

BOARD OF EDUCATION

Schiavo Auditorium, Belhaven Middle School

October 25, 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 September 27, 2017.
6. MOTION TO ACKNOWLEDGE the receipt and to file the Reports of the Secretary and Treasurer for the month of September 2017, which are in agreement.
7. Committee Reports
 - Personnel 10/17/17
 - Curriculum 10/17/17
 - Policy 10/18/17
 - Operations 10/18/17
8. Comments from the Public
9. Superintendent's Report

(FOR YOUR INFORMATION - Items #10 through #20)

10. ENROLLMENT INFORMATION

	9/30/16	9/30/17
Seaview Elementary School	439	422
Belhaven Middle School	397	397
Total Enrollment	836	819

11. USE OF SCHOOL FACILITIES – 7/01/17-10/25/17:

Organization	Fee	Seaview	Belhaven
Atlantic Coast Basketball Camp	Yes		4
Atlantic County MAC Users Group	Yes		1
G-thing Basketball	Yes		1
LASAR	No		23
Linwood Education Foundation	No		1
Linwood Men's Basketball (Tuesday nights)	Yes		7
Linwood Men's Basketball (Saturday mornings)	Yes		2
Linwood PTO	No		3
MRHS Soccer (Meade)	No		7
MUSA Boys Soccer (Napoli)	No		14
MUSA (Watts)	No	1	
Seaview Camp	Yes	12	
SSPAC	No		1
TOTALS		13	64
Notes:			

12. SUSPENSIONS - None13. FIRE & SECURITY DRILLS

Seaview: Fire: September 8, 2017

Security: September 15, 2017

Belhaven: Fire: September 7, 2017

Security: September 18, 2017

14. 2016-2017 AUDIT PRESENTATION15. ROBERT FRANKLIN CONSULTING ON THE CULTURAL EXCHANGE PROGRAM16. ANNUAL REPORT OF VIOLENCE AND VANDALISM and HIB FOR 2016-2017 SCHOOL YEAR – Report Period 2 – Mrs. Susan Speirs17. WEEK OF RESPECT – October 2-6, 2017

Seaview and Belhaven activities as described in your Board packet.

18. SCHOOL VIOLENCE AWARENESS WEEK – October 16-20, 201719. REPORTS

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

Seaview Principal – Dr. Georgette Meister

Belhaven Principal – Mrs. Susan Speirs

20. DATES TO REMEMBEROctober

31	Seaview/Belhaven	EARLY DISMISSAL Staff In-Service
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November

2	Belhaven/Library – 7 p.m.	LEF Meeting
7	Seaview/Belhaven	No school for students Full Day Staff In-Service
9-10	Seaview/Belhaven	SCHOOLS CLOSED NJEA Convention
13	Seaview/Belhaven	End of 1 st Marking Period
15	Seaview/Cafeteria – 8:45 a.m.	PTO Meeting
17	Seaview/Belhaven	Report Cards Issued 1 st Marking Period
22	Seaview/Belhaven	EARLY DISMISSAL
23-24	Seaview/Belhaven	SCHOOL CLOSED – Thanksgiving
27-30	Seaview/Belhaven	EARLY DISMISSAL Parent/Teacher Conferences
29	Belhaven/Auditorium – 7 p.m.	Board of Education Meeting

MOTIONS REQUIRING ACTION*(PERSONNEL: Items #21 through #31)*21. RESIGNATION

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

Name	Position	School	Effective
Erika Himstedt	School Nurse	Seaview	November 30, 2017

*Motion Required – Personnel*22. LEAVES OF ABSENCE

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

Name	Position	Term
Bernadette Getzler	Special Education Teacher	FMLA 10/26/17 to 1/1/18; Request to use available sick days.

Motion Required – Personnel

23. 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
Jill Yochim Interim Supervisor of Curriculum	(TR) Term: 11/01/17 to 12/31/17 Replacing: J. Laning	\$507.69 per diem 3 days per week
Immacolata (Tina) Gatta	(R) Part-time Special Education Teacher Kindergarten – Seaview Replacing: Meagan Lee	Start: TBD pending criminal history clearance to 6/30/18 Salary: B.A., Step 1; pro-rated based on her PT status and official start date.
Kirsten Booth <i>Approved Linwood Substitute Teacher</i>	(R) Part-time Paraprofessional +60 credits; 25 hours/week - Seaview Replacing: A 2016-2017 para vacancy in budget.	Start: 10/26/17 to 6/30/18 Salary: \$14.00/hour
Sari N. Krachman	(R) Part-time Paraprofessional +60 credits; 25 hours/week – Seaview Replacing: Sheri Lamp	Start: TBD pending criminal history clearance to 6/30/18. Salary: \$14.00/hour
Kristine Swartz	(R) Part-time Paraprofessional +60 credits; 25 hours/week - Belhaven Replacing: Ron Braithwaite	Start: TBD pending criminal history clearance to 6/30/18. Salary: \$14.00/hour

