

BOARD OF EDUCATION

Schiavo Auditorium, Belhaven Middle School

February 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 21, 2015, 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 January 21, 2016.
6. MOTION TO APPROVE THE Minutes of the Executive Session held January 21, 2016.
7. MOTION TO APPROVE THE Minutes of the Special Meeting held February 17, 2016.
8. MOTION TO ACKNOWLEDGE the receipt of the Treasurer's Report and the Secretary's Report for January 2016, *which are in agreement.*
9. Committee Reports
  - Instruction - 1/19/16 and 2/10/16
  - Governance - 2/10/16
  - Operations - 2/10/16
  - Negotiations - 2/22/16
10. Comments from the Public
11. Superintendent's Report

***(FOR YOUR INFORMATION – Items #12 through #21)***

12. ENROLLMENT INFORMATION

	<b>9/08/15</b>	<b>2/24/16</b>	<b>2/25/15</b>
Seaview Elementary School	428	435	449
Belhaven Middle School	404	403	418
Total Enrollment	<b>832</b>	<b>838</b>	<b>867</b>

13. USE OF SCHOOL FACILITIES – 7/01/15-2/24/16:

	<u>Seaview</u>	<u>Belhaven</u>
Atlantic City Area Macintosh Users Group		6
Chrome Camp		1
City of Linwood – Men’s Basketball		**
Hoop Haven Basketball		17
LASAR Basketball		*
Linwood Educational Affairs Committee (EAC)		2
Linwood Education Foundation (LEF)		3
Linwood PTO	8	
Linwood Panthers Football		2
Mainland United Soccer Assn.	***	***
Men’s Basketball (Saturday a.m.)		17
Mustang Soccer Clinic		9
Sharp Shooters Basketball, Inc.		8
Student Support Parent Advisory Council (SSPAC)		1
<u>Winslow Township Basketball Assn.</u>	<u>2</u>	
<b>TOTALS:</b>	<b>10</b>	<b>62+</b>

Note: \*Approved to use Belhaven gyms (M/Tu/W/Th) from 6/24/15 to 8/31/15;  
 9/22/15 to 12/31/15 (Belhaven) (Tu/W/Th); 9/29/15 to 12/31/15 (Seaview) (Tu/W/Th)  
 \*\* Approved to use Belhaven gym (1) Tuesday nights 9/8/15 to 6/28/16  
 \*\*\* Approved from 11/9/15 through May 2016 (Monday nights); 1/6/16 through 2/24/16 (Weds)

14. FIRE & SECURITY DRILLS

Seaview: Fire: January 14, 2016 Security: January 21, 2016  
 Belhaven: Fire: January 26, 2016 Security: January 25, 2016

15. REPORTS

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

16. PRELIMINARY 2015 ESEA ACCOUNTABILITY PROFILES

17. CONGRATULATIONS

- **2015 AtlantiCare’s Eat This, Not That Poster Contest**  
 Winner: Addie Blair, 2<sup>nd</sup> grade student

- **All South Jersey Band** – Mrs. Nancy Robinson

Congratulations to the Belhaven Middle School students who auditioned and were selected for the All South Jersey Band. All South Jersey Band includes schools in Atlantic, Burlington, Cape May, Cumberland, Camden, Gloucester, Ocean and Salem Counties. The concert will be held on February 28<sup>th</sup> at the Lower Cape May Regional Performing Arts Center. This year 80 schools sent students to audition. There were 5 students selected from Linwood selected for the honor band.

7<sup>th</sup> Grade: Supriya Chang, Mary Kate Merenich, Matthew Whitcomb  
 8<sup>th</sup> Grade: Iliia Kheirkhah, Michael Mitnick

18. REPORT OF VIOLENCE, VANDALISM AND HIB FOR REPORT PERIOD 1

In accordance with the requirements of the Anti-Bullying Bill of Rights Act (P.L. 2012, c 122), we are reporting there were NO incidents of violence, vandalism, substance and weapons offenses reported, and there was one HIB case reported for Report Period 1, between July 1, 2015 and December 31, 2015.

