

**LINWOOD, NEW JERSEY**  
**August 29, 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, August 29, 2018, 7:05 PM.**

Mrs. Ziereis led all present in a flag salute.

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

**MEMBERS ABSENT:**

**OTHERS PRESENT:** B. Pruitt, Superintendent, T. Weeks, School Business Administrator, S. Speirs & G. Meister, Principal, P. Childs, F. Pileiro, S. Tahsin, L. Care, Supervisor, W. Donio, Solicitor, D. Lamkin, B. Marino, M. Bansal, E. Smith, S. Wurtz, D. Wurtz, K. McCann, H. McNamara, B. Falk, R. Moore, A. Forshaw

**MINUTES OF THE SPECIAL MEETING-** Motion made by Mr. McLaughlin, seconded by **JULY 23, 2018** Mrs. DeMorat, to approve the minutes of the Special Meeting held July 23, 2018.

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

*Motion approved.*

**MINUTES OF THE REGULAR MEETING -** Motion made by Judge Todd, seconded by **June 27, 2018** Mrs. Barrera, to approve the minutes of the regular meeting

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

*Motion approved.*

**MINUTES OF THE SPECIAL MEETING-** Motion made by Mrs. Lowry, seconded by **AUGUST 20, 2018** Mr. Goldstein, to approve the minutes of the Special Meeting held August 20, 2018.

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 **JULY 2018** Mrs. Lowry, to acknowledge the receipt and to file the Reports of the Secretary and Treasurer for the month of July 2018, which are in agreement.

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

*Motion approved*

### **COMMITTEE REPORTS**

**Policy** – None

**Personnel** – Mrs. DeMorat thanked Mr. Doering for this years of service

**Curriculum** – None

**Negotiations** - None

**Operations** – None

**Future Ready** - None

**COMMENTS FROM THE PUBLIC** – None

### **SUPERINTENDENT'S REPORT**

#### **FOR INFORMATION**

1. District Goals – Community Out Reach, Curriculum and Instruction and Strategic Planning highlight the district goals. The detailed goals are submitted for the Board's review and discussion. Mrs. Barrera inquired about student achievement across grade levels. Goal 2.3 was reviewed. Mrs. Scannell commented that she supports the Social Media goals and the Strategic Planning goals. Mr. Kahn stated that the goals should be reviewed and reported on monthly.
2. First day of school for ten-month staff - Welcome back to staff! and Thank you to PTO and Jessica Goldstein, PTO President for the breakfast. Thank you to Administration and all twelve month staff for all the hard work over the summer.

#### **ACTION REQUIRED**

**PERSONNEL AGENDA ITEMS** - Motions made by Mrs. DeMorat, seconded by Mr. Goldstein, to approve the following Personnel action items 15– 18 on the agenda.

**RESIGNATION** -Motion to accept the resignation of Herman Doering, Part Time Custodian, Saturday shift. He will remain on the substitute list.

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

*Motion approved*

**CHANGE IN SALARY** -Motion to approve a change in salary for the 2018-2019 school year effective September 1, 2018:

<u>Name</u>	<u>From</u>	<u>To</u>
Stephanie Curry	B.A., Step 3	B.A.+15, Step 3
Heidi Derbyshire	M.A.+15, Step 19	M.A.+30, Step 19
Christine Silverberg	M.A.+15, Step 15	M.A.+30, Step 15

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

*Motion approved*

**BEFORE AND AFTER SCHOOL SUBSTITUTES** -Motion to approve Patricia Heinzer and Heather Moran as Substitute Aides for the Before and After School for the 2018-2019 school year; morning and afternoon program positions and rates were board approved.

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

*Motion approved*

**SUBSTITUTE STAFF TRAINING** -Motion to approve Bonnie Marino to receive \$40 per hour, up to 4 hours to provide substitute staff training.

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

*Motion approved*

**PERSONNEL AGENDA ITEMS** - Motions made by Mrs. Scannell, seconded by Mrs. Lowry, to approve the following Personnel action item 19 on the agenda.

