

WORK SESSION MINUTES – 4/24/2018

6:00 pm

Call to Order: Board President called the meeting to order.

Roll Call: Board Secretary called the roll.

Roll Call – Board Members Present

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

Also in Attendance:

Jeff Samaniego, Superintendent
John Hansen, Board Secretary
Taylor Ruilova, Board Attorney
Christine Conley, Assistant Board Secretary

1) Administration:

a) Mr. Samaniego

Mr. Samaniego asked that there be a moment of silence for Ralph Bakley at the beginning of the regular meeting. Mr. Bakley had been a member of the Board of Education for 50 years.

Mr. Samaniego reviewed all of the activities during the past and upcoming month, which includes PAARC testing.

b) Mr. Hansen:

Discussion on 2018-2019 budget process: Mr. Hansen thanked Christine Conley for her assistance at the March 27th, 2018

Proposed Meeting Dates-July 1st, 2018-June 30th, 2019 were discussed.

2) Close Session: See Authorizing Executive Session 4/24/18 {if ample time does not exist, will be completed in Regular Meeting}

MOTION: Vile Second: McKenna

All voted in the affirmative Time: 6:50 pm

a) Personnel Issue:

John Hansen Contract-July 1st, 2018-June 30th, 2019

Bus Accident-Employee #5162

b) HIB Sandman #1 (#4379) To be voted on at 4/24/17 meeting
HIB Maud #4614

c) Superintendent's Evaluation

d) Administrator's Contract-expiring 6/30/18 and upcoming meeting date.

- e) Superintendent Evaluation

3) Board Comment:

- a) Board Self Evaluation:
Discussion on the Board Self Evaluation, will be discussed at the June meeting.
- b) Superintendent Evaluation:
Moved to Executive Session
- c) Strategic Planning Status:
Discussion on planning process, scheduled for May 22, 2018 with Field Representative at 6:00 pm

Work session concludes no later than 7:25 pm and proceeds to School Board Presentation & Regular Business Meeting

Motion to Adjourn and proceed to Regular Meeting:

MOTION: Vile Second: McKenna

All voted in the Affirmative

@7:55 pm

Respectfully submitted,



John J. Hansen
School Business Administrator/Board Secretary

**LOWER TOWNSHIP BOARD OF EDUCATION
RESOLUTION
AUTHORIZING EXECUTIVE SESSION-4/24/2018**

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 5 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 24th, 2018 at 6:50 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

_____;

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“(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.” HIB Sandman#1 (4379) & HIB #4614 & Employee #5162

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“(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” Administrator’s Contract Negotiation

“(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

 2

“(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: PERSONNEL-John Hansen 7/1/2018-6/30/19 contract & Superintendent Evaluation

“(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 30 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 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
REGULAR MEETING
APRIL 24, 2018**

Regular Meeting convened 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 Learning, Teaching, Exploring, Succeeding.

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} REPORTS:

- A} Board President
- B} Superintendent: Reviewed the current and upcoming events for the school and the agenda items.
- C} School Business Administrator: Reviewed the agenda items.
- D} Presentations: ***Mr. Van Cathcart, Sandman Presentation***
- 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.*

Stephane Kehoe, thanked the board for her employment over the past.

2} ROUTINE MATTERS

R-1 Approval of Minutes:

March 27, 2018
Work Session
Regular
Close Session

R-2 Approval of Financial Statements:

Secretary's and custodian's reports for **March 31, 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: March 28, 2018-April 24, 2018 {Backup R-3}

R-4 Approval of Bill List: March 28, 2018-April 24, 2018{Backup R-4}

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

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

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

Motion: Vile Second: McKenna

Discussion: None

Voting Yes

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 notice of continuation of employment for the 2018-2019 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
Fala, Fred, Supervisor of Buildings and Grounds
Hewitt, Kelly, Supervisor of Transportation

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, Robert
Ackroyd, Jennifer
Bada, Annmarie
Baldwin, Molly
Barcas, Bonnie
Baxter, Janet
Boyle, Sheryl
Brannan, Megan
Brasch, Danielle
Breuss, Jessica
Bridgemen, Joseph
Brion, Lori
Bryan, Jessica
Bur, Barbara
Bur, David
Camillo, Jennifer
Cardaci, Amanda
Carson, Diane

