

LINWOOD, NEW JERSEY
November 18, 2015

In compliance with the "Open Public Meetings Act" of the State of New Jersey adequate notice of this regular meeting has been provided. On November 2, 2015 written notice of this rescheduled 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, November 18, 2015, 7:06 PM**.

Mr. Sless led all present in a flag salute.

MEMBERS PRESENT: Mrs. Gibson, Mrs. Scannell, Mr. Sless, Mr. McLaughlin, Mrs. DeMorat, and Judge Todd

MEMBERS ABSENT Mrs. Zierys

OTHERS PRESENT: T. Weeks, Business Administrator, W. Donio, Solicitor, S. Speirs & F. Rudnesky Principals, J Yochim, Director, L. Hindman, M. Hieb, F. Pileiro, D. Lamkin, J. Geromini, K. Jacobs, S. Grossman, A. Barrera, C. Evinski, S. Evinski, J. Bernardini, M. Diaz, MJ McAllister. H. Rha, N. Mitnick, B. Matik, J. Ward, S. Coyle, J. Simpson, N. Robinson, L. Dirkes, K. Zaleskiewicz, B. Previti, P. Childs, L. Greenberg, L. Whitley, P. Vaccaro, M. Merenich, J. Dix, H. Derbyshire, J. Vesser, A. Cocchi, P. D'Amato, S. D'Amato, J. Candeloro, C. Gargione, S. Delmonico, C. D'alessandro, C. Flanagan, M. Schnepf, V. Waxman, K. Grimley, A. Larkin, B. Marino, C. Swan, T. Lhulier, M. Evinski, S. Marino, M. Sandilands, T. Paytas, R. Meserole, D. Harvey, C. Dirkes, L. Davis, M. Mostecky, S. Grasso, L. Bender, D. McCabe, J. Thomas, K. Savino, P. Wagle, J. McGowan

MINUTES OF THE REGULAR MEETING - Revised - Motion made by Mrs. Scannell, **September 21, 2015** seconded by Mrs. Zierys, to approve the minutes of the Regular meeting, held September 21, 2015 which were revised for public comment session two.

Motion carried by roll call vote with all members present voting yes.

Motion approved.

MINUTES OF THE REGULAR MEETING, As Amended - Motion made by Mrs. DeMorat, **October 28, 2015** seconded by Mrs. Scannell, to approve the minutes of the Regular meeting, held October 28, 2015. Judge Todd requested the public comment section be amended to read Judge Todd's statement would be attached and to remove his statement.

Motion carried by roll call vote with all members present voting yes.

Motion approved.

SECRETARY & TREASURER'S REPORT - Motion made by Mrs. Ziereis, seconded Judge Todd, **OCTOBER 2015** to acknowledge the receipt and to file the Reports of the Secretary and Treasurer for the month of October 2015, which are in agreement.

Motion carried by roll call vote with all members present voting yes.

Motion approved.

COMMITTEE REPORTS

Instruction – Report Filed

Operations – Report Filed

Governance – none

Negotiations – None

COMMENTS FROM THE PUBLIC - Mr. Sless, Board President, opened up the public comment with a statement. He stated that as a district and Board, we are moving forward with leadership involved in the process. Learning will continue to take place. Dr. Gaffney will be leaving the district, however, certain things must take place. We are seeking the Commission of Education approval however, no details are available yet. Jill Yochim has accepted the role of Acting Superintendent. This contract will need County Superintendent approval. There will be a special meeting to approve these agreements. We plan to begin the search committee for Interim Superintendent the first week of December. This committee will include members from the Board, Dr. Previti, LEA members and community members. We will also begin looking for a Curriculum Supervisor or Director before the end of this school year. Once an Interim is in place, we will begin looking for a Superintendent. The Board is confident in Mrs. Yochim.

