

**LOWER TOWNSHIP BOARD OF EDUCATION  
AGENDA  
WORK SESSION AND REGULAR MEETING  
APRIL 26, 2022**

Call to Order:

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

**Work Session Meeting:**

**Roll Call:**

Monica DiVito  
Nichole Koch  
Sally Yerk  
Lindsey Selby  
Patricia Smith  
Charles Utsch  
Joseph Thomas  
Michael Mader  
Gary Douglass

**Also in Attendance:**

Jeff Samaniego, Superintendent  
John Hansen, Board Secretary  
Brett Gorman, Board Attorney

**Agenda Items:** Board Discussion on Agenda Items:  
Memorandum Opinion and Order – Chapter 44 Litigation  
Update on Meeting with Standard and Poors – Bond Sale  
Discussion of use of Mitnick Parking Lot on 7/23/22  
Presentation: Service Con to Board Members  
Councilman Kevin Coombs

**EXECUTIVE SESSION:**

Personnel Matters: Employee #5284; #5548; and #5356  
H.I.B. Sandman School #2 2021-2022; H.I.B. Maud Abrams School #3 2021-2022; and  
H.I.B. Memorial School #1 2021-2022

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_

**Discussion:**

All in Favor: \_\_\_\_\_

**Motion to return to Regular Meeting:**

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_

**All In Favor:**

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

**Roll Call:**

Monica DiVito  
Nichole Koch  
Sally Yerk  
Lindsey Selby  
Patricia Smith  
Charles Utsch  
Joseph Thomas  
Michael Mader  
Gary Douglass

**Also in Attendance:**

Jeff Samaniego, Superintendent  
John Hansen, 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 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.

**Vision Statement:**

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

**2019-2022 Board Goal:**

Expand the knowledge and understanding of Board of Education Policies and its relationships to the effective management of this school district.

**2021-2023 Board Goal:**

**GOAL:**

The Lower Township Board of Education is committed to ensuring that we are providing a safe and supportive environment for our students as well as staff members. We recognize that a healthy workplace environment can have a positive impact on school district programs, ultimately having a positive impact on student achievement.

**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:

**2} APPROVAL OF MINUTES:**  
March 22, 2022  
Regular Meeting & Executive Meeting

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_  
**Discussion:**

**Vote:**  
Monica DiVito  
Nichole Koch  
Sally Yerk  
Lindsey Selby  
Patricia Smith  
Charles Utsch  
Joseph Thomas  
Michael Mader  
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.*

**R. Routine Matters**

**R-1 Approval of Financial Statements:**

Secretary's and custodian's reports for **March 31, 2022**, 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 22, 2022-April 26, 2022**{Backup R-2}

**R-3 Approval of Bill List: March 22, 2022-April 26, 2022** {Backup R-3}

**R-4 Approval of Cafeteria Report: March 2022** {Backup R-4}

**R-5 Approval of Travel: None**

**P. Personnel:**

**1.** On the recommendation of the Superintendent, that notice of continuation of employment for the 2022-2023 school year, be issued to the following tenured personnel, as listed below:

**ADMINISTRATION:**

Bowman, Sarah, Supervisor of Academic Achievement  
Cathcart, Van, Principal  
Hewitt, Kelly, Supervisor of Transportation

Hickok, Darrin, Supervisor of School Security  
Himstedt, Kurt, Supervisor of Food Services  
Keeler, Debra, Supervisor of Special Services  
King, John, Principal  
Muller, Sabina, Supervisor of Curriculum and Instruction  
\*O'Shea, Gary, Supervisor of Buildings and Grounds  
\*\*Ryan, Patricia, Fiscal Manager  
Shivers, Christopher, Principal  
\*Witkowsky, Christina, Supervisor of Custodians  
\*Obtained tenure in Custodian position  
\*\*Obtained tenure in Payroll position

**CENTRAL OFFICE:**

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  
Sturm, Joann, Technology Assistant

