

LINWOOD, NEW JERSEY
April 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 March 24, 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, April 27, 2016 7:30 PM.**

Mr. Sless led all present in a flag salute.

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

MEMBERS ABSENT None

OTHERS PRESENT: M. Cappelluti, Interim Superintendent, T. Weeks, School Business Administrator, W. Donio, Solicitor, J. Yochim, Spvsr., S. Speirs and F. Rudnesky, Principals, C. Flanagan, J. Byrnes, N. Robinson, K. Savino, S. Coyle, J. Cunniff, G. Wenzel, T. Lhulier, A. Dailey, B. Marino

MINUTES OF THE PUBLIC HEARING - Motion made by Judge Todd, seconded by **March 22, 2016** Mrs. Ziereis, to approve the minutes of the Public Hearing, held March 22 2016.

Motion carried by roll call vote with all members present voting yes, except Mrs. Gibson, who abstained.

Motion approved.

MINUTES OF THE REGULAR MEETING - Motion made by Mrs. Ziereis, seconded by **March 23, 2016** Mrs. DeMorat, to approve the minutes of the Regular meeting, held March 23, 2016.

Motion carried by roll call vote with all members present voting yes, except Judge Todd and Mrs. Scannell, who abstained.

Motion approved.

MINUTES OF THE EXECUTIVE SESSION - Motion made by Mrs. Ziereis, seconded by **March 23, 2016** Mr. McLaughlin, to approve the minutes of the Executive Session, held March 23, 2016.

Motion carried by roll call vote with all members present voting yes, except Mrs. Scannell and Judge Todd, who abstained.

Motion approved.

SECRETARY & TREASURER'S REPORT - Motion made by Mrs. Ziereis, seconded by **MARCH 2016** Mr. McLaughlin, to acknowledge the receipt and to file the Reports of the Secretary and Treasurer for the month of March 2016, which are in agreement.

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

Motion approved.

COMMITTEE REPORTS

Instruction – Mrs. Scannell recapped the committees agenda including the review of the Supt. Contract, the 2016-2017 schedule,

Operations –

Governance – In packet

Negotiations – Mrs. Ziereis announced that impasse was declared in the negotiations with the LEA>

COMMENTS FROM THE PUBLIC - None

SUPERINTENDENT'S REPORT

FOR INFORMATION

1. Enrollment 845
2. Use of School Facilities – Belhaven 75 Seaview 15
3. Fire Drills Belhaven March 9 Seaview March 1
Security Drills Belhaven March 18 Seaview March 18
4. Report of 2016-2017 anticipated contracts pursuant to PL 2015, Chapter 47 is included
5. Congratulations to the Jersey Shore Mathletes
6. Congratulations to a successful Spring Musical
7. Congratulations to the Golden Key and Crescent Competitions winner who will perform at Carnegie Hall April 30.

ACTION REQUIRED

Item #20 and 23 were removed from the agenda.

RETIREMENTS - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to accept the letters of retirement as follows:

Ms. Aud Suckiel, 1st Grade Teacher, effective June 30, 2016

Ms. Elizabeth Moss, 6th Grade Social Studies Teacher, effective June 30, 2016

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

Motion approved.

INTERIM SUPERINTENDENT 2016-2017 CONTRACT - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve a contract renewal with Dr. Michelle Cappelluti as Interim Superintendent at a rate of \$557.69 per diem and other contractual provisions for July 1, 2016 through June 30, 2017.

Motion carried by roll call vote, all members present voted yes. Mrs. Gibson and Judge Todd recused themselves from this action item.

Motion approved.

VOLUNTEERS - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve Bobbie Jo DiPierro and Eric Pushman as volunteers at Seaview School.

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

Motion approved.

REVISED 2015-2016 SCHOOL CALENDAR - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve the revised 2015-2016 school calendar

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

Motion approved.

2016 – 2017 SCHOOL CALENDAR - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve the 2016-2017 school year calendar.

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

Motion approved.

ESEA ACCOUNTABILITY ACTION PLAN - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve the submission of the ESEA Accountability Action Plan- 2015 Participation rate.

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

Motion approved.

FIELD TRIPS - Motion made made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve the following class trips:

Field Trip	Location	Person in Charge
PennJersey Renaissance Leadership Conference	Life Center Academy Field House Burlington, NJ	Dr. Frank Rudnesky
3 rd Grade	Ocean Life Center-Aquarium Atlantic City, NJ	Tracey Meister Karen Prendergast
8 th Grade	Longport Beach Longport, NJ	John Napoli
6 th Grade	Six Flags Great Adventure Jackson, NJ	Amy Winterbottom Kim Savino

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

Motion approved.