Mrs. Coyle thanked the board for all of the dialogue and for moving the district forward positively

Ms. Cocchi provided her experience during American Education Week. She stated it was a special event. She noted the comfort in the classrooms and credited the teachers. She noted the children were having fun while learning. The community connection in the classroom was great addition. W

Mrs. McCabe stated she has trust in our leaders. She stated that the Board should not be hasty in their decision making. Many districts are looking for a Superintendent.

Mrs. Dix stated she was a guest lecturer for several events during American Education week. It was a special event about endangered wildlife connecting the science, math and language arts programs.

SUPERINTENDENT'S REPORT

FOR INFORMATION

1. Enrollment 833
2. Use of School Facilities – Belhaven 46 Seaview 6
3. Fire Drills Belhaven October 7 Seaview October 21
Security Drills Belhaven October 5 Seaview October 29

4. Reports LEF – D. Kelly and G. Osbeck announced is the 20 year anniversary of LEF which was started by S. D’Amato several other members. Reminder that March 12 is the gala and they are looking for donations.
- PTO – B. Gaffney thanked Doc’s Place for another successful Third Thursday event. Veteran’s Day assembly was a great event that is followed up with a PTO sponsored trip to the Veterans Home. The students will be looking for donations of essential items for the trip. December 3 is the Daddy Daughter Dance.
- SSPAC – J Pierce provided a recap of their meeting format and announce the next meeting for February. They are hoping to have a speaker to discuss emotional needs of children.

ACTION REQUIRED

LEAVES OF ABSENCE - Motion made by Mrs. Gibson, seconded by Mrs. Ziereis, to approve to extend Mr. Stoll, Full Time Custodian, Family Medical Leave Act time and available sick days through November 18, 2015.

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

NEW HIRES, as amended - Motion made by Mrs. Gibson, seconded by Mrs. Ziereis, to approve, upon the recommendation of the superintendent, for the 2015-2016 school year:

Tanya Arlington – Narvaez - Long Term Substitute Teacher effective November 16, 2015 through February 29, 2016 to be paid at the regular substitute rate of pay. She is filling in for the leave of Mrs. Cunniff.

Jessica Byrnes – Part Time Basic Skills Teacher, twenty five hours per week, effective November 16, 2015, date amended, BA step 1, prorated for start date and part time status.

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

MENTORING, as amended - Motion made by Mrs. Gibson, seconded by Mrs. Ziereis, to approve mentors for the new staff members with the new staff member paying the fee, as follows:

| <u>Mentor</u> | <u>New Staff</u> | <u>Fee</u> |
|-------------------|---------------------|------------|
| Michele Tighe | Samantha Filangieri | \$1,000 |
| Casey Kilroy | Toni Capille | \$1,000 |
| Mary Beth McKenna | Jessica Byrnes | \$550 |

This motion changes Samantha Filangeiri and Toni Capille’s mentors approved previously.

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

OBSERVATION PLACEMENT - Motion made by Mrs. Gibson, seconded by Mrs. Ziereis, to approve a request from Fairleigh Dickenson College to place Ms. Erin O'Connell with Ms Nina Lare, Grade 3 for a classroom observation placement between January 2 and January 22.

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

Motion approved.

PRACTICUM PLACEMENT - Motion made by Mrs. Gibson, seconded by Mrs. Ziereis, to approve a request from St. Joseph's University to place Mary Hodgens with Ms. Tiffany Graziotto, Special Education practicum placement for 140 hours from January 19 to April 22.

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

Motion approved.

FIELDWORK PLACEMENT - Motion made by Mrs. Gibson, seconded by Mrs. Ziereis, to approve a request from St. Joseph's University for a graduate fieldwork placement in the Belhaven Middle School for the winter and spring semesters for Jessica Byrnes with Ms. Mary Beth McKenna for a Reading Specialist, Wilson Level 1 Certification.

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

Motion approved.

G.R.E.A.T. PROGRAM VOLUNTEER - Motion made by Mrs. Gibson, seconded by Mrs. Ziereis, to approve Ms. Beth Levy and Mr. Robert Walters to volunteer for the Generations Reading Enthusiastically Aloud Together program in the Seaview Elementary School.

