

LINWOOD BOARD OF EDUCATION
 Schiavo Auditorium, Belhaven Middle School
 March 28, 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 19, 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 Regular Meeting held February 21, 2018.
6. MOTION TO APPROVE the Minutes of the Executive Session, held February 21, 2018.
7. MOTION TO APPROVE the Minutes of the Board Retreat held on February 27, 2018.
8. MOTION TO ACKNOWLEDGE the receipt and to file the Reports of the Secretary and Treasurer for the month of February 2018, which are in agreement.
9. Committee Reports
 - Operations 3.12.2018 and 3.20.2018
 - Personnel 3.13.2018 and 3.20.2018
 - Curriculum 3.13.2018 and 3.20.2018
 - Policy 3.13.2018
10. Comments from the Public
11. Superintendent's Report

(FOR YOUR INFORMATION - Items #12 through 20)

12. ENROLLMENT INFORMATION

	9/01/17	3/28/18
Seaview Elementary School	422	425
Belhaven Middle School	394	401
Total Enrollment	816	826

13. USE OF SCHOOL FACILITIES - 7/01/17-3/28/18:

Organization	Fee	Seaview	Belhaven
Atlantic Coast Basketball Camp	Yes		4
Atlantic County MAC Users Group	Yes		1
G-thing Basketball	Yes		1
Girl Scouts Troop #11037	No		2
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		26
Linwood Men's Basketball (Saturday mornings)	Yes		19
Linwood PTO	No	12	8
Mainland Youth Lacrosse	No	3	
MRHS Soccer (Meade)	No		7
MRHS Soccer (Napoli)	No		8
MUSA Boys Soccer (Napoli and/or Meade)	No		29
MUSA (Watt)	No	1	2
NJSBA - Atlantic County	No		1
Seaview Camp	Yes	12	
SSPAC	No		2
TOTALS		28+*	114+*
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

- One 4-day out of school suspension - Grade 7
- One 1-day out of school suspension - Grade 8

15. FIRE & SECURITY DRILLS

Seaview: Fire: February 6, 2018
Belhaven: Fire: February 6, 2018

Security: February 24, 2018
Security: February 20, 2018

16. NEW JERSEY SCHOOLS TO WATCH® 2018-2021

Belhaven Middle School has been designated for the third time as a New Jersey School to Watch® for 2018-2021.

17. RECOGNITION - Belhaven Lady Falcons Basketball Team

The Belhaven Lady Falcons Basketball Team finished the season undefeated. They won the 36th Annual Northfield Invitational Tournament Championship, winning 18-12 over Northfield.

Coach: Ms. Marilee Sobrinski, Assistant Coach: Jessica Byrnes

18. VIDEO PRESENTATION - Frank Lloyd Wright

19. 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 REMEMBER

MARCH			
29		Seaview/Belhaven	Early Dismissal
30		Seaview/Belhaven	SCHOOLS CLOSED – Spring Break (3/30/18 to 4/08/18)
APRIL			
1-8		Seaview/Belhaven	SCHOOLS CLOSED – Spring Break
9		Seaview/Belhaven	Schools Reopen
9-11	9-11 a.m. 1:30-2:30 p.m.	Seaview	Kindergarten and 1 st Grade Registration
10	7:00 p.m.	Belhaven/Library	PTO Meeting
12 13	7:00 p.m.	Belhaven/Auditorium	Belhaven Drama Performance Wizard of Oz
14	2:00 p.m. and 7:00 p.m.	Belhaven/Auditorium	Belhaven Drama Performance Wizard of Oz
17		Seaview/Belhaven	3 rd Marking Period Ends
23		Seaview/Belhaven	3 rd Marking Period Reports Cards Issued
24		Belhaven/Auditorium	Band Trip Parent Meeting
25	7:00 p.m.	Belhaven/Auditorium	Board of Education Meeting
26		Seaview/Belhaven	Take Our Daughters and Sons to Work Day
26	5:30-8:00 p.m.	Seaview	Science Fair

MOTIONS REQUIRING ACTION

(PERSONNEL: Items #21 through #27)

