

**LOWER TOWNSHIP BOARD OF EDUCATION
MINUTES
CLOSE SESSION
APRIL 28, 2020**

The close session was called to order at 6:35 PM. The meeting was a virtual meeting that was held by teleconference.

Board Members Present:

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

Employee #4238

Mr. Gorman and Samaniego discussed the certification charges, process, and the timeline relative to Employee#4238. There were questions by the board concerning the process, and the timing of the charges as it affects the employee.

On the recommendation of the Superintendent, the Lower Township Board of Education certifies the filing of tenure charges against employee #4238.

Motion: **Douglass** Second: **Mader**

Discussion: None

Voting Yes:

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

Employee #5591

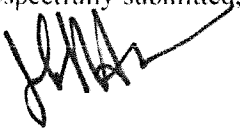
Mr. Samaniego explained the reasons for not offering Employee #5591 a contract for the 2020-2021.

Health Insurance Contract Renewal

Mr. Hansen explained the process of receiving a proposal from the Coastal HIF and the receipt of a renewal and proposal from the current broker on April 29, 2020. The Health Insurance Ad Hoc committee will review and make a recommendation the board for its consideration.

The close session concluded at 6:58 pm, and all members left the teleconference.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'J. Hansen', with a long horizontal flourish extending to the right.

John J. Hansen
School Board Administrator/
Board Secretary

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

Call to Order: Mr. Douglass called the virtual meeting to order at 6:30 PM. He announced that this meeting will be conducted as a virtual meeting, and audience participation by conference call. Mr. Douglass stated that the Regular Meeting would reconvene immediately after the Executive 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 Present:

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.

Mr. Douglass turned the meeting over to Mr. Hansen to conduct.

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: DOUGLASS Second: VILE

Discussion: NONE

Voting Yes:

Monica DiVito
Nichole Koch
Steve Lewis
Michael Mader
Charles Utsch

Jonathan Vile
Sally Yerk
Patricia Smith
Gary Douglass

Motion to reconvene the Regular Meeting at 7:00 PM

Motion: DOUGLASS Second: VILE

All voted in favor

OPEN MEETING TO THE PUBLIC: Mr. Hansen opened to the meeting to the general public and the board members. He asked if there was any public comment, and there was none.

REGULAR MEETING:

1} REPORTS:

A} Superintendent: Mr. Samaniego reviewed the district's response to the school wide closure. He complemented the students, parents, teachers, administrators, support staff, board of education and the entire community during this most difficult time.

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}

3} SUGGESTED MOTIONS: Mr. Hansen reviewed all of the motions in general noting that there was an amendment to P2 & P4.

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:

Staff Member	Current Position	2020-2021	Replacing
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

Ackroyd, Jennifer	Grace, Frances	Oleksiak-Hall, Eileen
Ackroyd, Robert	Grenaro, Christina	O'Neill, Erica
Adams, Emily	Griffin, Gerald	O'Shea, Allyson
Bada, Annmarie	Hansberry, Diana	O'Shea, Patricia
Baldwin, Molly	Harris, Jillian	Osmundsen, Kimberly
Barcas, Bonnie	Harron, Keri	Osmundsen, Samantha
Barger, Brittany	Hart, Barbara	Pacevich, Greta
Baxter, Janet	Hawthorne, Carol	Paras, Alison
Blomkvist, Carrin	Hickman, Mary	Parkinson, Nicole
Boyle, Sheryl	Hickok, Sharon	Peterson, Courtney
Brannan, Megan	Hinker, Dawn	Prendergast, Melissa
Brasch, Danielle	Holden, Anissa	Reidenbach, Matthew
Breuss, Jessica	Hotaling, Stacy	Ridgway, Kymberly
Bridgemen, Joseph	James, Krista	Risley, Krista
Brion, Lori	Isenhardt, Christina	Rivers, Shannon
Bryan, Jessica	Johnson, Rebecca	Roach, Krystalynne
Bur, Barbara	Johnson, Gena	Robinson, Heather
Bur, David	Johnston, Amber	Robinson, Jeffrey
Calverly, Pamela Rose	Kelly, Dana	Rogers, Kimberly
Camillo, Jennifer	Kelly, Jeffrey	Rosenberg, Cynthia
Cardaci, Amanda	Kelly, Kristine	Roth, Heather
Cobleigh, Ashley	Kennedy, Heather	Rutherford, Tracy
Coombs, Kevin	King, Sarah	Salerno, Stacey
Cucci-Smith, Jill	LaVancher, Heather	Sangillo, Julia
D'Aleo, Catie	Levin, Pamela	Scheff, Leanne
Danze, Matthew	Lindsay, Janeen	Sekela, Heather
Davis, Lindsay	Lloyd, Erine	Sheets, Miken
DeShields, Beth	LoMonaco, Melissa	Shillingford, Lila
Desmond, Margaret	Long, Laurie	Skerry, Anne Marie
Donahue, Glenn	Lunde, Christina	Slaney, Crystal
Donohue, Jessica	Magnavita, Lauren	Smeltzer, Susan
Eckel, Cari	Mahler, Chrystie	Smith, Karen
Flannelly, Sandra	Martino, Diane	Spriggs, Sharon
Franklin, Justine	Mastalski, Carolanne	Sweeten, Janet
Gannon, Alyssa	Matteucci, Sharon	Sweeney, Diana
Gantz, Doreen	Mestre, Jane	Temple, Susan
Garagozzo, Heather	Milstead, Douglas	Tester, Darlene
Georgio-Blum, Jennifer	Morales, Carlos	Thompson, Anna
Gianakopoulos, Eileen	Morris, Madeleine	Tostevin, Annika
Giesel, Tara	Morris, Teresa	Tsosie, Robin
Golden, Holly	Nelson, Hannah	Vance, Teresa
Gowen, Virginia	Nuscis, Amanda	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
Roussos, Eileen {added}