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

Motion approved.

ADDITIONAL PAY - Motion made by Mrs. Gibson, seconded by Mrs. Ziereis, to approve Belhaven certificated staff to be paid \$20 per half hour for lunchtime cafeteria supervision for the 2015-2016 school year.

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

Motion approved.

2015-2016 SCHOOL YEAR STIPENDS - Motion made by Mrs. Gibson, seconded by Mrs. Ziereis to approve the following stipends for the 2015-2016 school year:

| COACHES AND DIRECTORS | | | |
|--|------------------|----------------|-------------------|
| (Per the LEA Agreement and pending criminal history clearance) | | | |
| Activity | Name | Stipend | Table/Step |
| Band Director | Nancy Robinson | \$4,272 | I. 1.3 |
| Asst. Band Director | David Lamkin | \$2,615 | II. 1.2 |
| Choir Director | Kimberley Peschi | \$3,051 | II. 1.4 |
| Head Basketball (Boys) | Chris Meade | \$4,600 | I. 1.4 |
| Asst. Basketball (Boys) | Cameron Bell | \$2,615 | II. 1.2 |
| Asst. Basketball (Girls) | Jessica Byrnes | \$2,170 | II. 1.0 |

| | | | |
|-----------------------------|-----------------------|---------|----------|
| Cross Country (Girls) | Christina Lonergan | \$3,051 | II 1.4 |
| Cross Country (Boys) | Karen Zaleskiewicz | \$3,051 | II. 1.4 |
| Field Hockey | Shelly McNamara Wurtz | \$3,051 | II. 1.4 |
| Soccer (Girls) | Marilee Sobrinski | \$2,397 | II 1.1 |
| Head Track (Boys) | Karen Zaleskiewicz | \$3,051 | II. 1.4 |
| Head Track (Girls) | Christina Lonergan | \$3,051 | II. 1.4 |
| Asst. Track Coach (Boys) | Brian Coyle | \$2,035 | III. 1.4 |
| Volleyball | Frank Pileiro | \$3,051 | II. 1.4 |
| Wrestling (Shared Services) | David Wade | \$2,833 | II. 1.3 |
| Asst. Wrestling Coach | Carmen Faia | \$1,746 | III. 1.2 |
| Athletic & Intramural Dir. | Brian Coyle | \$4,600 | I. 1.4 |

| CLUBS AND SPONSORS | |
|--|---------------------------|
| Stipend: \$1,253 | |
| Per the LEA Agreement - Paid from general budgeted funds | |
| Club: | Sponsor: |
| 7 th Grade Street Team (formerly ACHIEVE) | Allison Phillips |
| Art (Belhaven) | Robin Moore |
| 5 th Grade Street Team (formerly CHAMP) | Jennifer Bernardini |
| Intramural – Fall | Brian Coyle |
| Jazz Band | Nancy Robinson |
| Newspaper | Christine Lonergan |
| Renaissance TV/Video | Cindy O’Kane |
| Stage Crew | Nancy Robinson |
| STEAM (Belhaven) | Gina Wenzel |
| Street Team – Grade 6 | Amy Winterbottom |
| Street Team – Grade 8 – 50% each | Kate Mitchell, Kim Savino |
| Think Team | John Napoli |
| Think Team | Keith Grimley |
| Yearbook (Belhaven) | Christina Lonergan |

| OTHER | | |
|----------------------------------|-----------------|----------------|
| Stipend: As noted below | | |
| Paid from general budgeted funds | | |
| OTHER | NAME | STIPEND |
| Before School Skills Lab | Keith Grimley | \$2,500 |
| STAT I & RS Team | Kimberly Savino | \$500 |

| | | |
|------------------|------------------|-------|
| STAT I & RS Team | Christine Swan | \$500 |
| STAT I & RS Team | Allison Phillips | \$500 |

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

Motion approved.

