BOARD OF EDUCATION
Cape May County Special Services School District and
Cape May County Technical School District

MINUTES

June 25, 2019
3:37 P.M.

The following were present at the board meeting: Mr. Alan I. Gould, Board President, Mrs. Jane Elwell, Board Vice-President, Mr. Robert L. Boyd, Board Member, Board Member, Mr. Kenneth Merson, Board Member, Mr. Anthony Anzelone (arrived 3:56 p.m.).

Not present. Dr. Judith DeStefano, Board Member, Ms. Nancy Ramundo, Board Member, Ms. Donna Groome, Chairperson, Cape May County Mental Health, Alcohol & Drug Abuse Board.

Also present at the meeting were Ms. Amy L. Houck-Elco, Esquire, Ms. Paula Smith, Business Administrator/Board Secretary, Ms. Kathleen Allen, Business Administrator/Board Secretary, Ms. Jamie Moscony, Assistant Superintendent, Dr. Nancy M. Hudanich, Superintendent and teachers and administrators from both districts as well as members of the public.

PLEDGE OF ALLEGIANCE

President Alan I. Gould led the group in the pledge of allegiance to the flag.

NOTICE REQUIREMENT

President Alan I. Gould read the following statement:

Pursuant to N.J.S.A. 10:4-10, adequate notification of this meeting has been properly posted in The Press of Atlantic City and the County Freeholder's office on July 11, 2018, as prescribed by Chapter 231, laws of 1975.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

On the motion of Mrs. Elwell, seconded by Mr. Boyd, the following minutes were approved by roll call vote:

May 28, 2019, Board Meeting
May 28, 2019, Executive Session
June 4, 2019, Board Meeting

Voting Yes: Gould, Elwell, Boyd, Merson
Voting No: None
Abstained: None
Motion Carries.

DISTRICT ACTION ITEMS – CAPE MAY COUNTY SPECIAL SERVICES SCHOOL DISTRICT

Ms. Moscony presented the Assistant Superintendent Administrative District Report to the Board. Mr. Merson commented how pleased he was to see the local newspapers featuring High School proms including people with disabilities. Ms. Moscony presented a yearbook to each board member compliments of the Educational Foundation. On the motion of Mr. Merson, seconded by Mrs. Elwell, the attached Assistant Superintendent Administrative District Report (Item 1, a-g) was approved by roll call vote.

Voting Yes: Gould, Elwell, Boyd, Merson
Voting No: None
Abstained: None
Motion Carries.

On the motion of Mrs. Elwell, seconded by Mr. Merson, the attached item for Revenue & Expense (Item 2 / a-k) was approved by roll call vote.

Voting Yes: Gould, Elwell, Boyd, Merson
Voting No: None
Abstained: None
Motion Carries.

On the motion of Mr. Boyd, seconded by Mrs. Elwell, the attached item for Curriculum (Item 3 / a-d) was approved by roll call vote.

Voting Yes: Gould, Elwell, Boyd, Merson
Voting No: None
Abstained: None
Motion Carries.

On the motion of Mr. Boyd, seconded by Mr. Merson, the attached item for Legislation & Policy (Item 4 / a) was approved by roll call vote.

Voting Yes: Gould, Elwell, Boyd, Merson
Voting No: None
Abstained: None
Motion Carries.

On the motion of Mrs. Elwell, seconded by Mr. Boyd, the attached item for Personnel (Item 5 / a-d plus addendum) was approved by roll call vote.

Voting Yes: Gould, Elwell, Boyd, Merson
Voting No: None
Abstained: None
Motion Carries.

DISTRICT COMMUNICATION

Ms. Moscony discussed the attached communication items on her report.

DISTRICT ACTION ITEMS – CAPE MAY COUNTY TECHNICAL SCHOOL DISTRICT

Dr. Hudanich presented the Superintendent Administrative District Report to the Board. She reported to the Board that Mr. Jones students' film entry titled "Citizen Science Required to Highlight STEM" was one of the top six selected in the nation and was featured on the RBS channel. She also highlighted teacher Emily Dougan's students from Green Engineering were 1 of only 60 spots selected from an international competition to participate in a rocket launch from NASA's Wallops Island Facility on June 20, 2019 in Virginia. And finally, she reported that Chris Jones was currently at the National Skills USA Competition with his students who had won the NJ Skills Gold Medical in communication arts. On the motion of Mr. Boyd, seconded by Mrs. Elwell, the attached Superintendent Administrative District Report (Item 1, a-f) was approved by roll call vote.

Voting Yes: Gould, Elwell, Boyd, Merson
Voting No: None
Abstained: None
Motion Carries.

On the motion of Mr. Boyd, seconded by Mr. Merson, the attached item for Revenue & Expense (Item 2 / a-i) was approved by roll call vote.

Voting Yes: Gould, Elwell, Boyd, Merson
Voting No: None
Abstained: None
Motion Carries.

On the motion of Mrs. Elwell, seconded by Mr. Boyd, the attached item for Curriculum (Item 3 / a-i) was approved by roll call vote.

Voting Yes: Gould, Elwell, Boyd, Merson
Voting No: None
Abstained: None
Motion Carries.

On the motion of Mrs. Elwell, seconded by Mr. Boyd, the attached item for Legislation & Policy (Item 4 / a-d and addendum) was approved by roll call vote.

Voting Yes: Gould, Elwell, Boyd, Merson
Voting No: None
Abstained: None
Motion Carries

On the motion of Mr. Boyd, seconded by Mr. Merson, the attached item for Personnel (Item 5 / a) was approved by roll call vote (Golley, Hearon and McGreevy were not approved).