STAFF TRAVEL - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, 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
Marilee Sobrinski	4/29/16	Bally's Atlantic City, NJ	AC Basketball Clinic	No Charge	N/A
Elizabeth Provenzano (amended from 2/24/16 approval)	5/01/16 5/02/16	Borgata Atlantic City, NJ	Annual Conference for School Social Workers	*\$290.00	N/A
Bernadette Getzler	5/05/16 5/06/16	Fairfax, VA	A Behavioral Approach to Language Assessment and Intervention for Children with Autism	*255.00	N/A
Jean Matro Christine Spurlock	5/06/16	Rutgers University News Brunswick	Basic Electronics for grades K-12	\$50.00 each	N/A
Jacqueline Baltozer Shari Frolove	5/25/16	Stockton University Galloway, NJ	Anti-Bullying Conference 2016 – Safe and Supportive Schools for All Our Students	6 ETTC hours Each	N/A
Jean Matro Christine Spurlock	6/02/16	Rutgers University New Brunswick, NJ	Computer Aided Design (CAD) for K-12	\$50.00 each	N/A
Bonnie Marino	5/24/16	NJEA Trenton, NJ	Conserve Wildlife Foundation of New Jersey and the New Jersey Education Association -- 2016 <i>Species on the Edge Art & Essay Contest Award Ceremony</i>	N/A	N/A
Frank Pileiro	5/26/16	Stockton University Galloway, NJ	Atlantic County Technology Coordinators Roundtable	N/A	Not to exceed \$10.00
Frank Pileiro	6/06/16	Conference Center at Mercer West Windsor, NJ	NJSBA School Security and Student Safety Conference	\$99.00	N/A
Frank Pileiro	6/08/16	The Borgata Atlantic City, NJ	NJASBO Conference	No charge Presenter	Not to exceed \$65.00
Teri Weeks	6/12/16 6/13/16 6/14/16	Saratoga Springs, New York	ASBO Leadership Conference	N/A	N/A

Patrick Childs	7-17-16 to 7-21-16	Columbine H.S. Littleton, Colorado	"I love u you guys" Foundation National School Safety Symposium	*\$300.00	Not to exceed \$2,500
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Motion carried by roll call vote, all members present voted yes.
Motion approved.

BANKING PROPOSALS - Motion made by Mrs. Zierys, seconded by Mrs. DeMorat, to accept the proposal from Cape Bank for Banking Services effective July 1, 2016. A proposal was received from Ocean City Home Bank also.

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

CONCESSION - Motion made Mrs. Zierys, seconded by Mrs. DeMorat, to approve Life Touch Photography as the concessionaire for annual school photography needs pursuant N.J.S.A. 5:34-9.4.

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

2016-2017 SRI & ETTC - Motion made Mrs. Zierys, seconded by Mrs. DeMorat to accept the 2016-2017 SRI & ETTC Consortium Fee of \$3.25 per student for a total of \$2,704.

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

REQUEST FOR PROPOSAL – SCHOOL PHYSICIAN - Motion made by Mrs. Zierys, seconded by Mrs. DeMorat, approve to submit requests for proposals for School Physician Services effective July 1, 2016.

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

APPROVAL TO BID PROJECTS - Motion made by Mrs. Zierys, seconded by Mrs. DeMorat, to approve to submit for bid the Seaview Cafeteria Floor Replacement project and Belhaven HVAC Controls Replacement Projects, both are classified as other capital projects.

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, seconded by, to approve the following request for the use of our school facilities.

Organization	Facility	Date/Time	Fee
Linwood Panthers Football Meeting	Belhaven Library	2/25/16 and 3/23/16 7:30-8:30 p.m.	No
LASAR Basketball	Belhaven Old Gym	4/01/16 through 6/30/16 Tuesday and Thursday 5:45-8:45 p.m.	No
LASAR Basketball	Belhaven New Gym	4/01/16 through 6/30/16 Monday, Wednesday, Thursday, and Friday,	No

		5:45 -8:45 p.m. Saturdays 9 am – 12 noon	
PTO Mother/Son Activity	Seaview Cafeteria, gym, hallways, atrium	5/04/16 5:00-7:30 p.m.	No
Student Support Parent Advisory Council (SSPAC) Parent only meeting	Belhaven Library	5/09/16 7:30-9:30 p.m.	No
Atlantic Coast Basketball Camp	Belhaven New Gym	7/11/16 through 7/18/16 8:30 a.m.-1:00 p.m.	Yes
Hoop Haven Basketball Camp	Belhaven New Gym	7/18/16 through 7/21/16 7:00 a.m.-12:30 p.m.	Yes

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

Motion approved.

