

BOARD OF EDUCATION

Schiavo Auditorium, Belhaven Middle School

January 24, 2018

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 January 8, 2018, 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 Board Retreat held November 28, 2017
6. MOTION TO APPROVE the Minutes of the Regular Meeting held December 20, 2017.
7. MOTION TO APPROVE the Minutes of the Executive Session held December 20, 2017
8. MOTION TO ACKNOWLEDGE the receipt and to file the Reports of the Secretary and Treasurer for the month of December 2017, which are in agreement.
9. Committee Reports
 - Personnel 1/16/18
 - Curriculum 1/16/18
 - Policy 1/16/18
 - Operations 1/17/18
10. Comments from the Public
11. Superintendent's Report

(FOR YOUR INFORMATION - Items #12 through #19)

12. ENROLLMENT INFORMATION

	9/30/16	1/24/18
Seaview Elementary School	439	423
Belhaven Middle School	397	399
Total Enrollment	836	822

13. USE OF SCHOOL FACILITIES – 7/01/17-1/24/18:

Organization	Fee	Seaview	Belhaven
Atlantic Coast Basketball Camp	Yes		4
Atlantic County MAC Users Group	Yes		1
G-thing Basketball	Yes		1
LASAR (See notes below)	No	*	*
Linwood Educational Affairs Committee (EAC)	No		1
Linwood Education Foundation (LEF)	No		3
Linwood Men's Basketball (Tuesday nights)	Yes		17
Linwood Men's Basketball (Saturday mornings)	Yes		10
Linwood PTO	No	7	7
MRHS Soccer (Meade)	No		7
MRHS Soccer (Napoli)	No		8
MUSA Boys Soccer (Napoli and/or Meade)	No		18
MUSA (Watts)	No	1	2
Seaview Camp	Yes	12	
SSPAC	No		2
TOTALS		20+*	81+*
Notes: * 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			

14. SUSPENSIONS

Belhaven: One in-school suspension – Grade 8

15. FIRE & SECURITY DRILLS

Seaview: Fire: December 1, 2017 Security: December 4, 2017
Belhaven: Fire: December 4, 2017 Security: December 6, 2017

16. NEW JERSEY SCHOOL BOARD RECOGNITION MONTH17. CONGRATULATIONS

2017-2018 Governor's Teacher and Educator Services Professional of the Year

Seaview:

Teacher Christine Flanagan, Grade 4

Belhaven

Teacher Jill Cunniff – Grade 5 & 6 Social Studies
Educational Services Professional Ann Forshaw – School Nurse

18. 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

19. DATES TO REMEMBERJanuary

31	Seaview/Belhaven	Early Dismissal Staff In-Service
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February

1	<i>Welcome to Mr. Brian Pruitt, Superintendent</i>	
6	Seaview/Belhaven	2 nd Marking Period Report Cards Issued
7	Gregory's, Somers Point 6:00-8:00 p.m.	LEF Mom's Night Out
8	Belhaven/Library 7:00 p.m.	PTO Meeting
15	Seaview/Belhaven	Early Dismissal Staff In-Service
16-19	Seaview/Belhaven	SCHOOLS CLOSED – President's Weekend
21	Belhaven/Auditorium 7:00 p.m.	Board of Education Meeting
27	Belhaven/Library 7:00 p.m.	Board Retreat - Budget
28	Seaview 5:30-7:30 p.m.	PTO Wellness - Multicultural Night

MOTIONS REQUIRING ACTION***(PERSONNEL: Items #20 through #29)***20. **RETIREMENT**

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

Name	Position	School	Effective
Mary Ellen Weeks	Part-time Office Aide	Seaview	June 30, 2018

*Motion Required – Personnel*21. **LEAVE OF ABSENCE**

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

Name	Position	Term
Santos Vergara	Part-time Custodian	Leave of absence retroactive to 1/08/18; return date still to be determined. Requesting to use available sick days; unpaid when sick days are exhausted.

*Motion Required – Personnel*22. **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
Colleen Tighe Preschool Self Contained Teacher - Seaview	(R) Anticipated Start Date: 2/12/18 to 6/30/18 Replacing: B. Getzler	B.A., Step 2 Salary will be pro-rated based on her official start date.
Jill Yochim Interim Supervisor of Curriculum and Instruction	(TR) Extending term to: 2/01/18 to 2/28/2018 Replacing: J. Laning	\$507.69 per diem 3 days per week

Motion Required – Personnel

23. 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 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	Ian Campbell	*Emily Giegerich	Courtney L. Smith
Substitute School Nurse	Cheryl Cantwell		
Substitute Custodian	Michael Stoll		

Motion Required – Personnel

24. PARAPROFESSIONALS AS EMERGENCY SUBSTITUTE TEACHERS FOR 2017-2018 SY

Motion to approve the following part-time paraprofessionals, 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 properly certified.

Seaview	Belhaven
Sari Krachman	Kristine Swartz

Motion Required – Personnel

25. MENTOR – PROVISIONAL TEACHER PROGRAM

Motion to approve the following mentor, as listed below.

Mentor	New Staff Member	Fee
Brooke Szeker	Tina Gatta PT Special Education - Seaview	\$550; to be pro-rated from 11/13/17 through June 2018.

Motion Required – Personnel

26. MENTOR – STOCKTON UNIVERSITY'S SPRING 2018 TEACHER EDUCATION PROGRAM.

Motion to approve Susan Speirs to mentor students(s) from Stockton University's Spring 2018 Teacher Education Program for fieldwork placements in the Linwood School District.

Motion Required – Personnel

27. HOME INSTRUCTION TEACHER FOR 2017-2018

Motion to approve, upon the recommendation of the Superintendent, to hire the following staff to provide home instruction services; to be paid at the rate of \$40 per hour.

