

**LOWER TOWNSHIP BOARD OF EDUCATION  
AGENDA  
REGULAR MEETING  
SEPTEMBER 27, 2016**

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:**

***"It Takes a Community of Learners to Educate a Student"***

*It is the mission of the Lower Township Elementary School District to provide quality educational programs, capable of supporting all learners to achieve proficiency in the Common Core State Standards in English, Language Arts and Mathematics and the New Jersey Core Curriculum Content Standards in all other content areas.*

*Through the establishment of collaboration within and outside of the school community, we will support the sharing of resources to foster an environment, which will enable students to make informed decisions, that prepare them to engage as active citizens in a dynamic global society and to successfully meet the challenges and opportunities of the 21<sup>st</sup> century global workplace.*

**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."*

**Board Member Comments:**

Consider approval of the minutes of the Executive Session and the Regular Board Meeting held on August 23, 2016.

Consider approval of secretary's and custodian's reports for August 31, 2016, 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).

**Superintendent's Report:**

**Presentation:** Sabina Muller, Supervisor of Curriculum.

**Public comment regarding agenda 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.

9/28/2016

**P. Personnel:**

- 1. **Suggested Motion:** On the recommendation of the Superintendent, that the following substitutes in each category, be approved for the 2016-2017 school year, pending receipt of required documentation. (Backup P-1)

**SUBSTITUTE TEACHERS**

Maureen Byk, Tracy Vaught, Martin Malloy, Kymberly Holland

**SUBSTITUTE CLASSROOM AIDES**

Cori Nardi, Lisa Cardillo, Danielle DiCola, Tanya Roque

**SUBSTITUTE DAY CARE AIDES**

Danielle DiCola, Krista Faircloth

**SUBSTITUTE BUS AIDE**

Helen Gray

**SUBSTITUTE BUS DRIVERS**

Helen Gray, William Toewe, Joseph Moore

**SUBSTITUTE CAFETERIA AIDE**

Carolyn Narciso

**SUBSTITUTE FOOD SERVICE WORKER**

Carolyn Narciso

**SUBSTITUTE CUSTODIAN**

Thomas Hatala

**VOTE: JR\_\_\_\_\_RB\_\_\_\_\_CU\_\_\_\_\_PS\_\_\_\_\_SW\_\_\_\_\_JT\_\_\_\_\_GD\_\_\_\_\_JV\_\_\_\_\_MD\_\_\_\_\_**

- 2. **Suggested Motion:** On the recommendation of the Superintendent, that the Board accept the retirement of Sherry Bosch, Principal at the David C. Douglass Veterans Memorial School, with regret, effective January 1, 2017. (Backup P-2)

**VOTE: JR\_\_\_\_\_RB\_\_\_\_\_CU\_\_\_\_\_PS\_\_\_\_\_SW\_\_\_\_\_JT\_\_\_\_\_GD\_\_\_\_\_JV\_\_\_\_\_MD\_\_\_\_\_**

- 3. **Suggested Motion:** On the recommendation of the Superintendent, that David Morrison, Music Teacher at the Maud Abrams School, be approved for placement of BA+15 on the LTEEA Teachers' Salary Guide, to reflect an increase of credits to his degree, effective October 1, 2016: (Backup P-3)

**VOTE: JR\_\_\_\_\_RB\_\_\_\_\_CU\_\_\_\_\_PS\_\_\_\_\_SW\_\_\_\_\_JT\_\_\_\_\_GD\_\_\_\_\_JV\_\_\_\_\_MD\_\_\_\_\_**

9/28/2016

**P. Personnel cont'd.**

- 4. **Suggested Motion:** On the recommendation of the Superintendent, that Stephanie Abrams, be appointed as a Temporary Kindergarten Teacher, replacing Stephanie Kehoe who will be on a maternity leave of absence from October 27, 2016 until April 2017. (Pending receipt of required documentation.) (Backup P-4)

VOTE: JR \_\_\_ RB \_\_\_ CU \_\_\_ PS \_\_\_ SW \_\_\_ JT \_\_\_ GD \_\_\_ JV \_\_\_ MD \_\_\_

- 5. **Suggested Motion:** On the recommendation of the Superintendent, that Albert Flitcroft be appointed as School Security Officer, in the District, effective September 28, 2016, pending receipt of required documentation. (Backup P-5)

VOTE: JR \_\_\_ RB \_\_\_ CU \_\_\_ PS \_\_\_ SW \_\_\_ JT \_\_\_ GD \_\_\_ JV \_\_\_ MD \_\_\_

- 6. **Suggested Motion:** On the recommendation of the Superintendent, that Kimberly Brooks be appointed as Clerk, in the David C. Douglass Veterans Memorial School, effective September 28, 2016, pending receipt of required documentation. (Backup P-6)

