

**LOWER TOWNSHIP BOARD OF EDUCATION
AGENDA
WORK SESSION AND REGULAR MEETING
APRIL 26, 2023**

Call to Order:

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

Roll Call:

- Monica DiVito
- Lindsey Selby
- Joseph Thomas
- Charles Utsch
- Lauren Randle
- Jonathan Vile
- Lauren Cox
- Michael Mader
- Gary Douglass

Also in Attendance:

- Jeff Samaniego, Superintendent
- Frank Onorato, Interim School Business Administrator
- Patricia Ryan, Board Secretary
- Brett Gorman, Board Attorney

Agenda Items:

Board discussion on Agenda items

Non-Agenda Items:

Homeschool Families requesting participation in Extracurricular Activities
Supplemental Stabilization Aid/ Preschool Facilities

EXECUTIVE SESSION:

- H.I.B. Sandman #5 (338 #16)
- 338 Sandman #18
- H.I.B. Maud Abrams #6 (338 #11)
- 338 Maud Abrams #12
- Personnel Matters: Employee #4051

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
Lindsey Selby
Joseph Thomas
Charles Utsch
Lauren Randle
Jonathan Vile
Lauren Cox
Michael Mader
Gary Douglass

Also in Attendance:

Jeff Samaniego, Superintendent
Frank Onorato, Interim School Business Administrator
Patricia Ryan, 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, and Cape May Star and Wave, 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.

2021-2023 Board 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

Regular Business:

PUBLIC HEARING ON 2023-2024 SCHOOL BUDGET as advertised:

{Backup F-Budget}

BE IT FURTHER RESOLVED, to approve the submittal of the 2023-2024 Lower Township Elementary School Budget to the Executive County Superintendent and establish April 26, 2023 as the date for public hearing:

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund	\$26,960,515	\$19,254,139
Special Revenue Fund	\$ 4,697,348	
Debt Service Fund	\$ 1,745,386	\$947,134
Total Budget	\$33,403,249	\$20,201,273

BE IT FURTHER RESOLVED, to acknowledge that the 2023-2024 School Budget, as described above, results in a General Fund Tax Levy of \$19,254,139;

BE IT FURTHER RESOLVED, that the district establish a maximum of \$17,000 in the 2023-2024 school year for travel related expenditures.

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 2023-2024 budget, which was approved at the Board of Education meeting held on March 15, 2023.

Motion: To open the Public Hearing on the 2023-2024 Lower Township Elementary School District Budget:

Motion: _____ **Second:** _____

Discussion:
All In Favor

Presentation: Frank Onorato, Interim School Business Administrator & Patricia Ryan, Board Secretary

Public Comment:

Board Comment:

Motion: To close the Public Hearing on the 2023-2024 Lower Township Elementary School District Budget:

Motion: _____ **Second:** _____

Discussion:

All In Favor

Motion: To amend the 2023-2024 Lower Township Elementary School District Budget to reflect the revised interest rate:

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund*	\$26,818,793	\$19,254,139
Special Revenue Fund	\$ 4,697,348	
Debt Service Fund	\$ 1,745,386	\$ 947,134
Total Budget	\$33,261,527	\$20,201,273

BE IT FURTHER RESOLVED, to acknowledge that the 2023-2024 School Budget, as described above, results in a General Fund Tax Levy of \$19,254,139;

BE IT FURTHER RESOLVED, that the district establish a maximum of \$17,000 in the 2023-2024 school year for travel related expenditures.

BE IT FURTHER RESOLVED, that the district approves the withdrawal of \$142,064 from Capital Reserve per NJAC 6A:23A-14.1 (d) for the express purpose of Preschool Facilities Expansion Project at Memorial School.

