

**BOARD OF EDUCATION**  
**Schiavo Auditorium, Belhaven Middle School**  
**September 28, 2016**  
**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 May 17, 2016, 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.

Roll Call

4. **MOTION TO APPROVE** the Minutes of the Regular Meeting held August 24, 2016.
5. **MOTION TO ACKNOWLEDGE** the receipt of the Treasurer's Report and the Secretary's Report for August 2016, *which are in agreement.*
6. **Committee Reports**
  - Instruction
  - Governance
  - Operations
  - Negotiations
7. **Comments from the Public**
8. **Superintendent's Report**

***FOR YOUR INFORMATION***

9. **AUDIT PRESENTATION**

**MOTIONS REQUIRING ACTION**

**INSTRUCTION**

- 10 **SUBSTITUTES** - Motion to approve the following substitutes, upon the recommendation of the Superintendent, to the 2016-2017 School Year Substitute Lists. They will be paid in accordance with the Substitute and Other Pay Policy:

**SUBSTITUTE TEACHERS**

Faith Aller	Jamie Hall	Kira Pepek
Amanda Bye	Colleen Johnson	Karen Cavacini
Joanna Culmone	Beth Levy	Danielle Dente
Sandra Williams	David Eachus	Kristen Lamkin
Catherine Evinski	Cindy Donovan	Candance Kellner
Natalie Fischer	Wendy Friel (new)	Hu Zhiying (new)
Jennifer Koch (new)	Erica Johnson (new)	

**SUBSTITUTE BAS PROGRAM**

Carol Abrams-Goldinher	Lawrence Arch	Matthew Mucciarone
Brenda Mucciarone	Virginia Emery	Kathleen Lajiness
Michael Mucciarone		

**SUBSTITUTE CUSTODIAL**

Victoria Erles (new)

**CHILD STUDY TEAM - HOURLY**

Brynn Sismann

*Motion: Instruction*

11. **STIPENDS** - Motion to approve the following coaches and advisors for clubs and activities.

	<b><u>CLUBS</u></b>	Each Stipend is \$1,253.00
Street Teams Gr. 5-8:	Jennifer Bernardini, Amy Winterbottom, Allison Wrigley, Katie Mitchell	
Art Club:	Robin Moore	
Jazz Band:	Nancy Robinson	
Stage Crew:	Nancy Robinson	

RTV: Cindy O’Kane  
Think Team: Keith Grimley  
Yearbook: Chris Lonergan

COACHING & ACTIVITIES

Athletic Director, \$4,600	Brian Coyle
Band Assistant, \$2,833	David Lamkin
Band Director, \$4,272	Nancy Robinson
Track Assistant, \$2,035	Brian Coyle
Boys Basketball, \$4,600	Chris Meade
Girls Basketball, \$4,600	Marilee Sobrinski
Choir Director, \$3,051	Kim Peschi
Girls Cross Country, \$3051	Chris Lonergan
Field Hockey, \$2,179	Erika Himstedt
Boys Cross Country, \$3051	Karen Zaleskiewicz
Boys Soccer, \$2,833	David Eachus
Girls Soccer, \$3051	Marilee Sobrinski
Girls Track, \$3051	Chris Lonergan
Boys Track, \$3051:	Karen Zaleskiewicz

*Motion: Instruction*

12. RESIGNATIONS:

Motion to accept the resignations from the following:

Gina Wenzel with the last date of employment being October 26, 2016  
Lindsay Ripley (approved as a paraprofessional August 24, 2016 board meeting)  
Melissa Hackett (as of email dated August 28, 2016)

*Motion: Instruction*

13. LEAVE OF ABSENCE - Motion to approve a Federal Family Leave Act and New Jersey Family Leave Act leave of absence request from Mrs. Shirly Calabrese, Secretary, effective September 13, 2016 and expected to run through October 10, 2016, pending certification of health care provider. Mrs. Calabrese will be using her available sick and accumulated sick time during this leave.

*Motion: Instruction*

14. **BUS AIDE** - Motion to approve Patricia Skovron as a Special Education Bus Aide for 2016-2017 school year to provide support services to preschool and school age students with disabilities. This is a 10 month stipend position of \$3,000.00.

Motion: Instruction

15. **INTERNSHIP** - Motion to approve Bonnie Marino, teacher, to complete an Internship with Stockton University's Principal Endorsement Program under the mentorship of Mrs. Susan Speirs for the 2016-2017 school year.

Motion: Instruction

16. **PRACTICUM PLACEMENT**

Motion to approve a request from Stockton University for an externship practicum placement for Shelby Clark with Marilee Sobrinski for the fall 2016 semester, pending any additional documentation required. She will work with Ms. Sobrinski during her regular work day.

