

**LOWER TOWNSHIP BOARD OF EDUCATION  
AGENDA  
WORK SESSION & REGULAR MEETING  
APRIL 28, 2020**

**Call to Order:**

**Announcement that this meeting will be conducted as a virtual meeting, and audience participation by conference call.**

Work Session convenes at 6:30 pm.

Regular Meeting convenes immediately after the work session but not earlier than 7:00 p.m. in the Carl T. Mitnick School, 905 Seashore Road, Cape May, NJ 08204.

**Roll Call:**

**Board Members:**

\_\_\_ Monica DiVito  
\_\_\_ Nichole Koch  
\_\_\_ Steve Lewis  
\_\_\_ Michael Mader  
\_\_\_ Charles Utsch  
\_\_\_ Jonathan Vile  
\_\_\_ Sally Yerk  
\_\_\_ Patricia Smith  
\_\_\_ Gary Douglass

**Also in Attendance:**

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

**Salute to the Flag:**

**Public Notice 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.

**EXECUTIVE SESSION:**

**Motion to enter to enter Executive Session to discuss matters of personnel and health insurance contract:**

**Employee #4238 #5591 and all employees listed in P-1**

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

**Discussion:**

**Vote:**

\_\_\_ Monica DiVito  
\_\_\_ Nichole Koch  
\_\_\_ Steve Lewis  
\_\_\_ Michael Mader

\_\_\_ Charles Utsch  
\_\_\_ Jonathan Vile  
\_\_\_ Sally Yerk  
\_\_\_ Patricia Smith  
\_\_\_ Gary Douglass

**OPEN MEETING TO THE PUBLIC**

*PLEASE NOTE: Each speaker shall identify him/herself by giving their name and address and will be allowed to speak once for a period not to exceed four minutes. The public comment portion of all Board Meetings shall not exceed forty minutes in total.*

**REGULAR MEETING:**

**1} REPORTS:**

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

**2} ROUTINE MATTERS:**

**R-1 Approval of Minutes:**

March 10, 2020  
Work Session  
Regular Meeting  
Closed Session

**R-2 Approval of Financial Statements:**

Secretary's and custodian's reports for **March 31, 2020**, which are in Agreement as certified by the Board Secretary, that no budgetary account has been over expended, in violation of NJAC 6:20-2.12(a),(d).

**R-3 Approval of Transfers:** March 11, 2020 - April 28, 2020 {Backup R-3}

**R-4 Approval of Bill List:** March 11, 2020 - April 28, 2020 {Backup R-4}

**R-5 Approval of Cafeteria Report:** April 2020 {Backup R-5}

**R-6 Approval of Travel:** May 2020 {Backup R-6}

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

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

**Discussion:**

**Vote:**

\_\_\_ Monica DiVito  
\_\_\_ Nichole Koch  
\_\_\_ Steve Lewis  
\_\_\_ Michae Mader  
\_\_\_ Charles Utsch  
\_\_\_ Jonathan Vile

Sally Yerk  
 Patricia Smith  
 Gary Douglass

**3} SUGGESTED MOTIONS:**

**P. Personnel:**

*The following items are believed to be items of a routine nature and will be moved as a block of action items. Prior to the roll call vote, any member may ask for discussion on any of the items within the block.*

1. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the following transfers for the 2020-2021 school year:

<b>Staff Member</b>	<b>Current Position</b>	<b>2020-2021</b>	<b>Replacing</b>
Jessica Bryan	Grade 5 Homeroom	PreK	New
Heather LaVancher	Grade 3 Homeroom	PreK	New
Tracy Rutherford	Mitnick LLD	PreK	New
Kim Castellucci	Grade 1 Homeroom	PreK	New
Kim McGarrity	Kinder Homeroom	PreK	New
Elena Viscomi	Grade 6 Homeroom Position Eliminated	Grade 3 Homeroom	Heather LaVancher
Joe Bridgeman	Sandman Computers Position Eliminated	Grade 4 Homeroom	Amanda Lorenz
Erin Kelly	Grade 4 Homeroom Position Eliminated	Grade 3 Homeroom	Additional- enrollment
Sharon Matteucci	Kinder BSIP Position Eliminated	Kinder Homeroom	Kim McGarrity
Jess Breuss	Kinder Homeroom	Grade 1 Homeroom	Kim Castellucci

