

**LINWOOD, NEW JERSEY**  
**June 22, 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 May 17, 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, June 22, 2016 7:00 PM.**

Mr. Sless led all present in a flag salute.

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

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** M. Cappelluti, Interim Superintendent, T. Weeks, School Business Administrator, J. Yochim, Spvsr., S. Speirs, Principals, J. Goldstein, J. Goldstein, E. Moss, E. Tucker, B. Marshall, J. Cunniff, K. Savino, A. Suckiel, S. Marino, D. Lamkin, S. Stoll, M. Stoll, R. Moore, D. Jackson, K. Stoll, P. Stoll. T. Lhulier

**MINUTES OF THE REGULAR MEETING-** Motion made by Judge Todd, seconded by **MAY 25, 2016** Mr. McLaughlin, to approve the minutes of the Regular Meeting, held May 25, 2016.

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

*Motion approved.*

**MINUTES OF THE EXECUTIVE SESSION -** Motion made by Mrs. Gibson, seconded by **May 25, 2016** Mrs. Scannell, to approve the minutes of the Executive Session, held May 25, 2016.

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

*Motion approved.*

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

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

*Motion approved.*

## **COMMITTEE REPORTS**

**Instruction – June 8** – Mrs. Scannell recapped the committees agenda including Interim Superintendent Contract, Business Administrator Contract, Retirees, LDTC position, and Mentoring plan.

**Operations – June 15** - Mrs. Ziereis recapped the committees agenda including Building Use, Printer controls program, and use of reserves and fund balance

**Governance – June 15** – Mrs. Gibson recapped the committee’s agenda including student code of conduct, job description, and critical policies.

**Negotiations – None**

**COMMENTS FROM THE PUBLIC** - J. Goldstein inquired about the movement of funds to reserves and if there is a specific list of items. She expressed concerns over the large fourth grade.

## **SUPERINTENDENT'S REPORT**

### **FOR INFORMATION**

1. Enrollment 850
2. Use of School Facilities – Belhaven 94 Seaview 21
3. Fire Drills Belhaven May 18 Seaview May 9  
Security Drills Belhaven May 31 Seaview May 27
4. Retirement Recognition - Dr. Frank Rudnesky, Principal  
Michael Stoll, Custodian  
Aud Suckiel, Teacher  
Elizabeth Moss, Teacher  
Gail Coleman, Instructional Aide

## **ACTION REQUIRED**

**INTERIM SUPERINTENDENT CONTRACT** - Motion made by Mrs. Scannell, seconded by Mrs. Ziereis, to approve the revised contract with Dr. Michelle Cappelluti at a rate of \$557.69 per diem and other contractual considerations for the term of July 1, 2016 through June 30, 2017. The contract was approved by the Executive County Superintendent on May 11, 2016.

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

*Motion approved.*

**RETIREMENTS** - Motion made by Mrs. Scannell, seconded by Mrs. Ziereis, to accept the retirements of Mr. Michael Stoll, Full time Custodian effective June 1, 2016 and Dr. Frank Rudnesky, Middle School Principal, effective August 1, 2016.

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

*Motion approved.*

**RESOLUTIONS FOR RETIREES** - Motion made by Mrs. Scannell, seconded by Mrs. Ziereis, to adopt the resolutions for the retirees:

Dr. Frank Rudnesky, Middle School Principal	17 years
Mr. Michael Stoll, Full Time Custodian	32 years
Mrs. Aud Suckiel, Teacher	30 years
Ms. Elizabeth Moss, Teacher	29 years
Ms. Gail Coleman, Part Time Instructional Aide	10.7 years

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

*Motion approved.*

**LDTC INTERNSHIP PLACEMENT** - Motion made by Mrs. Scannell, seconded by Mrs. Ziereis, to approve Patricia Levinson for a non-paid internship in the Linwood School District in conjunction with Margate School District from July 1 through August 30, 2016. Ms. Levinson will be supervised by Rosemare Rhine.

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

*Motion approved.*

**CHANGE IN POSITION FOR 2016-2017** - Motion made by Mrs. Scannell, seconded by Mrs. Ziereis, to approve Mrs. Kathleen Adamski to be moved from a Part Time Custodian to Full Time Custodian effective July 1, 2016 replacing Mr. Michael Stoll, upon the recommendation of the superintendent.

