

**LINWOOD BOARD OF EDUCATION**  
**Schiavo Auditorium, Belhaven Middle School**  
**July 24, 2019**  
**7:00 p.m.**  
**BOARD AGENDA**

1. Call to Order
2. Salute to the Flag
3. Announcement of Adequate Notice
  - In compliance with the "Open Public Meetings Act" of the State of New Jersey, adequate notice of this meeting has been provided. On January 7, 2019, written notice of this meeting was posted in two schools, City Hall, and the Linwood City Library and on that same date written notice was faxed to The Press and The Current.
4. Roll Call
5. Committee Reports
  - Personnel 7.16.2019
  - Curriculum 7.16.2019
  - Policy 7.16.2019
  - Finance 7.17.2019
  - Negotiations 7.23.2019
6. Comments from the Public
7. Superintendent's Report

***(FOR YOUR INFORMATION - Items #8 -11)***

8. ENROLLMENT INFORMATION:

	<b>9/04/18</b>	<b>6/19/19</b>
Seaview Elementary School	424	435
Belhaven Middle School	382	385
<b>Total Enrollment</b>	<b>806</b>	<b>820</b>

9. USE OF SCHOOL FACILITIES – 7/01/19-7/24/19

<b>Organization</b>	Fee	Seaview	Belhaven
LASAR Basketball Camp (Meade)	No		4
Real Jersey Futsal Clinic/Mainland (Napoli)	No		4
<b>TOTALS</b>			<b>8</b>
Notes:			

10. **REPORTS**

- Linwood Education Foundation
- Linwood Parent/Teacher Organization
- Linwood Educational Affairs Committee
- Student Support Parent Advisory Council (SSPAC)

11. DATES TO REMEMBER

JULY			
25	Last day	Seaview Belhaven	Summer Enrichment/Enhancement

AUGUST			
20	10:00 a.m. 11:00 a.m.	Belhaven Auditorium	Substitute Training Volunteer Training
28	5:00 p.m.	Belhaven Auditorium	Fifth Grade Parent Orientation
28	6:00 p.m.	Belhaven Auditorium	New Family Orientation

**MOTIONS REQUIRING ACTION**  
***(PERSONNEL: Items #12 - 19)***

12. CHANGE IN POSITION

Motion to approve a change in position, upon the recommendation of the superintendent, as listed below.

Staff Name	Position	Effective
Elizabeth Provenzano	From: PT Social Worker To: FT Social Worker 2018-2019 MA, Step 5, \$56,726 (2019-2020 salary/step pending new LEA agreement)	9/01/19

*Motion Required – Personnel*

13. RESIGNATIONS

Motion to approve the staff resignations, upon the recommendation of the superintendent, as listed below:

<b>Staff Name</b>	<b>Position/School</b>	<b>Effective</b>
Bonnie Marino	Grade 5 Science Belhaven	7/02/19
Jaime Hall	PT Paraprofessional Belhaven	7/01/19
Nancy Fetter	PT Paraprofessional Seaview	7/08/19

*Motion Required – Personnel*

14. LEAVES OF ABSENCE

Motion to approve the leave of absence requests, upon the recommendation of the superintendent, for the staff listed below pending receipt of the required certifications.

<b>Staff Name</b>	<b>Position</b>	<b>Term</b>
Steve Brown	Maintenance	FMLA 7.8.2019 - 7.21.2019
Stephanie Curry	PT Special Ed Teacher Seaview	Uncompensated Leave of Absence: 10.21.2019 - 1.27.2020

*Motion Required – Personnel*

15. SUMMER STAFF WORK - 2019-2020 SCHOOL YEAR

Motion to approve the following certificated staff for summer work, to be paid at the rate of \$40 per hour, hours are noted below.

<b>Staff Member</b>	<b>Role</b>	<b>Hours (NTE)</b>	<b>Date</b>
Ann Forshaw	Sports' Physicals	10	August
Christina Lonergan Jackie Baltozer Allison Phillips	Leadership Camp	8 each	August
Jennifer Bernardini Amy Winterbottom Allison Phillips Mary Beth McKenna Jackie Baltozer	Renaissance Planning	6 each	August

*Motion Required – Personnel*

16. AMENDED JOB DESCRIPTIONS

Motion to amend the following job description for:

- Supervisor of Special Education
- Supervisor of Curriculum & Instruction

*Motion Required – Personnel*

17. SUMMER CURRICULUM POSITIONS

Motion to approve the following staff, upon the recommendation of the Superintendent, to complete the summer curriculum work as listed. Staff will be paid at the hourly rate of \$40 and for the hours as listed.