**TEACHERS**

Ackroyd, Jennifer  
Ackroyd, Robert  
Ambacher, Ann Marissa  
Bada, Annmarie  
Baldwin, Molly  
Barcas, Bonnie  
Barger, Brittany  
Baxter, Janet  
Blum, Jennifer  
Boyle, Sheryl  
Brannan, Megan  
Brasch, Danielle  
Breuss, Jessica  
Bridgemen, Joseph  
Brion, Lori  
Bryan, Jessica  
Bryce, Amber  
Camillo, Jennifer  
Cardaci, Amanda  
Cobleigh, Ashley  
Coombs, Kevin  
Cucci-Smith, Jill  
D'Aleo, Catherine  
Danze, Matthew  
Davenport, Victoria  
Davis, Lindsay

DeShields, Beth  
Desmond, Margaret  
Donohue, Jessica  
Drake, Pamela Rose  
Eckel, Cari  
Farreny, Gina  
Franklin, Justine  
Furey, Christine  
Gannon, Alyssa  
Gannon, Emily  
Gantz, Doreen  
Geisel, Tara  
Gianakopoulos, Eileen  
Golden, Holly  
Grace, Frances  
Griffin, Gerald  
Hansberry, Diana  
Harris, Jillian  
Harron, Keri  
Hart, Barbara  
Hawthorne, Carol  
Hickok, Sharon  
Hinker, Dawn  
Holden, Anissa  
Hotaling, Stacy  
Iames, Krista

Johnson, Gena  
Johnson, Rebecca  
Keeler, Michelle  
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  
Melo, Jenna  
Milder, Samantha  
Milstead, Douglas  
Morales, Carlos  
Morey, Michael  
Morris, Madeleine  
Munsick, Jesse  
Nash, Carrin

Nelson, Hannah  
Nuscis, Amanda  
Oleksiak-Hall, Eileen  
O'Neill, Erica  
O'Shea, Allyson  
O'Shea, Patricia  
Osmundsen, Kimberly  
Osmundsen, Samantha  
Pacevich, Greta  
Paras, Alison  
Parkinson, Nicole  
Peterson, Courtney  
Pierce, Amanda  
Prendergast, Melissa  
Pruitt, Deborah  
Rechner, Danielle

Ridgway, Kymberly  
Risley, Krista  
Rivers, Shannon  
Roach, Krystalynne  
Robinson, Heather  
Robinson, Jeffrey  
Rosenberg, Cynthia  
Roth, Heather  
Rutherford, Tracy  
Salerno, Stacey  
Sangillo, Julia  
Schlitzer, Sara  
Sekela, Heather  
Sheets, Miken  
Shillingford, Lila  
Skerry, Anne Marie

Slaney, Crystal  
Smeltzer, Susan  
Spriggs, Sharon  
Sweeten, Janet  
Sweeney, Diana  
Tester, Darlene  
Thompson, Anna  
Tostevin, Annika  
Voumard, Genee  
Voumard, Rachelle  
Weeks, Sydney  
West, Erin  
Wilson, Brian  
Wuerker, Mary Ellen  
Yarwarsky, Sharon  
Yerk, Bryce

### **SECRETARIES**

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

Hunke, Christine  
Menzano, Jessica  
Paluch, Carla  
Wunder, Diane

### **CLERKS**

Barger, Marguerite  
Brooks, Kimberly

Douglass, Debra  
Gentek, Donna

### **CUSTODIANS**

Champion, John  
Cooper, Robert  
Donati, Bridget  
Freese, Kathryn  
Gioulis, Hannah  
Hunter, Dean  
Lloyd, James  
Lowe, Richard

Morales, Andrew  
Muller, Warner  
Paget, Mark  
Sherel, Linda  
Sovani, Joseph  
Watson, Nancy  
Williamson, Donna

### **INSTRUCTIONAL AIDES**

Beason, Regina  
Fisher, Erin  
Moorby, Karen

Smith, Kim  
Young, Stacy

### **FOOD SERVICE WORKERS**

Abrams, LaTrice  
Brooks, Kathleen  
Halbruner, Christine

Hoff, Maria  
Horn, Susan  
Mellina, Alison

**SECURITY**

Boyle, Kevin Hedum, Mel  
Flitcroft, Albert

**BEHAVIORAL MANAGEMENT**

Herman, John

**BUS DRIVERS**

Abrams, Lana Layton, Sherry  
Bingham, Maureen Proud, Edward  
Kelly-Rementer, Christina

