

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

MINUTES

**May 1, 2020 (rescheduled from April 28, 2020)
10:02 A.M.**

The following Board Member was present (in person) at the board meeting: Mr. Alan Gould, Board President.

The following Board Members were present (remotely) at the board meeting: Mrs. Jane Elwell, Board Vice-President, Mr. Kenneth Merson, Board Member, Mr. Christopher Kobik, Board Member, Ms. Nancy Ramundo, Board Member, Mr. Robert Boyd, Board Member.

Not present. Dr. Judith DeStefano, Board Member.

In addition, present at the meeting (in person) were Dr. Nancy Hudanich, Superintendent, Ms. Jamie Moscony, Assistant Superintendent, Ms. Paula Smith, Business Administrator/Board Secretary and John Castaldi, Director of Technology.

Present at the meeting (remotely) were Ms. Kathleen Allen, Business Administrator/Board Secretary and Ms. Amy L. Houck-Elco, Esquire.

Board President Alan Gould stated that this was a rescheduled meeting from Tuesday, April 28, 2020 and apologized for any inconvenience and thanked everyone for coming.

PLEDGE OF ALLEGIANCE

Board President Alan Gould led the group in the pledge of allegiance.

NOTICE REQUIREMENT

Board President Alan 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 April 29, 2020 as prescribed by Chapter 231, laws of 1975.

Board President Alan Gould asked for a moment of silence to remember William Tozour, who served on the Cape May County Technical School Districts Board of Education from 1971 through 1996 (25 years, 10 of which was serving as President).

The May 1, 2020 Board of Education Meeting was conducted virtually due to the COVID-19 outbreak and the change in venue was posted on the District's website and the Cape May County Technical School District's entrance with the following instruction:

Members of the public may use a telephone, computer, or smart device to listen to the board meeting, and to ask questions at the appropriate time. Prior to connecting, please be sure that you know how to mute your microphone. An open microphone causes feedback and echoes, and will disrupt the meeting. **Anyone that is not muted will be dropped from the call.** When the comment period opens, please be sure that no one else is speaking, un-mute your phone and state your name.

From a computer, tablet, or smart device

<https://meet.google.com/mja-bqqb-ehs?hs=122>

From a telephone:

1-385-999-6295

PIN: 870 000 417#

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

On the motion of Ms. Ramundo, seconded by Mr. Merson the following minutes were approved.

March 24, 2020 Board of School Estimate Meeting Minutes

March 24, 2020 Board Meeting Minutes

Resolution to make public release of the following Executive Minutes with portions redacted:
February 25, 2020, Executive Session Minutes (there was no executive session in January or March 2020).

DISTRICT ACTION ITEMS – CAPE MAY COUNTY SPECIAL SERVICES SCHOOL DISTRICT

Ms. Moscony presented the Assistant Superintendent Administrative District Report to the Board. On the motion of Ms. Ramundo, seconded by Mr. Merson, the attached Assistant Superintendent Administrative District Report (Item 1, a-i) was approved by roll call vote.

Voting Yes: Gould, Elwell, Boyd, Kobik, Merson, Ramundo

Voting No: None

Abstained: None

Motion Carries.

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

Voting Yes: Gould, Elwell, Boyd, Kobik, Merson, Ramundo

Voting No: None

Abstained: None
Motion Carries.

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

Voting Yes: Gould, Elwell, Boyd, Kobik, Merson, Ramundo
Voting No: None
Recused: None
Motion Carries.

On the motion of Mrs. Elwell, seconded by Ms. Ramundo, the attached item for Legislation & Policy (Item 4 / a-l) was approved by roll call vote.

Voting Yes: Gould, Elwell, Boyd, Kobik, Merson, Ramundo
Voting No: None
Recused: None
Motion Carries.

On the motion of Ms. Ramundo, seconded by Mr. Merson, the attached item for Personnel (Item 5 / a-c) was approved by roll call vote.

