

LINWOOD, NEW JERSEY
November 29, 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, November 29, 2017 7:02 PM**.

Mr. Sless led all present in a flag salute.

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

MEMBERS ABSENT: Mrs. DeMorat, Mrs. Ziείς

OTHERS PRESENT: M. Cappelluti, Interim Superintendent, T. Weeks, School Business Administrator, S. Speirs & G. Meister, Principals, S. Tahsin, G. Meister, B. Pruitt, Bretones Family, Goldstein Family, C. Lowry, M. Sobrinski, F. Pileiro, S. Tahsin, Mitnick Family, L. Hindman, a. Barrera, K. Miller, Lamonaca Family, MB McKenna, Evinski Family, D. Lamkin, C. Glover, J. Cunniff, G. Traa, S. Marino, C. Campbell, C. Harrison, C. Flanagan

MINUTES OF THE REGULAR MEETING- Motion made by Mr. Goldstein, seconded by **October 25, 2017** Judge Todd to approve the minutes of the Regular Meeting held October 25, 2017.

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

Motion approved.

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

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

Motion approved.

COMMITTEE REPORTS

Policy – Mrs. Gibson reported on the Policy Committee

Personnel – Mr. Sless reported on the Personnel committee

Curriculum – Mrs. Scannell reported on the Curriculum Committee

Operations – Judge Todd reported on the Operations Committee.

COMMENTS FROM THE PUBLIC - None.

SUPERINTENDENT'S REPORT

FOR INFORMATION

1. Enrollment	Seaview	422	Belhaven	397
2. Suspensions	None			
3. Fire Drills	Seaview	October 6	Belhaven	October 20
Security Drills	Seaview	October 20	Belhaven	October 23

REPORTS

1. Linwood Education Foundation – None
2. Linwood Parent Teachers Organization – J. Goldstein reported: Thank you all for a Great Harlem Wizards Event! Next event is the Bowls project.
3. Student Support Parent Advisory Council – A. Barrera reported: Looking for new leaders! Please come out to support this organization supporting students with special needs.
4. Seaview School – None
5. Belhaven Middle School – Students of the Month announced
6. Girls Soccer Team recognized for their undefeated season.

ACTION REQUIRED

PERSONNEL AGENDA ITEMS Motions made by Mrs. Gibson seconded by Mr. Goldstein to approve the following Personnel action items 17– 25 on the agenda.

RETIREMENT - Motion to accept the retirement, with special thanks for years of service, of Bernadette Getzler, as amended, to be January 17, 2018.

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

Motion approved

NEW HIRE – LONG TERM SUBSTITUTE - Motion to approve to hire Theresa Albani as the Long Term Substitute Nurse at Seaview for the 2017-2018 school year at a rate of \$150 per day.

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

Motion approved

2017-2018 SUBSTITUTE LIST - Motion to approve the addition of Ms. Jessica Figueroa, Linda Ingersol, and Pamela Kull to the 2017-2018 substitute teacher list.

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

Motion approved

MCKINNEY VENTO TUTORS - Motion to approve Tyra Causey and Ann Pushkal to provide supplemental tutoring for McKinney – Vento Homeless eligible students through the McKinney – Vento program.

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

Motion approved

STUDENT TEACHER PLACEMENTS - Motion to approve as request for Ms. Alezandra McClure, student teacher, to be placed with cooperating teacher, Racquel Law, 7th grade for the spring 2018 semester from Stockon University.

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

Motion approved

BEFORE AND AFTER SCHOOL AIDES - Motion to approve the following staff members as substitute aides for the 2017-2018 Before and After School Program and approve the following staff members as one-to-one substitute aides for the 2017-2018 Before and After School program, as deemed necessary by special education guidelines, to be paid through **IDEIA** funds at the rates listed below.

Year 1 - \$14.00/hour AM; \$13.00/hour PM	Tia DeVita (regular program only)
Year 2 - \$14.28/hour AM; \$13.28/hour PM	Michele Hoffman, Deborah Ward, Wendy Friel
Year 3 - \$14.71/hour AM; \$13.66/hour PM	Brenda Mucciarone

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

Motion approved

SEAVIEW PLAYGROUND VOLUNTEERS - Motion to approve the following playground/school volunteers for the Seaview Elementary School for the 2017-2018 school year.

