

LINWOOD BOARD OF EDUCATION
 Schiavo Auditorium, Belhaven Middle School
 December 18, 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 Special Meeting held November 20, 2019.
6. MOTION TO APPROVE the Minutes of the Regular Meeting held November 20, 2019.
7. MOTION TO APPROVE the Minutes of the Executive Session held November 20, 2019.
8. MOTION TO ACKNOWLEDGE the receipt and to file the Reports of the Secretary and Treasurer for the month of November 2019, which are in agreement.
9. Committee Reports
 - Personnel 12.10.2019
 - Curriculum 12.10.2019
 - Policy 12.10.2019
 - Finance 12.11.2019
10. Comments from the Public
11. Superintendent's Report

(FOR YOUR INFORMATION - Items #12 - 19)

12. ENROLLMENT INFORMATION:

	9/03/19	12/18/19
Seaview Elementary School	438	434
Belhaven Middle School	383	381
Total Enrollment	821	815

12.18.19

13. USE OF SCHOOL FACILITIES – 7.01.19 – 12.18.19

Organization	Seaview	Belhaven
Atlantic Coast Basketball Camp		4
Family Association of Northfield (“F.A.N.”)	6	
G-thing Basketball		1
LASAR Basketball Camp (Meade)		4
LASAR (Miller)	*	*
Linwood Men’s Basketball (Saturday a.m.)		13
Linwood Men’s Basketball (Tuesday p.m.)		13
Linwood PTO	11	2
MUSA (Miller)	2	5
Real Jersey Futsal Clinic (Napoli)		8
Student Support Parent Advisory Council (SSPAC)		1
TOTALS	19+	51+

14. FIRE & SECURITY DRILLS

- Seaview: Fire: November 11, 2019 Security: November 21, 2019
- Belhaven: Fire: November 27, 2019 Security: November 4, 2019

15. BOARD MEMBER RECOGNITION

- Mrs. Joann Scannell
- Mr. Judd McLaughlin

16. 2018-2019 AUDIT PRESENTATION

17. REPORTS

- Linwood Education Foundation
- Linwood Parent/Teacher Organization
- Linwood Educational Affairs Committee
- Student Support Parent Advisory Council (SSPAC)
- Seaview in a Snap – Mrs. Lori Care
- Belhaven Blitz – Dr. Jennifer Luff

18. INFORMATIONAL/CORRESPONDENCE

- Monthly Suspension Report
- Current Ed – School leaders talk about what they’re thankful for – 11.28.19
- Current Ed – Belhaven Schools: Think. Believe. Dream. Dare – 12.12.19
- Long-Range Facilities Plan, Major Amendment Approval - Correction

19. DATES TO REMEMBER

DECEMBER			
20		Seaview Belhaven	EARLY DISMISSAL
23-31		Seaview Belhaven	SCHOOLS CLOSED – Winter Break

JANUARY			
1		Seaview Belhaven	SCHOOLS CLOSED – New Year’s Day
2		Seaview Belhaven	Schools Open
2	7:00 p.m.	Belhaven Auditorium	Board of Education Organization Meeting
9	7:00 p.m.	Belhaven Auditorium	PTO Meeting
20		Seaview Belhaven	SCHOOLS CLOSED–Martin Luther King Day
24	All day	Seaview Gym	Winter Carnival
31		Seaview Belhaven	End of 2 nd Marking Period

MOTIONS REQUIRING ACTION

(PERSONNEL: Items #20 - 28)

20. RESIGNATION

Motion to approve the following resignation, upon the recommendation of the Superintendent, for the position as listed below.

Position	Assignment	Staff Name
LT Substitute Preschool Teacher	Seaview	Johnna Cicarelli Effective: 12.06.19

Motion Required –Personnel

21. LEAVE OF ABSENCE

Motion to approve the leave of absence request, upon the recommendation of the Superintendent.

Staff Member	Position	Term
Margaret DePamphilis	PT Paraprofessional Seaview	Effective: 12.03.19 to 12.20.19

Motion Required –Personnel

22. CHANGE IN POSITION 2019-2020

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

Name	Position	Salary
Immacolata Gatta	(R) Seaview From: PT SPED Teacher To: FT Preschool Teacher	B.A. +15, Step 3 - \$54,153 Effective: On or about 1.01.20

Motion Required – Personnel

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

Motion to approve the following substitute school custodian upon the recommendation of the Superintendent, to the 2019-2020 School Year Substitute List; pending criminal history and pre-employment verifications (S414) and/or pending issuance or renewal of a State of New Jersey Substitute Teacher's Credential, where *indicated. Substitutes are paid in accordance with the Substitute and Other Pay Policy.