<b>Staff Names</b>	<b>Positions</b>	<b>Hours/Date</b>
Kim Petrella Kristy McLaughlin Heidi Derbyshire Shari Frolove Beth Bagocius Christine Silverberg Christina Riley	PBIS Team/SEL Seaview	10 each August
Sheri Lamp Jamie Vecere-Collins	Early Childhood Expanded Day Seaview	10 each August
Jean Matro (S) Karen Prendergast (S) Cindy O’Kane (B)	Gifted and Talented Seaview(S) / Belhaven (B)	10 each August
Allison Phillips Amy Winterbottom Christine Johnston Christina Lonergan Lori Dooner	ELA Writing Belhaven	10 Each August

*Motion Required – Curriculum*

18. STOCKTON FIELDWORK PLACEMENT REQUEST FOR FALL 2019 SEMESTER

Motion to approve, upon the recommendation of the superintendent, a request from Stockton University for a CP2/Intermediate Fieldwork (80 hours) Placement Request for the Fall 2019 Semester from September 3, 2019 to December 10, 2019 in the Belhaven Middle School for the student, as listed below.

<b>Student</b>	<b>Grade/School</b>	<b>Cooperating Teacher</b>
Jenna McGrath	8 – English/Language Arts Belhaven	Christina Lonergan

*Motion Required – Personnel*

**(CURRICULUM: Items #19 - 20)**

19. FIELD TRIP

Motion to approve the 2019-2020 school year field trip request as listed below.

<b>Destination</b>	<b>Grade</b>	<b>Person in Charge</b>
Disney Trip Orlando, FL	Belhaven Band	Nancy Robinson

*Motion Required – Curriculum*

20. STAFF TRAVEL, PROFESSIONAL DEVELOPMENT AND WORK RELATED EXPENSES

Motion to approve travel, professional development activities and work related expenses for employees as listed below. The attendance at stated function was previously approved by the Chief School Administrator, as work related and within the scope of the work responsibilities of the attendee. The attendance at the function was approved as promoting delivery of instruction or furthering efficient operation of the school district and fiscally prudent. The travel and related expenses particular to attendance at this function is expected to exceed the state travel guidelines established by the Department of Treasury in NJOMB circular letter. The board finds the travel and related expenses and the excess expenses particular to attendance at this previously approved function is necessary, and that the excess is justified and therefore reimbursable. All staff travel that applies to this motion is marked with an (\*).

<b>Name</b>	<b>Travel Date(s)</b>	<b>Location</b>	<b>Event</b>	<b>Registration</b>	<b>Mileage Expense</b>
Teri Weeks	8/08/19	NJASBO Robbinsville NJ	Mentor Re-training	No charge	NTE \$65
Christina Riley	7/16/19	SRI/ETTC-Stockton Galloway, NJ	Star Lab Training	No charge	NTE \$10

*Motion Required – Curriculum*

**(FINANCE: Items #21 - 28)**

21. NON-RESIDENT TUITION CONTRACT - GRADE 4

Motion to approve a 2019-2020 tuition contract for a fourth grade student, Regular Education program, at the non resident tuition rate of \$7,211.

*Motion Required - Finance*

22. IDEA 2020 GRANT

Motion to approve the 2019-2020 IDEA Basic amount of \$180,774 and Preschool amount of \$9,681.

*Motion Required - Finance*

23. REJECT BID RECEIVED - ELECTRICAL TIME AND MATERIAL  
 Motion to reject the bid received from Lee-Way Electrical, LLC as non-responsive pursuant to Title 18A:18A 2t,x,y et. al, as the bid submitted did not conform in all material respects to the terms and conditions, specifications, legal requirements, and other provisions of the request.

*Motion Required - Finance*

24. ELECTRIC TIME AND MATERIAL BID  
 Motion to accept the bid from Calvi Electric for Electrical services, Time and Material Basis for the 2019-2020 school year with straight time rates of \$119.00 for Foreman, \$112.00 for Journeyman, and \$59.00 for Apprentice. A 10% markup for material is also included.

*Motion Required - Finance*

25. REQUEST FOR PROPOSALS - PLAYGROUND RENOVATIONS  
 Motion to accept the proposal from Roy's Action Landscaping in the amount of \$27,625 for the Seaview Playground Refurbish project.