BEFORE AND AFTER SCHOOL ENTERPRISE FUND BUDGET - Motion made by, seconded by Mrs. Ziereis, seconded by Mrs. DeMorat, to approve the 2016-2017 enterprise fund budget for the Before and After School program. The program follows the school calendar and runs from 7:15 a.m. to 8:15 a.m. and 3:00 p.m. to 5:45 p.m. This will be the tenth year of the program. The Before and After School program expanded in 2015-2016 to include a summer camp. This program will run once again Monday through Thursday for three weeks and Summer Band and Wrestling programs for four weeks, Monday through Thursday. The addition of these programs met the needs of the community previously met by Summer Enrichment.

Revenues

Tuition School Year Program	\$	75,000	
Tuition Summer Program		10,000	
Fees - Summer STEAM camp		11,000	
Fees - Band & Wrestling		5,125	
Total Tuition and Fees			\$ 101,125
Interest			50
Total Revenues			101,175
Use of Enterprise Fund Balance			10,267
Total Revenues and Fund Balance			<u>\$ 111,442</u>

Expenses

Salaries - School Year Program	\$	43,860	
Salaries - Summer Program		5,830	
Salaries - Summer STEAM		7,500	
Salaries - Band, & Wrestling		4,200	
Total Salaries			\$ 61,390

Benefits - School Year Program	3,356	
Benefits - Summer Program	1,341	
Benefits - Unemployment	430	
Benefits - DCRP	1,000	
Total Benefits		6,127
Audit		500
Rental Fee School Year Program	10,000	
Rental Fee Summer Programs	2,000	
Total Rental Expense		12,000
Program Services	17,000	
Summer Programs	4,000	
Total Services		21,000
Supplies - School Year Program	7,000	
Supplies - Summer Program	1,000	
Supplies - Summer STEAM	1,925	
Salaries - Band, & Wrestling	500	
Total Supplies		10,425
Total Budget		<u><u>\$ 111,442</u></u>

Recap Budget by Program

Total School Year	\$ 83,146	
Total Summer Program	12,658	
Total STEAM	10,938	
Total Band & Wrestling	4,700	
Total Budget		<u><u>\$ 111,442</u></u>

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

Motion approved.

BEFORE AND AFTER SCHOOL PROGRAM RATES - Motion made by Mrs. Ziereis, seconded by Mrs. DeMorat, seconded by, to approve the Before and After School Camp Positions for the 2016-2017 school year.

Camp Clerk	\$13.50 per hour starting rate \$13.89 per hour (2% increase over 15-16)
Afternoon Aide	\$13.00 per hour starting rate \$13.28 per hour returning aides (2%)
Morning Aide	\$14.00 per hour starting rate \$14.28 per hour returning aides (2%)
Program Director	\$22.00 per hour
Lead Teacher	\$18.00 per hour first year

\$18.36 per hour second year
 \$18.73 per hour third year
 \$19.10 per hour fourth year
 \$19.48 per hour fifth year
 \$1,500 annual

Stipend – Program Administrator
 Substitutes will be paid at the first year rate.
 Motion carried by roll call vote, all members present voted yes.
Motion approved.

BOARD POLICY AND REGULATIONS - Motion made by Mrs. Gibson, seconded by Mrs. Scannell, the first and second readings of the Policy and Regulation, as listed below.

SECOND READING	
Policy 3222 Regulation 3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)

FIRST READING	
Policy 0167	Public Participation in Board Meetings (Revised)
Policy 0168	Recording Board Meetings (Revised)
Policy 2422	Health and Physical Education (Revised)
Policy 2425	Physical Education (Abolished)
Policy 2431	Athletic Competition (M) (Revised)
Regulation 2431.2	Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad (M) (Revised)
Policy 5111 Regulation 5111	Eligibility of Resident/Nonresident Students (M) (Revised)
Policy 5310 Regulation 5310	Health Services (M) (Revised)
Policy 5330.01 Regulation 5330.01	Administration of Medical Marijuana (M) (New)
Policy 8462 Regulation 8462	Reporting Potentially Missing or Abused Children (M) (Revised)

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

BEFORE AND AFTER SCHOOL CAMP POSITIONS - Motion made by Mrs. Ziereis, seconded by Mrs. Scannell, to approve the Before and After School Camp Positions for the 2016-2017 school year.

