

**LOWER TOWNSHIP BOARD OF EDUCATION
AGENDA
WORK SESSION AND REGULAR MEETING
APRIL 24, 2024**

Call to Order:

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

Work Session Meeting:

Transportation Supervisor Job Description
Advertisement Permanent Transportation Supervisor Position
Assistant Principal Job Description

Roll Call:

Lindsey Selby
Joseph Thomas
Lauren Randle
Jonathan Vile
Lauren Cox
Cynthia Baldacchini
Patricia Smith
Monica DiVito
Gary Douglass

Also in Attendance:

Jeff Samaniego, Superintendent
Patricia Ryan, Board Secretary/School Business Administrator
Brett Gorman, Board Attorney

Agenda Items: Board Discussion on Agenda Items

Motion to enter into Executive Session:

Motion: _____ **Second:** _____

All In Favor:

EXECUTIVE SESSION:

Personnel Matters:

Employee #5284

Motion: _____ **Second:** _____

Discussion:

All in Favor:

Motion to return to Regular Meeting:

Motion: _____ **Second:** _____

All In Favor:

April 24, 2024

Regular Meeting: {Starts no earlier than 6:30 pm but no later than 7:15 pm}

Roll Call:

Lindsey Selby
Joseph Thomas
Lauren Randle
Jonathan Vile
Lauren Cox
Cynthia Baldacchini
Patricia Smith
Monica DiVito
Gary Douglass

Also in Attendance:

Jeff Samaniego, Superintendent
Patricia Ryan, Board Secretary/School Business Administrator
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 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.

2022-2024 Board Goal:

Establish a system with district leadership to ensure that board policies are consistently being implemented and enforced.

2024-2025 Board Goals:

Support the district's effort to enhance student achievement, staff development, and parent engagement through policy and advocacy while maintaining the fiscal integrity of the budget.

April 24, 2024

This meeting will be conducted in accordance with:

District Policy: #0164 Conduct of Board Meetings

District Policy: #0167 Public Participation in Board Meetings

Presentations: Cape May County Junior High Honors Band Members:

Amelia Livingston, Bass Clarinet
Nathanael Maldonado - Trombone
Lillian Stewart - Trombone
Ava Strickland - Clarinet
Olivia Suit - Flute
Adeline Yerk - Flute

Regular Business:

PUBLIC HEARING ON 2024-2025 SCHOOL BUDGET as advertised:

{Backup F-Budget}

BE IT FURTHER RESOLVED, to approve the submittal of the 2024-2025 Lower Township Elementary School Budget to the Executive County Superintendent and establish April 24, 2024 as the date for public hearing:

| | <u>Budget</u> | <u>Local Tax Levy</u> |
|--|----------------------|------------------------------|
| General Fund | \$ 26,460,820 | \$ 19,831,002 |
| Special Revenues (Grants & Entitlements) | \$ 5,023,343 | |
| Debt Service Fund | \$ 1,510,480 | \$ 688,208 |
| TOTAL BUDGET | \$ 32,994,643 | \$20,519,210 |

BE IT FURTHER RESOLVED, to acknowledge that the 2024-2025 school budget, as described, results in a General Fund Tax Levy of **\$19,831,002.**

BE IT FURTHER RESOLVED, that the district establish a maximum of \$17,000 in the 2024-2025 school year for travel related expenditures.

BE IT FURTHER RESOLVED, that the district approves the withdrawal of \$325,000 from Maintenance Reserve per NJAC 6A:23A-14.2 (d).

THEREFORE BE IT FURTHER RESOLVED the Board of Education authorizes the Superintendent of Schools and the School Business Administrator to make all necessary changes to the 2024-2025 budget, which was approved at the Board of Education meeting held on March 20, 2024.

