

**LOWER TOWNSHIP BOARD OF EDUCATION
MINUTES
EXECUTIVE SESSION
APRIL 30, 2025**

Meeting was called to order at 6:00 p.m.

Members Present:

Lauren Cox
Monica DiVito
James Morris
Lauren Randle
Joseph Thomas
Jonathan Vile
Patricia Smith
Gary Douglass

Absent:

Cynthia Baldacchini

Also in Attendance:

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

Motion to enter into Executive Session:

Motion: Vile **Second:** Smith

All Voted In Favor

Entered Executive Session at 6:13 pm.

EXECUTIVE SESSION:

HIB:

H.I.B. Sandman #2 2024-25; H.I.B. Sandman #3 2024-25; H.I.B. Mitnick #1 2024-25; H.I.B. Mitnick #2 2024-25; H.I.B. Mitnick #3 2024-25; H.I.B. Mitnick #4 2024-25; H.I.B. Maud Abrams #2 2024-25; H.I.B. Maud Abrams #3 2024-25; H.I.B. Maud Abrams #4 2024-25

-Mr. Samaniego reviewed the student issues relative to the following H.I.B. situations and all issues were considered HIB.

Personnel Matters: Employees #4694, #5105, #4574, #5869, #6025, #5768, #5983, #6015, #4839, #5356.

Employee #4694 - Mr. Samaniego discussed the employee's new position next school year.

Employee #5105 - Mr. Samaniego discussed the employee transfer to board office position.

Employee #4574 - Mr. Samaniego discussed his recommendation for the new Early Childhood position.

Employee #5869 - Mr. Samaniego discussed his recommendation for the Supervisor Daycare

Coordinator position.

Employee #6025 - Mr. Samaniego explained employment concerns regarding Employee #6025..

Employee #4839 - Mr. Samaniego discussed the employee's requested transfer.

Employee #6015 - Mr. Samaniego discussed the employee's requested transfer.

Employee #5768 - Mr. Samaniego discussed dissolution of the Accounting Clerk position.

-Mrs. Ryan was excused from the room due to conflict.

Employee #5983 - The board discussed employee's employment with the district.

Employee #5356 -The board discussed employment with the district

This session concluded at 7:23 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Patricia Ryan". The signature is written in black ink and is positioned above the printed name and title.

Patricia Ryan

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 2 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 30, 2025 at 6:13 P.M. and

WHEREAS, the nine (9) exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box within which **the number** of issues to be privately discussed that fall within that exception shall be written, and after each exception is a space where additional information that will disclose as much information about the discussion as possible without undermining the purpose of the exception shall be written.

"(1) Any matter which, by express provision of Federal law, State statute or rule of court shall be rendered confidential or excluded from public discussion." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

"(2) Any matter in which the release of information would impair a right to receive funds from the federal government." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

"(3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly." H.I.B. Sandman #2 2024-25; H.I.B. Sandman #3 2024-25; H.I.B. Mitnick #1 2024-25; H.I.B. Mitnick #2 2024-25; H.I.B. Mitnick #3 2024-25; H.I.B. Mitnick #4 2024-25; H.I.B. Maud Abrams #2 2024-25; H.I.B. Maud Abrams #3 2024-25; H.I.B. Maud Abrams #4 2024-25

“(4) Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body”

“(5) Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is Personnel matters _____

“(6) Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

“(7) Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.” The parties to and docket numbers of each item of litigation and/or the parties to each contract discussed are and nature of the discussion, described as specifically as possible without undermining the need for confidentiality is:

“(8) Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.” Subject to the balancing of the public’s interest and the employee’s privacy rights under South Jersey Publishing Co. v. New Jersey Expressway Authority, 124 N.J. 478, the employee(s) and nature of the discussion, described specifically as possible without undermining the need for confidentiality: Employees #4694; #5105; #4574; #5869; #6025; #5768; #5983; #6015; #4839; #5356

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

WHEREAS, the length of the Executive Session is estimated to be 45 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.

**LOWER TOWNSHIP BOARD OF EDUCATION
MINUTES
WORK SESSION AND REGULAR MEETING
APRIL 30, 2025**

Meeting was called to order at 6:00 p.m.

Work Session Meeting:

Present:

Lauren Cox
Monica DiVito
James Morris
Lauren Randle
Joseph Thomas
Jonathan Vile
Patricia Smith
Gary Douglass

Absent:

Cynthia Baldacchini

Also in Attendance:

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

Agenda Items:

School Calendar 2025-2026 SY

-Mrs. Randle had questions on early dismissal days in May for the 2025-26 school year calendar. The board decided to table this motion until next month.

Upgrade of Fire Alarm Systems

-Mrs. Ryan discussed the details regarding the updating of the fire alarm systems.

Board Meeting Calendar 2025-2026 SY

-Mrs. Ryan made one change to the calendar which included changing July meeting to July 30, 2025 to align with LCMR calendar.

Other

-Mrs. DiVito asked about the Wellness program. Mrs. Ryan will contact Mr. Himstedt about trying to expand the benefits for employees.

-Mrs. Smith stated the LTES Organization Chart needs to be added to the policy, which will be sent to Strauss.

Non-Agenda Items: None

Motion to enter into Executive Session:

Motion: Vile **Second:** Smith

All Voted In Favor

Entered Executive Session at 6:13 p.m.

April 30, 2025

EXECUTIVE SESSION:

HIB: H.I.B. Sandman #2 2024-25; H.I.B. Sandman #3 2024-25; H.I.B. Mitnick #1 2024-25; H.I.B. Mitnick #2 2024-25; H.I.B. Mitnick #3 2024-25; H.I.B. Mitnick #4 2024-25; H.I.B.

Personnel Matters: Employees #4694; #5105; #4574; #5869; #6025; #5768; #5983; #6015; #4839; #5356

Motion to return to Regular Meeting

Motion: Vile **Second:** Smith

All Voted In Favor

Regular Meeting: Started at 6:48 p.m.

Present:

Lauren Cox
Monica DiVito
James Morris
Lauren Randle
Joseph Thomas
Jonathan Vile
Patricia Smith
Gary Douglass

Absent:

Cynthia Baldacchini

Also in Attendance:

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

Salute to the Flag.

Statement:

Notice of this meeting of the Lower Township Board of Education, listing the Agenda as known, was duly sent to the Cape May County Herald - Times Newspaper, The Press of Atlantic City, posted at the Municipal Building, and a copy thereof delivered to the Township Clerk; in accordance with the Open Public Meetings Act.

District Mission Statement:

“Dedicated to academic excellence, Lower Township Elementary Schools will nurture and challenge all students in a safe and innovative learning community. By encouraging respect and responsibility, students become self-directed, passionate, lifelong learners who will reach their potential. We are dedicated to supporting all students in exceeding the New Jersey Student Learning Standards.”

Vision Statement:

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

2022-2024 Board Goal:

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

April 30, 2025

2024-2025 Board Goals:

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

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 2025-2026 SCHOOL BUDGET

{Backup F-Budget}

BUDGET CHANGED FOR TAX LEVY INCENTIVE AID AT THE PUBLIC HEARING*

FINAL Budget Adoption with all other resolutions re-adopted.