Substitute Custodian
Skender Kalia

Motion Required – Personnel

24. APPROVAL FOR 2019-2020 STIPEND

Motion to approve the following staff for the 2019-2020 stipend as listed below.

Extracurricular Position	Staff	Amount
Drama Assistant	Dan Truax	\$1,454 Table III 1.00

Motion Required – Personnel

25. #WINGSUP MENTORING

Motion to approve the following staff members as #WingsUp student mentors for the 2019-2020 school year; to be paid \$500 each through an LEF Grant.

Shanna Gardner	Patrick Childs	Angela Buckberg
Mark Haviland	Jackie Baltozer	Marilee Sobrinski
Mary Beth McKenna	David Lamkin	Chris Meade
Jennifer Parmelee		

Motion Required – Personnel

26. VOLUNTEERS – 2019-2020

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

Alexa Barrera	Ellen Law	Tania Ruzzo
Terry Cheung	Anne Catherine Lenahan	Herb Simmerman
Steven Evinski	Casey Lowry	Stephanie Timbrook
Alicia M. Farren	Jacqueline Matusz	Ning Xia
Chris Hodgens	Alxel Mercedes	Lauren McBride

Motion Required – Personnel

27. STOCKTON UNIVERSITY CPI/INTRODUCTORY (80 HOURS) FIELDWORK PLACEMENT REQUESTS FOR SPRING 2020

Motion to approve a request from Stockton University for a CPI/Introductory (80 hours) Fieldwork Placement for the spring 2020 semester for the following students, as noted below.

Student	Term	Cooperating Teacher
Nicholas Baxter	1.21.20 to 5.01.20	Jennifer Parmelee Grade 6 Math
Edyta Kalwinska-Mendoza	1.21.20 to 5.01.20	Allison Wrigley Phillips Grade 7 ELA

Motion Required – Personnel

28. STOCKTON UNIVERSITY STUDENT TEACHER/FINAL CLINICAL PRACTICE PLACEMENT REQUEST FOR SPRING 2020

Motion to approve a request from Stockton University for a Student Teaching/Final Clinical Placement for the spring 2020 semester for the following student, as noted below.

Student	Term	Cooperating Teacher
Adam Donnelly	1.02.20 to 12.11.20	Chris Meade Grade 7 Math

Motion Required – Personnel

(CURRICULUM: Items #29 – 30)

29. 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 (*).

12.18.19

Name	Travel Date(s)	Location	Event	Registration	Mileage Expense
Kristy McLaughlin William Horner	1.8.20	Stockton University Atlantic City Campus	AtlantiCare Grant Workshops	N/A	N/A
Kristy McLaughlin William Horner	2.28.20	Egg Harbor Township, NJ	AtlantiCare Steering Committee	N/A	N/A
Erica Coombs	5.27.20 5.28.20	New Brunswick, NJ	TESOL/NJBE Conference	*\$314	N/A
Allison Wrigley Phillips Raquel Law	1.28.20	Cherry Hill, NJ	BER- Reducing Recurring Classroom Behavior Problems	*\$279 each	N/A
Jamie Hiltwine	1.30.20	Cherry Hill, NJ	Motivation, Mindset, and Grit	*\$279	N/A
Nancy Robinson	2.20.20 2.21.20	Atlantic City, NJ	Presenting NJ State Music Educators Association Conference	\$85	N/A
Jennifer Bernardini	3.23.20	SRI & ETTC Galloway, NJ	Mental Health and Resiliency	7 ETTC Hours	N/A
David Lamkin	2.20.20 2.21.20 2.22.20	Atlantic City, NJ	NJMEA February State Conference	*\$170	N/A
Mary Beth McKenna	2.11.20	Cherry Hill, NJ	Do more for Students by Doing Less For Students	*\$279	N/A
Nicole Sapello	1.29.20 3.12.20	Piscataway, NJ	Rutgers Center for Literacy Development: Workshop Series	Included with Membership	NTE \$80
Nicole Sapello	12.16.20	Stockton University Galloway, NJ	CAR Regional Information Session	N/A/	NTE \$10
Susann Tahsin	1.29.20	Atlantic City, NJ	CPI Training Certification Renewal	\$1,090	NTE \$20
Brian Pruitt Frank Pileiro	1.30.20	Atlantic City, NJ	TECHSPO 2020	*\$299 each	NTE \$20 each

