

BOARD OF EDUCATION

Schiavo Auditorium, Belhaven Middle School

December 20, 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 rescheduled meeting has been provided. On December 12, 2017, written notice of this rescheduled 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 November 29, 2017.
6. MOTION TO ACKNOWLEDGE the receipt and to file the Reports of the Secretary and Treasurer for the month of November 2017, which are in agreement.
7. Committee Reports
  - Personnel 12/11/17
  - Curriculum 12/11/17
  - Policy 12/11/17
  - Operations 12/13/17
8. Comments from the Public
9. Superintendent's Report

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

10. ENROLLMENT INFORMATION

	<b>9/30/16</b>	<b>12/20/17</b>
Seaview Elementary School	439	424
Belhaven Middle School	397	398
Total Enrollment	<b>836</b>	<b>822</b>

11. USE OF SCHOOL FACILITIES – 7/01/17-12/20/17:

<b>Organization</b>	<b>Fee</b>	<b>Seaview</b>	<b>Belhaven</b>
Atlantic Coast Basketball Camp	Yes		4
Atlantic County MAC Users Group	Yes		1
G-thing Basketball	Yes		1
LASAR (See notes below)	No	*	*
Linwood Education Foundation	No		3
Linwood Men's Basketball (Tuesday nights)	Yes		13
Linwood Men's Basketball (Saturday mornings)	Yes		8
Linwood PTO	No	6	7
MRHS Soccer (Meade)	No		7
MUSA Boys Soccer (Napoli)	No		14
MUSA (Watts)	No	1	2
Seaview Camp	Yes	12	
SSPAC	No		1
<b>TOTALS</b>		19+*	61+*
<b>Notes:</b> * LASAR – 7/31/17-8/03/17 – M/Tu/W/Th – Belhaven (one gym on Tuesdays); 9/25/17-11/15/17 – M/Tu/W/Th – Belhaven (one gym on Tuesdays); 11/11/17-3/31/18 – M/Tu/W/Th/F/Sa – Belhaven (one gym on Tuesdays), and Seaview – M-F			

12. SUSPENSIONS

Belhaven: One 4-day out of school suspension – Grade 8

13. FIRE & SECURITY DRILLS

Seaview: Fire: November 3, 2017                      Security: November 1, 2017  
Belhaven: Fire: November 29, 2017                      Security: November 29, 2017

14. RECOGNITION

- Board Member Recognition  
Board President – Richard Sless, 15 years  
Board Member – Lynn Gibson, 23 years
- Belhaven Girl's Cross Country - Undefeated  
Atlantic Cape Division Champions  
Coach: Christina Lonergan
- Belhaven Boys Soccer  
Atlantic Cape Division Champions  
Coach: Dan Truax

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

22	Seaview/Belhaven	Early Dismissal
25-31	Seaview/Belhaven	SCHOOLS CLOSED – Winter Break

January

1	Seaview/Belhaven	SCHOOLS CLOSED – New Year’s Day
2	Seaview/Belhaven	SCHOOLS OPEN
3	Belhaven /Auditorium 7:00 p.m.	Board of Education Organization Meeting
10	Seaview/Cafeteria 8:45 a.m.	PTO Meeting
12	Seaview/Belhaven	No school for students Full day Staff In-Service
15	Seaview/Belhaven	SCHOOLS CLOSED – Martin Luther King Day
31	Seaview/Belhaven	Early Dismissal Staff In-Service

**MOTIONS REQUIRING ACTION*****(PERSONNEL: Items #17 through #24)***17. **LEAVES OF ABSENCE**

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

<b>Name</b>	<b>Position</b>	<b>Term</b>
<b>Kimberly Petrella</b>	Art Teacher - Seaview	<b>Under the NJFLA guidelines:</b> December 4, 2017 through March 2, 2018; pending certification of health care provider.
<b>Tara Lhulier</b>	Kindergarten Teacher - Seaview	<b>Under the FMLA &amp; NJFLA guidelines</b> Requesting to use her available sick and personal days during the FMLA portion of the leave.  The leave will begin on or about February 26, 2018, with plans to return in June, 2018; pending certification of her health care provider.
<b>Jamie Hiltwine</b>	Grade 5 General/Special Ed Teacher - Belhaven	<b>Under the FMLA &amp; NJFLA guidelines</b> Requesting to use her available sick and personal days during the FMLA portion of the leave.  The leave will begin on or about April 9, 2018 through June 2018; pending certification of her health care provider.

