

LINWOOD, NEW JERSEY  
July 27, 2016

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. 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 **Mr. Sless**, Board President, in the Schiavo Auditorium, Belhaven Middle School, Linwood, New Jersey, **Wednesday, July 27, 2016 7:02 PM**.

Mr. Sless led all present in a flag salute.

**MEMBERS PRESENT:** Mrs. Zierys, Mr. McLaughlin, Judge Todd, Mrs. Scannell, Mr. Sless, Mrs. DeMorat,

**MEMBERS ABSENT:** Mrs. Gibson

**OTHERS PRESENT:** M. Cappelluti, Interim Superintendent, T. Weeks, School Business Administrator, S. Speirs, Principal, P. Childs, K. Savino, T. Armstrong, J. Castello, N. Robinson, S. Marino, C. Meade, M. Pellegrino, MK Pellegrino, F. Pileiro, L. Harvey, S. Harvey, E. Himmelstedt, A. Larkin, B. Gaffney, J. Goldstein, T. Lhulier

**MINUTES OF THE REGULAR MEETING-** Motion made by Judge Todd, seconded by **June 22, 2016** Mrs. DeMorat, to approve the minutes of the Regular Meeting, held June 22, 2016.  
Motion carried by roll call vote with all members present voting yes.  
*Motion approved.*

**SECRETARY & TREASURER'S REPORT** - Motion made by Mr. McLaughlin, seconded by **JUNE 2016** Mrs. Scannell, to acknowledge the receipt and to file the Reports of the Secretary and Treasurer for the month of June 2016, which are in agreement.  
Motion carried by roll call vote with all members present voting yes.  
*Motion approved.*

### **COMMITTEE REPORTS**

**Instruction – July 19** – Mrs. Scannell recapped the meeting agenda  
**Operations – July 13** - Mrs. Zierys recapped the meeting agenda  
**Governance – July 19** – Mrs. DeMorat recapped the meeting agenda  
**Negotiations – None**

**COMMENTS FROM THE PUBLIC** - none

**SUPERINTENDENT'S REPORT**

**FOR INFORMATION**

1. Enrollment 850
2. Fire Drills Belhaven June 13 Seaview June 2  
Security Drills Belhaven June 16 Seaview June 9

**ACTION REQUIRED**

**DISTRICT GOALS** - Motion made by Mr. McLaughlin, seconded by Mrs. Ziereis, to approve the District Goals. These goals were established by the Board and the Action Plan was written by Dr. Cappelluti.

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

**RETIREMENT** - Motion made by Mrs. Scannell, seconded by Judge Todd, to accept, with congratulations, the retirement of Mrs. Jill Yochim, Director of Special Education and Special Programs, effective November 1, 2016.

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

**RESIGNATION** - Motion made by Mrs. Scannell, seconded by Judge Todd, to accept the resignation of Ms. Jessica Byrnes, Part Time Basic Skills Teacher, effective August 22, 2016.

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

**NEW HIRES** - Motion made by Mrs. Scannell, seconded by Judge Todd, to approve the hiring of Ms. Erika Himstedt as the Elementary School Nurse, BA, Step 4, upon the recommendation of the Superintendent, effective August 31, 2016.

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

**CHANGE IN POSITION** - Motion made by Mrs. Scannell, seconded by Judge Todd, to approve the following changes in position effective 2016-2017 school year;

Name	From	To
<b>Kevin Jacobs</b>	Grade 5 Math - Belhaven	Special Education
<b>Gina Wenzel</b>	Grade 6 Math - Belhaven	Special Education
<b>Karen Zaleskiewicz</b>	Computers and Basic Skills	Grade 5 Math - Belhaven
<b>Kim Savino</b>	Part Time Basic Skills	PTGr 6-8 Math/Basic Skills
<b>Jennifer Candeloro</b>	Second Grade	Kindergarten