*Motion Required – Personnel*24. TEMPORARY CHANGE IN POSITION – 2017-2018 SCHOOL YEAR

Motion to approve a change in position, upon the recommendation of the superintendent, for the 2017-2018 school year for the paraprofessional, as listed below.

Name	From	To
Deborah Ward	Part-time paraprofessional Belhaven	Full-time paraprofessional Seaview – for a new PreK student. Effective: 11/01/17 through 6/30/17. Current salary will be adjusted to full-time status. Ms. Ward will return to her part-time position for the 2018-2019 school year.

Motion Required – Personnel

25. BEFORE AND AFTER SCHOOL PROGRAM SUBSTITUTE AIDES 2017-2018

Motion to approve the following individuals as Substitute Aides for the Before and After School for the 2017-2018 school year; morning and afternoon program positions and rates were board approved.

Year 1 Aides: AM @ \$14 per hour starting rate; PM @ \$13.00 per hour starting rate	
Lena Goldberg	Marvin Goldberg

Motion Required – Personnel

26. 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.

Hope Bromhead	Natalie Carlucci	Jennifer R. Koch
Joon Lee	*Catherine McPhillips	*Kelli Thomas
*Brianna Giorno - School Nurse		

Motion Required – Personnel

27. PART-TIME TEACHERS AS EMERGENCY SUBSTITUTE TEACHERS FOR 2017-2018 SY

Motion to approve the following part-time teachers, on staff, to be used as a substitute teacher during the 2017-2018 school year, as needed.

Laura Bender	Stephanie Curry	Tina Gatta
Mary Hodgins	Sheri Lamp	Mary Jane McAllister
Tanya Arlington-Narvaez	Brenda Price	Kim Savino

Motion Required – Personnel

28. INSTRUCTIONAL AIDES AS EMERGENCY SUBSTITUTE TEACHERS FOR 2017-2018 SY

Motion to approve the following instructional aides, on staff, to be used as a substitute teacher during the 2017-2018 school year in the event of an emergency, to be paid at their regular hourly rate. They are all properly certified.

Seaview	Belhaven
Carmine Bonnani	Christine Hall
Rosemarie Green	Kristine Swartz
Susan Leopardi	
Kirsten Booth	
Sara Krachman	

Motion Required – Personnel

29. APPROVAL FOR BEFORE/AFTER SCHOOL STUDY/HOMEWORK SUPPORT

Motion to approve the following certificated staff to provide before/after school study/homework support for special education students for the 2017-2018 school year. Teachers will be paid through funding provided by the FY2017-2018 IDEIA Grant at the rate of \$40 per hour.

Cindy O’Kane	Amy Amodeo	Tiffany Graziotto
Angela Iannello		
Jennifer Bernardini Substitute	Tanya Arlington Substitute	Brenda Price Substitute

Motion Required – Personnel

30. APPROVAL FOR BEFORE AND AFTER SCHOOL REACH PROGRAMS

Motion to approve the following teachers to provide before/after school supplemental services for academically at-risk students in Title I programs for the 2017-2018 school year. Teachers will be paid through funding provided by the FY 2017-2018 ESSA Grant at the rate of \$40 per hour.

Marc Schnepf	Christine Silverberg	Amy Winterbottom
Marisa Hieb	Karen Prendergast	Christina Riley
Kevin Jacobs	Christine Swan	Michele Tighe
Lori Shannon	Jennifer Bernardini	Angela Iannello
Marilee Sobrinski	Brenda Price	Karen Zaleskiewicz
Tiffany Graziotto	Mary Beth McKenna	

Motion Required – Personnel

31. BEFORE AND AFTER SCHOOL PROGRAM VOLUNTEERS

Motion to approve the following volunteers for the Before and After School Program for the 2017-2018 school year.

