

**LOWER TOWNSHIP BOARD OF EDUCATION
AGENDA
REGULAR MEETING
AUGUST 29, 2017**

Regular 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:

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 **L**earning, **T**eaching, **E**xploring, **S**ucceeding.*

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."

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1} REPORTS:

- A} Board President
- B} Superintendent
- C} School Business Administrator
- D} Presentations: None
- 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.*

2) ROUTINE MATTERS

R-1 Approval of Minutes:

- July 25th, 2017
- Work Session
- Regular Meeting
- Executive Meeting

R-2 Approval of Financial Statements:

Secretary's and custodian's reports for **July 31st, 2017**, 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: July 25th, 2017-August 29th, 2017 {Backup R-3}

R-4 Approval of Bill List: July 25th, 2017-August 29th, 2017{Backup R-4}

R-5 Approval of Cafeteria Report: None.

R-6 Approval of Travel: {Backup R-6}

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

Motion: _____ **Second:** _____

Discussion:

Vote:

- ___ 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 the Board approve the following substitutes for the 2017-2018 school year, pending receipt of required documentation: (Backup P-1)

SUBSTITUTE PRINCIPAL

Sherry Bosch

SUBSTITUTE TEACHERS

Alfred Stephen Miller, Damien Cwik, Diane Hooyman, Barbara White

SUBSTITUTE SECRETARY/CLERK

Barbara White

SUBSTITUTE CLASSROOM AIDES

Miranda Gray, Angela Isaacson, Elizabeth Byrne, Erin Pisieczko, Kristen Casella

SUBSTITUTE CUSTODIAN

Eric Hall

SUBSTITUTE FOOD SERVICE WORKERS

Elizabeth Byrne, Kim Almodovar

SUBSTITUTE DAY CARE AIDES

Elizabeth Byrne, Angela Isaacson, Kim Almodovar, Keri Thomas, Erin Pisieczko

SUBSTITUTE CAFETERIA AIDES

Elizabeth Byrne, Anegla Isaacson, Kim Almodovar

SUBSTITUTE BUS AIDES

Eric Hall, Elizabeth Byrne, Patricia Grugan

SUBSTITUTE BUS DRIVERS

Patricia Finkbeiner, Anthony Dambra

2. On the recommendation of the Superintendent, that the Board accept, with regret, the retirement of Richard Barber, Bus Driver, effective September 1, 2017. (Backup P-2)

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3. On the recommendation of the Superintendent, that the Board approve Edward Rubbert, as Temporary Physical Education Teacher, medical leave of absence position, replacing Gerald Griffin, effective September 5, 2017, pending receipt of required documentation. (Backup P-3)
4. On the recommendation of the Superintendent, that the Board approve the transfer of Allison Mellina, Food Service Worker at Carl T. Mitnick School to Head Cook at Maud Abrams School, replacing Patricia Boyle, who retired, effective September 1, 2017.
5. On the recommendation of the Superintendent, that the Board approve the following Mentors, for the 2017-2018 school year:

<u>MENTOR</u>	<u>TEACHER</u>	<u>GRADE</u>
Christina Lunde	Kimberly McGarrity	Kindergarten
Janeen Lindsay	Jordan Caplan	Art @ Mitnick
Jennifer Camillo	Deborah Pruitt	Music @ Mitnick
Samantha Osmundsen	Jenna Melo	2 nd
Bonnie Barcas	Andrew Bongiovanni	4 th
Pam Levin	Jesse Munsick	4 th
Kim Osmundsen	Gina Farreny	5 th
Allison O'Shea	Samantha Milder	5 th
Frances Grace	Michael Morey	5 th

6. On the recommendation of the Superintendent, that the Board approve the re-hire of Debra Schellinger as Part-Time Speech Therapist, at the Carl T. Mitnick School, effective September 5, 2017 to June 30, 2018, an at hourly rate of \$55.00. (Backup P-6)
7. On the recommendation of the Superintendent, that the Lower Township Board of Education approve the On-Call Substitutes-Hourly Rates for 2017-2018, as listed below:

Bus Driver (CDL Certified)	\$13.75/Run
Bus Aides	\$ 8.08/Run
Instructional Aide with 60 Credits & County Substitute Cert.	\$13.25
Classroom Aide without 60 Credits & County Substitute Cert.	\$12.25
Substitute Teacher	\$94.00/Diem
Security Guard (Night and Weekends)	\$13.25
Day Care Lead Staff	\$12.75
Day Care Worker	\$12.50
Secretary	\$12.00
Custodian	\$13.71
Clerk	\$11.75
Cafeteria Aide	\$11.75
Food Service Worker	\$11.75

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8. On the recommendation of the Superintendent, that the Board rescind Motion P-13 on the July 25, 2017 Board Agenda, approving Devon Vanderslice, as Temporary 1st Grade Teacher, maternity leave of absence position, replacing Amanda Nuscis, effective September 5, 2017 to December 15, 2017.
9. On the recommendation of the Superintendent, that the Board approve Kelly Edmunds, as Temporary 1st Grade Teacher, maternity leave of absence position, replacing Amanda Nuscis, effective September 5, 2017 to December 15, 2017, pending receipt of required documentation. (Backup P-9)
10. On the recommendation of the Superintendent, that the Board rescind Motion P-2 on the July 25, 2017 Board Agenda, approving Megan Young, as Home Visitation Staff for the 3 Year-Old Home Visitation Program (3VP), effective September 1, 2017.

