

**LOWER TOWNSHIP BOARD OF EDUCATION
AGENDA
WORK SESSION AND REGULAR MEETING
AUGUST 26, 2026**

Call to Order:

Work Session:

Work Session Meeting:

Roll Call:

Cynthia Baldacchini
Lauren Cox
Monica DiVito
Ember Loefflad
James Morris
Lauren Randle
Lindsey Selby
Patricia Smith
Gary Douglass

Also in Attendance:

Van Cathcart, Superintendent
Katie Siciliano, Board Secretary
Brett Gorman, Board Attorney

Committee Reports:

Finance & Facilities Committee
Personnel & Management Committee
Curriculum & Instruction Committee

Agenda Items:

Board Discussion on Agenda Items

Non-Agenda Items:

Possible New Work Session Set-up

Other Matters:

Motion to enter Executive Session

Motion:_____ **Second:**_____

All In Favor:_____

EXECUTIVE SESSION:

Employee #5596; #4041; #5336; #4046

Other Matters:

Motion to return to Regular Meeting:

Motion:_____ **Second:**_____

All In Favor:_____

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Regular Meeting:

Roll Call:

Cynthia Baldacchini
Lauren Cox
Monica DiVito
Ember Loefflad
James Morris
Lauren Randle
Lindsey Selby
Patricia Smith
Gary Douglass

Also in Attendance:

Van Cathcart, Superintendent
Katie Siciliano, Board Secretary
Brett Gorman, Board Attorney

Salute to the Flag

Statement:

Notice of this meeting of the Lower Township Board of Education, listing the Agenda as known, was posted on the Lower Township Elementary Schools Website and posted at the Municipal Building, and a copy thereof delivered to the Township Clerk; in accordance with the Open Public Meetings Act.

This meeting will be conducted in accordance with:

District Policy: #0164 Conduct of Board Meetings
District Policy: #0167 Public Participation in Board Meetings

1} REPORTS:

- A}** Board President:
- B}** Superintendent:
- C}** School Business Administrator:
- D}** Presentations: **Ms. Sarah Bowman, Supervisor of Curriculum and Instruction - ESL ACCESS Score Presentation**
- E}** Board Comment:

2} APPROVAL OF MINUTES:

July 22, 2026 Regular Meeting & Executive Meeting

Motion: _____ **Second:** _____

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Discussion:

Vote:

Cynthia Baldacchini
Lauren Cox
Monica DiVito
Ember Loefflad
James Morris
Lauren Randle
Lindsey Selby
Patricia Smith
Gary Douglass

3} CONSENT AGENDA:

OPEN MEETING TO THE PUBLIC TO SPEAK ON CONSENT ITEMS ONLY:

PLEASE NOTE: Each speaker shall identify him/herself by giving their name and address and will be allowed to speak once for a period not to exceed four minutes. The public comment portion of all Board Meetings shall not exceed forty minutes in total. Prior to the roll call vote, any member of the board may ask for discussion on any of the items within the block. The following items are believed to be items of a routine nature and will be moved as a block of action items. Prior to the roll call vote, any member may ask for discussion on any of the items without the block.

R. Routine Matters

R-1 Approval of Financial Statements:

Secretary's and custodian's reports for **June 30, 2026** which are in agreement as certified by the Board Secretary, that no budgetary account has been over-expended, in violation of NJAC 6:20-2.12 (a), (d).

R-2 Approval of Transfers: June 30, 2026

R-3 Approval of Bill List: July 31. 2026 - August 26, 2026

R-4 Approval of Cafeteria Report: None.