Adoption of the FINAL BUDGET, with modifications to the TENTATIVE BUDGET approved by the Interim Executive County Superintendent, Pending NJDOE Approval.

WHEREAS, the Lower Township Board of Education adopted a tentative budget on March 19, 2025, and submitted it to the Executive County Superintendent of Schools for approval, and

WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools on April 9, 2025, and

WHEREAS, the tentative budget was advertised in the legal section of the Cape May Star & Wave newspaper on April 23, 2025, and

WHEREAS, in the proposed FY2026 State Budget, certain districts had the opportunity to apply to the Commission of Education to increase expenditures, including an allocation of Tax Levy Incentive Aid, in order to satisfy the thoroughness and efficiency standards established pursuant to N.J.S.A. 18A:7F-46.

WHEREAS, the Lower Township Board of Education is below local fair share and spending below adequacy to be eligible to participate in this program.

WHEREAS, the Lower Township Board of Education is ***eligible to increase*** expenditures by \$ 5,829,767 and qualify for Tax Levy Incentive Aid in the amount of \$ 291,488.

WHEREAS, the Lower Township Board of Education has been approved the Tax Levy Incentive Aid to allow an increase of \$132,867 to general fund tax levy and additional tax levy incentive aid from the state of \$6,643, total increase of \$139,510 and

WHEREAS, the Lower Township Board of Education has been granted approval to increase expenditures by \$139,510 based on the need to purchase technology equipment for instructional needs, which includes thirty-seven (37) Promethean smart boards and one (1) Smartboard stand for the Maud Abrams classrooms and sixty-six (66) Dell Chromebooks for students districtwide.

April 30, 2025

WHEREAS, the **FINAL BUDGET** including the increase in accordance with the tax levy incentive aid was presented to the public during a public hearing held at the Carl T. Mitnick School Library, 905 Seashore Road, Cape May NJ, on April 30th, 2025.

WHEREAS, the Board of Education has now determined to make modifications to the Tentative Budget as follows:

Increase in Revenues:

Revenue Budget Line	Description	Tentative Budget	Final Budget	Change	Explanation
10-1210-000	Tax Levy	\$20,227,622	\$20,360,489	\$132,867	Tax Levy Incentive Program
10-3190-000	Other State Aid	\$0.00	\$ 6,643	\$ 6,643	Tax Levy Incentive Aid
TOTAL		\$20,227,622	\$20,367,132	\$139,510	

Increase in Appropriations:

Budget Appropriation Line	Description	Tentative Budget	Final Budget	Change	Explanation
11-190-100-610-00	-37 Promethean Smartboards - 1 Smartboard Stand 66- Dell Chromebooks	\$365,000	\$504,510	\$139,510	Technology Equipment for Instructional needs
TOTAL		\$365,000	\$504,510	\$139,510	

NOW, THEREFORE, BE IT RESOLVED that in consideration of the above, the Board of Education hereby adopts the following **FINAL Budget for 2025-2026 SY:**

	<u>Budget</u>	<u>Tax Levy</u>
General Fund	\$ 27,192,333	\$ 20,360,489
Special Revenue	\$ 5,205,679	\$ 0
Debt Service	\$ <u>1,483,230</u>	\$ <u>569,105</u>
Total Base Budget	<u>\$ 33,881,242</u>	<u>\$ 20,929,594</u>

BE IT FURTHER RESOLVED, to acknowledge that the 2025-2026 school budget, as described, results in a General Fund Tax Levy of **\$20,360,489**.

Travel and Related Expense Reimbursement 2025-2026

WHEREAS, the Lower Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.3 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, the Lower Township Board of Education established \$17,000 as the maximum travel amount for the current school year and has expended \$368.00 as of this date; now

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$17,000 for the 2025-2026 school year.

Capital Reserve Withdrawal – Other Capital Projects

BE IT RESOLVED, that included in the general fund appropriations, budget line 620 is a withdrawal from Capital Reserve – Other Capital Projects in the amount of \$150,000 for other capital project costs of Preschool Facility Project. The total cost of this project is \$150,000 which represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards.

Maintenance Reserve Withdrawal

BE IT RESOLVED, that as per N.J.A.C. 6A:23A-14.2(d) the general fund appropriations include a \$175,000 withdrawal from the Maintenance Reserve Account for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26-20.5.

April 30, 2025

Motion: To open the Public Hearing on the 2025-2026 Lower Township Elementary School District Budget:

Motion: Smith **Second:** Vile
Discussion: None
All Voted In Favor

Presentation: Public Hearing Budget Presentation presented by Patricia Ryan, School Business Administrator/Board Secretary.

Public Comment: None

Board Comment: Mr. Thomas congratulated Mrs. Ryan on all her hard work on the budget. Mrs. Smith and Mr. Douglass thanked Mrs. Ryan for the budget and the Public Hearing Presentation.

Motion: To close the Public Hearing on the 2025-2026 Lower Township Elementary School District Budget:

Motion: Douglass **Second:** Randle
Discussion: None
All Voted In Favor

Motion: To *adopt the budget or adopt the budget as amended* from the Public Hearing on the 2025-2026 Lower Township Elementary School District Budget, **pending NJDOE Approval.**

Motion: Smith **Second:** Vile
Discussion: None
All Voted in Favor

- Lauren Cox
- Monica DiVito
- James Morris
- Lauren Randle
- Joseph Thomas
- Jonathan Vile
- Patricia Smith
- Gary Douglass

Absent:
Cynthia Baldacchini

1} REPORTS:

A} Board President: None

B} Superintendent:

-Mr. Samaniego attended the spring concert last night at Maud Abrams and said it was amazing.

-Mr. Samaniego also mentioned that the Multicultural Night is scheduled for May 7th and he would like to thank Mr. King and all the staff who helped with the planning.

April 30, 2025

- Mr. Samaniego reminded everyone of the Education Foundation's golf fundraiser which will take place at Big Little 9 Golf Course on May 4th.
- The NJ Assessment testing will take place next week and Parent Family night was on April 15th and very successful. Mr. Samaniego thanked all who helped and participated.
- Teacher appreciation week will be next week. Thank you to all our teachers and all that they do for our students.

C} School Business Administrator: None

D} Presentations: None

E} Committee Reports

Building and Grounds Committee: None

Committee on Curriculum & Instruction: Mrs. Cox stated that the committee last met on April 10th to discuss the ELA cumulative review, the SASS Committee, and the HIT grant.

Committee on Finance & Facilities: Mr. Douglass stated that the committee last met on April 4 to discuss Tax Levy Incentive Aid grant funding.

Committee on Personnel & Management: Mrs. Smith stated that the committee last met on April 10 & April 28 to discuss staff transfers and new hires.

