

**CAPE MAY COUNTY TECHNICAL SCHOOL DISTRICT
188 CREST HAVEN ROAD
CAPE MAY COURT HOUSE, NEW JERSEY 08210**

November 13, 2017

1:05 p.m.

CALL TO ORDER

ROLL CALL

The following were present at the meeting; Dr. Richard Stepura, Board Member; Mr. Anthony L. Anzelone, Board Member and Mr. Robert L. Boyd, Board President.

Mr. Kerry Higgs and Mr. Alan I. Gould were not present at the meeting.

Also present at the meeting were: Amy L. Houck Elco, Esquire; James R. Owens, Director of Buildings & Grounds; Steven Vitiello, Principal; Jacqueline A. McAlister, Supervisor of Post-Secondary; Evening/Continuing and Adult Education and Apprenticeship; Nancy Wheeler-Driscoll, Director of Curriculum and Instruction; Paula J. Smith, Business Administrator/Board Secretary; Dr. Nancy M. Hudanich, Superintendent.

FLAG SALUTE

Adequate notification of this meeting has been properly posted in the Press of Atlantic City on November 6, 2017, as prescribed by Chapter 231, laws of 1975.

PUBLIC INPUT

There was no public input.

ADMINISTRATIVE REPORTS

On the motion of Dr. Stepura, seconded by Mr. Anzelone, the following administrative reports were approved by roll call vote.

- A. James Owens, Director of Buildings & Grounds
Mr. Owens reported the county was scheduled to receive the bids on the softball field on Wednesday, November 15, 2017.
- B. Steven Vitiello, Principal
- C. Nancy Wheeler Driscoll, Director of Curriculum & Instruction
- D. Jacqueline McAlister, Director of Post-Secondary, Evening/Continuing Education, Adult Education
- E. Dr. Nancy M. Hudanich, Superintendent

Administrators left the meeting at 1:40 p.m.

APPROVAL OF MINUTES OF PREVIOUS MEETING

On the motion Mr. Anzelone, seconded by Dr. Stepura, the following minutes was approved by roll call vote. Dr. Stepura abstained from the Executive Session of the October 17, 2017 meeting.

- A. October 17, 2017, Board Meeting
- B. October 17, 2017, Executive Session

C. November 1, 2017, Reorganization Meeting (THIS ITEM WAS TABLED DUE TO LACK QUORUM)

REVENUE & EXPENSE

On the Motion of Mr. Anzelone, seconded by Dr. Stepura, the following Revenue & Expense (Items A through H) were approved by roll call vote. Mr. Boyd abstained from his travel reimbursement on Item D.

- A. Board secretary's monthly certification of budgetary line item status;
- B. Financial report A-148 and A-149, September 2017, 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, September 2017;
- F. Transfers;

G. Bids, contracts, reports, agreements:

<u>Name – Report/Contract</u>	<u>Purpose</u>	<u>Amount</u>	<u>Date/Year(s)</u>
District's Flexible Spending	Maximum election limit adjusted annually per IRS guidelines		1/1/2018
Eneroc	Demand response Program renewal	Estimate Revenue \$51,529.00	6/1/2018-5/31/2023

H. Donation(s)/Grant(s) for applying/accepting:

Donation(s)	Accept	Amount	Date
From: Rita Burlago Bur/Max Management LLC McDonald's License, CMCH for boys soccer and end of year banquet	Accept	\$500.00	11/6/2017
From: Larsen Motorsports Blaze Re-Lit Comics, Volumes 1, 2, 3 (50 copies of each) for integration of STEAM into CTE programs	Accept	Unknown	11/1/2017
Grant(s)	Apply/Accept	Amount	Date
Provider Agreement for Atlantic County Workforce Development	Accept	\$4,000.00 per student	11/13/2017
*Atlantic City Electric (ACE) Funding Agreement	Accept	\$75,000.00 per/year for six years	TBD

COMMUNICATION

Correspondence from:

Marie Barry, Acting Deputy Chief Academic Officer, Department of Education

Synopsis:

The Career and Technical Education Program/Program of Study application for Automobile/Automotive Mechanics Technology/Technician has been approved, effective September 20, 2017.

CURRICULUM

On motion of Mr. Anzelone, seconded by Mr. Stepura, the following Curriculum (Items A through F) were approved by roll call vote. Dr. Stepura abstained from Items B, D & E.

- A. Job cards, September 2017;
- B. NJQSAC Statement of Assurance/Resolution, SY2017/2018;
- C. Additional Practical Nursing affiliation/observation site, SY2017/18;
Lower township Elementary Schools: Maud Abrams, Memorial, Mitnick, Sandman;
- D. Uniform State Memorandum of Agreement Between Education and Law
Enforcement Officials, SY2017/2018;
- E. Per Chapter 119, proposal Memorandum of Understanding Regarding Live
Streaming, SY2017/2018;
- F. Field Trips

<u>Date</u>	<u>Destination/Purpose</u>	<u>Students/Teachers/Aide</u>		
10/27/2017	FEA Conference Center, Monroe Twp., Skills USA Fall Leadership Conference (Grade 11-12)	10	1	1
11/20/2017	Atlantic Cape Community College Student Nurse Burn Care Seminar (Practical Nursing students)	19	3	
12/16/2017	Camden County Technical Schools Sicklerville, NJ Robotics Competition (Grades 9 – 12)	30	1	
4/9/2017	Atlantic City Convention Center Atlantic Bakery Expo (Grades 11-12)	10	1	

LEGISLATION & POLICY

On the motion of Mr. Anzelone, seconded by Dr. Stepura, the following regulation for first reading was approved by roll call vote. Dr. Stepura abstained from vote.

5131.1 Regulation

Harassment, Intimidation and Bullying

PERSONNEL

On the motion of Dr. Stepura, seconded by Mr. Anzelone, the following personnel were approved by roll call vote.

NAME	POSITION	DESCRIPTION FUNDING PROGRAM	STEP AMOUNT LONGEVITY	EFFECTIVE DATE(S) OR # OF DAYS
Renteria, John	Substitute Teacher	High School	\$90 per/day	SY2017/2018
Tomlin, Haley	Substitute Teacher	High School	\$90 per/day	SY2017/2018
Barber, Chelsey	Teacher of English	Adult High School	\$29 per/hour	SY2017/2018
McKinley, James	Teacher of Science	Adult High School	\$29 per/hour	SY2017/2018
Pruna, Carlos	Teacher of Math	Adult High School	\$29 per/hour	SY2017/2018
Roach, Lisa	Teacher of Career Exploration/Financial Literacy	Adult High School	\$29 per/hour	SY2017/2018
Tack, Gina	Teacher of Social Studies	Adult High School	\$29 per/hour	SY2017/2018
Cascia, Joseph	Guidance Counselor	Adult High School	\$29 per/hour	SY2017/2018
Pruna, Carlos	Math Tutor	Post-Secondary Perkins	\$29 per/hour	SY2017/2018
Barber, Chelsey	Write Curriculum for English 9 and English 10	High School \$600 each	\$1,200.00	SY2017/2018
Johnston, Robert	Rewrite Curriculum Baking/Pastry	Perkins Secondary	\$1,200.00	SY2017/2018
Masterson, Dave	Rewrite Curriculum for Culinary Arts	Perkins Secondary	\$1,200.00	SY2017/2018
Reider, Monica	Write Curriculum for English 11 and English 12	High School \$600 each	\$1,200.00	SY2017/2018
Siciliano, Jennifer	Rewrite curriculum for Travel and Tourism	Perkins Secondary	\$1,200.00	SY2017/2018
Wade, Warren	Rewrite Curriculum for Food Production	Perkins Secondary	\$1,200.00	SY2017/2018
Vilimas, Jason	Head Coach Baseball	2 nd year	*\$5,200.00	SY2017/2018
Cascia, Joseph	Assistant Coach Baseball	3 rd year	*\$3,200.00	SY2017/2018
Wade, Warren	Asst, Coach Baseball	2 nd year	*\$3,200.00	SY2017/2018
Kopf, Barry	Head Coach Softball	10 th year	*\$6,950.00	SY2017/2018
Sobrinski, Jeff	Head Coach Golf	16 th year	*\$8,450.00	SY2017/2018

NAME	POSITION	DESCRIPTION FUNDING PROGRAM	STEP AMOUNT LONGEVITY	EFFECTIVE DATE(S) OR # OF DAYS
Chretien, Gerry	Athletic Game Staff	High School	\$30 per/game	SY2017/2018
Harshaw, Edward	Athletic Game Staff	High School	\$30 per/game	SY2017/2018
Seigel, Michele	Athletic Game Staff	High School	\$30 per/game	SY2017/2018
Ladd, William	Athletic Game Staff/Concession Stand	High School	\$30 per/game	SY2017/2018
Employee #46		FMLA	Paid	11/14/2017-12/1/2017
Employee #649		FMLA/Extended LOA	Unpaid	10/17/2017-12/1/2017
Employee #909		FMLA	Paid/Unpaid	11/15/2017-TBD
Employee #222		FMLA/NJFLA Intermittent pending receipt of medical certification	Unpaid	11/7/2017-TBD

EXECUTIVE SESSION

On the motion of Dr. Stepura, seconded by Mr. Anzelone, a Resolution to Adjourn the Public Meeting and to enter into Executive Session pursuant to New Jersey Public Meeting Act convened at 1:58 p.m. to discuss the following matters.

Negotiations
HIB
Security Issues

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 discussion is held; however, the Board shall review the minutes of the 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 this Executive Session, it is anticipated that the Board will take action in connection with the matters discussed in Executive Session.

RETURN TO OPEN SESSION

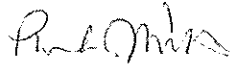
On the motion of Mr. Anzelone, seconded by Dr. Stepura, Affirm action taken by the Superintendent for Harassment, Intimidation and Bullying (HIB) investigation(s) for the period of September 22, 2017 through October 12, 2017 (4 non-HIB investigations) was approved by roll call vote. Dr. Stepura abstained from the vote.

Acknowledging investigation(s) that occurred between the period of October 13, 2017 through November 7, 2017. (6 investigations)

ADJOURN

On the motion of Mr. Anzelone, seconded by Dr. Stepura the meeting was adjourned at 2:34 p.m.

Respectfully submitted,



Paula J. Smith
Board Secretary

/jmr