

BOARD OF EDUCATION

Schiavo Auditorium, Belhaven Middle School

August 23, 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 Special Meeting held July 18, 2017.
6. MOTION TO APPROVE the Minutes of the Regular Meeting held July 26, 2017.
7. MOTION TO APPROVE the Minutes of the Special Meeting held August 9, 2017.
8. MOTION TO APPROVE the Minutes of the Executive Session held August 9, 2017.
9. MOTION TO ACKNOWLEDGE the receipt and to file the Reports of the Secretary and Treasurer for the month of July 2017, which are in agreement.
10. Committee Reports
 - Policy 8/15/17
 - Personnel 8/15/17
 - Curriculum 8/15/17
 - Operations 8/15/17
11. Comments from the Public
12. Superintendent's Report

(FOR YOUR INFORMATION - Items #13 through #)13. USE OF SCHOOL FACILITIES – 7/01/17-8/23/17:

Organization	Fee	Seaview	Belhaven
G-thing Basketball	Yes		1
MRHS Soccer (Meade)	No		7
MUSA Boys Soccer (Napoli)	No		14
Seaview Camp	Yes	12	
TOTALS		12	22
Notes:			

14. REPORTS

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

15. DATES TO REMEMBERAugust

28-29	Belhaven	New Staff Orientation
29	Seaview	Breeze Through Orientation
	Pre-K – 10-11 a.m.	
	K (am) – 11:00 a.m.-12:00 noon	
	K (pm) - 11:30 a.m.-12:30 p.m.	
	K (extended) – 11:00 a.m.–12:30 p.m	
	Grade 1 – 1:00- 1:30 p.m.	
30-31	Seaview/Belhaven	Full Day Staff In-Service (No students)

September

4	Labor Day	Schools Closed
5	Seaview/Belhaven	1 st Day of School for Students Early Dismissal – Staff In-Service
6	Seaview/Belhaven	Early Dismissal – Staff In-Service
21	Seaview/Belhaven	Schools Closed – Rosh Hashanah
27	Belhaven/Auditorium	Board of Education Meeting 7:00 p.m.

MOTIONS REQUIRING ACTION***(PERSONNEL: Items #16 through #24)***16. **RESIGNATION**

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

Name	Position	School	Effective
Jennifer Laning	Supervisor of Curriculum and Instruction	District	October 13, 2017

Motion Required – Personnel

17. **LEAVE OF ABSENCE**

Motion to approve the leave of absence request for the staff listed below, pending certification from her health care provider.

Name	Position	Term
Patricia Levinson	LDT/C	FMLA/NJFLA beginning on or about 9/25/17 through 1/01/18; Requesting to use 10 sick days at the onset of the leave.

Motion Required – Personnel

18. **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.

Name/Position	Term	Salary
Carole Snowden PT Security Front Desk Belhaven	(N) Start Date: 9/05/17 2 hours per student school day	\$14.37/hour
Eugene G. Cimis Temporary Music Teacher	(TR) Start Date: TBD; pending criminal history clearance	B.A., Step 5; Pro-rated based on his official start date.

Motion Required –Personnel

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

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

Name	From	To
Kevin Jacobs	M.A. Step 10	M.A.+30, Step 10

Motion Required –Personnel

20. RECOMMENDED FOR THE 2017-2018 SCHOOL YEAR SUBSTITUTE LIST

Motion to approve the following substitutes, upon the recommendation of the superintendent, to the 2017-2018 School Year Substitute List; pending criminal history where *indicated and/or issuance or renewal of a State of New Jersey Substitute Teacher's Credential. They will be paid in accordance with the Substitute and Other Pay Policy.

SUBSTITUTE TEACHERS (reapprove)		
Kyle Abel	Jaime Hall	Wendy Payton
Patricia Armstrong	Carol Heller	Sally Pease
Rachel Barnes	Nicole Higbee	Kira Pepek
Sharon Baxter	*Marian Jordan	*Cole Raring
Mariah Belber	Skender Kalia	Emily Reed
Rebecca Bent	Marilyn Kessler	Megan Readeau
Robin Buehler	Thomas Kinch	Tiffany Rettew
Kathy Crane	Michael Kornblau	Debra Roland
Joanna Culmone	Larry Lamkin	Annamarie Sabatini
Tonya DiNofrio	Jill Leap	Kathy Savini
Victoria Dolcemore	Beth Levy	Ashley (Stieffenhofer) Shepard
Jessica Donlan	Aubrey Loder	Cara Siudet
Cindy Donovan	Edward Maddox	Jennifer Super
Mary Ellen Dudnick	Sandra Marple	Teresa Tadley
Virginia Emery	Melissa Merlino	Joanna Teague
Catherine Evinski	Karen Miller	Tammy Thornton
Natalie Fisher	Natalie Morse	Kristen Vogelbacher
*Kristen Flanagan	Christopher Mozitis	Robert Walters
Debra Freed	Taylor Nehmad	Lynn Warren
Jules Freeman	Jillian Noon	Carole Weidman
Katherine Friedman	*Anastasia Ordille	Johnna White
Mary Beth Gallagher	Robert Patrick	Bonnie Zatyko

