

LINWOOD, NEW JERSEY
July 26, 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 19, 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, July 26, 2017 7:03 PM**.

Mr. Sless led all present in a flag salute.

MEMBERS PRESENT: Judge Todd, Mrs. Scannell, Mrs. Gibson, Mrs. DeMorat, Mr. Goldstein, Mrs. Zierys, Mr. Kahn, Mr. McLaughlin, Mr. Sless

MEMBERS ABSENT: None

OTHERS PRESENT: M. Cappelluti, Interim Superintendent, T. Weeks, School Business Administrator, S. Speirs, Principals, J. Laning, Supervisor, D. Truax, S. Tahsin, R. Lyons, M. Simpson, K. Savino, B. Marino, J. Cunniff, M. Lee, F. Pileiro, A. D'Amato Barrera, P. Vaccarro

MINUTES OF THE REGULAR MEETING- Motion made by Mr. Goldstein, seconded by **June 28, 2017** Judge Todd to approve the minutes of the Regular Meeting held June 28, 2017.

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

Motion approved.

MINUTES OF THE EXECUTIVE SESSION- Motion made by Mrs. Zierys, seconded by **June 28, 2017** Mrs. DeMorat, to approve the minutes of the Executive Session, held June 28, 2017.

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

Motion approved.

MINUTES OF THE BOARD OF SCHOOL ESTIMATES MEETING- Motion made by **March 22, 2016** Mr. McLaughlin, seconded by Mrs. Zierys to approve the minutes of the final Board of School Estimates meeting held March 22, 2016.

Discussion: The minutes were reviewed and accepted by the City Council members who were on the Board of School Estimates. Judge Todd stated it was not something he should vote on. Mr. Sless recommended roll call be held for just the three Board members who were on the Board of School Estimates.

Motion carried by roll call vote with Mr. McLaughlin, Mrs. Zierys, and Mr. Sless voting yes, no vote held for the remaining members.

Motion approved.

SECRETARY & TREASURER'S REPORT - Motion made by Mr. McLaughlin, seconded by **JUNE 2017** Mrs. Gibson, to acknowledge the receipt and to file the Reports of the Secretary and Treasurer for the month of June 2017, which are in agreement.

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

Motion approved.

COMMITTEE REPORTS

Negotiations – None

Curriculum – None

Personnel – None

Operations – None

COMMENTS FROM THE PUBLIC - Mrs. Marino, 5th Grade Science Teacher, thanked the Board for their support of her trip to the Starry Night summer institute and recapped some of the workshops and events.

SUPERINTENDENT'S REPORT

FOR INFORMATION

ACTION REQUIRED

SUMMER STAFF COMPENSATION - Motion made by Mrs. DeMorat, seconded by Mr. McLaughlin, to approve staff at the approved rate to attend 2017 summer program/IEP planning and development, IEP meetings and testing, for general and special education teachers.

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

Motion approved.

SUMMER SPECIAL EDUCATION AIDES - Motion made by Mrs. DeMorat, seconded by Mr. McLaughlin, to approve Brenda Mucciarone, Lisa Hindman, and Patricia Heinzer to serve as summer instructional aides and or substitute aides in the summer programs through August 3, 2017 to be paid at their hourly rate, not to exceed 5.5 hours per day.

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

Motion approved.

RESIGNATIONS - Motion made by Mrs. DeMorat, seconded by Mr. McLaughlin, to accept the resignations of Ms. Samantha Filangieri, Special Education Teacher and Kathryn Mitchell, 7&8 grade Math Teacher effective July 1, 2017.

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

Motion approved.

LEAVE OF ABSENCE - Motion made by Mrs. DeMorat, seconded by Mr. McLaughlin, to approve a leave of absence pursuant to NJFLA guidelines for Mr. Marc Schnepf, anticipated date October 2, 2017 through October 31, 2017.

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

Motion approved.

CHANGE IN POSITION - Motion made by Mrs. DeMorat, seconded by Mr. McLaughlin, to approve a change in position for Tracey Meister, Grade 3 teacher to Basic Skills Seaview and Ms. Lori Dooner, Grade 5 Language Arts to Grade 7&8 Language Arts.

Motion carried by roll call vote, all members present voted yes, except Mrs. Scannell and Mrs. Gibson who abstained.

Motion approved.

2017-2018 CHANGE IN SALARY - Motion made by Mrs. DeMorat, seconded by Mr. McLaughlin, to approve Ms. Tanya Arlington to move from BA15 step 2 to MA, Step 2 and Kristi Grimley to move from MA, Step 11 to MA15, step 11 effective the 2017-2018 school year.

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

Motion approved.

NEW HIRES - Motion made by Mrs. DeMorat, seconded by Mr. McLaughlin, to approve, upon the recommendation of the superintendent, the following new hires for the 2017-2018 school year:

Susann H. Tahsin, Supervisor of Special Education	\$95,000 prorated based on start date
Ronald Lyons, District Data Manager	\$56,000 prorated based on start date
Christine Johnson, Grade 5/6 Language Arts	BA, Step 3
Daniel Truax, Grade 7/8 Math	BA, Step 2

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

Motion approved.