Valerie Bartholomew	Claudia Goldberg	Jon Pack
Erin Bennis	Jessica Goldstein	Cynthia Petosa
Michelle Bodkin	Pamela Guarini	Jennifer Pierce
Samar Burshel	Diana Gurwicz	Talia Preissman
Michelle Cardani	Angela Harrison	Tito Reyes
Michelle Caucci	Zhiying Hn	Patty Reynolds
Ava Cocchi	Becca Jackson	Rosa Rodgers
Bridget Collins	Kim Kern	Haley Santora
Mariaelena D'Agostino	Aiolfe Larkin	Krista Santora
Amy Daily	Ann Lockhart	Melissa Schock
Kelly Day	Susanne Lockhart	Judy Simpson
Lori Datti	Laura Long	Matthew Simpson
* Jessica Della Fave	Diana Lucca	Denise Stites
Michelle Dill	Arnold Lucchesi	Sherry Stolarksi
Louise Donohue	Ida Lucchesi	Meredith Swanner

Sharon Erenier	Marci Lutsky	Aaron Sykes
Miosoti Espinal	Allison Mann	Jessica Sykes
Catherine Evinski	Chrissy Meade	Jill Thomas
Christine Falk	Tracee Melchiore	Kelly Thomas
Margot Ferrin	Melissa Merlino	Stephanie Timbrook
Sara Franklin	Karen Miller	Sabrina Tracy
Lisa Gebhard	Jeremy Nirenberg	Carrie Wyzen-Gregory
Ricky Gerhardt	Kelly Nirenberg	
Lauren Gibson	Kathleen Novasack	
* 2017-2018 Volunteer Coordinator		

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

Motion approved

2017-2018 ADDITIONAL PAY - Motion to approve the following staff to serve as Saturday detention teachers from 8:00 AM to 10:00 AM during the school year and to be paid \$40 per hour.

Jill Cunniff David Wade Erica Coombs
Raquel Law Jennifer Parmalee David Lamkin Marilee Sobrinski

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

Motion approved

CHANGE IN SALARY - Motion to approve a change in placement on the guide effective December 1, 2018 for Heidi Derbyshire to MA15, step 18.

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

Motion approved

CURRICULUM Motions made by Mrs. Scannell, seconded by Mr. Goldstein, to approve the following Curriculum action items 28 – 32 on the agenda.

FIELD TRIPS - Motion to approve the field trips, as listed below.

Destination	Grade	Person in Charge
<i>Butterhof's Farm</i> Egg Harbor City, NJ	Preschool AM & PM	Elise Scherbin Beth Bagocius
<i>Shop Rite & Applebee's</i> Somers Point, NJ	4 Special Ed Students Peer mentors	Angela Iannello Marilee Sobrinski
<i>Franklin Institute</i> Philadelphia, PA	6 th Grade	Robin Moore

<i>Independence Hall and the National Constitution Center</i> Philadelphia, PA	8 th Grade	John Napoli
<i>K-Mart</i> Somers Point, NJ	4 Special Ed Students Peer mentors	Angela Iannello Marilee Sobrinski
<i>Lite Rock 96.9</i> Northfield, NJ <i>Linwood Nursing Home</i> Linwood, NJ <i>Seaview Elementary School</i> Linwood, NJ	Belhaven Choir	David Lamkin Nancy Robinson

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

Motion approved

STAFF TRAVEL, PROFESSIONAL DEVELOPMENT, AND WORK RELATED

EXPENSES - Motion 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
Susan Speirs	11/17/17	Life Center Academy Field House Burlington, NJ	Penn Jersey Jostens Renaissance Collaborative Workshop	\$40	N/A
Jennifer Bernardini Mary Beth McKenna Amy Winterbottom	11/17/17	Life Center Academy Field House Burlington, NJ	Penn Jersey Jostens Renaissance Collaborative Workshop	\$40	N/A
Jackie Baltozer	11/20/17	ACIT Mays Landing, NJ	Middle School Counselors Breakfast	No charge	N/A
Lisa Davis Mary Beth Atwood Elizabeth Provenzano	12/01/17	LRC – South Blackwood	<i>Utilizing Person Centered Approaches to Improve IEP Meetings</i>	No charge	N/A
Susann Tahsin	12/04/17 12/05/17	Sheraton Atlantic City Atlantic City, NJ	<i>Special Education Law From A to Z</i>	*\$575	N/A
Mary Beth Atwood	12/08/18	Holiday Inn East Windsor East Windsor, NJ	NJ School Association of School Psychologists (NJASP) Winter Conference	\$110 Member Early bird reg.	N/A
Lisa Davis	12/08/18	Holiday Inn East Windsor	NJ School Association of School Psychologists (NJASP)	*\$175 Non member	N/A

		East Windsor, NJ	Winter Conference		
Teri Weeks	01/18/18	NJASBO Robbinsville, NJ	<i>Legal Issues that Impact the Business Office and Business Administrator</i>	\$100	Not to exceed \$50
Teri Weeks	01/25/18	NJASBO Robbinsville, NJ	<i>Pension</i>	\$100	Not to exceed \$50

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

Motion approved

OPERATIONS Motions made by Mr. McLaughlin, seconded by Judge Todd, to approve the following Operation action items 28 – 33 on the agenda.