21. 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
Gabrielle Horner Temporary Elementary Music Teacher	(TR) Start: On or about April 9, 2018 through June 2018 pending CHRU clearance. Replacing: E. Cimis	B.A., Step 1; pro-rated based on her official start date.
Stephanie Street Long-term Substitute Health & Physical Education Teacher	(TR) Start: On or about April 9, 2018 through June 2018 pending CHRU clearance. Replacing: S. Wurtz	Regular rate of substitute pay
Cara Siudut Long-term Substitute for Maternity Leave - Grade 5	(TR) Start: April 9, 2018 through June 2018. Replacing: J. Hiltwine	Regular rate of substitute pay.

Motion Required – Personnel

22. LEAVE OF ABSENCE

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

Name	Position	Term
Paul Van Langen	12 Month Computer Technician District	FMLA Effective: March 13 through April 25, 2018. Request approval to use available sick days during this leave.

Motion Required – Personnel

23. INTENTION TO RETIRE

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

Name	Position/School	Effective
Paul Van Langen	12 month Computer Technician	April 26, 2018

Motion Required – Personnel

24. TEMPORARY CHANGE IN POSITION - 2017-2018 SCHOOL YEAR

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

Name	From	To
Heather Moran	Part-time paraprofessional Seaview	Full-time paraprofessional Seaview - new position Effective: 3/29/18 through the last day of school in June 2018. Current salary will be adjusted to full-time status. Ms. Moran will return to her part-time position for the 2018- 2019 school year.

Motion Required - Personnel

25. MENTOR - PROVISIONAL TEACHER PROGRAM

Motion to approve the following mentor, as listed below.

Mentor	New Staff Member	Fee
Kristina Burns	Colleen Tighe Pre-School Self Contained Teacher Seaview	\$550; to be pro-rated from 2/12/18 through June 2018.

Motion Required - Personnel

26. 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.

Mary Beth McKenna	Tanya Arlington-Narvaez
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Motion Required - Personnel

27. AMEND APPROVAL FOR BEFORE/AFTER SCHOOL TUTORING

Motion to approve the following teachers to provide before/after school supplemental services for academically at-risk students in Title 1 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.

Chris Meade	Lori Dooner	Christina Lonergan
Christine Johnston	Jessica Byrnes	Tina Gatta
Brooke Szeker	Jean Matro	Kristy Grimley
Erica Coombs	Trish Levinson	Dan Truax
Colleen Tighe		

Motion Required - Personnel

*(CURRICULUM: Items #28 through #30)***28. 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
Lori Care	2/23/18	SRI & ETTC Galloway, NJ	Atlantic County CSI Monthly Meeting	N/A	Not to exceed \$10
Lori Care	2/27/18 3/23/18	Stockton/ETTC Galloway, NJ	Future Ready Schools NJ Certification Summit	No charge	Not to exceed \$10 each meeting
Susan Speirs	3/08/18 (AM)	Sheraton Atlantic City Convention Center Hotel Atlantic City, NJ	2018 PARCC Mandatory Training	No charge	Not to exceed \$10
Mark Haviland	3/19/18	Stockton/ETTC Galloway, NJ	<i>Teaching Sustainability in the Classroom</i>	7 ETTC hours	N/A
Lauri Greenberg	4/25/18 4/26/18	EHT School District Egg Harbor Twp., NJ	PECS Level 2 Training	*202.00 Each	N/A
Carrie Gargione	4/26/18				
Christine Harrison	5/21/18 5/22/18	SRI & ETTC Galloway, NJ	Wilson Just Words Reading Program	12 ETTC Hours	N/A
Jennifer Bernardini Cindy O'Kane	6/20/18	SRI & ETTC Galloway, NJ	MIT App Inventor	7 ETTC hours each	N/A

Motion Required – Curriculum

29. FIELD TRIPS

Motion to approve the field trips, as listed below.

Destination	Grade	Person in Charge
Cape May County Zoo Cape May Court House, NJ	2	Jennifer Candeloro
Adventure Aquarium Camden, NJ	1	Jennifer Mansueto

Motion Required – Curriculum

30. SUMMER PROGRAMS

Motion to approve the summer programs as listed below. The programs will run 4 hours per day, 4 days per week, with the exception of July 4, 2018.