H. Harassment, Intimidation & Bullying:

1. On the recommendation of the Superintendent, that the Board approve the H.I.B. School Self-Assessment scores for the 2016-2017 school year. (Backup H-1)

E. Education and Legislative:

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

Case #4231-A – Six year old, special education, 1st grade student transferred into the district from Wildwood Crest, NJ and is attending the Cape May County Special Services School District at Ocean Academy.

Case #4231-A – Six year old, special education, 1st grade student at Ocean Academy who requires 1:1 nursing services, due to a medical condition. The nursing services will be provided by Preferred Health Care & Nursing Services, Inc.

Case #4200-A – Six year old, special education, 2nd grade student re-entered the district and is waiting placement at the Cape May County Special Services School District at Ocean Academy.

MOTION: Personnel P-1 to P-10/H-1/E-1

Motion: _____ **Second:** _____

Discussion:

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Vote:

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

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.

Regular Business:

1. On the recommendation of the Superintendent and School Business Administrator, that the Board accept the Settlement Agreement and General Release in the matter of Nancy G. McLaughlin vs. Lower Township Board of Education, et al., Docket No. CPM-L-568-15. (Backup F-1)
2. On the recommendation of the School Business Administrator, that the Board approve the Fund 20 allocations for ESEA:Title IA, for the 2017-2018 school year. (Backup F-2)

<u>NAME</u>	<u>PRIMARY ACCOUNT</u>	<u>ESEA/TITLE IA ALLOCATION</u>	<u>LOCAL ALLOCATIONS</u>
Karen Weinberg	20-231-100-101-00	30%	70%
Amanda Cardaci	20-231-100-101-00	75%	25%
Rebecca Johnson	20-231-100-101-00	75%	25%
Patricia McDevitt	20-231-100-101-00	75%	25%
Erica O'Neill	20-231-100-101-00	75%	25%
Heather Roth	20-231-100-101-00	75%	25%

3. On the recommendation of the School Business Administrator, that the Board accept the following Grant and amend Fund 20 accordingly: (Backup F-3)

Cape Education Fund: \$492.87

4. On the recommendation of the School Business Administrator, that the Board approve a Tuition Contract with Gibbsboro School District, for the 2017-2018 school year, in the amount of \$13,464. (Backup F-4)

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5. On the recommendation of the School Business Administrator, to amend the Cape May County Homeless Agreement adopted June 27, 2017, to include Dennis Township School District. (Backup F-5)
6. On the recommendation of the School Business Administrator, that the Board authorize the School Business Administrator to secure Nursing Services for up to two (2) students, for the 2017-2018 school year. (Backup F-6)
7. On the recommendation of the School Business Administrator, that the Board does not apply for additional State Assistance, due to fiscal distress. (Backup F-7)
8. On the recommendation of the School Business Administrator, that the Board approve the 2017-18 Joint Transportation Agreement, with Lower Cape May Regional School Board of Education. (Backup F-8)
9. On the recommendation of the School Business Administrator, to approve a Contract between Lower Township Board of Education, and Paul's Commodity Hauling, Inc., for the 2017-2018 school year, for hauling State Commodities from Safeway Cold Storage. (Backup F-9)
10. On the recommendation of the School Business Administrator, to confirm the first amendment to the Energy Saving Implementation Agreement and Agreement between Lower Township Board of Education and DCO. (Backup F-10)

L. Legislative:

This packet includes a summary of the changes per Strauss Essmay, the recommended changes and our current Policies. They have been reviewed and optional sections have been removed.

MOTION: Finance F-1 to F-10/L

Motion:_____ **Second:**_____

Discussion:

Vote:

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

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4} OLD/NEW BUSINESS

5} OPEN MEETING TO THE PUBLIC *(public comment rules as read above apply)*

6} EXECUTIVE SESSION:

Motion:_____ **Citation:**_____ **Estimated Duration:**_____
Second:_____

Discussion:

Vote:

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

7} Good of the Order:

- A} Next Board Meeting: September 26th, 2017
- B}

8} ADJOURNMENT

MOTION TO ADJOURN THE MEETING.

Motion:_____ **Second:**_____

All in Favor:_____ **Opposed:**_____

Time:_____

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