

LINWOOD, NEW JERSEY
December 20, 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, December 20, 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, Mrs. DeMorat, Mrs. Zierys and Mr. Sless

MEMBERS ABSENT: None

OTHERS PRESENT: M. Cappelluti, Interim Superintendent, T. Weeks, School Business Administrator, S. Speirs & G. Meister, Principals, S. Tahsin, B. Pruitt, D. Lamkin, S. Coyle, D. DelRossi, D. Truax, B. Bagocious, L. Care, C. Lonergan, M. Mostecky, T. Moyer, N. Robinson, J. Byrnes, A. Mozdzan, T. Lhulier, J. Napoli, T. Meister, T. Bishop, F. Pileiro

MINUTES OF THE REGULAR MEETING- Motion made by Mr. Goldstein, seconded by **November 29, 2017** Mrs. Gibson to approve the minutes of the Regular Meeting held November 29, 2017.

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

Motion approved.

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

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

Motion approved.

COMMITTEE REPORTS

Policy – None

Personnel – None

Curriculum – None

Operations – None.

COMMENTS FROM THE PUBLIC - None.

SUPERINTENDENT'S REPORT

FOR INFORMATION

1. Enrollment	Seaview	424	Belhaven	398
2. Suspensions	1 8 th grade			
3. Fire Drills	Seaview	November 3	Belhaven	November 29
Security Drills	Seaview	November 1	Belhaven	November 29

REPORTS

1. Linwood Education Foundation – Gala March 24
2. Linwood Parent Teachers Organization – Empty Bowls project January 21
3. Student Support Parent Advisory Council – None.
4. Seaview School – None
5. Belhaven Middle School – Students of the Month announced
6. Mr. Sless and Mrs. Gibson were recognized as long term board members, resolutions were read. Mr. Sless and Mrs. Gibson accepted a gift from LEF and PTO in recognition of their service. Both members spoke and expressed gratitude for the support they have received.

ACTION REQUIRED

PERSONNEL AGENDA ITEMS Motions made by Mr. Goldstein, seconded by Mrs. DeMorat to approve the following Personnel action items 17– 24 on the agenda.

LEAVE OF ABSENCES -Motion to approve the following leave of absence requests.

Name	Position	Term
Kimberly Petrella	Art Teacher - Seaview	Under the NJFLA guidelines: December 4, 2017 through March 2, 2018; pending certification of health care provider.
Tara Lhulier	Kindergarten Teacher - Seaview	Under the FMLA & NJFLA guidelines Request to use available sick and personal days during the FMLA portion of the leave. The leave will begin on or about February 26, 2018, return in June, 2018; pending certification of health care provider.
Jamie Hiltwine	Grade 5 General/Special Ed Teacher - Belhaven	Under the FMLA & NJFLA guidelines Request to use her available sick and personal days during the FMLA portion of the leave. The leave will begin on or about April 9, 2018 through June 2018; pending certification of health care provider.

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

Motion approved

2017-2018 SUBSTITUTE LIST - Motion to approve Alexis Champion, upon the recommendation of the superintendent, to the 2017-2018 School Year Substitute List; pending criminal history where *indicated and/or issuance or renewal of a State of New Jersey Substitute Teacher's Credential. She will be paid in accordance with the Substitute and Other Pay Policy.

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

Motion approved

NEW HIRES -Motion to approve the following new hires, upon the recommendation of the superintendent, for the 2017-2018 school year.

Name/Position	Term	Salary
Lori Care Supervisor of Curriculum and Instruction	Start Date: TBD Replacing: J. Laning	\$ 90,000; to be pro-rated based on official start date and terms of the L.P.S.A. Agreement.
Jill Yochim Interim Supervisor of Curriculum and Instruction	Extending term to: 1/02/18 to 1/31/18 Replacing: J. Laning	\$507.69 per diem 3 days per week

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

Motion approved

BEFORE AND AFTER SCHOOL PROGRAM AIDES -Motion to approve Lisa Hindman as a Before and After School Substitute Aide to be paid in accordance with camp rates, year 1, and to approve Lisa Hindman and Carmine Bonanni to provide one on one aide services in the Before and After School program to be paid through IDEIA funds at the camp rates year 1.

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

Motion approved

PROFESSIONAL DEVELOPMENT -Motion to approve certificated district staff to be paid \$40 per hour beginning July 1, 2017 through June 30, 2018, and district instructional aides at their hourly contracted rate. Activities include staff professional development, new student testing, gifted and talented testing/scoring, student tutoring, curriculum development, special education student program testing and planning, and Child Study Team student meetings. Staff will be paid from district budgeted funds or, when appropriate, from IDEIA and/or ESSA budgeted funds.

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

Motion approved

STIPENDS -Motion to approve the following stipends for the 2017/2018 School year:

Drama Production Director	Lindsey Burton	Table II 1.10	\$2,397
Assistant Drama Production	Debra Roland	Table III 1.40	\$2,035

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

Motion approved

VOLUNTEERS -Motion to approve the following high school student volunteers to assist with the 2017-2018 Belhaven Drama Production:

Emerson Fischer	Molly Connolly	Lauren Vanderburg
Charity Zappone	Helen Tjoumakaris	

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

AMEND CONTRACT – DISTRICT DATA MANAGER -Motion to approve an amendment to Ron Lyons 2017-2018 contract to include vacation days, prorated, in year 1 based on his official start date of September 1, 2017 and remove payment of vacation upon retirement.