SUBSTITUTE SCHOOL NURSES		
Theresa Albani	Margaret Juliano	Taylor Nehmad

SUBSTITUTE INSTRUCTIONAL AIDES			
Alisa Carey	Joanne Collins	Marianne Hoban	Joan Rosenfeld

NEW SUBSTITUTES	
Kirsten Booth	Erica Bowen
Barry Pisetzner	*Denise Stites

Motion Required - Personnel

21. EXTEND EMPLOYMENT

Motion to approve, upon the recommendation of the superintendent, the following individuals as listed below:

Name/Position	Term	Salary
Michael A. Balesteri 12 month Temporary District IT Technician	(TR) Extend from September 1, 2017 through the term of a leave of absence.	\$45,000 per year; Pro-rated based on term of employment.
Minh Lam PT Summer Computer Intern	(R) Extend from September 1, 2017 through December 2017; not to exceed the budgeted funds for this position.	\$12/hour per the Substitute and Other Pay Policy – not to exceed 27 hours per week.

Motion Required - Personnel

22. LDT-C ASSESSMENTS/CASE MANAGEMENT

Motion to approve, upon the recommendation of the superintendent, Rosemarie Rhine as an LDT-C consultant on a per diem basis at the rate of \$50 per hour for case management and to conduct assessments as needed for the 2017-2018 school year.

Motion Required – Personnel

23. INTERMEDIATE FIELDWORK (80 HOURS) PLACEMENT REQUESTS FOR FALL 2017 SEMESTER

Motion to *amend* the approval for a request from Stockton University for an Intermediate Fieldwork (80 hours) Placement for the Fall 2017 Semester from September 8 through December 9, 2017 in the Belhaven Middle School for the following student. The amendment is due to the resignation of a Cooperating Teacher.

Student	Grade/School	Cooperating Teacher
Alexandrea McClure	6 ELA – Belhaven Middle 6 Math	Amy Winterbottom Karen Zaleskiewicz

Motion Required – Personnel

24. STUDENT TEACHING PLACEMENT REQUEST FOR SPRING 2018 SEMESTER

Motion to amend the approval for a request from Stockton University for Student Teaching Placement for the Spring 2018 Semester from January 2 through May 4, 2018 in the Belhaven school for the following student. The amendment is due to the resignation of a Cooperating Teacher

Student Teacher	Grade/School	Cooperating Teacher
Alexandrea McClure	6 ELA – Belhaven Middle 6 Math	Amy Winterbottom Karen Zaleskiewicz

Motion Required – Personnel

(CURRICULUM: Items #25 through #26)25. **BELHAVEN CHOIR TRIP**

Motion to approve the Belhaven Choir to attend a rating-based choral festival in Jackson, NJ on Friday, June 1, 2018.

Motion Required – Curriculum

26. **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
Teri Weeks	8/16/17	Marlton, NJ	<i>What is JIF and What are the Many Services Provided to its Members?</i>	\$100	Not to exceed \$40
Teri Weeks	8/10/17 9/15/17 10/20/17 11/17/17 12/14/17 1/19/18 2/23/18 3/23/18 4/27/18 5/18/18 6/28/18	Robbinsville, NJ Some dates may be subject to change	Monthly Trustee Meetings	N/A	Paid by NJASBO
Teri Weeks	9/22/17 9/25/17 9/26/17	Denver, Colorado	ASBO International	N/A	Paid by NJASBO
Teri Weeks	2/07/18 2/08/18 2/09/18	Austin, Texas	ASBO International	N/A	Paid by NJASBO
Teri Weeks	6/06/18 6/07/18 6/08/18	Atlantic City, NJ	NJASBO Convention	N/A	Paid by NJASBO

Motion Required – Curriculum

(OPERATIONS: Items #27 through #35)27. **BAYADA NURSING SERVICES CONTRACT**

Motion to approve a contract with Bayada Nursing services for the 2017-2018 school year.

Motion Required - Operations

28. SUMMER TRANSPORTATION CONTRACT

Motion to approve a joint transportation contract with Atlantic County Special Services for summer programs in the amount of \$3,200 for route ML14.

Motion Required - Operations

29. EXTENDED SCHOOL YEAR TUITION CONTRACT

Motion to approve the extended school year tuition contract with Atlantic County Special Services for summer programs in the amount of \$2,200 per student for two students, total \$4,400.

Motion Required - Operations

30. NON-PUBLIC SERVICES

Motion to approve the non-public grant agreements with Creative Learning Preschool in the amount of \$1,067 for Nursing, \$603 for textbooks, \$825 for security, and \$407 for technology.