Chrystie Mahler	Grade K BSIP	Kinder Homeroom	Jess Breuss
Diane Martino	Grade K Math BSIP	Grade K Reading BSIP	Chrystie Mahler
Cari Eckel-	Mit- RC	Mitnick LLD	Tracy Rutherford
Miken Sheets	Grade 2 Homeroom Position Eliminated	Mit- BSIP	Patty McDevitt
Diana Hansberry	Sand- BSIP Position Eliminated	Mit- BSIP	Additional- Title 1
Kim Osmundsen	Sand- AS	Grade 5 Homeroom	Jessica Bryan
Amanda Cardaci	Grade 1 BSIP	Mit- RC	Cari Eckel

Megan Brannan	LLD	ICR Support Mitnick	Lori Brion
Lori Brion	ICR Support Mitnick	ICR Support Memorial	
Jess Donohue	Media Specialist Sandman	Special Area	Joe Bridgeman
Emily Adams	Preschool	LLD Mitnick	Meg Brannon

2 On the recommendation of the Superintendent, that notice of continuation of employment for the 2020-2021 school year, be issued to the following **tenured** personnel, as listed below:

**ADMINISTRATION:**

Muller, Sabina, Supervisor of Curriculum and Instruction  
Bowman, Sarah, Supervisor of Academic Achievement  
Keeler, Debra, Supervisor of Special Services  
Fala, Fred, Supervisor of Buildings and Grounds  
Hewitt, Kelly, Supervisor of Transportation

Shivers, Christopher, Principal  
Cathcart, Van, Principal

**CENTRAL OFFICE:**

Leipert, Joseph, Technology Assistant  
Hooyman, Richard, Technology Assistant  
Sturm, Joann, Technology Assistant  
Jacob, Patricia, Secretary to the Superintendent  
Downie, Leigh, Secretary to the Office of Curriculum & Instruction  
Conley, Christine, Purchasing Agent/Assistant Board Secretary  
Ryan, Patricia, Payroll Clerk

**TEACHERS**

Abrams, Stephanie	Donohue, Jessica	Kelly, Jeffrey
Ackroyd, Jennifer	Eckel, Cari	Kelly, Kristine
Ackroyd, Robert	Flannelly, Sandra	Kennedy, Heather
Adams, Emily	Franklin, Justine	King, Sarah
Bada, Annmarie	Gannon, Alyssa	LaVancher, Heather
Baldwin, Molly	Gantz, Doreen	Levin, Pamela
Barcas, Bonnie	Garagozzo, Heather	Lindsay, Janeen
Barger, Brittany	Georgio-Blum, Jennifer	Lloyd, Erine
Baxter, Janet	Gianakopoulos, Eileen	LoMonaco, Melissa
Blomkvest, Carrin	Giesel, Tara	Long, Laurie
Boyle, Sheryl	Golden, Holly	Lunde, Christina
Brannan, Megan	Gowen, Virginia	Magnavita, Lauren
Brasch, Danielle	Grace, Frances	Mahler, Chrystie
Breuss, Jessica	Grenaro, Christina	Martino, Diane
Bridgemen, Joseph	Griffin, Gerald	Mastalski, Carolanne
Brion, Lori	Hansberry, Diana	Matteucci, Sharon
Bryan, Jessica	Harris, Jillian	Mazari, Kathleen
Bur, Barbara	Harron, Keri	Mestre, Jane
Bur, David	Hart, Barbara	Milstead, Douglas
Calverly, Pamela Rose	Hawthorne, Carol	Morales, Carlos
Camillo, Jennifer	Hickman, Mary	Morris, Madeleine
Cardaci, Amanda	Hickok, Sharon	Morris, Teresa
Cobleigh, Ashley	Hinker, Dawn	Nelson, Hannah
Coombs, Kevin	Holden, Anissa	Nuscis, Amanda
Cucci-Smith, Jill	Hotaling, Stacy	Oleksiak-Hall, Eileen
D'Aleo, Catie	Iames, Krista	O'Neill, Erica
Danze, Matthew	Isenhart, Christina	O'Shea, Allyson
Davis, Lindsay	Johnson, Rebecca	O'Shea, Patricia
DeShields, Beth	Johnson, Gena	Osmundsen, Kimberly
Desmond, Margaret	Johnston, Amber	Osmundsen, Samantha
Donahue, Glenn	Kelly, Dana	Pacevich, Greta

