

LINWOOD BOARD OF EDUCATION  
Schiavo Auditorium, Belhaven Middle School  
August 28, 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. MOTION TO APPROVE the Minutes of the Regular Meeting held June 26, 2019.
6. MOTION TO APPROVE the Minutes of the Executive Session #1 held June 26, 2019.
7. MOTION TO APPROVE the Minutes of the Executive Session #2 held June 26, 2019.
8. MOTION TO APPROVE the Minutes of the Regular Meeting held July 24, 2019.
9. MOTION TO APPROVE the Minutes of the Executive Session held July 24, 2019.
10. MOTION TO ACKNOWLEDGE the receipt and to file the Reports of the Secretary and Treasurer for the month of June 2019, which are in agreement.
11. MOTION TO ACKNOWLEDGE the receipt and to file the Reports of the Secretary and Treasurer for the month of July 2019, which are in agreement.
12. Committee Reports
  - Strategic Plan 7.25.2019
  - Personnel 8.20.2019
  - Curriculum 8.20.2019
  - Policy 8.20.2019
13. Linwood Public School District's 2019-2024 Strategic Plan Presentation
14. Comments from the Public
15. Superintendent's Report

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*(FOR YOUR INFORMATION - Items #16 - 19)*

16. USE OF SCHOOL FACILITIES – 7/01/19-8/28/19

Organization	Fee	Seaview	Belhaven
Atlantic Coast Basketball Camp	Yes		4
G-thing Basketball	Yes		1
LASAR Basketball Camp (Meade)	No		4
Real Jersey Futsal Clinic/Mainland (Napoli)	No		8
TOTALS			17
Notes:			

17. FIRE & SECURITY DRILLS

- Seaview: Fire: July 24, 2019                      Security: July 24, 2019
- Belhaven: Fire: July 24, 2019                      Security: July 24, 2019

18. REPORTS

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

19. DATES TO REMEMBER

SEPTEMBER			
2		Belhaven Seaview	SCHOOLS CLOSED – Labor Day
3-4		Belhaven Seaview	Staff In-Service No School for Students
5		Belhaven Seaview	1 <sup>st</sup> Day of School for Students Early Dismissal – Staff In-Service
6		Belhaven Seaview	Early Dismissal – Staff In-Service
11	6:00-8:00 p.m.	Belhaven	Back to School Night
16		Belhaven Seaview	School Pictures
17 19	6:00-8:00 p.m.	Seaview	<u>Back to School Nights</u> 9.17.19 – Grades PreK-2 9.19.19 – Grades 3 & 4
25	7:00 p.m.	Belhaven	Linwood Board of Education Meeting
30		Belhaven Seaview	SCHOOLS CLOSED – Rosh Hashanah

MOTIONS REQUIRING ACTION

20.

STRATEGIC PLAN 2019-2024

Motion to approve the Linwood Public School District's Strategic Plan for 2019-2024.

*Motion Required – Strategic Plan*

*(PERSONNEL: Items # 21 - 34)*

21. RESIGNATIONS

Motion to approve the following resignations, upon the recommendation of the Superintendent, as listed below.

Staff Name	Position/School	Effective
Shanna Gardner	PT Special Ed /Math Teacher Belhaven	Last day in district will be 10.18.19; will release earlier if possible.
Tanya Arlington-Narvaez	PT Special Ed Teacher/ELA Teacher Seaview	Last day in district will be 10.11.19; will release earlier if possible.
Kaitlin Kirkpatrick	PT Basic Skills Teacher/K-4 Seaview	Last day in district will be 10.18.19; will release earlier if possible.
Laurie Montgomery	PT Paraprofessional Belhaven	7.24.19

*Motion Required – Personnel*

22. RECOMMENDED FOR EMPLOYMENT FOR 2019-2020

Code – (R) Replacement (TR) Temporary Replacement (N) New Position

Motion to approve the following new hires, upon the recommendation of the Superintendent, and pending criminal history clearance and pre-employment verifications (S414), for the 2019-2020 school year.