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

*Motion approved.*

**NEW HIRES** - Motion made by Mrs. Scannell, seconded by Mrs. Ziereis, to approve the following new hires, upon the recommendation of the superintendent.

**Patricia Levinson**, LDTC, 10 months, MA Step 5, prorated for official start date  
**Dan Jackson**, Part Time Custodian, effective July 1, 2016 with a ninety day probationary period at a starting salary of \$11,813.

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

*Motion approved.*

**LDTC ASSESSMENTS/CASE MANAGEMENT** - Motion made by Mrs. Scannell, seconded by Mrs. Ziereis, to approve Ms. Rosemarie Rhine as an LDTC/ substitute to be paid at a rate of \$40 per hour to conduct assessments as needed for the 2016-2017 school year.

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

*Motion approved.*

**SUBSTITUTE CUSTODIANS FOR 2016-2017 SCHOOL YEAR** - Motion made by Mrs. Scannell, seconded by Mrs. Ziereis, to approve the following individuals as substitute custodians, upon the recommendation of the Superintendent, for the 2016-2017 school year.

Lakendrick Brown	James Bytheway	Reggie Celik
Monica Gotwols	John Matinog	Dorothy Kalman
Jennifer Whisner	Stanislaw Jelesnianski	Joseph Winters
Bill Plummer		

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

*Motion approved.*

**MENTORING PLAN** - Motion made by Mrs. Scannell, seconded by Mrs. Ziereis, to approve the 2016-2017 Mentoring Plan.

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

*Motion approved.*

**SUMMER PROGRAMS AND SUMMER STAFF** - Motion made by Mrs. Scannell, seconded by Mrs. Ziereis, to approve summer programs and staff as follows:

**The Summer Extended School Year Program** will begin June 27 and continue through July 28, 2016. The program runs 4 hours per day, 4 days a week, with the exception of the first week which will be 5 days. Staff will need additional time for planning.

**The Summer Academic Program** will commence on July 5 and continue through July 28, 2016. The program will run 4 hours per day, 4 days per week, for a total of 16 days. Funding will be through the IDEIA and NCLB grant funds as well as through the district general budget.

Christina Lonergan	Elise Scherbin	Kristina Burns
Christina Swan	Meagan Lee	Amy Amodeo
David Wade	Brooke Szeker	Jessica Byrnes
Kevin Jacobs	Christine Silverberg	Elise Scherbin
Mary Beth McKenna	Marc Schnepf	Meagan Lee
Jessica Byrnes	Kevin Jacobs	Brooke Szeker
Michelle Tighe	Kristina Burns	Christina Swan
	Samantha Filangieri	

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

*Motion approved.*

**SUMMER PROGRAM SUBSTITUTES** - Motion made by Mrs. Scannell, seconded by Mrs. Ziereis, to approve the following certified staff to serve as substitutes for the summer programs at a rate of \$40 per hour.

Jennifer Bernardini	Kristy McLaughlin	Kit Higbee
Heidi Derbyshire	Karen Prendergast	Mary Beth Atwood
Elizabeth Provenzano	HaeYun Rha	

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

**SUMMER NURSING SERVICES** - Motion made by Mrs. Scannell, seconded by Mrs. Ziereis, to approve Ann Forshaw to provide nursing services for the summer academic programs at a rate of \$40 per hour.

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

**SUMMER SPECIAL EDUCATION AIDES** - Motion made by Mrs. Scannell, seconded by Mrs. Ziereis, to approve the following staff members to serve as instructional aides and/or substitute aides in our special education summer self-contained and preschool disabilities programs. The programs will run 4 days per week, from June 27 to July 28, 2016. Each aide will be paid in accordance with their current salary. Hours will be determined by student attendance, not to exceed 5.5 hours per day.

Nancy Jones	Linda Hagel	Patti Heinzer
Christine Hickey	Michele Hoffman	Heather Moran
Brenda Mucciarone	Trish Skovron (& Bus)	Deborah Ward
Lisa Hindman		

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

**SUMMER RELATED SERVICES** - Motion made by Mrs. Scannell, seconded by Mrs. Ziereis, to approve the following staff members to provide related services in the Summer Programs at a rate of \$40 per hour.