Paras, Alison  
Parkinson, Nicole  
Peterson, Courtney  
Prendergast, Melissa  
Reidenbach, Matthew  
Ridgway, Kymberly  
Risley, Krista  
Rivers, Shannon  
Roach, Krystalynne  
Robinson, Heather  
Robinson, Jeffrey  
Rogers, Kimberly  
Rosenberg, Cynthia  
Roth, Heather

Rutherford, Tracy  
Salerno, Stacey  
Sangillo, Julia  
Scheff, Leanne  
Sekela, Heather  
Sheets, Miken  
Shillingford, Lila  
Skerry, Anne Marie  
Slaney, Crystal  
Smeltzer, Susan  
Smith, Karen  
Spriggs, Sharon  
Sweeten, Janet  
Sweeney, Diana

Temple, Susan  
Tester, Darlene  
Thompson, Anna  
Tostevin, Annika  
Tsosie, Robin  
Vance, Teresa  
Voumard, Genee  
Voumard, Rachelle  
Weeks, Sydney  
West, Erin  
Wilson, Brian  
Wuerker-Reed, Mary Ellen  
Yarwarsky, Sharon  
Young, Greg

### **SECRETARIES**

Bailey, Joanne  
Booth, Mary  
Cardaci, Linda  
Cone, Patricia  
Coover, Teresa  
Einhaus, Theresa

Falck, Debra  
Hunke, Christine  
Jacob, Debra  
Menzano, Jessica  
Paluch, Carla

### **CLERKS**

Barger, Marguerite  
Brooks, Kimberly  
Douglass, Debra  
Geiger, Donna

Gentek, Donna  
Nelson, Susan  
Wunder, Diane

### **CUSTODIANS**

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

Morales, Andrew  
O'Shea, Gary  
Paget, Mark  
Sherel, Linda  
Sovani, Joseph  
Watson, Nancy  
Williamson, Donna  
Witkowski, Christina

### **INSTRUCTIONAL AIDES**

Beason, Regina  
Fisher, Erin  
Gittings, Donna  
Moorby, Karen

Smith, Kim  
Warner, Kathy  
Young, Stacy

**FOOD SERVICE WORKERS**

Abrams, LaTrice                      Hoff, Maria  
Brooks, Kathleen                      Horn, Susan  
Halbruner, Christine                      Mellina, Alison

**SECURITY**

Boyle, Kevin                              Hedum, Mel

**DAY CARE DIRECTOR**

Basco, Shannon

**BEHAVIORAL MANAGEMENT**

Herman, John

**BUS DRIVERS**

Abrams, Lana                              Lafferty, Tanner  
Bingham, Maureen                      Layton, Sherry  
Proud, Edward                              Rementer, Christina

3. On the recommendation of the Superintendent, that notice of continuation of employment for the 2020-2021 school year, be issued to the following personnel **obtaining tenure**, as listed below:

**ADMINISTRATORS**

**DATE HIRED:**

King, John, Principal	7/16
Hickok, Darrin, Supervisor of School Security	9/16
Hansen, John, Business Administrator	1/17

**TEACHERS**

Pierce, Amanda	9/16
Ambacher, Ann Marissa	9/16
Davenport, Victoria	9/16
Rechner, Danielle	9/16
Schlitzer, Sara	9/16
Keeler, Michelle	9/16
Yerk, Bryce	9/16
Furey, Christine	1/17