JOB DESCRIPTION - Motion made by Mrs. DeMorat, seconded by Mr. McLaughlin, to approve the revised School Nurse job description.

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

Motion approved.

STIPENDS - Motion made by Mrs. DeMorat, seconded by Mr. McLaughlin, to approve Ms. Trish Skovron to receive \$3,000 Bus Stipend for the 2017-2018 school year.

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. 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 (*).

<u>Name</u>	<u>Travel Date(s)</u>	<u>Location</u>	<u>Event</u>	<u>Registration</u>	<u>Mileage Expense</u>
Susan Speirs	7/18/17	Marlton Middle School Marlton, NJ	NJ Association of Middle Level Educators Conference	No charge (member)	Not to exceed \$35
Frank Pileiro	7/18/17	Marlton Middle School Marlton, NJ	NJ Association of Middle Level Educators Conference	No charge (Presenter)	N/A
Jennifer Laning	7/24/17	Galloway, NJ	2017-2018 ESSA Application Training	No charge	Not to exceed \$10
Frank Pileiro	8/02/17	Stockton University Galloway, NJ	<i>All Things Google Summer Camp 2017 "Ideas That Transform..."</i>	No charge	N/A
Susan Speirs	8/02/17	Stockton University Galloway, NJ	<i>All Things Google Summer Camp 2017 "Ideas That Transform..."</i>	7 ETTC hours	Not to exceed \$10
Teri Weeks	8/07/17	SRI/ETTC Galloway, NJ	School Law Boot Camp for School Business Administrators	5 ETTC Hours	Not to exceed \$10
Susan Speirs	8/08/17	Washington Twp. H.S. Sewell, NJ	11th Annual School Safety & Security Conference	No charge	Not to exceed \$35
Pat Childs	8/08/17	Washington Twp. H.S. Sewell, NJ	11th Annual School Safety & Security Conference	No charge	N/A

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

Motion approved.

CLASS TRIP - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve the self contained program to travel to Mainland Regional High School to use the pool twice a week during the school year.

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

Motion approved.

PROFESSIONAL DEVELOPMENT - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve REM audiology to provide training to designated staff regarding working with hearing impaired children in class, not to exceed \$475.

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

Motion approved.

BELHAVEN BAND TRIP - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve the Belhaven Band to attend an adjudicated competition in Williamsburg, Va., May 16-20, 2018.

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

Motion approved.

REDUCTION OF 2017-2018 FISCAL YEAR AID - Motion made by Mrs. Ziereis, seconded by Mr. Goldstein, to approve the resolution to address the loss of state aid for the fiscal year 2017-2018.

RESOLUTION

WHEREAS, on July 17, 2017 school districts received notice of revised 2017-2018 state aid and the guidance to address this change requiring action by August 1, 2017,

WHEREAS, the Linwood Board of Education received notice that the district's aid has been reduced by \$31,594 in the categorical aid line of Adjustment Aid,

WHEREAS, the Linwood Board of Education has determined two non-instructional positions included in the budget will not be replaced for the 2017-2018 school year,

WHEREAS, the 2017-2018 budget lines of 11-000-262-107 Salaries of Other Aides will be reduced \$14,505, and 11-000-291-220 Benefits will be reduced \$1,109,

WHEREAS, the Linwood Board of Education has determined not to fill the new position included in the 2017-2018 budget,

WHEREAS, the 2017-2018 budget line of 11-000-291-270 Benefits will be reduced \$15,980,

THEREFORE, be it resolved, the Linwood Board of Education will reduce the 2017-2018 School year Budget \$31,594 to address the loss of state aid.

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

Motion approved.

EXPANDED DAY TUITION CONTRACT - Motion made by Mrs. Ziereis, seconded by Mr. Goldstein, to approve the 2017-2018 Expanded Day Tuition contracts for a tuition amount of \$3,750 with a discount of \$250 if paid in full by September 15, 2017. Tuition is waived for students eligible for free and reduced meals with a \$50 late fee assessment.

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

Motion approved.

PRESCHOOL TUITION CONTRACT - Motion made by Mrs. Ziereis, seconded by Mr. Goldstein, to approve the 2017-2018 Preschool Tuition contracts for a tuition amount of \$2,750 with a discount of \$250 if paid in full by September 15, 2017. Tuition is waived for students eligible for free and reduced meals, with a \$50 late fee assessment.

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

Motion approved.

GRADE 1-8 TUITION CONTRACTS - Motion made by Mrs. Ziereis, seconded by Mr. Goldstein, to approve the 2017-2018 tuition contracts for non-resident students in Grades 6-8 in the amount of \$7258 and \$6746 for non-resident students in Grades 1-5 with a \$50 late fee assessment.

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

Motion approved.

COMMISSION FOR THE BLIND - Motion made by Mrs. Ziereis, seconded by Mr. Goldstein, to approve the 2017-2018 Commission for the Blind level 1 service contract in the amount of \$1,900 for one student.

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

Motion approved.

