

LOWER TOWNSHIP BOARD OF EDUCATION

BOARD MINUTES

REGULAR MEETING

DECEMBER 13, 2016

Meeting convened at 7:00 p.m.

Salute to the Flag

PRESENT

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

ALSO IN ATTENDANCE

Jeff Samaniego, Superintendent
Frank Onorato, Board Secretary
Taylor Ruilova, Board Attorney

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. Bakley and seconded by Mr. Whittington and the unanimous consent of the Board, the minutes of the Regular Board Meeting and Executive Meeting held on November 22, 2016 were approved.

On a motion by Mrs. Smith and seconded by Mr. Douglass and the unanimous consent of the Board, the Board approved the secretary's and treasurer's reports for November 30, 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. Samanigo discussed the following with the Board:

- Mr. Dietterich's Christmas Program for the Lower Township children.
- Mr. Samanigo and Mrs. DiVito attended a program on the K-12 H.I.B. software program.
- Events surrounding fundraiser prizes for students.
- The Holiday Concert will be tomorrow night at LCMR.
- Mrs. DiVito reported on the NJSBA Delegate Assembly that she and Mrs. Smith attended.
- Mrs. DiVito spoke on sustainable NJ Programs and Grants.

On a Motion by Mr. Douglass and seconded by Mr. Whittington and the unanimous consent of the Board the Board passed the following resolution at 6:35 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 6:35 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.” 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. Mr. Samaniego, 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 _____

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“(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:

1. Discussion of personnel issues related to the transportation department.
2. Discussion of Health Benefits coverage for transgender/gender dysphoria.

“(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 20 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 6:55 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:

1. The LTES Kids Christmas Program. Mr. Diettrich has been organizing this program and helping our local families over the holidays for over 40 years. Last year he was able to assist over 80 families in need, this year we have over 120 families in need.
2. Thank you all who have participated in our SurreyBrook Fundraiser this year. The Educational Foundation profited over \$14,000. Those students that sold over 20 items earned a Limo/Lunch this week to Little Italy 2. We had 58 students win this prize this year!
3. Mr. Dunlap and Mr. Morales Winter Holiday Concert is tomorrow night at 7pm at the LCMR PAC. This will be Mr. Dunlap's last Winter Concert, and I am sure it's going to be spectacular as usual.

Presentation: Mrs. Sherry Bosch, David C. Douglass Veterans Memorial School Programs

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 TEACHERS

Kelly Edmunds

SUBSTITUTE SECRETARY

Sharon Lamar

SUBSTITUTE CLASSROOM AIDES

Carol Salinsky, Mary Gentillini

SUBSTITUTE CAFETERIA AIDES

Chelsea Gentillini, Mary Gentillini

SUBSTITUTE DAY CARE AIDES

Carol Salinsky, Mary Gentillini, Ashley Ryan

SUBSTITUTE FOOD SERVICE WORKER

Mary Gentillini

SUBSTITUTE CUSTODIANS

Sharon Lamar, Dawn Bailey

First – Mrs. Smith
Mr. Ralph Bakley
Mrs. Monica DiVito
Mr. Gary Douglass
Dr. James Rochford

Second – Mr. Utsch

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

Approved –Maternity Leave of Absence

2. On the recommendation of the Superintendent, that Kathleen Mazari, Self-Contained Teacher at Maud Abrams School, be approved for her maternity leave of absence, effective May 2, 2017 to end of 2017 school year.

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. Vile

Approved –Maternity Leave of Absence

3. On the recommendation of the Superintendent, that Ashley Cobleigh, 2nd Grade Teacher at the Carl T. Mitnick School, be approved for her maternity leave of absence, effective March 13, 2017 to June 5, 2017.

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. Bakley

Approved –Speech Therapist

4. On the recommendation of the Superintendent, that the Board approve Christine Furey, Speech Therapist, who has worked on an as needed basis in the District, as Speech Therapist at the Carl T. Mitnick School, replacing Sarah Powell who is resigning, effective January 9, 2017.

