

**LOWER TOWNSHIP BOARD OF EDUCATION
AGENDA
REGULAR MEETING
AUGUST 23, 2016**

Meeting convenes at 7:00 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:

"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:

"Increase board member's knowledge and understanding of by-laws, district policies, and regulations."

"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."

Board Member Comments:

Consider approval of the minutes of the Executive Session and the Regular Board Meeting held on July 26, 2016.

Consider approval of secretary's and custodian's reports for July 31, 2016, 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).

Superintendent's Report:

Presentation: None.

Public comment regarding agenda items only.

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.

P. Personnel:

- 1. **Suggested Motion:** 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. (Backup P-1)

SUBSTITUTE TEACHERS

Erin Kelly, Alfred Stephen Miller, Kimberly Vo, Sally Yerik

SUBSTITUTE CLASSROOM AIDE

Rachel Cressman

SUBSTITUTE CAFETERIA AIDE

Diane Hutchinson

SUBSTITUTE FOOD SERVICE WORKER

Diane Hutchinson

SUBSTITUTE BUS AIDES

Carolyn Qualters, Jessica Trentham, Katie Mellor, Joe Biegenwald

SUBSTITUTE SECRETARY

Carolyn Qualters

SUBSTITUTE BUS DRIVERS

Joe Biegenwald, John Byrd, Jr.

VOTE: JR ___ RB ___ CU ___ PS ___ SW ___ JT ___ GD ___ JV ___ MD ___

- 2. **Suggested Motion:** On the recommendation of the Superintendent, that the Board approve LaTrice Abrams, as Food Service Worker, on the 1st Step of the LTEEA Salary Guide, effective September, 1, 2016, pending receipt of required documentation. (Backup P-2)

VOTE: JR ___ RB ___ CU ___ PS ___ SW ___ JT ___ GD ___ JV ___ MD ___

- 3. **Suggested Motion:** On the recommendation of the Superintendent, that Stephanie Kehoe, BSIP Teacher at the David C. Douglass Veteran’s Memorial School, be approved for a maternity leave of absence, beginning on or about October 27, 2016 until April 2017. (Backup P-3)

VOTE: JR ___ RB ___ CU ___ PS ___ SW ___ JT ___ GD ___ JV ___ MD ___

P. Personnel cont'd.

4. Suggested Motion: On the recommendation of the Superintendent, that Christine Furey be appointed as Speech Therapist at Carl T. Mitnick School and Maud Abrams School, effective September 6, 2016 to June 30, 2017, at an Hourly Rate of \$65.00 and an Evaluation Rate of \$285.00 per Evaluation, on an as needed basis.

VOTE: JR____RB____CU____PS____SW____JT____GD____JV____MD____

5. Suggested Motion: On the recommendation of the Superintendent, that Erine Lloyd, 1st grade teacher at the Carl T. Mitnick School, be approved for placement of BA+30 on the LTEEA Teachers' Salary Guide, to reflect an increase of credits to her degree, effective September 1, 2016: (Backup P-5)

VOTE: JR____RB____CU____PS____SW____JT____GD____JV____MD____

6. Suggested Motion: On the recommendation of the Superintendent, that the Board approve Joseph Kavalus, as a Bus Driver, in the District, on the 1st Step of the LTEEA Salary Guide, effective September 1, 2016, pending receipt of required documentation. (Backup P-6)

VOTE: JR____RB____CU____PS____SW____JT____GD____JV____MD____

7. Suggested Motion: On the recommendation of the Superintendent, that the Board approve Darrin Hickok, as Supervisor of School Security, in the district, effective immediately, pending receipt of required documentation. (Replacing Brian Marker who retired.) (Backup P-7)

VOTE: JR____RB____CU____PS____SW____JT____GD____JV____MD____

8. Suggested Motion: On the recommendation of the Superintendent, that Cindy Benigno, be approved as Volunteer Coordinator, in the District, for the 2016-2017 school year, pending receipt of required documentation. (Backup P-8)

VOTE: JR____RB____CU____PS____SW____JT____GD____JV____MD____

9. Suggested Motion: On the recommendation of the Superintendent, that the Board approve Victoria Davenport, as School Social Worker, in the District, effective September 1, 2016, pending receipt of required documentation. (Backup P-9)

VOTE: JR____RB____CU____PS____SW____JT____GD____JV____MD____

P. Personnel cont'd.

10. Suggested Motion: On the recommendation of the Superintendent, that the following Mentors be approved for the 2016-2017 school year: (Backup P-10)

<u>MENTOR</u>	<u>TEACHER</u>	<u>GRADE</u>
Dave Bur	Michelle Winter	3 rd
Sydney Weeks	Amanda Pierce	4 th
Patti O'Shea	Tara Wilson	4 th
Doreen Gantz	Ann Marissa Ambacher	6 th
Tracy Rutherford	Sara Schlitzer	Spec. Ed. @ Mitnick
Tara Geisel	Bryce Yerks	Basic Skills @ Maud
Molly Baldwin	Danielle Rechner	ESL
Alison Paras	Victoria Davenport	School Social Worker

VOTE: JR ___ RB ___ CU ___ PS ___ SW ___ JT ___ GD ___ JV ___ MD ___

E. Education:

1. Suggested Motion: On the recommendation of Supervisor of Special Services, that the following cases be approved for placement for the 2016-2017 school year: (Backup E-1)

Case #4448: Seven year old, 2nd grade special education student awaiting placement at the Cape May County Special Services District at Ocean Academy.

