

BOARD OF EDUCATION
 Schiavo Auditorium, Belhaven Middle School
 October 28, 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 Regular Meeting held September 21, 2015.
6. MOTION TO APPROVE the Minutes of the Executive Session held on September 21, 2015.
7. MOTION TO ACKNOWLEDGE the receipt of the Revised Treasurer's Report and the Secretary's Report for September, which *are in agreement*.
8. Committee Reports
 - Negotiations 10/12/15
 - Instruction 10/13/15
 - Governance 10/13/15
 - Operations 10/14/15
9. Comments from the Public
10. Superintendent's Report

(FOR YOUR INFORMATION - Items #11 through #19)

11. ENROLLMENT INFORMATION

	9/08/15	10/28/15	10/15/14
Seaview Elementary School	428	432	442
Belhaven Middle School	404	404	414
Total Enrollment	832	836	856

12. USE OF SCHOOL FACILITIES – 7/01/15-10/28/15:

	<u>Seaview</u>	<u>Belhaven</u>
Atlantic City Area Macintosh Users Group		2
Chrome Camp		1
City of Linwood – Men’s Basketball		**
Hoop Haven Basketball		13
LASAR Basketball		*
Linwood PTO	3	
Mustang Soccer Clinic		9
Sharp Shooters Basketball, Inc.		8
<u>Winslow Township Basketball Assn.</u>	<u>2</u>	<u>2</u>
TOTALS:	5	35+

Note: *Approved to use Belhaven gyms (M/Tu/W/Th) from 6/24/15 to 8/31/15

** Approved to use Belhaven gym (1) Tuesday nights 9/8/15 to 6/28/16

13. SUSPENSIONS - None14. FIRE & SECURITY DRILLS

Seaview: Fire: September 11, 2015 Security: September 10, 2015

Belhaven: Fire: September 11 & 30, 2015 Security: September 17, 2015

15. WEEK OF RESPECT – October 5-9, 2015

Seaview and Belhaven activities as described in your Board packet.

16. ANNUAL REPORT OF VIOLENCE AND VANDALISM and HIB FOR 2014-2015 SCHOOL YEAR17. SCHOOL VIOLANCE AWARENESS WEEK – October 19-23, 201518. REPORTS

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

19. DATES TO REMEMBEROctober

All month	Belhaven	Renaissance Service Project Awareness for Hunger & Cold Feet Atlantic City Rescue Mission
30	Seaview/Belhaven	Early Dismissal – Staff In-Service

November

1	Daylight Saving Time Begins – Turn Clocks Back One Hour	
3	Seaview/Belhaven	No School for Student – Staff In –Service
3	Belhaven/Library 7:30 p.m.	EAC-Parent Meeting
5-6	Seaview/Belhaven	SCHOOLS CLOSED – NJEA Convention
10	Seaview – 8:45 a.m.	PTO Meeting
11	Belhaven/Library 7:30 p.m.	SSPAC Meeting
12	Belhaven/Library 7:00 p.m.	LEF Meeting
13	Seaview/Belhaven	1 st Marking Period Ends
16	Seaview	American Education Week Visitation
19	Seaview/Belhaven	1 st Marking Period Report Cards
19	Seaview/Belhaven	PTO 3 rd Thursday Family Dinners
23	Belhaven/Auditorium 7:30 p.m.	Board of Education Meeting
26-27	Seaview/ Belhaven	SCHOOLS CLOSED – Thanksgiving Holiday
30	Seaview/Belhaven	Early Dismissal – Parent/Teacher Conference

MOTIONS REQUIRING ACTION*(INSTRUCTION: Motions #20 through #29)*20. ANNUAL REPORT OF VIOLENCE AND VANDALISM FOR 2014-2015 SCHOOL YEAR and HIB FOR JANUARY 1 THROUGH JUNE 30, 2015

Motion to approve the Annual District Report of Violence and Vandalism for the 2014-2015 school year, submitted electronically to the New Jersey Department of Education on July 17, 2015, and the HIB report Period 2, January 1 through June 30, 2015, of the 2014-2015 school year as presented to the public at this meeting; a copy is included in your Board packet.