Cobleigh, Ashley
Coombs, Kevin
Cucci-Smith, Jill
D'Aleo, Catie
Danze, Matthew
Desmond, Margaret
Donahue, Glenn
Donohue, Jessica
Eckel, Cari
Flannelly, Sandra
Franklin, Justine
Gannon, Alyssa
Gantz, Doreen
Garagozzo, Heather
Georgio-Blum, Jennifer
Giesel, Tara
Golden, Holly
Gowen, Virginia

Grace, Frances
Grenaro, Christina
Griffin, Gerald
Hansberry, Diana
Harron, Keri
Hart, Barbara
Hawthorne, Carol
Hickman, Mary
Hickok, Sharon
Hinker, Dawn
Holden, Anissa
Hotaling, Stacy
Iames, Krista
Isenhardt, Christina
Johnson, Rebecca
Johnson, Gena
Kelly, Dana
Kelly, Jeffrey

Kelly, Kristine
Kennedy, Heather
LaVancher, Heather
Levin, Pamela
Lindsay, Janeen
Lloyd, Erine
LoMonaco, Melissa
Long, Laurie
Lunde, Christina
Mahler, Chrystie
Martino, Diane
Mastalski, Carolanne
Matteucci, Sharon
McDevitt, Patricia
McGarry, Eileen
Mestre, Jane
Milstead, Douglas
Morales, Carlos
Morris, Madeleine
Morris, Teresa
Nuscis, Amanda
Obst, Michelle
Oleksiak-Hall, Eileen
O'Neill, Erica
O'Shea, Allyson

O'Shea, Patricia
Osmundsen, Kimberly
Osmundsen, Samantha
Pacevich, Greta
Paras, Alison
Parkinson, Nicole
Parson, Patricia
Peoples, Linda
Peterson, Courtney
Prendergast, Melissa
Rambo, Jenna
Reidenbach, Matthew
Richman, Lynn
Ridgway, Kymberly
Risley, Krista
Rivers, Shannon
Robinson, Heather
Robinson, Jeffrey
Rosenberg, Cynthia
Roth, Heather
Rutherford, Tracy
Salerno, Stacey
Sangillo, Julia
Scheff, Leanne
Sekela, Heather

Sheets, Miken
Shillingford, Lila
Silver-Carty, Joy
Skerry, Anne Marie
Slaney, Crystal
Smeltzer, Susan
Smith, Karen
Spriggs, Sharon
Sweeten, Janet
Sweeney, Diana
Temple, Susan
Tester, Darlene
Thompson, Anna
Tostevin, Annika
Tsosie, Robin
Vance, Teresa
Voumard, Rachelle
Walmsley, Kimberly
Weeks, Sydney
Wilson, Brian
Wuerker-Reed, Mary Ellen
Wunder, Marge
Yarwarsky, Sharon
Young, Gregg

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

CLERKS

Barger, Marguerite
Gentek, Donna

Douglass, Debra

CUSTODIANS

Champion, John
Donati, Bridgit
Lloyd, James
Lowe, Richard
O'Shea, Gary
Pace, Steve

Paget, Mark
Payad, Wilfredo
Sovani, Joseph
Watson, Nancy
Williamson, Donna
Witkowski, Christina

INSTRUCTIONAL AIDES

Beason, Regina	Smith, Kimberly
Fisher, Erin	Wagner, Jacqueline
Gittings, Donna	Warner, Kathy
Moorby, Karen	Young, Stacy

FOOD SERVICE WORKERS

Brooks, Kathleen	Hoff, Maria
Carroll, Fiorella	Horn, Susan
Halbruner, Christine	Mellina, Alison

FOOD SERVICE WORKER

Wunder, George

SECURITY

Boyle, Kevin	Hedum, Mel
Flitcroft, Albert	

DAY CARE DIRECTOR

Basco, Shannon

BEHAVIORAL MANAGEMENT

Dietterich, James	Herman, John
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BUS DRIVERS