Tina Gatta

Motion Required – Personnel

28. 2017-2018 SCHOOL YEAR STIPENDS

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

OTHER		
Drama Production Aide	Mary Ellen Ellenberger	Her hourly rate of pay, \$15.62 per hour, to be paid from budgeted stipend funds.

Motion Required – Personnel

29. 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
Tina Gatta	B.A. Step 1	B.A.+15, Step 1 Effective: 2/01/18

Motion Required – Personnel

CURRICULUM: Items #30 through #32)30. APPROVAL OF REVISED 2017-2018 SCHOOL CALENDAR

Motion to approve the revised 2017-2018 school year calendar; extended two day due to snow days.

Motion Required – Curriculum

31. FIELD TRIP

Motion to approve the field trip, as listed below.

Destination	Grade	Person(s) in Charge
Washington Township H.S. Washington Township, NJ	6 & 7 Renaissance Street Team	Jennifer Bernardini Amy Winterbottom Allison Phillips Mary Beth McKenna

Motion Required – Curriculum

32. 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
Kristy McLaughlin	1/09/18	Campus Event Center Stockton University Galloway, NJ	AtlantiCare School Wellness Training	No charge	N/A
David Lamkin	1/19/18	Cherry Hill	Schools to Watch Visit	No charge	N/A
Frank Pileiro	1/25/18 1/26/18	Harrah's Resort Atlantic City, N J	TECHSPO 2018	*\$475.00	N/A
Kristy McLaughlin	1/29/18 2/28/18	AtlantiCare Life Center Egg Harbor Twp, NJ	Steering Committee Meeting	No charge	N/A
Jackie Baltozer	1/30/18	Cherry Hill Crown Plaza Cherry Hill, NJ	<i>Smart but Scattered</i> Executive Dysfunction at Home and at School	*\$199.99	N/A
Mark Haviland	2/22/18	SRI/ETTC Galloway, NJ	4 th Annual SRI & ETTC Middle & High School Social Studies Conference	7 ETTC hours	N/A
Jackie Baltozer	2/23/18	SRI/ETTC – Stockton Galloway, NJ	<i>Building Resilience in Our Schools and Communities</i>	Comped registration	N/A
Elizabeth Bagocius Elise Scherbin	2/26/18	Resorts Casino Hotel Atlantic City, NJ	NJ Conference for Pre-K Teachers	*\$244.00 each	N/A
Frank Pileiro	2/27/18	ETTC – Stockton Galloway, NJ	Future Ready Schools NJ Certification Summit	No charge	Not to exceed \$10.00
Frank Pileiro	3/08/18	Sheraton Atlantic City Convention Center Hotel Atlantic City, NJ	2018 PARCC Mandatory District Test Coordinator and District Technology Coordinator Training	No charge	Not to exceed \$20.00
Frank Pileiro <i>Dates are subject to change</i>	4/13/18 6/13/18	ETTC – Stockton Galloway, NJ	County Tech Coordinators Roundtable	No charge	Not to exceed \$10.00 each meeting
Ron Lyons	4/16/18 4/17/18 4/18/18	Resorts Casino Hotel Atlantic City, NJ	2018 PowerSchool Users Group 7 th Annual Conference	*\$325.00	Not to exceed \$30.00

(OPERATIONS: Items #33 through #37)

33. PROFESSIONAL SERVICES – ENGINEER

Motion to approve a contract with Polistina & Associates, LLC Engineers and Planners, to provide additional work for the Seaview School drainage project to provide details to add a track and sod to the project in the amount of \$2,500. The additional work relative to the sod is expected to fit within the original budget. An LEF Grant will help fund the track.

Motion Required - Operations

34. LOCAL GRANTS

Motion to accept the following local grants.

AtlantiCare	AtlantiCare Schools Wellness Grant	\$800
LEF	Install Seaview Track	Up to \$8,000

Motion Required – Operations

35. CONTRACT FOR EMPLOYEE PORTAL

Motion to approve to add the employee portal program of Systems 3000 Finance software that includes a one- time set-up fee of \$3,000, and then annually a fee of \$2,238 based on estimated W-2 count of 250.

Motion Required – Operations

36. AMEND LONG-RANGE FACILITY PLAN

Motion to submit an amendment to the Long-Range Facility Plan to include a district-wide lighting upgrade project for energy efficiency.

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
MUSA Soccer Futsal Persons in Charge: Chris Meade/John Napoli	Belhaven Gym	January *3, 10, 17, 24, 31, 2018 February 1, 7, 14, 21, 2018 *4:30-5:30 p.m. (1/3/18), 3:30 – 5:30 p.m. for all other dates	No

Motion Required – Operations

(POLICY: Items #38 through #39)

38. H.I.B. CASE

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

H.I.B. Case #004-17-18 (BH)	Confirmed Non-HIB
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Motion Required – Policy

39. BOARD POLICY

Motion to approve the first reading of the Policies, as listed below.

FIRST READING	
Policy 0155	Board Committees
Policy 0169.02	Board Member Use of Social Networks
Policy 2464	Gifted and Talented Students (M)

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	\$459,868.29
Batch 55	General Fund	\$ 10,709.78
Batch 59	Before and After School	\$ 1,130.58

PAYROLLS:

Batch 71	December 22, 2017	\$396,510.81
Batch 70	January 5, 2018	\$398,105.05
Batch 71	January 19, 2018	\$387,370.96

TRANSFERS:

January			From		To
11-212-100-101	Salary - Substitutes	\$		\$	8,000
11-213-100-101	Salary - Substitutes		13,000		
11-000-100-566	Tuition		25,000		
11-000-240-500	Misc Purch Services				10,000
11-000-230-530	Communications				20,000
Total General Fund		\$	38,000	\$	38,000

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