

**BOARD OF EDUCATION**  
**Schiavo Auditorium, Belhaven Middle School**  
**August 24, 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 July 27, 2016.
5. MOTION TO ACKNOWLEDGE the receipt of the Treasurer's Report and the Secretary's Report for July 2016, *which are in agreement.*
6. Committee Reports
  - Instruction 8/11/16
  - Governance 8/11/16
  - Operations 8/9/16
  - Negotiations Next Meeting August 25 and August 30
7. Comments from the Public
8. Superintendent's Report

***(FOR YOUR INFORMATION – Items #10 through #18)***

9. ENROLLMENT INFORMATION

August New Registrations:

Seaview 11

Belhaven 7

August Transfers Out:

Seaview 1

Belhaven 3

10. REPORTS

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

11. DATES TO REMEMBER

August

30	Seaview	Pre-K Orientation
31	Seaview/Belhaven	Full Day Staff In-Service
	Belhaven - 5:30 p.m.	Grade 5 Parent Orientation

September

1	Seaview/Belhaven	Full Day Staff In-Service
2-5	Seaview/Belhaven	SCHOOLS CLOSED-Labor Day Holiday
6	Seaview/Belhaven	First Day of School for Students EARLY DISMISSAL - Staff In-Service
7	Seaview/Belhaven	EARLY DISMISSAL - Staff In-Service
14	Belhaven	Back to School Night - Grades 5-8
20	Seaview	Back to School Night - PreK-2
22	Seaview	Back to School Night - Grades 3-4
28	Belhaven Auditorium	Board of Education Meeting
30	Seaview/Belhaven	EARLY DISMISSAL - Staff In-Service

**MOTIONS REQUIRING ACTION**

**INSTRUCTION**

12. **CHANGE IN POSITION FOR THE 2016-2017 SCHOOL YEAR**

Motion to approve a change in position, upon the recommendation of the superintendent, effective August 13, 2016 through December 31, 2016 for Kim Savino, Part Time Basic Skills teacher at a Full Time Teacher during Katie Mitchell's leave of absence.

*Motion Required-Instruction*

13. **APPROVAL TO HIRE HOME INSTRUCTION TEACHERS FOR 2016-2017**

Motion to approve, upon the recommendation of the superintendent, to hire the following staff to provide home instruction services. They will be paid per the substitute and other pay policy.

Jennifer Bernardini	Deborah Levine	Christine Swan
Bernadette Getzler	Mary Beth McKenna	Michele Tighe
Kim Savino	Christopher Meade	

*Motion Required-Instruction*

14. **RECOMMENDED FOR EMPLOYMENT**

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.

<u>Name/Position</u>	<u>Term</u>	<u>Salary</u>
Tanya Arlington-Narvaez PT BSI Teacher- Belhaven 25 hours/week	(R) Start Date: 8/31/16 Replacing Jessica Byrnes	BA, Step 1 (pro-rated .71)
Amanda Pannone PT 6th grade Math Teacher	(TR) Start Date: 8/31/16 to December 31, 2016 Replacing K. Savino	BA, Step 1 (pro-rated .71)
To be determined Will be sent out separately, interviewing on Monday PT Paraprofessional	Start Date: To be determined	<u>Per the LEA agreement, based on 25 hours per week</u>

*Motion Required- Instruction*

15. **PART-TIME TEACHERS AS SUBSTITUTE TEACHERS**

Approval for the following part-time teachers, on staff, to be used as a substitute during the 2016-2017 school year, as needed.

Laura Bender	Mary Jane McAllister
Michele Tighe	Kim Savino

*Motion Required- Instruction*

16. **INSTRUCTIONAL AIDES AS SUBSTITUTE TEACHERS**

Motion to approve the following instructional aides, on staff, to be used as a substitute teacher during the 2016-2017 school year, to be paid at their regular hourly rate.

<b>Seaview</b>	<b>Belhaven</b>
Melissa Hackett	Emily Reed
Sheri Lamp	Christina Hall
Jill Quintas	

*Motion Required- Instruction*

17. **VOLUNTEERS**

Motion to approve the list of Before and After School Club and Summer Program volunteers.

*Motion Required- Instruction*

18. **APPROVAL TO HIRE HOME INSTRUCTION TEACHERS FOR 2016-2017**

Motion to approve the following home instruction teachers, upon the recommendation of the Superintendent, for the 2016-2017 school year; to be paid at the rate of \$40.00/hour.

