

**LOWER TOWNSHIP BOARD OF EDUCATION
AGENDA
REGULAR MEETING
MARCH 27, 2018**

Regular Meeting convenes at 7:30 p.m. in the Carl T. Mitnick School, 905 Seashore Road, Cape May, NJ 08204.

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 **L**earning, **T**eaching, **E**xploring, **S**ucceeding.*

2017-2019 Board Goals:

"Increase Board Member understanding of the Lower Township School District finances and broad base categories that make up the school budget, which will carry out the educational plan in a thorough and efficient manner."

2017-2018 Board Goals:

"To proactively support appropriate activities and events throughout the district with increased board member attendance."

District Goals:

"To foster effective communication and positive relationships with students, parents, staff and the community."

"To increase measures that educate parents and students, about the importance of school attendance and its link to student achievement."

1/23/2018

1} REPORTS:

- A} Board President
- B} Superintendent
- C} School Business Administrator
- D} Presentations: **Mr. John King, Maud Abrams Presentations**
- E} Board Comments

PUBLIC COMMENT AGENDA ITEMS: *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.*

2} ROUTINE MATTERS

R-1 Approval of Minutes:

February 27, 2018
 Work Session
 Regular
 Close Session

R-2 Approval of Financial Statements:

Secretary's and custodian's reports for **February 28, 2018**, 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: February 28, 2018-March 26, 2018 {Backup R-3}

R-4 Approval of Bill List: February 28, 2018-March 26, 2018{Backup R-4}

R-5 Approval of Cafeteria Report: February, 2018 {Backup R-5}

R-6 Approval of Travel: April, 2018 {Backup R-6}

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

Motion: _____ **Second:**_____

Discussion:

1/23/2018

Vote:

- ___ Monica DiVito
- ___ Stephen Lewis
- ___ Joseph McKenna
- ___ Joseph Thomas
- ___ Charles Utsch
- ___ Jonathan Vile
- ___ Shaun Whittington
- ___ Patricia Smith, Vice President
- ___ Gary Douglass, President

3} SUGGESTED MOTIONS:

P. Personnel:

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

1. On the recommendation of the Superintendent, that the Board approve the following substitutes for the 2017-2018 school year, pending receipt of required documentation: (Backup P-1)

SUBSTITUTES WITH COMPLETED APPLICATIONS:

SUBSTITUTE TEACHER

Joseph McBride

SUBSTITUTE CAFETERIA AIDE/FOOD SERVICE WORKER

Elsonbaty Ghada

SUBSTITUTE DAY CARE AIDE

Elsonbaty Ghada

SUBSTITUTE BUS AIDE

Elsonbaty Ghada

2. On the recommendation of the Superintendent, that the Lower Township Board of Education approve a Medical Leave of Absence, for Darleen Tester, 1st Grade Teacher at the Carl T. Mitnick School, effective April 24, 2018 until on or about June 5, 2018. (Backup P-2)
3. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the Medical Leave of Absence, for Jacqueline Wagner, Classroom/Cafeteria Aide at the Maud Abrams School, effective March 2, 2018 until on or about June 3, 2018, pending additional information. (Backup P-3)

Legislative and Internal Policies:

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

<i>NUMBER</i>	<i>TYPE</i>	<i>TITLE</i>
7101	Regulation	Educational Adequacy of Capital Projects
7425	Policy	Lead Testing of Water in Schools
7440	Policy & Regulation	School District Security
7441	Policy & Regulation	Electronic Surveillance in School Buildings and on School Grounds
8630	Policy	Bus Driver/Bus Aide Responsibility
8630	Regulation	Emergency School Bus Procedures

2. On the recommendation of the Superintendent, that the Board approve the **first** reading for the following revisions to existing or new Policies and Regulations: (Backup L-2)

<i>NUMBER</i>	<i>TYPE</i>	<i>TITLE</i>
8505	Policy	Wellness Policy/Nutrient Standards for Meals and Other Foods
8507	Policy	Breakfast Offer Versus Serve (OVS)

E. Education:

1. On the recommendation of the Superintendent, that the Lower Township Board of Education, approve the following out of district placement: (Backup E-1)

Case #4398-A: A six year old, Kindergarten student, will have a change in out of district placement, anticipated placement will be to Coastal Learning Center, located in Northfield, NJ.

