

**LINWOOD, NEW JERSEY**  
July 25, 2018

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, 2018 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 Mrs. Ziereis, Board President, in the Schiavo Auditorium, Belhaven Middle School, Linwood, New Jersey, **Wednesday, July 25, 2018, 7:05 PM.**

Mrs. Ziereis led all present in a flag salute.

**MEMBERS PRESENT:** Judge Todd, Mrs. Barrera, Mr. Goldstein, Mr. McLaughlin, Mrs. DeMorat Mrs. Ziereis, Mrs. Scannell, Mr. Kahn

**MEMBERS ABSENT:** Mrs. Lowry

**OTHERS PRESENT:** B. Pruitt, Superintendent, T. Weeks, School Business Administrator, G. Meister, Principal, F. Pileiro, L. Care, Supervisor, A. Houck, Solicitor, D. Lamkin, S. Marino, B. Falk

**MINUTES OF THE REGULAR MEETING-** Motion made by Mr. Goldstein, seconded by **JUNE 27, 2018** Mr. McLaughlin, to approve the minutes of the Regular Meeting held June 27, 2018.  
Motion carried by roll call vote with all members present voting yes, except Mr. Kahn, Mrs. Scannell and Mrs. Ziereis, who abstained.  
*Motion approved.*

**MINUTES OF THE EXECUTIVE SESSION -** Motion made by Mr. Goldstein, seconded by **June 27, 2018** Mrs. DeMorat, to approve the minutes of the Executive Session held June 27, 2018, amended to note that Judge Todd was excused for the Superintendent Evaluation.  
Motion carried by roll call vote with all members present voting yes except Mr. Kahn, Mrs. Scannell and Mrs. Ziereis, who abstained.  
*Motion approved.*

**SECRETARY & TREASURER'S REPORT -** Motion made by Mrs. Barrera, seconded by **JUNE 2018** Mr. McLaughlin, to acknowledge the receipt and to file the Reports of the Secretary and Treasurer for the month of June 2018, 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

**Negotiations** - Reviewed Principal and Supervisors Agreement, thank you for professionalism

**Operations** – Reviewed loss of state aid and fiscal distress moving forward  
**Future Ready** - None

**COMMENTS FROM THE PUBLIC**– Mrs. Speirs thanked the Board and the specifically the members of the Negotiations committee for Principal and Supervisor contract renewal.

**SUPERINTENDENT'S REPORT**

**FOR INFORMATION**

Congratulations to Brian Pruitt, Atlantic County Superintendent of the year! Presentation made by Northfield Superintendent, Pete Bretones, and Brigantine Interim Superintendent Michelle Cappellutti.

**ACTION REQUIRED**

**PERSONNEL AGENDA ITEMS** - Motions made by Mrs. DeMorat, seconded by Mr. Goldstein, to approve the following Personnel action items 13– 18 on the agenda.

**NEW HIRES** -Motion to approve upon the recommendation of the Superintendent, for the 2018-2019 school year.

<b>Name</b>	<b>Position/Assignment</b>	<b>Salary</b>
<b>Jaime Vecere-Collins</b>	(R)PT Paraprofessional +60 Belhaven Replacing: L. Hindman	\$14/hour 25 hours/week Anticipated Start: 8/29/18

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

*Motion approved*

**SUMMER STAFF WORK** -Motion to approve the following Belhaven certificated staff for summer staff work, to be paid at the rate of \$40/hour; hours are noted below.

