

**LOWER TOWNSHIP BOARD OF EDUCATION
MINUTES
WORK SESSION AND REGULAR MEETING
AUGUST 26, 2026**

Work Session called to order at 6:00 p.m.

Work Session Meeting:

Roll Call:

PRESENT

Cynthia Baldacchini

Monica DiVitos

James Morris

Lauren Randle

Lindsey Selby

Patricia Smith

Gary Douglass

ABSENT

Lauren Cox

Ember Loefflad

Also in Attendance:

Van Cathcart, Superintendent

Katie Siciliano, Board Secretary

Brett Gorman, Board Attorney

Committee Reports:

Finance & Facilities Committee - Mr. Douglass referenced the minutes that were sent out to the board members.

Personnel & Management Committee - Mrs. Smith referenced the minutes that were sent out to the board members and gave a short overview of the meeting.

Curriculum & Instruction Committee - Mrs. Randle noted that the committee did not meet in August, but was in communication with the Supervisor of Curriculum and Instruction in relation to the agenda items and summarized the pertinent information.

Agenda Items:

Mrs. Randle asked a question related to the hiring of Part Time aides and wanted to ensure that they are replacements and are within the budget. Mr. Cathcart gave an explanation.

Non-Agenda Items:

Mrs. Smith suggested moving the work session meeting out to the library and a majority of the board were in favor.

Mr. Morris created and showed the board members a flyer for the board members to hand out at back to school nights and the majority of the board was in favor of using the flyer.

Mrs. Smith mentioned the next Cape May County SBA meeting will be held on October 8, 2026 virtually and that the topic will be on chronic absenteeism. She encouraged all to attend.

Other Matters:

Mrs. Sarah Bowman, Lower Township Elementary Supervisor of Curriculum and Instruction presented the 2025-2026 ESL Access Scores.

Motion to enter Executive Session

Motion: Smith Second: Baldacchini

All Voted In Favor

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EXECUTIVE SESSION:

Employee #5596; #4041; #5336; #4046

Other Matters: NONE

Motion to return to Regular Meeting:

Motion: Smith Second: Randle

All Voted In Favor

Regular Meeting started at 7:08 p.m.

Roll Call:

PRESENT

Cynthia Baldacchini

Monica DiVito

James Morris

Lauren Randle

Lindsey Selby

Patricia Smith

Gary Douglass

ABSENT

Lauren Cox

Ember Loefflad

Also in Attendance:

Van Cathcart, Superintendent

Katie Siciliano, Board Secretary

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 posted on the Lower Township Elementary Schools Website and posted at the Municipal Building, and a copy thereof delivered to the Township Clerk; in accordance with the Open Public Meetings Act.

This meeting will be conducted in accordance with:

District Policy: #0164 Conduct of Board Meetings

District Policy: #0167 Public Participation in Board Meetings

1} REPORTS:

A} Board President: NONE

B} Superintendent: Mr. Cathcart thanked the summer staff for their hard work and getting the schools ready for the upcoming school year.

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C} School Business Administrator: NONE

D} Presentations: NONE

E} Board Comment: All Board Members thanked the staff for getting the schools ready for the upcoming school year and wished the staff & students a successful school year. Mrs. Selby noted that she also appreciated the Summer Tutoring program and is hopeful that we can continue that in coming years.

2} APPROVAL OF MINUTES:

July 22, 2026 Regular Meeting & Executive Meeting

Motion: Selby Second: Smith

Discussion: None

Voted Yes:

Cynthia Baldacchini

Monica DiVito

James Morris

Lauren Randle

Lindsey Selby

Patricia Smith

Gary Douglass

Absent:

Lauren Cox

Ember Loefflad

3} CONSENT AGENDA:

OPEN MEETING TO THE PUBLIC TO SPEAK ON CONSENT ITEMS ONLY: NONE

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.

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 **June 30, 2026** 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: June 30, 2026

R-3 Approval of Bill List: July 31, 2026 - August 26, 2026

R-4 Approval of Cafeteria Report: None.