2015-2016 SCHOOL YEAR STIPENDS – TITLE I - Motion made by Mrs. Gibson, seconded by Mrs. Ziereis, to approve Ms Amy Winterbotton and Ms. Debbie Levine to each receive 1.5 Homework Club stipends in the amount of \$1,253 per one stipend to be paid from Title I funds.

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

Motion approved.

NCLB REACH TUTORING - Motion made by Mrs. Gibson, seconded by Mrs. Ziereis, to approve Ms. Christine Swan to receive \$40 per hour from NCLB Title I funds for the Reach Program, basic skills supplemental services.

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

Motion approved.

BEFORE AND AFTER SCHOOL TUTORING - Motion made by Mrs. Gibson, seconded by Mrs. Ziereis, to approve the following teachers to provide before and after school tutoring for at risk students in the REACH program at the rate of \$40 per hour to be paid from Title I funds:

Heidi Derbyshire

Samantha Filangieri

Megan Lee

Karen Prendergast

Stephanie Stanger

Brooke Szecker

Michele Tighe

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

Motion approved.

AFTER SCHOOL SUPPORT - Motion made by Mrs. Gibson, seconded by Mrs. Ziereis, to approve Ms. Kim Cellini to provide after school support in the STEM program for identified classified students and to be paid at her regular hourly rate.

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

Motion approved.

NON PUBLIC NURSE - Motion made by Mrs. Gibson, seconded by Mrs. Ziereis, to approve Ms. Donna Strunk to provide Non- Public Nursing Services at Creative Learning Preschool at a rate of \$40 per hour to be paid through Non- Public Funds.

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

Motion approved.

STAFF TRAVEL - Motion made by Mrs. Gibson, seconded by Mrs. Ziείς, 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 |
|--------------------------------|----------------|---|---|----------------|--------------------|
| Kevin Jacobs | 11/04/15 | Stockton University Galloway, NJ | PARCC Mathematics Assessment Updates for Grades 3-5 | No charge | N/A |
| Elizabeth Provenzano | 11/13/15 | Hammonton H.S. Hammonton, NJ | McKinney-Vento Homeless Education Program Training | No Charge | N/A |
| Bonnie Marino | 11/20/15 | SRI/ETTC Galloway, NJ | Middle School Science Workshop | ETTC hours | N/A |
| Susan Speirs | 12/02/15 | FEA Conf. Center Monroe Twp., NJ | NJPSA/FEA Conference | No charge | Not to exceed \$55 |
| Mary Beth Atwood Lisa Davis | 12/04/15 | Holiday Inn East Windsor, NJ | NJASP Winter Conference 2015 | *\$175.00 each | N/A |
| Kim Savino | 12/08/15 | Mansion on Main Street (Cherry Hill) Voorhees, NJ | BER Powerful, Practical Strategies for Reaching “I Don’t Care!” and Underperforming Students to Increase Their School Success (Grades 3-12) | *\$239.00 | N/A |
| Frank Pileiro | 12/10/15 | SRI/ETTC Galloway, NJ | Atlantic County Technology Coordinators Meeting | N/A | N/A |
| Elizabeth Provenzano | 12/14/15 | Crowne Plaza Cherry Hill, NJ | Dyslexia, Dyscalculia, Dysgraphia Workshop | *\$199.99 | N/A |
| Jean Matro | 1/29/16 | Atlantic City, NJ | TECHSPO | *\$270.00 | N/A |
| John Napoli | 2/25/16 | SRI/ETTC Galloway, NJ | Connecting Yesterday and Today – 2 nd Annual Middle & High School Social Studies Conference | 7 ETTC Hours | N/A |

Motion carried by roll call vote, all members present voted yes, except Judge Todd who abstained as related to Ms. Marino’s travel.

Motion approved.