Jennifer Bernardini	Deborah Levine	Christine Swan
Bernadette Getzler	Mary Beth McKenna	Michele Tighe
Kim Savino	Christopher Meade	

*Motion Required- Instruction*

19. **RECOMMENDED FOR THE 2016-2017 SCHOOL YEAR SUBSTITUTE LIST**

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

Judith Alton	Mary Beth Gallagher	Germain Osorio
Tanya Arlington-Narvaez	Meagan Gatley	Robert Patrick
Patricia Armstrong	Rosemarie Green	Wendy Payton
Michael Bagocius	Thomas Grockenberger	Sally Pease
Scott Baker	Carol Heller	Kira Pepek
Rachel Barnes	Nichole Higbee	William Polko
Cameron Bell	Ralph Hill	Meagan Readeau
Sharon Baxter	Abigail Jamison	Tiffany Rettew
Judith Branin	Karan Janson	Debra Roland
Robin Buehler	Tracy Johnson	Neil Rosenzweig
Susanne Castello	Marian Jordan	Annamarie Sabatini
Judy Cline	Margaret P. Juliano	Elaine Santo
Joanne Collins	Marilyn Kessler	Kathy Savini
Denise Costello	Thomas Kinch	William Shaughnessy
Kathy Crane	Larry Lamkin	Stephanie Stanger
Mary Crane	Elvira Lanzilotti	Amy Strang
Kelly Crawford	Jill Leap	Teresa Tadley
Elizabeth Lee	Joanne Teague	Michael DeCicco
Ginger Liberatore	Susan Thompson	Gail Desberg-Kiejdan

Edward Maddox	Tammy Thornton	Tonya DiNofrio
Millie Magill	Colleen Tighe	Victoria Dolceamore
Gregory Maiuro	Jennifer Van Dyke	Cindy Donovan
Katie Marakos	Paul Van Langen	Jessica Dreager
Michael McComb	Kristen Vogelbacher	Mary Ellen Dudnick
Dawn Miller	Robert Walters	Virginia Emery
Karen Miller	Meagan Ward	Sarah Farnig
Cassandra Mills	Lynn Warren	Joseph Fiore
Christopher Moziitis	Ryan West	Natalie Fisher
Kelly Mulligan	Johnna White	Kristen Flanagan
Linda Mullin	Bonnie Zatyko	Debra Freed
Jillian Noon	Jules Freeman	Anastasia Ordille
Lauren Guarracino	Haejin Park	Emily C. Reed
Laura Watts	Kristen Lamkin	

SUBSTITUTE INSTRUCTIONAL AIDES

Mariah Belber	Alisa Carey	Linda Dunn
Marianne Hoban	Joan Rosenfeld	Ashley Stieffenhofer

SCHOOL NURSE/\*SUBSTITUTE TEACHER

Kimberly Geria	*Jan Miller	*Taylor Nehmad
Margaret Juliano	Christina H. Somers	

*Motion Required- Instruction*

20. CURRICULUM REVISIONS

Motion to approve the revised curriculum listed below, as aligned to the NJ Next Generation Science Standards for Grades 5-8.

Content Area	District-Implementation of Revised Curriculum
Science	September 2016

*Motion Required- Instruction*

21. 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	Travel Dates	Location	Event	Registration & Travel Expense
Teri Weeks	23-Sep	TBD	ACASBO Meeting	Not to exceed \$20
Teri Weeks	28-Oct	TBD	ACASBO Meeting	Not to exceed \$20
Teri Weeks	21-Nov	ACSSD	ACASBO Meeting	Not to exceed \$20
Teri Weeks	16-Dec	Tuckahoe Inn	ACASBO Meeting	Not to exceed \$20
Teri Weeks	27-Jan	TBD	ACASBO Meeting	Not to exceed \$20
Teri Weeks	27-Feb	ACSSD	ACASBO Meeting	Not to exceed \$20
Teri Weeks	24-Mar	TBD	ACASBO Meeting	Not to exceed \$20

