

BOARD OF EDUCATION

Schiavo Auditorium, Belhaven Middle School

July 26, 2017

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 January 19, 2017, 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 June 28, 2017.
6. MOTION TO APPROVE the Minutes of the Executive Session held June 28, 2017.
7. MOTION TO APPROVE the Minutes of the Board of School Estimates held March 22, 2016. This was the final meeting of the Board of School Estimates. This has been reviewed by the members of City Council who were on the board at the time.
8. MOTION TO ACKNOWLEDGE the receipt and to file the Reports of the Secretary and Treasurer for the month of June 2017, which are in agreement.
9. Committee Reports
  - Policy 7/12/17
  - Personnel 7/17/17
  - Curriculum 7/17/17
  - Operations 7/18/17
10. Comments from the Public
11. Superintendent's Report

**(FOR YOUR INFORMATION - Items #12 through #22)**12. USE OF SCHOOL FACILITIES – 7/01/17-7/26/17:

<b>Organization</b>	<b>Fee</b>	<b>Seaview</b>	<b>Belhaven</b>
MRHS Soccer (Meade)	No		7
MUSA Boys Soccer (Napoli)	No		11
Seaview Camp	Yes	11	
<b>TOTALS</b>		11	18
<b>Notes:</b>			

13. REPORTS

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

14. DATES TO REMEMBERAugust

23	Belhaven/Auditorium 5:00 p.m.	Grade 5 Parent Orientation
23	Belhaven/Auditorium 5:45 p.m.	New Parent Orientation
23	Belhaven/Auditorium 7:00 p.m.	Board of Education Meeting
30-31	Seaview/Belhaven	Full Day Staff In-Service (No students)

**MOTIONS REQUIRING ACTION*****(PERSONNEL: Items #15 through #23)***15. **SUMMER STAFF COMPENSATION**

Motion to approve payment to staff at the approved rate to attend 2017 summer program/IEP planning and development, IEP meetings and testing, for general and special education teachers, as appropriate.

*Motion Required – Personnel*

16. **SUMMER SPECIAL EDUCATION INSTRUCTIONAL AIDES**

Motion to approve the following staff members to serve as instructional aides and/or substitute aides in our summer program 4 days per week through August 3, 2017. They were previously approved through July 27, 2017. Each aid will be paid in accordance with their current salary. Hours will be determined by student attendance, not to exceed 5.5 hours per day.

Brenda Mucciarone	Lisa Hindman	Patricia Heinzer
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*Motion Required – Personnel*

17. **RESIGNATIONS**

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

Name	Position	School	Effective
Samantha Filangieri	Special Education Teacher	Seaview	7/01/17
Kathryn Mitchell	Grade 7 & 8 Math Teacher	Belhaven	7/01/17

*Motion Required – Personnel*

18. **LEAVE OF ABSENCE**

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

Name	Position	Term
Marc Schnepf	Grade 2 Teacher	Anticipated 10/02/17 through 10/31/17 under the NJFLA guidelines.

*Motion Required – Personnel*

19. **2017-2018 CHANGE IN POSITION**

Motion for a change in position for the staff members as listed below, for the 2017-2018 school year.

Name	From	To
Tracey Meister	Grade 3	Basic Skills - Seaview
Lori Dooner	Grade 5 Language Arts	Grades 7 & 8 Language Arts

*Motion Required – Personnel*

20. 2017-2018 CHANGE IN SALARY

Motion for a change in salary for the staff members as listed below, for the 2017-2018 school year. They have successfully completed the applicable courses to support this change in the salary guide and official transcripts have been received.

<b>Name</b>	<b>From</b>	<b>To</b>
Tanya Arlington-Narvaez	BA+15, Step 2	MA, Step 2
Kristi Grimley	MA, Step 11	MA+15, Step 11

*Motion Required – Personnel*

21. RECOMMENDED FOR EMPLOYMENT 2017-2018 SCHOOL YEAR

Code – (R) Replacement (TR) Temporary Replacement (N) New Position

Motion to approve the following new hires, upon the recommendation of the superintendent, for the 2017-2018 school year.

<b>Name/Position</b>	<b>Term</b>	<b>Salary</b>
<b>Susann H. Tahsin</b> Supervisor of Special Education 12 months	(R) Start Date: TBD pending criminal history clearance.  Replacing: C. Pritchett	\$95,000; to be pro- rated based on her official start date and terms of the L.P.S.A. Association.
<b>Ronald Lyons</b> District Data Manager 12 months	(N) Start Date: TBD pending criminal history clearance	\$56,000; to be pro- rated based on his official start date.
<b>Christine D. Johnston</b> Grade 8 Language Arts Teacher Full-time 10 months	(R) Anticipated Start Date: 8/30/17  Replacing: D. Levine	B.A., Step 3
<b>Daniel Truax</b> Grade 7 & 8 Math Teacher Full-time 10 months	(R) Anticipated Start Date: 8/30/17  Replacing: A. Popa	B.A. Step 2

*Motion Required – Personnel*

22. REVISED JOB DESCRIPTION

Motion to approve the revised *School Nurse* job description, as included in your board packet.

