

LOWER TOWNSHIP BOARD OF EDUCATION

BOARD MINUTES

REGULAR MEETING

NOVEMBER 22, 2016

Meeting convened at 7:00 p.m.

Salute to the Flag

Mr. Ralph Bakley
Mrs. Monica DiVito
Mr. Gary Douglass
Dr. James Rochford
Mrs. Patricia Smith
Mr. Joseph Thomas
Mr. Charles Utsch
Mr. Jonathan Vile
Mr. Shaun Whittington

Jeff Samaniego, Superintendent
Frank Onorato, Board Secretary

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 Atlantic City Press, posted at the Municipal Building, and a copy thereof delivered to the Township Clerk; in accordance with the Open Meeting Act.

District Mission Statement:

"It Takes a Community of Learners to Educate a Student"

It is the mission of the Lower Township Elementary School District to provide quality educational programs, capable of supporting all learners to achieve proficiency in the Common Core State Standards in English, Language Arts and Mathematics and the New Jersey Core Curriculum Content Standards in all other content areas.

Through the establishment of collaboration within and outside of the school community, we will support the sharing of resources to foster an environment, which will enable students to make informed decisions that prepare them to engage as active citizens in a dynamic global society and to successfully meet the challenges and opportunities of the 21st century global workplace.

Board Goals

- 1. Increase Board Member's knowledge and understanding of by-laws, district policies and regulations.*
- 2. To proactively support appropriate activities and events throughout the district with increased Board Member attendance.*

District Goals

1. *To foster effective communication and positive relationships with students, parents, staff and the community.*
2. *To increase measures that educate parents and students about the importance of school attendance and its link to student achievement.*

Public comment regarding agenda items only.

On a motion by Mr. Thomas and seconded by Mr. Vile and the unanimous consent of the Board, the minutes of the Regular Board Meeting and Executive Meeting held on October 18, 2016 were approved.

On a motion by Mr. Thomas and seconded by Mr. Vile and the unanimous consent of the Board, the Board approved the secretary's and treasurer's reports for October 31, 2016, which are in agreement as certified by the Board Secretary, that no account has been over expended in violation of NJAC 6:20-2.12(a), (d).

Work session began at 6:00 p.m. Mr. Samaniego discussed the following with the Board:

- October 21st was Wear it Pink Day. Our staff wore pink for breast cancer awareness and gave a donation. About \$1400 was donated to one of our staff members who is fighting the disease.
- Our Fall Festival was October 21st , thank you PTA for holding another great event.
- We had 5 wonderful Halloween Parades (Memorial has an AM/PM parade).
- Mrs. Muller and Ms. Bowman have been meeting with our new teachers to answer any question, discuss any concerns, give advice on parent conferences and to give additional strategies on Classroom Management.
- SurreyBrook/Cherrydale Fundraiser Delivery was November 15th.
- The Grand Opening of our Sandman/Maud Abrams Fitness Park will be November 22nd at 1:00p.m.
- Maud Abrams 50th Anniversary Celebration was November 7th. Mr. King did an excellent job creating a student based ceremony.

On a Motion by Mr. Utsch and seconded by Mr. Vile and the unanimous consent of the Board the Board passed the following resolution at 6:42 p.m.

**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 3 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 November 22, 2016 at 6:42 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

“(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 the discussion and review of two H.I.B. cases presented by the Superintendent.

Mitnick #1: this was investigated to not be a H.I.B.

Sandman#1: this was investigated to be a H.I.B.

“(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.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is

1

“(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” Update on contract negotiations by the solicitor. Mrs. DiVito, Mrs. Smith, Mr. Douglass and Mr. Whittington exited.

“(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 _____

1

“(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: The solicitor reviewed resignation letter from transportation employee.

“(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 42 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.

The Board returned from Executive Session at 7:00 p.m. on a motion by Mr. Thomas and seconded by Mr. Vile and the unanimous consent of the Board that the meeting return to the work session.

