

LINWOOD, NEW JERSEY
January 25, 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, January 25, 2017 7:04 PM**.

Mr. Sless led all present in a flag salute.

MEMBERS PRESENT: Judge Todd, Mr. McLaughlin Mrs. Gibson, Mrs. Scannell, Mr. Sless, and Mrs. DeMorat

MEMBERS ABSENT: Mrs. Ziereis

OTHERS PRESENT: M. Cappelluti, Interim Superintendent, T. Weeks, School Business Administrator, S. Speirs & G. Meister, Principals, J. Laning & C. Pritchett, Supervisors, Perry Family, Flanagan Family, Meister Family, Rothman Family, D. Lamkin, Bongivani Family, K. Savino, C. Kahn, C. D'Alessandro, B. Marino, A. D'Amato Barrera, D. Geromini, T. Lhulier, J. Goldstein, J. Goldstein, C. Hodgens, P. Vaccarro

MINUTES OF THE MEETING- Motion made by Mr. McLaughlin, seconded by Mrs. Scannell, **December 19, 2016** to approve the minutes of the Regular Meeting, held December 19, 2016.

Motion carried by roll call vote with all members present voting yes, except Mr. McLaughlin and Judge Todd, who abstained.

Motion approved.

MINUTES OF THE EXECUTIVE SESSION Motion made by Mrs. DeMorat, seconded by **December 19, 2016** Mrs. Scannell, to approve the minutes of the Executive Session, held December 19, 2016.

Motion carried by roll call vote with all members present voting yes, except Mr. McLaughlin and Judge Todd, who abstained.

Motion approved.

MINUTES OF THE ORGANIZATION MEETING- Motion made by Mr. McLaughlin, **January 10, 2017** seconded by Mrs. Scannell, to approve the minutes of the Organization Meeting, held January 10, 2017.

Motion carried by roll call vote with all members present voting yes.

Motion approved.

SECRETARY & TREASURER'S REPORT - Motion made by Mr. McLaughlin, seconded by **DECEMBER 2016** Mrs. Scannell, to acknowledge the receipt and to file the Reports of the Secretary and Treasurer for the month of December 2016, which are in agreement.

Motion carried by roll call vote with all members present voting yes.

Motion approved.

COMMITTEE REPORTS

Instruction – Mrs. Scannell recapped the meeting agenda

Operations – Mr. Selss recapped the meeting agenda

Governance – Mrs. Gibson recapped the meeting agenda

Negotiations – None.

COMMENTS FROM THE PUBLIC - None

SUPERINTENDENT'S REPORT

FOR INFORMATION

1. Enrollment: 836

2. Fire and Security Drills:

	<u>December</u>	<u>Seaview</u>	<u>Belhaven</u>
Fire		2	7
Security		14	12

3. Teacher of the Year & Educational Service Professional

Seaview	Marisa Hieb	Brenda Mucciarone
Belhaven	Jennifer Bernardini	Marilee Sobrinski

ACTION REQUIRED

MENTOR - Motion made by Mrs. Gibson, seconded by Mrs. Scannell, to approve Susan Speirs to mentor students(s) from Stockton University's Teacher Education Program who have current fieldwork placements in the Linwood School District.

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

Motion approved.

MENTOR - Motion made by Mrs. Gibson, seconded by Mrs. Scannell, to approve Bonnie Marino to mentor Ashley Popa, Part Time Math Teacher for a fee of \$550.

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

Motion approved.

LEAVE OF ABSENCE - Motion made by Mrs. Gibson, seconded by Mrs. Scannell, to approve an intermittent leave of absence for Mr. David Lamkin, effective January 3, 2017 up to twelve months under FMLA and or NJFLA guidelines, as applicable.

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

Motion approved.

NEW HIRES - Motion made by Mrs. Gibson, seconded by Mrs. Scannell, to approve the hiring, upon the recommendation of the Superintendent as follows:

Rebecca Bent	NCLB Part Time Basic Skills Teacher	BA, Step 1, prorated Start date pending criminal history clearance through June 30, 2017
Devon Biglin	Para-Professional, 25 hours per week	60 Credit hours \$14 per hour Start date January 26, 2017 through June 30, 2017

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

2016-2017 VOLUNTEERS - Motion made by Mrs. Gibson, seconded by Mrs. Scannell, to approve Mariealena D'Agostino and Jessica Della Fave as volunteers at the Belhaven Middle School Library.