Berry, Lana	Rementer, Cristina
Bingham, Maureen	

2. **Suggested Motion:** On the recommendation of the Superintendent, that notice of continuation of employment for the 2018-19 school year, be issued to the following personnel **obtaining tenure**, as listed below:

ADMINISTRATOR

Keeler, Debra, Supervisor of Special Services

DATE HIRED:

1/15

TEACHERS:

Kathleen Mazari
Calverly, Pamela Rose
DeShields, Beth
Magnavita, Lauren
Voumard, Genee
Winter, Erin
Blomkvest, Carrin

DATE HIRED:

9/13
9/14
9/14
9/14
9/14
9/14
10/14

3. **Suggested Motion:** On the recommendation of the Superintendent, that notice of continuation of employment for the 2018-19 school year, be issued to the following **non-tenured** personnel, as listed below:

<u>ADMINISTRATORS</u>	<u>DATE HIRED:</u>
Cathcart, Van, Principal	7/15
Shivers, Christopher, Principal	2/16
King, John, Principal	7/16
Hickok, Darrin, Supervisor of School Security	9/16
Hansen, John, Business Administrator	1/17
Bailey, Nicholas, Principal	1/17
<u>TEACHERS</u>	
Davis, Lindsay	9/15
Johnston, Amber	9/15
King, Sarah	9/15
Morrison, David	9/15
Nelson, Hannah	9/15
Pierce, Amanda	9/15
Adams, Emily	10/15
Ambacher, Ann Marissa	10/15
Roach, Krystalynne	11/15
Barger, Brittany	12/15
Harris, Jillian	1/16
Davenport, Victoria	9/16
Rechner, Danielle	9/16
Schlitzer, Sara	9/16
Keeler, Michelle	9/16
Yerk, Bryce	9/16
Furey, Christine	1/17
Bongiovanni, Andrew	9/17
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
<u>3 VP</u>	
Abate, Jennifer	9/17

CLERKS/SECRETARIES

Crossley, Debra	9/15
Wunder, Diane	9/15
Nelson, Susan	10/15
Brooks, Kimberly	9/16
Geiger, Donna	12/16
Lahn, Donna	8/17

CUSTODIANS

Freese, Kathryn	11/16
Morales, Andrew	1/17
Hunter, Dean	5/17
Sherel, Linda	5/17
Gioulis, Hannah	7/17
Muller, Warner	7/17

BUS DRIVERS

Kavalus, Joseph	9/16
Proud, Edward	9/16
Lafferty, Tanner	9/17
Layton, Sherry	9/17

BUS MECHANIC & ASST. P/T BUS MECHANIC

Kapp, Kevin	10/16
Thomas, Andrew	8/17

FOOD SERVICE WORKER

Abrams, LaTrice	9/16
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4. 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-4)

SUBSTITUTES WITH COMPLETED APPLICATIONS:

SUBSTITUTE TEACHERS

Amanda Dillon, Miranda Gray

5. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Natalie Entz, as a Summer Intern, for LDTC Summer Work, from Rowan effective June 26, 2018 to August 13, 2018. (Backup P-5)
6. On the recommendation of the Superintendent, that the Lower Township Board of Education accept, with regret, the resignation of Stephanie Kehoe, Kindergarten-BSI Teacher, at the David C. Douglass Veteran's Memorial School, effective April 25, 2018. (Backup P-6)

4/24/2018

- 7. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Kelly Edmunds, as Temporary 1st Grade Teacher, at the Carl T. Mitnick School, replacing Darleen Tester, medical leave of absence, effective April 25, 2018 to June 6, 2018. (Backup P-7)
- 8. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Erin Kelly, as Temporary 2nd Grade Teacher, at the Carl T. Mitnick School, replacing Molly Baldwin, maternity leave of absence, effective April 30, 2018 to June 18, 2018. (Backup P-8)
- 9. On the recommendation of the Board of Education, to submit John Hansen, Business Administrator, tentative contract to county Executive Superintendent and Executive Business Administrator for approval.