Motion: _____ **Second:** _____

Discussion:

Vote:

- Monica DiVito
- Lindsey Selby
- Joseph Thomas
- Charles Utsch
- Lauren Randle
- Jonathan Vile
- Lauren Cox
- Michael Mader
- Gary Douglass

Public Comment:

Board Comment:

Motion: To ***adopt the budget or adopt the budget as amended*** from the Public Hearing on the 2023-2024 Lower Township Elementary School District Budget:

Motion: _____ **Second:** _____

Discussion:

Vote:

Monica DiVito
Lindsey Selby
Joseph Thomas
Charles Utsch
Lauren Randle
Jonathan Vile
Lauren Cox
Michael Mader
Gary Douglass

1} REPORTS:

- A}** Board President:
- B}** Superintendent:
- C}** Interim School Business Administrator:
- D}** Presentations:
- E}** Committee Reports:
 - Building and Grounds Committee:
 - Curriculum Committee:
 - Finance Committee:
- F}** Board Comment:

2} APPROVAL OF MINUTES:

March 15, 2023
Regular Meeting & Executive Meeting

Motion: _____ **Second:** _____

Discussion:

Vote:

Monica DiVito
Lindsey Selby
Joseph Thomas
Charles Utsch
Lauren Randle
Jonathan Vile
Lauren Cox
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 **February 28, 2023 and March 31, 2023**, which are in agreement as certified by the Board Secretary, that no budgetary account has been over-expanded, in violation of NJAC 6:20-2.12 (a), (d).

R-2 Approval of Transfers: March 16, 2023-April 26, 2023{Backup R-2}

R-3 Approval of Bill List: March 16, 2022-April 26, 2023 {Backup R-3}

R-4 Approval of Cafeteria Report: March 2023 {Backup R-4}

R-5 Approval of Travel: January 2023 - March 2023 (Backup R-5)

P. Personnel:

1. On the recommendation of the Superintendent, that notice of continuation of employment for the 2023-2024 school year, be issued to the following tenured personnel, as listed below:

ADMINISTRATION:

Bowman, Sarah, Supervisor of Academic Achievement
Cathcart, Van, Principal
Granero, Christina, 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
Read, Lauren, Treasurer of School Monies
Ryan, Patricia, Assistant Business Administrator
Shivers, Christopher, Principal
Witkowsky, Christina, Supervisor of Custodians

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
Ackroyd, Jennifer

Ackroyd, Robert
Ambacher, Ann Marissa

Bada, Annmarie
Baldwin, Molly

Barcas, Bonnie
Barger, Brittany
Baxter, Janet
Bennert, Krista
Blum, Jennifer
Bonino, Tammy
Boyle, Sheryl
Brannan, Megan
Breuss, Jessica
Bridgemen, Joseph
Brion, Lori
Bryan, Jessica
Bryce, Amber
Buckley, Danielle
Cardaci, Amanda
Cobleigh, Ashley
Coombs, Kevin
Cucci-Smith, Jill
D'Aleo, Catherine
Davis, Lindsay
DeShields, Beth
Desmond, Margaret
Dillon, Amanda
Donohue, Jessica
Drake, Pamela Rose
Eckel, Cari
Farreny, Gina
Franklin, Justine
Furey, Christine
Gannon, Alyssa
Gannon, Emily
Gianakopoulos, Eileen
Golden, Holly
Grace, Frances
Griffin, Gerald
Grimes, Jamie
Harris, Jillian
Harron, Keri
Hawthorne, Carol
Heinicke, Casey

Hickok, Sharon
Hinker, Dawn
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
Morris, Madeleine
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
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
Sweeney, Diana
Tester, Darlene
Thompson, Anna
Tostevin, Annika
Viscomi, Elena
Voumard, Genee
Voumard, Rachelle
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

Champion, John	Lloyd, James
Bender, Karen	Morales, Andrew
Cooper, Robert	Muller, Warner
Donati, Bridget	Paget, Mark
Freese, Kathryn	Sherel, Linda
Gioulis, Hannah	Sovani, Joseph
Hunter, Dean	Watson, Nancy
	Williamson, Donna

INSTRUCTIONAL AIDES

Beason, Regina	Smith, Kim
Fisher, Erin	Young, Stacy
Moorby, Karen	

FOOD SERVICE WORKERS

Abrams, LaTrice	Mellina, Alison
Halbruner, Christine	

SECURITY

Boyle, Kevin	Hedum, Mel
Flitcroft, Albert	

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 2023-2024 school year, be issued to the following personnel obtaining tenure, as listed below:

TEACHERS

Downie, Megan	9/19
Filachek, Joseph	9/19
Hisky, Stephanie	9/19
Righter, Beverly	9/19

- 3. On the recommendation of the Superintendent, that notice of continuation of employment for the 2023-2024 school year, be issued to the following non-tenured personnel, 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
Cappelletti, Jeanne	9/21
Carbonaro, Rachelle	9/21
Castellucci, Bethany	9/21
Champion, Emily	9/21
Douglass, Alexis	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
Swan, Lilly	9/21
Sherretta, Amanda	2/22
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