Motion Required – Instruction

21. 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

Ann V. Andrew	Kyle L. Clayton	Catherine H. Evinski
Juliana Franchetti	Thomas A. Gahr	Andrea G. Sacchetti
Toni Capille	*David Eachus	Kristen Lamkin (after December 2015)

▪ SUBSTITUTE INSTRUCTIONAL AIDE

*Beverly Jolly (with Sub Cert)	
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▪ SUBSTITUTE CUSTODIANS/TECHNICIANS

Andrew Gordon	
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▪ SEAVIEW CAMP SUBSTITUTE AIDES

Lisa Hindman	*Beverly Jolly	
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Motion Required – Instruction

22. RESIGNATION

Motion to approve the resignation for the staff listed below.

Name	Position	Effective
Kristen Lamkin	Special Education Teacher Belhaven	Last day in district will be December 23, 2015.

Motion Required – Instruction

23. LEAVES OF ABSENCE

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

Name	Position	Term
Michael Stoll	FT Custodian – Seaview	Request to extend leave through 10/26/15; using available sick days.
Christina Riley	Grade 4 Teacher – Seaview	Request for extended leave of absence from 11/04/15 through 1/03/16. This will not be an FMLA.
Jill Cunniff	Assistant Basketball Coach (Girls) Stipend Belhaven Table II 1.4 (2014-2015)	2015-2016 School Year

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; emergent hire where indicated.

Name/Position	Term	Salary
Stephanie Stanger Long-Term Substitute Seaview	(TR) 11/04/15 through 12/23/15 Replacing C. Riley's extended Leave	TBD

Motion Required – Instruction

25. INSTRUCTIONAL AIDE AS EMERGENCY SUBSTITUTE TEACHER

Approval for the following instructional aide, on staff, to be used as a substitute teacher during the 2015-2016 school year in the event of an emergency, to be paid at her regular hourly rate.

Seaview	
Tammy Sours	

Motion Required – Instruction

26. PROFESSIONAL DEVELOPMENT – STAFF TRAINING CONSULTANT

Motion to approve Learning Sciences International to provide four professional development and staff training sessions plus materials for a cost of \$20,000.

Motion Required - Instruction

27. 2015-2016 SCHOOL YEAR STIPENDS

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

CLUBS AND SPONSORS	
Stipend: \$1,253	
Per the LEA Agreement - Paid from general budgeted funds	
CLUB:	SPONSOR:
Art/Culture (Seaview) (50% each)	Kim Petrella & Haeyun Rha
Garden Club	Bernadette Getzler
Girls on the Go (Seaview) (2 stipends-to be shared equally)	Jennifer Candeloro, Marissa Hieb, Christine Silverberg
Safety Patrol	David Wade
STEM (Science, Technology, Engineering, and Math - Seaview)	Jean Matro
Wise Guys	Marc Schnepf
Yearbook Book Club (Seaview) (50% each)	Christine Riley, Kristi Grimley

OTHER	
Stipend: \$1,253	
Paid from NCLB funds	
LORE (Love of Learning Empowers) (50% each)	Heidi Derbyshire, Jennifer Mansueto
Literacy Circles	Stephanie Stanger
Homework Club (2 stipends) Mon., Thurs.	Marisa Hieb
Homework Club Weds.	Karen Prendergast
Homework Club Tues.	Stephanie Stanger

OTHER		
Stipend: As noted below		
OTHER	NAME	STIPEND
EIC/PAEC Coordinators	Siobhan Grossman, Bernadette Getzler, Nina Mitchell-Lare, Heidi Derbyshire, Mel Weeks	\$500 each

COACHES AND DIRECTORS			
(Per the LEA Agreement and pending criminal history clearance)			
Activity	Name	Stipend	Table/Step
Head Soccer Coach (Boys)	David Eachus (pending criminal history clearance)	\$2,179	II. 1.00
Head Basketball Girls	Marilee Sobrinski	\$3,285	I. 1.00