April 24, 2024

Motion: To open the Public Hearing on the 2024-2025 Lower Township Elementary School District Budget:

Motion:_____ **Second:**_____

Discussion:

All In Favor

Presentation: Public Hearing Budget Presentation presented by Patricia Ryan, Board Secretary

Public Comment:

Board Comment:

Motion: To close the Public Hearing on the 2024-2025 Lower Township Elementary School District Budget:

Motion:_____ **Second:**_____

Discussion:

All In Favor

Motion: To ***adopt the budget or adopt the budget as amended*** from the Public Hearing on the 2024-2025 Lower Township Elementary School District Budget:

Motion:_____ **Second:**_____

Discussion:

Vote:

- Lindsey Selby
- Joseph Thomas
- Lauren Randle
- Jonathan Vile
- Lauren Cox
- Cynthia Baldacchini
- Patricia Smith
- Monica DiVito
- Gary Douglass

1} REPORTS:

- A}** Board President:
- B}** Superintendent:
- C}** School Business Administrator:

April 24, 2024

- D}** Committee Reports:
 - Building and Grounds Committee
 - Curriculum Committee
 - Finance Committee
 - Goals Committee
- E}** Board Comment

2} PUBLIC EXECUTIVE SESSION:

Personnel Matters:

Employee #4155

3} APPROVAL OF MINUTES:

March 20, 2024

Regular Meeting & Executive Meeting

Motion: _____ **Second:** _____

Discussion:

Vote:

Lindsey Selby
Joseph Thomas
Lauren Randle
Jonathan Vile
Lauren Cox
Cynthia Baldacchini
Patricia Smith
Monica DiVito
Gary Douglass

4} 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.

April 24, 2024

R. Routine Matters

- R-1 Approval of Financial Statements:** Secretary's and custodian's reports for **March 2024**, 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:** **March 20, 2024 - April 24, 2024** {Backup R-2}
- R-3 Approval of Bill List:** **March 20, 2024 - April 24, 2024** {Backup R-3}
- R-4 Approval of Cafeteria Report:** **April 2024** {Backup R-4}
- R-5 Approval of Travel:** {Backup R-5}

P. Personnel:

- 1.** On the recommendation of the Superintendent, that notice of continuation of employment for the 2024-2025 school year, be issued to the following tenured personnel, as listed below:

ADMINISTRATION:

Cathcart, Van, Principal
Gallagher, Christina, Supervisor of Custodians
Hickok, Darrin, Supervisor of School Security
Himstedt, Kurt, Supervisor of Food Services
Keeler, Debra, Supervisor of Special Services
King, John, Principal
O'Shea, Gary, Supervisor of Buildings and Grounds
Read, Lauren, Treasurer of School Monies
Shivers, Christopher, Principal

CENTRAL OFFICE:

Brooks, Kimberly, Administrative Assistant to Day Care
Downie, Leigh, Accounts Payable Coordinator/Clerk
Hooyman, Richard, Technology Assistant
Jacob, Patricia, Secretary to the Superintendent
Leipert, Joseph, Technology Assistant
Nelson, Susan, Payroll Coordinator/Clerk
Paluch, Carla, Administrative Secretary to Buildings & Grounds

TEACHERS

| | | |
|-------------------|-------------------|-------------------|
| Abrams, Stephanie | Blum, Jennifer | Buckley, Danielle |
| Ackroyd, Jennifer | Bonino, Tammy | Cardaci, Amanda |
| Ackroyd, Robert | Boyle, Sheryl | Cobleigh, Ashley |
| Bada, Annmarie | Brannan, Megan | D'Aleo, Catherine |
| Baldwin, Molly | Breuss, Jessica | Davis, Lindsay |
| Barcas, Bonnie | Bridgemen, Joseph | DeShields, Beth |
| Barger, Brittany | Brion, Lori | Desmond, Margaret |
| Baxter, Janet | Bryan, Jessica | Dillon, Amanda |
| Bennert, Krista | Bryce, Amber | Donohue, Jessica |

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Downie, Megan
Drake, Pamela Rose
Eckel, Cari
Farreny, Gina
Filachek, Joseph
Franklin, Justine
Furey, Christine
Gannon, Alyssa
Gannon, Emily
Gianakopoulos, Eileen
Golden, Holly
Grace, Frances
Griffin, Gerald
Harris, Jillian
Harron, Keri
Hawthorne, Carol
Heinicke, Casey
Hinker, Dawn
Hisky, Stephanie
Holden, Anissa
Hotaling, Stacy
Hughes, Tammy
Johnson, Gena
Johnson, Rebecca
Keeler, Michelle
Kelly, Kimberly
Kelly, Dana
Kelly, Jeffrey
Kennedy, Heather
King, Sarah
LaVancher, Heather
Lindsay, Janeen