R-5 Approval of Travel: October 2026

P. Personnel:

- 1.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve the following substitutes for the 2026-2027 school year:

SUBSTITUTE TEACHER

Ryan Franklin

SUBSTITUTE DAYCARE AIDE

Madison Campbell, Trevor Pittman

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SUBSTITUTE SECURITY

Nicholas Gallaccio

2. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the FMLA for Employee #5518 effective October 26, 2026 to March 19 2027.
3. On the recommendation of the Superintendent, that the Lower Township Board of Education accept the resignation of John Flanigan, School Security at the Maud Abrams School, effective August 19, 2026.
4. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the following student teachers for the 2026-2027 school year:

<u>STUDENT TEACHER</u>	<u>UNIVERSITY/GR. LEVEL</u>	<u>PARTICIPATING TEACHER</u>
Bane Price	Rowan/4th/Spec. Ed.	Amanda Pierce/Sara Schlitzer
Erin Dougherty	Rowan/6th Gr.	Lila Shillingford
Devin Santacroce	Stockton/1st Gr.	Heather Roth
Holy Mader	Stockton/1st Gr.	Jessica Breuss
Maya Benichon	Stockton/3rd Gr.	Eileen Gianakopoulos
Hailie Seitz	Stockton/K	Catie D'Aleo

5. On the recommendation of the Superintendent, that the Lower Township Board of Education accepts, with regret, the retirement of Mary Booth, School Secretary at the Sandman Consolidated School, effective January 1, 2027.
6. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Karen Wadding of Alliance of Therapy Dogs (ATD), to provide volunteer visitation services with her two therapy dogs, Annie and Morgan and Julia Sangillo with her therapy dog, Daisy, to provide dog therapy at the Carl T. Mitnick School and the David C. Douglass Veterans Memorial School for the 2026-2027 school year, on an as needed basis.
7. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Louise Marshall as a daily part-time classroom aide at the Carl T. Mitnick School, at the salary of \$19,679.00, effective September 8, 2026.
8. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Jennifer Morales as a daily part-time classroom aide at the Carl T. Mitnick School, at the salary of \$19,679.00, effective September 8, 2026.
9. On the recommendation of the Superintendent, that the Lower Township Board of

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Education approve Mariel Hulbruner as a daily part-time classroom aide at the Carl T. Mitnick School, at the salary of \$19,679.00, effective September 8, 2026.

- 10.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve Lisa Harpster as a daily part-time classroom aide at the Carl T. Mitnick School, at the salary of \$19,679.00, effective September 8, 2026.
- 11.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve Erika Serra as a daily part-time classroom aide at the Carl T. Mitnick School, at the salary of \$19,679.00, effective September 8, 2026.
- 12.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve Michelle McCloskey as daily part-time 60 credit classroom aide at the Carl T. Mitnick School, at the salary of \$21,580.00, effective September 8, 2026.
- 13.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve Lisa Dougherty as a daily part-time classroom aide at the David C. Douglass Veterans Memorial School, at the salary of \$19,429.00, pending receipt of required documentation, effective September 8, 2026.
- 14.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve Geraldine Douglass as daily part-time cafeteria aide at the Sandman Consolidated School, at the rate of \$17.56 per hour, effective September 8, 2026.
- 15.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve Ruth Robinson as daily part-time classroom aide at the Maud Abrams School, at the salary of \$20,019.00, effective September 8, 2026.
- 16.** On the recommendation of the Superintendent, that the Lower Township Board of Education accept, with regret, the resignation of Warner Muller, Maintenance/Custodian, effective August 28, 2026.
- 17.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve James Ciliberti, as temporary, daily part-time custodian, in the district, at the rate of \$19.52 per hour, effective August 17, 2026 to October 12, 2026.
- 18.** On the recommendation of the Superintendent, that the Lower Township Board of

August 26, 2026

Education approve the following transfers, effective September 1, 2026:

<u>EMPLOYEE</u>	<u>CURRENT POSITION</u>	<u>TRANSFERRED TO</u>
Brittany Barger	4th Gr. RC (Spec. Ed.)	Maud Teacher
Sara Schlitzer	3rd Gr. RC/BSI	Maud Teacher
Gina Farreny	6th Grade LLD	Sandman Teacher
Janet Baxter	Mitnick BSI	Mitnick Teacher

- 19.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve Rebecca Emery, Music Teacher at the Mitnick School, for placement of BA+15 on the LTEEA Teachers' Salary Guide, to reflect an increase of credits to her degree, effective September 1, 2026.