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

CURRICULUM Motions made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve the following Curriculum action items 25 – 27 on the agenda.

PROFESSIONAL DEVELOPMENT - Motion to the Letters of Agreement with the SRI/ETTC for services to the Linwood School District on January 12, 2018, using a combination of ETTC hours and professional development budgeted funds for the following:

Service or Workshop Code	Fee
C-18141 <i>Teach Your Middle School Students How to Write with SPICE or PARCC</i>	\$658/ 27 ETTC Hours
C-18142 <i>NGSS</i>	\$1,090/ 45 ETTC Hours
C-18143 <i>Writing in the elementary Grades: Two Sessions (am and pm)</i>	\$1,306/ 54 ETTC Hours

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

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

Destination	Grade	Person(s) in Charge
<i>Linwood Methodist Church</i> Linwood, NJ	Grades 5-8 Renaissance Program	Mary Beth McKenna Cindy O’Kane Jennifer Bernardini

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

STAFF TRAVEL - 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
Frank Pileiro	12/15/17	SRI/ETTC Galloway, NJ	County Technology Coordinators Roundtable	No charge	Not to exceed \$10
Mike Balesteri	01/17/18 01/18/18 01/19/18	SRI/ETTC	3-Day Accelerated Group Policy; Master Class with Group Policy; MVP Jeremy Moskowitz	37 ETTC hours	N/A
Jean Matro	01/26/18	Harrah's Resort Atlantic City, N J	TECHSPO 2018	*\$275	N/A
Frank Pileiro	01/24/18 01/25/18 01/26/18	London United Kingdom	Tech & Learning Leadership Summit	No cost to the district	N/A
Craig Kahn Susan Speirs Pete Davis Samantha Coyle	January 2018 Dates TBD	China	Cultural Exchange Program District Education Bureau at Chengdu	No cost to the district	N/A

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

Motion approved

OPERATIONS Motions made by Mrs. Ziείς, seconded by Mr. McLaughlin, to approve the following Operation action items 28 – 29 on the agenda.

NCLB CARRYOVER - Motion to approve the NCLB grant amendment for carryover amounts of \$2,572 in Title I A and \$4,543 in Title II A as per the grant budget.

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

Motion approved

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

Organization	Facility	Date/Time	Fee
--------------	----------	-----------	-----

Education Affairs Committee Parent Meeting Person in Charge: Diana Gurwicz	Belhaven Library	December 6, 2017 Follow-up meeting date 7:30-8:30 p.m.	No
Linwood PTO Daddy Daughter Dance Persons in charge: Erica Winters and Jessica Goldstein	Seaview Cafeteria Main Atrium	December 7, 2017 5:15-7:00 p.m.	No
SSPAC Parent Meeting Person in Charge: Alexa D'Amato Barrera	Belhaven Library	December 18, 2017 7:00-8:30 p.m.	No
Mainland (MRHS) Soccer Futsal Person in Charge: John Napoli	Belhaven Gym	January through February, 2018 (if available) 8:30-10:00 p.m.	No
Linwood PTO Winter Carnival Personal in Charge: Lori Post	Seaview Gym Cafeteria Foyer Hallways	February 2, 2018	No
G-thing Basketball Girls Basketball Tournament Person in charge: Lionel Hill	Belhaven Both gyms	March 24 & 25, 2018	Yes Plus custodial fees

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

Motion approved

POLICY Motions made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve the following Policy action items 30 – 31 on the agenda.

HIB - Motion to affirm the recommendation of the superintendent on HIB case#002-17-18 confirmed as non-HIB.

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

Motion approved

BOARD POLICY - Motion to approve the second reading of the following policies:

Policy 2363 Pupil Use of Privately Owned Technology

Policy 4281 Inappropriate Staff Conduct

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

Motion approved

ADDENDUM – Motion made by Mrs. Ziείς, seconded by Mrs. Scannell, to adopt the Board member resolutions.

BOARD MEMBER RESOLUTIONS - Motion to adopt the Board member resolutions for Mr. Sless and Mrs Gibson read earlier this evening in recognition of their years of service to the district, students, and community.

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

Motion approved

Communication – Included in the packet

FINANCIAL MOTIONS - Motions made by Mr. McLaughlin seconded by Mrs. Scannell 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	\$500,022.76
Batch 55	General Fund	\$12,405.78
Batch 59	Before and After School	\$7,777.54

PAYROLLS:

Batch 71	November 24, 2017	\$411,438.54
Batch 70	December 8, 2017	\$396,880.73

TRANSFERS

	<u>December</u>	<u>From</u>	<u>To</u>
11-000-240-600	School Supply	\$	\$ 7,500
11-000-252-100	Salary - Technology	7,500	

11-190-100-610	Supplies	10,000	
11-190-100-500	Purchased Services		10,000
Total General Fund		\$ 17,500	\$ 17,500

OLD BUSINESS – None.

NEW BUSINESS – None

COMMENTS FROM THE PUBLIC – None

COMMENTS FROM THE BOARD – None

EXECUTIVE SESSION - Motion made by Mrs. Ziereis, seconded by Mr. McLaughlin, to enter into Executive Session, 8:02 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:

Attorney Client Privilege

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. Ziereis, seconded by Mr. McLaughlin, to adjourn. (8:40PM).

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

Respectfully submitted,

Teri J. Weeks, Business Administrator,
Board Secretary