Voting Yes: Gould, Elwell, Boyd, Merson
Voting No: None
Abstained: None
Motion Carries.

DISTRICT COMMUNICATION

Dr. Hudanich discussed the attached communication items on her report.

BOARD CORRESPONDENCE

None

BOARD MEMBER COMMENTS AND DISCUSSION ITEMS

Mr. Merson commented that everywhere he goes he hears unsolicited positive feedback about both school districts and about how well the students are prepared.

Mr. Boyd thanked Mr. Gould for his kind words at graduation. He also shared how he recently had the opportunity to share the story of the rescued osprey which Ms. Toft's students participated in several years ago.

Mr. Anzelone apologized for being late to the meeting. He indicated that this would be his last meeting and that he would not ask to be reappointed. He commented that he relished serving with this board as well as the past board and enjoyed working with the administration and legal staff. He stated that he was very thankful for the opportunity.

Mr. Gould stated to Mr. Anzelone that he was very sorry he was leaving because he really valued his expertise and appreciated what he brought to the board. Dr. Hudanich asked Mr. Anzelone to please come back because both districts want to give him a plaque and officially recognize and thank him for all he has done for the schools and the students.

Mrs. Elwell commented that the activities going on at both schools were remarkable, that the graduations were impressive and the kids are amazing.

PUBLIC INPUT

President Alan I. Gould read the following statement:

This meeting will now be open to public comments. If your questions pertain to litigation, student or personnel items, please see the Superintendent after the meeting as the board does not discuss these matters in public. Depending on the nature and complexity of your questions, the board secretary may ask for your contact information so that someone can get back to you with a response. Pursuant to policy 9322, public comment will be five minutes per person and limited in time to a total of 30 minutes for all public comments.

Sharon Lee Kustra thanked the board for rehiring the custodial staff.

Jim Owens commented on his service to the district and his non-renewal.

EXECUTIVE SESSION

On the motion of Mr. Anzelone, seconded by Mr. Boyd, the Board approved the following Resolution to Adjourn the Public Meeting and enter into Executive Session pursuant to the New Jersey Public Meeting Act at 4:05 p.m. to discuss:

HIB

Attorney-Client Communication

Board Self-Evaluation

Negotiations

Personnel – Superintendent Evaluation

Minutes of this executive session will be made available to the public at a time when the disclosure of such minutes will not conflict with the lawful purpose for which such discussion is held in executive session. (At this time, it is not possible to estimate when the minutes of this Executive Session may be disclosed to the public consistent with the lawful purpose for which such disclosure is held; however, the Board shall review the minutes of this Executive Session no later than (90) days from this date in order to determine which such minutes may be released to the public at that time.) Upon conclusion of the executive session, it is anticipated that the Board will take action at that time in connection with the matters discussed in executive session.

RETURN TO OPEN SESSION

On the motion of Mr. Boyd, seconded by Mr. Anzelone for the Cape May County Special Services School District, the Board affirmed the action taken by the Superintendent for

Harassment, Intimidation, and Bullying (HIB) investigation(s) for the period of April 12, 2019 through May 23, 2019 (0 HIB investigation) and acknowledged investigation(s) that occurred between the period of May 24, 2019 through June 20, 2019 (0 HIB investigation).
And for the Cape May County Technical School District, the Board affirmed the action taken by the Superintendent for Harassment, Intimidation, and Bullying (HIB) investigation(s) for the period of April 12, 2019 through May 23, 2019 (2 HIB investigations) and acknowledged investigation(s) that occurred between the period of May 24, 2019 through June 20, 2019 (1 HIB investigation) by roll call vote.

Voting Yes: Gould, Elwell, Boyd, Merson, Anzelone
Voting No: None
Abstained: None
Motion Carries.

On the motion of Mr. Anzelone, seconded by Mrs. Elwell, the 2018/2019 superintendent evaluation for Dr. Nancy Hudanich was approved for placement in her personnel file by roll call vote.

Voting Yes: Gould, Elwell, Boyd, Merson, Anzelone
Voting No: None
Abstained: None
Motion Carries.

ADJOURN

On the motion of Mr. Boyd, seconded by Mr. Merson, the meeting was adjourned at 4:38 p.m.

Respectfully submitted,

Paula J. Smith,
Board Secretary

Kathleen Allen
Board Secretary

II. DISTRICT ACTION ITEMS

A. CAPE MAY COUNTY SPECIAL SERVICES SCHOOL DISTRICT

1. ASST. SUPERINTENDENT'S ADMINISTRATIVE DISTRICT REPORT (Exhibit II-SS.1)

Be it resolved the Board of Education approves/accepts:

a. Principal's Report, Annamarie Haas
   (1) Suspensions
b. Related Services Report, Jonathan Price, Director of Related Services
c. Facilities Report, Charles Yahara, Director of Environmental Services, Aramark
   (1) Use of Facilities Requests
d. Transportation Report, Sharen Dever, Transportation Coordinator
e. Enrollment Report
f. Worker's Compensation Report
g. Team Meeting Agendas

2. REVENUE & EXPENSE (Exhibit II-SS.2)

Be it resolved the Board of Education approves/accepts:

a. Board Secretary's monthly certification of budgetary line item status
b. Financial reports and balance sheets April 2019, Board Secretary Report and Treasurers Report
c. Board of Education's monthly certification of budgetary major account/fund status April 2019
d. Bills as presented
e. Budget Summaries, Enterprise and Student Activity Funds, April 2019
f. Transfers
g. Bids/Contracts/Reports/Agreements/Jointures/Quotes/Transportation Routes:

Name	Purpose	Amount	Date/Years
Affiliation Agreements	Student Teaching/ Interns/Clinical Internships	N/A	7/1/19-6/30/20
Nutri-Serve Food Management, Inc.	Management of Food Service Operation Contract	$1,250 Management Fee	2019 ESY Program
Realtime Information Technology Contract	Student Information System, Food Service Management, Staff Evaluation	$8,420	SY 2019/2020
Systems 3000 Contract	Fund Accounting, Payroll & Personnel System & Back-up Fee	$21,348	SY 2019/2020

Name	Purpose	Amount	Date/Years
Strauss Esmay Associates Contract	District Policy Alert and Support System	$4,685	SY 2019-2020
Frontline Education Contract	Absence and Time Solution	$10,477.75	SY 2019-2020
Frontline Education Contract	IEP Direct	$8,965.55	SY 2019-2020
Apple Tree Academy Contract	Rental Revenue-Daycare Facility	Per RFP dated 6/14/19 $52,464	SY 2019-2020
Brett DiNovi & Associates, LLC	Behavior/Educational Consultation	Clinical Associate: $52.50 per/hr Behavior Consultant: $120 per/hr	SY 2019-2020
Capital Reserve Deposit		As per Exhibit	
On Time Transportation	ESY transportation contract OnTime01, route ESYMT-001 on behalf of Middle Twp	$527.00 per diem	ESY 2019
James Transportation	ESY transportation contract James03, route ESYMT-002 on behalf of Middle Twp	$215.00 per diem	ESY 2019
Sheppard Bus Service	CMC33 to/from transportation contract Shep05, routes CMSS05, CMSS06, WWSD01, WWTC1, TLBN330, TLBN530, WWTC2, TLBS330, TLBS530, WWTC3, TLBW330, TLBW530 on behalf of various districts	$660 per diem, $500 per diem $500 per diem, $238 per diem, $97 per diem, $138 per diem, $238 per diem, $97 per diem, $138 per diem, $238 per diem, $97 per diem, $138 per diem	SY 2019-2020
Sheppard Bus Service	SRA33 after school activities contract Shep06, trips LEEP1, LEEP2, OCI330, OCHS430 on behalf of various districts	$378 per diem, $378 per diem, $94 1st hrs $50 adj. provision, $138, 1st 2 hrs, $50 adj. provision	SY 2019-2020

James Transportation	CMC33 to/from transportation contract James04, route OCNRS on behalf of Ocean City	$335.00 per diem	SY 2019-2020
James Transportation	SRA33 field trip/athletic contract James06, trips FT19.20.1, FT19.20.2, FT 19.20.3, FT19.20.4	$440.00 1st 4 hours $110 adjustment provision	SY 2019-2020
James Transportation	ESY transportation contract James05, route ESYOC-001 on behalf of Ocean City	$329.00 per diem	ESY 2019
On Time Transportation	CMC33 to/from transportation contract OnTime02, route MT-ACSS on behalf of Middle Twp	$527.00 per diem	SY 2019-2020

h. Professional Improvement Experience and Travel Expenses:

Name	Event	Location	Cost	Date(s)
Kenneth Bassett	NEA GIBT Caucus	Las Vegas, Nevada	No Cost	10/11/19
Jonathan Price	NJPSA Collective Bargaining 101	Monroe Township	$80.72	7/15/19
Nicholas Bailey	School Safety Specialist Training	Hamilton Township	$275	8/6/19 8/7/19 8/8/19 8/9/19
Jonathan Price	School Law: Year in Review	Monroe Township	$224.62	6/26/19

i. Grants/Donations: None this cycle

j. The following item(s) to be disposed, or sold on gov/deals):

Item	Value	Reason for Disposal/Sold of GovDeals
2007 Ford F250 white pick-up	Unknown	GovDeals
6 Units Driver Ed Simulators/Console	Unknown	GovDeals/Scrap

k. Approve Kathleen M. Allen, School Business Administrator, as the Qualified Purchasing Agent for the Cape May County Special Services School District for the 2019/2020 school year

3. **CURRICULUM (Exhibit II-SS.3)**

Be it resolved the Board of Education approves/accepts:

a. Field Trips as listed for:
   (1) Cape May County High School/Ocean Academy
   (2) OXE/LEEP: None this cycle
b. Presenters/Interns/Programs/Support Groups:

Name	Purpose	Amount	Date(s)
Amy Anderson	Teacher of the Deaf Workshop	Exhibit	7/17/19 7/18/19
Sea Isle City Garden Club	To visit the Butterfly Garden and have lunch at the Back Porch Café	N/A	10/3/19
Kristin McHale	Rowan University Nursing student to complete 50 hours of practicum work, under the supervision of Stacey Lera, pending completion of paperwork	N/A	8/27/19 – 12/9/19
Catherine Cooper, Red Cross CPR Instructor	CPR Instructor Crossover Re-entry Course for school nurses	$250	7/9/19

c. Accept HIB Grade Report from NJDOE- released June 20, 2019
d. Approve submission of the following Statements of Assurance for 2018-2019:
   (1) School Security Drill
   (2) Lead Testing Program
   (3) NJ High School Voter Registration Law

4. **LEGISLATION & POLICY/REGULATION (Exhibit II-SS.4)**

Be it resolved the Board of Education approves/accepts upon the first reading:

a. New Policy and Regulation #1642 Earned Sick Leave Law

5. **PERSONNEL (Exhibit II-SS.5)**

Be it resolved the Board of Education approves/accepts:

a. Superintendent's recommendation to appoint the following staff members pending criminal history background investigation and completion of required paperwork. Request for emergent hiring will be made where appropriate.