19. HIB PRESENTATION – Ms. Shari Frolove (Seaview) & Mrs. Jackie Baltozer (Belhaven)20. TWEEN TECH AT STOCKTON PRESENTATION – Mrs. Gina Wenzel & Mrs. Raquel Law21. DATES TO REMEMBER**February**

25	Belhaven/Auditorium 6:00 p.m.	Renaissance Lip Sync
26	Seaview 5:00-7:00 p.m.	PTO Winter Carnival

**March**

3	Belhaven – 7:00 p.m. Library	LEF Meeting
4	Belhaven – 7:00 a.m.	Special Meeting of Board of Education To adopt 2016-2017 Budget
8	Seaview – 8:45 a.m. Cafetorium	PTO Meeting
10	Belhaven	3 <sup>rd</sup> Marking Period Interims Issued
12	Linwood Country Club 7:30 p.m. to midnight	LEF Gala
24	Seaview/Belhaven	Early Dismissal
24	Belhaven – 7:00 p.m. Belhaven – 7:30 p.m.	Public Hearing on the 2016-2017 Budget Board of School Estimates Meeting
25	Seaview/Belhaven	SCHOOLS CLOSED – Good Friday
28-31	Seaview/Belhaven	SCHOOLS CLOSED – Spring Break (through April 1)

**MOTIONS REQUIRING ACTION*****(INSTRUCTION: Items #22 through #30)***22. **INTENTION TO RETIRE**

Motion to approve the intention to retire of the staff, as listed below.

Name	Position	Effective
Gail Coleman	Part-time Instructional Aide Seaview	June 30, 2016

*Motion Required – Instruction*23. **LEAVES OF ABSENCE**

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

Name	Position	Term
Casey Kilroy	Special Education Teacher Seaview	FMLA beginning on or about April 18, 2016 through June 2016. She is requesting approval to use her available sick days during the FMLA leave.
Rebecca Law	Grade 1 Teacher Seaview	FMLA, NJFLA and extended leave, beginning on or about May 11, 2016 through June 2017. She is requesting approval to use 28 sick days during the FMLA portion of the leave.
Kate Mitchell	Grades 7 & 8 Math Teacher - Belhaven	FMLA, NJFLA and extended leave, beginning on or about May 30, 2016 through December 2016. She is requesting approval to use her available sick days during the FMLA portion of the leave.

*Motion Required – Instruction*24. **RECOMMENDED FOR THE 2015-2016 SCHOOL YEAR SUBSTITUTE LIST**

Motion to approve the following substitutes, upon the recommendation of the superintendent, to the 2015-16 School Year Substitute List; ***\*pending criminal history*** and/or ***issuance*** of Substitute Teacher's Credential where \*indicated. They will be paid in accordance with the Substitute and Other Pay Policy.

▪ **SUBSTITUTE TEACHERS**

Becky Sannino (Drama)	Joanna D. Culmone	*Danielle C. Dente
Jaime M. Hall		

▪ **SUBSTITUTE CUSTODIAN**

William Plummer
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▪ **SUBSTITUTE SEAVIEW CAMP AIDE**

Matthew Mucciarone	Annamaria Sabatini	Sandra L. Williams
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*Motion Required – Instruction*

25. APPROVAL FOR BEFORE/AFTER SCHOOL TUTORING

Motion to approve the following teacher to provide before/after school supplemental services for basic skills students in the REACH Program for the 2015-2016 school year. Teacher will be paid through funding provided by the FY2015-2016 NCLB Grant at the rate of \$40 per hour.

Angela Iannello	Christina Riley
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*Motion Required – Instruction*

26. SCHOOL PSYCHOLOGY SHADOW PRACTICUM PLACEMENT SPRING 2016

Motion to approve a request from Rowan University for a 60-hour School Psychology Shadow Practicum for the spring semester 2016 in the Linwood Public Schools for the following student, pending receipt of an Affiliation Agreement.