**SUBSTITUTE LIST** -Motion to approve the following substitutes, upon the recommendation of the superintendent, to the 2018-2019 School Year Substitute List; pending criminal history where \*indicated and/or issuance or renewal of a State of New Jersey Substitute Teacher's Credential. They will be paid in accordance with the Substitute and Other Pay Policy.

<b>SUBSTITUTE TEACHERS</b>		
Patricia Armstrong	Linda Ingersoll	Cole Raring
Sharon Baxter	Marian Jordan	Emily Reed
Hope Bromhead	Skender Kalia	Tiffany Rettew
Robin Buehler	Thomas Kinch	Debra Roland
Natalie Carlucci	Michael Kornblau	Annamarie Sabatini
Michelle Caucci	Pamela Kull	Kathy Savini
Kathleen Chenman	Jill Leap	Cara Siudet
Joanna Culmone	Joon Lee	Lauren St. John
Tonya DiNofrio	Aubrey Loder	Denise Stites
Victoria Dolcemore	Neil Melville	Stephanie Street

Jessica Donlan	Melissa Merlino	Jennifer Super
Cindy Donovan	Karen Miller	Teresa Tadley
Mary Ellen Dudnick	Christopher Mozitis	Joanna Teague
Virginia Emery	Catherine McPhillips	Kelli Thomas
Catherine Evinski	Taylor Nehmad	Tammy Thornton
Jessica Figueroa	Jillian Noon	Kristen Vogelbacher
Natalie Fisher	Anastasia Ordille	Robert Walters
Debra Freed	Robert Patrick	Lynn Warren
Katherine Friedman	Wendy Payton	Carole Weidman
Mary Beth Gallagher	Sally Pease	Johnna White
Carol Heller	Barry Pisetzn	Bonnie Zatyko

<b><i>SUBSTITUTE SCHOOL NURSES</i></b>		
Theresa Albani	Margaret Juliano	Taylor Nehmad
Cheryl Cantwell		

<b><i>SUBSTITUTE PARA PROFESSIONALS</i></b>		
Joanne Collins	Marianne Hoban	Joan Rosenfeld

<b><i>NEW SUBSTITUTES</i></b>		
Melissa Finnegan – School Nurse		

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

*Motion approved*

**PERSONNEL AGENDA ITEMS** - Motions made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve the following Personnel action items 20-23 on the agenda.

**EXTRACURRICULAR ACTIVITIES** -Motion to approve the following extra-curricular positions for the 2018-2019 school year:

#	BELHAVEN EXTRA-CURRICULAR POSITIONS	STAFF MEMBER	AMOUNT
1	Band Director	Nancy Robinson	\$4,600
1	Assistant Band Director	David Lamkin	\$3,051
1	Athletic Director	Brian Coyle	\$4,600
1	Basketball Coach (Boys)	Chris Meade	\$4,600
1	Basketball Coach (Girls)	Marilee Sobrinski	\$4,272
1	Assistant Basketball Coach (Boys)	Brian Coyle	\$2,179
1	Assistant Basketball Coach (Girls)	Jessica Byrnes	\$2,397
1	Choir Director	David Lamkin	\$2,615
1	Cross Country Coach (Boys)	Karen Zaleskiewicz	\$3,051
1	Cross Country Coach (Girls)	Christina Lonergan	\$3,051
1	Drama Director	David Lamkin	\$2,179