Motion Required – Instruction

28. 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
Bernadette Getzler Kristy McLaughlin	10/06/15	AtlantiCare Life Center Egg Harbor Twp., NJ	AtlantiCare Healthy Schools Fall Steering Committee Meeting	No charge	N/A
Karen Zaleskiewicz	10/08/15	Egg Harbor Township School District Egg Harbor, NJ	NJ Smart Presentation	No charge	N/A
Daryl Todd	10/10/2015	Monroe Township, NJ	School Boards Negotiations Seminar	\$199	N/A
Shelly Wurtz	10/23/15	Hardwick, N J	2015 New Jersey Assn. for Health, Physical Education, Recreation and Dance Lake Conference for K-8 Physical Education	Will be paid by staff member	N/A
Frank Pileiro	10/23/15 10/24/15	Tarrytown, NJ	Tech & Learning Live @ New York	\$143	Not to exceed \$170.00
Frank Pileiro Marianne Gaffney Jill Yochim Patrick Childs BOE members	10/27/15 10/28/15	Atlantic City, NJ	NJASBA Convention	Group Registration \$1,300.00	TBD
Susan Speirs	11/17/15	ETTC, Galloway, NJ	Planning & Implementing a Successful I & RS Program for School Administrators	No charge	Not to exceed \$10
Robin Moore Kim Petrella	11/18/15	The Noyes Museum of Art	Teaching Color in Painting and Drawing: History and Techniques	3 ETTC Hours Each	N/A
Susan Speirs	12/04/15	ETTC, Galloway	School Leader Training in Social Media, LGBT Rights and Inappropriate Student Communication	No charge	Not to exceed \$10
Kristy McLaughlin	1/27/16	Sheraton Atlantic City Convention Center Hotel, Atlantic City, NJ	The Kinesthetic Classroom II	\$30	N/A

Motion Required – Instruction

29. FIELD TRIPS

- **Renaissance Leadership Exchange**, Joyce Kilmer Middle School, Trenton, NJ
Street Team
Person in charge: Frank Rudnesky
- **Broadway Theater**, Pitman, NJ
Kindergarten
Persons in charge: Jennifer Mansueto and Tara Lhulier

Motion Required – Instruction

(GOVERNANCE: Motion #30)30. QSAC STATEMENT OF ASSURANCE (SOA) 2015-2016

Motion to submit the Quality Single Accountability Continuum (QSAC) Statement of Assurance for 2015-2016.

Motion Required – Governance

(OPERATIONS: Motions #31 through #44)31. 2015-2016 FACILITIES STIPENDS

Motion to approve the Facilities Stipends, per the LEA Agreement, as listed below.

FACILITIES	
Black Seal if hired before July 1, 2010 @ \$750 each	
Marsha Adams	Stephen Brown
Elzbieta Jelesnianski	Andrew Larson
Samuel McGonagle	Michael Stoll
Sharon Stoll	Paul Trinkle
Night Person in Charge @ \$1,250	
Andrew Larson	

Motion Required – Operations

32. 2015-2016 NURSING SERVICES PLAN

Motion to approve the 2015-2016 Nursing Services Plan.

Motion Required – Operations

33. 2015-2016 SAFETY AND SECURITY PLAN

Motion to approve the 2015-2016 Safety and Security Plan; binder reviewed by Governance Committee.

Motion Required – Operations

34. FOOD SERVICE AGREEMENT

Motion to approve the food service agreement with Mainland Regional High School for the 2015-2016 school year. Lunch prices at \$3.50 for Seaview, \$4.00 for Belhaven and \$5.00 for Staff. The fee for the service is \$2,100 per month, \$21,000 annually. This is a reduction from last year.

Motion Required - Operations

35. NON-PUBLIC SERVICES

Motion to approve the non-public grant agreements with Creative Learning Preschool in the amount of \$250 for Security Aid.

Motion Required - Operations

36. TRANSPORTATION AGREEMENTS

Motion to approve the 2015-2016 transportation agreements with Mainland Regional High School for the following routes:

HSSJ – St. Joseph’s School, Somers Point	\$765.24
LWSP – Seaview and Belhaven Routes	\$37,000

Motion Required - Operations

37. E-RATE SERVICES

Motion to approve On-Tech Consulting, Inc. agreement for the 2015-2016 school year for a fee of 20% of funding received.

Motion: Required - Operations

38. DISPOSAL OF FIXED ASSETS

Motion to approve to disposal of fixed assets with a historical cost of \$92,610.68 as per the attached list. These items will be recycled, disposed, or sold as appropriate.

Motion Required - Operations

39. IDEA CONSOLIDATED GRANT

Motion to approve the fiscal year 2016 IDEA grant agreement in the amount of \$191,187 for Basic and \$9,437 for Preschool.

Motion Required – Operations

40. REQUEST FOR PROPOSALS – SEAVIEW PARKING LOT/PLAYGROUND RENOVATIONS

Motion to approve to submit a request for proposals for the Seaview Parking Lot/Playground renovations asphalt project. This project is supported from capital outlay funds and will repair and re-asphalt the North side parking lot area.