*Motion Required – Personnel*

23. 2017-2018 SCHOOL YEAR STIPENDS

Motion to approve the following stipend for the 2017-2018 school year, based on the LEA Agreement. Stipend to be paid from general budgeted funds.

OTHER – STIPENDS		
As noted below		
OTHER	NAME	STIPEND
Bus Stipend	Trish Skovron	\$3,000

*Motion Required – Personnel*

**(CURRICULUM: Items #24 through #27)**24. 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
Susan Speirs	7/18/17	Marlton Middle School Marlton, NJ	NJ Association of Middle Level Educators Conference	No charge (member)	Not to exceed \$35
Frank Pileiro	7/18/17	Marlton Middle School Marlton, NJ	NJ Association of Middle Level Educators Conference	No charge (Presenter)	N/A
Jennifer Laning	7/24/17	Galloway, NJ	2017-2018 ESSA Application Training	No charge	Not to exceed \$10
Frank Pileiro	8/02/17	Stockton University Galloway, NJ	<i>All Things Google Summer Camp 2017 "Ideas That Transform..."</i>	No charge	N/A
Susan Speirs	8/02/17	Stockton University Galloway, NJ	<i>All Things Google Summer Camp 2017 "Ideas That Transform..."</i>	7 ETTC hours	Not to exceed \$10
Teri Weeks	8/07/17	SRI/ETTC Galloway, NJ	School Law Boot Camp for School Business Administrators	5 ETTC Hours	Not to exceed \$10
Susan Speirs	8/08/17	Washington Twp. H.S. Sewell, NJ	11 <sup>th</sup> Annual School Safety & Security Conference	No charge	Not to exceed \$35
Pat Childs	8/08/17	Washington Twp. H.S. Sewell, NJ	11 <sup>th</sup> Annual School Safety & Security Conference	No charge	N/A

*Motion Required – Curriculum*

25. APPROVAL FOR USE OF MAINLAND POOL FOR SELF-CONTAINED STUDENTS

Motion to approve the use of the Mainland Regional High School pool for the self-contained students, twice monthly, for the 2017-2018 school year. Persons in charge: Angela Iannello and Kristina Burns.

*Motion Required - Curriculum*

26. PROFESSIONAL DEVELOPMENT

Motion to approve REM Audiology to provide training to designated staff regarding working with hearing impaired children in class; not to exceed \$475.

*Motion Required – Curriculum*

27. BELHAVEN BAND TRIP

Motion to approve the Belhaven Band to attend an adjudicated competition in Williamsburg, Virginia from May 16-20, 2018.

*Motion Required – Curriculum*

**(OPERATIONS: Items #28 through #37)**28. REDUCTION OF 2017-2018 FISCAL YEAR STATE AID

Motion to approve the resolution to address the loss of state aid for the fiscal year 2017-2018.

WHEREAS, on July 17, 2017 school districts received notice of revised 2017-2018 state aid and the guidance to address this change requiring action by August 1, 2017;

WHEREAS, the Linwood Board of Education received notice that the district's aid has been reduced by \$31,594 in the categorical aid line of Adjustment Aid;

WHEREAS, the Linwood Board of Education has determined two non-instructional positions included in the budget will not be replaced for the 2017-2018 school year;

WHEREAS, the 2017-2018 budget lines of 11-000-262-107 Salaries of Other Aides will be reduced \$14,505, and 11-000-291-220 Benefits will be reduced \$1,109;

WHEREAS, the Linwood Board of Education has determined not to fill the new position included in the 2017-2018 budget;

WHEREAS, the 2017-2018 budget line of 11-000-291-270 Benefits will be reduced \$15,980;

THEREFORE, be it resolved, the Linwood Board of Education will reduce the 2017-2018 School year Budget \$31,594 to address the loss of state aid.

*Motion Required - Operations*

29. EXPANDED DAY TUITION CONTRACTS

Motion to approve the 2017-2018 Expanded Day Tuition contracts for a tuition amount of \$3,750, with a discount of \$250 if paid in full by September 15, 2017. Tuition is waived for students eligible for free and reduced meals. Includes a \$50 late fee to be assessed for late payments.

