

BOARD OF EDUCATION

Schiavo Auditorium, Belhaven Middle School

March 22, 2017

7:00 p.m.

BOARD AGENDA

1. Call to Order
2. Salute to the Flag
3. Announcement of Adequate Notice
  - 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 12, 2017, written notice of this regular meeting was posted in two schools, City Hall, and the Linwood City Library and on that same date written notice was faxed to The Press and The Current.
4. Roll Call
5. MOTION TO APPROVE the Minutes of the Regular Meeting held February 22, 2017.
6. MOTION TO APPROVE the Minutes of the Executive Session held February 22, 2017.
7. MOTION TO APPROVE the Minutes of the Special Meeting held March 7, 2017.
8. MOTION TO APPROVE the Minutes of the Executive Session held March 7, 2017.
9. MOTION TO ACKNOWLEDGE the receipt and to file the Reports of the Secretary and Treasurer for the month of February 2017, which are in agreement.
10. Committee Reports
  - Operations - 3/07/17
  - Instruction - 3/14/17, 3/16/17
  - Governance - 3/14/17
11. Comments from the Public
12. Superintendent's Report

**(FOR YOUR INFORMATION - Items #13 through #20)**13. ENROLLMENT INFORMATION

	9/06/16	3/22/17	3/23/16
Seaview Elementary School	439	455	439
Belhaven Middle School	397	396	405
Total Enrollment	<b>836</b>	<b>851</b>	<b>844</b>

14. USE OF SCHOOL FACILITIES – 7/01/16-3/22/17:

Organization	Fee	Seaview	Belhaven
Atlantic City Area Mac Users Group	Yes		7
Atlantic Coast Basketball Camp	Yes		4
Atlantic County School Boards Assn.	No		1
Chrome Camp	No		1
Hoop Haven Basketball	Yes		4
**LASAR Basketball	No		**
Linwood Education Foundation (LEF)	No		3
Linwood Men's Basketball (Saturday mornings)	Yes		20
*Linwood Men's Basketball (Tuesday nights)	Yes		*
Linwood Panthers	No		2
Linwood PTO	No	11	7
Mainland Girls Volleyball	No		5
Mainland/Mustang Boys Soccer (Napoli)	No		17
Mainland United Soccer Association (Watt)	No		6
Student Support Parent Advisory Council (SPPAC)	No		3
TOTALS		11	80+

**Note:** \* Approved to use one Belhaven gym on Tuesday nights during the 2016-2017 SY.

\*\* Approved to use the Belhaven gyms from 9/19/16 through 11/30/16 –Mon/Fri; one gym Tues. and 12/01/16 through 3/31/17; Seaview gym 12/01/16 through 3/31/17 on Monday through Friday. Seaview entranceway on 10/18 and 10/25/16.

15. FIRE & SECURITY DRILLS

Seaview: Fire: February 1, 2017

Security: February 9, 2017

Belhaven: Fire: February 2, 2017

Security: February 6, 2017

16. SUSPENSIONS

Two in-school suspensions – Belhaven

17. REPORTS

- Linwood Education Foundation
- Linwood Parent/Teacher Organization
- Linwood Educational Affairs Committee
- Student Support Parent Advisory Council (SSPAC)

18. SEAVIEW SNAPSHOTS – Dr. Georgette Meister19. BELHAVEN STUDENT OF THE MONTH PRESENTATION – Mrs. Susan Speirs20. DATES TO REMEMBERMarch

25	Linwood Country Club 7:00 p.m. – midnight	LEF Gala
31	Belhaven/Auditorium 7:00 p.m.	Belhaven Drama Production - “Annie”

April

1	Belhaven/Auditorium 7:00 p.m.	Belhaven Drama Production - “Annie”
4	Seaview/Belhaven	End of 3 <sup>rd</sup> Marking Period
11	Seaview/Cafeteria 8:45 a.m.	PTO Meeting
11	Seaview/Belhaven	Report Cards Issued
13	Seaview/Belhaven	Early Dismissal
14-21	Seaview/Belhaven	SCHOOLS CLOSED – Spring Break
24	Seaview/Belhaven	Schools Reopen
26	Belhaven/Auditorium 7:00 p.m.	Board of Education Meeting

**MOTIONS REQUIRING ACTION*****(INSTRUCTION: Items #21 through #31)***21. **INTENTION TO RETIRE**

Motion to approve the retirement of the following staff member, as listed below.

Name	Position/School	Effective
<b>Karen Farside</b>	Child Study Team Executive Secretary District	August 1, 2017

*Motion Required – Instruction*22. **LEAVE OF ABSENCE**

Motion to approve the leave of absence request for the staff listed below.