**BUS MECHANIC**

Kevin Kapp

2. On the recommendation of the Superintendent, that notice of continuation of employment for the 2022-2023 school year, be issued to the following personnel obtaining tenure, as listed below:

**ADMINISTRATION**

Granero, Christina 8/20

**TEACHERS**

Abrams, Stephanie 9/18  
Castellucci, Kimberly 9/18  
Dillon, Amanda 9/18  
Grimes, Jamie 9/18  
Heinicke, Casey 9/18  
Hughes, Tammy 9/18  
McLaughlin, Joanne 9/18  
Shedlock, Meaghan 9/18  
Skill, Erin 9/18  
Viscomi, Elena 9/18  
Bonino, Tammy 1/19

3. On the recommendation of the Superintendent, that notice of continuation of employment for the 2022-2023 school year, be issued to the following non-tenured personnel, as listed below:

**TEACHERS:**

Downie, Megan 9/19  
Filachek, Joseph 9/19  
Fowler, Stephanie 9/19  
Righter, Beverly 9/19  
Abate, Jennifer 9/20  
Boyle, Jennifer 9/20  
Caruso, Jessica 9/20

Franchville, Taylor	9/20
Hoffman, Catherine	9/20
Mills, Julia	9/20
Riess, Haley	9/20
Lanzalotti, Heather	11/20
Abel, Veronica	9/21
Cappelletti, Jeanne	9/21
Carbonaro, Rachelle	9/21
Castellucci, Bethany	9/21
Champion, Emily	9/21
Douglass, Alexis	9/21
Guido, Theresa	9/21
Hannings, Shauna	9/21
Jaber, Kaitlyn	9/21
Kaplan, Bethanie	9/21
Morey, Allison	9/21
Obermeier, Lindsay	9/21
Ojasoo, Melissa	9/21
Raschiatore, Jenna	9/21
Senatore, Maggie	9/21
Shaud, Cheyanne	9/21
Swan, Lilly	9/21
Sherretta, Amanda	2/22

**SECRETARIES:**

Kristin Sterling	6/21
Sockriter, Lori	8/21

**CUSTODIANS**

Bender, Karen	3/20
Castillo, Renata	9/21
Coulter, Diana	9/21
Griffith, Christopher	9/21

**ASSISTANT BUS MECHANIC**

Chambers, Herbert	2/21
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**BUS DRIVERS**

Lafferty, Anna	10/21
Wenger, Ronald	10/21

4. On the recommendation of the Superintendent, that the notice of continuation of employment for the 2022-2023 school year, be issued to the following part-time school personnel, as listed below:

**60 CREDIT PART TIME CLASSROOM AIDES:**

Davis, Kathryn	Dunn, Jillian
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Holden, Sharon  
Karvounis, Yifat  
Laffitte, Nicole  
Lybarger, Lorianne  
Miller, Mary  
Moore, Desiree  
Parker, Brooke

Phillips, Jeanette  
Portewig, Linda  
Santandrea, Vivian  
Sissel, Jan  
Weinberg, Ashley

### **PART TIME PARAPROFESSIONALS**

Armbruster, Catherine  
Bada, Stephanie  
Battaglia, Brianna  
Beck, Krista  
Brooks, Nicole  
Cooper, Donna  
Dagle, Ashley  
Damiana, Sarah  
DeCamillo, Riley  
DelConte-Pfetscher, Vienna  
DiStaulo, Natalie  
Harris, Kathleen  
Henry, Pamela  
Hill, Kelsie  
Jordan, Kristine  
Kane, Krista  
King, Rabiha  
Korosko, Kelly  
Molnar, Una  
Montello, Angelina

Nelson, Ashley  
Nielson, Kaylee  
Oberg, Maryanna  
O'Neal, Samantha  
Place, Lauren  
Pyffer, Samantha  
Saunders, Kira  
Sevilla-Small, Shiella  
Small, Cassandra  
Szczur, Kaitlyn  
Troiano, Elizabeth  
Vanaman, Chelsea  
Vassar, Maria  
Weinert, Victoria  
Whitsett, Quentona  
Wilson, Ashley  
Wilson-Renna, Jill  
Wolford, Victoria  
Young, Danielle