**ATTENDANCE OFFICER**

Lahn, Donna	8/17
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**BUS MECHANIC**

Kapp, Kevin	10/16
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**SECURITY**

Flitcroft, Albert

9/16

4. On the recommendation of the Superintendent, that notice of continuation of employment for the 2020-2021 school year, be issued to the following **non-tenured** personnel, as listed below:

**ADMINISTRATOR**

**DATE OF HIRE:**

Himstedt, Kurt, Supervisor of Food Service

7/17

**TEACHERS**

Caplan, Jordan

9/17

Farreny, Gina

9/17

McGarrity, Kimberly

9/17

Melo, Jenna

9/17

Milder, Samantha

9/17

Morey, Michael

9/17

Munsick, Jesse

9/17

Pruitt, Deborah

9/17

Castellucci, Kimberly

9/18

Chism, Kasey

9/18

Dillon, Amanda

9/18

Grimes, Jamie

9/18

Hughes, Tammy

9/18

Kelly, Erin

9/18

Shedlock, Meaghan

9/18

McLaughlin, Joanne

9/18

Heinicke, Casey

9/18

Viscomi, Elena

9/18

Bonino, Tammy

1/19

Downie, Megan

9/19

Righter, Beverly

9/19

Filachek, Joseph

9/19

Fowler, Stephanie

11/19

Edwards, Brinley

12/19

**CUSTODIAN**

Bender, Karen

3/20

5. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Kimberly Rogers, 4th Grade Teacher at the Maud Abrams School, for a Maternity Leave of Absence, effective May 26, 2020 to January 4, 2021. (Backup P-6)
6. On the recommendation of the Superintendent, that the Lower Township Board of Education



approve Amanda Nuscis, 1st Grade Teacher at the Carl T. Mitnick School, for a Maternity Leave of Absence, effective June 8, 2020 to November 20, 2020. (Backup P-7)

7. On the recommendation of the Superintendent, that notice of continuation of employment for the 2020-2021 school year, be issued to the following **part-time school personnel**, as listed below:

**PART TIME EMPLOYEES AS OF 4/22/2020**

<b>EE#</b>	<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>JOB TITLE</b>
5603	ABATE	JENNIFER	60 credit part time
5696	BARRECA	SARAH	60 credit part time
4073	BORN	KATRINA	60 credit part time
5575	CHURCH	STEVEN	60 credit part time
5314	DAVIS	KATHRYN	60 credit part time
5561	DISTAULO	NATALIE	60 credit part time
5715	DUNN	JILLIAN	60 credit part time
5649	HARNER	LINDSEY	60 credit part time
5735	HICKMAN	KRYSTA	60 credit part time
5745	HOFFMAN	CATHERINE	60 credit part time
4415	HOLDEN	SHARON	60 credit part time
5218	JORDAN	KRISTINE	60 credit part time
5704	KARVOUNIS	YIFAT	60 credit part time
5506	KRAUS	MICHELLE	60 credit part time
5354	LYBARGER	LORIANNE	60 credit part time
5153	NELSON	MARIA	60 credit part time
5750	PARKER	BROOKE	60 credit part time
4732	PHILLIPS	JEANETTE	60 credit part time
5632	PIRO	ALEXA	60 credit part time
4745	PORTEWIG	LINDA	60 credit part time
5504	REEB	ALIA	60 credit part time
5651	RUTHERFORD	VIRGINIA	60 credit part time
5492	SISSEL	JAN	60 credit part time
5775	SUTTMOELLER	JUSTINE	60 credit part time
5522	WEINBERG	ASHLEY	60 credit part time
5360	YOAST	JOSHUA	60 credit part time
5652	YOST	LEAH	60 credit part time
5774	ZUZULOCK	STEPHANIE	60 credit part time
5600	ALMODOVAR	KIM	Bus Aide PT
5600	ALMODOVAR	KIM	Bus Aide PT
5691	BAKLEY	KATHY	Bus Aide PT
5727	BINGHAM	MICHAEL	Bus Aide PT
5692	BOSELL	MARINA	Bus Aide PT
5777	BURKE	JANET	Bus Aide PT
5716	COOK	ISAIAH	Bus Aide PT
5271	DEBAUN	VICKI	Bus Aide PT
5352	FRANCO	DONNA	Bus Aide PT
5754	FRAZIER	ALYSSA	Bus Aide PT
5744	GELLURA	TALIA	Bus Aide PT

