

LINWOOD, NEW JERSEY  
March 22, 2017

**In compliance with the "Open Public Meetings Act" of the State of New Jersey adequate notice of this regular meeting has been provided. On January 12, 2017 written notice of this regular meeting was posted in two schools, City Hall, and the Linwood City Library. On that same date written notice was faxed and mailed to The Press and The Current.**

**The meeting of the Linwood Board of Education was called to order by Mr. Sless, Board President, in the Schiavo Auditorium, Belhaven Middle School, Linwood, New Jersey, Wednesday, March 22, 2017 7:02 PM.**

Mr. Sless led all present in a flag salute.

**NEW BOARD MEMBER** – Mr. Jason Goldstein was sworn in by Mr. Donio for a new term ending December 2017.

**NEW BOARD MEMBER** – Mr. Craig Kahn was sworn in by Mr. Donio for a new term ending December 2019.

**MEMBERS PRESENT:** Mrs. Ziereis, Judge Todd, Mr. McLaughlin, Mrs. Scannell, Mr. Sless, and Mrs. DeMorat, Mr. Goldstein, Mr. Kahn

**MEMBERS ABSENT:** Mrs. Gibson

**OTHERS PRESENT:** M. Cappelluti, Interim Superintendent, T. Weeks, School Business Administrator, S. Speirs & G. Meister, Principals, J. Laning & C. Pritchett, Supervisors, W. Donio, Solicitor, Kahn Family, D. Hernandez, J. Hernandez, Goldstein Family, T. Timbrook, M. Desmond, D. McCabe, M. Hieb, L. Shannon, T. Pizagno, C. Silverberg, K. Savino, L. Greenberg, Walcoff Family, M. Schnepf, R. Law, E. Coombs, J. Cunniff, D. Mason, J. Candeloro, J. Desmond, R. Mason, T. Lhulier, L. Davis, D. Lamkin, S. Grossman, N. Lare, C. Meade, K. Miller, C. Gargione, O. Caplan, S. Marino

**MINUTES OF THE MEETING-** Motion made by Mrs. Ziereis, seconded by Judge Todd, **February 22, 2017** to approve the minutes of the Regular Meeting, held February 22, 2017.

Motion carried by roll call vote with all members present voting yes, except Mr. Kahn who abstained.

*Motion approved.*

**MINUTES OF THE SPECIAL MEETING-** Motion made by Mr. McLaughlin, seconded by **March 7, 2017** Judge Todd, to approve the minutes of the Special Meeting, held March 7, 2017.

Motion carried by roll call vote with all members present voting yes, except Mr. Kahn who abstained.

*Motion approved.*

**MINUTES OF THE EXECUTIVE SESSION-** Motion made by Mrs. Ziereis, seconded by **March 7, 2017** Mrs. DeMorat, to approve the minutes of the Executive Session, held March 7, 2017.

Motion carried by roll call vote with all members present voting yes, except Mr. Kahn and Mr. Goldstein, who abstained.

*Motion approved.*

**SECRETARY & TREASURER'S REPORT** - Motion made by Judge Todd, seconded by **FEBRUARY 2017** Mrs. Ziereis, to acknowledge the receipt and to file the Reports of the Secretary and Treasurer for the month of February 2017, which are in agreement.

Motion carried by roll call vote with all members present voting yes, except Mr. Goldstein and Mr. Kahn who abstained.

*Motion approved.*

### **COMMITTEE REPORTS**

**Instruction** – None

**Operations** – None

**Governance** – None

**Negotiations** – None.

**COMMENTS FROM THE PUBLIC** - None

### **SUPERINTENDENT'S REPORT**

#### **FOR INFORMATION**

1. Enrollment: 844

2. Fire and Security Drills:

	<u>February</u>	<u>Seaview</u>	<u>Belhaven</u>
Fire		1	2
Security		9	6

3. Budget Presentation

Dr. Cappelluti and Mrs. Weeks provided an overview of the 2017-2018 School District Budget. This included discussion of new programs, positions, use of fund balance, and expected tax rate increase.