TRANSPORTATION - Motion to approve a transportation agreement with Mainland Regional High School for transportation to Coastal Learning Center for the 2017-2018 school year at a rate of \$45 per day

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

Motion approved

TRANSPORTATION - Motion to approve a transportation agreement with Atlantic County Special Services for the 2017-2018 school year ML 16 route with a cost of \$33,448.60.

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

Motion approved

REQUEST FOR PROPOSALS/QUALIFICATIONS - Motion to approve to submit a request for proposal or qualifications for services effective July 1, 2018 for Auditor, Attorney, General, Banking, and Architect – Long Range Facility Planning.

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

Motion approved

ENERGY AUDIT – CLEAN ENERGY PROGRAM - Motion to approve to receive an energy audit through New Jersey Clean Energy Program. This will be our second energy audit which is performed free of charge. Our last energy audit report was finalized February 2013.

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

Motion approved

2017-2018 SCHOOL NURSING SERVICES PLAN - Motion to approve the 2017-2018 Nursing Services Plan.

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

Motion approved

USE OF SCHOOL FACILITIES - Motion to approve the following request for the use of our school facilities.

Organization	Facility	Date/Time	Fee
Linwood LASAR Basketball Basketball practice/games Person in Charge: Darren Matik	Belhaven Both gyms: M/W/Th/F/Sa One gym: Tue	November 11, 2017 to March 31, 2017 Weekdays: 5:45 to 8:45 p.m. Saturday: 9 a.m. to 2 p.m.	No
	Seaview Monday-Friday	Weekdays: 5:45 to 8:45 p.m.	
PTO Wellness Multicultural Fair Persons in charge: Catherine Evinski & Judy Simpson	Seaview	February 28, 2018 5:30 to 7:30 p.m.	No

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

Motion approved

POLICY - Motions made by Mrs. Gibson, seconded by Mr. Goldstein, to approve the following Policy action items 44 – 46 on the agenda.

HIB - Motion to affirm the recommendation of the superintendent on HIB case #001-1718 (SV) as a Non-HIB case.

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

Motion approved

UNIFORM MEMORANDUM OF AGREEMENT BETWEEN EDUCATION AND LAW ENFORCEMENT OFFICIALS -

Motion to approve the *Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials* and Memorandum of Understanding Regarding Live Streaming, as included in your board packet

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

Motion approved

BOARD POLICY AND REGULATIONS - Motion to approve First and Second Readings of the Policies and Regulation, as listed below.

FIRST READING	
Policy 2363	Pupil Use of Privately-Owned Technology
Policy 4281	Inappropriate Staff Conduct

SECOND READING	
Policy 0142	Board Member Qualifications, Prohibited Acts & Code of Ethics (M)
Policy 7300	Disposition of Property

Regulation 7300.1	Disposition of Instructional Property – ABOLISHED
Regulation 7300.2	Disposition of Land
Regulation 7300.3	Disposition of Personal Property
Regulation 7300.4	Disposition of Federal Property

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

Motion approved

Communication – Included in the packet

FINANCIAL MOTIONS - Motions made by Mrs. Scannell seconded by Mrs. Gibson to approve the following Financial certifications, bills, payrolls and transfers.

BOARD SECRETARY MONTHLY CERTIFICATION - Motion 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 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	\$375,266.57
Batch 55	General Fund	\$10,709.78
Batch 59	Before and After School	\$6,980.81

PAYROLLS:

Batch 71	October 27, 2017	\$393,124.68
Batch 70	November 10, 2017	\$399,780.08

TRANSFERS	<u>November</u>	<u>From</u>	<u>To</u>
11-000-216-320	Related Services - Purch Services	\$	\$ 10,000
11-000-266-100	Grounds, Salaries		800
11-000-262-100	Custodial Salaries	800	
11-000-291-270	Benefits	11,500	
11-130-100-101	Salary - Gr 6-8		35,000

11-120-100-101	Salary - Gr 1-5	35,000	
11-190-100-500	Instructional Purchased Services		1,500
Total General Fund		\$ 47,300	\$ 47,300

OLD BUSINESS – None.

NEW BUSINESS – None

COMMENTS FROM THE PUBLIC – None

COMMENTS FROM THE BOARD – None

ADJOURNMENT - Motion made by Mrs. Scannell, seconded by Mrs. Gibson, to adjourn. (7:38 PM).

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

Respectfully submitted,

Teri J. Weeks, Business Administrator,
Board Secretary