

LINWOOD BOARD OF EDUCATION
Schiavo Auditorium, Belhaven Middle School
October 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 meeting has been provided. On January 19, 2018, written notice of this 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 26, 2018.
6. MOTION TO APPROVE the Minutes of the Executive Committee Session held September 26, 2018.
7. MOTION TO ACKNOWLEDGE the receipt and to file the Reports of the Secretary and Treasurer for the month of September 2018, which are in agreement.
8. Committee Reports
 - Personnel 10.11.2018
 - Curriculum 10.11.2018
 - Policy 10.11.2018
 - Operations 10.17.2018
9. Comments from the Public
10. Superintendent's Report

*(FOR YOUR INFORMATION - Items #11 through #19)*11. ENROLLMENT INFORMATION:

	9/04/18	10/24/18
Seaview Elementary School	424	421
Belhaven Middle School	382	382
Total Enrollment	806	803

12. USE OF SCHOOL FACILITIES – 7/01/18-10/24/18

Organization	Fee	Seaview	Belhaven
Atlantic Coast Basketball Camp	Yes		4
LASAR Basketball	No		*
Linwood Education Foundation	No		1
Linwood Men's Basketball (Tuesday p.m.)	Yes		5
Linwood Men's Basketball (Saturday a.m.)	Yes		5
Linwood Panther's	No		2
Linwood PTO	No	9	6
MRHS Soccer (Meade)	No		7
MUSA (Watts)	No		
PLSea PD Conference (Pileiro)	No		1
Student Support Parent Advisory Council (SSPAC)	No		1
TOTALS		9	45

Notes: * LASAR approved for 9/11/18-11/15/18 (Mon/Tues)

13. SUSPENSIONS

- Two 4-day out of school suspension – Grade 6

14. FIRE & SECURITY DRILLS

- Seaview: Fire: September 12, 2018 Security: September 18, 2018
- Belhaven: Fire: September 4, 2018 Security: September 17, 2018
- School Bus Emergency Evacuation Instruction: Belhaven: October 17, 2018
- School Bus Emergency Evacuation Drill: Seaview: October 19, 2018

15. STUDENT SAFETY DATA SYSTEM REPORT -Period 2 January 1, 2018 to June 30, 2018– Mrs. Susan Speirs16. WEEK OF RESPECT – October 1-5, 2018

Seaview and Belhaven activities as described in your Board packet.

17. SCHOOL SAFETY WEEK (SCHOOL VIOLENCE AWARENESS WEEK) – October 15-19, 2018

Seaview and Belhaven activities as described in your Board packet.

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 REMEMBER

OCTOBER			
30		Seaview/Belhaven	School Picture Retakes
31	Early Dismissal	Seaview/Belhaven	Staff In-Service
NOVEMBER			
6	Election Day No school for students	Seaview/Belhaven	Full-day staff In-Service
8-9	Schools Closed	Seaview/Belhaven	NJEA Convention
15	7:00 p.m.	Belhaven Library	LEF Meeting
16	8:45 a.m.	Seaview/Cafeteria	PTO Meeting
21	Early Dismissal	Seaview/Belhaven	Day before Thanksgiving
22-25	Schools Closed	Seaview/Belhaven	Thanksgiving
26-29	Early Dismissal	Seaview/Belhaven	Parent/Teacher Conferences
28	7:00 p.m.	Belhaven/Auditorium	Linwood Board of Education Meeting

MOTIONS REQUIRING ACTION

(PERSONNEL: Items #20 through #25)

20. RECOMMENDED FOR EMPLOYMENT FOR THE 2018-2019 SCHOOL YEAR

Code – (R) Replacement (TR) Temporary Replacement (N) New Position

Motion to approve the following new hires, upon the recommendation of the Superintendent, and pending criminal history clearance and pre-employment verifications (S414), for the 2018-2019 school year.

Name	Position/Assignment	Salary
Jose A. Medina	(R) PT Custodian (Saturdays), as needed. Replacing: H. Doering.	\$13.00 per hour Start Date: TBD

Motion Required – Personnel

21. RECOMMENDED SUBSTITUTES- 2018-2019

Motion to approve the following substitute, upon the recommendation of the superintendent, to the 2018-2019 school year Substitute List; pending criminal history where *indicated and/or issuance or renewal of a State of New Jersey Substitute Teacher's Credential and pre-employment verifications (S414). They will be paid in accordance with the Substitute and Other Pay Policy.