5720	GIUFFRIDA	KAYLA	Bus Aide PT
5609	GONZALEZ	ANGEL	Bus Aide PT
5656	HILVERT	LINDA	Bus Aide PT
5568	JORDAN	HEATHER	Bus Aide PT
5698	KRAUS	CHRISTIAN	Bus Aide PT
5625	NEWMAN	VALERIE	Bus Aide PT
5758	RICHARDSON	DEVIN	Bus Aide PT
5633	SKAIN	DANA	Bus Aide PT
5602	THOMAS	KERI	Bus Aide PT
5602	THOMAS	KERI	Bus Aide PT
5674	VOSS	ELIZABETH	Bus Aide PT
5676	WEISS	KATE	Bus Aide PT
5755	WILLIS	ALEXIS	Bus Aide PT
5519	BYRD	JOHN	Bus Driver PT
5556	DOHERTY	AMANDA	Bus Driver PT
5599	FINKBEINER	PATRICIA	Bus Driver PT
5500	GANTZ	DAVID	Bus Driver PT
5535	GRAY	HELEN	Bus Driver PT
5225	HEWITT	PAUL	Bus Driver PT
5299	JENNINGS	PAUL	Bus Driver PT
5203	LAFFERTY	ANNA	Bus Driver PT
5530	MOORE	JOSEPH	Bus Driver PT
5693	SENDER	ISABELLE	Bus Driver PT
4858	SMITH	JOANNE	Bus Driver PT
4915	TITERENCE	CHRISTIAN	Bus Driver PT
5587	WENGER	RONALD	Bus Driver PT
5613	WINTER	GREGORY	Bus Driver PT
5604	BYRNE	ELIZABETH	CAFE AIDE PT
5588	CONWAY	ELIZABETH	CAFE AIDE PT
5629	DOHERTY	JACQUELINE	CAFE AIDE PT
4376	HATALA	KATHLEEN	CAFE AIDE PT
4376	HATALA	KATHLEEN	CAFE AIDE PT
5523	HUTCHINSON	DIANE	CAFE AIDE PT
5523	HUTCHINSON	DIANE	CAFE AIDE PT
5710	KIRKWOOD	CECILIA	CAFE AIDE PT
5268	LANGE	GINA	CAFE AIDE PT
5752	ROBINSON	KAITLYNN	CAFE AIDE PT
5752	ROBINSON	KAITLYNN	CAFE AIDE PT
5655	SANTANDREA	VIVIAN	CAFE AIDE PT
5647	TAMILIO	MARYANN	CAFE AIDE PT
5647	TAMILIO	MARYANN	CAFE AIDE PT
5114	BRYANT	LISA	Classroom Aide PT
4115	CALVERT	DIANN	Classroom Aide PT
5606	CASELLA	KRISTEN	Classroom Aide PT
4228	GRAY	MEGAN	Classroom Aide PT
5590	HENRY	PAMELA	Classroom Aide PT
4398	HEWITT	JUDITH	Classroom Aide PT
5678	HILVERT	JENNIFER	Classroom Aide PT
5070	JORDAN	SUSAN	Classroom Aide PT

