

**LOWER TOWNSHIP BOARD OF EDUCATION
AGENDA
REGULAR MEETING
JULY 25th, 2017**

Regular Meeting convenes at 7:00 p.m. in the Carl T. Mitnick School, 905 Seashore Road, Cape May, NJ 08204.

Salute to the Flag.

Statement:

Notice of this meeting of the Lower Township Board of Education, listing the Agenda as known, was duly sent to the Cape May County Herald - Times Newspaper, The Press of Atlantic City, 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.

Board Goals:

"Increase board member's knowledge and understanding of by-laws, district policies, and regulations."

"To proactively support appropriate activities and events throughout the district with increased board member attendance."

District Goals:

"To foster effective communication and positive relationships with students, parents, staff and the community."

"To increase measures that educate parents and students about the importance of school attendance and its link to student achievement."

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1} REPORTS:

- A} Board President
- B} Superintendent
- C} School Business Administrator
- D} Presentations: None
- E} Board Comments

PUBLIC COMMENT AGENDA ITEMS: *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.*

2) ROUTINE MATTERS

R-1 Approval of Minutes:

- June 27th, 2017
- Work Session
- Regular Meeting
- Executive Meeting

R-2 Approval of Financial Statements:

Secretary's and custodian's reports for **June 30th, 2017**, 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-3 Approval of Transfers: June 27th, 2017 - June 30th, 2017 for 2016-2017 & July 1st, 2017 - July 25th, 2017 {Backup R-3}

R-4 Approval of Bill List: June 27th, 2017 - June 30th, 2017 for 2016-2017 & July 1st, 2017 - July 25th, 2017 {Backup R-4}

R-5 Approval of Cafeteria Report: June 30th, 2017 {Backup R-5}

R-6 Approval of Travel: {Backup R-6}

MOTION ON ROUTINE MATTERS #R-1 TO #R-6

Motion: _____ **Second:** _____

Discussion:

Vote:

- ___ Monica DiVito
- ___ Stephen Lewis
- ___ Joseph McKenna
- ___ Joseph Thomas
- ___ Charles Utsch
- ___ Jonathan Vile

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___ Shaun Whittington
___ Patricia Smith, Vice President
___ Gary Douglass, President

3} SUGGESTED MOTIONS:

P. Personnel:

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 within the block.

1. On the recommendation of the Superintendent, that the attached list of substitutes, and the following substitutes, be approved for the 2017-2018 school year, pending receipt of required documentation: (Backup P-1)

SUBSTITUTE TEACHERS

Valerie Winter, Melissa Alvord

SUBSTITUTE CUSTODIAN

Michael Long

2. On the recommendation of the Superintendent, that Megan Young, be approved as Home Visitation Staff for the 3 Year-Old Home Visitation Program (3VP) effective September 1, 2017.
3. On the recommendation of the Superintendent, that the Board accept, with regret, the retirement of Joel Dilworth, Bus Driver, Transportation Department, effective June 30, 2017. (Backup P-3)
4. On the recommendation of the Superintendent, that the Board accept, with regret, the resignation of Brian Hindle, 5/6th Grade Special Education Teacher at the Sandman Consolidated School, effective July 20, 2017. (Backup P-4)
5. On the recommendation of the Superintendent, that the Board approve Jenna Melo, as 2nd Grade Teacher at the Carl T. Mitnick School, effective September 1, 2017, pending receipt of required documentation. (Backup P-5) (Replacing Susan Kornacki who retired)
6. On the recommendation of the Superintendent, that the Board approve Deborah Pruitt, as Music Education Teacher at the Carl T. Mitnick School, effective September 1, 2017, pending receipt of required documentation. (Backup P-6) (Replacing Jennifer Camillo who is being transferred to Sandman)