<b>Student</b>	<b>Educational Support</b>	<b>Cooperating Staff Member</b>
Alexandra Chey	School Psychology	Mary Beth Atwood School Psychologist

*Motion Required – Instruction*

27. SEAVIEW PLAYGROUND/SCHOOL VOLUNTEER – 2015-2016 SCHOOL YEAR

Motion to approve the following playground/school volunteer for the Seaview Elementary School for the 2015-2016 school year.

Patrycja Galas
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*Motion Required – Instruction*

28. VOLUNTEERS

Motion to approve the following Mainland Regional High School students, and alumni, as noted below, who will be assisting with the 2015-2016 Belhaven Drama Club and Stage Crew.

Molly Connelly	Amy Anderson	Emerson Fischer
Mia Fabi	Rob Splinter	Luis Moore
Alex Brown	Sacha Rovins	Marisa Bongiovanni
Tori Pierce	Bella Pacitti	Giana Robinson
Eve Tjoumakaris	Shayna Lowenstein	Matt Lischen
Marisa Nehmad		

*Motion Required – Instruction*

29. 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>
Frank Rudnesky	1/27/16	Wm. Anden Middle School Bernards Twp., NJ	<i>Schools To Watch Core Team Visit</i>	N/A	No to exceed \$100
Shari Frolove	2/02/16	EIRC Mullica Hill, NJ	<i>Duties and Responsibilities of the District Anti-Bullying coordinator and Specialist</i>	\$149.00	N/A
Bernadette Getzler	2/11/16	EIRC Mullica Hill, NJ	<i>Legal Requirements When Schools Provide ABA Services</i>	\$149.00	N.A
Patrick Childs	2/16/16 2/23/16 2/25/16 3/01/16 3/03/16 3/08/16 3/10/16 3/17/16  3/22/16 3/24/16 3/29/16 3/31/16 4/05/16 ----- 4/12/16 4/14/16 4/19/16 4/26/16 4/28/16	Rutgers ACCC Campus Mays Landing, NJ	Environmental Stewardship, Code Compliance and Sustainability  <hr/> Preventive Maintenance  <hr/> Financial Management and Purchasing	\$746.00	Not to exceed \$125 for all classes
David Lamkin Jean Matro Kristy McLaughlin Kim Petrella Haeyun Rha Christine Spurlock	2/18/16 2/19/16	Mount Zion Primary School Atlanta, GA	Teacher Exchange and Book Drive	N/A	\$2,500 will be paid by PTO grant