Name/Position	Term	Salary
Johnna Cicarelli Preschool Teacher Leave of Absence Seaview	(TR) Effective: On or about 9.01.19 to on or about 11.15.19.	\$50,250; BA, Step 1 (2018-2019 level and step pending new LEA agreement). Pro-rated based on official start date and term of leave.
Carley Cross LT Substitute Health & Physical Ed Belhaven	(TR) Effective: On or about 9.01.19 To on or about	\$53,315; M.A., Step 1 (2018-2019 level and step pending new LEA Agreement). Pro-rated based on official start and term of leave.
Sylvia Kuzniar PT SpecEd Teacher Leave of Absence Seaview	(TR) Effective: On or about 10.10.19 to on or about 1.27.20	\$50,250; BA, Step 1 (2018-2019 level and step pending new LEA Agreement). Pro-rated based on official start and term of leave.

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Dylan Perry PT Paraprofessional Belhaven	(R) Effective: On or about 9.01.19	\$14 per hour (2018-2019 level pending new LEA Agreement).
Jaime Hall PT Paraprofessional Belhaven	(R) Effective: September 1, 2019	\$14 per hour (2018-2019 level pending new LEA Agreement).
Patricia Phillips PT Paraprofessional Seaview	(R)	\$14 per hour (2018-2019 level pending new LEA agreement).

*Motion Required – Personnel*

23. RECOMMENDED FOR THE 2019-2020 SCHOOL YEAR SUBSTITUTE LIST

Motion to approve the following substitute teachers, school nurses, and aides, upon the recommendation of the Superintendent, to the 2019-2020 School Year Substitute List; pending criminal history and pre-employment verifications (\$414) and/or pending issuance or renewal of a State of New Jersey Substitute Teacher’s Credential, where \*indicated. They will be paid in accordance with the Substitute and Other Pay Policy.

SUBSTITUTE TEACHERS (reapprove)		
Constantinos Arhontoulis	Katherine Friedman	Barry Pisetzner
Patricia Armstrong	Margaret Fulton	Noemi Quinto
Despina Bara Protesto	*Marion Jordan	Cara Siudut
William Berger	Skender Kalia	Christine Spurlock
Robin Buehler	*Jill Leap	Theresa Tadley
Johnna (White) Cicarelli	Joon Lee	Joanna Teague
Austin Dean	Cleo McCabe	Dipali Thakkar
Victoria Dolceamore	Catherine McPhillips	Kelli Thomas
Mary Ellen Dudnick	Neil Melville	Tammy Thornton
Eileen Duffey	Melissa Merlino	Carole Weidman
Virigina Emery	*Anastasia Ordille	Bonnie Zatyko
Catherine Evinski	Wendy Payton	
Natalie Fisher	Sally Pease	

SUBSTITUTE SCHOOL NURSE (reapprove)	
Margaret Juliano	

SUBSTITUTE INSTRUCTIONAL AIDES (reapprove)	
Joanne Collins	Marianne Hoban

NEW SUBSTITUTES	
Teachers (New)	School Nurse (New)
*Patricia Phillips	Brenda Korzeniowski
Erica Winters	

*Motion Required – Personnel*

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24. CHANGE IN SALARY FOR 2019-2020

Motion for a change in salary for the staff members as listed below, upon the recommendation of the Superintendent, for the 2019-2020 school year \*pending settlement of the negotiated LEA Agreement.

Name	From	To	*Effective
Jamie Hiltwine	MA, Step 10	MA+15, Step 10	September 1, 2019
Christine Flanagan	MA+15, Step 20	MA+30, Step 20	September 1, 2019

*Motion Required – Personnel*

25. EXTRACURRICULAR APPROVALS FOR 2019-2020

Motion to approve the following staff, upon the recommendation of the Superintendent, for the budgeted extra-curricular positions listed below.