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- 7.** On the recommendation of the Superintendent, that the Board approve Andrew Bongiovanni, as a 4th Grade Teacher at the Maud Abrams School effective September 1, 2017, pending receipt of required documentation. (Backup P-7) (Replacing, not rehired)
- 8.** On the recommendation of the Superintendent, that the Board approve Jesse Munsick, as 4th Grade Teacher, at the Maud Abrams School, effective September 1, 2017, pending receipt of required documentation. (Backup P-8) (Replacing Bonnie Barcas, who transferred to Erin Winter's position, who is replacing Brian Hindle, who resigned.)
- 9.** On the recommendation of the Superintendent, that the Board approve, Gina Farreny, as 5th Grade Teacher, at the Sandman Consolidated School, effective September 1, 2017, pending receipt of required documentation. (Backup P-9) (Student enrollment increased)
- 10.** On the recommendation of the Superintendent, that the Board approve Michael Morey, as 5th Grade Teacher, at the Sandman Consolidated School, effective September 1, 2017, pending receipt of required documentation. (Backup P-10) (Replacing Kim Osmundsen who is being transferred)
- 11.** On the recommendation of the Superintendent, that the Board approve Lisa Yiannos, as Temporary Kindergarten Teacher, maternity leave of absence position, replacing Alyssa Gannon, effective September 5, 2017 to October 20, 2017, pending receipt of required documentation. (Backup P-11)
- 12.** On the recommendation of the Superintendent, that the Board approve Stephanie Abrams, as Temporary Kindergarten Teacher, maternity leave of absence position, replacing Annmarie Bada, effective September 5, 2017 to November 27, 2017, pending receipt of required documentation. (Backup P-12)
- 13.** On the recommendation of the Superintendent, that the Board approve Devon Vanderslice, as Temporary 1st Grade Teacher, maternity leave of absence position, replacing Amanda Nuscis, effective September 5, 2017 to December 15, 2017, pending receipt of required documentation. (Backup P-13)
- 14.** On the recommendation of the Superintendent, that the Board approve Christine Sundstrom, as Temporary ESL Teacher, maternity leave position, replacing Krystalynne Roach, effective September 5, 2017 to December 1, 2017, pending receipt of required documentation. (Backup P-14)
- 15.** On the recommendation of the Superintendent, that the Board approve Andrew Thomas, Jr., as Part Time Assistant Bus Mechanic, in Transportation, effective July 26, 2017, pending receipt of required documentation. (Backup P-15)

- 16.** On the recommendation of the Superintendent, that the Board approve the following Bus Drivers, in Transportation Department, effective September 1, 2017, pending receipt of required documentation. (Backup P-16)

Tanner Lafferty

Sherry Layton

- 17.** On the recommendation of the Superintendent, that the Board approve the following transfers for the 2017-2018 school year:

<u>TEACHER</u>	<u>CURRENT POSITION</u>	<u>TRANSFERRED TO/REASON</u>
<i>Karen Weinberg</i>	<i>BSIP @ Memorial</i>	<i>BSI/Title 1 Intervention @ Mitnick</i>
<i>Diane Martino</i>	<i>2nd Gr. Teacher @ Mitnick</i>	<i>BSI Math @ Memorial (Weinberg)</i>
<i>Lynn Richman</i>	<i>3rd Gr. Teacher @ Maud</i>	<i>2nd Gr. Teacher @ Mitnick (Martino)</i>
<i>Jennifer Camillo</i>	<i>Music Education @ Mitnick</i>	<i>Music Education @ Sandman (Dunlap)</i>
<i>Janeen Lindsay</i>	<i>Art Teacher @ Mitnick</i>	<i>Art Teacher @ Maud Abrams (Coslop)</i>
<i>Tara Geisel</i>	<i>BSIP @ Maud</i>	<i>4th Gr. Teacher @ Maud (Young)</i>
<i>Greg Young</i>	<i>4th Gr. Teacher @ Maud</i>	<i>BSIP @ Maud (Geisel)</i>
<i>Bonnie Barcas</i>	<i>4th Gr. Teacher @ Maud</i>	<i>Resource Room @ Maud (E. Winter)</i>
<i>Doug Milstead</i>	<i>Self Contained @ Sandman</i>	<i>Resource Room & Sandman (Oetting)</i>
<i>Kathleen Mazari</i>	<i>Self Contained @ Maud</i>	<i>Self Contained @ Sandman (Milstead)</i>
<i>Erin Winter</i>	<i>Resource Room @ Maud</i>	<i>Resource Room @ Sandman</i>
<i>Carol Hawthorne</i>	<i>Resource Room @ Sandman</i>	<i>Self Contained @ Sandman (Mazari-LOA)</i>
<i>Carrin Blomkvest</i>	<i>BSI @ Sandman</i>	<i>Resource Room @ Sandman (Hawthorne)</i>
<i>Diana Tees</i>	<i>5th Gr. Teacher @ Sandman</i>	<i>BSI @ Sandman (Blomkvest)</i>
<i>Stacey Salerno</i>	<i>Kindergarten BSI Teacher</i>	<i>BSI Reading @ Memorial (Kehoe)</i>