<b>Staff Member</b>	<b>Role</b>	<b>Hours/Days (Up to)</b>	<b>Date</b>
Jackie Baltozer	Scheduling/HIB/School Transition and Articulation	12 Days	July – August 2018
John Napoli Chris Meade Christine Johnston Jill Cunniff Christine Harrison David Lamkin Jackie Baltozer	Discipline Code Revision Student Support Planning	6 Hours Each	August 2018
Christina Lonergan Jackie Baltozer Allison Wrigley-Phillips	Leadership Camp and Planning	8 Hours Each	August 2018
Jackie Baltozer	NJHS Preparation	6 Hours	August 2018

Mark Haviland		Each	
Jennifer Bernardini Amy Winterbottom Allison Wrigley-Phillips Mary Beth McKenna Jackie Baltozer	Renaissance Event Planning/ Student Incentive Planning	6 Hours Each	August 2018
John Napoli Mark Haviland Jill Cunniff Elizabeth Provenzano Mary Beth Atwood	School Safety Team	2 Hours Each	August 2018

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

*Motion approved*

**SUMMER STAFF WORK** - Motion to approve the following Seaview certificated staff for summer staff work in preparation for the 2018-2019 school year, to be paid at the rate of \$40/hour; hours are noted below.

Staff Member	Role	Hours/Days (Up to)	Date
Tara Lhulier	Kindergarten Screening	25 hours	June 25-30, 2018 July-August 2018
Rebecca Law	Kindergarten Screening	16 hours	June 25-30, 2018
Shari Frolove	Scheduling/HIB/School Transition and Articulation	12 Hours	August 2018

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

*Motion approved*

**SCIP EVALUATION MEETING EXTRA PAY** -Motion to approve the following certificated staff to be paid at the rate of \$40 per hour to fulfill the roles as listed below in preparation for the 2018-2019 school year.

Staff Member	Role	Hours	Date
Mary Beth McKenna	ScIP/Evaluation	2	August 2018
David Lamkin	ScIP/Evaluation	2	August 2018
Heidi Derbyshire	ScIP/Evaluation	2	August 2018
Bonnie Marino	ScIP/Evaluation	2	August 2018
Chris Meade	ScIP/Evaluation	2	August 2018
Jennifer Mansueto	ScIP/Evaluation	2	August 2018

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

*Motion approved*

**CURRICULUM WRITING as amended** -Motion to approve the following certificated staff to be paid at the rate of \$40 per hour to fulfill summer curriculum writing positions as posted and included in the budget in preparation for the 2018-2019 school year.

Seaview		Belhaven	
Heidi Derbyshire	Jean Matro	Jennifer Bernardini	Allison Wrigley-Phillips
Christine Silverberg	Kim Petrella	Karen Zaleskiewicz	Christine Lonergan
Marissa Hieb	Kristy McLaughlin	Jill Cunniff	Lori Dooner
Karen Prendergast	Mary Hodgens	Mark Haviland	Mary Beth McKenna
Jennifer Candeloro		Raquel Law	Tiffany Graziotto
Christine Riley		Chris Meade	Robin Moore
Christine Flanagan		Jennifer Parmelee	Pete Davis
Kristi Grimley		Amy Winterbottom	Christine Johnston
		Erica Coombs	Bonnie Marino (added)

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

*Motion approved*

**CUSTODIAL AND MAINTENANCE STIPENDS**-Motion to approve the custodial/ maintenance stipends for the 2018-2019 school year as noted below.

Staff Member	Role	Stipend
Marsha Adams	Black Seal	\$750.00
Steve Brown	Black Seal	\$750.00
Elizbieta Jlesnianski	Black Seal	\$750.00
Andrew Larson	Black Seal	\$750.00
Samuel McGonagle	Black Seal	\$750.00
Sharon Stoll	Black Seal	\$750.00
Paul Trinkle	Black Seal	\$750.00

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 19 – 20 on the agenda.

**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 (\*).

Staff Member	Travel Date	Location	Event	Registration
Lori Care Frank Pileiro	8/01/18	SRI/ETTC Galloway, NJ	Presenters: <i>All Things Google</i> Conference	No charge
Donna Michael-Ziereis	8/01/18	Eileen Abbott Central Admin Building Sewell, NJ	NJSBA Leadership Conference	\$50.00

Motion carried by roll call vote, all members present voted yes, except Mrs. Ziereis who abstained relative to her travel.