Name	Position	Description of Funding Program	Step Amount Longevity	Effective Date(s)
Lynette Burton	Substitute 1:1 Aide 1:1 Aide	Itinerant	$13 per/hr	4/17/19 – 6/30/19
Kelly Kirchhoff	Substitute 1:1 Aide 1:1 Aide	Itinerant	$13 per/hr	5/29/19 – 6/30/19

Paije Lerman	Substitute 1:1 Aide 1:1 Aide	Itinerant	$13 per/hr	3/26/19 – 6/30/19
Beulah Myers	Substitute 1:1 Aide 1:1 Aide	Itinerant	$13 per/hr	2/26/19 – 6/30/19
Rebecca Piotrowski	Substitute 1:1 Aide 1:1 Aide	Itinerant	$13 per/hr	5/29/19 – 6/30/19
Barbara Siriani	Substitute 1:1 Aide 1:1 Aide	Itinerant	$13 per/hr	5/29/19 – 6/30/19
Arial Slavinskas	Substitute 1:1 Aide 1:1 Aide	Itinerant	$13 per/hr	5/29/19 – 6/30/19
Jenna Mucardo	Substitute Teacher/Substitute Teacher School Aide	General	Sub Teacher: $85 per diem Sub TSA: $70 per diem	SY 2019-2020
Casey McCusker	Itinerant In-house Home Instruction Speech-language Specialist	General	$35 per/hr	5/12/19 – 6/30/20
Melanie Bobik	Case Manager/School Social Worker	General	$35 per/hr 3 days up to 15 hrs	August TBD
Cheri Steele	Special Education Teacher	General	Amend Salary, Step 5, Schedule A-3, BA, $69,139, 10 months	9/1/19 – 6/30/20
Theresa Mazzeo	Sign Language Interpreter	Itinerant	Step 2, Schedule C, $43,524 10 months	9/1/19 – 6/30/19
Darrell Benjamin	Teacher School Aide	Itinerant	$25 per bus run	5/13/19 – 6/18/19
Darrell Benjamin	Teacher School Aide	Itinerant	$25 per bus run	SY 2019-2020
Michael Cooker	Teacher School Aide	Itinerant	$25 per bus run	5/13/19 – 6/18/19
Michael Cooker	Teacher School Aide	Itinerant	$25 per bus run	SY 2019-2020
Rachel Krementz	Teacher	Itinerant	$35 per/hr	June 2019
Rachel Krementz	Teacher	Itinerant	$35 per/hr	SY 2019-2020
Melanie Bobik	Case Manager/School Psychologist	General	$35 per/hr 2 days up to 10 hrs total	August TBD
Susan Daley	Case Manager/School Psychologist	General	$35 per/hr 2 days up to 10 hrs total	August TBD

Stephanie Puerta	Case Manager/School Social Worker	General	$35 per/hr 2 days up to 10 hrs total	August TBD
Geraldine Hofferica	Case Manager/School Social Worker	General	$35 per/hr 2 days up to 10 hrs total	August TBD
Michelle Jenney	Case Manager/LDTC	General	$35 per/hr 2 days up to 10 hrs total	August TBD
Lisa Borchardt	Case Manager/School Social Worker	General	$35 per/hr 2 days up to 10 hrs total	August TBD
Extended School Year Staff	As per Exhibit	ESY	Exhibit	6/27/19 – 8/1/19
Faith Buckmuse	Extended School Year Teacher School Aide	ESY	$20 per/hr	6/27/19 – 8/1/19, 19.5 days
Melanie Bobik	Extended School Year Case Manager/School Psychologist	ESY	$45 per/hr	Change from 12 days to 10 days, Dates TBD
Susan Daley	Extended School Year Case Manager/School Psychologist	ESY	$45 per/hr	Change from 12 days to 10 days, Dates TBD
Michele Jenney	Extended School Year Case Manager/LDT-C	ESY	$45 per/hr	Change from 12 days to 10 days, Dates TBD
Geraldine Hofferica	Extended School Year Case Manager/School Social Worker	ESY	$45 per/hr	Change from 12 days to 10 days, Dates TBD
Stephanie Puerta	Extended School Year Case Manager/School Social Worker	ESY	$45 per/hr	Change from 12 days to 10 days, Dates TBD
Dennell Moss	Technology Volunteer	N/A	N/A	7/1/19 – 6/30/20
Theresa McCabe	Administrative Secretary	Retirement	N/A	9/1/19

b. Professional Development Trainings:

Name	Position	Description of Training	Pay Rate	Effective Dates

Debbie Conlow	Facilitator	CPI Certification	$35 per/hr up to 6 hrs per day	6/24/19 6/25/19 8/12/19 8/13/19
Joshua Johnson	Assistant Facilitator	CPI Certification	$20 per/hr up to 6 hrs per day	6/24/19 6/25/19 8/12/19 8/13/19
Rachel Adams	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Full Certification	$13 per/hr up to 6 hrs per day	5/29/19 5/30/19
Danny Allen	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Full Certification	$13 per/hr up to 6 hrs per day	6/24/19 6/25/19
Brianna Bedell	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Full Certification	$13 per/hr up to 6 hrs per day	6/24/19 6/25/19
Rachel Bowman	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Full Certification	$13 per/hr up to 6 hrs per day	6/24/19 6/25/19
Lynette Burton (pending completion of paperwork)	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Full Certification	$13 per/hr up to 6 hrs per day	6/24/19 6/25/19
Jamie Cathcart	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Full Certification	$13 per/hr up to 6 hrs per day	6/24/19 6/25/19
Milagros Coloma	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Full Certification	$13 per/hr up to 6 hrs per day	6/24/19 6/25/19
Monica Conception-McGrath	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Full Certification	$13 per/hr up to 6 hrs per day	6/24/19 6/25/19
Ciara Crawley	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Full Certification	$13 per/hr up to 6 hrs per day	6/24/19 6/25/19
Ming Li Cuevas (pending completion of paperwork)	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Full Certification	$13 per/hr up to 6 hrs per day	6/24/19 6/25/19
Bethany Demtshuk	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Full Certification	$13 per/hr up to 6 hrs per day	6/24/19 6/25/19
Latisha Hancock	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Full Certification	$13 per/hr up to 6 hrs per day	6/24/19 6/25/19

Tomashenna McBall	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Full Certification	$13 per/hr up to 6 hrs per day	6/24/19 6/25/19
Jenna Mucardo (pending completion of paperwork)	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Full Certification	$13 per/hr up to 6 hrs per day	6/24/19 6/25/19
Elizabeth Peace	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Full Certification	$13 per/hr up to 6 hrs per day	6/24/19 6/25/19
Kara Siciensky (pending completion of paperwork)	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Full Certification	$13 per/hr up to 6 hrs per day	6/24/19 6/25/19
Catherine Smith	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Full Certification	$13 per/hr up to 6 hrs per day	6/24/19 6/25/19
Lauren Tomes	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Full Certification	$13 per/hr up to 6 hrs per day	6/24/19 6/25/19
Nikita Torres	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Full Certification	$13 per/hr up to 6 hrs per day	6/24/19 6/25/19
Debbie Conlow	Facilitator	CPI Refresher Training	$35 per/hr up to 4 hrs	6/27/19
Joshua Johnson	Assistant Facilitator	CPI Refresher Training	$20 per/hr up to 4 hrs	6/27/19
Navaeh Ball	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Refresher Course	$13 per/hr up to 4 hrs	6/27/19
Claire Boyer	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Refresher Course	$13 per/hr up to 4 hrs	6/27/19
Bethany Castellucci	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Refresher Course	$13 per/hr up to 4 hrs	6/27/19
Tony Charlesworth	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Refresher Course	$13 per/hr up to 4 hrs	6/27/19
Brooke Chretien	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Refresher Course	$13 per/hr up to 4 hrs	6/27/19
Isabella DiAngelis	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Refresher Course	$13 per/hr up to 4 hrs	6/27/19
Elizabeth Farmer	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Refresher Course	$13 per/hr up to 4 hrs	6/27/19

Kayla Giuffrida	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Refresher Course	$13 per/hr up to 4 hrs	6/27/19
Leanna Haas	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Refresher Course	$13 per/hr up to 4 hrs	6/27/19
Nate Hartsough	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Refresher Course	$13 per/hr up to 4 hrs	6/27/19
Matt Jordal	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Refresher Course	$13 per/hr up to 4 hrs	6/27/19
Erica Knoyer	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Refresher Course	$13 per/hr up to 4 hrs	6/27/19
Alexandra Love	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Refresher Course	$13 per/hr up to 4 hrs	6/27/19
Lauren Matteo	1:1 Aide Sub. 1:1 Aide	Crisis Prevention Institute Refresher Course	$13 per/hr up to 4 hrs	6/27/19
Sharon Albert	Teacher School Aide	RBT Training	$20 per/hr up to 14 hrs	6/3/19 - 6/11/19
Sharon Albert	Teacher School Aide	RTB Training	$20 per/hr up to 36 hrs	SY 2019-2020
Jennifer Jennings	Teacher School Aide	RBT Training	$20 per/hr up to 50 hrs	SY 2019-2020
Lauren Gallagher	Teacher School Aide	RBT Training	$20 per/hr up to 50 hrs	SY 2019-2020
Nicole Dougherty	Teacher	PLC Training	$35 per/hr up to 18 hrs	Dates TBD
Michelle Wolverton	Teacher	PLC Training	$35 per/hr up to 18 hrs	Dates TBD
Pamela McCabe	Teacher	PLC Training	$35 per/hr up to 18 hrs	Dates TBD
Michele Ridgway	Teacher	PLC Training	$35 per/hr up to 18 hrs	Dates TBD
Joshua Conlow	Teacher	PLC Training	$35 per/hr up to 18 hrs	Dates TBD
Dani Moss	Teacher	PLC Training	$35 per/hr up to 18 hrs	Dates TBD
Lenore Conlow	Teacher	PLC Training	$35 per/hr up to 18 hrs	Dates TBD