- 18.** On the recommendation of the Superintendent, that the Board approve Kathleen Mazari, 5th Grade Self Contained Teacher, for a leave of absence for the 2017-2018 school year, consistent with Article XIX, section C of the LTEA Agreement. (Backup P-18)
- 19.** On the recommendation of the Superintendent, that the Board approve Stephanie Kehoe, Kindergarten BSI Teacher, at the David C. Douglass Veterans Memorial School, for a leave of absence for the 2017-2018 school year, consistent with Article XIX, section C of the LTEA Agreement. (Backup P-19)
- 20.** On the recommendation of the Superintendent, that the Board approve Gerald Griffin, Physical Education Teacher at the Carl T. Mitnick School, for a medical leave of absence, beginning September 5, 2017 until further notice, consistent with Article XIX, section C of the LTEA Agreement. (Backup P-20)
- 21.** On the recommendation of the Superintendent, that the Board approve Samantha Milder, as 5th Grade Teacher, at the Sandman School, effective September 1, 2017, pending receipt of required documentation. (Backup P-21) (Replacing Dianna Tees, who is transferring to Carrin Blomkvests' position, who is transferring to Carol Hawthornes' position, who is replacing Kathleen Mazari, LOA)

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- 22. On the recommendation of the Superintendent, that the Board approve Kimberly McGarrity, as a Kindergarten Teacher at the David C. Douglass Veterans Memorial School, effective September 1, 2017, pending receipt of required documentation. (Backup P-22) (Replacing Stacey Salerno who is replacing Stephanie Kehoe, LOA)
- 23. On the recommendation of the Superintendent, that the Board approve Heather Roth, BSIP Teacher at the Carl T. Mitnick School, for a medical leave of absence, beginning August 29, 2017 until September 27, 2017, consistent with Article XIX, section C of the LTEA Agreement. (Backup P-23)

H. Harassment, Intimidation & Bullying:

- 1. The Board affirms the actions taken by the Superintendent and the School Safety Teams for H.I.B. Case Maud Abrams #3 (2016-2017) and H.I.B. Case Mitnick #3 (2016-2017), as presented, no further actions have been requested, therefore these matters are closed. (Backup H-1)

MOTION: Personnel P-1 to P-23/H.I.B. #1

Motion: _____ **Second:** _____

Discussion:

Vote:

- ___ Monica DiVito
- ___ Stephen Lewis
- ___ Joseph McKenna
- ___ Joseph Thomas
- ___ Charles Utsch
- ___ Jonathan Vile
- ___ Shaun Whittington
- ___ Patricia Smith, Vice President
- ___ Gary Douglass, President

F. Finance and Insurance:

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 within the block.

