

BOARD OF EDUCATION

Schiavo Auditorium, Belhaven Middle School

December 22, 2015

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 Executive Session held October 28, 2015.
6. MOTION TO APPROVE THE Minutes of the Regular Meeting held November 18, 2015.
7. MOTION TO APPROVE THE Minutes of the Executive Session held November 18, 2015.
8. MOTION TO APPROVE THE Minutes of the Special Meeting held December 7, 2015
9. MOTION TO APPROVE THE Minutes of the Executive Session held December 7, 2015.
10. MOTION TO ACKNOWLEDGE the receipt of the Treasurer's Report and the Secretary's Report for November 2015, *which are in agreement*.
11. Committee Reports
 - Instruction - 12/02/15, 12/08/15
 - Operations - 12/02/15
 - Negotiations - 12/14/15
 - Governance - No meeting was held
12. Comments from the Public
13. Superintendent's Report

(FOR YOUR INFORMATION - Items #14 through #21)14. ENROLLMENT INFORMATION

	9/08/15	12/22/15	12/17/14
Seaview Elementary School	428	433	448
Belhaven Middle School	404	401	417
Total Enrollment	832	834	865

15. USE OF SCHOOL FACILITIES – 7/01/15-12/22/15:

	<u>Seaview</u>	<u>Belhaven</u>
Atlantic City Area Macintosh Users Group		3
Chrome Camp		1
City of Linwood – Men’s Basketball		**
Hoop Haven Basketball		13
LASAR Basketball		*
Linwood Educational Affairs Committee (EAC)		1
Linwood Education Foundation (LEF)		3
Linwood PTO	6	
Linwood Panthers Football		2
Mainland United Soccer Assn.	***	***
Men’s Basketball (Saturday a.m.)		11
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>	
TOTALS:	8	54+

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)

16. FIRE & SECURITY DRILLS

Seaview: Fire: November 4, 2015 Security: November 9, 2015
 Belhaven: Fire: November 13, 2015 Security: November 19, 2015

17. AUDIT PRESENTATION – Mrs. Teri Weeks18. PARCC ASSESSMENT PRESENTATION – postponed until January Board Meeting19. WINTER BAND CONCERT

A special thank you to Mrs. Nancy Robinson, Mr. David Lamkin, and the band members for their talent and efforts in providing the outstanding musical entertainment at the Winter Band Concert on December 18, 2015.

20. REPORTS

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

21. DATES TO REMEMBERDecember

23	Seaview/Belhaven	Early Dismissal
24-31	Seaview/Belhaven	Schools Closed – Winter Break

January

1	Seaview/Belhaven	Schools Closed – Winter Break
4	Seaview/Belhaven	Schools OPEN
7	Belhaven/Library 7:00 p.m.	LEF Meeting
12	Seaview/Cafeteria 8:45 a.m.	PTO Meeting
14	Seaview/Belhaven	Early Dismissal – Staff In-Service
15	Seaview/Belhaven	No School for Students/ Staff In-Service
18	Seaview/Belhaven	SCHOOLS CLOSED – Martin Luther King Day
21	Seaview/Belhaven	PTO 3 rd Thursday Family Dinners Gregory's, Somers Point
21	Belhaven – 7 p.m. Auditorium	Linwood Board of Education Meeting
28	Seaview/Belhaven	End of 2 nd Marking Period

MOTIONS REQUIRING ACTION**(INSTRUCTION: Items #22 through #30)**22. **RESIGNATIONS**

Motion to approve the resignation of the staff, as listed below.

Name	Position	Effective
Bambi Cannuscio	Part-time Instructional Aide Belhaven	Last day in district was November 25, 2015.
Michele Jenney	12 month LDTC District	Last day in district will be January 15, 2016. Will release sooner, if possible.

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

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

Name	Position	Term
Jamie Hiltwine	Special Education Teacher Belhaven	FMLA/NJFLA/Extended Leave Beginning on or about March 7, 2016. She is requesting to use her available sick/personal days during the FMLA portion of the leave.

*Motion Required – Instruction*24. **RECOMMENDED FOR EMPLOYMENT**

Code – (R) Replacement (TR) Temporary Replacement

Motion to approve the following new hires, upon the recommendation of the superintendent, for the 2015-2016 school year.