Lloyd, Erine
LoMonaco, Melissa
Long, Laurie
Lunde, Christina
Magnavita, Lauren
Mahler, Chrystie
Martino, Diane
Mastalski, Carolanne
McGarrity, Kimberly
McLaughlin, Joanne
Melo, Jenna
Milder, Samantha
Milstead, Douglas
Morales, Carlos
Morey, Michael
Munsick, Jesse
Nash, Carrin
Nelson, Hannah
Nuscis, Amanda
O'Neill, Erica
O'Shea, Allyson
Osmundsen, Kimberly
Osmundsen, Samantha
Pacevich, Greta
Paras, Alison
Parkinson, Nicole
Peterson, Courtney
Pierce, Amanda
Prendergast, Melissa
Rechner, Danielle
Ridgway, Kymberly
Righter, Beverly

Risley, Krista
Rivers, Shannon
Roach, Krystalynne
Robinson, Heather
Robinson, Jeffrey
Rosenberg, Cynthia
Roth, Heather
Rutherford, Tracy
Salerno, Stacey
Sangillo, Julia
Schlitzer, Sara
Sekela, Heather
Shedlock, Meaghan
Sheets, Miken
Shillingford, Lila
Skerry, Anne Marie
Skill, Erin
Slaney, Crystal
Smeltzer, Susan
Spriggs, Sharon
Tester, Darlene
Thompson, Anna
Tostevin, Annika
Viscomi, Elena
Voumard, Genee
Voumard, Rachele
Weeks, Sydney
Wilson, Brian
Wuerker, Mary Ellen
Yerk, Bryce

SECRETARIES

Bailey, Joanne
Booth, Mary
Cone, Patricia
Einhaus, Theresa

Geiger, Donna
Hunke, Christine
Wunder, Diane

CLERKS

Barger, Marguerite
Gentek, Donna

CUSTODIANS

Castillo, Renata
Champion, John
Cooper, Robert
Coulter, Diana

Hunter, Dean
Lloyd, James
Morales, Andrew
Muller, Warner

| | |
|-----------------------|-------------------|
| Donati, Bridget | Paget, Mark |
| Freese, Kathryn | Sherel, Linda |
| Gioulis, Hannah | Williamson, Donna |
| Griffith, Christopher | |

INSTRUCTIONAL AIDES

| | |
|----------------|--------------|
| Beason, Regina | Smith, Kim |
| Fisher, Erin | Young, Stacy |

FOOD SERVICE WORKERS

| | |
|-----------------|-----------------|
| Abrams, LaTrice | Mellina, Alison |
|-----------------|-----------------|

SECURITY

| | |
|-------------------|------------|
| Boyle, Kevin | Hedum, Mel |
| Flitcroft, Albert | |

BUS DRIVERS

| | |
|---------------------------|----------------|
| Abrams, Lana | Layton, Sherry |
| Kelly-Rementer, Christina | Proud, Edward |

BUS MECHANIC

Kevin Kapp

2. On the recommendation of the Superintendent, that notice of continuation of employment for the 2024-2025 school year, be issued to the following personnel **obtaining tenure**, as listed below:

TEACHERS

| | |
|---------------------|-------|
| Abate, Jennifer | 9/20 |
| Abel, Veronica | 9/20 |
| Boyle, Jennifer | 9/20 |
| Caruso, Jessica | 9/20 |
| Franchville, Taylor | 9/20 |
| Guido, Theresa | 9/20 |
| Hoffman, Catherine | 9/20 |
| Jaber, Kaitlyn | 9/20 |
| Mills, Julia | 9/20 |
| Riess, Haley | 9/20 |
| Lanzalotti, Heather | 11/20 |

3. On the recommendation of the Superintendent, that notice of continuation of employment for the 2024-2025 school year, be issued to the following **non-tenured** personnel, as listed below:

ADMINISTRATORS:

| | |
|--|------|
| Ryan, Patricia, Business Administrator | 7/23 |
| Howgate, Rachel, Principal | 8/23 |

Bowman, Sarah, Supervisor of Curriculum and Instruction 9/23
Granero, Christina, Supervisor of Academic Achievement 9/23

CENTRAL OFFICE:

Sterling, Kristin, Secretary to C&I/CST 6/21
Taylor, Tracy, Accounting Clerk 7/23

TEACHERS:

Cappelletti, Jeanne 9/21
Carbonaro, Rachelle 9/21
Castellucci, Bethany 9/21
Champion, Emily 9/21
Douglass, Alexis 9/21
Dowe, Lindsay 9/21
Kaplan, Bethanie 9/21
Morey, Allison 9/21
Ojasoo, Melissa 9/21
Raschiatore, Jenna 9/21
Senatore, Maggie 9/21
Swan, Lilly 9/21
McIntyre, Stephen 9/22
DeFelice, Natalie 9/22
Girard, Alexis 9/22
Nelson, Ashley 9/22
Oberg, Maryanna 9/22
Snyder, Stephanie 9/22
Borchardt, Lisa 10/22
Emery, Rebecca 10/22
Romaine, Mia 1/23
Lihou, Alexandra 9/23
Patterson, Michelle 9/23
Brooks, Nicole 9/23
Damiana, Sara 9/23
Gerry, Shawn 9/23

SECRETARIES:

Casella, Kristen 7/22
Fletcher, Christine 7/22
Carter, Patricia 9/22
Holden, Sharon 8/23

CUSTODIANS

Ridgway, Thomas 9/23
Gallagher, Aimee 2/24
Hunter, Mark 2/24

ASSISTANT BUS MECHANIC

Peschi, Joseph 1/23

FOOD SERVICE

| | |
|------------------|-------|
| Delano, Brittany | 9/22 |
| Corbett, Patrick | 10/22 |
| Keenan, Darlene | 4/23 |

BUS DRIVERS

| | |
|----------------|-------|
| Lafferty, Anna | 10/21 |
| Wenger, Ronald | 10/21 |
| Bosell, Marina | 3/24 |

SCHOOL SECURITY

| | |
|---------------------|-------|
| Connelly, Thomas | 10/22 |
| Winter, Christopher | 10/22 |

4. On the recommendation of the Superintendent, that the notice of continuation of employment for the 2024-2025 school year, be issued to the following **part-time** school personnel, as listed below:

60 CREDIT PART TIME CLASSROOM AIDES:

| | |
|---------------------|--------------------|
| Karvounis, Yifat | Olsen, Kaitlyn |
| Kramer, Jennifer | Santandrea, Vivian |
| Laub, Amy | Sissel, Jan |
| Lybarger, Lorianne | Solter, Eileen |
| McCloskey, Madasyn | Spirito, Colleen |
| McCloskey, Michelle | Weinberg, Ashley |
| Munizza, Robert | |

PART TIME PARAPROFESSIONALS

| | |
|----------------------------|------------------------|
| Bada, Stephanie | Lawley, Rian |
| Barfield, Erica | Mazzafro, Joan |
| Bilios, Foteini | Parker, Brooke |
| Cooper, Donna | Place, Lauren |
| DeCamillo, Riley | Pyffer, Samantha |
| DelConte-Pfetscher, Vienna | Robbins, Morgan |
| DiStaulo, Natalie | Saunders, Kira |
| Foti, Lauren | Sevilla-Small, Shiella |
| Frederick, Ashlee | Small, Cassandra |
| Giles, Kemalyn | Szczur, Kaitlyn |
| Henry, Pamela | Troiano, Elizabeth |
| Hill, Kelsie | Torres, Leslie |
| Kane, Krista | Vanaman, Chelsea |
| King, Rabiha | Vassar, Maria |
| Korosko, Kelly | Weinert, Victoria |
| Kramer, Macie | Wilson, Ashley |
| Laffitte, Nicole | Wilson-Renna, Jill |
| | Young, Danielle |

PART TIME CLASSROOM AIDES

Babore, Carli
Bedell, Brianna
Bedell, Lori
Bryan, Kaitlyn
Bryant, Lisa
Drake, Clarissa
Gittle, Amber
Gray, Megan
Haibach, April
Halbruner, Mariel
Hendley, Marjorie
Harpster, Lisa
Jeffries, Sarah
Kellaway, Meghann
Marshall, Louise
Mercado, Amizadai