VOTE: JR \_\_\_ RB \_\_\_ CU \_\_\_ PS \_\_\_ SW \_\_\_ JT \_\_\_ GD \_\_\_ JV \_\_\_ MD \_\_\_

- 7. **Suggested Motion:** On the recommendation of the Superintendent, that Jillian Harris, Basic Skills Teacher at the Sandman Consolidated School, be approved for a maternity leave of absence from approximately January 23, 2017 until April 10, 2017. (Backup P-7)

VOTE: JR \_\_\_ RB \_\_\_ CU \_\_\_ PS \_\_\_ SW \_\_\_ JT \_\_\_ GD \_\_\_ JV \_\_\_ MD \_\_\_

**E. Education:**

- 1. **Suggested Motion:** On the recommendation of the Superintendent, that approval of the curricula be given for the following programs and educational services offered in grades Preschool through Grade 6 for the 2016-2017 school year, as listed below:

**Programs**

Art Education  
 Basic Skills Instruction  
 Comprehensive Health and Physical Education

Advanced Skills  
 Handwriting  
 Instrumental Music/Strings  
 Language Arts Literacy  
 Library/Media  
 Mathematics  
 Science

Special Education – Resource Program  
 Special Education – Self-Contained  
 Special Education – Preschool Disabled  
 Technology/STEM  
 Vocal Music  
 World Languages/Spanish  
 Social Studies  
 21<sup>st</sup> Century Life & Career Skills

**Services**

Child Study Team  
 Guidance/Counseling  
 School Nursing  
 Speech

VOTE: JR \_\_\_ RB \_\_\_ CU \_\_\_ PS \_\_\_ SW \_\_\_ JT \_\_\_ GD \_\_\_ JV \_\_\_ MD \_\_\_

9/28/2016

**E. Education cont'd.**

- 2. **Suggested Motion:** On the recommendation of the Superintendent that approval be given for the five-year curriculum evaluation schedule for all content areas at all grade levels. (Backup E-2)

VOTE: JR\_\_\_\_RB\_\_\_\_CU\_\_\_\_PS\_\_\_\_SW\_\_\_\_JT\_\_\_\_GD\_\_\_\_JV\_\_\_\_MD\_\_\_\_

**L. Legislative:**

- 1. **Suggested Motion:** On the recommendation of the Superintendent, that the Board approve the job description for Special Education Aide. (Backup L-1)

VOTE: JR\_\_\_\_RB\_\_\_\_CU\_\_\_\_PS\_\_\_\_SW\_\_\_\_JT\_\_\_\_GD\_\_\_\_JV\_\_\_\_MD\_\_\_\_

**F. Finance and Insurance:**

**The following items are believed to be items of a routine nature requiring no discussion and which are to be voted upon by a single roll call vote of the Board of Education. Any single member of the Board of Education may have any of the items on the consent agenda removed for discussion merely by so indicating prior to the vote to be taken on the consent agenda.**

- 1. **Suggested Motion:** On the recommendation of the School Business Administrator, that pursuant to NJAC 6A:23-2.11(c) 4, the Board certifies that, as of August 31, 2016, to the best of our knowledge, no major accounts or funds have been over expended and no major revenues are anticipating a shortfall. (Backup F-1)

VOTE: JR\_\_\_\_RB\_\_\_\_CU\_\_\_\_PS\_\_\_\_SW\_\_\_\_JT\_\_\_\_GD\_\_\_\_JV\_\_\_\_MD\_\_\_\_

- 2. **Suggested Motion:** On the recommendation of the School Business Administrator, that all bills approved and certified be paid. (Backup F-2)

VOTE: JR\_\_\_\_RB\_\_\_\_CU\_\_\_\_PS\_\_\_\_SW\_\_\_\_JT\_\_\_\_GD\_\_\_\_JV\_\_\_\_MD\_\_\_\_

- 3. **Suggested Motion:** On the recommendation of the School Business Administrator, that the cafeteria report be accepted as presented for August 31, 2016. (Backup F-3)

VOTE: JR\_\_\_\_RB\_\_\_\_CU\_\_\_\_PS\_\_\_\_SW\_\_\_\_JT\_\_\_\_GD\_\_\_\_JV\_\_\_\_MD\_\_\_\_

- 4. **Suggested Motion:** Pursuant to Title 18:22-8.1 that line item transfers made by the Superintendent be approved as presented in Board backup. (Backup F-4)

VOTE: JR\_\_\_\_RB\_\_\_\_CU\_\_\_\_PS\_\_\_\_SW\_\_\_\_JT\_\_\_\_GD\_\_\_\_JV\_\_\_\_MD\_\_\_\_

9/28/2016

**F. Finance cont'd.**

- 5. **Suggested Motion:** On the recommendation of the Superintendent, that approval be given to enter into a Joint Transportation Agreement with Lower Cape May Regional School District for the transportation of Non-Public Students for SY 2015-16. (Backup F-5)