F} Board Comment:

- Mrs. Cox thanked Mrs. Ryan for her work on the budget and the presentation and also stated that the Family Night was a great event.
- Mrs. Randle was excited for the 1st Annual Multicultural night and for all of the upcoming spring events.
- Mr. Vile attended the chorus concert at Maud Abrams school and said it was wonderful and that he enjoyed attending this event.
- Mrs. Smith inquired about Back to School Night and gave her support to the Cape May Tennis Club for all that they provide to our students. She also explained that Ascenda was present at every session to talk to the students when needed.
- Mrs. DiVito wished all teachers a happy Teacher Appreciation Week and mentioned Thursday, May 1st is Principal Appreciation Day.
- Mr. Douglas also attended the chorus concert and the event was great. He also thanked Mrs. Ryan for all of her work on the budget planning, preparation, and presentation.

2} PUBLIC EXECUTIVE SESSION: None

3} APPROVAL OF MINUTES:

March 19, 2025

Regular Meeting & Executive Meeting

April 9, 2025

Special Work Session & Regular Meeting

Motion: Vile

Second: Cox

Discussion: None

April 30, 2025

Voted Yes:

Lauren Cox
Monica DiVito
James Morris
Lauren Randle
Joseph Thomas
Jonathan Vile
Patricia Smith
Gary Douglass

Absent:

Cynthia Baldacchini

Abstained:

Monica DiVito

4} CONSENT AGENDA:

OPEN MEETING TO THE PUBLIC TO SPEAK ON CONSENT ITEMS ONLY:

PLEASE NOTE: Each speaker shall identify him/herself by giving their name and address and will be allowed to speak once for a period not to exceed four minutes. The public comment portion of all Board Meetings shall not exceed forty minutes in total. Prior to the roll call vote, any member of the board may ask for discussion on any of the items within the block.

-No Public Comments

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.

R. Routine Matters

- R-1 Approval of Financial Statements:** Secretary's and custodian's reports for **March 2025**, which are in agreement as certified by the Board Secretary, that no budgetary account has been over-expended, in violation of NJAC 6:20-2.12 (a), (d).
- R-2 Approval of Transfers:** **March 19, 2025 - April 30, 2025** {Backup R-2}
- R-3 Approval of Bill List:** **March 19, 2025 - April 30, 2025** {Backup R-3}
- R-4 Approval of Cafeteria Report:** **April 2025** {Backup R-4}
- R-5 Approval of Travel:** None.

P. Personnel:

- 1.** On the recommendation of the Superintendent, that notice of continuation of employment for the 2025-2026 school year, be issued to the following tenured personnel, as listed below:

ADMINISTRATION:

Bowman, Sarah, Supervisor of Curriculum and Instruction
Cathcart, Van, Principal
Granero, Christina, Supervisor of Academic Achievement
Gallagher, Christina, Supervisor of Custodians
Hickok, Darrin, Supervisor of School Security
Himstedt, Kurt, Supervisor of Food Services

April 30, 2025

Keeler, Debra, Supervisor of Special Services
King, John, Principal
O'Shea, Gary, Supervisor of Buildings and Grounds
Read, Lauren, Treasurer of School Monies
Shivers, Christopher, Principal

CENTRAL OFFICE:

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

TEACHERS

Abate, Jennifer	Feliciano, Amanda	LoMonaco, Melissa
Abel, Veronica	Filachek, Joseph	Long, Laurie
Abrams, Stephanie	Furey, Christine	Lunde, Christina
Ackroyd, Jennifer	Gannon, Alyssa	Magnavita, Lauren
Ackroyd, Robert	Gannon, Emily	Mahler, Chrystie
Bada, Annmarie	Gianakopoulos, Eileen	Mahon, Jessica
Baldwin, Molly	Golden, Holly	Mastalski, Carolanne
Barcas, Bonnie	Grace, Frances	McGarrity, Kimberly
Barger, Brittany	Griffin, Gerald	McLaughlin, Joanne
Baxter, Janet	Guido, Theresa	Melo, Jenna
Bennert, Krista	Hansen, Melissa	Milder, Samantha
Blum, Jennifer	Harris, Jillian	Mills, Julia
Bonino, Tammy	Harron, Keri	Milstead, Douglas
Bostard, Danielle	Hawthorne, Carol	Morales, Carlos
Boyle, Jennifer	Hinker, Dawn	Munsick, Jesse
Boyle, Sheryl	Hisky, Stephanie	Nash, Carrin
Brannan, Megan	Hoffman, Catherine	Nelson, Hannah
Breuss, Jessica	Holden, Anissa	Nuscis, Amanda
Bridgemen, Joseph	Hotaling, Stacy	O'Neill, Erica
Brion, Lori	Hughes, Tammy	O'Shea, Allyson
Bryan, Jessica	Jaber, Kaitlyn	Osmundsen, Kimberly
Bryce, Amber	Johnson, Gena	Osmundsen, Samantha
Buckley, Danielle	Johnson, Rebecca	Pacevich, Greta
Cavanaugh, Justine	Keeler, Michelle	Paras, Alison
Cobleigh, Ashley	Kelly, Kimberly	Parkinson, Nicole
D'Aleo, Catherine	Kelly, Dana	Peterson, Courtney
Davis, Lindsay	Kelly, Jeffrey	Pierce, Amanda
DeShields, Beth	Kennedy, Heather	Ridgway, Kymberly
Desmond, Margaret	King, Sarah	Riess, Haley
Dillon, Amanda	Laing, Taylor	Righter, Beverly
Donohue, Jessica	Lanzalotti, Heather	Risley, Krista
Drake, Pamela Rose	LaVancher, Heather	Rivers, Shannon
Eckel, Cari	Lindsay, Janeen	Roach, Krystalynne
Farreny, Gina	Lloyd, Erine	Robinson, Heather

April 30, 2025

Robinson, Jeffrey
Rosenberg, Cynthia
Roth, Heather
Rutherford, Tracy
Salerno, Stacey
Sangillo, Julia
Schlitzer, Sara
Sekela, Heather

Sheets, Miken
Shillingford, Lila
Skerry, Anne Marie
Skill, Erin
Slaney, Crystal
Smeltzer, Susan
Spriggs, Sharon
Tester, Darlene

Thompson, Anna
Tostevin, Annika
Viscomi, Elena
Voumard, Genee
Weeks, Sydney
Wilson, Brian
Wuerker, Mary Ellen
Yerk, Bryce

SECRETARIES

Abrams, Lana
Bailey, Joanne
Booth, Mary
Cone, Patricia

Einhaus, Theresa
Geiger, Donna
Hunke, Christine
Wunder, Diane

CLERKS

Barger, Marguerite

Gentek, Donna

CUSTODIANS

Castillo, Renata
Cooper, Robert
Coulter, Dianat
Donati, Bridget
Freese, Kathryn
Gioulis, Hannah
Griffith, Christopher

Hunter, Dean
Lloyd, James
Morales, Andrew
Muller, Warner
Paget, Mark
Sherel, Linda
Williamson, Donna

INSTRUCTIONAL AIDES

Beason, Regina
Smith, Kim

Young, Stacy

FOOD SERVICE WORKERS

Abrams, LaTrice

Mellina, Alison

SECURITY

Boyle, Kevin
Flitcroft, Albert

Hedum, Mel

BUS DRIVERS

Kelly-Rementer, Christina
Lafferty, Anna
Layton, Sherry

Proud, Edward
Wenger, Ronald

BUS MECHANIC

Kevin Kapp

2. On the recommendation of the Superintendent, that notice of continuation of employment for the 2025-2026 school year, be issued to the following personnel **obtaining tenure**, as listed below:

TEACHERS

Cappelletti, Jeanne	9/21
Carbonaro, Rachelle	9/21
Castellucci, Bethany	9/21
Champion, Emily	9/21
Dowe, Lindsay	9/21
Morey, Allison	9/21
Ojasoo, Melissa	9/21
Richartz, Jenna	9/21
Swan, Lilly	9/21

SECRETARIES:

Casella, Kristen	7/22
Fletcher, Christine	7/22
Carter, Patricia	9/22

FOOD SERVICE

Delano, Brittany	9/22
Corbett, Patrick	10/22

SCHOOL SECURITY

Winter, Christopher	10/22
---------------------	-------

3. On the recommendation of the Superintendent, that notice of continuation of employment for the 2025-2026 school year, be issued to the following **non-tenured** personnel, as listed below:

ADMINISTRATORS:

Howgate, Rachel, Principal	8/23
Feltwell, Shannon, Supervisor of Transportation	3/24

CENTRAL OFFICE:

Conley, Aiden, Computer/Network Technology	4/25
--------------------------------------------	------

TEACHERS:

McIntyre, Stephen	9/22
DeFelice, Natalie	9/22
Girard, Alexis	9/22
Nelson, Ashley	9/22
Oberg, Maryanna	9/22
Snyder, Stephanie	9/22
Borchardt, Lisa	10/22
Emery, Rebecca	10/22
Romaine, Mia	1/23

Lihou, Alexandra	9/23
Patterson, Michelle	9/23
Brooks, Nicole	9/23
Damiana, Sara	9/23
Gerry, Shawn	9/23
Distaulo, Natalie	9/24
Peters, Rosie	9/24
Strauss, Brooke	9/24
Walker, Margaret	9/24

SECRETARIES:

Holden, Sharon	8/23
----------------	------

CUSTODIANS

Ridgway, Thomas	9/23
Gallagher, Aimee	2/24
Hunter, Mark	2/24
Macdonald, Brad-Lee	9/24
Hilbert, Stephen	3/25

ASSISTANT BUS MECHANIC

Peschi, Joseph	1/23
----------------	------

FOOD SERVICE

Keenan, Darlene	4/23
-----------------	------

BUS DRIVERS

Bosell, Marina	3/24
Allay, Catherine	9/24
Mantzaris, Nicholas	9/24

SCHOOL SECURITY

Flanagan, John	3/25
----------------	------

4. On the recommendation of the Superintendent, that the notice of continuation of employment for the 2025-2026 school year, be issued to the following **part-time** school personnel, as listed below:

60 CREDIT PART TIME CLASSROOM AIDES:

Christiansen, Hanna	McCloskey, Michelle
Connolly, Kristen	McCloskey, Madasyn
Deangelis, Isabella	McCullen, Taylor
Devine, Allison	O'Mara, Samantha
Gain, Hailey	Schultz, Melissa
Gittle, Amber	Sissel, Jan
Karvounis, Yifat	Spirito, Colleen
Lybarger, Lorianne	Weinberg, Ashley

PART TIME PARAPROFESSIONALS

Bada, Stephanie	Saunders, Kira
Barfield, Erica	Sevilla-Small, Shiella
Bilios, Foteini	Sluk, Courtney
Black, Katherine	Solter, Eileen
Cooper, Donna	Surrán, Jordan
Degrandis, Lyndi	Szczur, Kaitlyn
Foti, Lauren	Torres, Leslie
Giles, Kemmalynn	Torres, Pamela
Henry, Pamela	Vanaman, Chelsea
Hill, Kelsie	Vassar, Maria
Kane, Krista	Weinert, Victoria
Laffitte, Nicole	Wilson, Ashley
Leszczynski, Kelly	Wilson, Lillie
Mazzafro, Joan	Wilson-Renna, Jill
Olsen, Kaitlyn	Lawley, Rian
Place, Lauren	Young, Denielle
Pfiffer, Samantha	
Rafter, Mia	
Robbins, Morgan	
Robinson, Kaitlynn	

PART TIME CLASSROOM AIDES

Bedell, Lori	Peck, Jeannette
Bryan, Kaitlyn	Petrovia, Stacey
Bryant, Lisa	Pettit, Hayley
Drake, Clarissa	Pietro, Jennifer
Felsing, Amanda	Pisieczko, Stacey
Fleming, Kira	Robinson, Ruth
Gray, Megan	Rodriguez-Velez, Eva
Haibach, April	Rush, Meghan
Halbruner, Mariel	Serra, Eriki
Harpster, Lisa	Unruh, Meggan
Hendley, Marjorie	Venuto, Michele
Jeffries, Sarah	Verbitski, Maureen
Marshall, Louise	Young, Erica
Martin, Samantha	Zaccagni, Kristin
Mercado, Amizadai	
Morales, Jennifer	
Miracle, Patricia	
Murray, Danielle	

PART TIME CLERKS

Cardaci, Kristen	Eckel, Amanda
Cunha, Katie	

PART TIME BUS DRIVERS

Axelsson, Andrew	Miller, Ed
Bakke, Glenden	Pasternak, Jack

Bingham, Maureen
Byrd, John
Gonzalez, Cesar

Rodriguez, Dan
Smith, Joanne
Titerence, Christian

PART TIME BUS AIDES

Albert, Janet
Bakley, Kathy
Baxter, Kristine
Bingham, Michael
Danielson, Nancy
DelRio, Megan
Douglass, Debra
Eckel, Carlee
Franco, Donna
Hober, Anita

Johnson, Stephanie
Knapp, Brandee
Magargal, Laurie
Mendo, Buffymarie
Speigel, Suzanne
Taylor, Christina
Tolchin, Terence
Torres, Cindy
West, Jamie

PART TIME CUSTODIANS

Cerbo, Danielle
Ciliberti, James
Day, James

Fastige, David
Muller, Robert, Jr.
Townsend, Bruce

PART TIME DAY CARE WORKERS

Antonelli, Amanda
Beane-Fox, Pamela
Conley, Sharon
Douglass, Geraldine
Eckel, Marjorie
Gain, Mila
Hatala, Kathleen
Jasinski, Amanda
Kersch, Maureen
Knapp, Brandee

McDonough, Patricia
Murray, Irena
Ongos, Joshua
Schreiner, Rosemary
Stone, Julianna
Stone, Rachael
Tamillo, Maryann
Watson, Samantha

PART TIME FOOD SERVICE

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

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

PART TIME CAFETERIA AIDES

Axner, Diane
Buthy, June
Byrne, Elizabeth
Doherty, Jacqueline
Douglass, Geraldine
Graham, Rosemary
Hatala, Kathleen

Murray, Irena
Purcell, Patricia
Rodriguez, Veronica
Spencer, Megan
Tamillo, Maryann
Watson, Samantha
Wenger, Ronald

SCHOOL SECURITY

Whitten, Douglas

PART TIME VOLUNTEER COORDINATOR

Cardillo, Lisa

- 5. On the recommendation of the Superintendent, that the following substitutes be approved for the remainder of the 2024-2025 school year, pending receipt of required documentation: (Backup P-5)