Superintendent's Report:

The following items were shared with the public:

Special Acknowledgements: Acknowledge winners of Essay contest sponsored by the Disabled Veterans. **Honorable Mention** is **Renata Riesenber**g (Doreen Gantz), **3rd Place** is **Desiree Cady** (Heather Robinson), **2nd Place** is **Marcella Mogavera** (Kim Osmundsen) and **1st Place** is **Allyson Walsh** (Heather Robinson)

Presentation: Mrs. Debra Keeler, Supervisor of Special Services

P. Personnel

Approved – Substitutes

1. On the recommendation of the Superintendent, that the following substitutes in each category be approved for the 2016-2017 school year, pending receipt of required documentation.

SUBSTITUTE SECRETARIES

Erin Sweeney, Jessica Roa

SUBSTITUTE TEACHERS

Andrew Bongiovanni, Kelsey Bradley, Stephanie Muller

SUBSTITUTE CLASSROOM AIDES

Erin Sweeney, Nicole Brooks, Jennifer McKenna, Kelsey Bradley, Stephanie Muller, Ashley Ryan, Jessica Roa

SUBSTITUTE DAY CARE AIDES

Erin Sweeney, Jennifer McKenna, Kelsey Bradley, Jessica Roa

SUBSTITUTE CAFETERIA AIDES

Ashley Ryan, Jessica Roa

SUBSTITUTE FOOD SERVICE WORKER

Jessica Roa

SUBSTITUTE BUS DRIVERS

Amanda Doherty, Crystal Clark

SUBSTITUTE BUS AIDES

Amanda Doherty, Jessica Roa

SUBSTITUTE CUSTODIAN

Jessica Roa

First – Mr. Vile
Mr. Ralph Bakley
Mrs. Monica DiVito
Mr. Gary Douglass
Dr. James Rochford
Mrs. Patricia Smith
Mr. Joseph Thomas
Mr. Charles Utsch
Mr. Jonathan Vile
Mr. Shaun Whittington

Second – Mr. Whittington

Approved –Appointed

2. On the recommendation of the Superintendent, that Kevin Kapp, be appointed as Assistant Bus Mechanic, in the District, effective October 24, 2016, pending receipt of required documentation. (Replacing John Baldwin who resigned.)

First – Mrs. Smith
Mr. Ralph Bakley
Mrs. Monica DiVito
Mr. Gary Douglass
Dr. James Rochford
Mrs. Patricia Smith
Mr. Joseph Thomas
Mr. Charles Utsch
Mr. Jonathan Vile
Mr. Shaun Whittington

Second – Mr. Utsch

Approved –Appointed

3. On the recommendation of the Superintendent, that Nicholas Bailey, be appointed as Principal, in the David C. Douglass Veterans Memorial School, effective date to be determined, pending receipt of required documentation. (Replacing Sherry Bosch who is retiring.)

First – Mr. Utsch
Mr. Ralph Bakley
Mrs. Monica DiVito
Mr. Gary Douglass - ABSTAIN
Dr. James Rochford
Mrs. Patricia Smith
Mr. Joseph Thomas
Mr. Charles Utsch
Mr. Jonathan Vile
Mr. Shaun Whittington

Second – Mr. Vile

Approved –Resignation

4. On the recommendation of the Superintendent, that the Board accept the resignation of Sarah Powell, Speech Therapist, in the District, with regret, effective January 9, 2017.

First – Mr. Douglass
Mr. Ralph Bakley

Second – Mrs. Smith

Mrs. Monica DiVito
Mr. Gary Douglass
Dr. James Rochford
Mrs. Patricia Smith
Mr. Joseph Thomas
Mr. Charles Utsch
Mr. Jonathan Vile
Mr. Shaun Whittington

Approved –Appointed

5. On the recommendation of the Superintendent, that Courtney Gingrich be appointed as Temporary Maternity Leave 6th Grade BSI Teacher, replacing Jillian Harris, effective January 23, 2017 until April 10, 2017, pending receipt of required documentation.

