

LINWOOD, NEW JERSEY
February 24, 2016

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 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, February 24, 2016 7:00 PM.**

Mr. Sless led all present in a flag salute.

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

MEMBERS ABSENT None

OTHERS PRESENT: M. Cappelluti, Interim Superintendent, T. Weeks, School Business Administrator, W. Donio, Solicitor, S. Speirs, Principal, J. Yochim, Spvsr, C. Swan, S. Coyle, P. Hennelly, N. Robinson, D. Lamkin, B. Bagocius, S. Filangieri, T. Capille, M. Lee, K. Blair, N. Mitnick, S. Mitnick, T. Parente, M. Hieb, L. Lhulier, Sr., L. Heffernan, C. D'alessando, J. Cunniff, J. Baltozier, M. Stoll, D. Wade, S. Tracy, K. Grimley, R. Law, G. Wenzel, J. Bernardini, C. Riley, P. Vaccaro, D. McCabe, K. Savino, A. Waters, K. Jacobs, M. Merenich, M. Schnepf, T. Lhulier, T. Donovan, M. Dill, K. Nazarak, K. Zaleskiewicz, B. Marino, S. Marino, J. Daley, J. McGowan, N. Lare, M. Mosteck, J. Meister, M. Desmond, C. Flanagan, B. Gaffney, C. Curran, L. Harvey, K. Prendergast, G. Trass, I. Luchessi, J. Simpson, P. VanLangen, L. Post.

MINUTES OF THE REGULAR MEETING - Motion made by Mrs. Scannell, seconded by **January 21, 2016** Mrs. Ziείς, to approve the minutes of the Regular meeting, held January 21, 2016.

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

Motion approved.

MINUTES OF THE EXECUTIVE SESSION - Motion made by Mrs. Ziείς, seconded by **January 21, 2016** Mr. McLaughlin, to approve the minutes of the Executive Session, held January 21, 2016.

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

Motion approved.

MINUTES OF THE SPECIAL MEETING - Motion made by Mrs. Ziereis, seconded by **February 17, 2016** Mrs. DeMorat, to approve the minutes of the Special Meeting, held February 17, 2016.

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

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

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

COMMITTEE REPORTS

Instruction – None

Operations – None

Governance – None

Negotiations – None

COMMENTS FROM THE PUBLIC - P. Vaccarro inquired where did all the funds saved from this year go?

J. Dix inquired about the increased cost of transportation and tuition.

J. Goldstein spoke on behalf of a staff member whose position may be impacted by relaying a personal story.

P. Vacarro stated that teacher cuts don't need to happen. She read a letter in support of a staff member whose position may be impacted by relaying a personal story.

SUPERINTENDENT'S REPORT

FOR INFORMATION

1. Enrollment 838
2. Use of School Facilities – Belhaven 62 Seaview 10
3. Fire Drills Belhaven January 16 Seaview January 14
Security Drills Belhaven January 25 Seaview January 26
4. All South Jersey Band – Mrs. Robinson announced the All South Jersey Band Members
5. HIB Presentation – Mrs. Frovlove and Mrs. Baltozer provided a presentation on HIB prevention in the schools.
6. TWEEN TECH at Stockton – Mrs. Wenzel and Mrs. Law provided a presentation on their students TWEEN TECH experience at Stockton.
7. 2016-2017 Budget Presentation. – Mrs. Weeks and Mrs. Yochim provided an updated presentation on the 2016-2017 budget. The budget provides for \$0.0 tax rate increase, Pay to Participate revenue has been removed from the budget. Staffing reductions, extracurricular

activity reductions, and other reductions were highlighted. The use of fund balance and concerns for the 2017-2018 budget. Use of reserves and projections were also highlighted.

ACTION REQUIRED

RETIREMENT - Motion made by Mrs. Scannell, seconded by Mrs. Ziereis, to accept Gail Coleman, Part time Instructional Aide notice to retire effective June 30, 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. Ziereis, to approve the following leaves of absence:

Casey Kilroy, Special Education Teacher, FMLA beginning on, or about April 18, 2016 through June 2016. She will use her sick days during her leave as available.

