

**LINWOOD, NEW JERSEY**  
**December 22, 2015**

In compliance with the "Open Public Meetings Act" of the State of New Jersey adequate notice of this regular meeting has been provided. On May 21, 2015 written notice of this rescheduled 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, **Tuesday, December 22, 2015, 7:06 PM.**

Mr. Sless led all present in a flag salute.

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

**MEMBERS ABSENT** Mrs. Ziereis

**OTHERS PRESENT:** J. Yochim, Acting Superintendent, T. Weeks, Business Administrator, S. Speirs Principal, D. Matik, S. Coyle, N. Robinson, B. Heun, C. Meade, P. Vaccarro, J. Goldstein,

**MINUTES OF THE EXECUTIVE SESSION** - Motion made by Mrs. Scannell, seconded by **October 28, 2015** Mrs. Gibson, to approve the minutes of the Executive Session, held October 28, 2015.

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

*Motion approved.*

**MINUTES OF THE REGULAR MEETING** - Motion made by Mrs. DeMorat, seconded by **November 18, 2015** Mrs. Scannell, to approve the minutes of the Regular meeting, held November 18, 2015.

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

*Motion approved.*

**MINUTES OF THE EXECUTIVE SESSION** - Motion made by Mrs. Scannell, seconded by **November 18, 2015** Mrs. DeMorat, to approve the minutes of the Executive Session, held November 18, 2015.

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

*Motion approved.*

**MINUTES OF THE SPECIAL MEETING** - Motion made by Mrs. DeMorat, seconded by **December 7, 2015** Mrs. Scannell, to approve the minutes of the Regular meeting, held December 7, 2015.

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

*Motion approved.*

**MINUTES OF THE EXECUTIVE SESSION** - Motion made by Mrs. DeMorat, seconded by **December 7, 2015** Mrs. Scannell, to approve the minutes of the Executive Session, held December 7, 2015.

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

*Motion approved.*

**SECRETARY & TREASURER'S REPORT** - Motion made by Judge Todd, seconded Mrs. Scannell, **NOVEMBER 2015** to acknowledge the receipt and to file the Reports of the Secretary and Treasurer for the month of November 2015, which are in agreement.

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

*Motion approved.*

### **COMMITTEE REPORTS**

**Instruction – Report Filed**

**Operations – Report Filed**

**Governance – none**

**Negotiations – None**

**COMMENTS FROM THE PUBLIC** - None

### **SUPERINTENDENT'S REPORT**

### **FOR INFORMATION**

1. Enrollment 834
2. Use of School Facilities – Belhaven 54 Seaview 8
3. Fire Drills Belhaven November 13 Seaview November 4  
Security Drills Belhaven November 19 Seaview November 19
4. Reports PTO – report on the Winter Carnival at Seaview
5. Audit Presentation – Mrs. Weeks provided a review of the district's 2014-2015 Comprehensive Annual Financial Report and Auditor's Management Report. This is the District's 18<sup>th</sup> year without audit comments and recommendations. A recap of expenditures, revenues, and fund balances was provided. The 2015-2016 fiscal year and 2016-2017 fiscal forecast was also overviewed.
6. Dates to Remember – Reminder January Board meeting was rescheduled for Thursday, January 21, 2016 at 7:00 PM.

**ACTION REQUIRED**

**RESIGNATIONS** - Motion made by Mrs. Scannell, seconded by Mrs. Gibson, to accept the following resignations:

Bambi Cannuscio, Part Time Instructional Aide effective November 25, 2015.  
Michele Jenney, 12 month LDTC, effective January 15, 2016.

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

**LEAVE OF ABSENCE** - Motion made by Mrs. Scannell, seconded by Mrs. Gibson, approve a Federal and New Jersey leave of absence, as applicable, for Jamie Hiltwine, Special Education Teacher beginning on or about March 7, 2016 through the end of the school year. She will use her available personal and sick days during her leave.

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

**NEW HIRES** - Motion made by Mrs. Scannell, seconded by Mrs. Gibson, to approve to hire, upon the recommendation of the Superintendent for the 2015-2016 school year.

Angela Iannello	Full Time Special Education Teacher, BA Step 2
Rosemarie Rhine	Part Time, Learning Disabilities Teacher Consultant, MA step 5 (prorated for two days per week).

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

**SUBSTITUTES** - Motion made by Mrs. Scannell, seconded by Mrs. Gibson, to approve, upon the recommendation of the superintendent, the addition of Beth Levy to the substitute teacher list pending criminal history clearance.