FIELD TRIPS - Motion made by Mrs. Gibson, seconded by Mrs. Zierys, to approve the following field trips:

- ***Renaissance Leadership Training***, Burlington City High School, Burlington, NJ
Person in charge: Frank Rudnesky
- ***Veteran's Home***, Vineland, NJ
Grade 4 - Person in charge: David Wade
- ***Seaview Elementary School***, Linwood, NJ
Belhaven Choir – Person in charge: Kim Peschi
- ***LiteRock 96.6***, Northfield, NJ & ***Hamilton Mall***, Mays Landing, NJ
Belhaven Choir – Person in charge: Kim Peschi
- ***Historic Cold Spring Village***, Cold Spring (Cape May), NJ
Grade 4 – Person in charge: Kristi Grimley

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

APPROVAL TO BID – HVAC CONTROLS PROJECT-SEAVIEW - Motion made by Mrs. Zierys, seconded by Mrs. DeMorat, to approve to bid the HVAC Controls Project –Seaview. This project is funded through Capital Outlay funds.

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

APPROVAL TO BID – ROOM 103 RENOVATIONS BELHAVEN - Motion made by Mrs. Zierys, seconded by Mrs. DeMorat, to approve to bid the Room 103 Renovations Project – Belhaven. This project is funded through Capital Outlay funds.

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

CHANGE ORDER 1 – BELHAVEN CAFETERIA HVAC REPLACEMENT PROJECT - Motion made by Mrs. Zierys, seconded by Mrs. DeMorat, to approve change order #1 in the amount of \$24,407 to install dedicated gas pipe to the new 30 ton roof top HVAC unit for a new contract cost of \$120,649. Quotes were received from Falasca Mechanical in the amount of \$26,400 and AA Duckett in the amount of \$29,996.

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

USE OF SCHOOL FACILITIES - Motion made by Mrs. Zierys, seconded by Mrs. DeMorat, to approve the use of school facilities by PTO for the Daddy Daughter Dance in the Seaview Cafeteria on December 3, 2015 from 1:00 PM to 10:00 PM. No fee will be charged.

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 Judge Todd, seconded by Mrs. Scannell, 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 Judge Todd, seconded by Mrs. Scannell, 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 50 | General Fund | \$44,415.38 |
| Batch 51 | General Fund | \$315,625.73 |
| Batch 55 | General Fund | \$15,014.12 |
| Batch 59 | Before and After School | \$130.65 |

PAYROLLS:

| | | |
|----------|-------------------|--------------|
| Batch 72 | October 30, 2015 | \$404,592.67 |
| Batch 70 | November 13, 2015 | \$395,600.88 |

TRANSFERS

| | <u>November</u> | <u>From</u> | <u>To</u> |
|---------------------------|--------------------------|-----------------|-----------------|
| 11-000-217-600 | Extraordinary Supplies | | 300 |
| 11-215-100-610 | Preschool supplies | | 50 |
| 11-000-266-420 | Security Services | | 3,000 |
| 11-000-262-590 | Misc. Purchased Services | \$ 3,350 | |
| Total General Fund | | <u>\$ 3,350</u> | <u>\$ 3,350</u> |

OLD BUSINESS – None

NEW BUSINESS – None.

COMMENTS FROM THE PUBLIC – C. D’Alessendra inquired about the interim superintendent and the Curriculum Director/Supervisor.

M. Mostecky inquired about the activity fee and would there be any changes coming for this year.

G. Traa commented on the Veterans Day Program which was a phenomenal event. She also thanked the Board members for listening to the staff and the parents.

COMMENTS FROM THE BOARD

EXECUTIVE SESSION - Motion made by Mrs. DeMorat, seconded by Mrs. Scannell, to enter into Executive Session, 7:50 PM:

Resolved: At a public meeting of the Board of Education of Linwood, held this evening, pursuant to the “Open Public Meetings Act”, the following subjects to be discussed in a session of the Board closed to the public:

Personnel – Terms and Conditions of Employment - Superintendent

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

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

Motion approved.

Mrs. Gibson and Judge Todd did not enter Executive Session and left the meeting at 7:50 PM.

ADJOURNMENT - Motion made by, Mrs. Ziereis, seconded by Mr. McLaughlin, to adjourn (9:02 PM).

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

Respectfully submitted,

Teri J. Weeks, Business Administrator,
Board Secretary