*Motion Required - Instruction*

17. **PROFESSIONAL DEVELOPMENT-STAFF TRAINING**

Motion to approve Wilson Reading System Level 1 Certification Training including program tuition, startup and implementation seminars for the 2016-2017 school year in the amount of \$10,750 to be paid from General, and IDEIA funds and \$6,000 from NCLB funds for the 3-Day introductory workshop for special education and basic skills staff. Consultant travel expense not to exceed \$350.

*Motion Required - Instruction*

18. **ETTC PROFESSIONAL DEVELOPMENT HOURS**

Motion to approve an additional 100 ETTC hours at a rate of \$18.00 per ETTC hour, not to exceed \$1800.00.

*Motion Required - Instruction*

19. **SPECIAL EDUCATION BEFORE/AFTER SCHOOL STUDY/HOMEWORK**

**SUPPORT** - Motion to approve the following teachers to provide before/after school study/homework support for special education students for the 2016-2017 school year. Teachers will be paid through funding provided by the FY2016-2017 IDEIA Grant at the rate of \$40 per hour.

Cindy O’Kane	Kevin Jacobs	Tiffany Graziotto
Jennifer Bernardini	Christine Swan	Mary Beth McKenna
Marilee Sobrinski	Brooke Szeker	Mary Beth Atwood
Patricia Levinson	Elizabeth Provenzano	

*Motion Required - Instruction*

20. **APPROVAL FOR BEFORE/AFTER SCHOOL TUTORING** - Motion to approve the following teachers to provide before/after school supplemental services for academically at-risk students in the REACH Program for the 2016-2017 school year. Teachers will be paid through funding provided by the FY2016-2017 NCLB Grant at the rate of \$40 per hour.

Christine Swan	Samantha Filangieri	Jamie Hiltwine
Marilee Sobrinski	Meagan Lee	Kevin Jacobs
Mary Beth McKenna	Angela Iannello	Brooke Szeker

*Motion Required – Instruction*

21. **APPROVAL OF BEFORE SCHOOL STUDY CLUB** - Motion to approve the following teacher to provide before school study support for the 2016-2017 school year. Teacher will be paid from the General Education budget at a rate of \$40 per hour.

Keith Grimley

*Motion Required – Instruction*

22. **APPROVAL FOR AFTER SCHOOL HOMEWORK CLUB** - Motion to approve the following teachers to provide after school supplemental services for academically at-risk students in the Homework Club for the 2016-2017 school year. Teachers will be paid through funding provided by the FY2016-2017 NCLB Grant at the rate of \$40 per hour.

Debbie Levine	Amy Winterbottom
Marisa Hieb	Karen Prendergast

*Motion Required – Instruction*

23. **APPROVAL FOR AFTER SCHOOL LORE CLUB** - Motion to approve the following teachers to provide after school supplemental services for academically at-risk students in the Lore Club for the 2016-2017 school year. Teachers will be paid through funding provided by the FY2016-2017 NCLB Grant at the rate of \$40 per hour.

Jennifer Mansueto

Heidi Derbyshire

*Motion Required -- Instruction*

24. **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	Event	Location	Date	Amount
Teri Weeks	LEE Meeting	Trenton	09/29/2016	Not to exceed \$75
Teri Weeks	LEE Meeting	Trenton	11/17/2016	Not to exceed \$75
Teri Weeks	LEE Meeting	Trenton	01/19/2017	Not to exceed \$75
Teri Weeks	LEE Meeting	Trenton	03/19/2017	Not to exceed \$75
Teri Weeks	LEE Meeting	Trenton	05/18/2017	Not to exceed \$75
Pat Childs	Lead Testing Seminar	Hammonton High School	09/27/16	Not to exceed \$25
Frank Pileiro	Equity Gap Fall School CIO Summit	Baltimore, MD	9/29-9/30/16	No Workshop Cost Travel not to exceed \$150

Sobrinski, Marilee	11/18/16	Phila., PA	ASHA Convention	Registration fee \$275.00
Bonnie Merlino	STEM workshop	ETTC	11/17/2016	7 ETTC hours
Jacqueline, Baltozer	Writing Effective HIB Reports	ETTC	12/1/16	7 ETTC hour
Shari, Frolove	Writing Effective HIB Reports	ETTC	12/1/16	7 ETTC hours
Jamie Hiltwine, Kevin Jacobs, Angela Iannello, Samantha Filingeri,	Wilson Training Level I Certification,	Seaview and Belhaven	Ongoing 2016-2017 School Year	\$10,750(General Funds and IDEIA)
Jamie Hiltwine, Kevin Jacobs, Angela Iannello, Samantha Filingeri, Megan Lee, Tanya Arlington, Patricia Levenson, Samantha Coyle, Amy Amodeo	Wilson 3 day Introductory Training	Seaview and Belhaven	September 23, 26, and 27	\$6,000 (NCLB and IDEIA)

Motion: Instruction

- 25. RETIREMENT** - Motion to accept the letter of intent to retire from Mrs. Kit Higbee, Special Education Teacher, effective November 30, 2016.