Jill Yochim ----- Karen Farside	2/22/16	SRI/ETTC Galloway, NJ	NJ Smart Workshop	N/A	Not to exceed \$15 ----- N/A
Shelly Wurtz	2/25/16 2/26/16	Tropicana Atlantic City, NJ	Association of Student Assistance Professionals 30 <sup>th</sup> Annual Conference	N/A	N/A
Frank Rudnesky	2/26/16	FEA Center Monroe Twp., NJ	NJAASA Workshop <i>District Climate and Culture: The Role of the Leadership Team</i>	N/A	Not to exceed \$100
Jill Yochim ----- Frank Pileiro ----- Karen Farside	3/01/16	Cumberland County College	PARCC Training	N/A	Not to exceed \$25 ----- Not to exceed \$25 ----- N/A
Frank Rudnesky	3/11/16	Kean University Union, NJ	NJAMLE Conference	N/A Presenter	Not to exceed \$100
Frank Pileiro Pete Davis	3/11/16	Kean University Union, NJ	NJAMLE Conference	\$119.00 each Co-presenters	N/A N/A
Karen Zaleskiewicz ----- Mary Kate Pellegrino	3/14/16 3/15/16 3/16/16	Sheraton Atlantic City Convention Center Atlantic City, NJ	5 <sup>th</sup> Annual PSUG-NJ Conference	\$300.00 ----- \$350.00	N/A ----- N/A
Erica Coombs	3/16/16	NJPSA Monroe Twp, NJ	<i>Designing Backwards: Standards Based Assessment</i>	\$125	N/A
Frank Pileiro	3/17/16	Stockton University Galloway, NJ	Atlantic County Technology Coordinators Roundtable	N/A	Not to exceed \$10
Bernadette Getzler	3/18/16	Stockton Seaview Resort Galloway, NJ	Faces 4 Autism Workshop	\$99.00	N/A
Jill Yochim ----- Karen Farside	3/21/16	EIRC Mullica Hill, NJ	Title I Technical Assistance Training	N/A	Not to exceed \$45 ----- N/A
Mary Kate Pellegrino	3/21/16	SRI/ETTC Galloway, NJ	Chrome Conference	7 ETTC hours	N/A
Mary Beth McKenna Angela Iannello	3/21/16	NJASCD Monroe Twp., NJ	PARCC Data Series Part III <i>Feedback and Revision: Improving Writing Instruction Formative Assessment</i>	\$145.00 each	N/A
Elizabeth Provenzano	5/01/16	Atlantic City, NJ	Annual Conference for School Social Workers	*\$180.00	N/A
Erica Coombs	5/26/16	NJPSA Monroe Twp., NJ	<i>Adjust the Unit Focus: Zoom in Culture</i>	\$125.00	N/A

*Motion Required – Instruction*

30. 2015-2016 SCHOOL YEAR STIPENDS

Motion to approve the following stipends for the 2015-2016 school year.

<b>COACHES AND DIRECTORS</b>			
(Per the LEA Agreement and pending criminal history clearance)			
<b>Activity</b>	<b>Name</b>	<b>Stipend</b>	<b>Table/Step</b>
Drama Director	Becky Sannino	\$3,051	II 1.4
Assistant Drama Director	Debra Roland	\$1,746	III 1.2
Assistant Drama Director	Pete Davis	\$2,035	III 1.4
Assistant Drama Director	Jessica Byrnes	\$1,454	III 1.0

*Motion Required – Instruction*

**(OPERATIONS: Item #31)**31. USE OF SCHOOL FACILITIES

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

<b>Organization/Event</b>	<b>Facility</b>	<b>Date/Time</b>	<b>Fee</b>
<b>LASAR</b> Basketball Practice and games	Seaview Gym  Belhaven Gyms	<u>*12/17/15 to 3/31/16</u> Mon: 5:45 -7:15 p.m. T/W/Th/F: 5:45 -8:45 p.m. Sat: 9 a.m. to 4 p.m. ** Sunday: 12 noon to 4p.m., if necessary  <u>*12/17/15 to 3/31/16</u> Mon: 5.45 -7:15 p.m.(new gym) T: 7:15-8:45 p.m. (new gym) T/Th/F: 5:45 -8:45 p.m. (old gym) W/Th/F: 5:45 -8:45 p.m. (new gym) Sat: 9 a.m. to 4 p.m. **Sunday: 12 noon to 4 p.m., if necessary	** Custodial fees to be charged  1/31/16 2/07/16 2/14/16
<b>Educational Affairs Committee (EAC)</b> EAC/Administration Meeting	Belhaven Library	2/09/16 7:30-8:30 p.m.	No
<b>PTO</b> Winter Carnival	Seaview Cafeteria Gyms Hallways	2/26/16 5:00-7:00 p.m.	No
<b>Mainland Youth Lacrosse Club</b> Lacrosse practice indoors due to inclement weather	Seaview Gym	3/01/16 to 3/24/16 Fridays, if available 5:30- 8:30 p.m.	No
<b>NJ Tarheels</b> Girls Basketball Tournament	Belhaven Gyms	6/25/16 and 6/25/16 Saturday: 8:00 a.m. to 6:00 p.m. Sunday: 9:00 a.m. to 3:30 p.m.	Yes, plus Custodial Fees