SUBSTITUTES NEEDING MORE DOCUMENTATION

SUBSTITUTE TEACHER

Ryan Salinsky

SUBSTITUTE CLASSROOM AIDES

Ryan Salinsky, Victoria Martino

SUBSTITUTE DAYCARE AIDES

Victoria Martino, Stephanie Hunter, Danae Allen

SUBSTITUTE BUS AIDES

Victoria Martino, Stephanie Hunter, Danae Allen

SUBSTITUTE FOOD SERVICE WORKERS

Stephanie Hunter, Danae Allen

SUBSTITUTE CAFETERIA AIDES

Danae Allen, Sophia Cruz

SUBSTITUTE CUSTODIAN

Stephanie Hunter

- 6. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Non-FMLA/FMLA for the following employees:

<u>Employee #</u>	<u>Effective Dates</u>
#6065	4/7/25 - 5/19/25 (Non-FMLA)
#4953	4/9/25 - 4/17/25 (Non-FMLA)
#4710	4/28/25 - 5/2/25 (Non-FMLA)
#4079	4/28/25 -5/27/25 (FMLA)
#5450	9/1/25 - 2/27/26 (FMLA)

- 7. On the recommendation of the Superintendent, that the Lower Township Board of Education accept the resignation of Athanasia Mantzaris, Part-Time Daily Food Service Worker, effective May 23, 2025. (Backup P-7)

8. On the recommendation of the Superintendent, that the Lower Township Board of Education accept the resignation of Bethanie Kaplan, 3rd Grade Teacher at the Maud Abrams School, effective July 1, 2025. (Backup P-8)

9. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the following transfers effective July 1, 2025:

<u>EMPLOYEE</u>	<u>CURRENT POSITION</u>	<u>TRANSFERRED TO</u>
Christopher Shivers	Principal @ Memorial School	Principal @ Sandman School
Rachel Howgate	Principal @ Mitnick School	Principal @ Memorial School

10. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Allyson O’Shea as Principal at the Carl T. Mitnick School, at a salary of \$103,691, effective July 1, 2025. (Backup P-10)

11. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Desiree Moore as Day Care Coordinator, at a salary of \$45,000, effective June 1, 2025. (Backup P-11)

12. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Kimberly Brooks as Attendance Officer/Supervisor’s Secretary in the District, at a salary of \$50,000, effective June 1, 2025. (Backup P-12)

13. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Carolann Mastalski as Supervisor of Early Childhood at the David C. Douglass Veterans Memorial School, at a salary of \$86,557, effective July 1, 2025. (Backup P-13)

14. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the following on-call substitutes as daily part-time staff:

<u>Employee</u>	<u>Position</u>	<u>Effective Date</u>
Suzanne Speigel	Bus Aide	3/26/25
Holly Saini	Classroom Aide @ Mitnick	3/31/25
Vienna DelConte-Pfetscher	Paraprofessional @ Memorial	4/7/25

15. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Amanda Dillon, Guidance Counselor at the Maud Abrams School, for placement of MA+30 on the LTEEA Teachers’ Salary Guide, to reflect an increase of credits to her degree, effective May 1, 2025. (Backup P-15)

16. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the job description for Behavioral Specialist (Teacher). (Backup P-16)

17. On the recommendation of the Superintendent, that the Lower Township Board of Education accept the resignation of Megan Downie, Preschool Teacher at the Carl T. Mitnick School effective June 30, 2025. (Backup P-17)

H. Harassment, Intimidation & Bullying: None

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 and Regulations: (Backup L-1)

<u>NUMBER</u>	<u>TYPE</u>	<u>TITLE</u>
5751	Regulation	Sexual Harassment of Students

2. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the 2025-2026 District Calendar. (Backup L-2) **(MOTION TABLED)**
3. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the LTES Organizational Chart. (Backup L-3)

E. Education:

1. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the following out of district placement:

2nd grade student to Cape May County Special Services School District 2024-2025 SY

F. Finance and Insurance:

1. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve amendments to the Title II, Title III for FY25 and the High Impact Tutoring grants.
2. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve the following, awarded as an Extraordinary and Unspecified Service (EUS) for the fiscal year July 1, 2025 through June 30, 2026, and execute any contracts between the Lower Township Board of Education and the Atlantic & Cape May Counties School Business Officials Joint Insurance Fund as listed:
Risk Management Consultant (RMC)/Liability Insurance Broker – (JIF) J. Byrne Agency (Backup F-2)
3. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve the following, awarded as an Extraordinary and Unspecified Service (EUS) for the fiscal year July 1, 2025 through June 30, 2026:
Risk Management Consultant (RMC)/Health Insurance Broker – Southern Coastal HIF – J. Byrne Agency
4. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve the renewal with the Southern Coastal Regional Employee Benefit Fund effective July 1, 2025 through June 30, 2028:

WHEREAS, a number of public entities in the State of New Jersey have joined together

to form the Southern Coastal Regional Employee Benefits Fund, hereafter referred to as "FUND", as permitted by N.J.S.A. 11:15-3, 17:1-8.1, and 40A:10-36 et seq., and;

WHEREAS, the FUND was approved to become operational by the Departments of Insurance and Community Affairs and has been operational since that date, and;

WHEREAS, the statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a FUND;

WHEREAS, the governing body of Lower Township Elementary Board of Education, hereinafter referred to as "LOCAL UNIT" has determined that membership in the FUND is in the best interest of the LOCAL UNIT.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the LOCAL UNIT hereby agrees as follows: i. Become a member of the FUND for the period outlined in the LOCAL UNIT's Indemnity and Trust Agreements. ii. Will participate in the following type (s) of coverage (s): a.) Health Insurance as defined pursuant to N.J.S.A. 17B:17-4, the FUND's Bylaws, and Plan of Risk Management. iii. Adopts and approves the FUND's Bylaws. iv. Execute an application for membership and any accompanying certifications.

BE IT FURTHER RESOLVED that the governing body of the LOCAL UNIT is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the FUND as required by the FUND's Bylaws, and to deliver these documents to the FUND's Executive Director with the express reservation that these documents shall become effective only upon:

- i. Approval of the LOCAL UNIT by the FUND.
- ii. Receipt from the LOCAL UNIT of a Resolution accepting assessment.
- iii. Approval by the New Jersey Department of Insurance and Department of Community Affairs. (Backup F-4)

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, 2025 through June 30, 2026:

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

6. On the recommendation of the School Business Administrator, that the Lower Township Board of Education, authorizes the submittal and approval of the 2025 Wellness Grant-Coastal Health Insurance Fund for \$11,580. (Backup F-6)

7. On the recommendation of the School Business Administrator, that the Lower Township Board of Education authorize a purchase order contract to Advanta Health Solutions for the administration of the district's Wellness Program for the school year 2025-2026, under the direct supervision of Kurt Himstedt, Food Service Director and Patricia Ryan, School Business Administrator/Board Secretary.