<b>Jennifer Mansueto</b>	Kindergarten	First Grade
<b>Jill Cunniff</b>	Grade 6 English	Grade 6 English/Social Studies
<b>Angela Iannello</b>	Special Education Full Time	Special Education Part Time
<b>Bonnie Marino</b>	Grade 5 Science	Grade 5 Science/Math
<b>Allison Phillips</b>	Grade 7 Language Arts	Grade 7 Lang. Arts/Special Educ
<b>Haeyun Rha</b>	Grade K-6 World Language	Grade K to 5 World Language
<b>Marc Schnepf</b>	Grade 3	Grade 2
<b>Amy Winterbottom</b>	Grade 6 Language Arts	Grade 6 Lang Art/Social Studies
<b>Raquel Law</b>	Grade 7 Science	Grade 7 Science/Basic Skills
<b>Carmen Faia</b>	Grade 8 Science	Grade 8 Science/Basic Skills
<b>Mark Haviland</b>	Grade 7 Social Studies	Grade 7 Social Studies/Basic Skills

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

*Motion approved.*

**2016-2017 SUBSTITUTE TEACHER LIST** - Motion made by Mrs. Scannell, seconded by Judge Todd, to approve the following be added to the 2016-2017 Substitute Teacher list upon the recommendation of the Superintendent:

Jennifer C. Super

Carole S. Weidman

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

*Motion approved.*

**JOB DESCRIPTIONS** - Motion made by Mrs. Scannell, seconded by Judge Todd, to approve the revisions to the job descriptions of Principal and Elementary Education Teacher.

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

*Motion approved.*

**PROFESSIONAL DEVELOPMENT** - Motion made by Mrs. Scannell, seconded by Judge Todd, to approve REM Audiology to provide training to designated staff on working with hearing impaired children in class not to exceed \$475.

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

*Motion approved.*

**PROFESSIONAL DEVELOPMENT** - Motion made by Mrs. Scannell, seconded by Judge Todd, to approve Houghton Mifflin Harcourt to provide webinar training to K-5 staff regarding the Journeys 2017 reading pilot program; not to exceed \$800.

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

*Motion approved.*

**PROFESSIONAL DEVELOPMENT** - Motion made by Mrs. Scannell, seconded by Judge Todd, to approve Pearson to provide one full day of training to K-5 staff during full day in-service regarding the initiation and implementation of the reading pilot program, ReadyGen; not to exceed \$2800.00.

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

*Motion approved.*

**PROFESSIONAL DEVELOPMENT** - Motion made by Mrs. Scannell, seconded by Judge Todd, to, as amended for cost, to approve MAP to provide two full days of training to ELA and Math Belhaven staff during full day in-services regarding student online assessment to guide instruction; not to exceed \$6,400.

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

*Motion approved.*

**BAND TRIP** - Motion made by Mrs. Scannell, seconded by Judge Todd, to approve the Belhaven Band to attend an adjudicated competition in Boston Massachusetts, May 17 -21, 2017

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

*Motion approved.*

**TEXTBOOK PILOT** - Motion made by Mrs. Scannell, seconded by Judge Todd, to approve two reading pilot programs in grades one through five for the 2016-2017 school year. The Ready Gen and Journeys series will be piloted by two teachers at each of these grade levels. There is no cost to the district for materials.

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

*Motion approved.*

**MAP BENCHMARK TOOL** - Motion made by Mrs. Scannell, seconded by Judge Todd, to approve MAP (Measures of Academic Progress) for benchmarking students in grades 6-8 in Math, Reading, and Language. There will be 325 licenses purchased for a total cost of \$4,225.

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

*Motion approved.*

**STAFF TRAVEL, PROFESSIONAL DEVELOPMENT, AND EXPENSES** - Motion made by Mrs. Scannell, seconded by Judge Todd, 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 Date(s)	Location	Event	Registration	Mileage Travel Expense
Susanne Pfaff-Manzini	7/11/16 To 7/14/16	Stockton University Galloway, NJ	<i>Reading American Literature and Material Culture</i>	6 ETTC Credits	N/A

Frank Pileiro	7/19/16	Stockton University	<i>2016 Summer Skills Sharpening-South</i>	No charge	N/A
Kim Peschi	7/27/16	Stockton University	<i>Photo, Audio and Video Editing Apps: Free on Online</i>	4 ETTC hours	N/A
Frank Pileiro	8/02/16	Stockton University	All Things Google Conference	No charge	N/A
Kim Peschi	9/29/16 9/30/16	Stockton University	Google Educator Certification Boot Camp	13 ETTC hours	N/A