### **ACTION REQUIRED**

**RETIREMENT** - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to accept the retirement of Karen Farside, Child Study Team Executive Secretary effective August 1, 2017.

Motion carried by roll call vote, all members present voted yes, except Mr. Goldstein, who abstained.

*Motion approved.*

**LEAVE OF ABSENCE** - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve a leave of absence for Ms. Christina Hall, Part Time Para-Professional effective March 28, 2017 for approximately six weeks. She will use sick days during this leave.

Motion carried by roll call vote, all members present voted yes except Mr. Goldstein, who abstained.

*Motion approved.*

**CHANGE IN POSITION - TEMPORARY** - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve Ms. Debbie Ward, Part Time Para-Professional to be full time effective March 23, 2017 through the end of the school year. She will return to her part time position for the 2017-2018 school year.

Motion carried by roll call vote, all members present voted yes except Mr. Goldstein, who abstained.

*Motion approved.*

**NEW HIRES** - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve, upon the recommendation of the superintendent, the hiring of Rose Green and Karen M. Miller, as Part-Time Para-Professional Aide +60 credits starting March 23, 2017.

Motion carried by roll call vote, all members present voted yes except Mr. Goldstein, who abstained.

*Motion approved.*

**NEW HIRE** - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve, upon the recommendation of the superintendent, the hiring of Julia Lockhart as a full time Occupational Therapist, MA Step 1, pending certification.

Motion carried by roll call vote, all members present voted yes except Mr. Goldstein, who abstained.

*Motion approved.*

**SUBSTITUTE TEACHER** - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve Devon Biglin, Part Time Para-Professional as a Substitute Teacher, and to be paid the extra time at her regular hourly rate.

Motion carried by roll call vote, all members present voted yes except Mr. Goldstein, who abstained.

*Motion approved.*

**PRACTICUM PLACEMENT** - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve a practicum/observation placement request from Rutgers Camden for Heather Rachinsky to be placed with Christine Silverberg in May 2017.

Motion carried by roll call vote, all members present voted yes except Mr. Goldstein, who abstained.

*Motion approved.*

**2016-2017 SUBSTITUTE LIST, as amended** - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve, as amended, upon the recommendation of the superintendent, the addition of Jessica Donlan, Skendar Kalia, and Aubrey Loder to the 2016-2107 Substitute list.

Motion carried by roll call vote, all members present voted yes except Mr. Goldstein, who abstained.

*Motion approved.*

**STIPENDS** - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve the following stipends for staff:

Choir Director	David Lamkin	50% of table II, step 1.0
Seaview Yearbook	Kristi Grimley	50% of \$1,253
	Christina Riley	50% of \$1,253

Motion carried by roll call vote, all members present voted yes except Mr. Goldstein, who abstained.

*Motion approved.*

**FIELD TRIPS** - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve the following field trips and staff member in charge:

Cape May County Zoo	Grade 2	Christine Silverberg
Educational Extravaganza, Morey's Pier	Grade 6	Amy Winterbottom and Jill Cunniff

*Discussion:* Judge Todd state that Moreys Pier is not sufficiently educational and is not kind of trip we should have. Mrs. Ziweis stated that she does not necessarily agree with that opinion. Mrs. Scannell stated she loves education field trips.

Motion carried by roll call vote, all members present voted yes except Mr. Goldstein, who abstained, and Judge Todd who voted no.