SECRETARIES:

Sterling, Kristin	6/21
Sockriter, Lori	8/21
Casella, Kristen	7/22
Fletcher, Christine	7/22
Taylor, Tracy	7/22
Carter, Patricia	9/22

CUSTODIANS

Castillo, Renata	9/21
Coulter, Diana	9/21
Griffith, Christopher	9/21

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

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 2023-2024 school year, be issued to the following part-time school personnel, as listed below:

60 CREDIT PART TIME CLASSROOM AIDES:

Holden, Sharon	Portewig, Linda
Karvounis, Yifat	Santacroce, Devin
Laub, Amy	Santandrea, Vivian
Lybarger, Lorianne	Sissel, Jan
Miller, Brittany	Solter, Eileen
Moore, Desiree	Weinberg, Ashley
Munizza, Robert	

PART TIME PARAPROFESSIONALS

Bada, Stephanie	Mazzafro, Joan
Barfield, Erica	Molnar, Una
Battaglia, Brianna	Nielson, Kaylee
Bilios, Foteini	Parker, Brooke
Cacella, Ashley	Place, Lauren
Cooper, Donna	Pyffer, Samantha
Dagle, Ashley	Robbins, Morgan
Damiana, Sarah	Salas, Leslie
DeCamillo, Riley	Saunders, Kira
DelConte-Pfetscher, Vienna	Sevilla-Small, Shiella
DiStaulo, Natalie	Small, Cassandra
Frederick, Ashlee	Szczur, Kaitlyn
Giles, Kemalyn	Troiano, Elizabeth
Golden, Paige	Torres, Leslie
Harris, Kathleen	Torres, Pamela
Henry, Pamela	Vanaman, Chelsea
Higgs, Christi	Vassar, Maria
Jordan, Kristine	Weinert, Victoria

Kane, Krista
King, Rabiha
Korosko, Kelly
Laffitte, Nicole
Lawley, Rian

Wilson, Ashley
Wilson-Renna, Jill
Young, Danielle

PART TIME CLASSROOM AIDES

Bedell, Brianna
Bedell, Lori
Bryan, Kaitlyn
Bryant, Lisa
Dorner, Linda
Drake, Clarissa
Gittle, Amber
Gray, Megan
Haibach, April
Hilvert, Jennifer
Jeffries, Sarah
Kellaway, Meghann
Mallek, Jessica
Marshall, Louise

Mercado, Amizadai
Morales, Jennifer
Murray, Danielle
Peck, Jeanette
Pettit, Hayley
Pisieczko, Erin
Santacrose, Devin
Tomes, Lauren
Venuto, Michele
Verbitski, Maureen
Watson, Jennifer
Young, Deborah
Young, Erica

PART TIME CLERKS

Cardaci, Kristen
Eckel, Amanda

Marshall, Dorothy

PART TIME BUS DRIVERS

Allay, Catherine
Bosell, Marina
Byrd, John
Finkbeiner, Patricia
Bukanya, Edward

Mantzaris, Nicholas
Monaghan, Jenna
Moore, Joseph
Titerence, Christian

PART TIME BUS AIDES

Albert, Janet
Bakley, Kathy
Baxter, Kristine
Bingham, Michael
Franco, Donna

Hilvert, Linda
Kraus, Christian
Solter, Eileena
Thomas, Keri
Weiss, Kate

PART TIME CUSTODIANS

Cerbo, Danielle
Ciliberti, James
Conway, Jeffrey
Fastige, David

Gallagher, Aimee
Ridgway, Thomas
Thomas, Sandra
Townsend, Bruce

PART TIME DAY CARE WORKERS

Archer, Alexandria
Beane-Fox, Pamela

Magill, Susan
Michl, Nicole

Brunell, Bailey
Dominguez-Gonzalez, Samantha
Eckel, Majorie
Ervine, Sadie
Gracia, Emily
Hatala, Kathleen
Jasinski, Amanda

Murray, Irena
Rodia, Brandee
Schreiner, Rosemary
Skowronski, Catherine
Swartz, Emily
Tamilio, Maryann