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
Muller, Warner

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
Brooks, Kathleen
Halbruner, Christine

Hoff, Maria
Horn, Susan
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
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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
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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
Abrams, Stephanie	9/18
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
Barry, Amanda	9/19
Downie, Megan	9/19
Meehan, Erin	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

EE#	LAST NAME	FIRST NAME	JOB TITLE
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	KELLOWAY	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, JR.	ANDREW	CUSTODIAN PT
4914	JR.	ROBERT	CUSTODIAN PT
5584	TOWNSEND UNDERWOOD, JR	BRUCE	CUSTODIAN PT
5234	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	OBERG	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 16th, 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 28th, 2020 Board of Education Meeting.

E. Education: None.

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>
Total Budget	<u>\$32,206,113</u>	<u>\$18,216,740</u>

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

Motion: VILE Second: LEWIS

Discussion: None

All voted in Favor

Presentation: John J. Hansen, School Business Administrator/Board Secretary discussed the process of formulating the budget with both the board and ad hoc budget committee, the loss of state aid, the addition of preK state aid, increased surplus, and the reduction of appropriations. He mentioned that five (5) teachers were now being funded by the PreK grant. In addition, he mentioned that this budget contained a 1 cent tax increase.

Public Comment: None

Board Comment: *Mr. Douglass mentioned the process and that it was a good budget.*

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

Motion: SMITH Second: VILE

Discussion: None

All voted in Favor

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

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.

Motion: DOUGLASS Second: LEWIS

Discussion: None

Voting Yes:

Monica DiVito

Nichole Koch

Steve Lewis

Michael Mader

Charles Utsch

Jonathan Vile

Sally Yerk

Patricia Smith

Gary Douglass

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 ON ROUTINE MATTERS R-1 TO R-6

MOTION: P-1 P2 as amended & P4 as amend to P-9/H-1/L-1 to L-4

MOTION: Finance F-1 to F-6

Motion: VILE Second: LEWIS

Discussion: None

Voting Yes:

Monica DiVito

Nichole Koch

Steve Lewis

Michael Mader

Charles Utsch

Jonathan Vile

Sally Yerk Abstain Bill List check 41633, P-2, P-3

Patricia Smith Abstain P-2, P-3

Gary Douglass Abstain P-1, P-2, P-7

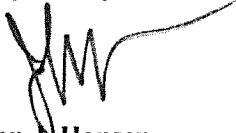
- 4} **OLD/NEW BUSINESS: None**
- 5} **OPEN MEETING TO THE PUBLIC: None**
- 6} **“GOOD OF THE ORDER”:**
A} Next Board Meeting: Work Session: May 26, 2020 @ Note Regular Session commences immediately after the Work Session, but not earlier than 6:45 pm.
B} Emergency Drill:
Fire Drills:
- 7} **ADJOURNMENT**

MOTION TO ADJOURN THE MEETING at 7:20 PM

Motion: VILE Second: LEWIS

All voted in favor

Respectfully submitted,



**John J. Hansen
School Business Administrator/
Board Secretary**

**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 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 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.