*Motion approved.*

**STAFF TRAVEL, PROFESSIONAL DEVELOPMENT, AND WORK RELATED EXPENSES** - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, 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 expense 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
Patricia Levinson	3/10/17	Linwood Country Club Linwood, NJ	2017 FACES 4 Autism Conference	\$79	N/A
Patrick Childs	3/13/17	Harrah's Conference and Exposition Center Atlantic City, NJ	NJSBGA Expo 2017	No charge	Not to exceed \$10
Cindy Pritchett Jennifer Laning	3/24/17	SRI/ETTC Galloway, NJ	<i>Dyslexia: The New Hothouse of the Legal Landscape</i>	4 ETTC hours Each	Not to exceed \$10 each
Elizabeth Provenzano	5/02/17	The Borgata Atlantic City, NJ	NASWNJ Conference	*\$215.00	N/A
Cindy Pritchett	5/03/17	NJASA Trenton, NJ	NJASA Professional Dev. <i>Your District Image: Making Right Decisions When Working with the Public</i>	No charge	Not to exceed \$55
Mary Beth Atwood	5/05/17	Holiday Inn East Windsor, NJ	NJSPA Spring Conference	\$110.00	N/A
Kristina Burns Brooke Szeker Mary Beth McKenna	5/05/17	Sheraton Atlantic City Convention Center Atlantic City, NJ	<i>Oppositional, Defiant &amp; Disruptive Children &amp; Adolescents</i>	\$99.99 each	N/A
Jennifer Laning	5/09/17	Rowan University Glassboro, NJ	<i>Introduction to the Model Science Curriculum Framework</i>	No charge	Not to exceed \$50
Heidi Derbyshire Karen Nazarok Kristi Grimley Raquel Law Bonnie Marino	5/09/17	Rowan University Glassboro, NJ	<i>Introduction to the Model Science Curriculum Framework</i>	No charge	N/A
Jackie Baltozer	5/22/17	NJSIG Mt Laurel, NJ	<i>Beyond Gender Identity and Sexual Orientation</i>	*\$150.00	N/A

*Discussion: Judge Todd stated that they discussed the above at the Instruction Committee and he will abstain since his daughter is on the agenda.*

Motion carried by roll call vote, all members present voted yes except Mr. Goldstein and Judge Todd, who abstained.

*Motion approved.*

**OTHER PAY POLICY** - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve the other pay policy for 2016-2017 effective April 1, 2017 to amend the Substitute Nurse rate to \$135 per diem.

Motion carried by roll call vote, all members present voted yes.

*Motion approved.*

**LOCAL GRANT AWARDS** - Motion made by Mrs. Ziereis, seconded by Mrs. DeMorat, to approve the following PTO Grants:

Fourth Grade Agendas	\$515
5 <sup>th</sup> Grade Edge Project	\$380

Seaview Yearbook Club Stipends \$1,253  
 Motion carried by roll call vote, all members present voted yes.  
*Motion approved.*

**USE OF SCHOOL FACILITIES** - Motion made by Mrs. Ziereis, seconded by Mrs. DeMorat, to approve the following requests for the use of our school facilities.

Organization	Facility	Date/Time	Fee
<b>Mainland Youth Lacrosse</b> Practice - Scoopers	Seaview - Field	3/07/17 to 6/03/17 Tues/Weds/Thurs 5:00-8:00 p.m. Saturday – 9:00 a.m.-12 noon Sunday– 11:00 a.m.-1:30 p.m.	No
<b>Mainland Youth Lacrosse</b> Inclement weather practice	Seaview Gym <i>If available</i>	3/14/17 to 5/31/17 5:30-7:00 p.m. Poor weather only	No
<b>PTO Wellness Committee</b> Meeting	Seaview Conference Room	3/14/17 9:45 a.m.-10:45 a.m.	No
<b>PTO Book Fair</b> Evening Shopping Night	Seaview Cafeteria Gym	3/15/17 6:30-8:30 p.m.	No
<b>Mainland &amp; MUSA Soccer</b> Futsal training	Belhaven - Gym	3/15/17, 3/22/17, 3/29/17, 4/4/17, 4/11/17, 4/25/17, 5/3/17 and 5/10/17 4:15-5:30 p.m.	No
<b>Seaview Camp</b> Camp activities	Seaview - Gym	7/10-12/17 (4 days) 7/17-20/17 (4 days) 7/24-27/17 (4 days) 9:00 a.m. – 12 noon	No
<b>Amazinators, LLC</b> STEAM Camp	Belhaven 3 Classrooms Library Internet Use (chromebooks)	7/10-7/13/17 (4 days) 7/17-7/20/17 (4 days) 9:00 a.m. – 12 noon	Yes

Motion carried by roll call vote, all members present voted yes.  
*Motion approved.*

**BOARD POLICY AND REGULATIONS** - Motion made by Mrs. Ziereis, seconded by Mrs. DeMorat, to approve the first and second reading of the Policies and Regulations, as listed below.