Motion: Instruction

### **GOVERNANCE**

- 26. UNIFORM MEMORANDUM OF AGREEMENT BETWEEN EDUCATION AND LAW ENFORCEMENT OFFICIALS** - Motion to approve the 2016 Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials. There have been no changes to the agreement

Motion: Governance

- 27. DOCTRINE OF NECESSITY** - Motion to approve the Doctrine of Necessity included in the packet. The Doctrine is necessary to provide a quorum to vote on the Memorandum of Agreement between the Linwood Board of Education and the Linwood Education Association.

Motion: Governance

### **NEGOTIATIONS**

- 28. ADDENDUM TO PSA AGREEMENT** - Motion to approve the addenda to the PSA agreement dated April 22, 2015 to add Georgette Meister and Jennifer Laning to Article XIII, Salary Schedules.

Motion: Negotiations

### **OPERATIONS**

- 29. PTO GRANT** - Motion to approve the grant award from PTO in the amount of \$3,947 for Makers Space Furniture and \$357 for Playground Equipment - Belhaven. Total award is \$4,304

Motion: Operations



30. **GRADES 6-8 TUITION CONTRACT** - Motion to approve the 2016-2017 grades 1-8 tuition contract for one non resident regular education 6th grade student in the amount of \$7,317 attending our programs effective September 1, 2016

Motion: Operations

31. **FACILITY STIPENDS** - Motion to approve the following stipends for Facility personnel per the LEA agreement:

<b>Lead Custodial and Maintenance</b>	<b>\$1,750</b>
Mr. Steven Brown	
<b>Black Seal</b>	<b>\$600</b>
Ms. Marsha Adams	Mr. Steven Brown
Mr. Andrew Larson	Mr. Sam McGonagle
Ms Ela Jelenisaski	Ms. Sharon Stoll
Mr. Paul Trinkle	

Motion: Operations

32. **FOOD SERVICES SHARED SERVICE CONTRACT** - Motion to approve the 2016-2017 Food Services contract with Mainland Regional High School, Lead Agency with a shared cost of \$21,525 of the management fee. Lunch prices are \$3.50 for Seaview, \$4.00 for Belhaven and \$5.00 for Staff.

Motion: Operations

33. **2015-2016 COMPREHENSIVE ANNUAL FINANCIAL REPORT AND AUDITOR'S REPORT** - Motion to accept and file the 2015-2016 Comprehensive Annual Financial Report and Auditor's Report.

Motion Operation

34. **USE OF SCHOOL FACILITIES** - Motion to approve the following use of School Facilities:

Linwood PTO - Book Fair event September 28, 2016 from 5:30 to 8:30

Seaview Lobby and Cafeteria, no fee will be charged

Linwood Panthers - Board Meeting, event September 12, 2016 from 7:00 to 8:00  
Belhaven Library, no fee will be charged

SSPAC Committee - Meeting October 13, 2016 from 7:00 to 9:00  
Belhaven Cafetorium, no fee will be charged

Linwood LASAR - September 19, 2016 through November 30, 2016 Monday - Friday  
Belhaven Gym for basketball practice

Motion      Operations

35. **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:

CONTRACT NEGOTIATIONS – Review of MOA

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.

36. **COMMUNICATIONS**

37. **FINANCIAL MOTIONS**

**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	\$476,906.96
Batch 59	Before and After School	\$18,561.88

PAYROLLS:

Batch 72	September 2, 2016	\$373,207.05
Batch 71	September 16, 2016	\$384,230.72

TRANSFERS

<u>Account</u>	<u>Description</u>	<u>From</u>	<u>To</u>
11-000-100-566	Private School for the Handicapped	\$	\$ 8,525
11-216-100-106	Preschool Full Time - ParaPro		4,000
11-000-219-104	Salaries - CST		4,000
11-000-219-110	Salaries - CST Other		1,000
11-000-230-610	Supplies, General Administration		1,000
11-000-240-103	Salaries - School Administration	<u>18,525</u>	_____
Total General Fund		\$ <u>18,525</u>	\$ <u>18,525</u>

- 38. Old Business
- 39. New Business
- 40. Comments from the Public
- 41. Comments from the Board
- 42. Adjournment