*Motion Required – Personnel*18. **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.

Alexis Champion
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*Motion Required – Personnel*

19. 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>Lori Care</b> Supervisor of Curriculum and Instruction	(R) Start Date: TBD Replacing: J. Laning	\$ 90,000; to be pro-rated based on official start date and terms of the L.P.S.A. Agreement.
<b>Jill Yochim</b> Interim Supervisor of Curriculum and Instruction	(TR) Extending term to: 1/02/18 to 1/31/18 Replacing: J. Laning	\$507.69 per diem  3 days per week

*Motion Required – Personnel*

20. 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

Lisa Hindman – Year 1
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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.

Lisa Hindman Year 1	Carmine Bonanni Year 1
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*Motion Required – Personnel*

21. ADDITIONAL PAY FOR STAFF PROFESSIONAL DEVELOPMENT/TESTING 2017-2018 SCHOOL YEAR

Motion to approve certificated district staff to be paid \$40 per hour beginning July 1, 2017 through June 30, 2018, and district instructional aides at their hourly contracted rate.

Activities include staff professional development, new student testing, gifted and talented testing/scoring, student tutoring, curriculum development, special education student program testing and planning, and Child Study Team student meetings. Staff will be paid from district budgeted funds or, when appropriate, from IDEIA and/or ESSA budgeted funds.

*Motion Required – Personnel*

22. 2017-2018 SCHOOL YEAR STIPENDS

Motion to approve the following stipends for the 2017-2018 school year.

<b>COACHES AND DIRECTORS</b>			
<b>Per the LEA Agreement</b>			
<b>Activity</b>	<b>Name</b>	<b>Table/Step</b>	<b>Stipend</b>
Drama Production Director	Lindsey Burton	II 1.10	\$2,397
Assistant Drama Production Director	Debra Roland	III 1.40	\$2,035

*Motion Required – Personnel*

23. VOLUNTEERS – BELHAVEN DRAMA PRODUCTION

Motion to approve the following high school student volunteers, as noted below, who will be assisting with the 2017-2018 Belhaven Drama Production.

Emerson Fisher	Molly Connolly	Lauren Vanderburg
Charity Zappone	Helen Tjoumakaris	

*Motion Required – Personnel*

24. AMEND CONTRACT – DISTRICT DATA MANAGER

Motion to approve an amendment to Ron Lyons’ 2017-2018 District Data Manager Contract to include vacation days, pro-rated in Year 1 based on his official start date of September 1, 2017. The District Data Manager waives any/all payment for vacation days upon retirement.

*Motion Required – Personnel*

***CURRICULUM: Items #25 through #27)***

25. PROFESSIONAL DEVELOPMENT SERVICES – SRI/ETTC

Motion to approve the Letters of Agreement with the SRI/ETTC for services to the Linwood School District on January 12, 2018, using a combination of ETTC hours and professional development budgeted funds for the following:

<b>Service or Workshop Code</b>	<b>Fee</b>
C-18141 <i>Teach Your Middle School Students How to Write with SPICE or PARCC</i>	\$658 or 27 ETTC Hours
C-18142 <i>NGSS</i>	\$1,090 Or 45 ETTC Hours
C-18143 <i>Writing in the elementary Grades: Two Sessions (am and pm)</i>	\$1,306 Or 54 ETTC Hours

*Motion Required – Curriculum*

26. FIELD TRIP

Motion to approve the field trip, as listed below.