5751	KING	RABIHA	Classroom Aide PT
5612	MERCADO	AMIZADAI	Classroom Aide PT
5748	NELSON	PATRICIA	Classroom Aide PT
5458	OMROD	ROBERTA	Classroom Aide PT
4719	PECK	JEANNETTE	Classroom Aide PT
5617	PISIECZKO	ERIN	Classroom Aide PT
5393	RODRIGUEZ	CLARISSA	Classroom Aide PT
5740	TANGHARE	LORI	Classroom Aide PT
4108	YOUNG	DEBORAH	Classroom Aide PT
4108	YOUNG	DEBORAH	Classroom Aide PT
5355	CARDACI	KRISTEN	Clerk PT
5724	KELLAWAY	MEGHANN	Clerk PT
4981	WHITE	BARBARA	Clerk PT
5700	CASTILLO	RENATA	CUSTODIAN PT
5494	CILIBERTI	JAMES	CUSTODIAN PT
5576	CONWAY	JEFFRY	CUSTODIAN PT
5717	COULTER	DIANNA	CUSTODIAN PT
5765	DONATI	THOMAS	CUSTODIAN PT
5729	GRIFFITH	CHRISTOPHER	CUSTODIAN PT
5610	HORN	JOSEPH	CUSTODIAN PT
5766	KANAS	SALLY	CUSTODIAN PT
5694	MACDONALD	BRADLEE	CUSTODIAN PT
5763	RODRIGUEZ	JANZELL	CUSTODIAN PT
5597	THOMAS THOMPSON,	ANDREW	CUSTODIAN PT
4914	JR.	ROBERT	CUSTODIAN PT
5584	TOWNSEND	BRUCE	CUSTODIAN PT
5234	UNDERWOOD, JR	JOSEPH	CUSTODIAN PT
5635	WITKOWSKY	ALEXIS	CUSTODIAN PT
5707	BONNEY	JULIA	Day Care PT
5728	BRYANT	MELISSA	Day Care PT
4153	CIMINI	KIMBERLY	Day Care PT
5769	CRAWLEY	CIERRA	Day Care PT
4193	CUCUNATO	THERESA	Day Care PT
4261	ECKEL	MARJORIE	Day Care PT
5723	GRACIA	EMILY	Day Care PT
5679	JASINSKI	AMANDA	Day Care PT
5581	NEWMAN	DONNA	Day Care PT
5037	PICCIONI	SARAH	Day Care PT
5640	SCHREINER	ROSEMARY	Day Care PT
5098	SKOWRONSKI	CATHERINE	Day Care PT
5615	STEFANOVICZ	TIFFANY	Day Care PT
5428	SWARTZ	EMILY	Day Care PT
5428	SWARTZ	EMILY	Day Care PT
5753	BOLTON	SOPHIA	FOOD SERVICE WORK PT
5618	BRITTON	THERESA	FOOD SERVICE WORK PT
5565	DELANO	BRITTNEY	FOOD SERVICE WORK PT
5718	KEENAN	DARLENE	FOOD SERVICE WORK PT
5719	LAWRENCE	TAMMY	FOOD SERVICE WORK PT

5281	MANTZARIS	ATHANASIA	FOOD SERVICE WORK PT
5532	ROTCHFORD	DOLORES	FOOD SERVICE WORK PT
5680	SCHEYHING	SAIZU	FOOD SERVICE WORK PT
5049	TOMKINSON	LISA	FOOD SERVICE WORK PT
5661	ZUCCATO	LORRAINE	FOOD SERVICE WORK PT
4008	ADAMS	DEBORAH	Paraprofessional
5373	BADA	STEPHANIE	Paraprofessional
4079	BOYLE	JENNIFER	Paraprofessional
5427	BROOKS	NICOLE	Paraprofessional
5743	CARBONARO	RACHELLE	Paraprofessional
5179	COOPER	DONNA	Paraprofessional
5731	DOUGLASS	ALEXIS	Paraprofessional
5686	HARRIS	KATHLEEN	Paraprofessional
5415	HILL	KELSIE	Paraprofessional
5732	JABER	KAITLYN	Paraprofessional
5620	KANE	KRISTA	Paraprofessional
5648	KAZEMIAN	SARA	Paraprofessional
5238	LOFTUS	KAITLYN	Paraprofessional
5422	MASTALSKI	SARAH	Paraprofessional
5572	MOLNAR	UNA	Paraprofessional
5736	NELSON	ASHLEY	Paraprofessional
5733	OBBERG	MARYANNA	Paraprofessional
5423	SUMMERS	JESSICA	Paraprofessional
5636	TOWNSEND	SHELBY	Paraprofessional
4943	VASSAR	MARIA	Paraprofessional
5734	WHITSETT WILSON	QUENTONA	Paraprofessional
5116	RENNA	JILL	Paraprofessional
4780	YOUNG	DENIELLE	Paraprofessional