### **PART TIME CLASSROOM AIDES**

Bryant, Lisa  
Cardaci, Kristen  
Casella, Kristen  
Dillon, Kathleen  
Dorner, Linda  
Drake, Clarissa  
Gray, Megan  
Haibach, April  
Higgs, Christi  
Hilvert, Jennifer  
Howarth, Maisy

McCloskey, Madasyn  
Mercado, Amizadai  
Newby, Mattie  
Peck, Jeannette  
Pettit, Hayley  
Pisieczko, Erin  
Santacrose, Devin  
Tanghare, Lori  
Watson, Jennifer  
Young, Deborah  
Young, Erica

### **PART TIME CLERKS**

Cardaci, Kristen  
Kellaway, Meghann

Marshall, Dorothy



**PART TIME BUS DRIVERS**

Allay, Catherine  
Bosell, Marina  
Byrd, John  
Finkbeiner, Patricia  
Jennings, Paul

Mantzaris, Nicholas  
Moore, Joseph  
Titerence, Christian  
Winter, Gregory

**PART TIME BUS AIDES**

Albert, Janet  
Almodavar, Kim  
Bakley, Kathy  
Bingham, Michael  
Broadnax, Alijah  
Cook, Isaiah  
Franco, Donna

Frazier, Alyssa  
Hilvert, Linda  
Jordan, Heather  
Kraus, Christian  
Roesing, Helena  
Thomas, Keri  
Willis, Alexis

**PART TIME CUSTODIANS**

Cerbo, Danielle  
Ciliberti, James  
Kanas, Sally  
MacDonald, Bradley  
Ridgway, Thomas

Thomas, Sandra  
Townsend, Bruce  
Underwood, Joseph Jr.  
Venuto, Giovanni  
Witkowsky, Alexis

**PART TIME DAY CARE WORKERS**

Cacella, Ashley  
Cucunato, Theresa  
Eckel, Marjorie  
Gracia, Emily  
Hatala, Kathleen  
Hutchinson, Diane  
Jasinski, Amanda  
Lund, Hailey  
Magill, Susan

McCloskey, Madasyn  
Paluch, Taylor  
Robinson, Kaitlynn  
Roesing, Helena  
Schreiner, Rosemary  
Skowronski, Catherine  
Swartz, Emily  
Tamillo, Maryann

**PART TIME FOOD SERVICE**

Delano, Brittany  
Dougherty, Elaine  
Keenan, Darlene  
Lawrence, Tammy  
Mantzaris, Athanasia

Rotchford, Dolores  
Scheyhing, Saizu  
Tomkinson, Lisa  
Zuccato, Lorraine

**PART TIME CAFETERIA AIDES**

Byrne, Elizabeth  
Dillon, Kathleen  
Doherty, Jacqueline  
Gracia, Emily  
Hatala, Kathleen

Locklear, April  
Lund, Hailey  
Paluch, Taylor  
Robinson, Kaitlyn  
Tamilo, Maryann

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**PART TIME VOLUNTEER COORDINATOR**

Benigno, Cynthia (Contracted)

- 5. On the recommendation of the Superintendent, that the following substitute be approved for remainder of the 2021-2022 school year, pending receipt of required documentation: (Backup P-5)