2. On the recommendation of the Superintendent, that the Board approve the Revised 2017-2018 District Calendar, due to additional snow days. (Backup E-2)

MOTION: P-#1 to P-#3/L-#1 to L-#2/E-#1 to E-#2

Motion: _____ **Second:** _____

Discussion:

1/23/2018

Vote:

- ___ Monica DiVito
- ___ Stephen Lewis
- ___ Joseph McKenna
- ___ Joseph Thomas
- ___ Charles Utsch
- ___ Jonathan Vile
- ___ Shaun Whittington
- ___ Patricia Smith, Vice President
- ___ Gary Douglass, President

F. Finance and Insurance:

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

1. On the recommendation of the Superintendent, that the following Resolution be approved: (Backup F-1)

BE IT FURTHER RESOLVED, to approve the submittal of the **2018-2019 Lower Township Elementary School Budget** to the Executive County Superintendent and establish April 24, 2018, as the date for public hearing: (Backup F-1)

		<u>Local Tax Levy</u>
General Fund	\$28,177,062	\$17,148,584
Special Revenue Fund	\$ 1,266,102	
Debt Service Fund	\$ 283,900	\$ 177,363
Total Budget	\$29,727,064	\$17,325,947

BE IT FURTHER RESOLVED, to acknowledge that the 2018-2019 School Budget, as described above, results in a General Fund Tax Levy of **\$17,325,947**.

BE IT FURTHER RESOLVED, that the district establish a maximum of \$12,000 in the 2018-2019 school year for travel related expenditures.

2. On the recommendation of the School Business Administrator, to approve Phoenix Advisors, LLC, as Continuing Disclosure Agent, for the 2017-2018 school year, in the amount of \$850,00. (Backup F-2)
3. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve Application #3, in the amount of \$40,155.95. (Backup F-3)

2.0	Design Engineering	\$ 6,167.82
3.0	Construction Mgt	\$ 4,901.31
7.	ESCO Overhead	\$ 4,480.64
8.	ESCO Profit	\$ 3,486.18
9.3	Retro-Decommissioning	<u>\$21,130.00</u>
		\$40,155.95

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4. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve amendments to the 2017-2018 ESEA: (Backup F-4)

Title I

	<u>Public</u>	<u>NonPublic</u>
Salaries	\$317,422	\$5,071
Instructional supplies	\$ 43,424	\$4,200
Benefits	\$164,013	\$ 388
Prof & Tech	\$ 5,000	
Other Purchased	<u>\$ 5,453</u>	<u>\$ 98</u>
Totals	\$535,312	\$9,757

Title IIA

Salaries	\$23,000
Benefits	\$ 1,760
Prof & Tech	\$15,000
Other Purchased	\$ 9,328
Supplies	<u>\$ 15,951</u>
Totals	\$65,039

Title III

Salaries	\$ 2,000
Instructional Supplies	\$ 6,951
Benefits	\$ 153
Other Purchased	\$ 1,000
Supplies	<u>\$ 300</u>
	\$ 10,404

MOTION: Finance F-#1 to F-#4

Motion:_____ **Second:**_____

Discussion:

Vote:

- ___ Monica DiVito
- ___ Stephen Lewis
- ___ Joseph McKenna
- ___ Joseph Thomas
- ___ Charles Utsch
- ___ Jonathan Vile
- ___ Shaun Whittington
- ___ Patricia Smith, Vice President
- ___ Gary Douglass, President

1/23/2018

4} OLD/NEW BUSINESS:

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

6} EXECUTIVE SESSION:

Motion: _____ **Citation:** _____ **Estimated Duration:** _____
Second: _____
Discussion:

Vote:

- ___ Monica DiVito
- ___ Stephen Lewis
- ___ Joseph McKenna
- ___ Joseph Thomas
- ___ Charles Utsch
- ___ Jonathan Vile
- ___ Shaun Whittington
- ___ Patricia Smith, Vice President
- ___ Gary Douglass, President

7} Good of the Order:

A} Next Board Meeting: Regular Meeting April 24, 2018 @ 7:30 pm

8} ADJOURNMENT

MOTION TO ADJOURN THE MEETING.

Motion: _____ **Second:** _____
All in Favor: _____ **Opposed:** _____
Time: _____

F.Y.I.

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| 1. Attendance/Enrollment Reports | 7. Supervisor of Special Services Report s | 13. Day Care Report |
| 2. Sandman School Reports | 8. Supervisor of Transportation Reports | April Calendar |
| 3. Maud Abrams School Reports | 9. Supervisor of Food Service Reports | |
| 4. Mitnick School Reports | 10. Board Secretary Report/SBA | |
| 5. Memorial School Reports | 11. Supervisor of Curriculum & Instruction Report (To be supplied) | |
| 6. Supervisor of Special Services Report | 12. Supervisor of Academic Achievement Report | |