Camp Clerk	\$13.50 per hour starting rate \$13.89 per hour (2% increase over 15-16)
Afternoon Aide	\$13.00 per hour starting rate \$13.28 per hour returning aides (2%)

Morning Aide	\$14.00 per hour starting rate \$14.28 per hour returning aides (2%)
Program Director	\$22.00 per hour
Lead Teacher	\$18.00 per hour first year \$18.36 per hour second year \$18.73 per hour third year \$19.10 per hour fourth year \$19.48 per hour fifth year
Stipend – Program Administrator	\$1,500 annual
Substitutes will be paid at the first year rate.	

Motion carried by roll call vote, all members present voted yes, except Judge Todd who abstained.

Motion approved.

BEFORE AND AFTER SCHOOL SUMMER CAMP POSITIONS - Motion made by Mrs. Ziereis, seconded by Mrs. Scannell, to approve the Before and After School summer camp positions for the 2016-2017 school year.

Camp Clerk	\$13.89 per hour
Nurse	\$30 per hour Camp only/\$40 per hour shared
Stipend Program Director	\$1,100 Stipend
Summer Instructor	\$20.00 per hour
Stipend – Program Administrator	\$1,000
Stipend – Band Director	\$1,500
Stipend – Wrestling	\$1,200
Stipend – STEAM	\$1,500
Stipend – STEAM Planning	\$500

Motion carried by roll call vote, all members present voted yes except Judge Todd, who abstained.

Motion approved.

ANNUAL EMPLOYMENT CONTRACTS FOR BEFORE AND AFTER SCHOOL STAFF - Motion made by Mrs. Ziereis, seconded by Mrs. Scannell, to approve the annual contracts for Carole Snowden, Part Time Before and After School Camp Clerk and Linda Arch, Part Time Before and After School Program Director, and Supervising Child Care Provider.

Motion carried by roll call vote, all members present voted yes, except Judge Todd who abstained

Motion approved.

EMPLOYMENT - Motion made by Mrs. Ziereis, seconded by Mrs. Scannell, to approve the following new hires, upon the recommendation of the superintendent, for the 2015-2016 school year and 2016-2017 school year, as listed below.

Name/Position	Term	Salary
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Rebecca Garofalo Interim Supervisor of Curriculum and Instruction	Tentative Start Date: 5/10/16 to on or about 10/07/16 (TR)	\$346 per diem
Jennifer Laning 12 month Supervisor of Curriculum and Instruction	Start Date: 10/01/16 Per LPSA Agreement (R)	\$90,000 To be pro-rated based on official start date.

Motion carried by roll call vote, all members present voted yes except Judge Todd and Mrs. Gbson, who abstained.

Motion approved.

LEAVE OF ABSENCE - Motion made by Mrs. Zierys, seconded by Mrs. Scannell,, seconded by, to approve the leave of absence request of Mr. Michael Stoll, Custodian beginning April 18 through April 29, 2016 using his available sick days. This leave will not qualify under FMLA or NJFLA.

Motion carried by roll call vote, all members present voted yes except Judge Todd, who abstained.

Motion approved.

RETIREMENT - Motion made by, seconded by Mrs. Zierys, seconded by Mrs. Scannell, to accept the retirement of Mr. Michael Stoll, Custodian, effective July 1, 2016. He has available days through June 6, 2016.

Motion carried by roll call vote, all members present voted yes, except Judge Todd, who abstained.

Motion approved.

Communication – Included in the packet

BOARD SECRETARY MONTHLY CERTIFICATION - Motion made by Mrs. Gibson, seconded by Mrs. DeMorat, 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. Gibson seconded by Mrs. DeMorat, 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	\$345,428.63
Batch 51	General Fund	\$23,676.22
Batch 55	General Fund	\$15,014.12
Batch 59	Before and After School	\$7,882.62

PAYROLLS:

Batch 70	April 1, 2016	\$399,669.81
Batch 71	April 15, 2016	\$401,140.04

OLD BUSINESS – None

NEW BUSINESS – None.

COMMENTS FROM THE PUBLIC – None

COMMENTS FROM THE BOARD - None

EXECUTIVE SESSION - Motion made by Mrs. Zierys, seconded by Mr. McLaughlin, to enter into Executive Session, 8:10 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:

Negotiations

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.

ADJOURNMENT - Motion made by Mrs. Zierys, seconded by Mr. McLaughlin to adjourn (8:47 PM).

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

Respectfully submitted,

Teri J. Weeks, Business Administrator,
Board Secretary