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

**SUMMER PROGRAM SUBSTITUTES** - Motion made by Mrs. Scannell, seconded by Judge Todd, to approve the following staff as summer program substitutes at \$40 per hour:

Angela Iannello                      Samantha Filangieri                      Karen Nazarok  
Motion carried by roll call vote, all members present voted yes.  
*Motion approved.*

**SUMMER PROGRAM AIDES** - Motion made by Mrs. Scannell, seconded by Judge Todd, to approve Karen Battisto to service as an Instructional Aide Substitute for the summer programs to be paid in accordance with her current salary.

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

**SELF CONTAINED CLASS TRIPS** - Motion made by Mrs. Scannell, seconded by Judge Todd, to approve the self contained classes to travel to Mainland Regional High School to use the pool two times a month for the 2016-2017 school year.

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

**ITINERANT SERVICES** - Motion made by Mrs. Ziείς, seconded by Mrs. DeMorat, to approve a shared services agreement with Atlantic County Special Services for Itinerant Services.

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

**LOCAL GRANTS** - Motion made by Mrs. Ziείς, seconded by Mrs. DeMorat, to accept the 2016-2017 Local Grant from the Linwood Education Foundation in the amount of \$52,830.

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

**EXPANDED DAY TUITION CONTRACTS** - Motion made by Mrs. Ziείς, seconded by Mrs. DeMorat, to a the 2016-2017 Expanded Day Tuition contract for a tuition amount of \$3,750, with a discount of \$250 if paid in full by September 15, 2016. Tuition is waived for students eligible for free and reduced meals.

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

*Motion approved.*

**PRESCHOOL TUITION CONTRACTS** - Motion made by Mrs. Ziείς, seconded by Mrs. DeMorat, to approve the 2016-2017 Preschool Inclusion Tuition contract for a tuition amount of \$2,750, with a discount of \$250 if paid in full by September 15, 2016. Tuition is waived for students eligible for free and reduced meals.

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

*Motion approved.*

**CHANGE ORDER – ROOM 103** - Motion made by Mrs. Ziείς, seconded by Mrs. DeMorat, to approve a change order in the amount of \$4,862.81 to install a second door in Room 103 for a total project cost of \$29,155.81. The original bid award was \$28,293 which included a \$4,000 allowance, therefore the overall increase in the award is \$862.81

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

*Motion approved.*

**AUTISM AND BEHAVIOR CONSULTANT** - Motion made by Mrs. Ziείς, seconded by Mrs. DeMorat, to approve Interactive Kids for projected fee of \$26,300 based on an estimated 212 hours at \$125 as the 2016-2017 Autism and Behavior Consultant.

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

*Motion approved.*

**NCLB GRANT ACCEPTANCE AND BUDGET APPROVAL** - Motion made by Mrs. Ziείς, seconded by Mrs. DeMorat, to a accept the 2017 NCLB Grant awards in the amount of \$56,930 for Title I and \$14,261 for Title II, Part A and to approve the 2017 budget.

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

*Motion approved.*

**PRIVATE SCHOOL TUITION CONTRACT** - Motion made by Mrs. Ziείς, seconded by Mrs. DeMorat, to a approve a contract with the YALE School for one student attending their program at a cost of \$298.68 per diem, 210 days for total tuition of \$60,832.80.

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

*Motion approved.*

**USE OF SCHOOL FACILITIES** - Motion made by Mrs. Ziereis, seconded by Mrs. DeMorat, to approve the following request for the use of our school facilities.

Organization	Facility	Date/Time	Fee
<b>Mainland Boys Soccer</b> Soccer-Futsal training	Belhaven Gyms (2)	July 27, 20, 2016 August 6,11, 13, 2016 7:00-8:30 p.m.	No
<b>Atlantic Coast Basketball Camp</b>	Belhaven New gym	8/08/16 – 8/11/16 (4 days)	Yes
<b>Mens Basketball</b>	Belhaven - gym	Tuesday Evenings during school year	Yes \$25 per use

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

*Motion approved.*

**TRANSPORTATION** - Motion made by Mrs. Ziereis, seconded by Mrs. DeMorat, to approve transportation for the self-contained students to Mainland Regional High School pool, twice monthly.