R-5 Approval of Travel: October 2026

P. Personnel:

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1. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the following substitutes for the 2026-2027 school year:

SUBSTITUTE TEACHER

Ryan Franklin

SUBSTITUTE DAYCARE AIDE

Madison Campbell, Trevor Pittman

SUBSTITUTE SECURITY

Nicholas Gallaccio

2. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the FMLA for Employee #5518 effective October 26, 2026 to March 19 2027.
3. On the recommendation of the Superintendent, that the Lower Township Board of Education accept the resignation of John Flanigan, School Security at the Maud Abrams School, effective August 19, 2026.
4. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the following student teachers for the 2026-2027 school year:

<u>STUDENT TEACHER</u>	<u>UNIVERSITY/GR. LEVEL</u>	<u>PARTICIPATING TEACHER</u>
Bane Price	Rowan/4th/Spec. Ed.	Amanda Pierce/Sara Schlitzer
Erin Dougherty	Rowan/6th Gr.	Lila Shillingford
Devin Santacroce	Stockton/1st Gr.	Heather Roth
Holy Mader	Stockton/1st Gr.	Jessica Breuss
Maya Benichon	Stockton/3rd Gr.	Eileen Gianakopoulos
Hailie Seitz	Stockton/K	Catie D'Aleo

5. On the recommendation of the Superintendent, that the Lower Township Board of Education accepts, with regret, the retirement of Mary Booth, School Secretary at the Sandman Consolidated School, effective January 1, 2027.
6. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Karen Wadding of Alliance of Therapy Dogs (ATD), to provide volunteer visitation services with her two therapy dogs, Annie and Morgan and Julia Sangillo with her therapy dog, Daisy, to provide dog therapy at the Carl T. Mitnick School and the David C. Douglass Veterans Memorial School for the 2026-2027 school year, on an as needed basis.
7. On the recommendation of the Superintendent, that the Lower Township Board of

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Education approve Louise Marshall as a daily part-time classroom aide at the Carl T. Mitnick School, at the salary of \$19,679.00, effective September 8, 2026.

- 8.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve Jennifer Morales as a daily part-time classroom aide at the Carl T. Mitnick School, at the salary of \$19,679.00, effective September 8, 2026.
- 9.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve Mariel Hulbruner as a daily part-time classroom aide at the Carl T. Mitnick School, at the salary of \$19,679.00, effective September 8, 2026.
- 10.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve Lisa Harpster as a daily part-time classroom aide at the Carl T. Mitnick School, at the salary of \$19,679.00, effective September 8, 2026.
- 11.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve Erika Serra as a daily part-time classroom aide at the Carl T. Mitnick School, at the salary of \$19,679.00, effective September 8, 2026.
- 12.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve Michelle McCloskey as daily part-time 60 credit classroom aide at the Carl T. Mitnick School, at the salary of \$21,580.00, effective September 8, 2026.
- 13.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve Lisa Dougherty as a daily part-time classroom aide at the David C. Douglass Veterans Memorial School, at the salary of \$19,429.00, pending receipt of required documentation, effective September 8, 2026.
- 14.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve Geraldine Douglass as daily part-time cafeteria aide at the Sandman Consolidated School, at the rate of \$17.56 per hour, effective September 8, 2026.
- 15.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve Ruth Robinson as daily part-time classroom aide at the Maud Abrams School, at the salary of \$20,019.00, effective September 8, 2026.
- 16.** On the recommendation of the Superintendent, that the Lower Township Board of Education accept, with regret, the resignation of Warner Muller, Maintenance/Custodian, effective August 28, 2026.

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- 17.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve James Ciliberti, as temporary, daily part-time custodian, in the district, at the rate of \$19.52 per hour, effective August 17, 2026 to October 12, 2026.

- 18.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve the following transfers, effective September 1, 2026:

<u>EMPLOYEE</u>	<u>CURRENT POSITION</u>	<u>TRANSFERRED TO</u>
Brittany Barger	4th Gr. RC (Spec. Ed.)	Maud Teacher
Sara Schlitzer	3rd Gr. RC/BSI	Maud Teacher
Gina Farreny	6th Grade LLD	Sandman Teacher
Janet Baxter	Mitnick BSI	Mitnick Teacher

- 19.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve Rebecca Emery, Music Teacher at the Mitnick School, for placement of BA+15 on the LTEEA Teachers' Salary Guide, to reflect an increase of credits to her degree, effective September 1, 2026.

- 20.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve Dennis Anderson as the district's Media Specialist for the 2026-27 school year, to direct and provision library media services for all district students. Rate of pay to be \$50.00 per hour, maximum \$1,000.00.

- 21.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve the following Mentor for the 2026-2027 school year:

<u>STAFF</u>	<u>POSITION</u>	<u>MENTOR</u>
Hanna Christiansen	3rd Gr. LLD	Lindsay Davis

- 22.** On the recommendation of the Business Administrator, that the Lower Township Board of Education authorize Van Cathcart, Superintendent, to hire any necessary school personnel, effective September 8, 2026 to TBD, prior to the next board meeting.