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

**STUDENT TEACHER PLACEMENTS** - Motion made by Mrs. Scannell, seconded by Mrs. Gibson, to approve a request from Stockton University for Student Teaching placements, spring 2016 semester as follows:

Bryan Griffiths	Grade 6	Gina Wenzel, Cooperating Teacher
Jennifer Super	Grade 7&8	Keith Grimley, Cooperating Teacher

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

**FIELDWORK PLACEMENTS** - Motion made by Mrs. Scannell, seconded by Mrs. Gibson, to approve field work placements requests for the spring 2016 semester from Stockton University as follows:

Rebecca Rocks	Grade 2	Lori Shannon, Cooperating Teacher
Johnna Tratta	Grade 7	Christina Lonergan, Cooperating Teacher
Mateusza Ryba	Grade 8	Debbie Levine, Cooperating Teacher

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

*Motion approved.*

**FIELD TRIPS** - Motion made by Mrs. Scannell, seconded by Mrs. Gibson, to approve the following student field trips

Renaissance Leadership Exchange, Veterans Memorial School, Vineland, NJ  
Person in charge: Dr. Frank Rudnesky

Tween Tech - Science, Technology, Engineering & Mathematics are for Girls,  
Stockton University, Galloway, NJ  
Persons in charge: Gina Wenzel and Raquel Law

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

*Motion approved.*

**2015-2016 STIPENDS** - Motion made by Mrs. Scannell, seconded by Mrs. Gibson, to approve the following 2015-2016 stipend amendments:

Ms. Allison Phillips resignation from STAT I&RS Team and Mr. Kevin Jacobs to replace her for a stipend of \$500.

Mr. David Wades resignation as Head Wrestling Coach and Mr. Carmen Faia to replace him for a stipend of \$2,179, Table II, step 1

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

*Motion approved.*

**STAFF TRAVEL** - Motion made by Mrs. Scannell, seconded by Mrs. Gibson, 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 (\*).

<b>Name</b>	<b>Travel Date(s)</b>	<b>Location</b>	<b>Event</b>	<b>Registration</b>	<b>Mileage Expense</b>
Jackie Baltozer	11/17/15	SRI/ETTC Galloway, NJ	Planning and Implementing a Successful I R & S Program for School Administrators	5 ETTC hours	N/A
Donna Strunk	11/20/15 11/23/15	Lourdes Medical Center Egg Harbor Twp., NJ	CPR Instruction	No Charge	N/A
Jill Yochim	12/17/15	Mainland Regional High School	Four District Constituency Meeting – AM	No Charge	N/A
Jill Yochim	12/18/15	Smithville, Inn Absecon, NJ	ACASA Meeting and Atlantic County Superintendent Roundtable Meeting	No Charge	Not to exceed \$15.00
Jennifer Rodriguez	1/05/16	Voorhees/Cherry Hill, NJ	BER Workshop – Early Intervention Strategies	*\$239.00	N/A
Jill Yochim Teri Weeks	1/07/16	Stockton University Galloway, NJ	Fiscal Requirements of Federal Funds	No Charge	Not to exceed \$15.00
Jill Yochim	1/19/16	SRI/ETTC Galloway, NJ	Atlantic/Cape May County Special Education Convocation	No Charge	Not to exceed \$15.00
Donna Michael-Ziereis and Michelle DeMorat	1/23/16	Monroe Twp., NJ	NJSBA Negotiations Seminar	*\$199.00 each	
Kristina Burns Karen Battisto	1/27/16	Sheraton Atlantic City Atlantic City, NJ	The Kinesthetic Classroom II	\$30.00 each	N/A
Jill Yochim	1/28/16	SRI/ETTC Galloway, NJ	Joint Meeting for Atlantic/Cape May Counties	No Charge	No to exceed \$15.00
Frank Pileiro	1/28/16	Harrah's Atlantic City, NJ	TECHSPO	*\$270.00 each	Not to exceed \$30.00
Karen Zaleskiewicz Mary Kate Pellegrino Paul Van Langen	1/28/16 1/28/16 1/29/15				N/A N/A N/A
Patrick Childs Gerri Mazzeo	1/29/16	TR-OSPEP-EOP Regional Training Galloway, NJ	School Preparedness & Emergency Planning	No Charge	Not to exceed \$7.00 each
Jackie Baltozer	2/10/16	SRI/ETTC Galloway, NJ	School Leader Training in Social Media, LGBT Rights and Inappropriate Student Communication	5 ETTC hours	N/A
Patrick Childs	2/11/16 2/12/16	William Davies M.S., Mays Landing, N	Active Shooter Response Training Instructor Course	*\$595.00	Not to exceed \$16.00

Mark Haviland	2/25/16	SRI/ETTC Galloway, NJ	<i>Connecting Yesterday and Today-</i> Second Annual SRI & ETTC Middle & High School Social Studies Conference	7 ETTC hours	N/A
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Motion carried by roll call vote, all members present voted yes.