Domenic DeVita	Michael DeVita
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Motion Required – Personnel

CURRICULUM: Items #32 through #36)32. ANNUAL REPORT OF VIOLENCE AND VANDALISM FOR 2016-2017 SCHOOL YEAR and HIB FOR JANUARY 1 THROUGH JUNE 30, 2017

Motion to approve the Annual District Report of Violence and Vandalism for the 2016-2017 school year, submitted electronically to the New Jersey Department of Education by July 17, 2017, and the HIB report Period 2, January 1 through June 30, 2017, of the 2016-2017 school year as presented to the public at this meeting; a copy is included in your Board packet.

Motion Required – Curriculum

33. CURRICULUM REVISIONS

Motion to approve Revised Curricula, listed below, as aligned to the New Jersey Learning Standards.

Content Area	District-Implementation of Revised Curricula
English Language Arts	September 2017
Mathematics	September 2017
Science	September 2017
Social Studies	September 2017

Motion Required - Curriculum

34. CHANGE IN 2017-2018 SCHOOL YEAR STIPENDS

Motion to approve the following sponsors for the stipends, as listed below:

CLUBS AND SPONSORS		
Stipend: \$1,253		
SEAVIEW		
Club:	Sponsor:	
Garden Club	<i>Change From:</i> Bernadette Getzler	
	To: Kristy McLaughlin	
OTHER		
I&RS – Seaview	Casey Kilroy	\$500.00
I&RS – Belhaven	Christine Swan	\$500.00

Motion Required - Curriculum

35. FIELD TRIP

Motion to approve the field trip, as listed below.

Destination	Grade	Person in Charge
<i>Stockton University 's Tween Tech Mini-Conference</i> Pomona, NJ	Grade 7 STEM Students	Raquel Law

Motion Required – Curriculum

36. 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 DATES	LOCATION	EVENT	REGISTRATION	MILEAGE EXPENSE
Jennifer Bernardini	10/05/17 10/06/17	Houston, TX	Street Team Service Project - Hurricane Harvey	N/A	N/A
Kristi Grimley Christine Johnston	10/18/17	Stockton Pomona, NJ	Teach Your Students How to Write with Spice for the PARCC	7 ETTC hours each	N/A
Pete Davis Frank Pileiro	10/19/17	Westin Princeton Hotel Princeton, NJ	Presenter Orientation – Tech & Learning Live Conference	No charge	N/A
Kristy McLaughlin	10/19/17	Sheraton Atlantic City Convention Center Atlantic City, NJ	AtlantiCare Healthy Schools, Healthy Children Energizing P.E.	\$25.00	N/A
Elizabeth Provenzano MaryBeth Atwood	10/24/17	Stockton Pomona, NJ	Paths to Potential-Neuroscience, Trauma Informed Schools, and Resiliency	7 ETTC hours each	N/A
Frank Pileiro	10/25/17	Atlantic City Convention Center Atlantic City, NJ	NJSBA Conference	Group	N/A
Teri Weeks	10/25/17	Atlantic City, NJ	NJSBA Conference	Group	Not to exceed \$30.00
Teri Weeks	11/14/17	Mount Laurel, NJ	Current School Law Update	\$100	Not to exceed \$50.00
Jackie Baltozer Elizabeth Provenzano	11/17/17	SRI & ETTC Galloway, NJ	Suicide Awareness & Prevention	4 ETTC hours each	N/A
Teri Weeks	12/12/17	Mount Laurel, NJ	Payroll Fundamentals	\$100	Not to exceed \$50.00
Marisa Hieb Karen Zaleskiewicz	12/14/17	East Windsor, NJ	Inspired Instruction's 9th Annual Train the Trainer Conference (Targeted and Effective PARCC Strategies for Math and Integrating PARCC into Daily Instruction for Math)	*\$199 each	N/A
Jamie Hiltwine Mark Haviland	2/22/18	SRI & ETTC Galloway, NJ	Social Studies Conference- 2018 Social Studies Strong	7 ETTC hours each	N/A

Motion Required – Curriculum

(OPERATIONS: Items #37 through #41)37. 2016-2017 COMPREHENSIVE ANNUAL FINANCIAL REPORT

Motion to accept the 2016-2017 Comprehensive Annual Financial Report and Managements and Auditors Management Report.

Motion Required - Operations

38. 2016-2017 CORRECTIVE ACTION PLAN

Motion to accept the Corrective Action Plan associated with the 2016-2017 Audit. There were no comments or recommendations.

Motion Required – Operations

39. RATE CONSULTANT

Motion to approve On-Tech Consulting as E-Rate consultants for the 2018-2019 funding year with fees equivalent to 20% of the funding received.