Rebecca Law, Grade 1 Teacher, FMLA and NJFLA beginning on, or about, May 11, 2016 through June 2017. She is requesting to use 28 sick days as available.

Kate Mitchell, Grade 7 & 8 Teacher, FMLA and NJFLA beginning on, or about May 30, 2016 through December 2016. She will use her sick days during her leave as available.

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

Motion approved.

SUBSTITUTES - Motion made by Mrs. Scannell, seconded by Mrs. Ziereis, to approve the following substitutes, upon the recommendation of the superintendent, to the 2015-16 School Year Substitute List; **pending criminal history* and/or *issuance* of Substitute Teacher's Credential where *indicated. They will be paid in accordance with the Substitute and Other Pay Policy.

▪ **SUBSTITUTE TEACHERS**

Becky Sannino (Drama)	Joanna D. Culmone	*Danielle C. Dente
Jaime M. Hall		

▪ **SUBSTITUTE CUSTODIAN**

William Plummer

▪ **SUBSTITUTE SEAVIEW CAMP AIDE**

Matthew Mucciarone	Annamaria Sabatini	Sandra L. Williams
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Motion carried by roll call vote, all members present voted yes.

Motion approved.

BEFORE AND AFTER SCHOOL TUTORING - Motion made by Mrs. Scannell, seconded by Mrs. Ziereis, to approve Ms. Angela Iannello and Ms. Christina Riley to provide before/after school supplemental services for basic skills students in the REACH Program for the 2015-2016 school year. Teacher will be paid through funding provided by the FY2015-2016 NCLB Grant at the rate of \$40 per hour.

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

Motion approved.

PRACTICUM PLACEMENT - Motion made by Mrs. Scannell, seconded by Mrs. Ziereis, to approve Rowan University Student Alexandra Chey for a 60-hour School Psychology Shadow Practicum for the spring semester 2016 to be placed with Mary Beth Atwood, School Psychologist.

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

Motion approved.

VOLUNTEERS - Motion made by Mrs. Scannell, seconded by Mrs. Ziereis, to approve Patrycja Galas to the 2015-2016 Seaview Volunteer list.

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

Motion approved.

VOLUNTEERS - Motion made by Mrs. Scannell, seconded by Mrs. Ziereis, to approve the following 2015-2016 Belhaven Drama Club and Stage Crew volunteers:

Molly Connelly	Amy Anderson	Emerson Fischer
Mia Fabi	Rob Splinter	Luis Moore
Alex Brown	Sacha Rovins	Marisa Bongiovanni
Tori Pierce	Bella Pacitti	Giana Robinson
Eve Tjoumakaris	Shayna Lowenstein	Matt Lischen
Marisa Nehmad		

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

Motion approved.

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

Shelly Wurtz	2/25/16 2/26/16	Tropicana Atlantic City, NJ	Association of Student Assistance Professionals 30 th Annual Conference	N/A	N/A
Frank Rudnesky	2/26/16	FEA Center Monroe Twp., NJ	NJAASA Workshop <i>District Climate and Culture: The Role of the Leadership Team</i>	N/A	Not to exceed \$100
Jill Yochim ----- Frank Pileiro ----- Karen Farside	3/01/16	Cumberland County College	PARCC Training	N/A	Not to exceed \$25 ----- Not to exceed \$25 ----- N/A
Frank Rudnesky	3/11/16	Kean University Union, NJ	NJAMLE Conference	N/A Presenter	Not to exceed \$100
Frank Pileiro Pete Davis	3/11/16	Kean University Union, NJ	NJAMLE Conference	\$119.00 each Co- presenters	N/A N/A
Karen Zaleskiewicz ----- Mary Kate Pellegrino	3/14/16 3/15/16 3/16/16	Sheraton Atlantic City Convention Center Atlantic City, NJ	5 th Annual PSUG-NJ Conference	\$300.00 ----- \$350.00	N/A ----- N/A
Erica Coombs	3/16/16	NJPSA Monroe Twp., NJ	<i>Designing Backwards: Standards Based Assessment</i>	\$125	N/A
Frank Pileiro	3/17/16	Stockton University Galloway, NJ	Atlantic County Technology Coordinators Roundtable	N/A	Not to exceed \$10
Bernadette Getzler	3/18/16	Stockton Seaview Resort Galloway, NJ	Faces 4 Autism Workshop	\$99.00	N/A
Jill Yochim ----- Karen Farside	3/21/16	EIRC Mullica Hill, NJ	Title I Technical Assistance Training	N/A	Not to exceed \$45 ----- N/A
Mary Kate Pellegrino	3/21/16	SRI/ETTC Galloway, NJ	Chrome Conference	7 ETTC hours	N/A
Mary Beth McKenna Angela Iannello	3/21/16	NJASCD Monroe Twp., NJ	PARCC Data Series Part III <i>Feedback and Revision: Improving Writing Instruction Formative Assessment</i>	\$145.00 each	N/A