Motion Required - Operations

41. SUBMISSION OF COMPREHENSIVE MAINTENANCE PLAN

Motion to approve the submission of the three year Comprehensive Maintenance plan for each building and the Annual Maintenance Plan pursuant to N.J.A.C. 6A:26A. The M-1 reports on prior and planned expenditure by building for required maintenance activities. The Comprehensive Maintenance plan provides detailed expenditure plans for the areas of required maintenance and capital improvements for the current year and the subsequent years.

**LINWOOD BOARD OF EDUCATION
RESOLUTION
SUBMISSION OF COMPREHENSIVE MAINTENANCE PLAN**

Whereas, the Department of Education required New Jersey School Districts to submit three year maintenance plans documenting "required" maintenance activities for each of its public school facilities, and

Whereas, the required maintenance activities as listed in the attached documents known as the M-1 and the Comprehensive Maintenance Plan for the various school facilities of the Linwood School District are consistent with the requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their systems warranties valid,

Now Therefore Be It Resolved, that the Linwood School District hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan in compliance with the Department of Education requirements.

Motion Required - Operations

42. 2016-2017 BUDGET CALENDAR

Motion to approve the 2016-2017 Budget Calendar.

Motion Required - Operations

43. ACCESS AGREEMENT FOR NEIGHBOR PROPERTY

Motion to approve the access agreement to remove a section of bamboo located on 1525 Shore Road, Linwood property owned by Mr. James Appleyard, which is adjacent to school property. This agreement was reviewed by counsel and agreed upon by the property owner.

Motion Required - Operations

44. 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	Belhaven One gym	9/22/15 – 12/31/15 Tuesday, Wednesday, Thursday 6:00-8:45 p.m.	No
LASAR Basketball Basketball	Seaview One gym	9/29/15 – 12/31/15 Tuesday, Wednesday, Thursday 5:45 p.m. to 8:45 p.m.	No
Linwood Men's Basketball Basketball	Belhaven One gym	9/26/15 – 4/30/15 Saturday mornings 7:00-9:00 a.m.	Yes
Linwood Panthers Football practice	Belhaven One gym	10/01/15 – 10/02/15 4:30-6:00 p.m.	No
Educational Affairs Committee (EAC) Parent Meeting Parent/Admin Meeting (TBD)	Belhaven Library	11/03/15 Follow-up date TBD 7:30-8:30 p.m.	No
Mainland United Soccer Assn. Soccer Practice	Belhaven Gyms Seaview Gym	11/09/15 to May 30,2016 Mondays Seaview – 5:00-8:00 p.m. Belhaven – 5:00-9:00 p.m.	No
Sharp Shooters Basketball Camp	Belhaven New gym Outside courts	7/11/16 – 7/14/16 8/08/16 – 8/11/16 9:00 a.m. – 1:00 p.m.	Yes

Motion Required – Operations

45. Communications

46. **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	\$715,051.21
Batch 51	General Fund	\$15,014.12
Batch 59	Before and After School	\$11,508.58

PAYROLLS:

Batch 70	October 8, 2015	\$395,789.41
Batch 71	October 16, 2015	\$394,616.35

TRANSFERS

		<u>10/1/2015</u>	<u>From</u>	<u>To</u>
11-000-221-102	Salary - Supervisor	\$ 4,000		
11-000-221-104	Salary - Staff Training	\$ 3,000		
11-000-221-105	Salary - Secretary	17,500		
11-000-221-600	Staff Training Supplies			3,000
11-000-230-331	Legal Services	4,000		
11-000-230-585-OT	Board Travel		\$	100
11-000-230-590	Misc Services	4,200		
11-000-230-590 OT	Travel	100		
11-000-230-895	Board Services and Dues	1,200		
11-000-251-339	Other Professional Fees			9,400
11-000-261-621	Heat			10,000
11-000-261-622	Electric			20,000
11-402-100-100	Co-Curricular Activities			7,500
11-120-100-101	Salary Teachers	16,000		
Total General Fund			<u>\$ 50,000</u>	<u>\$ 50,000</u>

47. Old Business
48. New Business
49. Comments from the Public

50. Comments from the Board

51. 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.

- *Personnel – Terms and Condition of Employment*

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.

52. REGULAR SESSION

Motion to return to Regular Session.

53. Adjournment