Carrie Gargione	Siobhan Grossman	Marilee Sobrinski
Lauri Greenberg	Jennifer Rodriguez	

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

**STAFF TRAVEL AND PROFESSIONAL DEVELOPMENT** - Motion made by Mrs. Scannell, seconded by Mrs. Zierys, 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
Frank Pileiro	6/07/16	NJSBA Headquarters Trenton, NJ	"Are You Future Ready" Working Session	No charge	Not to exceed \$65.00
Teri Weeks	6/07/16 6/08/16 6/09/16 6/10/16	The Borgata Atlantic City	NJASBO Annual Conference	N/A	N/A
Jill Yochim	6/07/16	Rowan University Glassboro, NJ	Professional Learning Community (PLC) Workshop	No charge	Not to exceed \$50.00
Frank Pileiro	6/22/16	Cumberland Regional High School Bridgeton, NJ	Microsoft Innovative Educator (MIE) Teacher Academy	No charge	Not to exceed \$35.00
Mary Kate Pellegrino					N/A
Teri Weeks	<u>2016</u> 8/03 & 8/10 9/7 & 9/16 10/12 & 10/21 11/9 & 11/18 12/7 & 12/16 <u>2017</u> 1/11 & 1/20 2/8 & 2/24 3/8 & 3/17 4/19 & 4/28 5/10 & 5/19 6/15 & 6/23	NJASBO Offices Robbinsville, NJ	NJASBO Executive Committee and Trustee Meetings	N/A	N/A
Teri Weeks	9/22/16 9/23/16 9/24/16 9/25/16 9/26/16 9/27/16	Phoenix, AZ	ASBO International Meeting And Convention	N/A	N/A

Teri Weeks	2/15/17 2/16/17 2/18/17 2/19/17	Miami, FL	NJASBO Leadership Conference	N/A	N/A
Teri Weeks	6/07/17 6/08/17 6/09/17	Atlantic City, NJ	NJASBO Annual Conference	N/A	N/A

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

*Motion approved.*

**SUMMER TRANSPORTATION** - Motion made by Mrs. Zierys, seconded by Mrs. Gibson, to approve a contract with Mainland Regional High School Board of Education in the amount of \$3,500, subject to change, and Atlantic County Special Services for \$350 per week, per child, for the summer transportation of special education students.

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

*Motion approved.*

**2016-2017 TECHNOLOGY INTERN** - Motion made by Mrs. Zierys, seconded by Mrs. Gibson, to approve, upon the recommendation of the Superintendent, to hire AJ Fortunato as a Technology Intern at a rate of \$13.26 per hour for the 2016-2017 year.

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

*Motion approved.*

**SCHOOL PHYSICIAN** - Motion made by Mrs. Zierys, seconded by Mrs. Gibson, to approve Dr. Jeffery Gong as School Physician for the 2016-2017 school year in the amount of \$5,000 plus \$25 per each additional on-site physical.

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

*Motion approved.*

**2016-2017 INSURANCE RENEWAL** - Motion made by Mrs. Zierys, seconded by Mrs. Gibson, to approve the 2016-2017 insurance renewal with School Alliance Insurance Fund for Workers' Compensation, Supplemental Workers Compensation, Property, General Liability, Crime, Automobile, Umbrella, Equipment, School Boards Errors and Omissions, with Selective Insurance for Bonds, and Markel for Volunteer Accident in the amount of \$208,774 per the premium summary. This is the final year of a three year commitment to this joint insurance pool.

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

*Motion approved.*

**STRATEGIC PLAN** - Motion made by Mrs. Zierys, seconded by Mrs. Gibson, to approve New Jersey School Boards as the Strategic Planning consultant for a fee of \$6,500 for the Standard Program.

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

*Motion approved.*

**PREMIUM ONLY PLAN** - Motion made by Mrs. Ziereis, seconded by Mrs. Gibson, to approve the following resolution authorizing the district 125 plan for Premium only as updated effective the July 1, 2016.