- 20.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve Dennis Anderson as the district's Media Specialist for the 2026-27 school year, to direct and provision library media services for all district students. Rate of pay to be \$50.00 per hour, maximum \$1,000.00.

- 21.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve the following Mentor for the 2026-2027 school year:

<u>STAFF</u>	<u>POSITION</u>	<u>MENTOR</u>
Hanna Christiansen	3rd Gr. LLD	Lindsay Davis

- 22.** On the recommendation of the Business Administrator, that the Lower Township Board of Education authorize Van Cathcart, Superintendent, to hire any necessary school personnel, effective September 8, 2026 to TBD, prior to the next board meeting.
- 23.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve the Summer Hours Side-Bar Addendum between the Lower Township Elementary Board of Education and the Lower Township Elementary Education Association.
- 24.** On the recommendation of the Superintendent, that they Lower Township Board of Education approve the display of the Freedom Flag at each District school building on September 11, 2026, in commemoration of the 25th anniversary of the September 11, 2001 terrorist attacks and in recognition of the victims, survivors, first responders, and families affected by those events.

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- 25.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve the title change for Anna Lafferty, Administrative Assistant to Daycare to Daycare Clerk.
- 26.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve Stacy Petrovia as daily part-time classroom aide at the Carl T. Mitnick School, at the salary of \$19,679.00, effective September 8, 2026.
- 27.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve Jennifer Pietro as daily part-time classroom aide at the Maud Abrams School, at the salary of \$20,020.00, effective September 8, 2026.

H. Harassment, Intimidation & Bullying: None

L. Legislative and Internal Policies:

- 1.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve the second reading for the following revisions to existing or new Policies and Regulations:

<u>NUMBER</u>	<u>TYPE</u>	<u>TITLE</u>
2260	Policy	<i>Equity in School and Classroom Practices</i>
5561	Policy	<i>Use of Physical Restraint and Seclusion Techniques for Students with Disabilities</i>
6112	Policy	<i>Reimbursement of Federal and Other Grant Expenditures</i>
6115.01	Regulation	<i>Federal Awards/Funds Internal Controls - Allowability of Costs</i>
6115.02	Policy	<i>Federal Awards/Funds Internal Controls - Mandatory Disclosures</i>
6311	Policy	<i>Contracts for Goods or Services Funded by Federal Grants</i>

- 2.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve the first reading for the following revisions to existing or new Policies and Regulations:

<u>NUMBER</u>	<u>TYPE</u>	<u>TITLE</u>
2363	Policy	<i>Student Use of Privately-Owned Technology</i>
5516	Policy & Regulation	<i>Student Use of Internet-Enabled Devices</i>
8660	Policy	<i>Transportation by Private Vehicles - To and From School Related Activities</i>

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- 3.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve the School Security Officers/Substitute School Security Officers, as listed below, to carry firearms while on duty on school grounds, in accordance with N.J. Statute and Code, for 2026-2027:

Darrin Hickok – Supervisor of Security	Christopher Winters - Floating Security
Jack Flanagan - Maud Abrams School	Jim Dietterich - Sub. Security
Albert Flitcroft - Sandman School	Doug Whitten - Sub. Security
Marlin Hedum - Mitnick School	James Knox - Sub. Security
Kevin Boyle - Memorial School	Jeffrey Brooks - Sub. Security

E. Education:

- 1.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve the District's Mentoring Plan Fiscal Impact.
- 2.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve the 2026-2027 Student Parent Handbook.
- 3.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve the 2026-2027 Staff Handbook.
- 4.** On the recommendation of the Superintendent, that the Lower Township Elementary Schools Board of Education hereby approves and adopts the revised Kindergarten Science Curriculum Guide and Grade 3 Science Curriculum Guide, aligned with the 2026 New Jersey Student Learning Standards for Science, effective for the 2026-2027 school Year.