Staff Name	Position	Stipend
Jacqueline Baltozer	Field Hockey	\$2,179
Abigail Sweeney	STEAM Innovations	\$1,253

*Motion Required – Personnel*

26. STAFF ASSIGNMENTS FOR 2019-2020

Motion to approve the staff assignments for the 2019-2020 school year.

*Motion Required – Personnel*

27. SUMMER POSITIONS FOR 2019-2020

Motion to approve the following staff, upon the recommendation of the Superintendent, to be paid at the hourly rate of \$40 per hour.

Staff Name	Position	Hours/Date
Kristy McLaughlin Kim Petrella Heidi Derbyshire Shari Frolove Christine Silverberg Christina Riley Beth Bagocius	PBIS Team	5 hours each August 29, 2019

*Motion Required – Personnel*

28. EXTRA-CURRICULAR AND AFTER-SCHOOL POSITIONS FOR 2019-2020

Motion to approve the following staff, upon the recommendation of the Superintendent, to fill the following positions during the 2019-2020 school year; to be paid at the hourly rate of \$40 per hour.

Homework Club and REACH Tutoring (ESSA Funded)	Seaview	Belhaven
	Haeyun Rha Kevin Jacobs Kristi Grimley Jean Matro Patricia Levinson Marisa Hieb Christina Riley Heidi Derbyshire	Christine Harrison Erica Coombs Karen Zaleskiewicz Mary Beth McKenna Amy Winterbottom Lori Werner Jennifer Parmelee
Special Ed. Study Club (IDEA Funded)	Cynthia O’Kane Angela Buckberg Tiffany Graziotto Jennifer Bernardini Christine Harrison (Sub) Mary Beth McKenna (Sub)	
AM Study Club	Keith Grimley	

*Motion Required – Personnel*

29. HOME INSTRUCTION FOR 2019-2020

Motion to approve all certified staff on an as needed basis as home instructors for placements during the 2019-2020 school year; to be paid at the hourly rate of \$40 per hour.

*Motion Required – Personnel*

30. AMENDED JOB DESCRIPTION

Motion to amend the Literacy Resource Teacher job description, as included in your board packet.

*Motion Required – Personnel*

31. APPROVAL FOR BUS AIDE STIPEND AND EMERGENCY BUS AIDES FOR 2019-2020

Motion to approve the following staff, upon the recommendation of the Superintendent, for bus aide coverage for the 2019-2020 school year.

Stipend	Name	Stipend
Bus Aide	Trish Skovron	\$3000
Emergency Bus Aides	Deborah Ward Linda Hagel Patricia Heinzer Margaret DePamphilis	Regular hourly rate of pay as needed.

*Motion Required – Personnel*

32. MENTORS - PROVISIONAL TEACHER PROGRAM FOR 2019-2020  
Motion to approve the following mentors as listed below.

Mentor	Staff Member	Fee
Samantha Coyle	Kaitlin Kirkpatrick PT Special Ed Teacher	Enrolled September 2018; \$550 fee is prorated from the start of the program. Pending resignation date.
Tamara Pizagno	Jaime Vecere-Collins PT Special Ed Teacher	Enrolled January 2019; \$550 fee is prorated from the start of the program

*Motion Required – Personnel*

33. PART-TIME PARAPROFESSIONALS AS EMERGENCY SUBSTITUTES FOR 2019-2020  
Motion to approve the Seaview/Belhaven paraprofessionals, upon the recommendation of the Superintendent, to be used as emergency substitute paraprofessionals during the 2019-2020 school year, as needed; to be paid at their hourly rate of pay.

*Motion Required – Personnel*

34. PART-TIME CERTIFICATED STAFF AS EMERGENCY SUBSTITUTES FOR 2019-2020  
Motion to approve the following part-time certificated staff and part-time certificated paraprofessionals, upon the recommendation of the Superintendent, to be used as emergency substitute teachers during the 2019-2020 school year, as needed; to be paid as noted below.