Motion Required - Operations

40. GRADES 1-5 AND GRADES 6-8 TUITION CONTRACTS

Motion to approve a grade 1-5 tuition contract for one student and a grades 6-8 tuition contract for two students effective September 1, 2017.

Motion Required - Operations

41. USE OF SCHOOL FACILITIES

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

Organization	Facility	Date/Time	Fee
MUSA Soccer Practice, due to inclement weather, if gym is available. Person in charge: Phyllis Watt	Belhaven Gym	*10/12/17 to 11/30/17 If gym is available. 5:45-7:00 p.m. *Must call prior to 12 noon for location and time available.	No
Linwood PTO Book Fair Person in charge: Tricia Paytas	Belhaven Lobby	10/13/17 to 10/20/17 10:00 a.m. to 2:00 p.m.	No
Linwood PTO Book Fair Family Evening Shop Person in charge: Diana Gurwicz	Seaview Cafeteria, lobby, Atrium, gym	10/18/17 5:30-8:30 p.m.	No

Motion Required – Operations

(POLICY: Items #42 through #43)

42. QSAC STATEMENT OF ASSURANCE (SOA) 2017-2018

Motion to submit the Quality Single Accountability Continuum (QSAC) Statement of Assurance for 2017-2018.

Motion Required – Policy

43. BOARD POLICY & REGULATIONS

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

FIRST READING	
Policy 0142	Board Member Qualifications, Prohibited Acts and Code of Ethics (M)
Policy 7300	Disposition of Property
Regulation 7300.1	Disposition of Instructional Property – ABOLISHED
Regulation 7300.2	Disposition of Land
Regulation 7300.3	Disposition of Personal Property
Regulation 7300.4	Disposition of Federal Property

SECOND READING	
Policy 1511	Board of Education Website Accessibility (New)
Policy 2700	Services to Nonpublic School Students (M) (Revised)
Policy 7100 Regulation 7100	Long-Range Facilities Planning (M) (Revised)
Policy 7101 Regulation 7101	Educational Adequacy of Capital Projects (Revised)
Policy 7102 Regulation 7102	Site Selection and Acquisition (Revised)
Policy 7130	School Closing (Revised)
Policy 8601	Student Supervision After School Dismissal (M) (Revised)

Motion Required – Policy

44. Communications

45. 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	\$427,585.00
Batch 55	General Fund	\$ 13,268.78
Batch 59	Before and After School	\$ 4,437.75

PAYROLLS:

Batch 71	September 29, 2017	\$396,069.16
Batch 70	October 13, 2017	\$391,269.96

TRANSFERS:

<u>October</u>		<u>From</u>	<u>To</u>
11-000-100-562	Tuition - CSSSD	\$ 17,300	\$
11-000-216-100	Salary Related Services		14,000
11-000-216-320	Relate Services – Purchasing Services	30,000	
11-000-217-100	Salary - Extra Ordinary - Aides	15,000	
11-000-217-320	Extraordinary Services		45,000
11-000-219-105	Salary - CST Other	7,500	
11-000-230-100	Salary - Superintendent	2,750	
11-000-240-105	Salary School Secretarial		500
11-000-252-100	Salary - Technician		50,000
11-000-263-100	Salary - Grounds		4,300
11-000-266-100	Salary - Security		4,750
11-120-100-101	Salary - Grade 1-5	250,000	
11-130-100-101	Salary - Grades 6-8		137,000
11-212-100-101	Salary - Self Contained - Teacher		38,000
11-212-100-106	Salary - Self Contained - Aides		8,000
11-213-100-101	Salary - Learn Resource -Teacher	105,600	
11-213-100-106	Salary - Learn Resource - Aides	30,000	
11-213-100-640	LRC Textbooks		600
11-215-100-106	Salary - PT Preschool Aides		28,000
11-216-100-101	Salary - FT Preschool Teachers		68,000
11-230-100-101	Salary - Basic Skills Teacher		85,000
11-230-100-106	Salary - Basic Skills Aides	25,000	
Total General Fund		\$ 483,150	\$ 483,150

20-251-100-600	IDEA Preschool Instruct Supplies		824
20-251-200-200	IDEA Preschool Benefits	52	
20-251-200-600	IDEA Preschool Other Supplies	100	
Total Special Revenue		\$ 824	\$ 824

46. Old Business
47. New Business
48. Comments from the Public
49. Comments from the Board
50. Adjournment