F. Finance and Insurance:

- 1.** On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve the hourly rates for the following **on-call** district **substitutes** effective September 1, 2026:

Bus Driver (CDL Certified) 5½ hrs/day	\$24.25 per hour
Bus Aide 5 1/2 hrs/day	\$15.92 per hour (eff 1/1/26)
Paraprofessional with 60 C or passing ParaPro Test	\$17.25 per hour
60-Credit Aide with County Sub Cert.	\$16.55 per hour
Classroom Aide without 60 C & No County Sub Cert.	\$15.50 per hour (eff 1/1/26)
Sub. Teacher (County Sub. Cert)	\$150.00 per diem
Sub. Teacher (Teacher Cert)	\$175.00 per diem
Sub. Nurse	\$175.00 per diem
Day Care Lead w/Teacher Cert. (Step 1)	\$17.38/per hour
Day Care Lead w/o Teacher Cert. (Step 1)	\$16.63/per hour

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Day Care Worker (Step 1)	\$15.98/per hour
Secretary/Clerk	\$16.55 per hour or \$107.58/per diem
Custodian	\$16.55 per hour
Cafeteria Aide	\$15.92 per hour (eff 1/1/26)
Food Service Worker	\$15.92 per hour (eff 1/1/26)
Security	\$17.25 per hour or \$138/day
Long Term Sub. Teacher	\$175.00
Long Term Sub teacher (BA Step 1)	\$54,808/200 = \$274.04/diem *(after worked 60 days)
Long-Term Sub. Teacher w/Teacher Cert	\$274.04/per diem

2. On the recommendation of the School Business Administrator, that the Lower Township Board of Education authorize the Joint Transportation Agreement with LCMR for student # 17776 at a per diem rate of \$125.00 for the 2026 - 2027 SY

3. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve the 2026 - 2027 Lower Township Elementary Schools Purchasing Manual.

4. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve the following employees' salaries to be partially funded by the federally funded grants for the 2026-27 school year:

TITLE IA - Federal Grants (20-231-100-101-00-080 (62% of Salary)

Holly Golden

Rebecca Johnson

Erine Lloyd

Erica O'Neill

5. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve the award for Request Proposals for Virtual Tutoring Services (High-Impact Tutoring) for the 2026 - 2027 School Year to Littera Education, Inc. in the amount of \$81,225.00.

6. On the recommendation of the Superintendent, the Lower Township Board of Education approve the purchase of the Pilot Program for Creative Curriculum in grade PreK for implementation during the 2026–2027 school year. The total cost shall not exceed \$18,547.00, consisting of \$1,260 for online assessment platform, \$3,316.00 for literacy bundle and \$13,971 for curriculum kits and professional development paid via PEA funds.

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7. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve the tuition contract for Special Education student # 18197 for an out of district placement at a rate of \$4,000 for the 2026 - 2027 SY.
8. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve the parental transportation contract for student # 18197 for an out of district placement at a rate of \$1,177 for the 2026 - 2027 SY.
9. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approves the following equipment on GovDeals:

APC Batteries Quantity = 17 Starting Bid - \$20.00

MOTION ON CONSENT AGENDA ON ALL MOTIONS LISTED BELOW:

Routine Matters: R-1 to R-5

Personnel: P-1 to P-27

Harassment, Intimidation & Bullying: None

Legislative and Internal Policies: L-1 to L-3

Education: E-1 to E-4

Finance and Insurance: F-1 to F-9

Motion: _____ Second: _____

Discussion:

Vote:

Cynthia Baldacchini
Lauren Cox
Monica DiVito
Ember Loefflad
James Morris
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Lindsey Selby
Patricia Smith
Gary Douglass

4} NON-CONSENT AGENDA:

- A}** On the recommendation of the Superintendent, that the Lower Township Board of Education authorize the following resolution concerning employee #5596