First – Mrs. Smith
Mr. Ralph Bakley
Mrs. Monica DiVito
Mr. Gary Douglass
Dr. James Rochford
Mrs. Patricia Smith
Mr. Joseph Thomas
Mr. Charles Utsch
Mr. Jonathan Vile
Mr. Shaun Whittington

Second – Mr. Douglass

Approved –Appoint

6. On the recommendation of the Superintendent, that the Board appoint Donna Geiger, as Transportation Secretary, in the District, effective December 2016, pending receipt of required documentation.

First – Mrs. DiVito
Mr. Ralph Bakley
Mrs. Monica DiVito
Mr. Gary Douglass
Dr. James Rochford
Mrs. Patricia Smith
Mr. Joseph Thomas
Mr. Charles Utsch
Mr. Jonathan Vile
Mr. Shaun Whittington

Second – Mr. Utsch

Approved –Retirement

7. On the recommendation of the Superintendent, that the Board accept the retirement of David Dunlap, Music Educator at the Sandman Consolidated School, with regret, effective June 30, 2017.

First – Mr. Vile
Mr. Ralph Bakley
Mrs. Monica DiVito

Second – Mrs. Smith

Mr. Gary Douglass
Dr. James Rochford
Mrs. Patricia Smith
Mr. Joseph Thomas
Mr. Charles Utsch
Mr. Jonathan Vile
Mr. Shaun Whittington

Approved –Resignation

8. On the recommendation of the Superintendent, that the Board accept the resignation of James P. Crowther, Custodian, in the District, with regret, effective January 2, 2017.

First – Mrs. Smith
Mr. Ralph Bakley
Mrs. Monica DiVito
Mr. Gary Douglass
Dr. James Rochford
Mrs. Patricia Smith
Mr. Joseph Thomas
Mr. Charles Utsch
Mr. Jonathan Vile
Mr. Shaun Whittington

Second – Mr. Douglass

Approved –Resignation

9. On the recommendation of the Superintendent, that the Board approve accept the resignation of Amy Adams, Bus Driver, in the District, with regret, effective November 9, 2016.

First – Mr. Douglass
Mr. Ralph Bakley
Mrs. Monica DiVito
Mr. Gary Douglass
Dr. James Rochford
Mrs. Patricia Smith
Mr. Joseph Thomas
Mr. Charles Utsch
Mr. Jonathan Vile
Mr. Shaun Whittington

Second – Mr. Utsch

E. Education

Approved –Placements

1. On the recommendation of the Supervisor of Special Services, that the following out of district placements be approved, as listed below:

Case #4490-A – Seven year old, special education student, who transferred into the district from Woodbine, NJ and is currently on home instruction, due to a medical condition.

Case #4497A – Eight year old, third grade special education student, who transferred into the district from North Wildwood, NJ and is attending the Cape May County Special Services School District, at Ocean Academy.

First – Mrs. Smith
 Mr. Ralph Bakley
 Mrs. Monica DiVito
 Mr. Gary Douglass
 Dr. James Rochford
 Mrs. Patricia Smith
 Mr. Joseph Thomas
 Mr. Charles Utsch
 Mr. Jonathan Vile
 Mr. Shaun Whittington

Second – Mr. Vile

L. Legislative & Internal Policies

Approved – Revisions

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 provided earlier)