PART TIME FOOD SERVICE

Lawrence, Tammy
Mantzaris, Athanasia
Rotchford, Dolores

Sockriter, Doris
Zuccato, Lorraine

PART TIME CAFETERIA AIDES

Bolton, Angelina
Byrne, Elizabeth
Buthie, June
Doherty, Jacqueline
Douglass, Geraldine

Gonzalez, Samantha
Graham, Rosemary
Hatala, Kathleen
Murray, Irena
Tamilio, Maryann

SCHOOL SECURITY

Whitten, Douglas

PART TIME VOLUNTEER COORDINATOR

TBD

5. On the recommendation of the Superintendent, that the following substitute be approved for remainder of the 2022-2023 school year, pending receipt of required documentation: (Backup P-5)

SUBSTITUTES NEEDING MORE DOCUMENTATION

SUBSTITUTE TEACHERS

Julia Osmundsen, Abigail Fox, Dawn Mastriana, Greg Clayton, Cassidy Coan

SUBSTITUTE PARAPROFESSIONALS

Kiernan Black, Gregg Clayton

SUBSTITUTE CLASSROOM AIDES

Marjorie Hendley, Christina Ernst, Tracy Keller, Kiernan Black, Raymond Brown, Gregg Clayton

SUBSTITUTE DAY CARE AIDES

Marjorie Hendley, Melody Prince, Tracy Keller, Kiernan Black, Abigail Fox

SUBSTITUTE FOOD SERVICE WORKERS

Marjorie Hendley, Melody Prince, Rosemary Graham, Tracy Keller

SUBSTITUTE CAFETERIA AIDES

Rosemary Graham, Tracy Keller

SUBSTITUTE CUSTODIAN

James Lehman

SUBSTITUTE BUS AIDE

Tracy Keller

SUBSTITUTE BUS DRIVER

William Lessig

6. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Amanda Eckel as Part Time Nurse's Clerk at the Carl T. Mitnick School, effective April 27, 2023. (Backup P-6)
7. On the recommendation of the Assistant Business Administrator, that the Lower Township Board of Education approve the Job Description for Accounting Clerk, in the Board Office. (Backup P-7)
8. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Susan Roselli as Temporary 5th Grade Special Education Teacher at the Sandman Consolidated School, effective April 27, 2023 to June 16, 2023. (Backup P-8)
9. On the recommendation of the Superintendent, that the Lower Township Board of Education accept the resignation of Cindy Benigno, Volunteer Coordinator in the District, effective June 14, 2023. (Backup P-9)
10. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the amendment of Motion P-4 on the February 28, 2023 Agenda to reflect the retirement date to May 1, 2023.
11. On the recommendation of the Superintendent, that the Lower Township Board of Education accept, with regret, the retirement of Karen Moorby, LLD Instructional Aide at the Carl T. Mitnick School, effective July 1, 2023. (Backup P-11)
12. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the extension of MLOA for Employee #4085, to May 12, 2023.
13. On the recommendation of the Superintendent, that the Lower Township Board of Education accept, with regret, the retirement of Sabina Muller, Supervisor of Curriculum and Instruction, effective September 1, 2023. (Backup P-13)

4/26/2022

- 14.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve the following Substitute Speech Therapists for the remainder of the 2022-2023:

Joy Silver Carty

Kiera Webb

- 15.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve FMLA for Employee #4051, effective April 19, 2023 to May 26, 2023, pending required documentation.

H. Harassment, Intimidation & Bullying:

- 1.** The Board affirms the actions taken by the Superintendent and the School Safety Teams, for 338 Sandman #16; 338 Sandman #17; HIB Sandman #15; and 338 Maud Abrams #10. (Backup H-1)

L. Legislative and Internal Policies:

- 1.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve the first reading for the following revisions to existing or new Policies/Regulations: (Backup L-1)

<i>NUMBER</i>	<i>TYPE</i>	<i>TITLE</i>
0144	Policy	Board Member Orientation and Training
2520	Policy & Regulation	Instructional Supplies
3217	Policy	Use of Corporal Punishment
4217	Policy	Use of Corporal Punishment
5305	Policy	Health Services Personnel
5308	Policy & Regulation	Student Health Records
5310	Policy & Regulation	Health Services
6112	Policy	Reimbursement of Federal and Other Grant Expenditures
6115.01	Regulation	Federal Awards/Funds Internal Controls - Allowability of Costs
6115.04	Policy	Federal Funds - Duplication of Benefits
6311	Policy	Contracts for Goods or Services Funded by Federal Grants
7440	Policy	School District Security
9100	Policy	Public Relations
9140	Policy	Citizens Advisory Committees
9140	Regulation	Citizens Advisory Committee

- 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)

4/26/2022

3. On the recommendation of the Superintendent, that the Lower Township Board of Education approves the District Calendar for the 2023-2024 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 21, 2023. (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.