Teri Weeks	26-Apr	TBD	ACASBO Meeting	Not to exceed \$20
Teri Weeks	25-May	TBD	ACASBO Meeting	Not to exceed \$20
Teri Weeks	8-Jun	Atlantic City	ACASBO Meeting	Not to exceed \$20
Teri Weeks	19-Sep	Mount Laurel	Fiscal Updates	Not to exceed \$150
Pat Childs	15-Nov	Mount Laurel	Required Facilities	Not to exceed \$150
Teri Weeks	15-Nov	Mount Laurel	Required Facilities	Not to exceed \$150
Teri Weeks	8-Dec	Mount Laurel	Artemis Records	Not to exceed \$150
Teri Weeks	24-Jan	Mount Laurel	Leaves of Absences	Not to exceed \$150
Teri Weeks	14-Feb	Mount Laurel	Pension Updates	Not to exceed \$150
Teri Weeks	14-Mar	Mount Laurel	Purchasing Program	Not to exceed \$150
Teri Weeks	27-Apr	Mount Laurel	Audit Update	Not to exceed \$150
Jill Cuniff	23-Sept	BrynMawr, PA	HIB/Character Ed	Not to exceed \$130
Jacqueline Baltozer	23-Sept	BrynMawr, PA	HIB/Character Ed	Not to exceed \$130
Bernadette Getzler	10/27 & 10/28	Atlantic City	Autism Conference	\$400.00
Pileiro, Frank	10/21	Princeton, NJ	Tech & Learning Live	\$235.00 plus travel not to exceed \$80

*Motion Required- Instruction*

22. **LEAVE OF ABSENCE** - Motion to approve the Federal Family Medical Leave and New Jersey Family Leave of absence requests as follows:

Mrs. Jackie Hill-Baltozer, Guidance Counselor, on or about January 1, 2017 through June 1, 2017. She is requesting to use all of her eligible sick days.

Mrs. Kristina Burns, Special Education Teacher, on or about October 21, 2016 through January 23, 2017 . She is requesting to use her eligible sick days through fourteen days after the birth of her child.



*Motion Required- Instruction*

**GOVERNANCE**

23. Motion to approve the first readings of the Policy, Procedure as listed below:

<b>FIRST READING</b>	
Policy 1220	Employment of CSA
Policy 1310	Employment of School Business Administrator
Policy 2414	Programs for Students in High Poverty and in High Need School Districts
Policy 3111	Creating Positions
Policy 3124	Employment Contract
Policy 3125	Employment of Teaching Staff Members
Policy 3125.2	Employment of Substitute Teachers
Policy & Regulation 3126	District Mentoring Program
Policy 3141	Resignation
Policy & Regulation 3144	Certification of Tenure Charges
Policy 3159	Teaching Staff Member/School District Reporting Responsibilities
Policy 3231	Outside Employment as Athletic Coach
Policy & Regulation 3240	Professional Development for Teachers and School Leaders
Policy & Regulation 3244	In-Service Training (Abolished)
Policy 4159	Support Staff Member/School District Reporting Responsibilities
Policy 4211	Attendance
Policy 4436	Personal Leave
Policy 5305	Health Services Personnel

Regulation 5330	Administration of Medication
Policy & Regulation 5350	Student Suicide Prevention
Policy 9541	Student Teachers/Interns
<b>Multi-Year Equity Plan Policy and Regulation Guide Updates:</b>	
Policy 1140	Affirmative Action Program
Policy 1523	Comprehensive Equity Plan
P1530	Equal Employment Opportunities and Complaint Procedure
Policy 1550	Affirmative Action Program for Employment and Contract Practices
Policy & Regulation 2200	Curriculum Content
Policy 2260	Affirmative Action Program for School and Classroom Practices
Policy & Regulation 2411	Guidance Counseling
Policy & Regulation 2423	Bilingual and ESL Education
Policy 2610	Education Program Evaluation
Policy 2622	Student Assessment
Policy 5750	Equal Educational Opportunity
Policy 5755	Equity in Educational Programs and Services
Policy 5339	Screening for Dyslexia
Policy 5460	High School Graduation
Policy 5514	Student Use of Vehicles on School Grounds
Regulation 5514	Student Use of Vehicles
Policy 7481	Unnamed Aircraft Systems
Policy & Regulation 8441	Care of Injured and Ill Persons
Policy 8454	Management of Pediculosis
Policy & Regulation 8630	Bus Driver/Bus Aide Responsibility

*Motion Required - Governance*

24. **SCHOOL SELF-ASSESSMENT FOR DETERMINING GRADES UNDER THE ANTI-BULLYING BILL OF RIGHTS ACT 2015-2016**

Motion to approve the NJDOE School Self-Assessment for Determining Grades under the *Anti-Bullying Bill of Rights Act* 2015-2016.

*Motion Required - Governance*

**OPERATIONS**

25. **LOCAL GRANTS**

Motion to accept grants from PTO in the amount of \$ 3,331 as follows:

Belhaven Agendas	\$2,756
Seaview Agendas	\$575

*Motion Required - Operations*

26. **GRADES 1-8 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.