8. On the recommendation of the Superintendent, that the Lower Township Board of Education acknowledges and salutes the dedication of the entire Lower Township Elementary School Staff during the COVID-19 closure.

9. On the recommendation of the Superintendent, that the Lower Township Board of Education to suspend employee #4238 without pay starting May 16<sup>th</sup>, 2020.

**H. Harassment, Intimidation & Bullying:**

1. The Board affirms the actions taken by the Superintendent and the School Safety Teams, for Sandman H.I.B. #3 – 2019-2020. (Backup H-1)

**L. Legislative and Internal Policies:**

1. On the recommendation of the Superintendent, that the Lower Township Board of Education approves the District Calendar for the 2020-2021 school year. (Backup L-1)

2. On the recommendation of the Superintendent and the Administrative Team, that the Lower Township Board of Education authorize as the result of the emergency closure use a different grading method for the 3rd and 4th marking periods from March 17, 2020 to the conclusion

of the school year.

3. On the recommendation of the Superintendent and the Administrative Team, that the Lower Township Board of Education confirm the distribution of Chromebooks as outlined in the “Chromebook Loan Program” as the result of the District’s emergency closure based on the result of families who have expressed a need for the Chromebook.
4. On the recommendation of the Superintendent and the School Business Administrator, that the Lower Township Board of Education authorize the Superintendent and the School Business Administrator to temporary furlough part time employees consistent with any law that may be enacted after the April 28<sup>th</sup>, 2020 Board of Education Meeting.

**E. Education: None.**

**MOTION: P-1 to P-9/H-1/L-1 to L-4**

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

**Discussion:**

**Vote:**

- \_\_\_\_ Monica DiVito
- \_\_\_\_ Nichole Koch
- \_\_\_\_ Steve Lewis
- \_\_\_\_ Michael Mader
- \_\_\_\_ Charles Utsch
- \_\_\_\_ Jonathan Vile
- \_\_\_\_ Sally Yerk
- \_\_\_\_ Patricia Smith
- \_\_\_\_ Gary Douglass

**F. Finance and Insurance:**

*The following items are believed to be items of routine matter and will be moved as a block of action items. Prior to the roll call vote, any member may ask for discussion on any of the items within the block.*

**PUBLIC HEARING on 2020-2021 School Budget: (Backup F-Budget 1-3)**

		<u>Local Tax Levy</u>
General Fund	\$27,697,411	\$18,008,838
Special Revenue Fund	\$ 4,191,202	
Debt Service Fund	<u>\$ 317,500</u>	<u>\$ 207,902</u>
<b>Total Budget</b>	<b><u>\$32,206,113</u></b>	<b><u>\$18,216,740</u></b>

1. Motion to open the Public Hearing on the 2020-2021 Lower Township Elementary School District Budget:

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

**Discussion:**

**Vote:** \_\_\_\_ **All in Favor**

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

**Public Comment:**

**Board Comment:**

2. Motion to close the Public Hearing on the 2020-2021 Lower Township Elementary School District Budget:

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

**Discussion:**

**Vote:** \_\_\_\_ **All in Favor**

3. Motion to adopt the 2020-2021 Lower Township School District Budget:

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

**Discussion:**

**Vote:**

\_\_\_\_ Monica DiVito

\_\_\_\_ Nichole Koch

\_\_\_\_ Steve Lewis

\_\_\_\_ Michael Mader

\_\_\_\_ Charles Utsch

\_\_\_\_ Jonathan Vile

\_\_\_\_ Sally Yerk

\_\_\_\_ Patricia Smith

\_\_\_\_ Gary Douglass

**BE IT FURTHER RESOLVED**, to acknowledge that the 2020-2021 School Budget, as described above, results in a General Fund Tax Levy of \$18,008,838 and the total tax levy including debt service is \$18,216,740;

**BE IT FURTHER RESOLVED**, that the district establish a maximum of \$17,000 in the 2020-2021 school year for travel related expenditures.