Elizabeth Provenzano	5/01/16	Atlantic City, NJ	Annual Conference for School Social Workers	*\$180.00	N/A
Erica Coombs	5/26/16	NJPSA Monroe Twp., NJ	<i>Adjust the Unit Focus: Zoom in Culture</i>	\$125.00	N/A

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

Motion approved.

STIPENDS - Motion made by Mrs. Scannell, seconded by Mrs. Zierys, to approve the following stipends for the 2015-2016 school year:

COACHES AND DIRECTORS (Per the LEA Agreement and pending criminal history clearance)			
Activity	Name	Stipend	Table/Step
Drama Director	Becky Sannino	\$3,051	II 1.4
Assistant Drama Director	Debra Roland	\$1,746	III 1.2
Assistant Drama Director	Pete Davis	\$2,035	III 1.4
Assistant Drama Director	Jessica Byrnes	\$1,454	III 1.0

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

Motion approved.

USE OF SCHOOL FACILITIES - Motion made by Mrs. Zierys, seconded by Mr. McLaughlin, to approve the following use of school facilities:

Organization/Event	Facility	Date/Time	Fee
LASAR Basketball Practice and games	Seaview Gym	*12/17/15 to 3/31/16 Mon: 5:45 -7:15 p.m. T/W/Th/F: 5:45 -8:45 p.m. Sat: 9 a.m. to 4 p.m. ** Sunday: 12 noon to 4p.m., if necessary	** Custodial fees to be charged
	Belhaven Gyms	*12/17/15 to 3/31/16 Mon: 5:45 -7:15 p.m.(new gym) T: 7:15-8:45 p.m. (new gym) T/Th/F: 5:45 -8:45 p.m. (old gym) W/Th/F: 5:45 -8:45 p.m. (new gym) Sat: 9 a.m. to 4 p.m. **Sunday: 12 noon to 4 p.m., if necessary	1/31/16 2/07/16 2/14/16
Educational Affairs Committee (EAC) EAC/Administration Meeting	Belhaven Library	2/09/16 7:30-8:30 p.m.	No
PTO Winter Carnival	Seaview Cafeteria Gyms, Hallways	2/26/16 5:00-7:00 p.m.	No
Mainland Youth Lacrosse Club Lacrosse practice indoors due to	Seaview Gym	3/01/16 to 3/24/16 Fridays, if available	No

inclement weather		5:30- 8:30 p.m.	
NJ Tarheels Girls Basketball Tournament	Belhaven Gyms	6/25/16 and 6/26/16 Saturday: 8:00 a.m. to 6:00 p.m. Sunday: 9:00 a.m. to 3:30 p.m.	Yes, plus Custodial Fees

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

Motion approved.

POLICY & REGULATIONS - Motion made by Mrs. Ziereis, seconded by Mrs. DeMorat, to approve the second reading of Policy and Regulations