*Motion Required - Operations*

27. **IDEA GRANT AWARDS**- Motion to accept the 2017 fiscal year IDEA grant awards for Basic in the amount of \$180,710 and Preschool in the amount of \$9,471. Programs and services provided include out of district tuition, special education classroom aides, and extended school year.

*Motion Required - Operations*

28. **NONPUBLIC SERVICES** Motion to approve the non public grant agreements with Creative Learning Preschool in the amount of \$954 for Nursing, \$634 for Textbooks, and \$229 for Technology.

*Motion Required - Operations*

29. **EXTENDED SCHOOL YEAR** – Motion to approve the extended school year contract with Atlantic County Special Services for two students who attended the

program for a cost of \$110 per day, total cost \$2,200 per student. Two students attend the program.

*Motion Required - Operations*

30. **EXTENDED SCHOOL YEAR TRANSPORTATION** – Motion to approve the extended school year transportation contract with Atlantic County Special Services for the following routes:

ML 13 ACSSSD	\$1,520
ML 14 ACSSSD	\$1,520
YALE Mullica Hill Program	\$2,660

Total cost of the routes is \$5,700.

*Motion Required - Operations*

31. **DISPOSAL OF FIXED ASSETS** - Motion to approve the disposal of fixed assets with a historical cost of \$277,724.52. The items will be disposed, recycled, or sold as appropriate.

*Motion Required - Operations*

32. **SUMMER TRANSPORTATION AGREEMENT** - Motion to approve the summer joint transportation agreement with Mainland Regional High School for routes to our schools in the amount of \$3,600.

*Motion Required - Operations*

33. **CHANGE ORDER #2 ROOM 103** Motion to approve Change order #2 Room 103 Renovation project in the amount of \$149.28 for a total project cost of \$23,305.09. The change order is to cap off additional utilities and repairs to masonry net of a credit for paint.

*Motion Required - Operations*

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

Atlantic County MAC Users Group - are requesting to use the Belhaven Media Center for monthly meetings, second Friday of the month from 7:00 PM to 9:00 PM, Person in charge is Judy Branin. A fee of \$25 per meeting will be charged.

Parent Teacher Organization - are requesting to use the Seaview Cafeteria for their monthly meetings held the second Tuesday of the month from 8:45 AM to 10:00 AM. Person in charge is Lori Post. No fee will be charged.

Mainland United Soccer - are requesting to use the Belhaven Computer lab August 8, 2016 from 7:00 PM to 8:30 PM for registration training. John Napoli is the person in charge, No fee will be charged. This is a retroactive approval.

Atlantic Coast Basketball Camp - is requesting to use the Belhaven Gym from August 7, 2017 through August 10, 2017 from 8:30 AM to 1:00 PM for a basketball camp. The person in charge is Ryan Staiger. A fee of \$200 per gym, per day, will be charged.

Linwood Education Foundation - are requesting to use the Belhaven Library for their monthly meetings held the first Wednesday of the month from 6:30 PM to 8:30 PM. Person in charge is Junetta Dix. No fee will be charged.

*Motion Required - Operations*

35. **CHANGE ORDER # 2 - ROOM 103 PROJECT** - Motion to approve change order #2 in the net amount of \$149.28 for a total project cost of \$29,305.09. The change order is for additional work not anticipated less a credit for work not required.

*Motion Required - Operations*

44. **COMMUNICATIONS**

45. **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	\$437,445.48
Batch 59	Before and After School - July	\$3,509.19

PAYROLLS:

Batch 70	July 8, 2016	\$82,513.27
Batch 71	July 22, 2016	\$117,008.72
Batch 70	August 05, 2016	\$135,278.58
Batch 71	August 19, 2016	\$80,083.30

**TRANSFERS**

<b><u>Account</u></b>	<b><u>Description</u></b>	<b><u>From</u></b>	<b><u>To</u></b>
11-000-217-320	Extraordinary Services Purch Professional	\$	\$ 1,575
11-000-219-104	Child Study Team - Other Professional Salaries		4,000
11-190-100-500	Reg. Instructional Services		1,000
11-000-291-280	Tuition	<u>6,575</u>	<u>          </u>
<b>Total General Fund</b>		<b>\$ <u>6,575</u></b>	<b>\$ <u>6,575</u></b>

- 46. Old Business
- 47. New Business
- 48. Comments from the Public
- 49. Comments from the Board
- 50. Adjournment