NUMBER	TYPE	TITLE	PURPOSE
1220	POLICY	Employment of Chief School Administrator (M)	Recodification of N.J.A.C.6A
1310	POLICY	Employment of School Business Administrator/Board Secretary	Recodification of N.J.A.C.6A Revisions to training and experience language and appointment in line with revised code.
3111	POLICY	Creating Positions	Recodification of N.J.A.C.6A Additional revisions to align with new code.
3124	POLICY	Employment Contract	Recodification of N.J.A.C.6A Additional revisions to align with new code.
3125	POLICY	Employment of Teaching Staff Members (M)	Recodification of N.J.A.C.6A Additional revisions to align with new code. Language revision as a result of Supreme Court decision.
3125.2	POLICY	Employment of Substitute Teachers	Recodification of N.J.A.C.6A Additional revisions to align with new code and N.J.S.A.18A.
3141	POLICY	Resignation	Recodification of N.J.A.C.6A Additional revisions to align with N.J.S.A.18A.
3144	POLICY& REG.	Certification of Tenure Charges	Recodification of N.J.A.C.6A.
3159	POLICY	Teaching Staff Member/School District Reporting Responsibilities	Recodification of N.J.A.C.6A. DYFS updated to DCP&P
3231	POLICY	Outside Employment as Athletic Coach	Recodification of N.J.A.C.6A
3244	POLICY& REG.	In Service Training (ABOLISHED)	See Policy & Reg. 3240 (Pending Review)

4159	POLICY	Support Staff Member/School District Reporting	Recodification of N.J.A.C.6A
5305	POLICY	Health Services Personnel	Recodification of N.J.A.C.6A
5330	REG.	Administration of Medication (M)	Recodification of N.J.A.C.6A
5350	POLICY& REG.	Student Suicide Prevention	Recodification of N.J.A.C.6A DYFS updated to DCP&P
9541	POLICY	Student Teachers/Interns	Recodification of N.J.A.C.6A

First – Mr. Utsch
 Mr. Ralph Bakley
 Mrs. Monica DiVito
 Mr. Gary Douglass
 Dr. James Rochford
 Mrs. Patricia Smith
 Mr. Joseph Thomas
 Mr. Charles Utsch
 Mr. Jonathan Vile
 Mr. Shaun Whittington

Second – Mr. Douglass

Approved – Policy

2. On the recommendation of the Superintendent, that the Board approve the following Policy and that the Board suspends the rules of Bylaw 0131 and adopt Policy 2415.30, on first reading, so as to be effective December 10, 2016.

NUMBER	TYPE	TITLE	PURPOSE
2415.3	POLICY& REG.	Title 1 – Educational Stability for Children in Foster Care	Compliance with Mandated date in Memorandum Agreement Between NJDOE & Division of Children

First – Mr. Vile
 Mr. Ralph Bakley
 Mrs. Monica DiVito
 Mr. Gary Douglass
 Dr. James Rochford
 Mrs. Patricia Smith
 Mr. Joseph Thomas
 Mr. Charles Utsch
 Mr. Jonathan Vile
 Mr. Shaun Whittington

Second – Mr. Whittington

Approved – Revisions

3. 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 provided earlier)

NUMBER	TYPE	TITLE	PURPOSE
1140	POLICY	Affirmative Action Program	Inclusion of language “gender identity or expression”
1523	POLICY	Comprehensive Equity Plan (CEP)	Additional paragraph & language changes

NUMBER	TYPE	TITLE	PURPOSE
1530	POLICY& REG.	Equal Employment Opportunities	Inclusion of language “gender identity or expression” & Code change
1550	POLICY	Affirmative Action Program for Employment & contract Practices	Inclusion of language “gender identity or expression” & Code change
2200	POLICY& REG.	Curriculum Content	Changes to cities of other policies and Code change
2260	POLICY	Affirmative Action for School & Classroom Practices	Inclusion of language “gender identity or expression” & Code change
2411	POLICY& REG.	Guidance Counseling	Inclusion of language “gender identity or expression” & Code change
2610	POLICY	Educational Program Evaluation	Deletion of Code Citation
2622	POLICY	Student Assessment	Citation Revision
5750	POLICY	Equal Educational Opportunity	Inclusion of language “gender identity or expression” & Code change
5755	POLICY	Equity in Educational Programs & Services	Inclusion of language “gender identity or expression” & Code change

First – Mrs. DiVito
Mr. Ralph Bakley
Mrs. Monica DiVito
Mr. Gary Douglass
Dr. James Rochford
Mrs. Patricia Smith
Mr. Joseph Thomas
Mr. Charles Utsch
Mr. Jonathan Vile
Mr. Shaun Whittington

Second – Mrs. Smith

Approved – H.I.B.