1	Drama Assistants	Debbie Roland	\$2,035
1	Field Hockey Coach	Colleen Tighe	\$2,179
1	Soccer Coach (Boys)	Dan Truax	\$2,397
1	Soccer Coach (Girls)	Marilee Sobrinski	\$3,051
1	Assistant Soccer Coach (Girls)	Angela Buckberg (Iannello)	\$1,454
1	Track Coach (Boys)	Karen Zaleskiewicz	\$3,051
1	Track Coach (Girls)	Christina Lonergan	\$3,051
1	Assistant Track Coach (Boys & Girls)	Brian Coyle	\$2,035
1	Volleyball Coach	Keith Grimley	\$2,397
4	Street Teams	Jennifer Bernardini Amy Winterbottom Allison Phillips (Wrigley) Mary Beth McKenna	\$1,253 each
1	Art Club	Robin Moore	\$1,253
1	Jazz Band	Nancy Robinson	\$1,253
1	RTV	Cindy O'Kane	\$1,253
1	Stage Crew	Nancy Robinson	\$1,253
1	STEAM Club	Jennifer Bernardini	\$1,253
1	Think Team	Keith Grimley	\$1,253
1	STEAM Innovations	Pete Davis	\$1,253
1	National Junior Honor Society	Mark Haviland Jackie Baltozer	\$626.5 each
1	Yearbook	Christina Lonergan	\$1,253

#	SEAVIEW EXTRA-CURRICULAR POSITIONS	STAFF	AMOUNT
2	Wise Guys	Marc Schnepf David Wade	\$1253.00 each
2	Girls on the Go (2 positions split between 3 staff)	Tamara Pizagno Christine Silverberg Jennifer Candeloro	\$835.33 each
1	Art, Culture & Media Club	Kim Petrella	\$1253.00
1	Garden Club	Kristy McLaughlin	\$1253.00
1	STEM Club	Christina Riley	\$1253.00
2	Yearbook Club	Christina Riley Kristi Grimley	\$1253.00 each
1	Safety Patrol	David Wade	\$1253.00

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

*Motion approved*

**STIPEND** -Motion to approve Tina Gatta as I&R Team member for a \$500 stipend.

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

*Motion approved*

**STUDY CLUB AND HOME INSTRUCTION** -Motion to approve the following staff for the positions listed at the contracted hourly rate of \$40 per hour.

<b>Study Club (Paid with IDEA funds)</b>	<b>Special Ed Home Instruction</b>	<b>General Ed Home Instruction</b>
Cynthia O’Kane	Christine Harrison	Jennifer Bernardini
Tiffany Graziotto	Tiffany Graziotto	
Angela Buckberg (Iannello)	Mary Beth McKenna	
Jennifer Bernardini		
Mary Beth McKenna		

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

*Motion approved*

**HOME WORK CLUB AND REACH TUTORING** -Motion to approve the following staff for Homework Club and REACH tutoring services at the contracted hourly rate of \$40 per hour paid for with Title I funds.

<b>Belhaven</b>	<b>Seaview</b>
Mary Beth McKenna	Marc Schnepp
Angela Buckberg (Iannello)	Christine Silverberg
Christine Harrison	Jean Matro
Amy Winterbottom	Marisa Hieb
Karen Zaleskiewicz	Lori Shannon
	Kevin Jacobs
	Kristi Grimley

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 24 – 30 on the agenda.

**TEACHER MENTORING PLAN AND STATEMENT OF ASSURANCE** -Motion to approve the Linwood Public School District Teacher Mentoring Plan 2018-2019 and Statement of Assurance, as included in your board packet.

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

*Motion approved*

**PROFESSIONAL DEVELOPMENT PLAN AND STATEMENT OF ASSURANCE** -Motion to approve approve the Linwood Public School District and School Level Professional Development Plans (PDP) and Statement of Assurance

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

*Motion approved*

**FIVE YEAR CURRICULUM CYCLE** -Motion to approve the Five Year Curriculum Cycle

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

*Motion approved*

**SELF CONTAINED STUDENTS USE OF MAINLAND REGIONAL POOL** -Motion to approve the use of the Mainland Regional High School pool for the self-contained students, twice monthly, for the 2018-2019 school year. Person in charge: Angela Buckberg (Iannello).

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

*Motion approved*

**PROFESSIONAL DEVELOPMENT** -Motion 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*

**SRI/ETTC PROFESSIONAL DEVELOPMENT CALENDAR** -Motion to approve all workshops offered by SRI/ETTC and paid for by ETTC hours for designated staff as approved by the Superintendent as included on the SRI/ETTC Calendar for the 2018-2019 school year.

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 (\*).