Motion Required – Curriculum

30. FIELD TRIPS

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

Destination	Grade	Person(s) in Charge
Bright Stars Gym Northfield, NJ	Preschool	Beth Bagocius
Educational Extravaganza Morey's Pier Wildwood, NJ	6	Amy Winterbottom
Tuckerton Seaport Baymen's Museum Tuckerton, NJ	7	Mark Haviland Chris Meade
Ocean Life Center Absecon Lighthouse Atlantic City, NJ	3	Christine Silverberg
Pet Smart Somers Point	5-8	Angela Buckberg Marilee Sobrinski
Bright Stars Gym Northfield LaPizza Tega Linwood, NJ	5-8	Angela Buckberg Marilee Sobrinski
Philadelphia Zoo Philadelphia, PA	5	William Horner Jennifer Bernardini

Motion Required – Curriculum

*(FINANCE: Items #31 - 35)*31. 2018-2019 AUDIT ACCEPTANCE

Motion to accept the 2018-2019 Comprehensive Annual Financial Report and Auditor's Management Report. There were no comments or recommendations.

Motion Required - Finance

32. VACATION PAYMENT

Motion to affirm payment of 12 vacation days earned during the 2019-2020 school year for employee 4148 at their per diem rate.

Motion Required - Finance

33. LEF GRANT

Motion to approve the LEF grant for Flexible Seating in the amount of \$831, Belhaven Mentors \$6,383 and Tween Tech for \$70.

Motion Required - Finance

34. SYSTEM 44/READ 180 PROPRIETARY SOFTWARE

Motion to approve the purchase of System 44/Read 180 propriety software in the amount of \$12,416.46.

Motion Required - Finance

35. USE OF SCHOOL FACILITIES

Motion to approve the following requests for the use of our school facilities.

Organization	Facility	Date/Time	Fee
Linwood Recreation Board Arboretum Tree Lighting Person in charge: Laurie Montgomery	Belhaven Restrooms	12.03.19 and 12.04.19 6:00-8:30 p.m.	No
Linwood PTO Multicultural Fair Person in charge: Catherine Evinski	Belhaven Auditorium	2.27.20 4:30-7:30 p.m.	No
Linwood PTO Spring Book Fair Person in charge: Claudia Goldberg	Seaview Gym	3.11.20 – 3.20.20 8:30 a.m. to 3:00 p.m. 3.18.20 6:00-8:00 p.m.	No

Motion Required – Finance

(POLICY: Item # 36- 37)

36. BOARD POLICY

Motion to revise or adopt the following policies and regulations.

FIRST READING	
Policy 4433	Vacations
Policy 8i458	Crisis Response

Motion Required – Policy

37. H.I.B. CASES

Motion to affirm the recommendation of the Superintendent on the reported H.I.B. cases as listed below.

Belhaven Middle School	H.I.B. Case #001-19-20-BH	Affirmed Non-HIB
Belhaven Middle School	H.I.B. Case #002-19-20-BH	Affirmed Non-HIB
Belhaven Middle School	H.I.B. Case #003-19-20-BH	Affirmed Non-HIB

Motion Required – Policy

38. 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	\$433,744.04
Batch 55	Debt Service/State Deductions	\$8,746.00
Batch 59	Before and After School	\$14,089.77

PAYROLLS:

Batch 71	November 22, 2019	\$439,977.49
Batch 70	December 6, 2019	\$439,103.86

TRANSFERS	<u>December</u>		<u>From</u>		<u>To</u>
11-000-230-331	Legal	\$		\$	60,000
11-000-230-339	Other Prof Services		3,000		
11-000-230-600	Supplies		4,000		
11-000-230-590	Other Misc Services		10,000		
11-000-291-270	Benefits		43,000		
11-240-100-300	Purch Ed Services				1,380
11-213-100-300	Purch Ed Services				7,620
11-213-100-640	Textbooks		2,000		
11-240-100-610	ESL Supplies		1,000		
11-213-100-610	LRC Supplies		6,000		
Total General Fund		\$	69,000	\$	69,000
20-250-100-300					3,420
20-250-200-300			2,920		
20-250-100-600			500		
Total Special Revenue Fund			3,420		3,420

- 39. Old Business
- 40. New Business
- 41. Comments from the Public
- 42. Comments from the Board

12.18.19

43. 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.

44. REGULAR SESSION
Motion to return to regular session.

45. ADJOURNMENT
Motion to adjourn.