- 23.** On the recommendation of the Superintendent, that the Lower Township Board of Education approve the Summer Hours Side-Bar Addendum between the Lower Township Elementary Board of Education and the Lower Township Elementary Education Association.

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24. On the recommendation of the Superintendent, that they Lower Township Board of Education approve the display of the Freedom Flag at each District school building on September 11, 2026, in commemoration of the 25th anniversary of the September 11, 2001 terrorist attacks and in recognition of the victims, survivors, first responders, and families affected by those events.
25. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the title change for Anna Lafferty, Administrative Assistant to Daycare to Daycare Clerk.
26. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Stacy Petrovia as daily part-time classroom aide at the Carl T. Mitnick School, at the salary of \$19,679.00, effective September 8, 2026.
27. On the recommendation of the Superintendent, that the Lower Township Board of Education approve Jennifer Pietro as daily part-time classroom aide at the Maud Abrams School, at the salary of \$20,020.00, effective September 8, 2026.

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 second reading for the following revisions to existing or new Policies and Regulations:

<u>NUMBER</u>	<u>TYPE</u>	<u>TITLE</u>
2260	Policy	<i>Equity in School and Classroom Practices</i>
5561	Policy	<i>Use of Physical Restraint and Seclusion Techniques for Students with Disabilities</i>
6112	Policy	<i>Reimbursement of Federal and Other Grant Expenditures</i>
6115.01	Regulation	<i>Federal Awards/Funds Internal Controls - Allowability of Costs</i>
6115.02	Policy	<i>Federal Awards/Funds Internal Controls - Mandatory Disclosures</i>
6311	Policy	<i>Contracts for Goods or Services Funded by Federal Grants</i>

2. 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:

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<u>NUMBER</u>	<u>TYPE</u>	<u>TITLE</u>
2363	Policy	<i>Student Use of Privately-Owned Technology</i>
5516	Policy & Regulation	<i>Student Use of Internet-Enabled Devices</i>
8660	Policy	<i>Transportation by Private Vehicles - To and From School Related Activities</i>

3. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the School Security Officers/Substitute School Security Officers, as listed below, to carry firearms while on duty on school grounds, in accordance with N.J. Statute and Code, for 2026-2027:

Darrin Hickok – Supervisor of Security	Christopher Winters - Floating Security
Jack Flanagan - Maud Abrams School	Jim Dietterich - Sub. Security
Albert Flitcroft - Sandman School	Doug Whitten - Sub. Security
Marlin Hedum - Mitnick School	James Knox - Sub. Security
Kevin Boyle - Memorial School	Jeffrey Brooks - Sub. Security

E. Education:

1. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the District's Mentoring Plan Fiscal Impact.
2. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the 2026-2027 Student Parent Handbook.
3. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the 2026-2027 Staff Handbook.
4. On the recommendation of the Superintendent, that the Lower Township Elementary Schools Board of Education hereby approves and adopts the revised Kindergarten Science Curriculum Guide and Grade 3 Science Curriculum Guide, aligned with the 2026 New Jersey Student Learning Standards for Science, effective for the 2026-2027 school Year.

F. Finance and Insurance:

1. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve the hourly rates for the following **on-call** district **substitutes** effective September 1, 2026:

Bus Driver (CDL Certified) 5½ hrs/day	\$24.25 per hour
Bus Aide 5 1/2 hrs/day	\$15.92 per hour (eff 1/1/26)
Paraprofessional with 60 C or passing ParaPro Test	\$17.25 per hour
60-Credit Aide with County Sub Cert.	\$16.55 per hour

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Classroom Aide without 60 C & No County Sub Cert.	\$15.50 per hour (eff 1/1/26)
Sub. Teacher (County Sub. Cert)	\$150.00 per diem
Sub. Teacher (Teacher Cert)	\$175.00 per diem
Sub. Nurse	\$175.00 per diem
Day Care Lead w/Teacher Cert. (Step 1)	\$17.38/per hour
Day Care Lead w/o Teacher Cert. (Step 1)	\$16.63/per hour
Day Care Worker (Step 1)	\$15.98/per hour
Secretary/Clerk	\$16.55 per hour or \$107.58/per diem
Custodian	\$16.55 per hour
Cafeteria Aide	\$15.92 per hour (eff 1/1/26)
Food Service Worker	\$15.92 per hour (eff 1/1/26)
Security	\$17.25 per hour or \$138/day
Long Term Sub. Teacher	\$175.00
Long Term Sub teacher (BA Step 1)	\$54,808/200 = \$274.04/diem *(after worked 60 days)
Long-Term Sub. Teacher w/Teacher Cert	\$274.04/per diem

2. On the recommendation of the School Business Administrator, that the Lower Township Board of Education authorize the Joint Transportation Agreement with LCMR for student # 17776 at a per diem rate of \$125.00 for the 2026 - 2027 SY

3. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve the 2026 - 2027 Lower Township Elementary Schools Purchasing Manual.

4. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve the following employees' salaries to be partially funded by the federally funded grants for the 2026-27 school year:

TITLE IA - Federal Grants (20-231-100-101-00-080 (62% of Salary)

Holly Golden

Rebecca Johnson

Erine Lloyd

Erica O'Neill

5. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve the award for Request Proposals for Virtual Tutoring Services (High-Impact Tutoring) for the 2026 - 2027 School Year to Littera Education, Inc. in the amount of \$81,225.00.

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6. On the recommendation of the Superintendent, the Lower Township Board of Education approve the purchase of the Pilot Program for Creative Curriculum in grade PreK for implementation during the 2026–2027 school year. The total cost shall not exceed \$18,547.00, consisting of \$1,260 for online assessment platform, \$3,316.00 for literacy bundle and \$13,971 for curriculum kits and professional development paid via PEA funds.
7. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve the tuition contract for Special Education student # 18197 for an out of district placement at a rate of \$4,000 for the 2026 - 2027 SY.
8. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approve the parental transportation contract for student # 18197 for an out of district placement at a rate of \$1,177 for the 2026 - 2027 SY.
9. On the recommendation of the School Business Administrator, that the Lower Township Board of Education approves the following equipment on GovDeals:

APC Batteries Quantity = 17 Starting Bid - \$20.00

MOTION ON CONSENT AGENDA ON ALL MOTIONS LISTED BELOW:

Routine Matters: R-1 to R-5

Personnel: P-1 to P-27

Harassment, Intimidation & Bullying: None

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

Education: E-1 to E-4

Finance and Insurance: F-1 to F-9

Motion: Smith Second: Randle

Discussion: None

Voted Yes:

Cynthia Baldacchini

Monica DiVito

James Morris

Lauren Randle

Lindsey Selby

Patricia Smith

Gary Douglass

Absent:

Lauren Cox

Ember Loefflad

4} NON-CONSENT AGENDA:

- A}** On the recommendation of the Superintendent, that the Lower Township Board

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of Education authorize the following resolution concerning employee #5596

WHEREAS, it has been determined that employee #5596 has engaged in inappropriate conduct;

WHEREAS, it has been determined that employee #5596's inappropriate conduct provides a sufficient basis to withhold their employment and adjustment increment pursuant to N.J.S.A. 18A:29-14;

IT IS HEREBY RESOLVED, that upon the recommendation of the Superintendent, that employee #5596 employment and adjustment increment for the 2026-2027 And 2027-2028 school years shall be withheld; and

IT IS FURTHER RESOLVED that the Superintendent will provide employee #5596 with written notice of this action within ten (10) days pursuant to N.J.S.A. 18A:29-14.

This resolution will take effect immediately on this 26th day of August, 2026

Motion: Selby Second: Baldacchini_

Discussion: None

Voted Yes:

Cynthia Baldacchini

Monica DiVito

James Morris

Lauren Randle

Lindsey Selby

Patricia Smith

Gary Douglass

Absent:

Lauren Cox

Ember Loefflad

5} OLD/NEW BUSINESS: None

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

A member of the community spoke about information she was able obtain from the district via the Open Public Records Act regarding a legal case that was settled and suggested the community pay attention to the information when they vote in November.

7} GOOD OF THE ORDER:

A} Next Board Meeting: September 23, 2026

8} ADJOURNMENT:

MOTION TO ADJOURN THE MEETING

Motion: Selby Second: Baldacchini

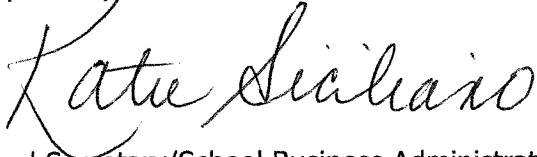
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Discussion: NONE

All Voted in Favor

The Meeting Concluded at 7:16 p.m.

Respectfully Submitted,

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

Board Secretary/School Business Administrator