*Motion approved*

**FIELD TRIP**-Motion to approve the 2018-2019 school year field trip as noted below.

Destination	Grade	Person in Charge
Music in the Parks Festival Buffalo, New York	Belhaven Band	Nancy Robinson

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

*Motion approved*

**OPERATIONS** - Motions made by Judge Todd, seconded by Mrs. Barrera, to approve the following Operation action items 21 – 24 on the agenda.

**PROFESSIONAL SERVICES – CONTINUING DISCLOSURE AGREEMENT** -Motion to approve Phoenix Advisors as the Continuing Disclosure Agent for an annual fee of \$850 plus one time set up fee of \$200.

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

*Motion approved*

**SCHOOL PHOTOGRAPHY CONCESSION** -Motion to approve Life Touch Photography as the concessionaire for annual school photography needs pursuant N.J.S.A. 5:34-9.4.

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

*Motion approved*

**PRIVATE SCHOOL FOR THE HANDICAPPED TUITION CONTRACT** -Motion to approve a contract with YALE School East for one student attending their programs with a per diem cost of \$304.71 for a 210 day program, total tuition of \$63,989.10.

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

*Motion approved*

**COMMISSION FOR THE BLIND** -Motion to approve a contract with the State of New Jersey, Department of Human Services to provide services from the Commission for the Blind and Visually Impaired education level one for a rate of \$1,900.

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

*Motion approved*

**POLICY** - Motions made by Mr. Goldstein, seconded by Mrs. Barrera, to approve the following Policy action items 25 and 26 on the agenda.

**HIB CASE** -Motion to approve to affirm the recommendation of the superintendent on the reported HIB case as listed below.

Belhaven Middle School	H.I.B. Case #012-17-18 (BH)	Affirmed Non-HIB
Seaview Elementary School	H.I.B. Case #013-17-18 (SV)	Affirmed Non-HIB
Seaview Elementary School	H.I.B. Case #014-17-18 (SV)	Affirmed HIB
Belhaven Middle School	H.I.B. Case #015-17-18 (BH)	Affirmed Non-HIB
Seaview Elementary School	H.I.B. Case #016-17-18 (SV)	Affirmed Non-HIB
Belhaven Middle School	H.I.B. Case #017-17-18 (BH)	Affirmed Non-HIB
Belhaven Middle School	H.I.B. Case #018-17-18 (BH)	Affirmed Non-HIB

Motion carried by roll call vote, all members present voted yes, except Mr. Kahn, Mrs. Zierys, and Mrs. Scannell who abstained on the full motion, Mrs. DeMorat who abstained on case 016-17-18-SV and Mrs. Barerra who abstained on case 018-17-18-BH .

*Motion partially approved, case 016-17-18-SV and 018-17-18-BH did not pass.*

**BOARD POLICY** -Motion to approve the first reading and second reading of the Policies and Regulations, as listed below.

<b>FIRST READING</b>	
<b>Policy #</b>	<b>Title</b>
Policy 2431	Athletic Competition (M) (Revised)
Policy 5200 Regulation 5200	Attendance
Policy 5350 Regulation 5350	Student Suicide Prevention (M) (Revised)
Policy 8611 Regulation 8611	Subscription Busing
<b>SECOND READING</b>	
<b>Policy #</b>	<b>Title</b>
Policy 1550 Regulation 1550	Equal Employment/Anti-Discrimination Practices (M) (Revised)
Regulation 2431.2	Medical Examination Prior to Participation on a School Sponsored Interscholastic or Intramural Team or Squad (M) (Revised)

Policy 5533	Student Smoking (M) (Revised)
Policy 5561 Regulation 5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) (Revised)
Policy 6620 Regulation 6620	Petty Cash (M) (Revised)
Policy 8462	Reporting Potentially Missing or Abused Children (M) (Revised)

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

*Motion approved*

**ADDENDUM - Motions made by Mr. McLaughlin, seconded by Mrs. Barrera, to approve the following item on the addendum.**

**REDUCTION OF 2018-2019 FISCAL YEAR AID -** Motion to approve the resolution to address the loss of state aid for the fiscal year 2018-2019