*Motion Required – Operations*



**(GOVERNANCE: Items #32 through #34)****32. BOARD BYLAW, POLICY, PROCEDURE AND REGULATIONS**

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

<b>SECOND READING</b>	
Policy 1240 Regulation 1240	Evaluation of Superintendent (M) (Revised)
Policy 2468	Independent Educational Evaluations
Policy 3221 Regulation 3221	Evaluation of Teachers (M) (Revised)
Policy 3223 Regulation 3223	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)
Policy 3224 Regulation 3224	Evaluation of Principals, Vice Principals, and Assistant Principals (M) Revised
Policy 3322	Staff Member's Use of Personal Cellular Telephones/Other Communication Devices
Policy 3431.1	Family Leave (M) (Revised)
Policy 4322	Staff Member's Use of Personal Cellular Telephones/Other Communication Devices
Policy 4431.1	Family Leave (M) (Revised)
Policy 5330 Regulation 5330	Administration of Medication (M)
Policy 5337	Service Animals (New)
Policy 5339	Screen for Dyslexia (M)
Policy 5516	Use of Electronic Communication and Recording Devices ( ECRD) (M) (Revised)
Policy 5756	Transgender Students
Policy 8540 Regulation 8540	School Nutrition Programs Free and Reduced Rate Meals ( <b>ABOLISHED</b> )
Policy 8550	Outstanding Food Service Charges (New)
Policy 8820	Opening Exercises/Ceremonies

*Motion Required – Governance*

**33. REPORT OF VIOLENCE AND VANDALISM FOR 2015-2016 SCHOOL YEAR and HIB FOR PERIOD 1 - JULY 1 THROUGH DECEMBER 31, 2015**

Motion to approve the District Report of Violence and Vandalism for the 2015-2016 school year, submitted electronically to the New Jersey Department of Education on January 26, 2016, and the HIB report Period 1, July 1 through December 31, 2015, submitted electronically to the New Jersey Department of Education on January 26, 2016 as presented to the public at this meeting; a copy is included in your Board packet.

*Motion Required – Governance*

**34. DOCTRINE OF NECESSITY**

Motion to approve the Doctrine of Necessity for collective bargaining committee members, as included in your board packet.

*Motion Required – Governance*

- 35. Communications
- 36. **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	\$393,112.36
Batch 55	General Fund	\$15,014.12
Batch 59	Before and After School	\$6,863.62

**PAYROLLS:**

Batch 71	January 22, 216	\$388,334.15
Batch 70	February 5, 2016	\$398,006.53
Batch 71	February 18, 2016	\$390,103.80

	<u>February</u>	<u>From</u>	<u>To</u>
11-000-219-320	Professional Services		1,000
11-000-219-600	Supplies - CST		500
11-000-266-610	Supplies - Security		750
11-213-100-610	Supplies - LRC		275
11-402-100-100	Salary - Clubs		4,000
11-000-216-320	Professional Services		2,000
11-000-219-104	Salary - Other Professional		500
11-000-266-610	Security Supplies		2,000
11-000-240-500	Misc Purch Services	6,025	
11-000-218-104	Salary - Guidance	5,000	
<b>Total General Fund</b>		\$ 11,025	\$ 11,025

- 37. Old Business
- 38. New Business
- 39. Comments from the Public
- 40. Comments from the Board

41. EXECUTIVE SESSION

Motion to move into Executive Session, pursuant to the “Open Public Meetings Act”, the following subject will be discussed in a session of the Board closed to the public.

- *Student Confidentiality Matter – HIB*

It is presently anticipated that the items mentioned may be disclosed to the public upon final determination of the subject by the Board of Education.

42. REGULAR SESSION

Motion to return to Regular Session.

43. Adjournment