Substitute Teachers	Substitute Custodians
Kristina Young	Jose A Medina
	Ulises Medina-Ramos

Motion Required – Personnel

22. STAFF RESIGNATIONS:

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

Staff Name	Position	Effective
Kimberley Savino	PT Math Teacher – Grade 6 Belhaven	Last day in district will be 12/10/18; will release earlier if possible.
Kristine Swartz	PT Paraprofessional Belhaven	Last day in district will be 12/17/18; will release earlier if possible.

Motion Required – Personnel

23. LEAVES OF ABSENCE

Motion to approve the leave of absence requests, upon the recommendation of the superintendent, for the staff listed below.

Name	Position	Term
Karen (Sue) Battisto	PT Paraprofessional Seaview	Unpaid Leave of absence from 10/15/18 through 10/26/18; returning 10/29/18.
Mary Beth Atwood	School Psychologist Belhaven	FMLA/NJFLA to begin on or about 1/02/19 to on or about 5/14/19; anticipated return date is 5/15/19. Requesting to use available sick days during the FMLA portion of the leave.

Motion Required – Personnel

24. VOLUNTEERS – 2018-2019

Motion to approve, upon the recommendation of the superintendent, the following volunteers for the 2018-2019 school year, as listed below.

Michael DeVita (8 th grade student)	BAS Program	Seaview/Belhaven
Dominic DeVita (8 th grade student)	BAS Program	Seaview/Belhaven
Anthony Eaton (6 th grade student)	BAS Program	Seaview/Belhaven Karate Classes
William Zaleskiewicz	Industrial Arts with Pete Davis	Belhaven
Maricalena D'Agostino	Library	Seaview
Eva Smith	Library	Seaview

Seaview Volunteers		
Valerie Bartholomew	Claudia Goldberg	Kathleen Novasack
Erin Bennis	Jessica Goldstein	Jen Pack
Michele Bodkin	Carrie Gregory	Cynthia Petosa
Samar Burschel	Angela Harrison	Jennifer Pierce
*Katie Calvi	* Tracy Ianni	Talia Preissman
* Oranit Caplan	Zhiying Hn	Patty Reynolds
Michele Cardani	*Jodi Kahn	Rosa Rodgers
Michelle Caucci	Kim Kern	Haley Santora
Ava Cocchi	Aiolfe Larkin	Krista Santora
Bridget Collins	Ann Lockhart	Melissa Schock
Mariaelena D'Agostino	Sussane Lockhart	*Diana Shissias
Lori Datti	Diana Lucca	Judy Simpson
*Patricia Davis	Arnold Lucchesi	Mathew Simpson
* Michael Dileo	Ida Lucchesi	Sherry Stolarki
Michelle Dill	Marci Lutsky	Meredith Swanner
Louise Donohue	Chrissy Meade	Aaron Sykes
Sharon Erenier	Tracee Melchiorre	Jessica Sykes
Miosoti Espinal	Melissa Merlino	Jill Thomas
Catherine Evinski	Jeremy Nirenburg	Kelli Thomas
Sara Franklin	Kelly Nirenburg	Sabrina Tracy
Ricky Gerhardt	**Angela O'Connor	
*New volunteer		
** Volunteer Coordinator		

25. 2018-2019 EXTRACURRICULAR ACTIVITIES

Motion to approve the Extra-curricular positions, upon the recommendation of the superintendent, for the 2018-2019 school year, as listed below.

EXTRA-CURRICULAR POSITIONS	STAFF MEMBER	AMOUNT
I & RS – Belhaven	Christine Harrison	\$500
Quiz Bowl	Keith Grimley	\$40/hour; not to exceed 3 hours
Saturday AM Detention	Angela Buckberg Erica Coombs Jill Cunniff Raquel Law Jennifer Parmelee Marilee Sobrinski	\$40/hour

Motion Required – Personnel

*(CURRICULUM: Items #26 through #30)*26. FIELD TRIPS

Motion to approve the 2018-2019 school year field trip requests as listed below.