WHEREAS, it has been determined that employee #5596 has engaged in inappropriate conduct;

WHEREAS, it has been determined that employee #5596's inappropriate

August 26, 2026

conduct provides a sufficient basis to withhold their employment and adjustment increment pursuant to N.J.S.A. 18A:29-14;

IT IS HEREBY RESOLVED, that upon the recommendation of the Superintendent, that employee #5596 employment and adjustment increment for the 2026-2027 And 2027-2028 school years shall be withheld; and

IT IS FURTHER RESOLVED that the Superintendent will provide employee #5596 with written notice of this action within ten (10) days pursuant to N.J.S.A. 18A:29-14.

This resolution will take effect immediately on this 26th day of August, 2026

Motion: _____ **Second:** _____

Discussion:

Vote:

Cynthia Baldacchini

Lauren Cox

Monica DiVito

Ember Loefflad

James Morris

Lauren Randle

Lindsey Selby

Patricia Smith

Gary Douglass

5} OLD/NEW BUSINESS:

6} OPEN MEETING TO THE PUBLIC: (*public comment rules as read above apply*):

7} GOOD OF THE ORDER:

A} Next Board Meeting: September 23, 2026

8} ADJOURNMENT:

MOTION TO ADJOURN THE MEETING

Motion: _____ **Second:** _____

Discussion:

All in favor: _____

Time:_____

August 26, 2026

**LOWER TOWNSHIP BOARD OF EDUCATION
RESOLUTION
AUTHORIZING EXECUTIVE SESSION**

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Lower Township Board of Education to be held in public, N.J.S.A. 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in "Executive Session," i.e. without the public being permitted to attend, and

WHEREAS, the Lower Township Board of Education has determined that ____ issues permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance shall be discussed during an Executive Session to be held on August 26, 2026 at _____P.M. and

WHEREAS, the nine (9) exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box within which **the number** of issues to be privately discussed that fall within that exception shall be written, and after each exception is a space where additional information that will disclose as much information about the discussion as possible without undermining the purpose of the exception shall be written.

"(1) Any matter which, by express provision of Federal law, State statute or rule of court shall be rendered confidential or excluded from public discussion." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

"(2) Any matter in which the release of information would impair a right to receive funds from the federal government." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

"(3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly." _____

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☐

“(4) Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body”

☐

“(5) Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is Personnel matters _____

☐

“(6) Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

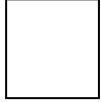
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“(7) Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.” The parties to and docket numbers of each item of litigation and/or the parties to each contract discussed are and nature of the discussion, described as specifically as possible without undermining the need for confidentiality is: _____

☒

“(8) Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.” Subject to the balancing of the public’s interest and the employee’s privacy rights under South Jersey Publishing Co. v. New Jersey Expressway Authority, 124 N.J. 478, the employee(s) and nature of the discussion, described as specifically as possible without undermining the need for confidentiality: Employee #5596, #4041, 5336; #4046

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“(9) Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility.” The nature of the

matter, described as specifically as possible without undermining the need for confidentiality is _____

WHEREAS, the length of the Executive Session is estimated to be ____minutes after which the public meeting of the Board shall reconvene and proceed with business.

NOW, THEREFORE, BE IT RESOLVED that the Lower Township Board of Education will go into Executive Session for **only** the above stated reasons;

BE IT FURTHER RESOLVED that the Board hereby declares that its discussion of the aforementioned subject(s) will be made public at a time when the public’s interest in disclosure is greater than any privacy or governmental interest being protected from disclosure. For each of the above items, the estimated date by which such disclosure can be made and/or the occurrence that needs to take place before disclosure can be made are listed below (attach separate sheet if necessary)

BE IT FURTHER RESOLVED that the Board Secretary, at the present public meeting, shall read aloud enough of this resolution so that members of the public in attendance can understand, as precisely as possible, the nature of the matters that will privately be discussed.

BE IT FURTHER RESOLVED that the Board Secretary, on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.