Name	Position	Term
<b>Christina Hall</b>	PT Paraprofessional Belhaven	Medical Leave of Absence Effective: 3/28/17 for approximately six weeks.  Request approval to use available sick days during this leave. Leave will become unpaid when sick days are exhausted.

*Motion Required – Instruction*23. **TEMPORARY CHANGE IN POSITION – 2016-2017 SCHOOL YEAR**

Motion to approve a temporary change in position, upon the recommendation of the superintendent, for the 2016-2017 school year for the paraprofessional, as listed below.

Name	From	To
<b>Deborah Ward</b>	Part-time paraprofessional Seaview	Full-time paraprofessional Belhaven – new position  <b>Effective: 3/23/16 through the last day of school in June 2017.</b>  Current salary will be adjusted to full-time status.  Ms. Ward will return to her part- time position for the 2017-2018 school year.

*Motion Required – Instruction*

24. RECOMMENDED FOR EMPLOYMENT – 2016-2017 SCHOOL YEAR

Code – (R) Replacement (TR) Temporary Replacement

Motion to approve the following new hires, upon the recommendation of the superintendent, for the 2016-2017 school year; emergent hire where indicated.

Name/Position	Term	Salary
<b>Rose Green</b> PT Paraprofessional (Approved Linwood Substitute)	(R) Seaview Start Date: 3/23/17 Replacing: vacant para position	LEA Paraprofessional Guide +60 credits
<b>Karen M. Miller</b> PT Paraprofessional (Approved Linwood Substitute)	(TR) Seaview Start Date: 3/23/17 to last day of 2016-17 SY Replacing: D. Ward's PT position for the remainder of 2016-17 SY	LEA Paraprofessional Guide +60 credits

*Motion Required – Instruction*

25. RECOMMENDED FOR EMPLOYMENT – 2017-2018 SCHOOL YEAR

Code – (R) Replacement (TR) Temporary Replacement

Motion to approve the following new hires, upon the recommendation of the superintendent, for the 2017-2018 school year; emergent hire where indicated.

Name/Position	Term	Salary
<b>Julia Lockhart</b> FT 10-month Occupational Therapist Pending issuance of NJDOE Certificate	(R) District Start Date: TBD Replacing: J. Rodriguez	M.A., Step 1 Pending receipt of official transcript.

*Motion Required – Instruction*

26. INSTRUCTIONAL AIDE AS EMERGENCY SUBSTITUTE TEACHER

Approval for the following instructional aide, on staff, to be used as a substitute teacher during the 2016-2017 school year in the event of an emergency, to be paid at his regular hourly rate.

<b>Seaview</b>
Devon Biglin

*Motion Required – Instruction*

27. SUMMER 2017 PRACTICUM – PLACEMENT REQUEST

Motion to approve a request from the Teacher Preparation Program at Rutgers Camden for a Practicum/Observation in the Seaview Elementary School for the Summer Session 2017 from May 15-May 25, 2017 for the following student.

<b>Practicum Student</b>	<b>Grade</b>	<b>Cooperating Teacher</b>
Heather Rachinsky	2	Christine Silverberg

*Motion Required – Instruction*

28. RECOMMENDED FOR THE 2016-2017 SCHOOL YEAR SUBSTITUTE LIST

Motion to approve the following substitutes, upon the recommendation of the superintendent, to the 2016-17 School Year Substitute List; pending criminal history, or issuance of a State of New Jersey Substitute Teacher Credential, where \*indicated. They will be paid in accordance with the Substitute and Other Pay Policy.

<b>SUBSTITUTE TEACHERS:</b>			
Jessica Donlan	Joshua Goloff	Skender Kalia	Aubrey Loder

*Motion Required – Instruction*

29. 2016-2017 SCHOOL YEAR STIPENDS

Motion to approve the following stipends for the 2016-2017 school year.

<b>COACHES AND DIRECTORS</b>			
(Per the LEA Agreement)			
<b>Activity</b>	<b>Name</b>	<b>Table/Step</b>	<b>Stipend</b>
Choir Director	David Lamkin	II. 1.00 50%	\$1,090
<b>CLUBS</b>			
Seaview Yearbook <i>Stipend to be paid through PTO grant approved on 3/22/17</i>	Kristi Grimley – 50% Christina Riley – 50%		\$1,253

*Motion Required – Instruction*

30. FIELD TRIPS

Motion to approve the field trips, as listed below.