4. The Board affirms the actions taken by the Superintendent and the School Safety Teams, for H.I.B. Case Mitnick #1 (2016-2017) and H.I.B. Case Sandman #1 (2016-2017), as presented, no further actions have been requested, therefore these matters are closed.

First – Mr. Whittington
Mr. Ralph Bakley
Mrs. Monica DiVito
Mr. Gary Douglass
Dr. James Rochford
Mrs. Patricia Smith
Mr. Joseph Thomas
Mr. Charles Utsch
Mr. Jonathan Vile
Mr. Shaun Whittington

Second – Mr. Bakley

F. Finance

The following items are believed to be items of a routine nature requiring no discussion and which are to be voted upon by a single roll call vote of the Board of Education. Any single member of the Board of Education may have any of the items on the consent agenda removed for discussion merely by so indicating prior to the vote to be taken on the consent agenda.

Approved – Fund

1. On the recommendation of the School Business Administrator, that pursuant to NJAC 6A:23-2:11(c), the Board certifies that as of October 31, 2016, to the best of our knowledge, no major account or fund has been over expended and no major revenue is anticipating a shortfall.

First – Mr. Douglass

Second – Mrs. Smith

Mr. Ralph Bakley

Mrs. Monica DiVito

Mr. Gary Douglass

Dr. James Rochford

Mrs. Patricia Smith

Mr. Joseph Thomas

Mr. Charles Utsch

Mr. Jonathan Vile

Mr. Shaun Whittington

Approved – Bills

2. On the recommendation of the School Business Administrator that all bills approved and certified be paid.

First – Mr. Douglass

Second – Mrs. Smith

Mr. Ralph Bakley

Mrs. Monica DiVito

Mr. Gary Douglass

Dr. James Rochford

Mrs. Patricia Smith

Mr. Joseph Thomas

Mr. Charles Utsch

Mr. Jonathan Vile

Mr. Shaun Whittington

Approved – Report

3. On the recommendation of the School Business Administrator that the cafeteria report be accepted as presented for October 31, 2016.

First – Mr. Douglass

Second – Mrs. Smith

Mr. Ralph Bakley

Mrs. Monica DiVito

Mr. Gary Douglass
Dr. James Rochford
Mrs. Patricia Smith
Mr. Joseph Thomas
Mr. Charles Utsch
Mr. Jonathan Vile
Mr. Shaun Whittington

Approved – Transfers

4. Pursuant to Title 18:22-8.1 that line item transfers made by the Superintendent be approved as presented in Board backup.

First – Mr. Douglass	Second – Mrs. Smith
Mr. Ralph Bakley	
Mrs. Monica DiVito	
Mr. Gary Douglass	
Dr. James Rochford	
Mrs. Patricia Smith	
Mr. Joseph Thomas	
Mr. Charles Utsch	
Mr. Jonathan Vile	
Mr. Shaun Whittington	

Approved –Travel

5. On the recommendation of the Superintendent, that approval be given for travel for district purposes as listed in back-up.