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

SUBSTITUTE LIST - Motion made by Mrs. Gibson, seconded by Mrs. Scannell, to approve, upon the recommendation of the Superintendent, to add Melissa Merlino to the Substitute teacher list and Wendy Friel to the Seaview Camp Substitute Aide list.

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

STIPENDS- Motion made by Mrs. Gibson, seconded by Mrs. Scannell, to amend Ms. Debra Roland, Assistant Drama Production Director stipend to Table III, step 1.3 of the LEA guide.

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

TUTORING- Motion made by Mrs. Gibson, seconded by Mrs. Scannell, to approve Ms. Christine Silverberg and Ms Kim Savino to provide before and after school supplemental tutoring for academically at risk students in the REACH program for the 2016-2017 school year to be paid through NCLB Title I Funds at a rate of \$40 per hour.

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

HOMEWORK CLUB - Motion made by Mrs. Gibson, seconded by Mrs. Scannell, to approve Christine Flanagan, Karen Nazarok, and Michele Tighe, to provide before and after school supplemental services for academically at risk students in the Homework Club program for the 2016-2017 school year to be paid through NCLB Title I Funds at a rate of \$40 per hour.

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

COMMON CORE PREP CLASS - Motion made by Mrs. Gibson, seconded by Mrs. Scannell, to approve Jennifer Bernardini, Debbie Levine, Christine Swan, Amy Winterbottom, Karen Zaleskiewicz, and Keith Grimley to provide before and after school supplemental services for academically at risk students in the Common Core Prep Class program for the 2016-2017 school year to be paid through

NCLB Title I Funds at a rate of \$40 per hour.

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

Motion approved.

STAFF TRAVEL, PROFESSIONAL DEVELOPMENT, AND WORK RELATED EXPENSES -

Motion made by Mrs. Gibson, seconded by Mrs. Scannell, 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
Cindy Pritchett	11/17/16 12/15/16 1/10/17 2/14/17 3/14/17 4/11/17 5/23/17	SRI/ETTC Galloway, NJ	County Special Education Supervisor 2016-17 Monthly Meetings	N/A	Not to exceed \$10/meeting
Kristy McLaughlin	1/12/17	Stockton University Lodge at Lakeside	School Wellness Training	No charge	N/A
Erika Himstedt (after school hours)	1/18/17 2/15/17 3/15/17	Auletto Caterers Deptford, NJ	<i>Asthma and Allergy Disability Awareness Legal Issues Update</i>	\$45 for all 3 programs	N/A
Patrick Childs	2/08/17	SRI/ETTC Galloway, NJ	NJDOE <i>Bomb Threat Assessment, Awareness and Response</i>	N/A	Not to exceed \$10
Erika Himstedt	2/15/17	Michael T. Lake PAC Neptune, NJ	2017 Statewide Preschool Nurses' Meeting	No charge	N/A
Michelle Cappelluti Georgette Meister Susan Speirs	2/16/17	SRI/ETTC Galloway, NJ	<i>Interactive Situational Leadership Decision Making Seminar</i>	No charge	Not to exceed \$10 each
Jennifer Laning Cindy Pritchett Frank Pileiro	2/16/17	The Hotel ML Mt. Laurel, NJ	Mandatory PARCC Training	No charge	Not to exceed \$50.00 Each
Mary Kate Pellegrino	2/16/17	The Hotel ML Mt. Laurel, NJ	Mandatory PARCC Training	No charge	N/A

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

Motion approved.

LOCAL GRANTS - Motion made by Mrs. DeMorat, seconded by Mrs. Scannell, to accept, with a grant from AtlantiCare School Wellness program in the amount of \$800

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

Motion approved.

USE OF SCHOOL FACILITIES - Motion made by Mrs. DeMorat, seconded by Mrs. Scannell, to approve the use of school of school facilities by Atlantic County School Boards Association for the 8th Grade Dialogue session to be held in the Belhaven Cafetorium, March 6, 2017. No fee will be charged.

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

Motion approved.

CAPITAL RESERVE WITHDRAWAL RESOLUTION - Motion made by Mrs. DeMorat, seconded by Mrs. Scannell, to approve the following resolution for withdrawal of capital reserve funds

Resolution Appropriate Capital Reserve Funds

Whereas the Linwood Board of Education, County of Atlantic desires to advance the following capital project:

District Wide Lighting Upgrade for Energy Efficiency and
HVAC Equipment Replacement to include Energy Efficiency and
Security System Enhancements and Upgrades

and

Whereas capital reserve funds may be appropriated by board resolution to support eligible or otherwise eligible capital projects, and

Whereas the Linwood Board of Education acknowledges that State support for capital projects is not currently available, and

Whereas the Department of Facilities must approve all capital projects and will only move forward with approval of a properly submitted capital project if a local board of education declares an eligible capital project as “otherwise” eligible, and

Whereas, by declaring a capital project as “otherwise” eligible, the Linwood Board of Education hereby declares that the above-mentioned project will be supported in full with local capital reserve funds.