**RESOLUTION**

RESOLVED, that Premium Only Plan, (POP), as part of the district's cafeteria plan, section 125, effective July 1, 2008, and updated annually, is amended effective June 22, 2016, is hereby approved and adopted and that the proper officers of the Corporation are hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the Plan.

RESOLVED, that the Administrator shall be instructed to take such actions that are deemed necessary and proper in order to implement the Plan, and to set up adequate accounting and administrative procedures to provide benefits under the Plan.

RESOLVED, that the proper officers of the Corporation shall act as soon as possible to notify the employees of the Corporation of the adoption of the Cafeteria Plan component Premium Only Plan, by providing a copy of the summary description of the Plan in the form of the Summary Plan Description, which form is hereby approved.

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

*Motion approved.*

**APPLICATION FOR TEMPORARY INSTRUCTIONAL SPACE 2016-2017** - Motion made by Mrs. Ziereis, seconded by Mrs. Gibson, to approve the use of a temporary instructional space in the Belhaven Library to be used for our 7<sup>th</sup> & 8<sup>th</sup> grade Spanish programs.

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

*Motion approved.*

**LOCAL GRANTS** - Motion made by Mrs. Ziereis, seconded by Mrs. Gibson, to approve a local grant from AtlantiCare's Turn Your School Wellness into Wealth Program for the 2016-2017 school year in the amount of \$300.00.

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

*Motion approved.*

**BEFORE AND AFTER SCHOOL BUDGET AMENDMENT** - Motion made by Mrs. Ziereis, seconded by Mrs. Gibson, to approve o amend the 2016-2017 Before and After School Budget to include additional programs including Art and Karate Camps which will increase revenue by \$6,500 and Expenses by \$5,590. The recap of the budget amendment is as follows:

Revenue	<u>\$ 6,500</u>
Expenses	
Instructor Fees	\$ 4,500
Program Supplies	450
Rent	1,000



	5,950
Increase to Fund Balance	\$ 550

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

*Motion approved.*

**BID THRESHHOLD** - Motion made by Mrs. Ziereis, seconded by Mrs. Gibson, to approve the resolution authorizing the increase in the district’s bid threshold to \$40,000 as per N.J.S.A, 40A:11-3(c)

RESOLUTION FOR INCREASING BID THRESHOLD  
AND  
APPOINTING A QUALIFIED PURCHASING AGENT

WHEREAS, the recent changes to the Public School Contracts Law gave boards of education the ability to increase their bid threshold up to \$40,000; and

WHEREAS, N.J.S.A. 18A:18A-3a, permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the threshold; and

WHEREAS, N.J.A.C. 5:34-5 et seq. establishes criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, Teri J. Weeks possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et. seq.; and

WHEREAS, The Linwood Board of Education desires to increase the bid threshold as provided in N.J.S.A. 18A:18A-3;

NOW, THEREFORE, BE IT RESOLVED, that the governing body of the Linwood Board of Education, in the County of Atlantic, in the State of New Jersey hereby increases its bid threshold to \$40,000 (Forty thousand dollars); and

BE IT FURTHER RESOLVED, that the governing body hereby appoints Teri J. Weeks as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education; and

BE IT FURTHER RESOLVED, that in accordance with N.J.A.C. 5:34-5.2 the Board of Education Secretary is hereby authorized and directed to forward a certified copy of this resolution and a copy of Teri J. Weeks’ certification to the Director of the Division of Local Government Services.

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

*Motion approved.*

**HVAC SERVICES AND REPAIRS UNDER TIME AND MATERIAL BASIS BID -**

Motion made by Mrs. Ziereis, seconded by Mrs. Gibson, to approve accept the bid from Falasca Mechancial for the HVAC Services and Repairs under Time and Material basis with a base bid of \$13,177, Material mark up of 22%, and the following hourly rates:

Regular			Overtime			Holiday/Double time		
<u>Apprentice</u>	<u>Journeyman</u>	<u>Foremen</u>	<u>Apprentice</u>	<u>Journeyman</u>	<u>Foremen</u>	<u>Apprentice</u>	<u>Journeyman</u>	<u>Foremen</u>
		\$			\$			\$
\$ 47.93	\$ 79.39	127.42	\$ 70.11	\$ 116.28	167.48	\$ 92.28	\$ 153.17	220.01

Bids were opened June 16, 2016. Bids were also received from AA Duckett, CM3, Core Mechanical, Marlee Contractors, and Tristate.