<b>FIRST READING</b>	
Bylaws 0141	Board Member Number and Term
Bylaws 0110	Identification
Policy 2460 Regulation 2460	Special Education (M)

Regulation 2460.1	Special Education – Location, Identification, and Referral (M)
Regulation 2460.8	Special Education – Free and Appropriate Public Education (M)
Regulation 2460.9	Special Education – Transition from Early Intervention Programs to Preschool Programs (M)
Regulation 2460.15	Special Education – In-Service Training Needs for Professional and Paraprofessional Staff (M)
Regulation 2460.16	Special Education – Instructional Material to Blind or Print-Disabled Pupils (M)
Policy 2467	Surrogate Parents and Foster Parents (M)
Policy 3281 Regulation 3281	Inappropriate Staff Conduct

<b>SECOND READING</b>	
Regulation 2340	Field Trips
Regulation 2412	Home Instruction Due to Health Conditions (M)

*Discussion:* Judge Todd stated that recommendations were made for changes to policy 3281. Motion carried by roll call vote, all members present voted yes.  
*Motion approved.*

**CODE OF ETHICS -** Motion made by Mrs. DeMorat, seconded by Mrs. Scannell, to affirm that board members have read and understand the code of ethics.  
Motion carried by roll call vote, all members present voted yes.  
*Motion approved.*

**REJECT BID – SEAVIEW CAFETERIA FLOOR REPLACEMENT PROJECT -** Motion made by Mrs. Zierys, seconded by Mrs. DeMorat, to reject the bid received from J. Morano Contractors in the amount of \$27,250 pursuant to N.J.S.A. 18A:18A-4a whereas the bid received did not conform in all material respects to the provisions of the bid including, but not limited to the lack of notice of classification and prequalification certificate required pursuant to N.J.S.A. 18A:18A-27 and/or N.J.A.C. 17:19-1.1.  
Motion carried by roll call vote, all members present voted yes, except Mr. Goldstein, who abstained.  
*Motion approved.*

**ACCEPT BID – SEAVIEW CAFETERIA FLOOR REPLACEMENT PROJECT -** Motion made by Mrs. Zierys, seconded by Mrs. DeMorat, to accept the bid received from Commercial Interiors Direct, Inc. in the amount of \$47,890 which includes a contingency of \$4,000 and an no quote for alternate 1.

Bids were received as follows:

BIDDER	BASE BID	ALTERNATE NO. 1 EXPANSION JOINT
<b>J. Morano Contracting</b> Manahawkin, NJ 08050	\$27,250	\$9,000

<b>Commercial Interiors Direct Inc.</b> Riverdale, NJ 07457	\$47,890	NOT BID
<b>M.B. Markland Contracting Co.</b> Mays Landing, NJ 08330	\$53,369	\$17,831
<b>Gassis Brothers Construction</b> Atlantic City, NJ 08401	\$67,800	\$13,000

*Discussion: Judge Todd inquired why we did not rebid.*

Motion carried by roll call vote, all members present voted yes, except Mr. Goldstein, who abstained.

*Motion approved.*

**REJECT BID – BELHAVEN HVAC CONTROLS PROJECT -** Motion made by Mrs. Ziereis, seconded by Mrs. DeMorat, to reject the bid received from Bradley-Sciocchetti, Inc. in the amount of \$94,371 pursuant to N.J.S.A. 18A:18A-4a whereas the bid received did not conform in all material respects to the provisions of the bid including, but not limited to the lack of notice of subcontractor, subcontractor classification and prequalification certificate required pursuant to N.J.S.A. 18A:18A-27 and/or N.J.A.C. 17:19-1.1.