Gretchen Wiley	Teacher	PLC Training	$35 per/hr up to 18 hrs	Dates TBD
Jennifer DeMario	Teacher	PLC Training	$35 per/hr up to 18 hrs	Dates TBD
Sharon Raring	BCBA	PLC Training	$35 per/hr up to 18 hrs	Dates TBD
Kenneth Bassett	Teacher School Aide	PLC Training	$20 per/hr up to 18 hrs	Dates TBD
Melissa Tozer	Teacher School Aide	PLC Training	$20 per/hr up to 18 hrs	Dates TBD
Lori Fessler	Teacher School Aide	PLC Training	$20 per/hr up to 18 hrs	Dates TBD
Stephanie Daher-Quinn	Teacher	Behavior Program Development	$35 per/hr up to 18 hrs	Dates TBD
Elizabeth Haflin	Teacher	Behavior Program Development	$35 per/hr up to 18 hrs	Dates TBD
Heather Nanos	Teacher	Behavior Program Development	$35 per/hr up to 18 hrs	Dates TBD
Lacey Bigham	Teacher	Behavior Program Development	$35 per/hr up to 18 hrs	Dates TBD
Susan Wenner	Teacher	Behavior Program Development	$35 per/hr up to 18 hrs	Dates TBD
Lisa Borchardt	Case Manager/School Social Worker	Behavior Program Development	$35 per/hr up to 18 hrs	Dates TBD
Joshua Conlow	Teacher	Curriculum Writing	$35 per/hr up to 12 hrs	Dates TBD
Michelle Wolverton	Teacher	Curriculum Writing	$35 per/hr up to 12 hrs	Dates TBD
Michele Ridgway	Teacher	Curriculum Writing	$35 per/hr up to 12 hrs	Dates TBD
Danielle D'Amico	Teacher	BIP Training	$35 per/hr up to 4 hrs	6/26/19
Jennifer Nevarez	Teacher	BIP Training	$35 per/hr up to 4 hrs	6/26/19
Nicole Szczur	Teacher	BIP Training	$35 per/hr up to 4 hrs	6/26/19
Brittany Loesch	Teacher	BIP Training	$35 per/hr up to 4 hrs	6/26/19
Lauren Matteo	Teacher	BIP Training	$35 per/hr up to 4 hrs	6/26/19

Gregg Clayton	Teacher	BIP Training	$35 per/hr up to 4 hrs	6/26/19
Samantha Filangieri	Teacher	BIP Training	$35 per/hr up to 4 hrs	6/26/19
Jackie Schrum	Teacher	BIP Training	$35 per/hr up to 4 hrs	6/26/19
Jason Embs	Teacher	BIP Training	$35 per/hr up to 4 hrs	6/26/19
Sharon Raring	BCBA	BIP Training	$35 per/hr up to 4 hrs	6/26/19
Melissa Tozer	Teacher School Aide	BIP Training	$20 per/hr up to 4 hrs	6/26/19
Jennifer Jennings	Teacher School Aide	BIP Training	$20 per/hr up to 4 hrs	6/26/19
Lauren Gurczynski	Teacher School Aide	BIP Training	$20 per/hr up to 4 hrs	6/26/19
Olivia Hall-Conley	Teacher School Aide	BIP Training	$20 per/hr up to 4 hrs	6/26/19
Darcy Johnson	Teacher School Aide	BIP Training	$20 per/hr up to 4 hrs	6/26/19
Audrey Murray	Teacher School Aide	BIP Training	$20 per/hr up to 4 hrs	6/26/19
Lori Fessler	Teacher School Aide	BIP Training	$20 per/hr up to 4 hrs	6/26/19
Lauren Gallagher	Teacher School Aide	BIP Training	$20 per/hr up to 4 hrs	6/26/19
Sharon Albert	Teacher School Aide	BIP Training	$20 per/hr up to 4 hrs	6/26/19
Stephanie Street	Teacher School Aide	BIP Training	$20 per/hr up to 4 hrs	6/26/19
Michele Ridgway	Teacher	Shadow CBI Teacher	$35 per/hr up to 15 hours	TBD

c. Leaves of Absence:

Employee #	Sick Days	Personnel Days	Vacation Days	Unpaid Days	Type of Leave	Date(s)
5918	8	0	0	0	BOE Leave	6/7/19–6/18/19
4745	46	0	0	0	BOE Leave	6/1/19-8/9/19

d. Hourly rates for Community Use Lifeguards to be increased .25 per hour to be as follows: 0-1 years of service $12.00 per/hr; 2 years of service $12.50 per/hr; 3 years of service $12.75 per/hr

6. **COMMUNICATION (Exhibit II-SS.6)**

a. District Newsletter "¿Que Pasa?"
b. Ocean Academy Quarterly Newsletter "Ocean Waves"
c. CMC High School Quarterly Newsletter "Cougar News"
d. Stephanie Street, Teacher School Aide: Resignation Letter, effective 8/2/19
e. Donation from Dwayne Hendricks in the amount of $300 to be used for the Positive Behavioral Interventions & Supports Program
f. Theresa McCabe, Administrative Secretary: Retirement Letter, effective 9/1/19

Cape May County Technical School District
June 25, 2019
Meeting Minutes

1. SUPERINTENDENT'S ADMINISTRATIVE DISTRICT REPORT (Exhibit II-TS.1)

a. Director of Building & Grounds
b. Director of Guidance & Special Education
c. Principal
d. Director of Curriculum & Instruction and Adult & Community Ed - Curriculum
e. Director of Curriculum & Instruction and Adult & Community Ed – Adult & Community
f. Superintendent

2. REVENUE & EXPENSE(Exhibit II-TS.2)

a. Board secretary's monthly certification of budgetary line item status;
b. Financial report A-148 and A-149 April 2019, board secretary report and treasurers report, pending audit;
c. Board of education's monthly certification of budgetary major account/fund status;
d. Bills as presented;
e. Budget summaries, April 2019;
f. Transfers;
g. Bids, contracts, reports, agreements