Teachers-Seaview (\$40 per hour)	Teachers-Belhaven (\$40 per hour)	Paraprofessionals (Hourly Rate)
Laura Bender	Tanya Arlington-Narvaez	Carmine Bonanni
Stephanie Curry	Shanna Gardner	Kirsten Booth
Jaime Vecere-Collins		Rosemarie Green
Sheri Lamp		Susan Leopardi
Tina Gatta		Christina Hall
Kaitlin Kirkpatrick		

*Motion Required - Personnel*

*(CURRICULUM: Items #35 - 41)***35. 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 (\*).

Name	Travel Date(s)	Location	Event	Registration	Mileage Expense
Tia DeVita Denise Kellner	8/09/19	Stockton University Galloway, NJ	G Suite for K-12 Front Office Professionals	7 ETTC hours each	N/A
Christine Silverberg Christine Harrison Tiffany Graziotto	9/12/19	Little Egg Harbor School District	Benchmark Assessment System Level 2 Training	No charge	NTE \$21
Patricia Levinson Julia Lockhart	9/24/19	West Windsor, NJ	Assistive Technology Summit 2019	No charge	NTE \$65
Kristina Burns Angela Buckberg	10/17/19 10/18/19	Atlantic City, NJ	Autism NJ Annual Conference	*\$400 each	NTE \$20 each
Susann Tahsin	10/17/19 10/18/19	Atlantic City, NJ	Autism NJ Annual Conference	*\$500	NTE\$20
Teri Weeks	9/23/19 10/25/19 11/15/19 12/06/19 1/17/20 2/14/20 3/13/20 4/22/20 5/21/20 6/04/20	Location Varies	Atlantic County Business Administrators Roundtable	N/A	TBD by location
Brian Pruit	Monthly	ACSSSD/ACIT	Executive Committees and County Roundtables	N/A	N/A
Brian Pruitt	10/03/19 11/14/19 12/12/19 1/23/20 2/27/20 4/02/20 5/28/20 6/11/20 Other Dates TBD	Seton Hall	New Jersey Superintendents Study Council	Included with membership	TBD



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Teri Weeks	9/26/19	Mount Laurel, NJ	NJASBO Legislative & Legal Updates	\$100	NTE \$50
Teri Weeks	12/15/19	Mount Laurel, NJ	NJASBO Office of Comptroller State Reporting Updates	\$100	NTE \$50
Nicole Sapello	10/25/19	New Brunswick, NJ	52 <sup>nd</sup> Annual Conference on Reading and Writing	Included with membership	NTE \$70
All Board Members Brian Pruitt Lori Care Jennifer Luff Susann Tahsin Nicole Sapello Teri Weeks Frank Pileiro Patrick Childs	10/21/19 10/22/19 10/23/109 10/24/19	Atlantic City Convention Center	2019 NJSBA Workshop	\$1,600	NTE \$20 each per day

*Motion Required – Curriculum*

36. FIELD TRIP

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

Destination	Grade	Person(s) in Charge
Toms River North High School Six Flags Great Adventure	Belhaven Choir	David Lamkin

*Motion Required – Curriculum*

37. MENTORING PLAN AND SOA

Motion to approve the Linwood Public School District Teacher Mentoring Plan for 2019-2020 and the Statement of Assurance.

*Motion Required – Curriculum*

38. PROFESSIONAL DEVELOPMENT PLAN AND SOA

Motion to approve the Linwood Public School District and School Level Professional Development Plans (PDP) and Statement of Assurance.

*Motion Required – Curriculum*

39. CURRICULUM

Motion to approve the following curriculum revisions for the 2019-2020 school year.

Gifted & Talented	Expanded Day	ELA Writing
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*Motion Required – Curriculum*

40. FIVE YEAR CURRICULUM CYCLE

Motion to approve the Five Year Curriculum Cycle, as included in your board packet.