**SUBSTITUTES AVAILABLE TO WORK**

**SUBSTITUTE CLASSROOM AIDE**

*Amanda Dunbar*

**SUBSTITUTE NEEDING MORE DOCUMENTATION**

**SUBSTITUTE CLERK/BUS AIDE/CAFETERIA AIDE**

*Avriana Morales*

**SUBSTITUTE CLASSROOM AIDES**

*Avriana Morales, Abigal Boyle*

**SUBSTITUTE TEACHER**

*Abigal Boyle*

**SUBSTITUTE FOOD SERVICE WORKERS**

*Avriana Morales, Joyce Kreckmann*

- 6. On the recommendation of the Superintendent, that the Lower Township Board of Education accept, with regret, the retirement of Debra Douglass, Day Care Secretary, effective January 1, 2023. (Backup P-6)
- 7. On the recommendation of the Superintendent, that the Lower Township Board of Education accept, with regret, the retirement of Doreen Gantz, 6<sup>th</sup> Grade Teacher at the Sandman Consolidated School, effective December 31, 2022. (Backup P-7)
- 8. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Erin West, Special Education Teacher at the Sandman Consolidated School for placement of MA on the LTEEA Teacher’s Salary Guide, to reflect an increase of credits to her degree, effective June 1, 2022, pending review of transcripts. (Backup P-8)
- 9. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the following FMLA:

<b><u>Employee #</u></b>	<b><u>Position</u></b>	<b><u>Dates Effective</u></b>
5514	Teacher	9/6/22 – 11/1/22

- 10. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Deborah Pruitt, Music Teacher at the Maud Abrams School for placement of MA+15 on the LTEEA Teacher’s Salary Guide, to reflect an increase of

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credits to her degree, effective June 1, 2022 pending review of transcripts. (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. #2 – Maud Abrams 2021-2022.

**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)

<b>NUMBER</b>	<b>TYPE</b>	<b>TITLE</b>
2415.05	Policy	Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment
2622	Policy	Student Assessment
2622	Regulation	Student Assessment
3233	Policy	Political Activities
7540	Policy	Joint Use of Facilities
8465	Policy/ Regulation	Bias Crimes and Bias-Related Acts
9560	Policy	Administration of School Surveys
1648.11	Policy	The Road Forward COVID-19 – Health and Safety

- 2. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the Comprehensive Equity Plan Statement of Assurance 2022-2023. (Backup L-2)

- 3. On the recommendation of the Superintendent, that the Lower Township Board of Education approves the District Calendar for the 2022-2023 school year. (Backup L-3)

**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 7, 2022. (Backup E-1)

**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 without the block.*

**Regular Business:**

<b>PUBLIC HEARING ON 2022-2023 SCHOOL BUDGET {Backup F-Budget}</b>		
		<b><u>Local Tax Levy</u></b>
<b>General Fund</b>	<b>\$25,859,748</b>	<b>\$18,736,395</b>

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<b>Special Revenue Fund</b>	<b>\$ 4,632,446</b>	
<b>Debt Service Fund</b>	<b>\$ 838,813</b>	<b>\$ 547,756</b>
<b>Total Budget</b>	<b>\$31,331,007</b>	<b>\$19,284,151</b>

**Motion:** To open the Public Hearing on the 2022-2023 Lower Township Elementary School District Budget:

**Motion:**\_\_\_\_\_ **Second:**\_\_\_\_\_

Discussion:

All In Favor

**Presentation:** John J. Hansen, School Business Administrator/Board Secretary

**Public Comment:**

**Board Comment:**

**Motion:** To close the Public Hearing on the 2022-2023 Lower Township Elementary School District Budget:

**Motion:**\_\_\_\_\_ **Second:**\_\_\_\_\_

Discussion:

All In Favor

**Motion:** To amend the Public Hearing on the 2022-2023 Lower Township Elementary School District Budget:

**Motion:**\_\_\_\_\_ **Second:**\_\_\_\_\_

Discussion:

All In Favor

**Motion:** To *adopt the budget or adopt the budget as amended* the Public Hearing on the 2022-2023 Lower Township Elementary School District Budget:

**Motion:**\_\_\_\_\_ **Second:**\_\_\_\_\_

Discussion:

All In Favor

**BE IT FURTHER RESOLVED,** to approve the submittal of the **2022-2023 Lower Township Elementary School Budget** to the Executive County Superintendent and establish April 26, 2022, as the date for public hearing:

**BE IT FURTHER RESOLVED,** to acknowledge that the 2022-2023 School Budget, as described above, results in a General Fund Tax Levy of **\$18,736,395;**

**BE IT FURTHER RESOLVED,** that the district establish a maximum of \$17,000 in the 2022-2023 school year for travel related expenditures.