April 30, 2025

8. On the recommendation of the School Business Administrator, that the Lower Township Board of Education to adopt the 2025-2026 Board of Education meeting dates. (Backup F-8)
9. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve health and prescription benefits renewal through the Southern Coastal Regional Employee Benefits (health) and RX Alliance/PEBT- Benecard (prescription) effective July 1, 2025 through June 30, 2026. (Backup F-9)
10. On the recommendation of the School Business Administrator, that the Lower Township Board of Education to approve contract renewal with E-Rate Consulting Inc. effective April 30, 2025 through June 30, 2027 for E-Rate funding applications. (Backup F-10)
11. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve the shared service agreement for participation in the Cooperative Transportation Agreement with Cape May County Special Services School District for 2025-2026 SY. (Backup F-11)
12. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve the advertising of the following items to be sold on GovDeals: (Backup F-12)

One (1) Seven ton Bumper Jack (Transportation dept.)	\$450.00
One (1) Ten ton Bumper Jack (Transportation dept.)	\$750.00
Fifty (50) Lenovo Chromebooks (Model 100e)	\$10.00/each
13. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve the following:

RESOLUTION FOR THE AWARD OF BIDS:
The Board of Education of the Township of Lower Maud Abrams School, Carl T. Mitnick School and Sandman Consolidated School 2025 Fire Alarm Replacement projects.

INFORMATION: The Board of Education of the Township of Lower previously authorized a Cooperative Pricing Agreement with the Camden County Educational Services Commission Cooperative, CCECS #66CCEPS, Contract #FY21-01. CCECS has publicly bid contract pricing for CM3 Building Solutions Inc. which satisfies the requirements of the Public Schools Contract Law, NJSA 18A:18A-1 et seq. Drawings and Specifications for the procurement of a proposal for Maud Abrams School. Carl T. Mitnick School and Sandman Consolidated School 2025 Fire Alarm Replacement projects were prepared by Garrison Architects.

RECOMMENDATION: It is recommended that Maud Abrams School. Carl T. Mitnick School and Sandman Consolidated School 2025 Fire Alarm Replacement projects be awarded to CM3 Building Solutions, Inc. using the CCECS #66CCEPS in the amount of \$1,600,474.98. The district will be utilizing the balance of the Bond Referendum Series 2022- HVAC Project. (Backup F-13)
14. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve the architectural services required for the fire alarm system replacement by Garrison Architects for the amount of \$125,525. (Backup F-14)

MOTION ON CONSENT AGENDA ON ALL MOTIONS LISTED BELOW:

Routine Matters: R-1 to R-5

Personnel: P-1 to P-17

Harassment, Intimidation & Bullying: None

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

Education: E-1

Finance and Insurance: F-1 to F-14

Motion: Douglass Second: Vile

Discussion: None

Voted Yes

Lauren Cox

Monica DiVito

James Morris

Lauren Randle

Jonathan Vile

Patricia Smith

Gary Douglass- (Abstained from Motions P1, P3, F3, F5 due to conflict)

Absent:

Cynthia Baldacchini

Voted No:

Joseph Thomas

5} NON-CONSENT AGENDA: None

6} EXECUTIVE SESSION: None

7} ADDENDUM

Personnel

A. WHEREAS, N.J.S.A. 18A:28-9 provides that a board of education may “reduce the number of teaching staff members employed in the district whenever, in the judgment of the board, it is advisable to abolish any such positions for reasons of economy or because of reduction in the number of pupils or of change in the administrative or supervisory organization of the district or for other good cause;” and

WHEREAS, for reasons of economy, efficiency and a need to restructure the administrative support of the district, the following existing full-time employee (“FTE”) position is recommended for elimination: Accounting Clerk; and

WHEREAS, based on the foregoing and information provided by the Superintendent, the Lower Township Elementary School District Board of Education finds it advisable to reduce the aforementioned position in the District effective the end of the day on June 30, 2025, through a reduction in force;

IT IS HEREBY RESOLVED by the Lower Township Elementary School District Board of

April 30, 2025

Education as follows:

- a. That upon recommendation of the Superintendent the following position is hereby eliminated, effective as of the end of the day June 30, 2025, as result of a reduction in force: Accounting Clerk;
- b. That the affected employee will promptly receive appropriate notification of his/her employment status; and
- c. That the Superintendent is authorized to provide the necessary notification to the affected employee.

Motion: Douglass Second: Smith
Discussion: None
All Voted in Favor

8} OLD/NEW BUSINESS: None

9} OPEN MEETING TO THE PUBLIC: (public comment rules as read above apply):
- No Public Comments

10} GOOD OF THE ORDER:

- A} Next Board Meeting:** May 28, 2025
- B} Fire Drills:** 4/16/25 - Sandman School; 4/16/25 - Maud Abrams;
4/17/25 - Mitnick School; 4/17/25 - Memorial School
- C} Monthly Emergency Drill:** 4/29/25 - Shelter In Place
- D} Bus Evacuation Drills:** N/A

11} ADJOURNMENT

MOTION TO ADJOURN THE MEETING

Motion: Thomas Second: Vile
All Voted in Favor

This meeting concluded at 7:23 p.m.

Respectfully submitted,



Patricia Ryan
School Business Administrator/Board Secretary

Cape May - Lower Twp

Notice is hereby given to the legal voters of the Lower Township Elementary School District, in the County of Cape May, of the State of New Jersey, that a Public Hearing will be held in the media center/library of the Carl T. Mitnick School, 905 Seashore Road, Cape May NJ 08204, on Wednesday, April 30, 2025, preceding the regular board meeting scheduled to begin at 6:30 pm, for the purpose of conducting a public hearing on the following budget for the 2025-2026 school year.

Advertised Enrollments

Enrollment Categories	October	October	October
	13, 2023	15, 2024	15, 2025
	Actual	Actual	Estimated
Pupils On Roll Regular Full-Time	1,199	1,163	1,247
Pupils On Roll - Special Full-Time	228	234	234
Subtotal - Pupils On Roll	1,427	1,397	1,481
Private School Placements	1	0	1
Pupils Sent to Other Districts - Reg Prog	0	0	1
Pupils Sent to Other Dists - Spec Ed Prog	14	16	16
Pupils Received	14	9	0
Pupils in State Facilities	1	0	1