Voting Yes: Gould, Elwell, Boyd, Kobik, Merson, Ramundo
Voting No: None
Recused: None
Motion Carries.

DISTRICT COMMUNICATION

Ms. Moscony noted the communications that were included in the district report.

BOARD CORRESPONDENCE

None.

DISTRICT ACTION ITEMS – CAPE MAY COUNTY TECHNICAL SCHOOL DISTRICT

Dr. Hudanich presented the Superintendent Administrative District Report to the Board. 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, Kobik, Merson, Ramundo
Voting No: None
Recused: None
Motion Carries.

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

Voting Yes: Gould, Elwell, Boyd, Kobik, Merson, Ramundo

Voting No: None

Recused: None

Motion Carries.

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

Voting Yes: Gould, Elwell, Boyd, Kobik, Merson, Ramundo

Voting No: None

Recused: None

Motion Carries.

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

Voting Yes: Gould, Elwell, Boyd, Kobik, Merson, Ramundo

Voting No: None

Recused: None

Motion Carries.

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

Voting Yes: Gould, Elwell, Boyd, Kobik, Merson, Ramundo

Voting No: None

Recused: None

Motion Carries.

DISTRICT COMMUNICATION

Dr. Hudanich commented on the retirement of James McKinley and thanked him for his 40 years of dedicated service to the students and district. She also noted receipt of a letter of resignation.

BOARD CORRESPONDENCE

None.

BOARD MEMBER COMMENTS AND DISCUSSION ITEMS

On the motion of Mrs. Elwell, seconded by Mr. Merson, the Resolution Ensuring Cape May County Special Services School Districts Program of Online/Remote Instruction Satisfies All Federal and State Requirements, including the 180 Day Requirements was approved by roll call vote.

On the motion of Mr. Boyd, seconded by Mrs. Elwell, the Resolution Ensuring Cape May County Technical School Districts Program of Online/Remote Instruction Satisfies All Federal and State Requirements, including the 180 Day Requirements was approved by roll call vote.

Mr. Merson inquired about graduation plans. Dr. Hudanich and Ms. Moscony reported they would be pending the Governor's action on May 15, 2020.

Mrs. Elwell extended best wishes and recognition of Mr. McKinley's 40 years of service to the district. She also commended Mr. Wenker for his work with pre-engineering students supplying PPE made on district 3-D printers to hospitals.

Mr. Boyd extended his congratulations to Mr. McKinley.

President Gould extended appreciation on behalf of the entire board to teacher and administrative staff for their efforts during the current COVID-19 pandemic.

PUBLIC INPUT

Board President Alan 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.

Laura Porto sent a chat question regarding how welding certifications would be handled for students. She also asked if the Superintendent's Association could request graduations be exempt from limits on group sizes and that Chris Porto received a scholarship from the CMC Administrator's Association.

Sharon Lee Kustra reported on ongoing Key Club activities.

Jackie Holland reported on state board exams and Skills USA.

EXECUTIVE SESSION

On the motion of Ms. Ramundo, 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 10:40.to discuss:

Personnel -

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 Mrs. Elwell, seconded by Mr. Merson 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 February 21, 2020 through March 19, 2020 (0 HIB investigation) and acknowledged investigation(s) that occurred between the period of March 20, 2020 through April 23, 2020 (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 February 21, 2020 through March 19, 2020 (0 HIB investigation) and acknowledged investigation(s) that occurred between the period of March 20, 2020 through April 23, 2020 (0 HIB investigations) by roll call vote.

Voting Yes: Gould, Elwell, Boyd, Kobik, Merson, Ramundo

Voting No: None

Abstained: None

Motion Carries.

PUBLIC INPUT

Board President Alan Gould opened the meeting up for any final comments from the public. There was none.

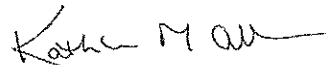
ADJOURN

On the motion of Mrs. Elwell, seconded by Mr. Merson, the meeting was adjourned at 11:00 a.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

Be it resolved the Board of Education approves/accepts:

- a. Principal's Report, Annamarie Haas
(1) Suspensions: None this cycle
- 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: None this cycle
- d. Transportation Report, Sharen Dever, Transportation Coordinator
- e. Enrollment Report
- f. Worker's Compensation Report
- g. Team Meeting Agendas
- h. ¿Que Pasa?: None this cycle
- i. Donations under \$500:
(1) Greater Wildwood Elks Lodge #1896, \$200 to be used for the food pantry

2. REVENUE & EXPENSE

Be it resolved the Board of Education approves/accepts:

- a. Board Secretary/Board of Education Monthly Certification
- b. Financial reports and balance sheets February 2020, Board Secretary Report and Treasurers Report
- c. Bills as presented
- d. Budget Summaries, Enterprise and Student Activity Funds, February 2020
- e. Transfers
- f. Bids/Contracts/Reports/Agreements/Jointures/Quotes/Transportation Routes:

| Name | Purpose | Amount | Date/Years |
|---|--|--|--------------------------|
| Transportation Guidelines | CMCSSSD Contract for participation in Cooperative Transportation | N/A | SY 2020-2021 |
| Kimberly Sirolli, pending completion of paperwork | Professional Service Contract: Itinerant Speech Therapist | \$75.00 per/hr and \$250.00 per evaluation | SY 2019-2020 ESY 2020 |
| Justin Laielli, pending completion of paperwork | Professional Service Contract: Itinerant Physical Therapist | \$75.00 per/hr and \$250.00 per evaluation | SY 2019-2020 ESY 2020 |
| Taylor Viniarski, pending completion of paperwork | Professional Service Contract: Itinerant Occupational Therapist | \$75.00 per/hr and \$250.00 per evaluation | SY 2019-2020 ESY 2020 |

| Name | Purpose | Amount | Date/Years |
|-------------------------------------|---|------------|--------------|
| NJ Child Assault Prevention Program | Program Application for Special Needs CAP Program | \$1,871.00 | SY 2020-2021 |

- g. Professional Improvement Experience and Travel Expenses: None this cycle
- h. Grants/Donations:
 - (1) Grant: Submission of NJ Schools Insurance Safety Grant for 2020 in the amount of \$4,146.00
- i. The following item(s) to be disposed, or sold on gov/deals): None this cycle

3. CURRICULUM

Be it resolved the Board of Education approves/accepts:

- a. Field Trips as listed: None this cycle
- b. Presenters/Interns/Programs/Support Groups: None this cycle

4. LEGISLATION & POLICY/REGULATION

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

- a. Revised Policy #0152, Board Officers
- b. Revised Policy #1581, Domestic Violence
- c. New Regulation #1581, Domestic Violence
- d. Revised Policy #2422, Health and Physical Education
- e. New Policy #3421.13, Postnatal Accommodations
- f. New Policy #4421.13, Postnatal Accommodations
- g. Revised Policy #5330 & Regulation #5330, Administration of Medication
- h. Revised Policy #7243, Supervision of Construction
- i. Revised Policy #8210, School Year
- j. Revised Policy #8220, School Day
- k. Revised Regulation #8220, School Closings
- l. Revised Policy #8462, Reporting Potentially Missing or Abused Children

5. PERSONNEL

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.

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| Name | Position | Description of Funding Program | Step Amount Longevity | Effective Date(s) |
|--|---|---------------------------------------|--|--|
| Jessica Versage | Special Education Teacher | General | Step 0 Schedule A-1 BA, Salary pending negotiations 10 months | 9/1/2020 - 6/30/2021 |
| Barbara Dunn | Special Education Teacher | General | Step 5 Schedule A-1 MA, Salary pending negotiations 10 months | 9/1/2020 - 6/30/2021 |
| Christy Choma | Supervisor of Special Education/1:1 Aides | General | Salary pending negotiations 12 months | 7/1/2020 - 6/30/2021 |
| Kris McKenna | Community Swim Lifeguard | Community Use | \$15.00 per/hr | SY 2019-2020 |
| Certificated Staff (10 & 12 month) | Teachers, Related Services Staff, and Administrators | General | Salaries Pending Negotiations | 10 month staff 9/1/2020 - 6/30/2021 12 month staff 7/1/2020 - 6/30/2021 |
| Non-Certificated Staff (10 & 12 month) | Secretaries, Maintenance, Custodial, Teacher School Aides, and Related Services Staff | General | Salaries Pending Negotiations | 10 month staff 9/1/2020 - 6/30/2021 12 month staff 7/1/2020 - 6/30/2021 |
| Professional Service Contractors | As per exhibit | Itinerant | As per contract | SY 2020-2021 |
| Jennifer Hooyman | Special Education Teacher | Resignation | | Effective July 1, 2020 |
| Michael Klein | School Physical Therapist | Rescind Retirement | | N/A |

- b. Professional Development Trainings: None this cycle
- c. Leaves of Absence:

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| Employee # | Sick Days | Personnel Days | Vacation Days | Unpaid Days | Type of Leave | Date(s) |
|------------|-----------|----------------|---------------|-------------|---------------|--------------------------------|
| 4896 | 9 | 0 | 0 | 0 | BOE Leave | 3/16/2020-4/16/2020 |
| 6169 | 0 | 0 | 0 | 20 | FMLA | Revised 2/28/2020-3/26/2020 |
| 6169 | 0 | 0 | 0 | 61 | BOE Leave | 3/27/2020-6/30/2020 |

6. COMMUNICATION

- a. Jamie Moscony, Assistant Superintendent, Letter to Staff, Parents, and Friends 3/30/2020
- b. Jamie Moscony, Assistant Superintendent, Extended School Closure Letter 4/17/2020
- c. Jamie Moscony, Assistant Superintendent, Extended School Year Letter to Child Study Team Directors
- c. Ocean Academy Quarterly Newsletter "Ocean Waves"
- d. Michael Klein, School Physical Therapist: Retirement Rescind Letter
- e. Jennifer Hooyman, Special Education Teacher: Resignation Letter
- f. Bubbles 4 Autism Video and Pictures
- g. "I Miss You" video of CMCSSSD Staff
- h. NJ Joint Council of County Special Services School Districts article: Creative and Committed Staff Ease Transition to Remote Learning

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

- a. Facilities Report
- b. Guidance & Special Education Report
- c. High School Report
- d. High School Curriculum & Instruction Report
- e. Adult & Community Education Report
- 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 Feb. 2020, board secretary report and treasurers report;
- c. Board of education's monthly certification of budgetary major account/fund status;
- d. Bills as presented;
- e. Budget summaries, Feb. 2020;
- f. Transfers;
- g. Bids, contracts, reports, agreements:

| <u>Name</u> | <u>Purpose</u> | <u>Cost</u> | <u>Date/ Year(s)</u> |
|---|--|-------------------------|--------------------------|
| Resolution Authorizing Renewal of Agreement with Nutri-Serve Food Management, Inc. | food service year 1 renewal of contract awarded 7/1/2019 | \$28,560. | SY 2020-2021 |
| Pay to Play Resolution A. Alliano Masonry, Inc. | masonry repointing districtwide | \$19,872. | 4/28/2020 |
| Pay to Play Resolution for Webid Card, Inc. | barcode scanners | not to exceed \$40,000. | SY 2019-20 |
| Educational Data Services, Inc. | additional OC-Ed/No bids | \$33,672. | 4/1/2020 |
| KI, c/o Bellia Office Furniture ESCNJOT0012842C-Bid #17/18-16 | furniture replacement project | additional \$10,399.67 | 4/28/2020 |
| N.J. State Contract #81714 Registration #SC388650 Group LaCasse, LLC. c/o Billia Office Furniture | furniture replacement project | additional \$7,808.90 | 4/28/2020 |

h. Grants/Donations:

| <u>Name- Grant(s)/Donation(s)</u> | <u>apply/ accept</u> | <u>Amount</u> | <u>Date/Year(s)</u> |
|---|--------------------------|---------------|---------------------|
| New Jersey School Insurance Group Safety | accept | \$7, 902. | SY 2020-21 |
| Perkins Post-Secondary State Vocational Education Aid | apply | \$80,871. | SY 2020-21 |
| Perkins Post-secondary Federal Vocational Education Aid | decline | \$3,233. | SY 2020-21 |
| Perkins Secondary (Federal) | apply/accept | \$74,931. | SY 2020-21 |
| Perkins Secondary (Reserve) | apply/accept | \$14,152. | SY 2020-21 |

3. CURRICULUM (Exhibit II-TS.3)

a. Job cards, Feb. 2020

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

a. Second reading and approval for the following policies:

4111.1/4211.1 Nondiscrimination Affirmative Action

4111.2/4211.2 Domestic Violence

5113 Attendance, Absences and Excuses

5134 Married, Pregnant and Lactating Students

5141 Health

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:

| <u>Name</u> | <u>Position</u> | <u>Description Funding Program</u> | <u>Step Amount Longevity</u> | <u>Effective Date(s) or # of Days</u> |
|---|---------------------------------|--|--------------------------------------|---|
| McKinley, James | Teacher of Science | retirement | | 6/30/2020 |
| Employee #109 | | Leave of Absence -- unpaid | | 3/10/2020-3/16/20 |
| Shoemaker, William | Director of District Facilities | resignation | | 5/27/2020 |
| Pastore, Elizabeth | Cosmetology Instructor | retirement | | 6/30/2020 |
| <u>Personnel/Positions/ *Salaries</u> | | | | SY 2020-21 |

*pending negotiations

6. COMMUNICATION (Exhibit II-TS.6)

a. Correspondence from:

Jean Whalen, Event/Program Coordinator of Cape May County Park & Zoo

Synopsis

All 3 winners were CM Tech kids. You should be so proud. There were some great drawings . . . too many. Our job was terribly hard once again. Here are the winners:

2020 Winners:

1st Place – Angelina Bolton

2nd Place – Jonathan Neiman

3rd Place – Caitlyn Tracy

b. Correspondence from:

Dr. Nancy M. Hudanich, Superintendent

Synopsis – Sent to staff, parents & posted on website

4/22 Postponement of Prom and After Prom

Decisions underway for a graduation ceremony.

4/17 School closure continues through May 15th

District continues to offer student meals to any family who requests them.

4/9 Congratulating Tech Families

For ending third marking period and for the perseverance, patience empathy and creativity demonstrated by our students, staff, and families throughout this public health emergency has been truly inspirational.

3/30 School closure continues through April 17th

The New Jersey Student Learning Assessment, Access for English Language Learners, and the Dynamic Learning Maps Assessment for Spring 2020 have been cancelled.

3/26 During this trying time, encouraging students

To reach out for help from their teachers, counselors, administrators, technology staff or School Based Youth Serves when needed; We can steer this uncharted course into the path of another successful school year as we continue to work together as an educational family.

- c. Correspondence from:
James McKinley, Teacher of Science
Synopsis:
Notification of retirement effective June 30, 2020. He served the district 40 years.

- d. Correspondence from:
Jane Griesinger, Director of Career Readiness
Synopsis
Review and re-approval of district's Early Childhood Career & Technical Education Program of Study, CIP code 190709, effective March 31, 2020.

- e. Correspondence from:
William Shoemaker, Director of District Facilities
Synopsis:
Notification of resignation, effective May 27, 2020.

- f. Correspondence from:
Elizabeth Pastore, Cosmetology Instructor
Synopsis:
Letter of retirement, effective June 30, 2020.