**BE IT FURTHER RESOLVED,** that the district approves the withdrawal of \$300,000

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from Maintenance Reserve per NJAC 6A:23A-14.2 (d).

**BE IT FURTHER RESOLVED**, that the district approves the withdrawal of \$100,000 from Emergency Reserve per NJAC 6A:23A-14.4 (d) for the express purpose of security upgrades to the district radio and intercom systems.

**BE IT FURTHER RESOLVED**, that the district approves the withdrawal of \$25,000 from Capital Reserve per NJAC 6A:23A-14.1 (d) for the express purpose for HVAC replacements.

**BE IT FURTHER RESOLVED**, that the district approves the withdrawal of \$166,112 from the Capital Project fund to reduce the interest payment of the April 1, 2016 \$5,121,000 debt issue.

2. On the recommendation of the School Business Administrator, that the Lower Township Board of Education authorize the rate of pay for 60 credit step 3 aides is \$16.95, effective July 1, 2022 (technical correction).
3. On the recommendation of the School Business Administrator, that the Lower Township Board of Education authorizes the submittal and approval of the 2022 Wellness Grant – Coastal Health Insurance Fund \$10,000 and request \$10,000 from the ACCASBOJIF AELCF Fund in 2022-2023. (Backup F-3)
4. On the recommendation of the School Business Administrator, that the Lower Township Board of Education authorizes the cancellation of the follow state dated checks:

CHECK NUMBER	AMOUNT	CHECK NUMBER	AMOUNT
415097	\$ 100.00	415300	\$ 12.00
415379	\$ 23.00	415844	\$ 14.95
416315	\$ 80.00	416363	\$ 35.00
416377	\$ 100.00	416458	\$ 167.00
416483	\$ 167.00	416491	\$ 167.00
416558	\$ 334.00	416707	\$ 138.00
416726	\$ 46.00	416750	\$ 92.00
416752	\$ 194.99	416779	\$ 17.56
416822	\$ 78.00	416833	\$ 92.00
416857	\$ 157.00	417681	\$ 250.00
418317	\$ 500.00	418340	\$3,150.75
418460	\$2,488.77	418535	\$ 298.50
418682	\$ 14.95	418697	\$ 41.58
418730	\$ 14.95	<b>TOTAL</b>	<b>\$8,775.00</b>

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5. On the recommendation of the School Business Administrator, that the Lower Township Board of Education authorizes the cancellation of the following payroll check:

CHECK NUMBER	AMOUNT
43932	\$ 33.26

6. On the recommendation of the School Business Administrator, that the Lower Township Board of Education rescind Motion F-4 on the February 22, 2022 Board Agenda and approve a Homeless Tuition Contract – Special Education billing portion between Lower Township Board of Education and Wildwood Board of Education for student #19029 in the amount of \$8,434.50 for 2/1/22 to 6/30/22.
7. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve the following, awarded as Professional Services Contracts, for the fiscal year July 1, 2022 through June 30, 2023, as listed: (Backup F-7)
- a. **Auditors** – Inverso & Stewart, LLC – Awarded on a Fair and Open Process.
  - b. **Solicitor** – Brett Gorman, Parker McCay LLC – Awarded on a Fair and Open Process.
  - c. **Behavior Therapy Specialist** – Brett Dinovi & Associates, LLC & Interactive Kids – Awarded on a Fair and Open Process.
  - d. **Bond Counsel** –Parker McCay LLC – Awarded on a Fair and Open Process.
  - e. **Nursing Services** – Preferred Home Health Care & Nursing Services & Bayada Home Health Care, Inc. – Awarded on a Fair and Open Process.
  - f. **Medical Inspector** – Atlanticare – Awarded on a Fair and Open Process.
  - g. **Occupational Therapy** – Stepping Stones Group – Awarded on a Fair and Open Process.
  - h. **Architect of Record** – Garrison Architects- Awarded on a Fair and Open Process.
  - i. **Child Study Team Services** – Cumberland Therapy Services, LLC - Awarded on a Fair and Open Process.
  - j. **Employee Assistance Program** - Shore Counseling, LLC. - Awarded on a Fair and Open Process.
  - k. **Financial Advisor** – Phoenix Advisors, LLC – Awarded on a Fair and Open Process.
  - l. **Physical Therapy Services** – Kimberly Vona – Awarded on a Fair and Open Process.
  - m. **Pediatric Psychiatric Physician** – Shore Behavioral Healthcare – Dr. Momodu – Awarded on a Fair and Open Process.
8. 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, 2022 through June 30, 2023, and execute any