Name- Report/Contract	Purpose	Amount	Date/Year(s)
N.J. State Interscholastic Athletic Association Resolution	membership renewal	$2,150.	SY 2019-20
Grant salary allocations		(attached)	SY 2018-19
Cape May County Special Services School District and CMCTSD	itinerant services	per agreement	SY 2019-20
Pittsgrove Twp School District Natural Gas Jointure Participation	natural gas buying jointure	n/a	SY 2019-20
Pay to Play Resolution to award contract to Optiv Security, Inc.	purchase of software	$29,160.27	SY 2019-20
Cape May County Special Services Contract	shared transportation services	per fee schedule	SY 2019-20
Authorize business administrator	Year end transfers to pay bills due and owing	n/a	6/30/2019

Bids, contracts, reports, agreements (con't)

Name- Report/Contract	Purpose	Amount	Date/Year(s)
Transfer surplus to Capital Reserve	for future capital projects	up to $800,000.	6/30/2019
Resolution NJSIG risk management Cape May Atlantic Insurance Pool Indemnity & Trust Insurance/Risk Management	insurance renewal/ risk management (Package policy) (Bond Coverage) (School Board Legal) (Student Accident) (Workers Comp) (Total Premiums)	$131,776. $837. $20,562. $13,810. $154,575. $321,560.	07/01/2019-7/01/2020
Cooperative Bid Award to: MultiTemp Mechanical, Inc. Middle Twp Board of Ed. (lead agency) Cooperative Pricing Agreement	electrician services journeyman: helper: 15% above wholesale	$100 per/hr $48 per/hr	7/1/2019-6/30/2020
Chapter 47 Anticipated Contracts**	renew/award/expire		SY 2019-20

**Pursuant to the PL 2015, Chapter 47 the Cape May County Technical School District Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statues and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 6A:23A, and Federal Procurement Regulation 2CFR Part 200.317 et. seq.

h. Grants/Donation for applying/accepting:

Name of Grant	Apply/Accept	Amount	Date
Adult Basic Skills & Integrated English Literacy & Civics Education (ABE/HSE/ESL & Civics)	apply/accept	$161,895.	SY 2019-20
Every Student Succeeds Act	apply/accept	$198,623	SY 2019-20
Individuals with Disabilities Education Act – Part B	apply/accept	$92,816.	SY 2019-20
Sustainable Jersey for Schools "BAT to Nature Habitat Trail"	accept	$2,000.	6/4/2019-5/30/2020
Rochester Institute of Technology/ Project Lead the Way	apply/accept	$80	SY 2019-20

i. The following item(s) to be disposed, used by school lab or sold on gov/deals:

Name of Item	Value of Item	Disposal or Gov/Deals
Tag # 1003926 (L-shaped teachers desk)	n/a	obsolete; scrap
Tag # 1000520 (Miller Shopmaster 300 Welder)	n/a	sell on Gov/Deals
Tag # 1003663 (large cherry table)	n/a	sell on Gov/Deals
Tag # 1000213 (large wooden cabinet)	n/a	dispose
Tag # 1000214 (large wooden cabinet)	n/a	dispose
Tag # 1000201 (large wooden cabinet)	n/a	dispose
Tag # 1000445 (large wooden cabinet)	n/a	dispose
Tag #1004866 (Miller Electric Synchrowave 250 DX)	n/a	sell gov deals
monitors, towers, switches, TV's one projector, Sonat podium and VHS player (attached inventory tag list)	n/a	obsolete/dispose, sell on gov deals

3. CURRICULUM (Exhibit II-TS.3)

a. Job cards April 2019;
b. Summer Hours: July 1 through August 30, 2019 offices will be open 8 am to 3:30 pm; Energy savings 4-day work week, district closed Friday;
c. Operate high School Summer Credit Recovery Program, July 15 through August15, 2019, Monday through Thursday, 7:45 am to 12:15 pm;
d. Recommend that the Board of Education acknowledge the non-affiliated School Based Youth Services (SBYS) trips. The trips are arranged by the School Based Youth Services (SBYS) which is not affiliated with the Cape May County Technical School District. All costs for food, liability, travel, insurance, etc., are the responsibility of the School Based Youth Services (SBYS) and/or their affiliate Cape Counseling Services funded by the Department of Children and Families, and/or participants (adults, parents, and students);
e. Textbooks for the following post secondary programs:
   Dental Assisting:
      Dental Management of the Medically compromised Patient ISBN 9780323443555
   Practical Nursing:
      Foundation 7 Adult Health Nursing 7 Supplementary Study Guide/Workbook ISBN9780323484374

f. Operate High School Equivalency (HSE) Testing Center, SY 2019-20;
g. Practical Nursing affiliation/observation sites, SY 2019-20;
h. Resolution to adopt Danielson evaluation rubrics for all teaching staff members, SY 2019-20;
i. Resolution to adopt Marshall evaluation rubric for principals and assistant principals, SY 2019-20.