<b>Name</b>	<b>Travel Date(s)</b>	<b>Location</b>	<b>Event</b>	<b>Registration</b>	<b>Mileage Expense</b>
Susan Speirs	7/31/18	Ocean Place Hotel Long Branch, NJ	NJ Schools to Watch Leadership Summit	No charge	NTE \$60
Susan Speirs	8/23/18	Atlantic County Office of Education Mays Landing, NJ	NJDOE Certification Training Session	No charge	NTE \$10
Teri Weeks	9/19/18	Stockton's Kramer Hammonton, NJ	ACCASBO JIF	No charge	NTE \$25
Susann Tahsin Colleen Tighe Siobhan Grossman	9/20/18	West Windsor, NJ	Disability Rights of New Jersey Assistive Technology Summit	No charge	NTE \$30 each
Teri Weeks	9/26/18 9/27/18 9/28/18	Cape May, NJ	SPELL JIF Retreat	No charge	N/A
Brian Pruitt Teri Weeks Lori Care	10/10/18	Atlantic County Office of Education Mays Landing, NJ	QSAC Training	No charge	NTE \$10
Brian Pruitt	9/13/18	NJASA Trenton, NJ	Executive Committee	No charge	NTE \$35
Teri Weeks	9/25/18 10/30/18 11/27/18 12/04/18 1/17/19 2/07/19 3/19/19 4/09/19	Mt. Laurel, NJ	NJASBO PD Programs	\$90/session	NTE \$50/session

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

*Motion approved*



**OPERATIONS** - Motions made by Mr. Goldstein, seconded by Mrs. Barrera, to approve the following Operation action items 31 – 41 on the agenda.

**TUITION REIMBURSEMENTS** -Motion to approve homeless tuition reimbursement of \$21,671 received for two out-of-state students displaced during Hurricane Harvey and \$5,040 for one student placed by the state in our district.

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

*Motion approved*

**EXTRAORDINARY AID** -Motion to approve the extraordinary aid allocation of \$142,796 for special education costs in excess of \$40,000.

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

*Motion approved*

**ITINERANT SERVICES** -Motion to approve Gloucester County Special Services to provide itinerant services as needed; fee schedule in the addenda.

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

*Motion approved*

**NURSING SERVICES** -Motion to approve Bayada Home Health Care to provide individualized nursing services for the 2018-2019 school year.

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

*Motion approved*

**NON PUBLIC SERVICES** -Motion to approve contracts with Creative Learning for the following services.

Nursing	\$1,843
Textbook	\$1,015
Technology	\$ 684
Security	\$1,425

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

*Motion approved*

**NON PUBLIC TRANSPORTATION** -Motion accept non-public transportation reimbursement of \$870 for the 2017-2018 school year.

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

*Motion approved*

**TRANSPORTATION CONTRACT** -Motion to approve the transportation contract for extended school year with Atlantic County Special Services for route ML 9 in the amount of \$1,600.

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

*Motion approved*

**TUITION CONTRACT – GRADES 1-5** -Motion to approve a tuition contract for a student entering fourth grade.

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

*Motion approved*

**TUITION CONTRACT EXTENDED SCHOOL YEAR** -Motion to approve the extended school year contract for one student attending Atlantic County Special Services for a per diem rate of \$110 per day for 20 days.

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

*Motion approved*

**LOCAL GRANTS** -Motion to approve accept the following local grant from the PTO and an addition to a grant from LEF, as listed below.

PTO	Belhaven Agendas	\$2,403
LEF	VEX IQ Robotics	\$798

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

*Motion approved*

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

Organization	Facility	Date/Time	Fee
<b>MRHS Soccer</b> Soccer Training Futsol Training (due to inclement weather, if gyms are available) Person in charge: Chris Meade	Belhaven Gyms	July 2, 9,11, 16, 18, 23, 2018 7:00 – 9:00	No
		August 13-31, 2018 7:30-9:30 a.m. Sept. 4-Oct. 9, 2018 3:30-5:00 p.m.	
<b>Linwood PTO</b> Monthly Meetings Persons in charge: Erica Winters and Jessica Goldstein	Seaview Cafeteria	9/14/18, 11/16/18, 1/10/19, 3/15/19, 5/10/19, 6/7/19	No
	Belhaven Library	<u>8:30-10:00 a.m.</u> 10/11/18, 12/11/18, 2/21/19, 4/11/19 7:00-8:30 p.m.	