*Motion approved.*

**ACCEPT AUDIT** - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to accept the 2014-2015 Comprehensive Annual Financial Report and Auditors Management Report. There were no comments or recommendations.

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

*Motion approved.*

**CORRECTIVE ACTION PLAN** - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve the 2014-2015 school year corrective action plan. There were no comments or recommendations.

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

*Motion approved.*

**TEMPORARY INSTRUCTION SPACE** - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve the use of a temporary instructional space in the Belhaven Library to be used for the Spanish program.

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

*Motion approved.*

**TRANSPORTATION CONTRACT** - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve the 2015-2016 school year transportation contract with Atlantic County Special Services for route ML13, for three students in the amount of \$28,623.20.

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

*Motion approved.*

**TRANSPORTATION CONTRACT** - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve a transportation contract with Atlantic County Special Services for one student attending the YALE school in Mullica Township at a cost of \$140 per day starting December 14, 2015.

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

*Motion approved.*

**TUITION CONTRACT** - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve a tuition contract with the YALE school, a private school, for one student attending their program at the Mullica School campus for a per diem cost of \$283 effective December 14, 2015. The annualized cost of \$59,430 is prorated for a total tuition due based on the remaining school days of 116 is \$32,828.

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

*Motion approved.*

**REVISED COMMITTEES 2015-2016** - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve the revised committees for 2015-2016

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

*Motion approved.*

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

Organization	Facility	Date/Time	Fee
<b>LASAR Basketball</b>	Seaview	12/16/15 and 12/21/15	No
Basketball Sign-ups	Front Hall/Foyer	3:00-5:00 p.m.	
<b>Mainland United Soccer Assn. (J. Napoli)</b>	Belhaven One Gym	1/06/16 – 2/14/16	No
Futsal Training		5:30-7:30 p.m.	

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 Mrs. Scannell, seconded by Mr. McLaughlin, 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. Scannell, seconded by Mr. McLaughlin, 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	\$405,339.82
Batch 51	General Fund	\$555.00
Batch 55	General Fund	\$16,184.12
Batch 59	Before and After School	\$12,535.03

**PAYROLLS:**

Batch 71	November 27, 2015	\$405,630.52
Batch 70	December 11, 2015	\$404,986.62

	<u>December</u>	<u>From</u>	<u>To</u>
11-000-100-566	Private School for the Handicapped	\$	\$ 2,828
11-000-100-565	County Special Services Tuition	1,200	
11-000-219-105	Salary - Secretarial Staff		210
11-000-219-320	Child Study Team - Technical Services		330
11-000-221-105	Salary - Secretarial Staff	210	
11-000-230-585-OT	Board Travel		395
11-000-230-590-OT	Superintendent Travel	395	
11-000-262-107	Salary - Custodial Other	202	
11-000-262-590	Custodial Purchased Services		600
11-000-266-100	Salary - Security		202
11-000-270-515	Special Education Transportation		5,000
11-402-100-600	Co Curricular Supplies		500
11-120-100-101	Salary - Teachers	8,058	
<b>Total General Fund</b>		<hr/>	<hr/>
		\$ 10,065	\$ 10,065

**OLD BUSINESS** – None

**NEW BUSINESS** – None.

**COMMENTS FROM THE PUBLIC** – P. Vaccarro inquired if there would be a public meeting for input on the new Superintendent.

C Meade announced the Lady Falcons won the holiday tournament for the girls and Somers Point boys won for the first time in thirty years. Congratulations to both teams.

C. Meade wanted to thank Pat Childs, Supervisor of Facilities and Security for the great job he has been doing.

**COMMENTS FROM THE BOARD** - Mrs. DeMorat commented on the great second grade holiday show.



**EXECUTIVE SESSION** - Motion made by Mr. McLaughlin, seconded by Mrs. Gibson, to enter into Executive Session, 7:41 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 HIB Case**

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. DeMorat, seconded by Mr. McLaughlin, to adjourn (8:05 PM).

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

Respectfully submitted,

Teri J. Weeks, Business Administrator,  
Board Secretary