Motion carried by roll call vote, all members present voted yes, except Mr. Goldstein, who abstained.

*Motion approved.*

**ACCEPT BID – BELHAVEN HVAC CONTROLS PROJECT -** Motion made by Mrs. Ziereis, seconded by Mrs. DeMorat, to accept the bid received from Peterson Service, Inc. in the amount of \$150,200 which includes a contingency of \$13,500 and Unit price #1 for BACnet Unitary controllers of \$483 and Unit Price #2 for Space Temperature Sensors are \$185 for the Belhaven HVAC Controls replacement project, an other capital project.

Bids were received as follows:

<b>BIDDER</b>	<b>BASE BID</b>	<b>UNIT PRICE NO. 1</b>	<b>UNIT PRICE NO. 2</b>
<b>Bradley-Sciocchetti Inc.</b> Merchantville, NJ 08109	\$94,374	\$888	\$320
<b>Peterson Service</b> Medford, NJ 08055	\$150,200	\$483	\$185
<b>AME Inc.</b> Fairfield, NJ 07004	\$169,877	\$750	\$250
<b>CM3 Building Solutions, Inc.</b> Fort Washington, PA 19034	\$239,000	\$2,250	\$800

Motion carried by roll call vote, all members present voted yes, except Mr. Goldstein, who abstained.

*Motion approved.*



**Communication** – Included in the packet

**BOARD SECRETARY MONTHLY CERTIFICATION** - Motion made by Mrs. Ziείς, seconded by Mrs. DeMorat, to accept the 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.

Motion carried by roll call vote, all members present voted yes.

*Motion approved.*

**BOARD OF EDUCATION MONTHLY CERTIFICATION** - Motion made by Mrs. Ziείς, seconded by Mrs. DeMorat, to approve the monthly Board of Education 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.

Motion carried by roll call vote, all members present voted yes.

*Motion approved.*

**BILLS:**

Batch 50	General Fund	\$514,198.36
Batch 55	Tuition and Assessments	\$12,047.22
Batch 59	Before and After School	\$8,936.51

**PAYROLLS:**

Batch 70	March 3, 2017	\$400,382.41
Batch 71	March 17, 2017	\$410,444.55

**TRANSFERS**

	<b><u>MARCH</u></b>	<u>From</u>	<u>To</u>
11-219-100-101	Bedside Instruction	\$	\$ 2,500
11-000-291-280	Benefits Tuition	2,500	
11-000-291-270	Benefits Heath	6,000	
11-212-100-610	Self Contained Supplies		3,500
11-000-219-600	Child Study Team Supplies		2,000
11-000-216-600	Speech Supplies		500
Total General Fund		\$ 8,500	\$ 8,500
20-250-200-300	Educational Services	\$	\$ 6,150
20-250-200-500	Miscellaneous Services	6,150	
Total Special Revenue Fund		\$ 6,150	\$ 6,150

**OLD BUSINESS** – None.

**NEW BUSINESS** – Mr. Sless stated he was looking forward to the Gala.

**COMMENTS FROM THE PUBLIC** – None

**COMMENTS FROM THE BOARD** – Mr. Goldstein thanked everyone for the opportunity to serve. He is looking forward to working with the Board. Mr. Kahn also thanked everyone for this opportunity.

**EXECUTIVE SESSION -** Motion made by Mrs. Ziereis, seconded by Mrs. DeMorat, to enter into Executive Session, 8:00 PM:

*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 Matter – Reported Cases of HIB  
Personnel Matter – 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.

Motion carried by roll call vote, all members present voted yes.

*Motion approved.*

**ADJOURNMENT -** Motion made by Mrs. Ziereis, seconded by Mrs. DeMorat, to adjourn. (8:42 PM).

Motion carried by roll call vote, all members present voted yes.

Respectfully submitted,

Teri J. Weeks, Business Administrator,  
Board Secretary