Generated On 09APR25 at 14:42

Cape May - Lower Twp
Advertised Revenues

Budget Category	Account	2023-24 Actual	2024-25 Revised	2025-26 Proposed
Operating Budget:				
Revenues from Local Sources:				
Local Tax Levy-Base Budget	10-1210	19,254,139	19,831,002	20,227,622
Total Tax Levy	10-121x	19,254,139	19,831,002	20,227,622
Unrestricted Miscellaneous Revenues	10-1XXX	404,090	50,000	50,000
Interest Earned On Current Expense Emergency Reserve	10-1XXX	0	100	100
Interest Earned on Maintenance Reserve	10-1XXX	7,431	100	100
Interest Earned on Capital Reserve Funds	10-1XXX	3,042	100	100
Other Restricted Miscellaneous Revenues / Paycheck Protection Program (APSSDs Only)	10-1XXX	3,680	0	0
Total Revenues from Local Sources		19,672,382	19,881,302	20,277,922
Revenues from State Sources:				
School Choice Aid	10-3116	1,140,840	1,235,376	1,384,228
Categorical Transportation Aid	10-3121	836,392	836,392	533,878
Extraordinary Aid	10-3131	141,471	0	0
Categorical Special Education Aid	10-3132	912,905	912,905	1,650,716
Equalization Aid	10-3176	415,022	184,386	0
Categorical Security Aid	10-3177	492,388	492,388	387,042
Other State Aids	10-3XXX	30,424	61,245	0
State Reimbursement for Menstrual Products	10-3301	0	2,500	2,500
Total Revenues from State Sources		3,969,442	3,725,192	3,958,364
Revenues from Federal Sources:				
Medicaid Reimbursement	10-4200	49,990	55,562	9,566
Total Revenues from Federal Sources		49,990	55,562	9,566
Budgeted Fund Balance-Operating Budget	10-303	0	2,537,509	2,481,971
Withdrawal from Capital Reserve for Local Share	10-307	0	0	150,000
Withdrawal from Maintenance Reserve	10-310	0	325,000	175,000
Adjustment for Prior Year Encumbrances		0	266,258	0
Actual Revenues (Over)/Under Expenditures		296,400	0	0
Total Operating Budget		23,988,214	26,790,823	27,052,823
Grants and Entitlements:				
Student Activity Fund Revenue	20-1760	40,865	40,000	45,000
Total Revenues from Local Sources	20-1XXX	40,865	40,000	45,000
Revenues from State Sources:				
Preschool Education Aid-Prior Year Carryover	20-3218	0	0	4,419
Preschool Education Aid	20-3218	3,605,915	3,749,520	4,136,764
SDA Emergent Needs and Capital Maintenance In School Districts	20-3257	0	600,000	0
Total Revenues from State Sources		3,605,915	4,349,520	4,141,183
Revenues from Federal Sources:				
Title I	20-4411-4416	532,963	500,462	375,347
Title II	20-4451-4455	59,269	76,344	57,258
Title III	20-4491-4494	18,200	16,214	12,161
IDEA Part B (Handicapped)	20-4420-4429	517,252	502,337	376,753
ARP-ESSER Subgrant-Accelerated Learning Coaching and Educator Support Grant	20-4541	48,376	10,308	0
ARP-ESSER Subgrant-New Jersey Tiered System of Supports (NJTSS) Mental Health Support	20-4544	556	0	0
Staffing Grant				
ARP-ESSER	20-4540	483,037	0	0
Other	20-4XXX	117,500	49,013	0
ARP Homeless Children and Youth II Grant	20-4546	3,255	0	0
Total Revenues from Federal Sources		1,780,408	1,154,678	821,519
Transfers from Operating Budget-Pre-Kindergarten (Special Education)	20-5200	138,960	220,560	197,977
Actual Revenues (Over)/Under Expenditures-Student Activity Fund		-2,720	0	0
Total Grants and Entitlements		5,563,428	5,764,758	5,205,679
Repayment of Debt:				
Transfers from Other Funds	40-5200	409,827	0	0
Revenues from Local Sources:				
Local Tax Levy	40-1210	947,134	688,208	569,105
Total Revenues from Local Sources		947,134	688,208	569,105
Revenues from State Sources:				
Debt Service Aid Type II	40-3160	781,194	513,563	504,298

(Continued)

Cape May - Lower Twp
Advertised Revenues

Budget Category	Account	2023-24 Actual	2024-25 Revised	2025-26 Proposed
Budgeted Fund Balance	40-303	0	308,709	409,827
Total Local Repayment of Debt		2,138,155	1,510,480	1,483,230
Actual Revenues (Over)/Under Expenditures		-392,769	0	0
Total Repayment of Debt		1,745,386	1,510,480	1,483,230
Total Revenues/Sources		31,297,028	34,066,061	33,741,732
Deduct Transfer-Transfers from Operating Budget-Pre-Kindergarten (Special Education)	20-5200	138,960	220,560	197,977
Total Revenues/Sources Net of Transfers		31,158,068	33,845,501	33,543,755

Generated On 09APR25 at 14:42

Cape May - Lower Twp
Advertised Appropriations

Budget Category	Account	2023-24 Actual	2024-25 Revised	2025-26 Proposed
General Current Expense:				
Instruction:				
Regular Programs-Instruction	11-1XX-100-XXX	7,054,069	7,438,918	7,265,279
Special Education-Instruction	11-2XX-100-XXX	1,584,123	1,749,926	2,001,911
Bilingual Education-Instruction	11-240-100-XXX	139,719	143,882	151,070
Before/After School Programs	11-421-XXX-XXX	74,319	80,000	75,000
Other Supplemental/At-Risk Programs	11-424-XXX-XXX	12,900	16,000	16,000
Support Services:				
Undistributed Expenditures-Instruction (Tuition)	11-000-100-XXX	297,122	822,734	1,002,561
Undistributed Expenditures-Attendance and Social Work	11-000-211-XXX	28,113	60,705	100,200
Undistributed Expenditures-Health Services	11-000-213-XXX	355,440	379,792	358,289
Undistributed Expenditures-Speech, OT, PT and Related Services	11-000-216-XXX	364,258	365,562	374,547
Undistributed Expenditures-Guidance	11-000-218-XXX	293,384	261,438	319,247
Undistributed Expenditures-Child Study Teams	11-000-219-XXX	1,156,232	1,117,368	1,433,901
Undistributed Expenditures-Improvement of Instruction Services	11-000-221-XXX	96,410	82,784	79,024
Undistributed Expenditures-Education Media Services/Library	11-000-222-XXX	515,907	522,132	507,373
Undistributed Expenditures-Instructional Staff Training Services	11-000-223-XXX	121,437	118,994	114,788
Undistributed Expenditures-Support Services-General Administration	11-000-230-XXX	542,065	549,259	533,316
Undistributed Expenditures-Support Services-School Administration	11-000-240-XXX	728,111	797,440	748,629
Undistributed Expenditures-Central Services	11-000-251-XXX	343,966	379,189	355,482
Undistributed Expenditures-Administrative InformationTechnology	11-000-252-XXX	4,523	8,699	8,500
Undistributed Expenditures-Operation and Maintenance of Plant Services	11-000-26X-XXX	2,866,458	3,003,324	3,129,921
Undistributed Expenditures-Student Transportation Services	11-000-270-XXX	1,231,272	1,246,138	1,465,913
Personal Services-Employee Benefits	11-XXX-XXX-2XX	5,992,467	6,618,713	6,525,226
Total Undistributed Expenditures		14,937,165	16,334,271	17,056,917
Interest Earned on Maintenance Reserve	10-606	0	100	100
Interest Earned on Current Expense Emergency Res	10-607	0	100	100
Total General Current Expense		23,802,295	25,763,197	26,566,377
Capital Expenditures:				
Equipment	12-XXX-XXX-730	179,573	85,353	330,000
Facilities Acquisition and Construction Services	12-000-400-XXX	6,346	942,173	156,346
Interest Deposit to Capital Reserve	10-604	0	100	100
Total Capital Outlay		185,919	1,027,626	486,446
General Fund Grand Total		23,988,214	26,790,823	27,052,823
Special Grants and Entitlements:				
Student Activity Fund	20-475-XXX-XXX	38,145	40,000	45,000
Preschool Education Aid:				
Preschool Education Aid Instruction	20-218-100-XXX	1,987,272	2,014,351	2,098,345
Support Services	20-218-200-XXX	1,757,603	1,955,729	2,205,815
Facility Acquisition and Construction Services	20-218-400-XXX	0	0	35,000
Total Preschool Education Aid	20-218-XXX-XXX	3,744,875	3,970,080	4,339,160
Other State Projects:				
SDA Emergent Needs and Capital Maintenance In School Districts	20-492-XXX-XXX	0	600,000	0
Total Other State Projects		0	600,000	0
Total State Projects	20-XXX-XXX-XXX	3,744,875	4,570,080	4,339,160
Federal Projects:				
Title I	20-XXX-XXX-XXX	532,963	500,462	375,347
Title II	20-XXX-XXX-XXX	59,269	76,344	57,258
Title III	20-XXX-XXX-XXX	18,200	16,214	12,161
IDEA Part B (Handicapped)	20-XXX-XXX-XXX	517,252	502,337	376,753
Other	20-XXX-XXX-XXX	117,500	49,013	0
ARP-ESSER Grant Program	20-487-xxx-xxx	483,037	0	0
ARP-ESSER Subgrant Accelerated Learning Coaching and Educator Support Grant	20-488-xxx-xxx	48,376	10,308	0
ARP-ESSER Subgrant New Jersey Tiered System of Supports (NJTSS) Mental Health Support Staffing Grant	20-491-xxx-xxx	556	0	0
ARP Homeless Children and Youth II	20-496-xxx-xxx	3,255	0	0
Total Federal Projects	20-XXX-XXX-XXX	1,780,408	1,154,678	821,519
Total Special Revenue Funds		5,563,428	5,764,758	5,205,679
Repayment of Debt:				
Total Regular Debt Service	40-701-510-XXX	1,745,386	1,510,480	1,483,230
Total Debt Service Funds		1,745,386	1,510,480	1,483,230
Total Expenditures/Appropriations		31,297,028	34,066,061	33,741,732
Deduct Transfer-Local Contribution-Transfer To Special Revenues-Inclusion	11-105-100-936	138,960	220,560	197,977
Total Expenditures Net of Transfers		31,158,068	33,845,501	33,543,755