Miracle, Patricia
Morales, Jennifer
Murray, Danielle
Peck, Jeanette
Pettit, Hayley
Pisieczko, Erin
Rush, Meghan
Serra, Erika
Venuto, Michele
Verbitski, Maureen
Watson, Jennifer
Young, Deborah
Young, Erica

PART TIME CLERKS

Cardaci, Kristen
Eckel, Amanda

PART TIME BUS DRIVERS

Allay, Catherine
Byrd, John
Finkbeiner, Patricia

Gonzalez, Cesar
Mantzaris, Nicholas
Titerence, Christian

PART TIME BUS AIDES

Albert, Janet
Bakley, Kathy
Baxter, Kristine
Bingham, Michael
Dodd, Amanda

Douglass, Debra
Franco, Donna
Hilvert, Linda
Terry Tolchin

PART TIME CUSTODIANS

Cerbo, Danielle
Ciliberti, James
Day, James
Fastige, David

MacDonald, Bradley
Townsend, Bruce

PART TIME DAY CARE WORKERS

Archer, Alexandria
Beane-Fox, Pamela
Caldwell, Barbara
Conley, Sharon
Dominguez-Gonzalez, Samantha
Douglass, Geraldine
Eckel, Majorie
Gracia, Emily

Kersh, Maureen
Magil, Susan
Michl, Nicole
Murray, Irena
Rodia, Brandee
Schreiner, Rosemary
Stone, Julianna
Stone, Rachel

Hatala, Kathleen
Jasinski, Amanda

Swartz, Emily
Tamilio, Maryann
Watson, Samantha

PART TIME FOOD SERVICE

Abdemajid, Amina
Beckwold, Ellen
Bowen, Maggie
Cox, Terri
Dougherty, Lisa
Lawrence, Tammy

Magill, Chelsea
Mantzaris, Athanasia
Rotchford, Dolores
Sockriter, Doris
Zuccato, Lorraine

PART TIME CAFETERIA AIDES

Byrne, Elizabeth
Buthie, June
DelRio, Megan
Doherty, Jacqueline
Douglass, Geraldine
Ernst, Christine
Gonzalez, Samantha

Graham, Rosemary
Hatala, Kathleen
Murray, Irena
Stone, Julianna
Surran, Jordan
Tamilio, Maryann
Watson, Samantha

SCHOOL SECURITY

Whitten, Douglas

PART TIME VOLUNTEER COORDINATOR

Cardillo, Lisa

5. On the recommendation of the Superintendent, that the following substitutes be approved for the the remainder of the 2023-2024 school year, pending receipt of required documentation: (Backup P-5)

SUBSTITUTES NEEDING MORE DOCUMENTATION
SUBSTITUTE TEACHERS

William Donohue, Jasmine Davis, Kaylee Morales

SUBSTITUTE CLASSROOM AIDES

*William Donohue, Jane Howard, Ruth Robinson, Lillie Wilson, Lyndi DeGrandis,
Meggan Unruh, Amanda Antonelli, Lynn Hober, Kaylee Morales*

SUBSTITUTE DAY CARE AIDES

Ruth Robinson, Lillie Wilson, Amanda Antonelli, Kaylee Morales

SUBSTITUTE FOOD SERVICE AIDES

Ruth Robinson, Clarissa Ramirez-Nava, Amanda Antonelli, Stefanie Johnson

SUBSTITUTE CUSTODIANS

Robert Muller, Jay Ondechek

April 24, 2024

SUBSTITUTE CAFETERIA AIDES

Clarissa Ramirez-Nava, Lynn Hober

BUS AIDES

Clarissa Ramirez-Nava, Lynn Hober, Stefanie Johnson

6. On the recommendation of the Superintendent, that the Lower Township Board of Education accept the resignation of Dorothy Marshall, Nurse's Clerk at the Sandman Consolidated School, effective April 26, 2024. (Backup P-6)
7. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Employee #5644 for FMLA effective 8/27/24 to 1/3/25.
8. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Employee #5515 for FMLA effective 8/28/24 to 1/1/25.
9. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the revisions to the Supervisor of Transportation Job Description. (Backup P-9)
10. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the revisions to the Assistant Principal Job Description. (Backup P-10)