First – Mr. Utsch
Mr. Ralph Bakley
Mrs. Monica DiVito
Mr. Gary Douglass
Dr. James Rochford
Mrs. Patricia Smith

Second – Mrs. Smith

Mr. Joseph Thomas
 Mr. Charles Utsch
 Mr. Jonathan Vile
 Mr. Shaun Whittington

Approved –Custodian/Maintenance

5. On the recommendation of the Superintendent, that the Board approve Andrew Morales as Custodian/Maintenance in the District, effective January 2, 2017, pending receipt of required documentation.

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. Douglass

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
1140	POLICY	Affirmative Action Program	Inclusion of language “gender identity or expression”
1523	POLICY	Comprehension Equity Plan (CEP)	Additional paragraph & language changes.
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 sites of other policies and Code change.
2260	POLICY	Affirmative Action for School & Classroom Practices	Inclusion of language “gender identity or expression” & Code changes.
2411	POLICY& REG.	Guidance Counseling	Inclusion of language “gender identity or expression” & Code changes.
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 changes.
5755	POLICY	Equity in Educational Programs & Services	Inclusion of language “gender identity or expression” & Code changes.

First – Mr. Douglass
 Mr. Ralph Bakley

Second – Mrs. DiVito

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 – Revisions

2. On the recommendation of the Superintendent, that the Board approve the first reading of the following revisions to existing Policies and Regulations.

NUMBER	TYPE	TITLE	PURPOSE
5339	POLICY	Screening for Dyslexia	Change definition of Dyslexia
7481	POLICY	Unmanned Aircraft Systems (Drones)	New Policy
8630	POLICY& REG.	Bus Driver/Bus Aide Responsibility Emergency School Bus Procedures	Additional wording to meet state requirements.

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

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 November 30, 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. Thomas
 Mr. Ralph Bakley
 Mrs. Monica DiVito
 Mr. Gary Douglass
 Dr. James Rochford
 Mrs. Patricia Smith
 Mr. Joseph Thomas

Second – Mr. Vile

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. Thomas
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

Approved – Report

3. On the recommendation of the School Business Administrator that the cafeteria report be accepted as presented for November 30, 2016.

First – Mr. Thomas
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

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. Thomas
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

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. Thomas

Second – Mr. Vile

Mr. Ralph Bakley

Mrs. Monica DiVito

Mr. Gary Douglass

Dr. James Rochford

Mrs. Patricia Smith (abstain check # 411914)

Mr. Joseph Thomas

Mr. Charles Utsch

Mr. Jonathan Vile

Mr. Shaun Whittington

Approved –Services

6. On the recommendation of the School Business Administrator, that the Board approve the Shared Services with the North Wildwood School District for Business Administrative/Board Secretary Services. (January1, 2017 to January 15, 2017)

First – Mr. Thomas

Second – Mr. Vile

Mr. Ralph Bakley

Mrs. Monica DiVito

Mr. Gary Douglass

Dr. James Rochford

Mrs. Patricia Smith

Mr. Joseph Thomas

Mr. Charles Utsch

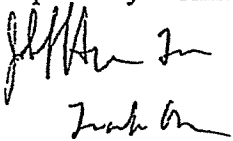
Mr. Jonathan Vile

Mr. Shaun Whittington

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. Vile and the unanimous consent of the Board that the meeting be adjourned at 7:36p.m.

Respectfully submitted,



Frank A. Onorato
Board Secretary

LOWER TOWNSHIP BOARD OF EDUCATION

BOARD MINUTES

EXECUTIVE SESSION

December 13, 2016

Meeting convened at 6:35 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

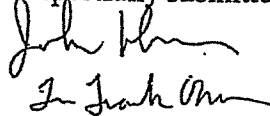
Jeff Samaniego, Superintendent
Frank Onorato, Board Secretary

The following was discussed:

- Discussion of personnel issues related to the Transportation Department.
- Update on contract negotiations by Solicitor. (Mr. Samaniego, Mrs. DiVito, Mrs. Smith, Mr. Douglass and Mr. Whittington exited.)
- Discussion of Health Benefit coverage for transgender/gender dysphoria coverages.

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 6:55 p.m.

Respectfully submitted,



Frank A. Onorato
Board Secretary