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contracts between the Lower Township Board of Education and the Joint Insurance Fund as listed: (Backup F-8)

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

9. 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, 2022 through June 30, 2023: (Backup F-9)

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

10. 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, 2022 through June 30, 2023: (Backup F-10)

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

11. On the recommendation of the School Business Administrators, that the Lower Township Board of Education approve the Tuition Contract between the Lower Township Board of Education and the Florence Township Board of Education for a special education, DCP&P placed student #189292 in the amount of \$28,416 (estimated tuition for 4 mths \$11,367.20) (Backup F-11)

12. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve the Tuition Contract between the Lower Township Board of Education and the Washington Township Board of Education for student #18244 in the amount of \$16,386 and student #18500 in the amount of \$15,745 for the period March 11, 2022 to June 30, 2022. (Backup F-12)

13. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve the Tuition Contract between the Lower Township Board of Education and the Vineland Board of Education for DCP&P students #19034 and #19035 for the 2021-2022 school year. (Backup F-13)

14. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve the Shared Services Transportation Agreement for the 2022-2023 school year between the Lower Township Board of Education and the Cape May County Special Services School District Board of Education. (Backup F-14)

15. On the recommendation of the Supervisor of Curriculum and Instruction that the Lower Township Board of Education authorize a Purchase Order Contract to The Children's Health Market in the approximate amount of \$11,022. (Backup F-15)

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- 16.** On the recommendation of the School Business Administrator that the Lower Township Board of Education confirms the School Business Administrator's award of \$15,625,000 bond issue dated 5/1/2022 to TBD-4/26/22 at a net interest cost of TBD-4/26/22, consistent with the Note of Sale. (Backup F-16)

**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 to L-3**

**Education: E-1**

**Finance and Insurance: F-1 to F-16**

**Motion: \_\_\_\_\_ Second: \_\_\_\_\_**

**Discussion:**

**Vote:**

Monica DiVito  
Nichole Koch  
Sally Yerik  
Lindsey Selby  
Patricia Smith  
Charles Utsch  
Joseph Thomas  
Michael Mader  
Gary Douglass

**4} NON-CONSENT AGENDA:**

**5} COMMITTEE REPORTS:**

Building and Grounds Committee:  
Curriculum Committee:  
Finance Committee:

**6} EXECUTIVE SESSION:**

**Motion: \_\_\_\_\_ Second: \_\_\_\_\_**

**Discussion:**

**Vote:**

Monica DiVito  
Nichole Koch  
Sally Yerik



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Lindsey Selby  
Patricia Smith  
Charles Utsch  
Joseph Thomas  
Michael Mader  
Gary Douglass

**7} OLD/NEW BUSINESS:**

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

**9} GOOD OF THE ORDER:**

**A}** Next Board Meeting: May 24, 2022

**B}** Fire Drills: 4/12/22 – Mitnick School and Memorial School; 4/14/2022 – Sandman School and Maud Abrams School  
Emergency Drill: April 6, 2022 – Lockdown Drill

**10} ADJOURNMENT:**

**MOTION TO ADJOURN THE MEETING**

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_

**Discussion:**

**All in favor:** \_\_\_\_\_

**Time:** \_\_\_\_\_

F.Y.I.

1. Enrollment
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. N/A
11. Supervisor of Curriculum & Instruction Report
12. Supervisor of Academic Achievement Report
13. Supervisor of Day Care Reports

**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 26, 2022 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.”**  
H.I.B. Sandman #2 2021-2022; H.I.B. Maud Abrams #3 2021-2022; and H.I.B. Memorial School #1 2021-2022

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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”**

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**“(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

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**“(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 as specifically as possible without undermining the need for confidentiality: Employee #5284; #5548; and #5356

**“(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

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

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**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.