Name/Position	Position	Salary
Angela Iannello	FT Special Education Teacher Belhaven Replacing: K. Lamkin	B.A., Step 2 – \$50,000.00; to be pro-rated based on official start date.
Rosemarie Rhine	PT Learning Disabilities Teacher- Consultant for two full days per week – District Replacing: M. Jenney	M.A.+30, Step 5 – \$57,756; to be pro- rated based on her part-time status and official start date

Motion Required – Instruction

25. 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 INSTRUCTIONAL AIDE

Beth A. Levy (with Teacher Certificate)	
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Motion Required – Instruction

26. STUDENT TEACHING PLACEMENT REQUEST FOR SPRING 2016 SEMESTER

Motion to approve a request from Stockton University for a Student Teaching Placement for Spring 2016 Semester from January 4 through May 9, 2016 in the Belhaven Middle School for the following students.

Student Teacher	Grade	Cooperating Teacher
Bryan Griffiths	6	Gina Wenzel
Jennifer Super	7 & 8	Keith Grimley

Motion Required – Instruction

27. INTERMEDIATE FIELDWORK (80 HOURS) PLACEMENT REQUEST FOR SPRING 2016 SEMESTER

Motion to approve a request from Stockton University for an Intermediate Fieldwork (80 hours) Placement for Spring 2016 Semester from January 19 through May 9, 2016 in the Seaview Elementary and Belhaven Middle Schools for the following students.

Student	Grade	Cooperating Teacher
Rebecca Rocks	2	Lori Shannon
Johnna Tratta	7	Christina Lonergan
Mateusz Ryba	8	Debbie Levine

Motion Required – Instruction

28. FIELD TRIPS

- ***Renaissance Leadership Exchange, Veterans Memorial School***, Vineland, NJ
Person in charge: Dr. Frank Rudnesky
- ***Tween Tech - Science, Technology, Engineering & Mathematics are for Girls***, Stockton University, Galloway, NJ
Persons in charge: Gina Wenzel and Raquel Law

Motion Required – Instruction

29. 2015-2016 SCHOOL YEAR STIPENDS

Motion to approve the *changes* in the 2015-2016 School Year Stipends as listed below.

OTHER		
Stipend: As noted below		
Paid from general budgeted funds		
OTHER	NAME	STIPEND
RESIGNATION STAT I & RS Team	Allison Philips	\$500
NEW STAT I & RS Team	Kevin Jacobs Replacing Allison Phillips	\$500

COACHES AND DIRECTORS			
(Per the LEA Agreement and pending criminal history clearance)			
Activity	Name	Stipend	Table/Step
RESIGNATION Wrestling (Shared Services)	David Wade	\$2,833	II. 1.3
FROM: Assistant Wrestling Coach	Carmen Faia	\$1,746	III. 1.2
TO: Wrestling (Shared Services)		\$2,179	II. 1.0

Motion Required – Instruction

30. 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 Date(s)	Location	Event	Registration	Mileage Expense
Jackie Baltozer	11/17/15	SRI/ETTC Galloway, NJ	Planning and Implementing a Successful I R & S Program for School Administrators	5 ETTC hours	N/A
Donna Strunk	11/20/15 11/23/15	Lourdes Medical Center Egg Harbor Twp., NJ	CPR Instruction	No Charge	N/A
Jill Yochim	12/17/15	Mainland Regional High School	Four District Constituency Meeting – AM	No Charge	N/A
Jill Yochim	12/18/15	Smithville, Inn Absecon, NJ	ACASA Meeting and Atlantic County Superintendent Roundtable Meeting	No Charge	Not to exceed \$15.00
Jennifer Rodriguez	1/05/16	Voorhees/Cherry Hill, NJ	BER Workshop – Early Intervention Strategies	*\$239.00	N/A
Jill Yochim Teri Weeks	1/07/16	Stockton University Galloway, NJ	Fiscal Requirements of Federal Funds	No Charge	Not to exceed \$15.00
Jill Yochim	1/19/16	SRI/ETTC Galloway, NJ	Atlantic/Cape May County Special Education Convocation	No Charge	Not to exceed \$15.00
Donna Michael-Ziereis and Michelle DeMorat	1/23/16	Monroe Twp., NJ	NJSBA Negotiations Seminar	*\$199.00 each	
Kristina Burns Karen Battisto	1/27/16	Sheraton Atlantic City Atlantic City, NJ	The Kinesthetic Classroom II	\$30.00 each	N/A
Jill Yochim	1/28/16	SRI/ETTC Galloway, NJ	Joint Meeting for Atlantic/Cape May Counties	No Charge	No to exceed \$15.00
Frank Pileiro	1/28/16	Harrah's Atlantic City, N J	TECHSPO	*\$270.00 each	Not to exceed \$30.00
Karen Zaleskiewicz Mary Kate Pellegrino Paul Van Langen	1/28/16 1/28/16 1/29/15				N/A N/A N/A
Patrick Childs Gerri Mazzeo	1/29/16	TR-OSPEP-EOP Regional Training Galloway, NJ	School Preparedness & Emergency Planning	No Charge	Not to exceed \$7.00 each
Jackie Baltozer	2/10/16	SRI/ETTC Galloway, NJ	School Leader Training in Social Media, LGBT Rights and Inappropriate Student Communication	5 ETTC hours	N/A
Patrick Childs	2/11/16 2/12/16	William Davies M.S., Mays Landing, N	Active Shooter Response Training Instructor Course	*\$595.00	Not to exceed \$16.00
Mark Haviland	2/25/16	SRI/ETTC Galloway, NJ	<i>Connecting Yesterday and Today</i> -Second Annual SRI & ETTC Middle & High School Social Studies Conference	7 ETTC hours	N/A

