

**LOWER TOWNSHIP BOARD OF EDUCATION
AGENDA
WORK SESSION AND REGULAR MEETING
SEPTEMBER 23, 2026**

Call to Order:

Work Session: {Starts at 6:00 p.m.}

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:

Agenda Items:

Board Discussion on Agenda Items

Non-Agenda Items:

Meet the Candidates Night Date
Parking at Memorial
Dental Contributions

Other Matters:

Motion to enter Executive Session

Motion:_____ **Second:**_____

All In Favor:_____

EXECUTIVE SESSION:

Personnel Matter: Employee #5596; #6075

Other Matters:

Motion to return to Regular Meeting:

Motion:_____ **Second:**_____

All In Favor:_____

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.

District Mission Statement:

"Dedicated to academic excellence, Lower Township Elementary Schools will nurture and challenge all students in a safe and innovative learning community. By encouraging respect and responsibility, students become self-directed, passionate, lifelong learners who will reach their potential. We are dedicated to supporting all students in exceeding the New Jersey Student Learning Standards."

Vision Statement:

Every Student, Every Day, Learning, Teaching, Exploring, Succeeding.

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: **Cape May Tennis Club NJTL Program**
- E}** Board Comment:

September 23, 2026

2} APPROVAL OF MINUTES:

August 26, 2026 Regular Meeting & Executive Meeting (Backup Exec. Minutes)
(Backup Reg. Minutes)

Motion: _____ **Second:** _____

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 **July 31, 2026 and August 31, 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). {Backup R-1}

R-2 Approval of Transfers: {Backup R-2-July}{Backup R-2 August}

R-3 Approval of Bill List: August 27, 2026-September 23, 2026 {Backup R-3}

R-4 Approval of Cafeteria Report: September 23, 2026 {Backup R-4}

R-5 Approval of Travel: {Backup R-5}

P. Personnel:

1. On the recommendation of the Superintendent, that the following substitutes be approved for the the 2026-2027 school year, pending receipt of required documentation:

SUBSTITUTE TEACHER

Lauren Harner, Teresa Morris

SUBSTITUTE SECRETARY/CLERK

Carly Sicilia

SUBSTITUTE 60 CREDITS AIDES

Katelyn Walker

SUBSTITUTE SECURITY GUARD

Ronald Decker

2. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Non-FMLA/FMLA for the following employees:

<u>Employee #</u>	<u>Position</u>	<u>Effective Dates</u>
#4993	Teacher	9/8/26 - 2/28/26 FMLA/FLA
#4575	Teacher	9/30/26 - 11/30/26 NON-FMLA
#4464	Teacher	9/8/26 - 10/7/16 FMLA
#5550	Teacher	11/9/26 - 2/12/27 FMLA
#4300	Teacher	9/17/26 - 12/1/26 FMLA

3. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Julia Cook as Temporary 3rd/4th Grade LLD Teacher at the Maud Abrams School, at the rate of \$274.04 per diem, effective September 8, 2026 to February 28, 2026. (Backup P-3)
4. On the recommendation of the Superintendent, that the Lower Township Board of Education accept the resignation of Marina Bosell, Bus Driver, effective August 25, 2026. (Backup P-4)
5. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Susan Spiegel as a daily part-time bus aide at the rate of \$20.90 per hour, effective September 8, 2026.
6. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Diane Axner as a daily part-time cafeteria aide at the Maud Abrams School at the rate of \$17.56 per hour, effective September 8, 2026.
7. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Kyla Melo as a daily part-time classroom aide at the Carl T. Mitnick School at the rate of \$18.61 per hour, effective September 8, 2026.
8. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Rian Lawley as Temporary 3rd Grade Teacher at the Maud Abrams School at the rate of \$274.04 per diem, effective September 9, 2026 to March 19, 2027.
9. On the recommendation of the Superintendent, that the Lower Township Board of Education approve James Monahan as a daily part-time 60 credit classroom aide at the Sandman Consolidated School at the rate of \$20.19 per hour, effective September 24, 2026.

10. On the recommendation of the Superintendent, that the Lower Township Board of Education approve James Ciliberti as a daily part-time custodian at the rate of \$19.52 per hour, effective September 14, 2026.

11. 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.</u>	<u>PARTICIPATING TEACHER</u>
Navaeh Heap	Atlantic Cape CC	Kaitlyn Jaber
Emily Snyder	Atlantic Cape CC	Natalie DiStaulo

12. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Russell Douglass as a daily part-time custodian at the rate of \$19.52 per hour, effective September 15, 2026.

13. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the title change for Kaitlyn Bryan from classroom aide to clerk at the rate of \$19.22 per hour, effective September 8, 2026.

14. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Denise McClain as Temporary 1st Grade Teacher at the Carl T. Mitnick School at the rate of \$274.04 per diem, effective September 30, 2026 to November 27, 2026. ([Backup P-14](#))

15. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Diana Stevenson as Temporary Special Education Teacher at the Sandman School at the rate of \$175 per diem, effective September 15, 2026 to February 26, 2027. ([Backup P-15](#))

16. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Taylor McCullen as Full Time Bus Driver with benefits at the rate of \$29.38 per hour, effective October 1, 2026. ([Backup P-16](#))

17. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Christopher Griffith for the Maintenance 1 stipend at \$6,019, effective October 1, 2026.

18. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the following transfer, effective September 1, 2026:

<u>EMPLOYEE</u>	<u>CURRENT POSITION</u>	<u>TRANSFERRED TO</u>
Hanna Christiansen	3rd Gr. LLD	Maud Teacher

19. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Amber Nordaby as a daily part-time cafeteria aide at the Carl T. Mitnick School at the rate of \$17.56 per hour, effective September 24, 2026.