Destination	Grade	Person in Charge
Lang's and Linwood Police Dept. Walking Trip Linwood, NJ	Kindergarten	Tara Lhulier
Renaissance Program Burlington City High School Burlington, NJ	Belhaven Street Team	Jennifer Bernardini Mary Beth McKenna
Feast with Friends Upper Township School District	Self-Contained Classroom 8th grade Mentors	Angela Buckberg Mary Beth McKenna
Quiz Bowl St. Augustine Prep Buena Vista Township, NJ	5 th -8 th Grade Students	Keith Grimley

Motion Required – Curriculum

27. MOTION TO APPROVE CURRICULUM REVISIONS

Motion to approve revised curriculum for Visual and Performing Arts and Geometry as aligned to the New Jersey Student Learning Standards with an implementation date of September 2018.

Motion Required - Curriculum

28. MOTION TO APPROVE THE CURRICULUM AND TEXTBOOKS

Motion to readopt all written curricula aligned with the New Jersey Student Learning Standards and textbooks for all students for the current school year.

Motion Required – Curriculum

29. 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
Erica Coombs	12/06/18	NJPSA Monroe Township, NJ	Pique Proficiency Workshop	\$175	N/A
Jackie Baltozer Elizabeth Provenzano Mary Beth Atwood	10/02/18 12/04/18 2/05/19 3/05/19 4/02/19 5/07/19	Stockton SRI/ETTC Galloway, NJ	Traumatic Loss Coalition	No charge	N/A
Susan Speirs	10/01/18 11/01/18	Stockton SRI/ETTC Galloway, NJ	Principals County Meetings	No Charge	NTE \$10
Raquel Law	12/05/18	Stockton SRI/ETTC Galloway, NJ	NGSS Workshop	7 ETTC Credits	N/A
Jen Bernardini	12/12/18	Stockton SRI/ETTC Galloway, NJ	Questioning: The Key to Student Engagement	7 ETTC Credits	N/A
Elizabeth Provenzano	12/06/18	Stockton SRI/ETTC Galloway, NJ	Attendance Residency and Homeless Issues Workshop	4 ETTC Credits	NTE \$10
Kristi Grimley	10/22/18	Stockton SRI/ETTC Galloway, NJ	MakerSpace Workshop	4 ETTC Credits	N/A
Lori Care Frank Pileiro Georgette Meister	10/29/18	Stockton SRI/ETTC Galloway, NJ	Gang Awareness Training	No charge	N/A
Jackie Baltozer Elizabeth Provenzano Mary Beth Atwood	11/27/18 11/28/18	Stockton SRI/ETTC Galloway, NJ	Youth Mental Health First Aid	5 ETTC Credits Each	N/A
Lori Care Brian Pruitt	11/30/18	Rutgers University New Brunswick, NJ	Gifted and Talented Conference	\$189 each	NTE \$60
Christine Harrison	10/25/18	Stockton SRI/ETTC Galloway, NJ	I & RS Training	7 ETTC Credits	NTE \$10
Lori Care Allison Wrigley-Phillips	11/01/18	Camden County Technical School Sicklerville, NJ	LinkIt! User Group Training	Free	NTE \$30

Motion Required – Curriculum

30. MISSION STATEMENT REVISED

Motion to approve the revised Linwood Public Schools Mission Statement.

Motion Required – Curriculum

(OPERATIONS: Items #31 through #39)

31. E-RATE SERVICES

Motion to approve On-Tech Consulting Services to provide our 2019-2020 E-Rate filing and related services for a 20% fee of rebates received.

Motion Required - Operations

32. TITLE I CARRYOVER

Motion to approve the Title I carry over budget of \$9,390.

Motion Required - Operations

33. NON-PUBLIC NURSING SERVICES

Motion to approve a contract with Monmouth County Services Commission to provide non-public nursing services to Creative Learning Preschool in the amount of \$1,843 state aid allotment.

Motion Required - Operations

34. JOINT TRANSPORTATION AGREEMENT

Motion to approve the joint transportation agreement with Mainland Regional High School for the LWSP route in the amount of \$40,600.

Motion Required - Operations

35. LOCAL GRANT

Motion to accept a local grant from OceanFirst Bank in the amount of \$500.

Motion Required - Operations

36. NURSING SERVICES PLAN

Motion to approve the 2018-2019 Nursing Services Plan.

Motion Required - Operations

37. STRATEGIC PLAN PROVIDER

Motion to approve SRI & ETTC to provide Strategic Planning Services at a rate of \$250 per hour for an estimated 21 hours at a cost of \$5,250 as listed in the proposal.