Cape May - Lower Twp
 Advertised Recapitulation of Balances

Budget Category	Audited Balance 06-30-2023	Audited Balance 06-30-2024	Estimated Balance 06-30-2025	Estimated Balance 06-30-2026
Unrestricted:				
(General Operating Budget)	3,162,453	1,455,674	647,170	530,491
(Repayment of Debt)	325,767	718,536	409,827	0
Restricted for Specific Purposes:				
(General Operating Budget)				
--Capital Reserve	293,191	796,232	796,332	646,432
--Adult Education Programs	0	0	0	0
--Maintenance Reserve	716,256	1,023,687	698,787	523,887
--Legal Reserve	3,591,673	4,094,297	2,365,292	0
--Unemployment Fund	257,477	261,158	261,158	261,158
--Tuition Reserve	0	0	0	0
--Current Expense Emergency Reserve	150,000	150,000	150,100	150,200
--Impact Aid Reserve for General Expenses (Sections 8002 and 8003)	0	0	0	0
--Impact Aid Reserve for Capital Expenses (Sections 8007 and 8008)	0	0	0	0
(Special Revenue Fund)				
--Student Activity Fund	91,029	93,749	93,749	93,749
--Scholarship Fund	0	0	0	0
(Repayment of Debt)				
--Restricted for Repayment of Debt	0	0	0	0

Generated On 09APR25 at 14:42

Cape May - Lower Twp
Advertised Per Pupil Cost Calculations

Per Pupil Cost Calculations	2022-23	2023-24	2024-25	2024-25	2025-26
	Actual	Actual	Original	Revised	Proposed
	Costs	Costs	Budget	Budget	Budget
Total Budgetary Comparative Per Pupil Cost	\$17,544	\$16,871	\$16,787	\$19,645	\$19,044
Total Classroom Instruction	\$9,999	\$9,512	\$9,701	\$11,203	\$10,604
Classroom-Salaries and Benefits	\$9,623	\$9,175	\$9,344	\$10,769	\$10,228
Classroom-General Supplies and Textbooks	\$254	\$276	\$284	\$327	\$289
Classroom-Purchased Services	\$122	\$61	\$73	\$107	\$87
Total Support Services	\$3,444	\$3,425	\$3,221	\$3,851	\$4,101
Support Services-Salaries and Benefits	\$3,108	\$3,066	\$2,918	\$3,452	\$3,685
Total Administrative Costs	\$1,412	\$1,363	\$1,359	\$1,642	\$1,449
Administration Salaries and Benefits	\$1,128	\$1,118	\$1,118	\$1,359	\$1,190
Total Operations and Maintenance of Plant	\$2,468	\$2,352	\$2,290	\$2,703	\$2,626
Operations and Maintenance-Salaries and Benefits	\$1,747	\$1,753	\$1,591	\$1,881	\$1,807
Board Contribution to Food Services	\$0	\$0	\$0	\$0	\$0
Total Extracurricular Costs	\$0	\$0	\$0	\$0	\$0
Total Equipment Costs	\$165	\$117	\$55	\$61	\$246
Legal Costs	\$64	\$46	\$37	\$43	\$34
Employee Benefits as a percentage of salaries*	37.16%	38.03%	43.58%	41.71%	39.58%

Does not include pension and social security paid by the State on-behalf of the district.
* Federal and State funds in the blended resource school-based budgets.

The information presented in columns 1 through 3 as well as the related descriptions of the per pupil cost calculations are contained in the Taxpayers Guide to Education Spending and can be found on the Department of Education website: <http://www.state.nj.us/education/guide/>. This publication is also available in the board office and public libraries. The same calculations were performed using the 2024-25 revised appropriations and the 2025-26 budgeted appropriations presented in this advertised budget. Total Budgetary Comparative Per Pupil Cost is defined as current expense exclusive of tuition expenditures, transportation, residential costs, and judgments against the school district. For all years it also includes the restricted entitlement aids. With the exception of Total Equipment Cost, each of the other per pupil cost calculations presented is a component of the total comparative per pupil cost, although all components are not shown.

Generated On 09APR25 at 14:42

Cape May - Lower Twp
Capital Projects

Description/Activity	Project Number	Dollar Amount	Eligible for Grant	Request to Exceed Referendum	Funding Source for Request to Exceed Referendum
PRESCHOOL RENOVATIONS AT MEMORIAL SCHOOL	2025-2026 PEA-1	\$150,000	N	N	

The complete budget will be on file and open to examination at the Administration building, (located behind the Carl T. Mitnick School), 905 Seashore Road, Cape May, Cape May County, New Jersey between the hours of 9:00 am and 3:00 pm, Monday through Friday, excluding holidays.

Generated On 09APR25 at 14:42