ITINERANT SERVICES - Motion made by Mrs. Ziereis, seconded by Mr. Goldstein, to approve the 2017-2018 Itinerant Services Agreement with Atlantic County Special Services, a shared services agreement.

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

Motion approved.

FACILITY STIPENDS - Motion made by Mrs. Ziereis, seconded by Mr. Goldstein, to approve the following stipends for Facility Staff:

Lead Custodian and Maintenance	Steve Brown	\$1,750
Black Seal		\$750
Marsh Adams	Steve Brown	Andrew Larson
Sam McGonagle	Ela Jelesnianski	Sharon Stoll
Paul Trinkle		

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

Motion approved.

EXTRAORDINARY AID - Motion made by Mrs. Zierys, seconded by Mr. Goldstein, to accept the Extraordinary Aid allocation of \$140,995 for the 2016-2017 school year.

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

Motion approved.

LOCAL GRANT - Motion made by Mrs. Zierys, seconded by Mr. Goldstein, to accept a local grant in the amount of \$1,074 from PTO for Seaview Seat Sacks.

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. Goldstein, to approve the following use of school facilities:

<u>Organization</u>	<u>Facility</u>	<u>Date/Time</u>	<u>Fee</u>
Atlantic City Area Mac Users Group (ACAMUG) Monthly Meetings	Belhaven Media Center	9/08/17, 10/13/17, 1/12/18, 2/09/18, 3/09/17, 4/13/18, 5/11/18, 6/08/18 7:00-9:00 p.m.	Yes
GThing Basketball Basketball event – Girl's All Star Game	Belhaven Main Gym	8/19/17 12:00-3:00 p.m.	Yes

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

Motion approved.

HIB CASES - Motion made by Mr. Goldstein, seconded by Mrs. Zierys, to affirm the recommendation from the Superintendent on the cases as listed below:

H.I.B. Case #011-16-17-BH	Confirmed HIB
H.I.B. Case #012-16-17-BH	Confirmed HIB
H.I.B. Case #013-16-17 BH	Confirmed Non-HIB

Motion carried by roll call vote, all members present voted yes, except Mr. Sless, Mr. McLaughlin and Mr. Kahn, who abstained.

Motion approved.

BOARD POLICY AND REGULATIONS - Motion made by Mr. Goldstein, seconded by Mrs. Zierys, to approve the first reading of the Policies and Regulations as listed below:

FIRST READING

Policy 0000.02	Introduction M
Regulation 0000.03	Introduction M
Policy 0141	Board Member Number and Term
Policy 0143	Board Member Election and Appointment
Policy 0141.3	Board Member Appointment - ABOLISH
Policy 0151	Organization Meeting
Policy 0152	Board Officers
Policy 0162	Notice of Board Meetings
Policy 0163	Quorum
Policy 0167	Public Participation in Board Meetings

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

Motion approved.

CHANGE ORDER – BELHAVEN MIDDLE SCHOOL DRAINAGE AND ASPHALT REPAIR PROJECT -

Motion made by Mrs. Zierys, seconded by Mr. McLaughlin, to approve a change order in the amount of \$2,820.70 for the Belhaven Middle School Drainage and Asphalt Repair project to provide for work to move a drain not originally planned and expand the repair to include a small area near the playground. The total bid of \$42,000 is increased to \$42,820.70.

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 request for use of school facilities from:

Lasar Basketball	Belhaven Gyms	7/31/17 to 8/3/17 9AM to 12 Noon	No Fee
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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. Gibson, 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 Mrs. Gibson, 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	\$389,168.24
Batch 51	General Fund	\$74.67
Batch 59	Before and After School	\$3,581.91

PAYROLLS:

Batch 70	July 7, 2017	\$111,472.71
Batch 71	July 21, 2017	\$99,136.92

<u>June - REVISED</u>		<u>From</u>	<u>To</u>
11-000-219-104	Salaries - Child Study Team	\$	\$ 1,300
11-000-230-530	Communications		1,000
11-000-230-339	Other Services	1,000	
11-000-262-621	Energy -Heat	3,200	
11-000-262-622	Energy - Electric		3,200
11-130-100-101	Salaries - Grades 6-8	1,300	
Total General Fund		\$ 5,500	\$ 5,500
60-900-300-250	BAS Unemployment	\$	\$ 6
60-900-300-600	BAS Supplies		180
60-900-300-500	BAS Services	186	
Total Before and After School		\$ 186	\$ 186
<u>July</u>		<u>From</u>	<u>To</u>
11-000-100-566	Private School for the Handicapped	\$	\$ 59,000
11-130-100-101	Salaries - Grades 6-8	59,000	
11-000-262-610	Custodial Supplies	2,800	
12-000-260-730	Equipment - Facilities		2,800
Total General Fund		\$ 61,800	\$ 61,800

OLD BUSINESS – None.

NEW BUSINESS – None

COMMENTS FROM THE PUBLIC – None

COMMENTS FROM THE BOARD –Welcome to the new staff members.

ADJOURNMENT - Motion made by Mr. McLaughlin, seconded by Mrs. Zierys, to adjourn. (7:31 PM).

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

Respectfully submitted,

Teri J. Weeks, Business Administrator,
Board Secretary