Extended School Year	Summer School
June 25 to July 25, 2018	July 2 to July 26, 2018

Motion Required - Curriculum

(OPERATIONS: Items #31 through #39)

31. ACES SUPPLY CONTRACTS

Motion to approve the resolution to join ACES for both electric and natural gas procurement effective May 2018 through May 2023.

Motion Required - Operations

32. BEHAVIOR CONSULTANT

Motion to approve a contract hiring ABC Consultants and Interactive Kids for Behavior Consultant Services as outlined in the proposal package dated February 14, 2018. Both companies will be utilized to provide services at both schools based on the needs.

Motion Required - Operations

33. PURCHASE OF TRUCK

Motion to amend the February motion to approve the purchase of a truck. Revised pricing from Mall Chevrolet was received in the amount of \$30,892.41. Therefore the purchase of the truck will be from Gentilini Ford who has provided pricing in the amount of \$30,030.95, excluding tax and tags. This includes the cost of the salt spreader, plow and net of \$4,000 trade in allowance.

Motion Required - Operations

34. DONATION OF ART

Motion to accept a donation of Chinese silk art from Mr. and Mrs. Bob Franklin with an approximate value of \$100.

Motion Required - Operations

35. GRANT AMENDMENT

Motion to approve to amend the Title II and Title IV NCLB grants as included in the attached revised budget. Title II is amended to increase workshop and in district training opportunities and Title IV is amended to include STEAM and technology initiatives.

Motion Required - Operations

36. LOCAL GRANT

Motion to accept a grant from PTO, up to \$3,000, to support the Seaview field renovation project.

Motion Required - Operations

37. CHANGE ORDER

Motion to accept the following change orders for the Seaview Elementary Field renovation project:

Base Bid		\$95,200.00
Alternate Bid		1,840.00
Allowance		12,500.00
Total Bid Award		<u>109,540.00</u>
Change Order 1 - Sod Main Field	\$26,421.50	
Apply Allowance	-12,500.00	
Net Change Order 1	<u>13,921.50</u>	
Change Order 2 - Six foot Wide Walking Path	7,395.00	
Change Order 3 - Additional Sod Area	<u>5,020.00</u>	
Net Change Orders	<u>26,336.50</u>	
Revised Project Cost		<u>\$135,876.50</u>

Change order 1 will be paid with the remaining funds from the original project budget. Change order 2 is covered by a grant provided through the Linwood Education Foundation accepted at the February meeting. Change order 3 will be covered by a combination of the project funds of approximately \$1,500, AtlantiCare healthy schools grant of \$1,500 and the balance to be paid through a PTO grant.

Motion Required - Operations

38. DIRECT DEPOSIT RESOLUTION

Motion to approve the following resolution to opt for mandatory direct deposit for employee compensation on or after July 1, 2018:

WHEREAS, P.L. 2013 c. 28 allows local school districts to opt for mandatory direct deposit for employee compensation on or after July 1, 2014 (C.52:14-15h);

WHEREAS, the Board may grant an exemption from the mandatory requirements of N.J.S.A. 52:14-15h on such terms and conditions as the Board deems necessary. The Board may grant an exemption for seasonal and temporary employees as the Board deems necessary.

WHEREAS, The Board shall make available for those employees required to have their net pay direct deposited in accordance with the provisions of N.J.S.A. 52:14-15h, all information concerning net pay, any accompanying information approved for distribution with net pay, and W-2 forms in accordance with applicable Federal law, only on the Internet with restricted access and policies and procedures to protect the integrity and confidentiality of the information.

NOW THEREFORE BE IT RESOLVED, that the Linwood Board of Education approve mandatory direct deposit for all employees paid on and after July 1, 2018.