4. LEGISLATION & POLICY (Exhibit II-TS.4)

Recommend approval of the following policies/position description:

a. 1120 Board of Education Meetings
b. 1230 School-Connected Organizations
c. 4117.41 Rice Notice and Nonrenewal
d. F-2 Athletic Coordinator Stipend Position

5. PERSONNEL (Exhibit II-TS.5)

(All hiring are upon the recommendation of the Superintendent and contingent upon the result of criminal background investigation and request for emergent hiring will be made where appropriate):

a. The following personnel/positions/salaries:

Name	Position	Description Funding Program	Step Amount Longevity	Effective Date(s) or # of Days
Driscoll, Nancy		stipend post secondary	$8,000.00	SY 2018-19
Jurusz, Susan		stipend post secondary	$2,000.00	SY 2018-19
Employee #87		FMLA	paid/unpaid	5/20/2019-11/20/2019
Employee #893		FMLA	paid/unpaid	5/16/2019-7/21/2019
Craig, Madeline	Teacher of Mathematics	high school	Step 5BA *$57,965.00 10-month	9/1/2019-6/30/2020
Patterson, Marcus	Teacher of Mathematics	high school	Step 1BA *$55,195.00 10-month	9/1/2019-6/30/2020
Jones, Christopher	Teacher of Communication of Art Technology	summer employment digital editing	per diem	12 days
Basile, Frank	Instructor Behind the Wheel		$25 per/hr	SY 2019-20
John Harris	Instructor Behind the Wheel		$25 per/hr	SY 2019-20

Ridgway, Robert	Instructor Behind the Wheel		$25 per/hr	SY 2019-20
Traber, Virginia	Instructor Behind the Wheel		$25 per/hr	SY 2019-20
Raring, Gwen	Substitute Teacher planning/preparation (Teacher of Exploratory)	high school	$110 per/day	9/3/2019- *12/3/2019 *pending 40 day ext. approval
Andrewson, Joshua	Greenhouse Supervisor	not to exceed 115 hrs	$25 per/hr	SY 2019-20
McKinley, James	Aquaculture Supervisor	not to exceed 115 hrs	$25 per/hr	SY 2019-20
Jurusz, Susan	Supervisor of Adult & Community Education and Grant Coordinator		$89,890.00 10 month	9/1/2019- 6/30/2020
Bravo, Janet	Teacher (part-time)	ABE/HSE/ESL/Civics/ Dollar General/ Perkins PS	$32 per/hr	SY 2019-20
Cowley, Nora	Teacher (part-time)	ABE/HSE/ESL/Civics/ Dollar General/ Perkins PS	$32 per/hr	SY 2019-20
Embs, Nancy	Teacher (part-time)	ABE/HSE/ESL/Civics/ Dollar General/ Perkins PS	$32 per/hr	SY 2019-20
Cariso-McCoy, Coleen	Teacher (part-time)	ABE/HSE/ESL/Civics/ Dollar General/ Perkins PS	$32 per/hr	SY 2019-20
Niemira, Jonathan	Teacher (part-time)	ABE/HSE/ESL/Civics/ Dollar General/ Perkins PS	$32 per/hr	SY 2019-20
Rutherford, Sarah	Teacher (part-time)	ABE/HSE/ESL/Civics/ Dollar General/ Perkins PS	$32 per/hr	SY 2019-20
Sangillo, Robert	Teacher (part-time)	ABE/HSE/ESL/Civics/ Dollar General/ Perkins PS	$32 per/hr	SY 2019-20
Satterfield, Elizabeth	Laces Stipend	ABE/HSE/ESL/Civics/ Dollar General/ Perkins PS	$5,000.00	SY 2019-20

Waddell, Mary Ellen	Teacher (part-time)	ABE/HSE/ESL/Civics/ Dollar General/ Perkins PS	$32 per/hr	SY 2019-20
Satterfield,Elizabeth	Teacher (part-time) (Substitute)	ABE/HSE/ESL/Civics/ Dollar General/ Perkins PS	$32 per/hr	SY 2019-20
Lamken, Nancy	Volunteer Teacher (part-time)	ABE/HSE/ESL/Civics/ Dollar General/ Perkins PS	n/a	SY 2019-20
Murphy, Jacqueline	Volunteer Teacher (part-time)	ABE/HSE/ESL/Civics/ Dollar General/ Perkins PS	n/a	SY 2019-20
Jurusz, Susan	Chief Examiner	HSE-TASC Testing Center	n/a	SY 2019-20
Arnold, Alicia	Examiner	HSE-TASC Testing Center	$29 per/hr	SY 2019-20
Roach, Lisa	Examiner	HSE-TASC Testing Center	$29 per/hr	SY 2019-20
Tack, Gina	Examiner	HSE-TASC Testing Center	$29 per/hr	SY 2019-20
Valletto, Debbie	Examiner	HSE-TASC Testing Center	$29 per/hr	SY 2019-20
personnel/positions/ salaries (list attached)	Grounds, Custodial, Maintenance	re-hire		7/1/2019-6/30/2020

*pending negotiations

6. COMMUNICATION (Exhibit II-TS.6)

a. Correspondence from
Jennifer Hess, L.N.H.A., Administrator
Cape May County Crest Haven Nursing & Rehabilitation Center
Synopsis
Giving thanks to Dr. Hudanich, Chef Johnston & the Baking/Pastry students for the beautiful, delicious cake to celebrate Nursing Home Week.

b. Correspondence from
Stacy Evans, Teacher of Mathematics
Synopsis:
Notification of resignation effective June 30, 2019. Giving thanks for the opportunity to teach for the past eight years, gaining experience, working with dedicated colleagues and becoming a better teacher.

c. Correspondence from

Office of Career Readiness
Synopsis:
Review and reapproval for Career & Technical Education Agriscience & Horticulture Technology, effective May 27, 2019.