**VOTE: JR\_\_\_\_\_RB\_\_\_\_\_CU\_\_\_\_\_PS\_\_\_\_\_SW\_\_\_\_\_JT\_\_\_\_\_GD\_\_\_\_\_JV\_\_\_\_\_MD\_\_\_\_\_**

- 6. **Suggested Motion:** On the recommendation of the Superintendent, that approval be given to accept funds for Fiscal Year 2017 Individuals with Disabilities Education Act (IDEA) Grant covered programs for the purposes described in the application as listed below: (Backup F-6)

Basic Application:	\$479,418.00
Preschool Application	<u>\$ 26,362.00</u>
	\$505,780.00

**VOTE: JR\_\_\_\_\_RB\_\_\_\_\_CU\_\_\_\_\_PS\_\_\_\_\_SW\_\_\_\_\_JT\_\_\_\_\_GD\_\_\_\_\_JV\_\_\_\_\_MD\_\_\_\_\_**

- 7. **Suggested Motion:** On the recommendation of the Superintendent, that approval be given to accept funds for Fiscal Year 2017 No Child Left Behind Consolidated Application (NCLB) Grant covered programs for the purposes described in the application as listed below: (Backup F-7)

Title I	(Monies prorated for the LEA, Cape Trinity and Cape Christian Academy based on low income data)	\$479,049.00
Title II Part A		\$102,130.00
Title III	(Consortium with Wildwood City School District)	<u>\$ 9,910.00</u>
Total		\$591,089.00

**VOTE: JR\_\_\_\_\_RB\_\_\_\_\_CU\_\_\_\_\_PS\_\_\_\_\_SW\_\_\_\_\_JT\_\_\_\_\_GD\_\_\_\_\_JV\_\_\_\_\_MD\_\_\_\_\_**

- 8. **Suggested Motion:** On the recommendation of the Superintendent, that approval be given to enter into an inter-local agreement to provide Security Supervision and related services to the Lower Cape May Regional School District. For the period 08/23/2016 – 06/15/2017. (Backup F-8)

**VOTE: JR\_\_\_\_\_RB\_\_\_\_\_CU\_\_\_\_\_PS\_\_\_\_\_SW\_\_\_\_\_JT\_\_\_\_\_GD\_\_\_\_\_JV\_\_\_\_\_MD\_\_\_\_\_**

- 9. **Suggested Motion:** On the recommendation of the School Business Administrator, that approval be given to enter into a tuition agreement for a student (DCP&P placement), with the Vineland Board of Education for the 2015-16 School Year. Note: 17 Days 05/24/16 - 06/16/2016). (Backup F-9)

**VOTE: JR\_\_\_\_\_RB\_\_\_\_\_CU\_\_\_\_\_PS\_\_\_\_\_SW\_\_\_\_\_JT\_\_\_\_\_GD\_\_\_\_\_JV\_\_\_\_\_MD\_\_\_\_\_**

9/28/2016

**F. Finance cont'd.**

**10. Suggested Motion:** On the recommendation of the School Business Administrator, that approval be given to enter into a tuition agreement for a student (DCP&P placement), with the Vineland Board of Education for the 2016-17 School Year. (Backup F-10)

**VOTE:** JR\_\_\_\_RB\_\_\_\_CU\_\_\_\_PS\_\_\_\_SW\_\_\_\_JT\_\_\_\_GD\_\_\_\_JV\_\_\_\_MD\_\_\_\_

**11. Suggested Motion:** On the recommendation of the School Business Administrator, that approval be given to enter into a Shared Services Transportation Agreement with the Cape May County Special Services School District for SY 2016-2017. (Backup F-11)

**VOTE:** JR\_\_\_\_RB\_\_\_\_CU\_\_\_\_PS\_\_\_\_SW\_\_\_\_JT\_\_\_\_GD\_\_\_\_JV\_\_\_\_MD\_\_\_\_

**OPEN MEETING TO THE PUBLIC**

**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.

**MOTION TO ADJOURN THE MEETING.**

\_\_\_\_\_ In Favor      \_\_\_\_\_ Opposed

**F.Y.I.**

- 1. Attendance Report.
  - 2. Sandman School Reports.
  - 3. Maud Abrams School Reports.
  - 4. Mitnick School Reports.
  - 5. Memorial School Reports.
  - 6. Supervisor of Special Services Reports.
  - 7. Supervisor of Buildings & Grounds Reports
  - 8. Supervisor of Transportation Reports.
  - 9. Supervisor of Food Service Reports.
  - 10. Board Secretary Report/SBA
- October Calendar