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

- 2. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the 2018-2019 District Calendar. (Backup L-2)

H. Harassment, Intimidation & Bullying:

- 1. The Board affirms the actions taken by the Superintendent and the School Safety Teams, for H.I.B. Sandman #1 (4379) – 2017-18. (Backup H-1)

MOTION: P-#1 to P-#9 {addendum-#9}/L-#1 & #2/H-#1

Motion as amended: Smith Second: Vile

Discussion: None

Voting Yes

Monica DiVito

Stephen Lewis

Joseph McKenna

Joseph Thomas

Charles Utsch

Jonathan Vile

Shaun Whittington-abstained (Muller/Bowman/Osmundsen/Shivers)

Patricia Smith, Vice President-abstained (Muller/Bowman/K. Smith/King)

Gary Douglass, President-abstained (Muller/Bowman/N. Bailey/K. Ridgway)

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.

PUBLIC HEARING on 2018-2019 School Budget: {Back up F-Budget-1 - 3}

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

1. Motion to open the Public Hearing on the 2018-2019 Lower Township Elementary School District Budget:

Motion: McKenna Second: Whittington

Discussion: None

All voted in the affirmative

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

Public Comment: None

Board Comment: The board commented on the budget process.

2. Motion to close the Public Hearing on the 2018-2019 Lower Township Elementary School District Budget:

Motion: Vile Second: McKenna

Discussion: None

All voted in the Affirmative

3. Motion to adopt the 2018-2019 Lower Township Elementary School District Budget:

Motion: McKenna Second: Smith

Discussion: None

Vote: Voting Yes

- Monica DiVito
- Stephen Lewis
- Joseph McKenna
- Joseph Thomas
- Charles Utsch
- Jonathan Vile

4/24/2018

Shaun Whittington

Patricia Smith, Vice President

Gary Douglass, President

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

BE IT FURTHER RESOLVED, to adopt the 2018-2019 School Budget, as described above, results in a General Fund Tax Levy of **\$17,148,584**.

BE IT FURTHER RESOLVED, that the district establish a maximum of \$12,000.00 in the 2018-2019 General Fund Budget, allotted for travel and travel related expenditures.

Regular Business:

1. On the recommendation of the School Business Administrator, that approval be given to enter into contract with the Cape May County Special Services School District and Cape May County Shared Services for the 2018-2019 contracts, as listed below: (Backup F-1)

Extended School Year (ESY)	\$2,675
ESY 1-1 aides	\$2,000
Itinerant Services	per schedule

School Year Programs:

Behavior Disabilities	\$42,750
Multiple Disabilities	\$38,250
Pre-School Disabilities Reg	\$34,500
Autism	\$40,000
One-to-One Aides	\$19,950

2. On the recommendation of the School Business Administrator, approving Lower Township Tax Payment schedule as follows: (Backup F-2)

2017-2018 Amt to be Raised \$16,960,565 Due 1/1/18- 6/30/18	<u>\$ 8,480,282.50</u>
2018-2019 Amt to be Raised \$17,325,947 Due 7/1/18- 12/31/18	<u>\$ 8,662,973.50</u>
	\$17,143,256.00

- 3. On the recommendation of the School Business Administrator, that approval be given to establish the annual tuition rates, for attending the Lower Township School District during the 2018-2019:

PK (Half Day)	\$ 7,087
K	\$14,173
Grade 1-5	\$14,252
Grade 6-8	\$12,874
PK Disabled	\$15,226
Learning/Language Disabled	\$20,080
*note: {from Budget Document} {Backup F-3}	

- 4. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve DCO Application #3, in the amount of \$25,068.20. (Backup F-4)

2.0	Design Engineering	\$ 6,167.82
3.0	Construction Mgt	\$ 4,901.31
5.0	System Commissioning	\$ 2,611.75
6.	Equipment Initial Training	\$ 1,920.50
7.	ESCO Overhead	\$ 4,480.64
8.	ESCO Profit	\$ 3,486.18
9.3	Retro-Decommissioning	<u>\$ 1,500.00</u>
		\$25,068.20

- 5. On the recommendation of DCO Energy and the School Business Administrator, that the Lower Township Board of Education approve the submittal of an application, to the New Jersey Direct Install Program, for the following schools: (Backup F-5)