Motion Required - Operations

31. TUITION CONTRACTS

Motion to approve a tuition contract for two students in Grades 1-5 regular programs for the 2017-2018 school year.

Motion Required - Operations

32. COPIER AND MULTI-FUNCTION PRINTERS LEASE THROUGH US COMMUNITIES

Motion to approve a 48 month lease for 1 black and white Multi-Function printer, 6 color Multi-Function printers, and 2 copiers through US Communities a purchasing cooperative as listed:

1 B & W Multi-Function	MP305SPF	\$38.69 per month	\$464.28 per year
6 Color Multi-Function	MPC307	\$66.15 per month	\$4,762.80 per year
2 B & W Copiers	MP5055	\$135.53 per month	\$3,252.72 per year

We have advertised this cooperative as required.

Motion Required - Operations

33. STAIR TREAD PROJECT

Motion to approve Commercial Interiors Direct, Inc. to complete the Belhaven Stairs and Treads project in the amount of \$34,034.17. This pricing is available through the Educational Services Commission of NJ contract #14/15-64. This project was originally bid and rejected due to the cost exceeding budget. The flooring replacement was removed from the project and will be addressed at a later date with the most important repairs made in the revised project.

Motion Required – Operations

34. NCLB GRANT BUDGET

Motion to accept the 2017-2018 NCLB Grant as follows:

Title I	\$68,307	Title II A	\$16,825	Title IV	\$10,000
---------	----------	------------	----------	----------	----------

Also to waive the Title III award in the amount of \$220. Budget is included in your packet.

Motion Required - Operations

35. USE OF SCHOOL FACILITIES

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

Organization	Facility	Date/Time	Fee
Linwood Education Foundation	Belhaven	10/5/17, 11/2/17, 12/7/17	No
Monthly meetings	Library	7:00-8:30 p.m.	
Linwood Men's Basketball	Belhaven	Tuesday Nights	Yes
Basketball	New Gym	9/12/17 to 6/19/18	

Motion Required – Operations

(POLICY: Items #36 through #37)36. COMPREHENSIVE EQUITY PLAN ANNUAL STATEMENT OF ASSURANCE SCHOOL YEAR 2017-2018

Motion to approve the Comprehensive Equity Plan Annual Statement of Assurance School Year 2012-2018; due to the Atlantic County Office of Education by September 1, 2017.

Motion Required - Policy

37. BOARD POLICY & REGULATIONS

Motion to approve the First and Second readings of the Policies and Regulation, as listed below.

FIRST READING	
Policy 1240 Regulation 1240	Evaluation of Superintendent (M) Revised
Policy 3126 Regulation 3126	District Mentoring Program (Revised)
Policy 3221 Regulation 3221	Evaluation of Teachers (M) (Revised)
Policy 3222 Regulation 3222	Evaluation of Teaching Staff Members, Excluding Teachers, and Administrators (M) (Revised)
Policy 3223 Regulation	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)
Policy 3224 Regulation 3224	Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised)
Policy 3240 Regulation 3240	Professional Development for Teachers and School Leaders (M) (Revised)
Policy 5610 Regulation 5610	Suspension (M) (Revised)
Policy 5620	Expulsion (M) (Revised)
Policy 7424 Regulation 7424	Bed Bugs
Policy 8550	Unpaid Meal Charges/Outstanding Food Service Charges M
Policy 9180 Regulation 9180	School Volunteers

SECOND READING	By-Law Section
Policy 0000.02	Introduction M
Regulation 0000.03	Introduction M
Policy 0141	Board Member Number and Term
Policy 0143	Board Member Election and Appointment
Policy 0141.3	Board Member Appointment - ABOLISH
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

38. Communications

39. 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	\$647,183.22
Batch 59	Before and After School	\$1,434.60

PAYROLLS:

Batch 70	August 4, 2017	\$120,286.34
Batch 71	August 18, 2017	\$87,528.82

TRANSFERS:

	August		<u>From</u>		<u>To</u>
12-000-260-730	Facility Equipment	\$		\$	15,000
11-000-216-320	Related Services - Educ Purch Prof				30,000
11-000-218-500	Guidance Services				605
11-000-218-600	Guidance Supplies		605		
11-000-261-420	Maintenance Services		7,500		
11-000-262-420	Custodial Services		7,500		
11-213-100-610	Special Education Supplies		20,000		
11-130-100-101	Salary Teachers 6-8		5,000		
11-230-100-101	Salary Teachers Basic Skills		5,000		
Total General Fund		\$	45,605	\$	45,605
20-250-100-500	IDEA - Purchased Services		10,000		
20-250-100-600	IDEA Supplies				5,000
20-250-200-100	IDEA Salaries				4,645
20-250-200-200	IDEA Benefits				355
Total Special Revenue		\$	10,000	\$	10,000

40. Old Business
41. New Business
42. Comments from the Public
43. Comments from the Board
44. Adjournment