Motion Required – Operations

38. SUBMISSION OF COMPREHENSIVE MAINTENANCE PLAN AND MI

Motion to approve the submission of the three-year Comprehensive Maintenance Plan for each building and the Annual Maintenance Plan pursuant to N.J.A.C. 6A:26A. The M-1 reports on prior and planned expenditure by building for required maintenance activities. The Comprehensive Maintenance Plan provides detailed expenditure plans for the areas of required maintenance and capital improvements for the current year and the subsequent years.

LINWOOD BOARD OF EDUCATION

RESOLUTION

SUBMISSION OF COMPREHENSIVE MAINTENANCE PLAN

WHEREAS, the Department of Education required New Jersey School Districts to submit three year maintenance plans documenting “required” maintenance activities for each of its public school facilities; and

WHEREAS, the required maintenance activities as listed in the attached documents known as the M-1 and the Comprehensive Maintenance Plans for the various school facilities of the Linwood School District are consistent with the requirements; and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their systems warranties valid;

NOW THEREFORE BE IT RESOLVED, that the Linwood School District hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan in compliance with the Department of Education requirements.

Motion Required - Operations

39. USE OF SCHOOL FACILITIES

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

Organization	Facility	Date/Time	Fee
Linwood PTO Scholastic Book Fair Person in charge: Tricia Paytas	Belhaven Media Center/Library	10/12/18 to 10/19/18 8:00 a.m. to 3:00 p.m.	No
Linwood PTO “Screenagers” Person in charge: Jessica Goldstein	Belhaven Cafetorium and Gym	10/22/18 6:00 p.m. to 8:00 p.m.	No
Linwood PTO Winter Carnival Persons in charge: Erica Winters and Jessica Goldstein	Seaview Gym	1/11/19 8:45 a.m. to 3:00 p.m.	No
Linwood PTO – Wellness Multicultural Fair Person in charge: Catherine Evinski	Belhaven Cafetorium, Library, and Front Hallway	2/27/19 4:30 p.m. to 5:30 p.m. – Set up 5:30 p.m. to 7:30 p.m. – Event	No
Linwood PTO Mother/Son Persons in charge: Erica Winters and Jessica Goldstein	Seaview Cafeteria, Gym and Front Hallway	4/04/19 3:00 p.m. to 5:00 p.m. – Set up 5:30 p.m. to 7:00 p.m. – Event	No

Motion Required – Operations

(POLICY: Items #40 through #41)

40. SCHOOL SELF-ASSESSMENT FOR DETERMINING GRADES UNDER THE ANTI-BULLYING BILL OF RIGHTS ACT - July 1, 2017 – June 30, 2018

Motion to approve the submission of the NJDOE School Self-Assessment for Determining Grades under the *Anti-Bullying Bill of Rights Act* for the period of July 1, 2017 through June 30, 2018.

Motion Required – Policy

41. BOARD POLICY - First Reading

Motion to revise, adopt and/or abolish the following policies.

Policy #	Title
Policy 1120	Superintendent’s Advisory Council - ABOLISH
Policy 8561	Procurement Procedures for School Nutrition Programs (M)

Motion Required – Policy

42. 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	\$ 505,860.81
Batch 55	General Fund	\$ 9,600.43
Batch 59	Before and After School	\$ 1,592.78

PAYROLLS:

Batch 71	September 28, 2018	\$ 417,780.18
Batch 70	October 12, 2018	\$ 419,078.40

TRANSFERS	<u>October</u>		<u>From</u>		<u>To</u>
		\$		\$	
12-000-261-730	Equipment Facilities				1,307
12-000-252-730	Equipment Technology		1,307		
11-150-100-320	Bedside Services				600
11-150-100-100	Bedside Salaries		600		
12-000-400-450	Construction Services				12,500
11-000-262-590	Custodial Services		12,500		
Total General Fund		\$	14,407	\$	14,407
20-509-200-100	Non-Public Nurse Salaries		1,712		
20-509-200-300	Non-Public Nurse Services				1,712
Total Special Revenue		\$	1,712	\$	1,712

43. Old Business

44. New Business

45. Comments from the Public

46. Comments from the Board

47. 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.

48. REGULAR SESSION

Motion to return to regular session.

49. Adjournment