

BOARD OF EDUCATION

Schiavo Auditorium, Belhaven Middle School

November 29, 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 October 25, 2017.
6. MOTION TO ACKNOWLEDGE the receipt and to file the Reports of the Secretary and Treasurer for the month of October 2017, which are in agreement.
7. Committee Reports
 - Operations 11/15/17
 - Personnel 11/20/17
 - Curriculum 11/20/17
 - Policy 11/21/17
8. Comments from the Public
9. Superintendent's Report

(FOR YOUR INFORMATION - Items #10 through #16)

10. ENROLLMENT INFORMATION

	9/30/16	10/31/17
Seaview Elementary School	439	422
Belhaven Middle School	397	397
Total Enrollment	836	819

11. USE OF SCHOOL FACILITIES – 7/01/17-11/29/17:

Organization	Fee	Seaview	Belhaven
Atlantic Coast Basketball Camp	Yes		4
Atlantic County MAC Users Group	Yes		1
G-thing Basketball	Yes		1
LASAR: (7/31/17-11/15/17)	No		34
Linwood Education Foundation	No		2
Linwood Men's Basketball (Tuesday nights)	Yes		12
Linwood Men's Basketball (Saturday mornings)	Yes		6
Linwood PTO	No	5	7
MRHS Soccer (Meade)	No		7
MUSA Boys Soccer (Napoli)	No		14
MUSA (Watts)	No	1	2
Seaview Camp	Yes	12	
SSPAC	No		1
TOTALS		18	91
Notes:			

12. SUSPENSIONS

One 3-day out of school suspension – Grade 8

13. FIRE & SECURITY DRILLS

Seaview: Fire: October 6, 2017

Security: October 3, 2017

Belhaven: Fire: October 20, 2017

Security: October 23, 2017

14. RECOGNITION – Lady Falcons Soccer Team

The Lady Falcons Soccer Team finished the season undefeated with 7 wins, 1 tie, and 0 losses; Atlantic Cape Girls Soccer League Champions.

Coach: Ms. Marilee Sobrinski

15. 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

16. DATES TO REMEMBERDecember

1	Seaview/Belhaven	Early Dismissal/Staff In-Service Day
7	Belhaven/Library 7 p.m.	Linwood Education Foundation Meeting
12	Belhaven	2 nd Marking Period Interims Issued
14	Belhaven/Library 7:00 p.m.	PTO Meeting
15	Belhaven/Auditorium 7:30 p.m.	Winter Band & Choir Concert
20	Belhaven/Auditorium 7:00 p.m.	Board of Education Meeting Recognition of Board President, Richard Sless and Mrs. Lynn Gibson
22	Seaview/Belhaven	Early Dismissal
25-29	Seaview/Belhaven	SCHOOLS CLOSED – WINTER BREAK
<u>January</u>		
1	Seaview/Belhaven	SCHOOLS CLOSED – NEW YEAR’S DAY
2	Seaview/Belhaven	SCHOOLS OPEN

MOTIONS REQUIRING ACTION*(PERSONNEL: Items #17 through #25)*17. RETIREMENT

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

Name	Position	Effective
Bernadette Getzler	Special Education Teacher Seaview	Last day in district will be January 18, 2018

*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
Theresa Albani <i>Approved Linwood Substitute School Nurse</i>	(R) LT Substitute School Nurse Seaview	Start Date: December 1, 2017 End Date: TBD Salary: \$150/day

Motion Required – Personnel

19. 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.

Jessica Figueroa	Linda Ingersoll	Pamela F. Kull
------------------	-----------------	----------------

Motion Required – Personnel

20. MCKINNEY-VENTO TUTORS

Motion to approve two McKinney-Vento Homeless Education Program tutors for two students eligible for this supplemental service through the liaison with the McKinney-Vento Program. Tutors are paid by McKinney-Vento, and the tutors' criminal history clearance has been processed through Gloucester County.

Tyra Causey	Ann Pushkal
-------------	-------------

Motion Required – Personnel

21. STUDENT TEACHING PLACEMENT REQUEST FOR SPRING 2018 SEMESTER

Motion to approve a request from Stockton University for a Student Teaching Placement for the Spring 2018 Semester from January 2, 2018 through May 4, 2018 in the Belhaven Middle School for the following students.

Student	Grade	Cooperating Teacher
Alexandrea McClure	7	Raquel Law

Motion Required – Personnel

22. BEFORE AND AFTER SCHOOL PROGRAM SUBSTITUTE AIDES 2017-2018 SCHOOL YEAR

Motion to approve the following staff members as substitute aides for the 2017-2018 Before and After School Program at the rates listed below.