First – Mr. Douglass	Second – Mrs. Smith
Mr. Ralph Bakley	
Mrs. Monica DiVito	
Mr. Gary Douglass	
Dr. James Rochford	
Mrs. Patricia Smith	
Mr. Joseph Thomas	
Mr. Charles Utsch	
Mr. Jonathan Vile	
Mr. Shaun Whittington	

Approved –NCLB

6. On the recommendation of the School Business Administrator, that approval be given to submit amendment to the Fiscal Year 2017 No Child Left Behind (NCLB) Grant covered programs for the purpose described in the application as listed below:

Title 1A (Non-Public)	\$3,800
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First – Mr. Douglass	Second – Mrs. Smith
Mr. Ralph Bakley	
Mrs. Monica DiVito	
Mr. Gary Douglass	

Dr. James Rochford
Mrs. Patricia Smith
Mr. Joseph Thomas
Mr. Charles Utsch
Mr. Jonathan Vile
Mr. Shaun Whittington

Approved – Firearms

7. On the recommendation of the Superintendent, that the Board approve the School Security Officers, as listed below, to carry firearms while on duty on school grounds in accordance with N.J. Statute and Code:

James Dietterich
John Herman
Kevin Boyle

Marlin Hedum
Albert Flitcroft
Darrin Hickok, Supervisor

First – Mr. Douglass
Mr. Ralph Bakley
Mrs. Monica DiVito
Mr. Gary Douglass
Dr. James Rochford
Mrs. Patricia Smith
Mr. Joseph Thomas
Mr. Charles Utsch
Mr. Jonathan Vile
Mr. Shaun Whittington

Second – Mrs. Smith

Approved – Audit

8. On the recommendation of the Superintendent, that the annual audit for the fiscal year ending June 30, 2016 be accepted as presented by Inverso & Stewart, LLC, and the recommendations and dispositions be read to the public:

FY 2016 Annual School Audit Lower Twp. Schools

Finding 2016-001: The student counts for on roll, resident low income and resident LEP not low income, did not agree to supporting documents in all instances.

Recommendation: That care is exercised in preparing the Application for School State Aid.

Corrective Action Plan: The district staff charged with preparation of the Application for School State Aide will work in concert with the district’s auditor, exercising due diligence to ensure appropriate care and responsibility to confirm the adequacy of data.

First – Mr. Douglass
Mr. Bakley
Ms. DiVito
Mr. Douglass
Dr. Rochford
Mrs. Smith

YES
YES
YES
YES
YES

Second – Mrs. Smith

Mr. Thomas	YES
Mr. Utsch	YES
Mr. Vile	YES
Mr. Whittington	YES

OPEN MEETING TO THE PUBLIC – Dr. Rochford asked, “Are there any questions or comments from the public?”

On a Motion by Mr. Thomas and seconded by Mr. Whittington and the unanimous consent of the Board that the meeting be adjourned at 7:45p.m.

Respectfully submitted,



Frank A. Onorato
Board Secretary

LOWER TOWNSHIP BOARD OF EDUCATION

BOARD MINUTES

EXECUTIVE SESSION

November 22, 2016

Meeting convened at 6:42 p.m.

Present at meeting were:

Mr. Ralph Bakley
Mrs. Monica DiVito
Mr. Gary Douglass
Dr. James Rochford
Mrs. Patricia Smith
Mr. Joseph Thomas
Mr. Charles Utsch
Mr. Jonathan Vile
Mr. Shaun Whittington

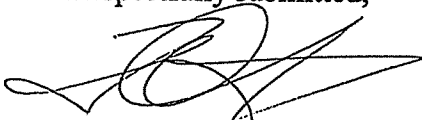
Jeff Samaniego, Superintendent
Frank Onorato, Board Secretary

The following was discussed:

- Two H.I.B. cases. Mitnick #1: this was investigated to not be a H.I.B.
Sandman #1: this was investigated to be a H.I.B.
- Update on contract negotiations by Solicitor. (Mr. Samaniego, Mrs. DiVito, Mrs. Smith, Mr. Douglass and Mr. Whittington exited.)
- The Solicitor reviewed the resignation letter from a transportation employee.

On a Motion by Mr. Thomas and seconded by Mr. Vile and the unanimous consent of the Board that the meeting returned to open session at 7:00 p.m.

Respectfully submitted,



Frank A. Onorato
Board Secretary