<b>Linwood PTO</b> Fun Run Pep Rally Persons in charge: Erica Winters and Jessica Goldstein	Seaview Gym	September 17, 2018  12:00 noon to 3:00 p.m.	No
<b>Linwood PTO</b> Fun Run Persons in charge: Erica Winters and Jessica Goldstein	Seaview Field/Track  (Gym- if rain)	September 28, 2018  11:00 a.m. to 3:30 p.m.	No

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

*Motion approved*

**POLICY - Motions made by Mr. Goldstein, seconded by Judge Todd, to approve the following Policy action items 42 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 Mrs. DeMorat and Mrs. Barrera who abstained.

*Motion approved*

**POLICY - Motions made by Mr. Goldstein, seconded by Mrs. Lowry, to approve the following Policy action items 43-44 on the agenda.**

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

**FIRST READING**

<b>Policy #</b>	<b>Title</b>
Policy 1613 Regulation 1613	Disclosure and Review of Applicant’s Employment History (M)
Policy 5561 Regulation 5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M)

**SECOND READING**

<b>Policy #</b>	<b>Title</b>
Policy 5512	Harassment, Intimidation, and Bullying (M) (Revised)
Regulation 5512	Harassment, Intimidation, and Bullying Investigation Procedure (M) ABOLISHED
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

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

*Motion approved*

**COMPREHENSIVE EQUITY PLAN ANNUAL STATEMENT OF ASSURANCE** -Motion to approve the Comprehensive Equity Plan Annual Statement of Assurance School Year 2018-2019; due to the Atlantic County Office of Education by September 1, 2018.

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. DeMorat, 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 50	General Fund	\$ 435,970.96
Batch 59	Before and After School	\$16,193.65

**PAYROLLS:**

Batch 70	July 6, 2018	\$95,536.19
Batch 71	July 20, 2018	\$96,304.72
Batch 70	August 3, 218	\$128,106.40
Batch 71	August 17, 2018	\$83,722.95

	<u>August</u>	<u>From</u>	<u>To</u>
11-000-213-100	Salary - Health Services	\$ 1,750	\$
11-000-216-100	Salary - Related Services		1,750
11-000-217-320	Purch Prof Educational Services		1,400
11-000-219-320	Purch Prof Educational Services	1,400	
11-000-230-585	Board Travel		300
11-000-230-590	Travel	300	
	<b>Total General Fund</b>	<u>\$ 3,450</u>	<u>\$ 3,450</u>

**OLD BUSINESS** – None.

**NEW BUSINESS** – None

**COMMENTS FROM THE PUBLIC** – M. Bansal noted that a teacher had been selected for the Seaview Library Media Specialist position and thanked the Board for moving forward with the position. She inquired if there would be any support in the Library Media program at Belhaven.

Mr. Pruitt responded this will be for Seaview only at this time. Mrs. Ziereis added that the administration had applied for grants for the Belhaven Library and we hope to make changes to the space to have a larger impact.

Mr. Kevin McCann, stated he represents Mrs. Shelly Wurtz, an 18 year member of the Linwood Public

Schools staff who is out on leave. He stated she is ready to return to work. He stated she did not abandon her job. He stated that there was no control when the report from Dr. Glass was received. He submitted a detailed report of Mrs. Wurtz care and history since her initial injury in 2013 to the full board.

Mr. Donio responded that this is not a hearing. Since the report was only received this afternoon, the Superintendent will need to review and make a recommendation to the Board. The Board will discuss this during Executive Session.

Mrs. Ziereis thanked Mr. McCann for the package and stated they will carefully review.