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

*Motion approved.*

**ENGINEER – PROFESSIONAL SERVICES** - Motion made by Mrs. Ziereis, seconded by Mrs. DeMorat, to accept the proposal from Vince Polistina for professional engineering services for the concrete repair drawing for both Belhaven and Seaview Schools in the amount of \$3,750

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

*Motion approved.*

**EXTRAORDINARY AID** - Motion made by Mrs. Ziereis, seconded by Mrs. DeMorat, to accept the 2015-2016 Extraordinary Aid award in the amount of \$88,375.

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

*Motion approved.*

**NEW HIRE - PRINCIPAL** - Motion made by Mrs. Scannell, seconded by Judge Todd, to approve the hiring of Ms. Georgette G. Meister, EdD, upon the recommendation of the Superintendent as the Seaview Elementary School Principal, effective on or about October 1, 2016 at a salary of \$98,000 prorated based on official start date.

Discussion: Dr. Cappelluti reviewed the selection process.

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

*Motion approved.*

**Communication** – Included in the packet

**BOARD SECRETARY MONTHLY CERTIFICATION** - Motion made by Mrs. Scannell, seconded by Mrs. Ziereis, 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 made by Mrs. Scannell seconded by Mrs. Ziereis, 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	\$140,364.26
Batch 50	General Fund - July	\$419,937.15
Batch 55	General Fund - Capital Projects	\$8,076.74
Batch 56	General Fund - Petty Cash	\$89.98
Batch 59	Before and After School - June	\$8,728.04
Batch 59	Before and After School - July	\$4,076.62

**PAYROLLS:**

Batch 72	June 24, 2016	\$77,598.12
Batch 73	June 30, 2016	\$42,385.47

**TRANSFERS**

	<u>JUNE</u>	<u>From</u>	<u>To</u>
20-251-100-100	IDEA Preschool Salaries	\$	\$ 40.29
20-251-200-200	IDEA Preschool Benefits		4.72
20-251-200-500	IDEA Preschool Purchased Services	45.01	
20-250-100-600	IDEA B Supplies		1,129.06
20-250-200-100	IDEA B Salaries		3,937.58
20-250-200-200	IDEA B Benefits		222.28
20-250-100-100	IDEA B Salaries	1,019.92	
20-250-200-300	IDEA B Education Service	4,269.00	
Special Revenue Fund		\$ <u>5,333.93</u>	\$ <u>5,333.93</u>
30-000-400-331	Legal		\$ 8,100.00
30-000-400-334	Architect/Engineer	\$ 8,100.00	
Capital Projects			



		<u>July</u>	
11-000-230-339	Other Professional Services	\$ 4,000.00	\$
11-000-240-103	Salary - Principals	15,000.00	
11-000-240-600	Supply	2,500.00	
11-000-251-339	Other Professional Services		6,500.00
11-000-291-260	Insurance		5,688.00
11-000-291-280	Tuition	15,688.00	
11-000-291-290	Other Benefits		<u>25,000.00</u>
Total General Fund		<u>\$ 37,188.00</u>	<u>\$ 37,188.00</u>

**OLD BUSINESS** – None.

**NEW BUSINESS** – None.

**COMMENTS FROM THE PUBLIC** – Mrs. Goldstein inquired about an acting Principal and commented that the School Board meetings are in conflict with City Council meetings.

**COMMENTS FROM THE BOARD** – Reminder was made to attend the ice cream social tomorrow night to honor Dr. Frank Rudnesky.

**ADJOURNMENT** - Motion made by Mrs. Ziereis, seconded by Judge Todd, to adjourn (7:26 PM).  
Motion carried by roll call vote, all members present voted yes.

Respectfully submitted,

Teri J. Weeks, Business Administrator,  
Board Secretary