### **RESOLUTION**

**WHEREAS**, on July 13, 2018 school districts received notice of revised 2018-2019 state aid and the guidance to address this change requiring action by August 1, 2018,

**WHEREAS**, the Linwood Board of Education received notice that the district's aid has been reduced by \$146,983 from the 2018-2019 Governor's Message on school district funding,

**WHEREAS**, the Linwood Board of Education has determined that this loss of aid significantly impacts the program and services provided to the children of the Linwood Public Schools,

**WHEREAS**, the Linwood Board of Education has anticipated the receipt of Special Education Extraordinary Aid that will be included in general unassigned fund balance,

**WHEREAS**, the Linwood Board of Education has elected to increase the withdrawal from unassigned general fund balance in the amount of \$146,983,

**WHEREAS**, the use of this unassigned fund balance along with the anticipated continued reduction of state aid places the district in fiscal distress requiring emergency aid,

**WHEREAS**, the revised 2018-2019 state aid reduces state support to only 10.5% of the school district general fund budget and shifts the burden to the local taxpayer,

**WHEREAS**, the Linwood Board of Education has requested to apply for Emergency Aid.

**THEREFORE**, be it resolved, the Linwood Board of Education will reduce the 2018-2019 unassigned fund balance by \$146,983 and apply for Emergency Aid to help offset the fiscal distress this places on the district's ability to provide program and services to the students of Linwood.

Discussion:

Mrs. Zierys stated that the Board met on Monday to review the recommendations to address the loss of state aid. Boards of education are given two weeks to amend their budget. The timing is frustrating. The district will look for emergency aid.

Mr. McLaughlin expressed concerns over the tough situation the district is in especially moving forward.

Mrs. Barrera stated that the Board will remain committed to student achievement.

Judge Todd stated there is no reduction in the budget. The burden will follow in the next year. The fund balance is a short term remedy.

Mr. Pruitt commented that now with the new legislation detailing the planned reductions over the next several years, at least the district can plan. These continued reductions will have a significant impact.

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

*Motion approved*

**ADDENDUM** - Motions made by Mrs. Barrera, seconded by Mr. Goldstein, to approve the following item on the addendum.

**RATIFY AGREEMENT WITH PRINCIPAL AND SUPERVISORS ASSOCIATION** - Motion to ratify the agreement between the Principals and Supervisors Association as outlined in the Memorandum of Agreement.

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

*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 and addenda to the financial motions.

**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 51	General Fund	June 30	\$ 186,279.67
Batch 50	General Fund		\$ 554,123.08

PAYROLLS:

Batch 72	June 22, 2018	\$101,403.48
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<b>TRANSFERS</b>	<b><u>June</u></b>	<b><u>From</u></b>	<b><u>To</u></b>
60-900-300-100	BAS Salaries	\$	\$ 3,325
60-900-300-500	BAS purchased Services	3,648	
60-900-300-220	BAS FICA		301
609-900-300-250	BAS Unemployment		22
<b>Total Before and After School</b>		<b>\$ 3,648</b>	<b>\$ 3,648</b>

<b>TRANSFERS</b>	<b><u>July</u></b>	<b><u>From</u></b>	<b><u>To</u></b>
11-000-100-566	Private School for the Handicapped	\$	63,500
11-000-230-585	Board Travel		475
11-000-230-590	Travel	475	
11-000-291-260	Workers Compensation Insurance		1,885
11-000-291-299	Other Employee Benefits	5,000	
11-000-291-280	Tuition	30,000	
11-230-100-101	Salary - Basic Skills	30,385	
<b>Total General Fund</b>		<b>\$ 65,860</b>	<b>\$ 65,860</b>

**OLD BUSINESS** – None.

**NEW BUSINESS** – None

**COMMENTS FROM THE PUBLIC** – None

**COMMENTS FROM THE BOARD** – None

**ADJOURNMENT** - Motion made by Mr. Goldstein, seconded by Mr. McLaughlin, to adjourn. (7:30PM).

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

Respectfully submitted,

Teri J. Weeks, Business Administrator,  
Board Secretary