Year 1 - \$14.00/hour AM; \$13.00/hour PM

Year 2 - \$14.28/hour AM; \$13.28/hour PM

Year 3 - \$14.71/hour AM; \$13.66/hour PM

Tia DeVita – Year 1	Deborah Ward – Year 2
---------------------	-----------------------

Motion to approve the following staff members as one-to-one substitute aides for the 2017-2018 Before and After School students, as deemed necessary by special education guidelines, to be paid in accordance with the Before and After School Programs rate of pay; to be paid through **IDEIA** funds.

Michele Hoffman Year 2	Deborah Ward Year 2	Wendy Friel Year 2	Brenda Mucciarone Year 3
---------------------------	------------------------	-----------------------	-----------------------------

Motion Required – Personnel

23. SEAVIEW PLAYGROUND/SCHOOL VOLUNTEERS - 2017-2018 SCHOOL YEAR

Motion to approve the following playground/school volunteers for the Seaview Elementary School for the 2017-2018 school year.

Valerie Bartholomew	Claudia Goldberg	Jon Pack
Erin Bennis	Jessica Goldstein	Cynthia Petosa
Michelle Bodkin	Pamela Guarini	Jennifer Pierce
Samar Burshel	Diana Gurwicz	Talia Preissman
Michelle Cardani	Angela Harrison	Tito Reyes
Michelle Caucci	Zhiying Hn	Patty Reynolds
Ava Cocchi	Becca Jackson	Rosa Rodgers
Bridget Collins	Kim Kern	Haley Santora
Mariaelena D'Agostino	Aiolfe Larkin	Krista Santora
Amy Daily	Ann Lockhart	Melissa Schock
Kelly Day	Susanne Lockhart	Judy Simpson
Lori Datti	Laura Long	Matthew Simpson
* Jessica Della Fave	Diana Lucca	Denise Stites
Michelle Dill	Arnold Lucchesi	Sherry Stolarksi
Louise Donohue	Ida Lucchesi	Meredith Swanner
Sharon Erenier	Marci Lutsky	Aaron Sykes
Miosoti Espinal	Allison Mann	Jessica Sykes
Catherine Evinski	Chrissy Meade	Jill Thomas
Christine Falk	Tracee Melchior	Kelly Thomas
Margot Ferrin	Melissa Merlino	Stephanie Timbrook
Sara Franklin	Karen Miller	Sabrina Tracy
Lisa Gebhard	Jeremy Nirenberg	Carrie Wyzen-Gregory
Ricky Gerhardt	Kelly Nirenberg	
Lauren Gibson	Kathleen Novasack	
* 2017-2018 Volunteer Coordinator		

Motion Required – Personnel

24. 2017-2018 ADDITIONAL PAY

Motion to approve the following certificated staff to serve as Saturday detention teachers, on an as needed basis, from 8:00-10:00 a.m., when needed; to be paid at the rate of \$40 per hour.

Jill Cunniff	David Wade	Erica Coombs
Raquel Law	Jennifer Parmalee	David Lamkin
Marilee Sobrinski		

Motion Required – Personnel

25. 2017-2018 CHANGE IN SALARY

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

Name	From	To
Heidi Derbyshire	M.A., Step 18	M.A.+15, Step 18 Effective: 12/01/17

Motion Required – Personnel

CURRICULUM: Items #26 through #27)26. FIELD TRIPS

Motion to approve the field trips, as listed below.

Destination	Grade	Person in Charge
<i>Butterhof's Farm</i> Egg Harbor City, NJ	Preschool AM & PM	Elise Scherbin Beth Bagocious
<i>Shop Rite & Applebee's</i> Somers Point, NJ	4 Special Ed Students Peer mentors	Angela Iannello Marilee Sobrinski
<i>Franklin Institute</i> Philadelphia, PA	6 th Grade	Robin Moore
<i>Independence Hall and the National Constitution Center</i> Philadelphia, PA	8 th Grade	John Napoli
<i>K-Mart</i> Somers Point, NJ	4 Special Ed Students Peer mentors	Angela Iannello Marilee Sobrinski
<i>Lite Rock 96.9</i> Northfield, NJ <i>Linwood Nursing Home</i> Linwood, NJ <i>Seaview Elementary School</i> Linwood, NJ	Belhaven Choir	David Lamkin Nancy Robinson