<b>Destination</b>	<b>Grade</b>	<b>Person in Charge</b>
<b><i>Cape May County Zoo</i></b> Cape May Court House, NJ	2	Christine Silverberg
<b><i>Educational Extravaganza</i></b> Morey's Pier - Wildwood, NJ	6	Amy Winterbottom Jill Cunniff

*Motion Required – Instruction*

31. 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>
Patricia Levinson	3/10/17	Linwood Country Club Linwood, NJ	2017 FACES 4 Autism Conference	\$79	N/A
Patrick Childs	3/13/17	Harrah's Conference and Exposition Center Atlantic City, NJ	NJSBGA Expo 2017	No charge	Not to exceed \$10
Cindy Pritchett Jennifer Laning	3/24/17	SRI/ETTC Galloway, NJ	<i>Dyslexia: The New Hothouse of the Legal Landscape</i>	4 ETTC hours Each	Not to exceed \$10 each
Elizabeth Provenzano	5/02/17	The Borgata Atlantic City, NJ	NASWNJ Conference	*\$215.00	N/A
Cindy Pritchett	5/03/17	NJASA Trenton, NJ	NJASA Professional Dev. <i>Your District Image: Making Right Decisions When Working with the Public</i>	No charge	Not to exceed \$55
Mary Beth Atwood	5/05/17	Holiday Inn East Windsor, NJ	NJSPA Spring Conference	\$110.00	N/A
Kristina Burns Brooke Szeker Mary Beth McKenna	5/05/17	Sheraton Atlantic City Convention Center Atlantic City, NJ	<i>Oppositional, Defiant &amp; Disruptive Children &amp; Adolescents</i>	\$99.99 each	N/A
Jennifer Laning	5/09/17	Rowan University Glassboro, NJ	<i>Introduction to the Model Science Curriculum Framework</i>	No charge	Not to exceed \$50
Heidi Derbyshire Karen Nazarak Kristi Grimley Raquel Law Bonnie Marino	5/09/17	Rowan University Glassboro, NJ	<i>Introduction to the Model Science Curriculum Framework</i>	No charge	N/A
Jackie Baltozer	5/22/17	NJSIG Mt Laurel, NJ	<i>Beyond Gender Identity and Sexual Orientation</i>	*\$150.00	N/A

*Motion Required – Instruction*

**(OPERATIONS: Items #32 through #36)****32. OTHER PAY POLICY**

Motion to approve the amended 2016-2017 other pay policy effective April 1, 2017. The policy amends the substitute nurse per diem rate to \$135. All other items remain the same.

*Motion Required - Operations*

**33. BELHAVEN HVAC CONTROLS PROJECT**

Motion to accept the bid received from Bradley-Sciocchetti, Inc .in the amount of \$94,371 which includes a contingency of \$13,500 and Unit price #1 for BACnet Unitary controllers of \$880 and Unit Price #2 for Space Temperature Sensors are \$320 for the Belhaven HVAC Controls replacement project, another capital project and to waive any alleged defects in the bid received.

Bids were received as follows:

<b>BIDDER</b>	<b>BASE BID</b>	<b>UNIT PRICE NO. 1</b>	<b>UNIT PRICE NO. 2</b>
<b>Bradley-Sciocchetti Inc.</b> 4420 North Route 130 P.O. Box 1278 Merchantville, NJ 08109	\$94,371	\$888	\$320
<b>Peterson Service</b> 234 Rte 70 Medford, NJ 08055	\$150,200	\$483	\$185
<b>AME Inc.</b> 1275 Bloomfield Avenue Building #2, Suite 17B Fairfield, NJ 07004	\$169,877	\$750	\$250
<b>CM3 Building Solutions, Inc.</b> 185 Commerce Drive Fort Washington, PA 19034	\$239,000	\$2,250	\$800

*Motion Required - Operations*

**34. SEAVIEW CAFETERIA FLOOR REPLACEMENT PROJECT**

Motion to accept the bid received from J. Morano Contractors in the amount of \$27,250 which includes a contingency of \$4,000 and an additional cost of \$9,000 for an expansion joint cover.

Bids were received as follows:

<b>BIDDER</b>	<b>BASE BID</b>	<b>ALTERNATE NO. 1 EXPANSION JOINT</b>
<b>J. Morano Contracting</b> 262 Privateer Rd. Manahawkin, NJ 08050	\$27,250	\$9,000
<b>Commercial Interiors Direct Inc.</b> 1 S. Corporate Drive, Suite E Riverdale, NJ 07457	\$47,890	NOT BID
<b>M.B. Markland Contracting Co.</b> 120 Marlin Lane, Suite A Mays Landing, NJ 08330	\$53,369	\$17,831
<b>Gassis Brothers Construction</b> 503 Harbor Rd., Suite B Atlantic City, NJ 08401	\$67,800	\$13,000

*Motion Required – Operations*



35. LOCAL GRANT AWARDS

Motion to accept the following PTO grants totaling \$1,633, as listed below.