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

*Motion approved.*

**COMPLIANCE WITH PL 2015 – CHAPTER 47 -** Motion made by Mrs. Ziereis, seconded by Mrs. Gibson, to approve acknowledge the 2016-2017 Anticipated contracts to be renewed, awarded, or to expire during the school year- PL 2015 -Chapter 47

Pursuant to PL 2015, Chapter 47 the Linwood Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, and have been, in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et. seq., N.J.A.C. Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part 200. Compliance with new contracts, not listed here, will be addressed prior to board action.

*This is a list of contracts that the Board has awarded and memorialized in their board minutes during the past 12 months, ending June 30 that were in excess of the quote threshold or the board plans to approve in the ensuing school year that we anticipate will be in excess of the quote threshold.*

Advertising – Newspapers	Insurance – i.e. Health, Property and Casualty, Workers Compensation
Architect	Itinerant Services
Attendance and Substitute Software	Labor Counsel
Attorney	Library Online Services
Boiler Repairs and Maintenance	Network and IT Support
Broad Band Services, including Internet	Plumbing Services and Repairs under Time and Material Basis
Community Notification Systems	Policy Consultant
Copier – cost per copy	School Boards Association
Educational Services	School Physician

Electric – Repairs under Time and Material	Security and Fire Alarm Monitoring
Energy	Special Education Compliance Software
Engineer	Special Education Services – Consultants
E-Rate Consultant	Staff Development and Training
Financial Accounting Software	Student Information System
Food Services	Technology Services including Website
HVAC Controls	Telecommunications
HVAC Services and Repairs under Time and Material Basis	Transportation Services
Insurance Agent – Benefits	Tuition
Insurance Agent – General	

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

**TRANSFER TO CAPITAL RESERVE** - Motion made by Mrs. Ziereis, seconded by Mrs. Gibson, to approve deposit to capital reserve in the amount \$75,000 from unexpended line item appropriations pursuant to NJSA 18A:7F-41.

**RESOLUTION**  
**Transfer of Current Year Surplus to Reserve**

WHEREAS, N.J.S.A .18A:21-2 and N.J.S.A. 18A:7G-13 permit a board of education to deposit into certain reserve accounts at year end; and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution; and

WHEREAS, the Linwood Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end; and

WHEREAS, the Linwood Board of Education has determined that \$75,000 is available for such purpose of transfer;

NOW, THEREFORE BE IT RESOLVED by the Linwood Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

Discussion: Judge Todd commented on the angst over the surplus issue and stated that it will not be available for the next budget.

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

**TRANSFER TO MAINTENANCE RESERVE** - Motion made by Mrs. Ziereis, seconded by Mrs. Gibson, to approve deposit to maintenance reserve in the amount \$75,000 from unexpended line item appropriations pursuant to N.J.S.A. 18A:7F.

RESOLUTION

Transfer of Current Year Surplus to Reserve

WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permit a board of education to deposit into certain reserve accounts at year end; and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution; and

WHEREAS, the Linwood Board of Education wishes to deposit anticipated current year surplus into a Maintenance Reserve account at year end; and

WHEREAS, the Linwood Board of Education has determined that \$75,000 is available for such purpose of transfer;

NOW, THEREFORE BE IT RESOLVED by the Linwood Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

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

*Motion approved.*

**USE OF SCHOOL FACILITIES** - Motion made by Mrs. Ziereis, seconded by Mrs. Gibson, to approve the following request for the use of our school facilities.

Organization	Facility	Date/Time	Fee
<b>Linwood Men's Basketball</b> Basketball	Belhaven Gym	5/7, 5/14 and 5/21/16 (Saturday mornings) 7:00-9:00 a.m.	Yes
<b>Linwood Panthers</b> Coaches meeting	Belhaven Library/Media Center	6/06/16 – 6:00-7:00 p.m.	No
<b>Linwood Panthers</b> Gene DeMorat/Patrick Childs	Belhaven Cafeteria	6/13/16 (changed from 6/14/16) 5:00-8:00 p.m.	NO

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

*Motion approved.*

**HIB CASE** - Motion made by Mrs. DeMorat, seconded by Mrs. Gibson, to approve affirm the recommendation from the superintendent on the case, as listed below.