Motion Required – Instruction

(OPERATIONS: Items #31 through #39)

31. ACCEPTANCE OF AUDIT

Motion to accept the 2014-2015 Comprehensive Annual Financial Report and Auditor's Management Report. There were no comments or recommendations.

Motion Required – Operations

32. CORRECTIVE ACTION PLAN

Motion to approve the Corrective Action Plan for the 2014-2015 school year audit which reports there are no comments or recommendations.

Motion Required - Operations

33. RENEWAL APPLICATION FOR TEMPORARY INSTRUCTIONAL SPACE 2015-2016 SCHOOL YEAR

Motion to approve the use of a temporary instructional space in the Belhaven Library to be used for our 7th & 8th grade Spanish programs.

Motion Required – Operations

34. TRANSPORTATION CONTRACT

Motion to approve a transportation contract with Atlantic County Special Services for three students attending programs at Atlantic County Special Services for a cost of \$28,623.20 for the school year.

Motion Required – Operations

35. TRANSPORTATION CONTRACT

Motion to approve a transportation contract with Atlantic County Special Services for one student attending the YALE school in Mullica Township at a cost of \$140 per day starting December 14, 2015.

Motion: Required - Operations

36. TUITION CONTRACT

Motion to approve a tuition contract with the YALE school, an approved private school, for one student attending the Mullica School Program for a per diem cost of \$283, effective date of December 14, 2015. Annualized cost for a full year is \$59,430. Tentative total tuition based on remaining 116 school days is \$32,828.

Motion Required – Operations

37. REVISED COMMITTEES FOR 2015-2016

Motion to approve the amended Committees for the 2015-2016 school year.

Motion Required – Operations

38. LOCAL GRANTS

Motion to accept the following PTO grants for a total of \$700.00.

\$500	LORE
\$200	Nurses Supplies

Motion Required - Operations

39. USE OF SCHOOL FACILITIES

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

Organization	Facility	Date/Time	Fee
LASAR Basketball Basketball Sign-ups	Seaview Front Hall/Foyer	12/16/15 and 12/21/15 3:00-5:00 p.m.	No
Mainland United Soccer Assn. (J. Napoli) Futsal Training	Belhaven One Gym	1/06/16 – 2/14/16 5:30-7:30 p.m.	No

Motion Required – Operations

40. Communications

41. **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	\$405,339.82
Batch 51	General Fund	\$555.00
Batch 55	General Fund	\$16,184.12
Batch 59	Before and After School	\$12,535.03

PAYROLLS:

Batch 71	November 27, 2015	\$405,630.52
Batch 70	December 11, 2015	\$404,986.62

	<u>December</u>	<u>From</u>	<u>To</u>
11-000-100-566	Private School for the Handicapped	\$	\$ 2,828
11-000-100-565	County Special Services Tuition	1,200	
11-000-219-105	Salary - Secretarial Staff		210
11-000-219-320	Child Study Team - Technical Services		330
11-000-221-105	Salary - Secretarial Staff	210	
11-000-230-585-OT	Board Travel		395
11-000-230-590-OT	Superintendent Travel	395	
11-000-262-107	Salary - Custodial Other	202	
11-000-262-590	Custodial Purchased Services		600
11-000-266-100	Salary - Security		202
11-000-270-515	Special Education Transportation		5,000
11-402-100-600	Co Curricular Supplies		500
11-120-100-101	Salary - Teachers	8,058	
Total General Fund		\$	\$
		<u>10,065</u>	<u>10,065</u>

42. Old Business

43. New Business

44. Comments from the Public

45. Comments from the Board

46. 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.

47. REGULAR SESSION

Motion to return to Regular Session.

48. Adjournment