Now Therefore Be It Resolved, that the Linwood Board of Education hereby declares the above referenced project as “otherwise” eligible and directs the School Business Administrator to request Department of Facilities Approval, and

Be it Further Resolved, that the Linwood Board of Education hereby appropriates \$420,000 from its capital reserve fund to support the full cost of this project.

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

Motion approved.

AFFIRM HIB - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to affirm the findings of the superintendent on case HIB #004-16-17 BH as a non-HIB incident.

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

Motion approved.

ABOLISH JOB DESCRIPTIONS - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to abolish the job descriptions of Supervisor of Special Programs and Director of Special Programs.

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

Motion approved.

BOARD POLICY AND REGULATIONS - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve the first reading of the following policies and regulations:

Policy 1510 Regulations 1510	Americans With Disabilities Act (M)
Policy 2415.30	Title I – Educational Stability for Children in Foster Care (M)
Policy 2418 Regulation 2418	Section 504 of the Rehabilitation Act of 1973 – Students (M)
Policy 5116 Regulation 5116	Education of Homeless Children
Policy 8330 Regulation 8330	Student Records (M)
Regulation 5600	Student Discipline/Code of Conduct (M)

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

Motion approved.

CLASS TRIP - Motion made by Judge Todd, seconded by Mrs. DeMorat, to approve the Belhaven Boys and Girls Basketball teams for a field trip and games at the University of Pennsylvania. Persons in charge are Chris Meade and Marilee Sobrinski.

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

Motion approved.

HOME INSTRUCTION STAFF- Motion made by Judge Todd, seconded by Mrs. DeMorat, to approve, upon the recommendation of the superintendent, Mr. Carmen Faia, to provide home instruction services and to be paid at a rate of \$40 per hour.

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

Motion approved.

Communication – Included in the packet

BOARD SECRETARY MONTHLY CERTIFICATION - Motion made by Judge Todd, 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 Judge Todd, 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	\$381,956.25
Batch 51	General Fund	\$11,092.27
Batch 55	Tuition and Assessments	\$12,047.22
Batch 59	Before and After School	\$1,218.84

PAYROLLS:

Batch 72	December 23, 216	\$389,145.17
Batch 70	January 06, 2017	\$392,647.48

	<u>January</u>	<u>From</u>	<u>To</u>
11-000-213-600	Nursing - Supplies	\$ 500	\$
11-000-211-100	Attendance services Salaries		500
11-000-216-320	Related Services - Purch Prof. Services		2,000
11-000-219-104	Child Study Team - Salaries	1,500	
11-000-219-110	Child Study Team - Other Salaries		1,000
11-000-219-600	Child Study Team - Supplies		1,500
11-000-219-800	Child Study Team - Misc Services	500	
11-000-221-104	Curriculum Development – Other Salaries		500
11-000-240-500	School Administration Services		25,000
11-000-240-600	School Administration Supplies		15,000
11-000-251-600	Central Administration Services		10,000
11-000-252-600	Administrative Technology Supplies		10,000
11-000-270-515	Transportation - Joint	5,000	
12-000-252-730	Technology Equipment		6,000
12-000-400-450	Construction Services		30,000
11-000-262-621	Energy - Gas	30,000	
11-000-262-622	Energy - Electric	64,000	
Total General Fund		<u>\$ 101,500</u>	<u>\$ 101,500</u>

20-231-100-600	Title I Supplies	\$		\$	241
20-231-100-100	Title I Salaries		224		
20-231-200-200	Title I Benefits		17		
Total Special Revenue Fund		\$	241	\$	241

OLD BUSINESS – None.

NEW BUSINESS – None.

COMMENTS FROM THE PUBLIC – None

COMMENTS FROM THE BOARD – Judge Todd spoke about school funding and the upcoming opportunity to provide testimony.

ADJOURNMENT - Motion made by Mrs. DeMorat, seconded by Mrs. Gibson, to adjourn. (7:49 PM).

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

Respectfully submitted,

Teri J. Weeks, Business Administrator,
Board Secretary