1. On the recommendation of the Assistant Business Administrator to approve the following Supplemental Stabilization Aid resolution:

WHEREAS, Pursuant to Senate Bill No. 3732 of 2023, signed into law on April 3, 2023, Lower Township Elementary School District will be able to receive \$658,502;

WHEREAS, On April 3, 2023, the NJ Department of Education issued a memo regarding the process for submitting an application for Supplemental Stabilization Aid, which requires the district to fill out a form to identify how the funds will be used and how the district plans to continue its operations in future years when this funding is no longer available;

WHEREAS, The District intends to utilize the \$658,502 to address school safety and security, student transportation needs, and facilities issues. Specifically, the District would like to continue to upgrade/replace surveillance cameras and security servers throughout the district, where needed; will purchase school buses, as needed, to transport our students; rehabilitate ten classrooms at Memorial School to meet state requirements for Preschool classrooms, specifically classroom size and toilet requirements. These changes will result in the district's preschool program contained in one facility and will increase the amount of available Preschool seats;

WHEREAS, To continue operations in future years when the funding is no longer available, the District will continue to reduce staff through attrition, which may result in increased class size in certain subjects.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Lower Township Elementary School District, that the submission by the Superintendent for Supplemental Stabilization Aid application for \$658,502, is hereby approved at the Board of Education meeting held on this 26th day of April, 2023. (Backup F-1)

4/26/2022

2. On the recommendation of the School Business Administrator, that the Lower Township Board of Education authorizes the cancellation of the follow stale dated checks:

CHECK NUMBER	AMOUNT
419149	\$30.00
419247	\$53.20
419648	\$500.00
419690	\$500.00

3. On the recommendation of the Assistant 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, 2023 through June 30, 2024, and execute any contracts between the Lower Township Board of Education and the Joint Insurance Fund as listed: (Backup F-3)

Risk Management Consultant (RMC)/Liability Insurance Broker – (JIF) 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, 2023 through June 30, 2024:

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

5. 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, 2023 through June 30, 2024:

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

6. On the recommendation of the Assistant Business Administrator, that the Lower Township Board of Education approve the Shared Services Transportation Agreement for the 2023-2024 school year between the Lower Township Board of Education and the Cape May County Special Services School District Board of Education.

7. On the recommendation of the Assistant Business Administrator, that the Lower Township Board of Education approve the amendment of the ARP-HCY-II Homeless Grant, ESEA Grants (Title III), and CRRSA (ESSER II) for FY2023.

8. On the recommendation of the Assistant Business Administrator, that the Lower Township Board of Education approve the application submission for the NJSDA

4/26/2022

Preschool Expansion Project Grant due May 1, 2023, to assist in the funding for rehabilitating ten (10) classrooms at the Memorial School building, which will contain all preschool classes in one facility. (Backup F-8)

9. On the recommendation of the Assistant Business Administrator, that the Lower Township Board of Education accept the Auditors Management Report on Administrative Findings- Financial, Compliance and Performance report for the fiscal year ending June 30, 2022. (Backup F-9)
10. On the recommendation of the Assistant Business Administrator, that the Lower Township Board of Education accept the funds granted from the School Climate Change in the amount of \$6,660. (Backup F-10)
11. On the recommendation of the Assistant Business Administrator, that the Lower Township Board of Education approve the tuition contract with Somers Point Board of Education for student A.K., effective 1/2/2023 through 6/30/2023 for \$10,441.06. (Backup F-11)
12. On the recommendation of the Assistant Business Administrator, that the Lower Township Board of Education accept the funds received from the National School Lunch Program Equipment Assistance Grant totaling \$40,000. Funds to be used to update service lines at Maud Abrams and Memorial Schools. (Backup F-12)
13. On the recommendation of the Assistant Business Administrator, that the Lower Township Board of Education approve the tuition contract with Pineland Learning Center for student J.D. effective 3/28/2023 at a rate of \$330.00/diem (52 days) totaling \$17,160. In addition, cost of Extraordinary Services at a rate of \$195.00/diem (52 days) totaling \$10,140. (Backup F-13)
14. On the recommendation of the Assistant Business Administrator, that the Lower Township Board of Education approve the 2023-2024 Special Education tuition contract rates with Cape May County Special Services School District:
(Backup F-14)