Regular Business:

1. On the recommendation of the School Business Administrator, the Lower Township Board of Education authorize the following changes to the 2017-2018 School Budget: (Backup F-1)

	<u>Adopted</u>	<u>Adjustment</u>	<u>Revised</u>
Adjustment Aid	\$ 2,030,412	<\$203,543>	\$ 1,826,869
Extraordinay Aid	\$ -0-	\$ 35,536	\$ 35,536
Totals	\$27,884,736	<\$ 168,007>	\$27,716,729

Appropriations:

Grades 1-5: Salaries	\$ 5,599,100	<\$50,000>	\$5,549,100
CST: Salaries	\$ 601,100	<\$30,000>	\$ 571,100
Security: Salaries	\$ 291,500	<\$20,000>	\$ 271,500
Required Maint {261}	\$ 170,000	<\$33,000>	\$ 137,000
Transportation {270}	\$ 148,000	<\$30,007>	\$ 117,993
Tuition	\$ 45,000	<\$ 5,000>	\$ 40,000
Totals	\$27,884,736	<\$168,007>	\$27,716,729

2. On the recommendation of the School Business Administrator, that the Board confirm Invoice #1,{DCO-\$76,266 and Phoenix-\$7,500 {administrative} in the amount as withdrawal from the ESIP Escrow Funds, consistent with the terms of the Energy Savings Implementation Agreement. (Backup F-2)
3. On the recommendation of the School Business Administrator, that the Board authorize the School Business Administrator to execute a Remote Deposit Agreement, between Sturdy Bank and the Lower Township Board of Education. (Backup F-3)
4. On the recommendation of the School Business Administrator, that the Board accept the following grants and amend fund 20 accordingly: (Backup F-4)

Cape Education Fund: \$300.00
Cape Education Fund: \$492.15
Cape Education Fund: \$492.85

5. On the recommendation of the School Business Administrator, that the Board authorize a professional Contract, between Jennifer A. Blankley and the Lower Township Board of Education, to provide Occupational Therapy, at a rate of \$100 per hour, pending receipt of required documentation. (Backup F-5)

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- 6 On the recommendation of the School Business Administrator, that the Board authorize the School Business Administrator to dispose of the following items, as deemed obsolete, and surplus items using GovDeals: (Backup F-6)

Five (5) School Buses
One (1) Crown Vic
Other misc. surplus items

7. On the recommendation of the School Business Administrator, that the Board authorize the License Applications for the Lower Township Day Care Program and pay the appropriate license fee. (Backup F-7)
8. On the recommendation of the School Business Administrator, that the Board authorize the submittal and acceptance, of the 2017-2018 Elementary and Secondary Education (ESEA) Grant. (Backup F-8)

Title I Part A Basic	\$518,239
Title II, Part A	\$ 66,006
Title III	\$ 9,404
Title IV	\$ 10,000

MOTION: Finance #1 to #8

Motion: _____ **Second:** _____

Discussion:

Vote:

___ Monica DiVito
___ Stephen Lewis
___ Joseph McKenna
___ Joseph Thomas
___ Charles Utsch
___ Jonathan Vile
___ Shaun Whittington
___ Patricia Smith, Vice President
___ Gary Douglass, President

4} OLD/NEW BUSINESS

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

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6} EXECUTIVE SESSION:

Motion:_____ **Citation:**_____ **Estimated Duration:**_____

Second:_____

Discussion:

Vote:

- ___ Monica DiVito
- ___ Stephen Lewis
- ___ Joseph McKenna
- ___ Joseph Thomas
- ___ Charles Utsch
- ___ Jonathan Vile
- ___ Shaun Whittington
- ___ Patricia Smith, Vice President
- ___ Gary Douglass, President

7} Good of the Order:

- A} Next Board Meeting: August 22nd, 2017
- B} November School Elections: Nominating Petition due the last Monday in July by 4:00 pm.

8} ADJOURNMENT

MOTION TO ADJOURN THE MEETING.

Motion:_____ **Second:**_____

All in Favor:_____ **Opposed:**_____

Time:_____

- F.Y.I.
- 1. Attendance Report.
 - 7. Supervisor of Buildings & Grounds Reports
 - 9. Supervisor of Food Service Reports.
 - 10. Board Secretary Report/SBA

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