*Motion Required – Curriculum*

41. USE OF THE MAINLAND POOL FOR SELF-CONTAINED STUDENTS  
 Motion to approve the use of the Mainland Regional High School pool for the self-contained classroom, twice monthly, for the 2019-2020 school year. Person in charge: Angela Buckberg.

*Motion Required – Curriculum*

*(FINANCE: Items #42 - 48)*

42. EXTRAORDINARY AID  
 Motion to accept the 2018-2019 Extraordinary Aid award in the amount of \$195,610.

*Motion Required - Finance*

43. NON-PUBLIC TRANSPORTATION  
 Motion to accept the 2018-2019 Non-Public Transportation Aid amount of \$1,160.

*Motion Required - Finance*

44. NON-PUBLIC ALLOCATIONS  
 Motion to approve the contracts with Creative Learning for the 2019-2020 services:

Nursing	\$1,261
Textbook	\$685
Technology	\$468
Security	\$1,950

*Motion Required – Finance*

45. MONMOUTH OCEAN EDUCATIONAL SERVICES COMMISSION  
 Motion to approve to use Monmouth Ocean Educational Services Commission to provide Non-Public Nursing Services to Creative Learning.

*Motion – Required = Finance*

46. COMMISSION FOR THE BLIND  
 Motion to approve the 2019-2020 Commission for the Blind educational services agreement in the amount of \$1,900 for Level 1 services.

*Motion Required – Finance*

47. ACCESS AGREEMENT  
 Motion to approve the access agreement with property owners 207 Seaview Avenue for the limited purpose of tree removal.

*Motion Required – Finance*

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

Organization	Facility	Date/Time	Fee
Linwood Men’s Basketball Exercise Person in charge: Neil McPeak	Belhaven Gym	Saturday mornings September 7, 2019 to June 13, 2020 7:00-9:00 a.m.	Yes

*Motion Required – Finance*

*(POLICY: Items # 49- 50)*

49. BOARD POLICY

Motion to revise or adopt the following policies and regulations.

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

*Motion Required – Policy*

50. 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 #12-18-19 (BH)	One Affirmed HIB and One Affirmed Non-HIB
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*Motion Required – Policy*

51. **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 50	General Fund	\$454,812.36
Batch 51	General Fund	\$addendum
Batch 55	Debt Service	\$177,087.50
Batch 59	Before and After School	\$3,481.50

**PAYROLLS:**

Batch 70	July 5, 2019	\$101,201.17
Batch 71	July 19, 2019	\$91,317.69
Batch 72	August 2, 2019	\$108,720.70
Batch 70	August 16, 2019	\$74,241.11

<b>TRANSFERS</b>	<u>August</u>		<u>From</u>		<u>To</u>
11-000-217-320	Purch Prof Educational Services				11,550
11-000-219-320	Purch Prof Educational Services		5,000		
11-000-221-500-0t	Misc Purchased Services		175		
11-000-223-500-0t	Misc Purchased Services				175
11-000-230-890	Misc Expenditures				300
11-000-230-590	Misc Purchased Services		300		
11-000-240-103	Principal Salary		18,371		
11-000-240-199	Unused Vacation				18,371
11-000-240-590	Misc Purchased Services		2,000		
11-000-251-890	Misc Expenditures				2,000
<b>Total General Fund</b>			\$ 25,846	\$	32,396
	<u>July</u>		<u>From</u>		<u>To</u>
20-271-100-300	Education Services				600
20-271-200-600	Supplies - Support Services		600		
<b>Total Grants</b>			\$ 600	\$	600

52. Old Business
53. New Business
54. Comments from the Public
55. Comments from the Board
56. 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:

- *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.

57. REGULAR SESSION  
Motion to return to regular session.
58. ADJOURNMENT  
Motion to adjourn.

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