Motion Required – Curriculum

27. 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	11/17/17	Life Center Academy Field House Burlington, NJ	Penn Jersey Jostens Renaissance Collaborative Workshop	\$40	N/A
Jennifer Bernardini Mary Beth McKenna Amy Winterbottom	11/17/17	Life Center Academy Field House Burlington, NJ	Penn Jersey Jostens Renaissance Collaborative Workshop	\$40	N/A
Jackie Baltozer	11/20/17	ACIT Mays Landing, NJ	Middle School Counselors Breakfast	No charge	N/A
Lisa Davis Mary Beth Atwood Elizabeth Provenzano	12/01/17	LRC – South blackwood	<i>Utilizing Person Centered Approaches to Improve IEP Meetings</i>	No charge	N/A
Susann Tahsin	12/04/17 12/05/17	Sheraton Atlantic City Atlantic City, NJ	<i>Special Education Law From A to Z</i>	*\$575	N/A
Mary Beth Atwood	12/08/18	Holiday Inn East Windsor East Windsor, NJ	NJ School Association of School Psychologists (NJASP) Winter Conference	\$110 Member Early bird reg.	N/A
Lisa Davis	12/08/18	Holiday Inn East Windsor East Windsor, NJ	NJ School Association of School Psychologists (NJASP) Winter Conference	*\$175 Non member	N/A
Teri Weeks	01/18/18	NJASBO Robbinsville, NJ	<i>Legal Issues that Impact the Business Office and Business Administrator</i>	\$100	Not to exceed \$50
Teri Weeks	01/25/18	NJASBO Robbinsville, NJ	<i>Pension</i>	\$100	Not to exceed \$50

Motion Required – Curriculum

(OPERATIONS: Items #28 through #33)

28. TRANSPORTATION AGREEMENT - MAINLAND REGIONAL HIGH SCHOOL

Motion to approve a transportation agreement with Mainland Regional High School for transportation to Coastal Learning Center for the 2017-2018 school year at a rate of \$45 per day.

Motion Required - Operations

29. TRANSPORTATION AGREEMENT - ATLANTIC COUNTY SPECIAL SERVICES

Motion to approve a transportation agreement with Atlantic County Special Services for the 2017-2018 school year ML 16 route with a cost of \$33,448.60.

Motion Required - Operations

30. REQUEST FOR PROPOSALS /QUALIFICATIONS

Motion to approve to put out for proposal or qualifications, as appropriate for the following professional services effective July 1, 2018:

Auditor	Banking
Attorney – General	Architect – Long Range Facility Planning

Motion Required - Operations

31. ENERGY AUDIT THROUGH NEW JERSEY CLEAN ENERGY PROGRAM

Motion to approve the district to receive an energy audit through New Jersey Clean Energy Program. This will be our second energy audit which is performed free of charge. Our last energy audit report was finalized February 2013.

Motion Required – Operations

32. 2017-2018 NURSING SERVICES PLAN

Motion to approve the 2017-2018 Nursing Services Plan, as included in your board packet.

Motion Required – Operations

33. USE OF SCHOOL FACILITIES

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

Organization	Facility	Date/Time	Fee
Linwood LASAR Basketball Basketball practice/games Person in Charge: Darren Matik	Belhaven Both gyms: M/W/Th/F/Sa One gym: Tu	November 11, 2017 to March 31, 2017 Weekdays: 5:45 to 8:45 p.m. Saturday: 9 a.m. to 2 p.m.	No
	Seaview Monday-Friday	Weekdays: 5:45 to 8:45 p.m. .	
PTO Wellness Multicultural Fair Persons in charge: Catherine Evinski & Judy Simpson	Seaview	February 28, 2018 5:30 to 7:30 p.m.	No

Motion Required – Operations

(POLICY: Items #34 through #36)

34. H.I.B. CASE

Motion to affirm the recommendation of the superintendent on the reported HIB, as listed below.

H.I.B. Case #001-17-18 (SV)	Confirmed Non-HIB
-----------------------------	-------------------

Motion Required – Policy

35. UNIFORM MEMORANDUM OF AGREEMENT BETWEEN EDUCATION AND LAW ENFORCEMENT OFFICIALS and MEMORANDUM OF UNDERSTANDING REGARDING LIVE STREAMING OF VIDEO SURVEILLANCE

Motion to approve the *Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials* and Memorandum of Understanding Regarding Live Streaming, as included in your board packet.

Motion Required - Policy

36. BOARD POLICY & REGULATIONS

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

FIRST READING	
Policy 2363	Pupil Use of Privately-Owned Technology
Policy 4281	Inappropriate Staff Conduct

SECOND 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

Motion Required – Policy

37. Communications

38. 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	\$375,266.57
Batch 55	General Fund	\$ 10,709.78
Batch 59	Before and After School	\$ 6,980.81

PAYROLLS:

Batch 71	October 27, 2017	\$393,124.68
Batch 70	November 10, 2017	\$399,780.08

TRANSFERS:

<u>November</u>		<u>From</u>	<u>To</u>
11-000-216-320	Related Services - Purch Services		10,000
11-000-266-100	Grounds, Salaries		800
11-000-262-100	Custodial Salaries	800	
11-000-291-270	Benefits	11,500	
11-130-100-101	Salary - Gr 6-8		35,000
11-120-100-101	Salary - Gr 1-5	35,000	
11-190-100-500	Instructional Purchased Services		1,500
Total General Fund		\$ 47,300	\$ 47,300

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