<b>Grant</b>	<b>Amount</b>
4 <sup>th</sup> Grade Agendas	\$515
5 <sup>th</sup> Grade Edge Project	\$380
Seaview Yearbook Club Stipends	\$1,253

*Motion Required – Operations*

36. USE OF SCHOOL FACILITIES

Motion to approve the following request for the use of our school facilities.

<b>Organization</b>	<b>Facility</b>	<b>Date/Time</b>	<b>Fee</b>
<b>Mainland Youth Lacrosse</b> Practice - Scoopers	Seaview - Field	3/07/17 to 6/03/17 Tues/Weds/Thurs 5:00-8:00 p.m. Saturday – 9:00 a.m.-12 noon Sunday– 1:00 a.m.-1:30 p.m.	No
<b>Mainland Youth Lacrosse</b> Inclement weather practice	Seaview Gym <i>If available</i>	3/14/17 to 5/31/17 5:30-7:00 p.m. Poor weather only	No
<b>PTO Wellness Committee</b> Meeting	Seaview Conference Room	3/14/17 9:45 a.m.-10:45 a.m.	No
<b>PTO Book Fair</b> Evening Shopping Night	Seaview Cafeteria Gym	3/15/17 6:30-8:30 p.m.	No
<b>Mainland &amp; MUSA Soccer</b> Futsal training	Belhaven - Gym	3/15/17, 3/22/17, 3/29/17, 4/4/17, 4/11/17, 4/25/17, 5/3/17 and 5/10/17	No
<b>Seaview Camp</b> Camp activities	Seaview - Gym	7/10-12/17 (4 days) 7/17-20/17 (4 days) 7/24-27/17 (4 days) 9:00 a.m. – 12 noon	No
<b>Amazinators, LLC</b> STEAM Camp	Belhaven 3 Classrooms Library Internet Use (chromebooks)	7/10-7/13/17 (4 days) 7/17-7/20/17 (4 days) 9:00 a.m. – 12 noon	Yes

*Motion Required – Operations*

**(GOVERNANCE: Item #37)****37. BOARD POLICY & REGULATIONS**

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

<b>FIRST READING</b>	
Bylaws 0141	Board Member Number and Term
Bylaws 0110	Identification
Policy 2460 Regulation 2460	Special Education (M)
Regulation 2460.1	Special Education – Location, Identification, and Referral (M)
Regulation 2460.8	Special Education – Free and Appropriate Public Education (M)
Regulation 2460.9	Special Education – Transition from Early Intervention Programs to Preschool Programs (M)
Regulation 2460.15	Special Education – In-Service Training Needs for Professional and Paraprofessional Staff (M)
Regulation 2460.16	Special Education – Instructional Material to Blind or Print-Disabled Pupils (M)
Policy 2467	Surrogate Parents and Foster Parents (M)
Policy 3281 Regulation 3281	Inappropriate Staff Conduct

<b>SECOND READING</b>	
Regulation 2340	Field Trips
Regulation 2412	Home Instruction Due to Health Conditions (M)

*Motion Required – Governance*

38. Communications

39. **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.

**BOARD OF EDUCATION MONTHLY 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.

**BILLS:**

Batch 50	General Fund	\$514,198.36
Batch 55	Tuition and Assessments	\$ 12,047.22
Batch 59	Before and After School	\$ 8,936.51

**PAYROLLS:**

Batch 70	March 3, 2017	\$400,382.41
Batch 71	March 17, 2017	\$410,444.55

**TRANSFERS:**

	<b><u>MARCH</u></b>		<u>From</u>		<u>To</u>
		\$		\$	
11-219-100-100	Bedside Instruction				2,500
11-000-291-280	Benefits Tuition		2,500		
11-000-291-270	Benefits Heath		6,000		
11-212-100-610	Self Contained Supplies				3,500
11-000-219-600	Child Study Team Supplies				2,000
11-000-216-600	Speech Supplies				500
<b>Total General Fund</b>		\$	8,500	\$	8,500
		\$		\$	
20-250-200-300	Educational Services				6,150
20-250-200-500	Miscellaneous Services		6,150		
<b>Total Special Revenue Fund</b>		\$	6,150	\$	6,150

40. Old Business
41. New Business
42. Comments from the Public
43. Comments from the Board
44. EXECUTIVE SESSION

Motion to enter into Executive Session,

*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:

- *Personnel Matter*
- *Student Confidentiality Matters - HIB*

It is presently anticipated that the item mentioned in the resolution may be disclosed to the public upon final determination of the subject by the Board of Education. We anticipate action may be taken.

45. REGULAR SESSION

Motion to return to regular session.

46. Adjournment