Destination	Grade	Person(s) in Charge
<b><i>Linwood Methodist Church</i></b> Linwood, NJ	Grades 5-8 Renaissance Program	Mary Beth McKenna Cindy O’Kane Jennifer Bernardini

*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
Frank Pileiro	12/15/17	SRI/ETTC Galloway, NJ	County Technology Coordinators Roundtable	No charge	Not to exceed \$10
Mike Balesteri	01/17/18 01/18/18 01/19/18	SRI/ETTC	3-Day Accelerated Group Policy; Master Class with Group Policy; MVP Jeremy Moskowitz	37 ETTC hours	N/A
Jean Matro	01/26/18	Harrah’s Resort Atlantic City, N J	TECHSPO 2018	*\$275	N/A
Frank Pileiro	01/24/18 01/25/18 01/26/18	London United Kingdom	Tech & Learning Leadership Summit	No cost to the district	N/A
Craig Kahn Susan Speirs Pete Davis Samantha Coyle	January 2018 Dates TBD	China	Cultural Exchange Program District Education Bureau at Chengdu	No cost to the district	N/A

*Motion Required – Curriculum*

**(OPERATIONS: Items #28 through #29)**28. NCLB CARRY OVER

Motion to approve the NCLB grant amendment for carryover amounts of \$2,572 in Title I A and \$4,543 in Title II A as per the grant budget.

*Motion Required - Operations*

29. USE OF SCHOOL FACILITIES

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

Organization	Facility	Date/Time	Fee
<b>Education Affairs Committee</b> Parent Meeting Person in Charge: Diana Gurwicz	Belhaven Library	December 6, 2017 Follow-up meeting date TBD 7:30-8:30 p.m.	No
<b>Linwood PTO</b> Daddy Daughter Dance Persons in charge: Erica Winters and Jessica Goldstein	Seaview Cafeteria Main Atrium	December 7, 2017 5:15-7:00 p.m.	No
<b>SSPAC</b> Parent Meeting Person in Charge: Alexa D'Amato Barrera	Belhaven Library	December 18, 2017 7:00-8:30 p.m.	No
<b>Mainland (MRHS) Soccer</b> Futsal Person in Charge: John Napoli	Belhaven Gym	January through February, 2018 (if available) 8:30-10:00 p.m.	No
<b>Linwood PTO</b> Winter Carnival Personal in Charge: Lori Post	Seaview Gym Cafeteria Foyer Hallways	February 2, 2018	No
<b>G-thing Basketball</b> Girls Basketball Tournament Person in charge: Lionel Hill	Belhaven Both gyms	March 24 & 25, 2018	Yes Plus custodial fees

*Motion Required – Operations*



**(POLICY: Items #30 through #31)**

30. H.I.B. CASE

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

H.I.B. Case #002-17-18 (BH)	Confirmed Non-HIB
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*Motion Required – Policy*

31. BOARD POLICY

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

<b>SECOND READING</b>	
Policy 2363	Pupil Use of Privately-Owned Technology
Policy 4281	Inappropriate Staff Conduct

*Motion Required – Policy*

32. Communications

33. **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	\$500,022.76
Batch 55	General Fund	\$ 12,405.78
Batch 59	Before and After School	\$ 7,777.54

**PAYROLLS:**

Batch 71	November 24, 2017	\$411,438.54
Batch 70	December 8, 2017	\$396,880.73

TRANSFERS:

<b>December</b>			<b>From</b>		<b>To</b>
11-000-240-600	School Supply				7,500
11-000-252-100	Salary - Technology		7,500		
11-000-291-270	Benefits		4,000		
11-190-100-610	Supplies		10,000		
11-190-100-500	Purchased Services				10,000
<b>Total General Fund</b>		\$	21,500	\$	21,500

- 34. Old Business
- 35. New Business
- 36. Comments from the Public
- 37. Comments from the Board
- 38. Adjournment