Motion Required - Operations

39. USE OF SCHOOL FACILITIES

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

Organization	Facility	Date/Time	Fee
Linwood Men's Basketball Basketball Person in charge: Neil McPeak	Belhaven One gym	<u>Saturday mornings</u> Extended from 12/20/17 to 4/29/18 7:00-9:00 a.m.	Yes
Mainland United Soccer Soccer practice - inclement weather Person in charge: Phyllis Watt	Seaview or Belhaven One gym If available	2/26/18 to 6/02/28 5:45-8:30 p.m.	No
Mainland Youth Lacrosse Indoor practice Person in charge: Kelly Ford	Seaview Gym	3/08/18, 3/15/18, 3/22/18 5:00-6:30 p.m.	No
Linwood PTO Evening Book Fair Person in charge: Diana Gurwicz	Seaview Atrium Gym	3/22/18 6:00-8:00 p.m.	No
Mainland United Soccer Futsal training - inclement weather Person in charge: Chris Meade	Belhaven Old gym	3/23/18 & 3/26/18 4:00-5:00 p.m.	No

Motion Required - Operations

(POLICY: Items #40 through #41)

40. H.I.B. CASES

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

Seaview Elementary School	H.I.B. Case #007-17-18 (SV)	Confirmed H.I.B.Incident
Belhaven Middle School	H.I.B. Case #006-17-18 (BH)	Confirmed H.I.B.Incident
Belhaven Middle School	H.I.B. Case #008-17-18 (BH)	Confirmed H.I.B.Incident

Motion Required - Policy

41. BOARD POLICY

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

Policy #	Title
Policy 3437	Military Leave (Revised)
Policy 4437	Military Leave (Revised)
Policy 7425	Lead Testing of Water in Schools (New)
Policy 7440 Regulation 7440	School District Security (M) (Revised)
Policy 7441 Regulation 7441	Electronic Surveillance in School Buildings and on School Grounds (M) (Revised)
Policy 8630	Bus Driver/Bus Aide Responsibility (M) (Revised)

Motion Required – Policy

42. Communications

43. **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	\$395,329.74
Batch 55	General Fund	\$ 10,709.76
Batch 59	Before and After School	\$ 2,636.41

PAYROLLS:

Batch 70	March 2, 2018	\$412,384.96
Batch 71	March 16, 2018	\$418,026.09

TRANSFERS:

MARCH			From		To
11-000-213-600	Nurse Supplies	\$		\$	200
11-000-217-100	Substitute Aides				5,000
11-000-217-320	Education Services				5,280
11-000-222-600	Library Media Supplies				300
11-000-230-530	Communications		5,200		
11-000-230-590	Central Office Purchased Services				4,000
11-000-251-339	Professional Services				12,500
11-000-251-592	Miscellaneous Services		12,500		
11-000-261-100	Maintenance Salaries		4,000		
11-000-261-420	Required Maintenance				20,000
11-000-261-610	Maintenance Supplies		7,000		
11-000-262-520	Insurance		3,000		
11-000-262-610	Cleaning and Repair Supplies		5,000		
11-110-100-101	Salary - Kindergarten				4,000
11-130-100-101	Salary - Grades 6-8		9,300		
11-213-100-101	Salary - Teachers		6,280		
11-212-100-106	Salary - Aides				1,000
Total General Fund		\$	52,280	\$	52,280
20-276-200-100	T II Salary		4,220		
20-276-200-200	T II Benefits		323		
20-276-200-300	T II Prof. Education Services				2,438
20-276-200-500	T II Misc Services				2,105
20-271-100-600	T IV Supplies				1,755
20-271-100-800	T IV Services		1,755		
Total Special Revenue Fund		\$	6,298	\$	6,298

44. Old Business
45. New Business
46. Comments from the Public
47. Comments from the Board

48. EXECUTIVE SESSION

Motion to enter into Executive Session,

RESOLVED: At a public meeting of the Board of Education of Linwood, held this evening, pursuant to the "Open Public Meetings Act", the following subjects to be discussed in a session of the Board closed to the public:

- *Student Confidentiality Matter – HIB*

It is presently anticipated that the items mentioned in the resolution may be disclosed to the public upon final determination of the subject by the Board of Education. We anticipate no action will be taken.

49. REGULAR SESSION

Motion to return to regular session.

50. Adjournment