Carl T. Mitnick Elementary School
Maud Abrams Elementary School

- 6. On the recommendation of DCO Energy and the School Business Administrator, that the Lower Township Board of Education approve the submittal of an application for Pay for Performance Existing Buildings Application Form - David C. Douglass Veterans Memorial Elementary School. (Backup F-6)

- 7. On the recommendation of DCO Energy and the School Business Administrator, that the Lower Township Board of Education authorize the award of the Lower Township Elementary School District Lighting Retrofit ESIP Project to Power Secure, Inc., in the amount of \$184,150.00, consistent with the ESIP Project Agreement. (Backup F-7)

- 8. On the recommendation of DCO Energy and the School Business Administrator, that the Lower Township Board of Education authorize the award of the Lower Township Elementary School District HVAC, CHP, and EMS ESIP Project to Surety Mechanical Services of N.J., LLC, in the amount of \$1,047,903.00, consistent with the ESIP Project Agreement: (Backup F-8)

Base Bio	\$ 736,558.00
Alternate #1	\$ 103,387.00
Alternate #2	\$ 56,328.00
Alternate #3	\$ 57,822.00
Alternate #4	\$ 56,328.00
Alternate #5	\$ 37,480.00
	<u>\$1,047,903.00</u>

- 9. 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 the 2018-2019 school year. {Backup F-9}
- 10. On the recommendation of the School Business Administrator, that the final payment to United State Roofing Corporation in the amount of \$21,640.41, for Roof Replacement: Sandman Consolidated School. {Back up F-10}
- 11. On the recommendation of the School Business Administrator, resolution confirming and accepting New Jersey Board of Public Utilities (NJBPU) approval of the Lower Township School district Energy Plan per communication dated 7/13/2017.

MOTION as amended: Finance F-#1 to F-#11 {addendum-#11}

Motion: Smith Second: DiVito
Discussion: None
Vote: Voting Yes

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

4} OLD/NEW BUSINESS: None

5} OPEN MEETING TO THE PUBLIC: None

6} EXECUTIVE SESSION: None

4/24/2018

7} Good of the Order:

A} Next Board Meeting: Regular Meeting May 22, 2018 @ 7:30 pm

8} ADJOURNMENT

MOTION TO ADJOURN THE MEETING.

Motion: Vile Second: McKenna

All voted in the affirmative

Time: 8:20 pm

Respectfully Submitted,



John J. Hansen
School Business Administrator/Board Secretary

F.Y.I.

1. Attendance/Enrollment Reports
 2. Sandman School Reports
 3. Maud Abrams School Reports
 4. Mitnick School Reports
 5. Memorial School Reports
 6. Supervisor of Special Services Report
 7. Supervisor of Special Services Reports
 8. Supervisor of Transportation Reports
 9. Supervisor of Food Service Reports
 10. Board Secretary Report
 11. Supervisor of Curriculum & Instruction Report
 12. Supervisor of Academic Achievement Report
 13. Day Care Report
- May Calendar

EXECUTIVE SESSION MINUTES – 4/24/2018

6:50 pm

Roll Call – Board Members:

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

Also in Attendance:

Jeff Samaniego, Superintendent
John Hansen, Board Secretary
Taylor Ruilova, Board Attorney
Christine Conley, Assistant Board Secretary

Close Session: See Authorizing Executive Session 4/24/18

- a) Personnel Issue:
John Hansen Contract-July 1st, 2018-June 30th, 2019
Discussed by board– Hansen was not in attendance

- b) Bus Accident-Employee #5162
Mr. Samaniego discussed bus accident, complemented the bus aide.

- c) HIB Sandman #1 (#4379) Mr. Samaniego reviewed HIB #1 (#4379) which had been discussed at the previous meeting and mentioned that it will be voted on at tonight's meeting.

- d) HIB Maud #4614
Mr. Samaniego reviewed HIB Maud #4614.

- e) Superintendent Evaluation:
There was board discussion on the Superintendent's evaluation. The current evaluation per Board Policy will be used for this year. The Board in conjunction with the Superintendent will develop a new evaluation for the 18-19 school year.

- f) Administrator's Contract expiring 6/30/18.
Strategies on the negotiation were discussed.

Respectfully submitted,



John J. Hansen
School Business Administrator/Board Secretary