*Motion Required - Operations*

30. PRESCHOOL TUITION CONTRACTS

Motion to approve the 2017-2018 Preschool Inclusion Tuition contract for a tuition amount of \$2,750, with a discount of \$250 if paid in full by September 15, 2017. Tuition is waived for students eligible for free and reduced meals. Includes a \$50 late fee to be assessed for late payments.

*Motion Required - Operations*

31. GRADES 1-8 TUITION CONTRACTS

Motion to approve the 2017-2018 Tuition Contracts for students in Grades 1-8 in the amount of \$7,258 for Grades 6-8 and \$6,746 for Grades 1-5. Includes a \$50 late fee to be assessed for late payments.

*Motion Required - Operations*

32. COMMISSION FOR THE BLIND

Motion to approve the 2017-2018 Commission for the Blind level 1 Services Contract in the amount of \$1,900 for one student.

*Motion Required - Operations*

33. ITINERANT SERVICES - ATLANTIC COUNTY SPECIAL SERVICES

Motion to approve the 2017-2018 Itinerant Services Agreement with Atlantic County Special Services, a shared services agreement as listed.

*Motion Required - Operations*

34. FACILITY STIPENDS

Motion to approve the following facility stipends per the LEA agreement:

<b>Lead Custodian and Maintenance:</b>	Steve Brown	
<b>Black Seal:</b>		
Marsha Adams	Steve Brown	Andrew Larson
Sam McGonagle	Ela Jelesnianski	Sharon Stoll
Paul Trinkle		

*Motion Required – Operations*

35. EXTRAORDINARY AID

Motion to accept the extraordinary aid allocation of \$140,995 for the 16-17 school year.

*Motion Required – Operations*

36. LOCAL GRANT

Motion to accept a local grant in the amount of \$1,074 from PTO for Seaview Seat Sacks.

*Motion Required – Operations*

37. USE OF SCHOOL FACILITIES

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

Organization	Facility	Date/Time	Fee
Atlantic City Area Mac Users Group (ACAMUG) Monthly Meetings	Belhaven Media Center	9/08/17, 10/13/17, 1/12/18, 2/09/18, 3/09/17, 4/13/18, 5/11/18, 6/08/18  7:00-9:00 p.m.	Yes
GThing Basketball Basketball event – Girl’s All Star Game	Belhaven Main Gym	8/19/17 12:00-3:00 p.m.	Yes

*Motion Required – Operations*

**(POLICY: Items 38 through #39)**

38. H.I.B. CASES

Motion to affirm the recommendation from the superintendent on the cases, as listed below.

H.I.B. Case #011-16-17-BH	Confirmed HIB
H.I.B. Case #012-16-17-BH	Confirmed HIB
H.I.B. Case #013-16-17 BH	Confirmed Non-HIB

*Motion Required – Policy*

39. BOARD POLICY & REGULATION – ByLaw Section

Motion to approve the first reading of the Policies and Regulation for the ByLaw Section, as listed below.

<b>FIRST READING</b>	
Policy 0000.02	Introduction <b>M</b>
Regulation 0000.03	Introduction <b>M</b>
Policy 0141	Board Member Number and Term
Policy 0143	Board Member Election and Appointment
Policy 0141.3	Board Member Appointment - <b>ABOLISH</b>
Policy 0151	Organization Meeting
Policy 0152	Board Officers
Policy 0162	Notice of Board Meetings
Policy 0163	Quorum
Policy 0167	Public Participation in Board Meetings

*Motion Required – Policy*

## 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	\$389,168.24
Batch 52	Petty Cash	\$ 74.67
Batch 59	Before and After School	\$ 3,581.91

**PAYROLLS:**

Batch 70	July 7, 2017	\$111,472.71
Batch 71	July 21, 2017	\$ 99,136.92

	<b>June</b>		From		To
11-000-219-104	Salaries - Child Study Team	\$		\$	1,300
11-000-230-530	Communications				1,000
11-000-230-339	Other Services		1,000		
11-130-100-101	Salaries - Grades 6-8		1,300		
<b>Total General Fund</b>		\$	2,300	\$	2,300
60-900-300-250	BAS Unemployment	\$		\$	6
60-900-300-600	BAS Supplies				180
60-900-300-500	BAS Services		186		
<b>Total Before and After School</b>		\$	186	\$	186
	<b>July</b>		From		To
11-000-100-566	Private School for the Handicapped	\$		\$	59,000
11-130-100-101	Salaries - Grades 6-8		59,000		
11-000-262-600	Custodial Supplies		2,800		
12-000-260-730	Equipment - Facilities				2,800
<b>Total General Fund</b>		\$	61,800	\$	61,800

42. Old Business
43. New Business
44. Comments from the Public
45. Comments from the Board
46. Adjournment