

Notice of Meeting Agenda - Revised

Atlantic Cape Community College Board of Trustees

A meeting of the Atlantic Cape Community College Board of Trustees shall be held on Tuesday, November 18, 2025 at 6:00 p.m., in "J" Building, J-202, on the Mays Landing main campus at 5100 Black Horse Pike, Hamilton Township, Atlantic County, NJ. Portions of the meeting may be held in executive session if needed.

The proposed AGENDA is subject to revision:

- I. Statement by Board Secretary confirming adequate notice of the meeting
- II. Flag Salute
- III. Roll Call
- IV. Call to order - regular session
- V. Honorary Resolutions

Res. No.	Description	Committee
Res. #50A	<i>Honorary:</i> the retirement of Trustee Leslie White-Coursey from the Board of Trustees effective January 1, 2026.	Personnel & Board Development

- VI. Report of the President
 - a. Inside the College – "The New Jersey Council of County Colleges"
- VII. *Call to order - Executive Session – discussion of personnel, litigation, anticipated contracts and matters of attorney-client privilege
- VIII. Comments from the Public on Agenda Items**Resolutions
- IX. **Consent Resolutions**

Res. No.	Description	Committee
Res. #46	<i>Approve:</i> Regular Session Minutes (October 28, 2025).	
Res. #48	<i>Approve: Transfer:</i> Kasey Dunlap , transfer from Financial Aid Specialist to Coordinator of the Center for Student Success, Center for Student Success/Student Affairs, effective November 19, 2025, at an annual salary of \$45,145. <i>Extension:</i> Renee Patterson , to extend the temporary position of Student Service Navigator, effective November 19, 2025 through June 30, 2026, at an annual salary of \$54,607. <i>Promotion:</i> Jessica Reynolds , promotion to the position of Assistant Director of the Center for Accessibility, Center for Accessibility, effective November 24, 2025, at an annual salary of \$74,621.	Personnel & Board Development
Res. #48B	<i>Approve:</i> Memorandum of Agreement (MOA) with Teachers, Librarians and Counselors (TLC), Academy of Culinary Arts Faculty Association (ACAFA), Organization of Supervisory and Administrative Personnel (ACCCOSAP), and Support Staff Association (SSAACCC) that allows modification of the contracts for payment of unused sick leave maximum from \$8,000 to up to \$15,000 for those meeting the	Personnel & Board Development

Res. No.	Description	Committee
	requirements to retire by July 1, 2026.	
Res. #48C	<i>Approve:</i> Memorandum of Agreement (MOA) with employees exempt from the bargaining unit for payment of unused sick leave maximum from \$8,000 to up to \$15,000 for those meeting the requirements to retire by July 1, 2026.	Personnel & Board Development
Res. #50	<i>Approve:</i> the revisions Policy No. 3 <i>Non-Discrimination</i> that assures that the lack of English language skills will not be a barrier to admissions and participation in vocation education programs.	Personnel & Board Development
Res. #49	<i>Approve:</i> Bid Exempt 1244 Building E Interior Renovations – Restroom and Office Renovations, Chapter 12 Funds, Spiegle Architectural Group, Inc., Hamilton, NJ, \$78,860.00; Bid Exempt 1245 Exterior Wall Repair for Worthington Atlantic City Campus, Plant Fund, KHS&S Contractors of NJ, Absecon, NJ, \$24,730.00; Bid Exempt 1246 Professional Services Stormwater Management Design, Institutional and Chapter 12 Funds, Dixon Associates, Galloway, NJ, \$19,600.00; Bid Exempt 1247 Theater McQuay Unit Circuit #2 Compressor Replacement, R&R Funds, Edward R. Woods & Co., West Trenton, NJ, \$25,390.00 (not to exceed); Bid Exempt 1249 Adult Basic Education Professional Services, Consolidated Adult Basic Skills (ABS) and Integrated English Literacy Grants (Grant Funded), Literacy New Jersey, Inc., Edison, NJ, \$96,000.00 (not to exceed); Bid Exempt 1250 Adult Basic Education Professional Services, Consolidated Adult Basic Skills (ABS) and Integrated English Literacy Grants (Grant Funded), Cape May County Technical School District, Cape May, NJ, \$285,000.00 (not to exceed); Bid Exempt 1251 Project Management Services for Building E Roof Replacement, Chapter 12 Funds, Atlantic County Improvement Authority, Cape May, NJ, \$25,016.00 (not to exceed); Bid Exempt 1252 IBM Virtualization Software and Implementation Services, Technology Reserve Funds, Continental Resources, Inc., Bedford, MA, \$82,500.00; Bid Exempt 1253 IBM Virtualization Project, Technology Reserve Funds, Ellucian, Inc., Reston, VA, \$30,000.00; Bid Exempt 1254 Windstream Telephone Services, Institutional Funds, Windstream, Louisville, KY, \$45,000.00 (not to exceed); Bid 1880B Building E Roof Replacement, Chapter 12 Funds, Patriot Roofing, Inc., Jobstown, NJ, \$825,525.00; RFP 281 Procurement and Installation of Chilled Water Pump – J Building, Chapter 12 Funds, GE Mechanical, Vineland, NJ, \$40,000.00 (not to exceed); Total: \$1,577,621.00.	Budget, Finance & Audit
Res. #52	<i>Approve:</i> the authorization of a procurement of an annual expenditure for HVAC repairs and services with GE Mechanical Inc. for FY26 that is expected to exceed \$17,500.	Budget, Finance & Audit
Res. #53	<i>Approve:</i> the authorization of a procurement of an annual expenditure for fire protection services with Harring Fire Protection LLC for FY26 that is expected to exceed \$17,500.	Budget, Finance & Audit
Res. #54	<i>Approve:</i> the authorization of a procurement of an annual expenditure for HVAC repairs and services with Kisby Lees Mechanical LLC t/a	Budget, Finance & Audit

Res. No.	Description	Committee
	Kisby Shore Corp for FY26 that is expected to exceed \$17,500.	
Res. #55	<i>Approve:</i> the authorization of a contract to purchase office supplies and workplace solutions with Staples Contract & Supplies LLC for FY26 that is expected to exceed \$17,500.	Budget, Finance & Audit
Res. #56	<i>Approve:</i> the authorization of a procurement of an annual expenditure for academic publishing and instructional materials with Oxford University Press for FY26 that is expected to exceed \$17,500.	Budget, Finance & Audit
Res. #123-Rev.	<i>Approve:</i> the authorization of the retention of King Barnes Law Group LLC., for legal services for \$60,000.	Budget, Finance & Audit
Res. #57	<i>Approve:</i> the application and, if awarded, accept up to \$5,000 over the grant term from the Clemente Course National Team for Emergency & Access Initiative grant funding to support a Veteran Success Coach.	Budget, Finance & Audit
Res. #58	<i>Approve:</i> the application and if awarded, accept up to \$50,000 over the grant term from the City of Atlantic City for the American Rescue Plan Act Grant Program.	Budget, Finance & Audit
Res. #60	Executive Session	

X. Budget Report

XI. Regular Resolutions

Res. No.	Description	Committee
Res. #2	FY25 Draft Financial Statement for twelve months ended June 30, 2025 as of November 5, 2025.	Budget, Finance & Audit
Res. #47	FY26 Financial Statement for four months ended October 31, 2025.	Budget, Finance & Audit
Res. #49A	<i>Approve:</i> Bid Exempt 1248 Presidential Search Professional Services, Institutional Funds, Association of Community College Trustees (ACCT), Washington, DC, \$46,000.00 (not to exceed); Total: \$46,000.00.	Budget, Finance & Audit
Res. #78-Rev.	<i>Approve:</i> FY26 Tuition and Fees- flight training courses.	Budget, Finance & Audit
Res. #58A	<i>Approve:</i> the application and, if awarded, accept up to \$4,000,000 over the four-year term of the grant from the United States Department of Education for the FIPSE Special Projects FY2025 Grant Program.	

XII. Committee Reports: Discussion/Questions

a. P&BD- Cunningham Ruiz Bill

- XIII. Report of the Atlantic Cape Foundation
- XIV. Report of the NJ Council of County Colleges
- XV. Other Business
- XVI. Comments from the Public
- XVII. Adjournment

*Matters may be discussed in a trustee session closed to the public

**Formal action may be taken by trustees