SECOND READING	
Policy 1240 Regulation 1240	Evaluation of Superintendent (M) (Revised)
Policy 2468	Independent Educational Evaluations
Policy 3221 Regulation 3221	Evaluation of Teachers (M) (Revised)
Policy 3223 Regulation 3223	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)
Policy 3224 Regulation 3224	Evaluation of Principals, Vice Principals, and Assistant Principals (M) Revised
Policy 3322	Staff Member's Use of Personal Cellular Telephones/Other Communication Devices
Policy 3431.1	Family Leave (M) (Revised)
Policy 4322	Staff Member's Use of Personal Cellular Telephones/Other Communication Devices
Policy 4431.1	Family Leave (M) (Revised)
Policy 5330 Regulation 5330	Administration of Medication (M)
Policy 5337	Service Animals (New)
Policy 5339	Screen for Dyslexia (M)
Policy 5516	Use of Electronic Communication and Recording Devices (ECRD) (M) (Revised)
Policy 5756	Transgender Students
Policy 8540 Regulation 8540	School Nutrition Programs Free and Reduced Rate Meals (ABOLISHED)
Policy 8550	Outstanding Food Service Charges (New)
Policy 8820	Opening Exercises/Ceremonies

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

Motion approved.

REPORTS OF VIOLENCE AND VANDALISM 2015-2016 SCHOOL YEAR & HIB FOR JULY THROUGH DECEMBER - Motion made by Mrs. Ziereis, seconded by Mrs. DeMorat, to approve the District Report of Violence and Vandalism for the 2015-2016 school year, submitted electronically to the New Jersey Department of Education on January 26, 2016, and the HIB report

Period 1, July 1 through December 31, 2015, submitted electronically to the New Jersey Department of Education on January 26, 2016 as presented to the public at this meeting

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. Zierys, 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. Zierys, 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	\$393,112.36
Batch 55	General Fund	\$15,014.12
Batch 59	Before and After School	\$6,863.62

PAYROLLS:

Batch 71	January 22, 216	\$388,334.15
Batch 70	February 5, 2016	\$398,006.53
Batch 71	February 18, 2016	\$390,103.80

	<u>February</u>	<u>From</u>	<u>To</u>
11-000-219-320	Professional Services		1,000
11-000-219-600	Supplies - CST		500
11-000-266-610	Supplies - Security		750
11-213-100-610	Supplies - LRC		275
11-402-100-100	Salary - Clubs		4,000
11-000-216-320	Professional Services		2,000

11-000-219-104	Salary - Other Professional		500
11-000-266-610	Security Supplies		2,000
11-000-240-500	Misc Purch Services	6,025	
11-000-218-104	Salary - Guidance	5,000	
Total General Fund			
		\$ 11,025	\$ 11,025

OLD BUSINESS – None

NEW BUSINESS – None.

COMMENTS FROM THE PUBLIC – L. Lhulier inquired if the Board had conducted any studies on staff reductions and the quality of education. He inquired about the \$0.0 tax rate.

S. Tracey inquired about the district’s tuition policy.

T. Donovan inquired about the increase in tuition and transportation.

P. Vacarro stated there seems like there is enough money to not have to cut the staff. She inquired about the consideration of a Part Time Superintendent and the legal reserves.

E. Ryan stated that the number of staff lost seems disproportionate to the enrollment decline. The \$0.0 tax rate increase does not seem wise.

B. Gaffney spoke on behalf of staff members whose positions may be impacted.

D. McCabe inquired about English, Language Arts and Math impacts due to the budget reductions.

C. D’Allesendra spoke on behalf of a staff member whose position may be impacted. She inquired about issuing bonds to fund the budget.

S. Coyle thanked everyone for the conversation and for everyone’s efforts.

COMMENTS FROM THE BOARD - Mrs. Ziείς stated the request for \$0.0 tax rate change came from City Council with concerns of the economic impact to the county tax rate coming from Atlantic City.

Mr. Sless stated the City Council carefully considers the view of all taxpayers of the community. The economy is the villain.

Mr. McLaughlin stated the impact from Atlantic City may be tremendous and the \$0.0 tax rate increase request is prudent on the part of City Council.

Mrs. DeMorat commented that the 6th grade Math fair was very well done, thanking Mrs. Wenzel.

Mr. McLaughlin stated that it is not prudent to fund current expenses with long term debt. He further stated that education system is core of Linwood

ADJOURNMENT - Motion made by, Mrs. Ziereis, seconded by Mrs. DeMorat to adjourn (9:00 PM).

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

Respectfully submitted,

Teri J. Weeks, Business Administrator,
Board Secretary