*Motion Required - Finance*

26. AUDIO EQUIPMENT - ED DATA and STATE OF NEW JERSEY CO-OP PRICING  
 Motion to approve the purchase of the audio phase of the Seaview Sound System upgrades from Troxell in the amount of \$31,624.54 available through both ED-DATA cooperative pricing and the State of New Jersey Purchasing Cooperative.

*Motion Required - Finance*

27. USE OF SCHOOL FACILITIES  
 Motion to approve the following requests for the use of our school facilities.

Organization	Facility	Date/Time	Fee
<b>Atlantic Coast Basketball</b> Basketball Camp Person in Charge: Ryan Staiger	Belhaven Main Gym	8/05/19 - 8/08/19	Yes

*Motion Required – Finance*

28. PURCHASE SERVICES - PROPRIETARY SOFTWARE  
 Motion to approve the purchase of Hosting and Back Up Recovery Services from Systems 3000 pursuant to Title 18A:18A-4.1 for the purchase or licensing of proprietary computer software designed for board of education purposes, which may include hardware intended for use with the proprietary software. Annual fee of \$6,119 and a one time set up fee of \$500.

*Motion Required – Finance*

**(POLICY: Item #29 - 31)**

29. BOARD POLICY  
Motion to revise or adopt the following policies and regulations.

<b>FIRST READING</b>	
Policy # / Regulation#	Title
Policy 9180	School Volunteers

*Motion Required – Policy*

30. CHART OF CONSEQUENCES  
Motion to approve the student Chart of Consequences for Belhaven Middle School for the 2019-2020 school year.

*Motion Required – Policy*

31. HIB CASE  
Motion to affirm the recommendation of the superintendent on the reported HIB case as listed below.

Belhaven Middle School	H.I.B. Case #11-18-19 (BH)	Affirmed Non-HIB
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*Motion Required – Policy*

32. BOARD SECRETARY MONTHLY CERTIFICATION - That no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.S.A. 18A:22-8.1 -8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6A:23A-16.10(c)4. In accordance with N.J.A.C. 6A:23A-16.10, it is further certified that there are no changes in anticipated revenue amounts and sources for the month.

BOARD OF EDUCATION MONTHLY CERTIFICATION - That after review of the board secretary and treasurer monthly financial reports, in the minutes of the board each month that no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(c)4 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

**BILLS:**

Batch 52	General Fund	\$156,386.87
Batch 50	General Fund	\$478,790.83

**PAYROLLS:**

Batch 72	June 28, 2019	\$19,377.20
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TRANSFERS	<u>June</u>	<u>From</u>	<u>To</u>
		\$	\$
11-000-230-331	Legal		13,000
	Misc Expend - Gen		
11-000-230-590	Admin	2,000	
	Misc Expend - School		
11-000-240-590	Admin	5,000	
11-000-240-600	Supplies - School Admin	6,000	
11-000-230-331	Legal		12,000.00
11-000-291-229	Social Security		620
11-000-291-500	Unemployment		100
11-000-291-249	Other Benefits	720	
11-401-100-101	Salaries - Co Curricular		4,400
11-402-100-101	Salaries - Athletics	4,400	
<b>Total General Fund</b>		\$ <u>18,120</u>	\$ <u>18,120</u>
20-250-200-500	IDEA Purch Services	900	
20-250-200-300	IDEA Educ Services	60	
20-250-100-100	IDEA Salaries		891
20-250-200-200	IDEA Benefits		69
<b>Total Special Revenue Fund</b>		\$ <u>960</u>	\$ <u>960</u>

33. Old Business
34. New Business
35. Comments from the Public
36. Comments from the Board
37. EXECUTIVE SESSION  
Motion to enter into Executive Session,

*RESOLVED:* At a public meeting of the Board of Education of Linwood, held this evening, pursuant to the "Open Public Meetings Act", the following subjects to be discussed in a session of the Board closed to the public:

- *Student Confidentiality Matters – HIB*
- *Attorney Client Privilege*

It is presently anticipated that the items mentioned in the resolution may be disclosed to the public upon final determination of the subject by the Board of Education. We anticipate no action will be taken.



7/24/19

38. REGULAR SESSION  
Motion to return to regular session.

39. ADJOURNMENT  
Motion to adjourn.