DiCave, pending paperwork	Tim O'Donnell, pending paperwork

ATHLETICS & EXTRA-CURRICULAR

- a. Approve Ray Agostini as LCMR ESports Club Advisor for the 2023-2024 school year.
- b. Approve the following staff for the 2023-2024 school year:

<u>High School Detention Proctors</u>	<u>High School 3-7 Proctors</u>
Eric Albert	Eric Albert
Chris Rosenberg	Nidia Marshall
Gene Taylor	Chris Rosenberg
	Gene Taylor

- c. Approve the following Coaches for the 2023-2024 school year:

Beth Suter	RMT Asst. Field Hockey
Ryan Slaney	RMT Asst. Boys Soccer
Eric Albert	RMT Vol. Asst. Football
Michelle Loper	LCMR Vol. Asst. Field Hockey
Bethany Castellucci	LCMR Asst. Cheerleading Football & Basketball
Christina Lewis	LCMR Vol. Asst. Girls Soccer

BUILDINGS & GROUNDS

- a. Approve the LCM Baseball Boosters to use the District’s Gyms, Baseball fields, & Field House from September 2023 – September 2024 (dates and times based on availability) to hold baseball practices. This is contingent upon no conflicts with our own school district activities. All further arrangements will be coordinated with Erik Simonsen and Roy Olsen.
- b. Approve the LTES to use the Track and Cross Country Course on October 22, 2023 from 8:00am-12:00pm for a 5K Fun Run/Walk. This is contingent upon no conflicts with our own school district activities. All further arrangements will be coordinated with Erik Simonsen and Roy Olsen.
- c. Approve the Soroptimist International of Cape May County to use the High School gyms, Cafeteria, and Classrooms for their “Girls Rule” event on November 18, 2023 from 10:00am-4:30pm. This is contingent upon no conflicts with our own school district activities. All further arrangements will be coordinated with Erik Simonsen and Roy Olsen.
- d. Approve the Caper Tigers Basketball Camp to use the High School Gyms and RMT Middle School Gyms for basketball clinics from September 15 – November 20, 2023 and March 15 – June 15, 2024, after school 2-3 days per week. This is contingent upon no conflicts with our own school district activities. All further arrangements will be coordinated with Erik Simonsen and Roy Olsen.
- e. Approve the Cape May County Middle School High Honors Band to use the Paul W. Schmidtchen Theatre for their rehearsals on March 11 & April 12, 2024 and concert on April 13, 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.
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: