

# Notice of Meeting Agenda

## Atlantic Cape Community College Board of Trustees

A meeting of the Atlantic Cape Community College Board of Trustees shall be held on Tuesday, June 24, 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. #128A	<i>Acknowledge:</i> the retirement of <b>Myrna Morales Keklak</b> , Dean of Nursing and Health Sciences, effective August 1, 2025.	Personnel & Board Development
Res. #128B	<i>Honorary:</i> to recognize <b>Trustee Haniyah Bey</b> for her service to the Board of Trustees, the Atlantic Cape Foundation Board, and the students of Atlantic Cape and wish her well in her future endeavors.	Personnel & Board Development

- VI. Report of the President
  - a. Inside the College – "Microsoft 365 and Atlantic Cape Connect"
- VII. Comments from the Public on Agenda Items\*\*Resolutions

### VIII. **Consent Resolutions**

Res. No.	Description	Committee
Res. #127	<i>Approve:</i> Regular Session Minutes (May 20, 2025).	
Res. #128	<i>Approve: Appointments:</i> <b>Jill Acevedo</b> , appointed to the position of Executive Director of Nursing, Academic Affairs, effective July 7, 2025, at an annual salary of \$90,000; <b>Dennis Cunard</b> , appointed to the position of Student Services Navigator, Center for Student Success, effective July 7, 2025, at an annual salary of \$53,016; <b>Kevin Coopersmith</b> , appointed to the position of Senior Manager of Early College Programs, Academic Affairs, effective July 1, 2025, at an annual salary of \$64,584; <b>Keith Mabon</b> , appointed to the position of Assistant Professor of Criminal Justice, Academic Affairs, effective September 2, 2025, at an annual salary of \$64,377; <b>Kathy Thomson</b> , appointed to the position of Success Coach, Fund My Future Grant Program, Workforce Development, effective June 30, 2025, at an annual salary of \$53,016.  <i>Extension:</i> <b>Jerome Ingram</b> , Assistant Director of First Year Experience, extension of temporary position through January 9, 2026, effective June 25, 2025, at his current annual salary.  <i>Promotions:</i> <b>Lynette Ingram</b> , from Counselor II to Counselor III, effective July 1, 2025 at an annual salary of \$85,649; <b>Jolie Master</b> , from Associate	Personnel & Board Development

Res. No.	Description	Committee
	Professor to Professor, Biology, effective September 2, 2025, at an annual salary of \$85,649; <b>Vickie Melograno</b> , from Assistant Professor to Associate Professor, English, effective September 2, 2025, at an annual salary of \$79,571; <b>Leslie Murtha</b> , from Librarian II to Librarian III, effective July 1, 2025, at an annual salary of \$85,649; <b>Beth Sanders-Rabinowitz</b> , from Associate Professor to Professor, Social Science, effective September 2, 2025, at an annual salary of \$85,649; <b>Sherwood Taylor</b> , from Senior Director of Workforce Development to Dean of Workforce Development and College and Career Pathways, effective July 1, 2025, at an annual salary of \$117,128.	
Res. #130	<i>Approve:</i> <b>Bid Exempt 1206</b> Sewer Pump Installation and Connection, <b>Chapter 12</b> Funds, Fred M. Schiavone Construction, Inc., Malaga, NJ, \$869,000.00; <b>Bid Exempt 1207</b> Bypass Pumping Equipment - Mays Landing Campus, <b>Chapter 12</b> Funds, Herc Rentals, Bonita Springs, FL, \$30,000.00 (not to exceed); <b>Bid Exempt 1208</b> Bonfire Strategic Sourcing Platform Renewal, Institutional Funds, Euna Solutions, Sandy Springs, GA, \$18,252.00; <b>Bid Exempt 1209</b> Project Management Services for New Pumping Station - Mays Landing Campus, <b>Chapter 12</b> Funds, Atlantic County Improvement Authority (ACIA) Egg Harbor Township, NJ, \$26,320.00 (not to exceed); <b>Bid Exempt 1210</b> Lease of Cessna 172SP Aircraft for Aviation Instruction, Institutional Funds – Academics, Christiansen Aviation, Inc., Tulsa, Oklahoma, \$52,200.00 (minimum); <b>Bid Exempt 1211</b> Lease of Cessna 172SP and Cessna 172R Aircrafts for Aviation Instruction, Institutional Funds – Academics, Christiansen Aviation, Inc., Tulsa, Oklahoma, \$56,280.00 (minimum); <b>Bid Exempt 1213</b> Hunter Telephone Carrier Services, Institutional Funds, TruStor DBA Hunter Technologies, Wall Township, NJ, \$195,000.00 (not to exceed); <b>Bid Exempt 1214</b> New Jersey Council of Community Colleges - Fiscal 2026, Institutional Funds, New Jersey Council of County Colleges, Trenton, New Jersey, \$48,865.00; <b>Bid Exempt 1215</b> Zoom License for FY26, Institutional Funds, Zoom Video Communications Inc., San Jose, California, \$32,393.00; <b>Bid Exempt 1216</b> Room and Event Scheduling Software – 25Live, Institutional Funds, College Net, Inc, Portland, Oregon, \$25,936.60; <b>Bid 1879</b> Waste Hauling, Recycling, and Disposal Services, Institutional Funds, Waste Management, Ewing, NJ, \$150,888.43; <b>RFP 277-REV.</b> K Building Art Room Electrical and Lighting Upgrades – Mays Landing Campus, <b>Chapter 12</b> Funds, Lee-Way Electrical, LLC, Landisville, NJ, \$29,500.00; Total: \$1,534,635.03.	Budget, Finance & Audit
Res. #131	<i>Approve:</i> the authorization of a procurement of an annual expenditure for food services with Performance Food Group Inc. for FY26, that may exceed \$17,500.	Budget, Finance & Audit
Res. #132	<i>Approve:</i> the authorization of a procurement of an annual expenditure for food services with Randall's Seafood for FY26 expecting to exceed \$17,500.	Budget, Finance & Audit
Res. #133	<i>Approve:</i> the authorization of a procurement of an annual expenditure for food services with Seashore Food Distributors for FY26 expecting to exceed \$17,500.	Budget, Finance & Audit

Res. No.	Description	Committee
Res. #134	<i>Approve:</i> the authorization of a procurement of an annual expenditure for food services with Smokeology BBQ for FY26, that may exceed \$17,500.	Budget, Finance & Audit
Res. #135	<i>Approve:</i> the authorization of a contract with Gallagher Student Health & Special Risk for Student and Athletic Accident and Non-Credit Insurance that will exceed \$17,500 for the contract period of August 1, 2025 through July 31, 2026.	Budget, Finance & Audit
Res. #136	<i>Approve:</i> the authorization to utilize Amazon Business through the OMNIA Partners cooperative purchasing contract, for the purchase of goods and services as needed during FY26.	Budget, Finance & Audit
Res. #137	<i>Approve:</i> the authorization of a procurement of an annual expenditure for food services with Ashley Foods for FY26, that may exceed \$17,500.	Budget, Finance & Audit
Res. #138	<i>Approve:</i> the authorization of a contract with CBIZ-Borden Perlman for insurance for Commercial Package, Excess Liability, Special Excess Liability, School Leaders E&O, Cyber Liability, Environmental, and Aviation not to exceed \$600,715.	Budget, Finance & Audit
Res. #139	<i>Approve:</i> the authorization of a procurement of an annual expenditure for goods and services with Supplyitall South Jersey Paper Products, LLC, for FY26 expecting to exceed \$17,500.	Budget, Finance & Audit
Res. #143	<i>Approve:</i> the authorization of a procurement of an annual expenditure for food services with Village Supermarkets for FY26 expecting to exceed \$17,500.	Budget, Finance & Audit
Res. #144	<i>Approve:</i> the authorization an extension of the current contract with Follett Higher Education Group Inc. (campus bookstore) for a period not to exceed ninety (90) days, ending on September 30, 2025.	Budget, Finance & Audit
Res. #145	<i>Approve:</i> the authorization of a contract with Cedar Rental Properties LLC, for \$160,000 for the facade and site improvements to the Cedar Market Property on behalf of the Inlet CDC.	Budget, Finance & Audit
Res. #146	<i>Approve:</i> the authorization to enter into a shared services contract with the Atlantic County Improvement Authority (ACIA) for project management services, subject to available funding and mutual agreement by both parties.	Budget, Finance & Audit
Res. #147	<i>Approve:</i> the authorization of a contract with Epic Aviation for professional services for the Aviation Program for FY26 that may exceed \$17,500.	Budget, Finance & Audit
Res. #148	<i>Approve:</i> the authorization of a contract with Signature Flight Support for professional services for the Aviation Program for FY26 that may exceed \$17,500.	Budget, Finance & Audit

Res. No.	Description	Committee
Res. #150	<i>Approve:</i> the authorization of a procurement of an annual expenditure for Aircraft Maintenance with USAirAds for FY26 that will exceed \$17,500.	Budget, Finance & Audit
Res. #151	<i>Approve:</i> the authorization of a contract with Herlihy Helicopters Inc. dba Helicopter Flight Services for professional services for the Aviation Program for FY26 that may exceed \$17,500.	Budget, Finance & Audit
Res. #152	<i>Approve:</i> remit the estimated assessment of \$191,776 to the New Jersey Community College Insurance Pool for the New Jersey Community College Insurance Pool Worker's Compensation Fund.	Budget, Finance & Audit
Res. #140	<i>Approve:</i> the application and, if awarded, accept up to \$75,000 over the grant term from the American Association of Community Colleges (AACC) and the All Within My Hands Foundation for the Metallica Scholars Initiative.	Budget, Finance & Audit
Res. #141	<i>Approve:</i> the application and, if awarded, accept an allocation of up to \$2.5 million from the Casino Reinvestment Development Authority (CRDA) for a Capital Development grant over a term of one year.	Budget, Finance & Audit
Res. #142	<i>Approve:</i> the application and, if awarded, accept up to \$1,000,000 to carry out a project to implement the Inlet Neighborhood Plan, of which up to 50% to be funded by the New Jersey Department of Community Affairs and 50% to be funded by private partnerships.	Budget, Finance & Audit
Res. #149	<i>Approve:</i> the application and, if awarded, accept up to \$2,500 over one year from the National Student Basic Needs Coalition for the Peer Navigator Grant Program.	Budget, Finance & Audit

Res. #154 Executive Session

## IX. Budget Report

## X. Regular Resolutions

Res. No.	Description	Committee
Res. #129	FY25 Financial Statement for eleven months ended May 31, 2025.	Budget, Finance & Audit
Res. #130A	<i>Approve:</i> <b>Bid Exempt 1164-REVISED</b> Federal Emergency Management Agency (FEMA) Map Amendment, Neighborhood Revitalization Tax Credit Program (NRTC) ( <b>Grant Funded</b> ), Princeton Hydro, Trenton, New Jersey, \$29,000.00; <b>RFP 279a REBID</b> Interior Painting Services – K Building - Mays Landing Campus, <b>Chapter 12</b> Funds, KHS&S Contractors of NJ, Absecon, NJ, \$19,765.00; Total: \$48,765.00.	
Res. #153	<i>Approve:</i> application and, if awarded, accept up to \$1,550,319 from the United States Department of Labor under the	

Res. No.	Description	Committee
	Strengthening Community Colleges (Round 5) program, in partnership with Ocean County College as the lead agency.	

- XI. Committee Reports: Discussion/Questions
  - a. P&BD- Cunningham Ruiz Bill
- XII. Report of the Atlantic Cape Foundation
- XIII. Report of the NJ Council of County Colleges
- XIV. Other Business
- XV. Comments from the Public
- XVI. \*Call to order - Executive Session – discussion of personnel, litigation, anticipated contracts and matters of attorney-client privilege
- XVII. Adjournment

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

\*\*Formal action may be taken by trustees