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- 20.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve Chelsea Magill as a daily part-time Assistant Cook at the rate of \$17.56 per hour, an additional \$1.00 per hour and annual stipends of \$719.00 and \$831.00 effective September 24, 2026. (Backup P-20)

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: (Backup L-1)

<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 T	<i>Transportation by Private Vehicles - To and From School Related Activities</i>

- 2.** On the recommendation of Superintendent, that the Lower Township Board of Education approve the following District Goals:

Goal 1: Improve communication across the district by providing regular updates on district initiatives, student achievement, and finances, while creating formal opportunities to gather feedback from families, staff, and community members.

Goal 2: Improve academic performance across all schools using the various data sources available to track student progress, target classroom interventions, and close achievement gaps for identified subgroups.

- 3.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve the following Board Goal:

By the end of the 2026-27 school year, the Board of Education will increase community communication of board members' roles and the function of the board by implementing at least four distinct outreach initiatives and achieving measurable gains in community engagement.

- 4.** On the recommendation of the Lower Township Board of Education, that the Board recommends the approval of the New Jersey School Boards Association Chief School Administrator Evaluation Tool for use in the evaluation of Superintendent performance, with adaptations permitted as necessary.

E. Education:

1. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the following programs and educational services offered in grades Preschool through Grade 6, for the 2026-2027 school year:

Programs

Visual and Performing Arts (Arts and Music)	Special Education - Resource Program
Basic Skills Instruction	Special Education - Self Contained
Comprehensive Health and Physical Education	Special Education - Preschool Disabled
	Technology/STEM
Advanced Skills	Social Studies
Handwriting	World Language/Spanish
Instrumental Music/Strings	
Language Arts Literacy	
Reading	
Writing	
Library/Media	
Mathematics	
Science	

Services

Child Study Team
English as a Second Language
Guidance/Counseling
School Nursing
Speech

2. On the recommendation of the Superintendent, that the Lower Township Board of Education approves the five-year curriculum evaluation schedule for all content areas at all grade levels. (Backup E-2)
3. On the recommendation of the Superintendent, that the Lower Township Board of Education approves the readoption of the Kindergarten-Grade 6 Science Curriculum Grades aligned with the 2026 New Jersey Student Learning Standards for Science, effective for the 2026-27 school year.
4. On the recommendation of the Superintendent, that the Lower Township Board of Education approves the submission of the First Semester Paraprofessional Staff Statement of Assurance for the 2026 -2027 school year to the Cape May County Department of Education.
5. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the following placement for 2026-2027:

Case #5111-A - Kindergarten student to Cape May County Special Services School District

F. Finance and Insurance:

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

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2. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve the parental transportation contract for student #17776 for an out of district placement for the 2026 - 2027 SY. (Backup F-2)
3. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve the transportation of student #19825 to CHOP Behavioral Health Program: Children's Intensive Emotional And Behavioral Services. (Backup F-3)
4. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approves the purchase of Kickstart Literacy Curriculum Kits for Preschool in the amount of \$13,138.00 using PEA Funding and \$4,185.00 of related PD using Title IIA Funding.
5. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve the Transportation Jointures, with the below listed school districts, to transport students attending Lower Township Elementary School's Choice Program for the 2026 - 2027 school year, at the state mandated maximum per-pupil rate of \$1,177.00.

<u>District</u>	<u># of Students</u>	<u>Total Cost</u>
Cape May City School District	6	\$7,062.00
Dennis Township School District	1	\$1,177.00
Middle Township School District	52	\$61,204.00
Wildwood Crest School District	2	\$2,354.00
Wildwood School District	5	\$5,885.00
		TOTAL \$77,682.00

MOTION ON CONSENT AGENDA ON ALL MOTIONS LISTED BELOW:

Routine Matters: R-1 to R-5

Personnel: P-1 to P-20

Harassment, Intimidation & Bullying: None

Legislative and Internal Policies: L-1 to L-4

Education: E-1 to E-5

Finance and Insurance: F-1 to F-5

Motion: _____ Second: _____

Discussion:

Vote:

Cynthia Baldacchini

Lauren Cox

Monica DiVito

Ember Loefflad

James Morris

Lauren Randle

Lindsey Selby

Patricia Smith

Gary Douglass

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4} NON-CONSENT AGENDA:

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: October 28, 2026

B} Fire Drills: 9/14/26 - Sandman School & Maud Abrams School; 9/15/26
- Mitnick School; 9/16/26 - Memorial School

Monthly Emergency Drill: TBD

8} ADJOURNMENT:

MOTION TO ADJOURN THE MEETING

Motion: _____ **Second:** _____

Discussion:

All in favor: _____

Time: _____

F.Y.I

1. Attendance/Enrollment (FYI-1)
 2. Sandman School Reports (FYI-2)
 3. Maud Abrams School Reports (FYI-3)
 4. Mitnick School Reports (FYI-4)
 5. Memorial School Reports (FYI-5)
 6. Supervisor of Special Services Report (FYI-6)
 7. Supervisor of Buildings and Grounds Reports (FYI-7)
 8. Supervisor of Transportation Reports (FYI-8)
 9. Food Service Profit & Loss Report (FYI-9)
 10. Supervisor of Curriculum and Instruction Report (FYI-10)
 11. Supervisor of Academic Achievement Report (FYI-11)
 12. Day Care Reports (FYI-12)
- October Calendar

**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 September 23, 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." _____

"(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 _____;

"(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: 5596

"(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 #6075

"(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;

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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.