H. Harassment, Intimidation & Bullying:

1. The Board affirms the actions taken by the Superintendent and the School Safety Teams, for H.I.B. Mitnick #3 2023-2024; H.I.B. Mitnick #4 2023-2024; and H.I.B. Sandman #2 2023-2024. (Backup H-1)

L. Legislative and Internal Policies:

1. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the 2024-2025 District Calendar. (Backup L-1)

E. Education:

1. On the recommendation of the Supervisor of Special Services, that the Lower Township Board of Education certifies that the Medicaid Annual Notification Regarding Parental Consent was mailed on April 9, 2024. (Backup E-1)
2. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the following placement for the 2023-2024 school year: (Backup E-2)

Case #5148-A - PSD student transfer from North Wildwood, placed at Cape May County Special Services with 1:1 nursing services on bus and for the school day.

April 24, 2024

F. Finance and Insurance:

- 1.** On the recommendation of the School Business Administrator, that the Lower Township Board of Education authorizes the cancellation of the following stale dated checks:

| <u>Check Number</u> | <u>Amount</u> |
|----------------------------|----------------------|
| 420162 | \$50.00 |
| 420289 | \$15.00 |
| 420656 | \$132.96 |
| 420880 | \$15.00 |
| 420915 | \$2000.00 |

- 2.** On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve the following, awarded as an Extraordinary and Unspecified Service (EUS) for the fiscal year July 1, 2024 through June 30, 2025, and execute any contracts between the Lower Township Board of Education and the Joint Insurance Fund as listed: (Backup F-2)

Risk Management Consultant (RMC)/Liability Insurance Broker – (JIF) J. Byrne Agency

- 3.** On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve the following, awarded as an Extraordinary and Unspecified Service (EUS) for the fiscal year July 1, 2024 through June 30, 2025:

Risk Management Consultant (RMC)/Health Insurance Broker – Southern Coastal HIF – J. Byrne Agency.

- 4.** On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve the following, awarded as an Extraordinary and Unspecified Service (EUS) for the fiscal year July 1, 2024 through June 30, 2025:

Risk Management Consultant (RMC)/Dental Insurance Broker – Self Insured Dental Program – J. Byrne Agency.

- 5.** On the recommendation of the School Business Administrator, that the Lower Township Board of Education, authorizes the submittal and approval of the 2024 Wellness Grant-Coastal Health Insurance Fund for \$7,500. (Backup F-5)

- 6.** On the recommendation of the School Business Administrator, that the Lower Township Board of Education authorizes a purchase order contract to Advanta Health Solutions for the administration of the district's Wellness Program for the school year 2024-2025, under the direct supervision of Kurt Himstedt, Food Service Director and Patricia Ryan, Assistant Business Administrator/Board Secretary. (Backup F-6)

April 24, 2024

MOTION ON CONSENT AGENDA ON ALL MOTIONS LISTED BELOW:

Routine Matters: R-1 to R-5

Personnel: P-1 to P-10

Harassment, Intimidation & Bullying: H-1

Legislative and Internal Policies: L-1

Education: E-1 & E-2

Finance and Insurance: F-1 to F-6

Motion: _____ Second: _____

Discussion:

Vote:

Lindsey Selby

Joseph Thomas

Lauren Randle

Jonathan Vile

Lauren Cox

Cynthia Baldacchini

Patricia Smith

Monica DiVito

Gary Douglass

5} NON-CONSENT AGENDA:

6} EXECUTIVE SESSION:

Motion: _____ Second: _____

Discussion:

Vote:

Lindsey Selby

Joseph Thomas

Lauren Randle

Jonathan Vile

Lauren Cox

Cynthia Baldacchini

Patricia Smith

Monica DiVito

Gary Douglass

7} OLD/NEW BUSINESS:

April 24, 2024

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

9} GOOD OF THE ORDER:

A} Next Board Meeting: May 22, 2024

B} Fire Drills: 4/16/24 - Mitnick School; 4/18/24 - Maud Abrams School;
4/25/24 - Sandman School & Memorial School

C} Monthly Emergency Drill: April 24, 2024 - Shelter In Place Drill

D} Bus Evacuation Drills: N/A

F.Y.I

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

April 24, 2024

**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 April 24, 2024 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:

“(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 specifically as possible without undermining the need for confidentiality:
Employee #5284 and #4155

“(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

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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.