**COMMENTS FROM THE BOARD** – Mrs. Barrera commented on the first grade orientation. Judge Todd commented on the 27 page HIB policy and the responsibility of the Administration to master the new policy. Mr. Kahn commented on the Kindergarten orientation.

**EXECUTIVE SESSION** – Motion made by Mrs. Scannell, seconded by Mr. Goldstein, to go into Executive Session at 7:45 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 open to the public:

- *Personnel* - Mr. Donio stated that on the agenda this evening is executive session for a Personnel matter. The employee and her attorney have requested the discussion be held in open session. The terms a conditions of the employment of this employee may be affected, therefore a rice notice was issued. This discussion must be held in open session.
- Mr. Donio reviewed the facts with the board providing a historical recap. Mrs. Wurtz was originally injured August 2013 when she entered a room at Seaview where there was a wet floor sign. She moved the sign and entered where she slipped and fell. Initial injury to arm. At that time was returned to work full duty. Over the past several years, reopening the case which included two back surgeries. August 2017 she falls at physical therapy where neurological/concussion care is added to the claim. She is placed on light duty where the Board accommodates. November 2017 she has an incident with a student and a decision is made to no longer accommodate based on claims made by employee and as a result of the incident. Neurological and psychological exams are ordered in January 2018. Employee continues on sedentary duty until April 6, 2018 where the she is released from worker’s compensation care, doctors place her on permanent light duty as she has reached MMI (medical maximum improvement) and the neurological doctor also releases her stated MMI. Board requests and employee agrees to board examination for fitness for duty from a neurological standpoint. Report received April 22, 2018. Employee required to have assistance or an aide to work with her and with a modified schedule. Superintendent and Business Administrator along with counsel meet with Mrs. Wurtz and her attorney July 2, 2018 after requesting a meeting several times starting in May 2018 as part of the interactive process to bring Mrs. Wurtz back to work. Employee requests to be reevaluated as she disagrees with

both reports. Board agrees to review additional materials in conjunction with the reports received. She meets with orthopedic doctor who releases her to fully duty no restriction despite having placing her on permanent light duty in April. She also obtains a report from Dr. Glass with regards to the neurological exam which was originally due August 6, then extended to August 17, then August 21, and was not received until this afternoon. In Mr. Donio's opinion at August 17, 2018 this should be considered abandonment of position and conduct unbecoming. The Board has shown a tremendous amount of good faith. Her absenteeism has been disruptive to the educational environment. She was told not to return to work until she was cleared medically, yet she showed to work. The report which was received this afternoon needs to be evaluated by our medical professional as it is not clear or in a concrete fashion stating that Mrs. Wurtz should be returned to work. Once we get the recommendation, we would then meet again with Mrs. Wurtz to discuss any accommodations she made need to return her to work.

Mrs. Ziereis clarified that the most recent leave began November 29, 2017, and that since April 2018 the administration has been attempting to get information.

Mrs. Scannell inquired how many times has Mrs. Wurtz has been on leave.

Mrs. Barrera inquired if she had exhausted her leave. Mr. Donio stated that the 12 weeks of FMLA time has been exhausted and that the Board has extended the leave pursuant to the language in the CBA. She is now on extended unpaid leave.

Mrs. Ziereis stated that the Administration has been trying to obtain clarity since April 2018 and the report was received today?

Mr. Kahn inquired if our doctor will review the report and make recommendation. Mr. Donio said the doctor will provide a report and the Superintendent will make a recommendation.

Mrs. Zieries suggested that the materials distributed are sensitive and suggested they be turned back into Mrs. Weeks after review.

Mrs. Barrera inquired if our doctor will take into account student safety when he makes his recommendation.

No action taken.

*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 open to the public:

8:14 PM Enter into closed session.

- *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. We anticipate no action will be taken.

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

**ADJOURNMENT** - Motion made by Mr. Goldstein, seconded by Mr. McLaughlin, to adjourn.  
(8:37PM).

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

Respectfully submitted,

Teri J. Weeks, Business Administrator,  
Board Secretary