Extended School Year Rates (7/3/2023-8/3/2023)

Tuition (ESY)	\$3,200 per student
One-to-One Aide (ESY)	\$2,950 per student

Regular School Year Annual Rates (9/1/2023-6/30/2024)

Autism	\$43,100 per student
Emotional Regulation Impairment	\$42,750 per student
Multiple Disabilities	\$36,000 per student
Preschool Disabilities	\$39,750 per student

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15. On the recommendation of the Assistant Business Administrator, that the Lower Township Board of Education approve the 2022-2023 Special Education Tuition contract with Middle Township Board of Education for student C.C. to attend CMSSSD effective 9/6/2022 through 6/30/2023 totaling \$26,330. (Backup F-15)
16. On the recommendation of the Assistant Business Administrator, that the Lower Township Board of Education, authorizes the submittal and approval of the 2023 Wellness Grant-Coastal Health Insurance Fund for \$7,500. (Backup F-16)
17. On the recommendation of the Assistant 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 2023-2024, under the direct supervision of Kurt Himstedt, Food Service Director and Patricia Ryan, Assistant Business Administrator/Board Secretary. (Backup F-17)
18. On the recommendation of the Assistant Business Administrator, that the Lower Township Board of Education approve the following resolution:

WHEREAS, the Lower Township Board of Education will authorize Garrison Architects to prepare and submit a Preschool Expansion Grant Project Application for new Preschool classrooms and bathrooms in the existing Memorial School building.

WHEREAS, the district will further authorize Garrison Architects to amend the district's Long Range Facilities Plan (LRFP) to include this project.

MOTION ON CONSENT AGENDA ON ALL MOTIONS LISTED BELOW:

Routine Matters: R-1 to R-5

Personnel: P-1 to P-15

Harassment, Intimidation & Bullying: H-1

Legislative and Internal Policies: L-1 to L-3

Education: E-1

Finance and Insurance: F-1 to F-18

Motion: _____ Second: _____

Discussion:

Vote:

Monica DiVito
Lindsey Selby
Joseph Thomas
Charles Utsch
Lauren Randle
Jonathan Vile
Lauren Cox

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Michael Mader
Gary Douglass

4} NON-CONSENT AGENDA:

5} EXECUTIVE SESSION:

Motion: _____ **Second:** _____

Discussion:

Vote:

Monica DiVito
Lindsey Selby
Joseph Thomas
Charles Utsch
Lauren Randle
Jonathan Vile
Lauren Cox
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, 2023

B} Fire Drills: 3/21/23 - Mitnick School; 3/28/23 - Memorial School; 4/4/23 - Mitnick School; Sandman School - TBD; Maud Abrams School - TBD

Emergency Drill: 3/23/23 - Lockdown Drill All Schools/ 4/19/23 - Active Shooter/Lockdown Drill All Schools

10} ADJOURNMENT:

MOTION TO ADJOURN THE MEETING

Motion: _____ **Second:** _____

Discussion:

All in favor: _____

Time: _____

F.Y.I.

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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
- May Calendar

**LOWER TOWNSHIP BOARD OF EDUCATION
RESOLUTION
AUTHORIZING EXECUTIVE SESSION**

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Lower Township Board of Education to be held in public, N.J.S.A. 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in "Executive Session," i.e. without the public being permitted to attend, and

WHEREAS, the Lower Township Board of Education has determined that ____ issues permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance shall be discussed during an Executive Session to be held on April 26, 2023 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 #5 (338 #16); 338 Sandman #18; H.I.B. Maud Abrams #6 (338 #11); 338 Maud Abrams #12

“(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: Employee #4051



“(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:



“(9) Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

WHEREAS, the length of the Executive Session is estimated to be ____ minutes after which the public meeting of the Board shall reconvene and proceed with business.

NOW, THEREFORE, BE IT RESOLVED that the Lower Township Board of Education will go into Executive Session for **only** the above stated reasons;

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.