**BE IT FURTHER RESOLVED**, that the district has anticipated \$300,000 as an item of revenue as a withdrawal from Maintenance Reserve.

**Regular Business:**

1. On the recommendation of the Superintendent and School Business Administrator, that the Lower Township Board of Education authorizes an Inter-Local Service Agreement between the Lower Township Board of Education and Lower Cape May Regional, to provide web design, related services and site lock from July 1, 2020 to June 30, 2023. (Backup F-1)
  
2. On the recommendation of the Superintendent and the School Business Administrator, that the Lower Township Board of Education authorizes the Board President to execute the Settlement Agreement between the Middle Township Board of Education and the Lower Township Board of Education, known as Number EDU06771-2019S/53-3/19. (Backup F-2)
  
3. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approves the Lower Township Tax Payment schedule as follows:

2019-2020 Amt to be Raised \$17,325,947 Due 1/1/20 - 6/30/20 \$8,920,386.50  
2020-2021 Amt to be Raised \$17,840,773 Due 7/1/20 - 12/31/20 \$9,108,370.00  
**Total \$11,028,756.50**

4. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approves to enter into Contract with the Cape May County Special Services School District and Cape May County Shared Services for the 2020-2021 contracts as listed below: (Backup F-3)

Extended School Year (ESY)	\$2,725
ESY 1-1 Aides	\$2,125
Itinerant Services	per schedule

**School Year Programs**

Behavior Disabilities	\$42,250
Multiple Disabilities	\$37,750
Pre-School Disabilities Reg.	\$35,250
Autism	\$39,500
One-to-One Aides	\$21,250

5. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approves to establish the annual tuition rates for attending the Lower Township School District during the 2020-2021 school year: (Backup F-4)

Preschool/K	\$12,708
Grade 1-5	\$14,719
Grade 6	\$13,355
LLD	\$14,361

6. On the recommendation of the School Business Administrator, that the Lower Township Board of Education authorizes the participation with Cape May County Special Services School District cooperative transportation program for 2020-2021 school year.

**MOTION: Finance F-1 to F-6**

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

**Discussion:**

**Vote:**

- \_\_\_\_ Monica DiVito
- \_\_\_\_ Nichole Koch
- \_\_\_\_ Steve Lewis
- \_\_\_\_ Michael Mader
- \_\_\_\_ Charles Utsch
- \_\_\_\_ Jonathan Vile
- \_\_\_\_ Sally Yerk
- \_\_\_\_ Patricia Smith
- \_\_\_\_ Gary Douglass

4} **OLD/NEW BUSINESS:**

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

6} **“GOOD OF THE ORDER”:**

- A} Next Board Meeting: Work Session: May 26, 2020 @ Note Regular Session commences immediately after the Work Session, but not earlier than 6:45 pm.
- B} Emergency Drill:  
Fire Drills:

7} **ADJOURNMENT**

**MOTION TO ADJOURN THE MEETING**

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

**Vote:**

- \_\_\_\_ Monica DiVito
- \_\_\_\_ Nichole Koch
- \_\_\_\_ Steve Lewis
- \_\_\_\_ Michael Mader
- \_\_\_\_ Charles Utsch
- \_\_\_\_ Jonathan Vile
- \_\_\_\_ Sally Yerk
- \_\_\_\_ Patricia Smith
- \_\_\_\_ Gary Douglass



**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   4   issue 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 28, 2020 at 6:40 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

**“(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: Health Insurance

**“(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 #4238 Employee #5591 and Employee listed in Motions P1,

**“(9) Any deliberation of a public body occurring after a public hearing that result in the imposition of a specific civil penalty upon the responding party may 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 20 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.