H.I.B. Case #003-15-16 (BH)	Confirmed HIB
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Motion carried by roll call vote, all members present voted yes, except Mrs. Ziereis, who abstained.

*Motion approved.*

**SCHOOL BUSINESS ADMINISTRATOR CONTRACT** - Motion made by Mrs. Scannell, seconded by Mrs. DeMorat, to approve the one-year contract, as included in your Board packet for Mrs. Teri Weeks, School Business Administrator/Board Secretary for the 2016-2017 school year. The Interim County Executive Superintendent has approved the contract.

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

*Motion approved.*

**CHANGE IN POSTION** - Motion made by Mrs. Ziereis, seconded by Mrs. Gibson, to approve Mrs. Susan Speirs to move from Elementary School Principal to Middle School Principal.

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

*Motion approved.*

**BEFORE AND AFTER SCHOOL CAMP SUMMER PAY** - Motion made by Mrs. Ziereis, seconded by Mrs. Gibson, to approve the following individuals for the Before and After School summer camp positions for the 2016-2017 school year; the stipend positions were board approved.

<b>POSITION</b>	<b>NAME</b>	<b>STIPEND/Hourly</b>
Program Administrator	Susan Speirs	\$1,000
Program Director	Linda Arch	\$1,100
Summer Instructors	Virginia Emery	\$20/ hour each
	Carol Goldinher	
	Kathleen Lajiness	
	Brenda Mucciarone	
	Matthew Mucciarone	
	Sandra Williams	
Art	Kim Petrella	\$3,500
Band Director	David Lamkin	\$1,500 each
	Nancy Robinson	
STEAM	Jennifer Bernardini	\$1,500 each
	Cindy O’Kane	
	Gina Wenzel	

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 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	\$328,374.49
Batch 59	Before and After School	\$6,411.95

**PAYROLLS:**

Batch 71	May 27, 2016	\$408,777.90
Batch 70	June 10, 2016	\$432,616.92
Batch 71	June 20, 2016	\$363,625.25

	<b><u>JUNE - REVISED</u></b>	<u>From</u>	<u>To</u>
11-000-100-565	County Special Services Tuition	\$	\$ 9,500
11-000-230-331	Legal Services		5,000
11-000-230-590	Purchased Services	800	
11-000-230-610	Supply		300
11-000-240-500	Purchased Services	4,500	
11-000-262-420	Purchased Contracted Services	4,300	
11-000-262-490	Purchased Property Services		4,300
11-000-262-590	Food Services	25,000	
11-000-263-420	Purchased Property Services		20
11-000-291-270	Health Benefits	125,020	
11-000-291-280	Tuition	9,500	
11-120-100-101	Salary Teachers		15,000

11-130-100-101	Salary Teachers		10,000
11-230-100-101	Salary Teachers	15,000	
11-213-100-101	Salary Teachers	10,000	
12-000-400-932	Capital Reserve		75,000
12-000-400-932	Maintenance Reserve		75,000
<b>Total General Fund</b>		<b>\$ 194,120</b>	<b>\$ 194,120</b>

**OLD BUSINESS** – Mrs. Ziereis commented on the successful band trip. Mrs. Robinson and Mr. Lamkin’s energy contributed to a great experience.

**NEW BUSINESS** – None.

**COMMENTS FROM THE PUBLIC** – None

**COMMENTS FROM THE BOARD** – Judge Todd commented on the new funding formula proposed by the Governor’s office. Commented on the need to formulate discussion with the legislature beginning with the Atlantic County School Boards Association.

**ADJOURNMENT** - Motion made by Mrs. Ziereis, seconded by Mrs. Gibson, to adjourn (8:25 PM).  
Motion carried by roll call vote, all members present voted yes.

Respectfully submitted,

Teri J. Weeks, Business Administrator,  
Board Secretary