Case #4450: Seven year old, 2nd grade special education student awaiting placement at the Cape May County Special Services District at Ocean Academy.

VOTE: JR ___ RB ___ CU ___ PS ___ SW ___ JT ___ GD ___ JV ___ MD ___

2. Suggested Motion: On the recommendation of the Supervisor of Curriculum and Instruction, Supervisor of Academic Achievement and School Business Administrator, that the District's Mentoring Plan for 2016-17, One Year Operational Plan, be reviewed for fiscal impact. (Backup E-2)

VOTE: JR ___ RB ___ CU ___ PS ___ SW ___ JT ___ GD ___ JV ___ MD ___

L. Legislative:

1. Suggested Motion: On the recommendation of the Goal Setting Committee, that the Board of Education approve/accept the Board Goals and Action Plans and the District Goals and Actions Plans. (Backup L-1)

VOTE: JR ___ RB ___ CU ___ PS ___ SW ___ JT ___ GD ___ JV ___ MD ___

L. Legislative cont'd.

- 2. **Suggested Motion:** On the recommendation of the Superintendent, that the Board approve the New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act, July 1, 2015 – June 30, 2016. (Backup L-2)

VOTE: JR ___ RB ___ CU ___ PS ___ SW ___ JT ___ GD ___ JV ___ MD ___

F. Finance and Insurance:

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.

- 1. **Suggested Motion:** On the recommendation of the School Business Administrator, that pursuant to NJAC 6A:23-2.11(c) 4, the Board certifies that, as of July 31, 2016, to the best of our knowledge, no major accounts or funds have been over expended and no major revenues are anticipating a shortfall. (Backup F-1)

VOTE: JR ___ RB ___ CU ___ PS ___ SW ___ JT ___ GD ___ JV ___ MD ___

- 2. **Suggested Motion:** On the recommendation of the School Business Administrator, that all bills approved and certified be paid. (Backup F-2)

VOTE: JR ___ RB ___ CU ___ PS ___ SW ___ JT ___ GD ___ JV ___ MD ___

- 3. **Suggested Motion:** Pursuant to Title 18:22-8.1 that line item transfers made by the Superintendent be approved as presented in Board backup. (Backup F-3)

VOTE: JR ___ RB ___ CU ___ PS ___ SW ___ JT ___ GD ___ JV ___ MD ___

- 4. **Suggested Motion:** On the recommendation of School Business Administrator, that approval be given to enter into a tuition agreement with the Ocean City School District for the 2016-17 school year: (A.P., DCP&P Placement – Reg. Ed.) (Backup F-4)

VOTE: JR ___ RB ___ CU ___ PS ___ SW ___ JT ___ GD ___ JV ___ MD ___

- 5. **Suggested Motion:** On the recommendation of the Superintendent, that approval be given for travel for district purposes as listed in backup. (Backup F-5)

VOTE: JR ___ RB ___ CU ___ PS ___ SW ___ JT ___ GD ___ JV ___ MD ___

F. Finance cont'd.

6. Suggested Motion: On the recommendation of the School Business Administrator, that approval be given to enter into a tuition agreement with YA.L.E. School East, Inc., private school for students with disabilities, for the 2016-17 school year. (Backup F-6)

VOTE: JR ___ RB ___ CU ___ PS ___ SW ___ JT ___ GD ___ JV ___ MD ___

7. Suggested Motion: On the recommendation of the School Business Administrator, that approval be given to approve the following rates of pay for Part-Time and Substitute Aides:

Part-Time with County Substitute Certification	\$14.75 hr.
Part-Time without County Substitute Certification	\$13.27 hr.
Substitute with County Substitute Certification	\$13.27 hr.
Substitute without County Substitute Certification	\$12.25 hr.

VOTE: JR ___ RB ___ CU ___ PS ___ SW ___ JT ___ GD ___ JV ___ MD ___

8. Suggested Motion: On the recommendation of the School Business Administrator, that the Board approve the disposal of surplus/obsolete equipment and supplies through GOVDeals. (Backup F-8)

VOTE: JR ___ RB ___ CU ___ PS ___ SW ___ JT ___ GD ___ JV ___ MD ___

OPEN MEETING TO THE PUBLIC

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.

MOTION TO ADJOURN THE MEETING.

_____ In Favor _____ Opposed

- F.Y.I.
- 7. Supervisor of Buildings & Grounds Reports
- 10. Board Secretary Report
- September Calendar