

LINWOOD BOARD OF EDUCATION  
Schiavo Auditorium, Belhaven Middle School  
November 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 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 October 24, 2018.
6. MOTION TO APPROVE the Minutes of the Executive Committee Session held October 24, 2018.
7. MOTION TO ACKNOWLEDGE the receipt and to file the Reports of the Secretary and Treasurer for the month of October 2018, which are in agreement.
8. Committee Reports
  - Negotiations 11.12.2018
  - Personnel 11.13.2018
  - Curriculum 11.13.2018
  - Policy 11.13.2018
  - Operations 11.19.2018
9. Comments from the Public
10. Superintendent's Report

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

	9/04/18	10/31/18
Seaview Elementary School	424	424
Belhaven Middle School	382	382
<b>Total Enrollment</b>	<b>806</b>	<b>806</b>

12. USE OF SCHOOL FACILITIES – 7/01/18-11/28/18

Organization	Fee	Seaview	Belhaven
Atlantic Coast Basketball Camp	Yes		4
LASAR Basketball	No		*
Linwood Education Foundation	No		2
Linwood Men's Basketball (Tuesday p.m.)	Yes		9
Linwood Men's Basketball (Saturday a.m.)	Yes		9
Linwood Panther's	No		2
Linwood PTO	No	10	7
MRHS Soccer (Meade)	No		7
MUSA (Watts)	No		1
PLSea PD Conference (Pileiro)	No		1
Student Support Parent Advisory Council (SSPAC)	No		1
<b>TOTALS</b>		<b>10</b>	<b>43+</b>

Notes:\* LASAR approved for 9/11/18-11/15/18 (Mon/Tues); 11/12/18-3/30/19 (Weekdays and Saturday)

13. SUSPENSIONS

None

14. FIRE & SECURITY DRILLS

- Seaview: Fire: October 9, 2018 Security: October 5, 2018
- Belhaven: Fire: October 1, 2018 Security: October 29, 2018

15. RED RIBBON WEEK – October 23-31, 2018

Seaview and Belhaven activities as described in your Board packet.

16. RECOGNITION

- Lady Falcons Cross Country Team - Undefeated Atlantic-Cape Champions  
Coach: Mrs. Cristina Lonergan
- Gentlemen Falcons Cross Country Team – Undefeated Atlantic-Cape Champions  
Coach: Mrs. Karen Zaleskiewicz

17. PRESENTATION – Jennifer Parmelee

- Explorations Blanket Project

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

DECEMBER			
11	7:00-8:30 p.m.	Belhaven Library	PTO Meeting
12	6:00-8:00 p.m.	Belhaven Library	SSPAC Parent Meeting
13	5:30-8:00 p.m.	Seaview Cafeteria	PTO Father/Daughter Luau
19	7:00 p.m.	Belhaven Auditorium	Linwood Board of Education Meeting
21		Seaview/Belhaven	Early Dismissal
22-31		Seaview/Belhaven	Schools Closed – Winter Break

MOTIONS REQUIRING ACTION

*(PERSONNEL: Items #20 through #24)*

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 hire, upon the recommendation of the superintendent, and pending criminal history clearance and pre-employment verifications (S414), for the 2018-2019 school year; to be paid in accordance with the LEA Agreement.

Name	Position/Assignment	Salary
Janine Morano (Teles)	(R) PT Office Aide Seaview	\$11.00 per hour 25 hours per week

*Motion Required – Personnel*

21. LEAVES OF ABSENCE

Motion to approve the leaves of absence requests, upon the recommendation of the superintendent, for the staff listed below pending receipt of the required certifications.

Name	Position	Term
Kimberly Cellini	FT Paraprofessional Seaview	FMLA (12 weeks) from 11/12/18 to 2/08/19; requesting to use available sick days. Anticipated return date is 2/11/19.
Larry Doyle	PT Custodian Seaview	12-week leave of absence from 10/11/18 to 1/08/19; requesting to use available sick days. Anticipated return date is 1/09/19.
Lori Care	Supervisor of Curriculum & Instruction District	FMLA (up to 12 weeks) beginning on or about 2/05/19; requesting to use available sick days; followed by intermittent NJFLA (up to 12 weeks); requesting to use vacation days. Anticipated return date is 4/29/19.
Shelly Wurtz	Health & Physical Education Teacher Belhaven	FMLA (12 weeks) beginning on or about 11/29/18 to on or about 2/28/19; requesting to use available sick and personal days. Anticipated return date is 3/01/19.

*Motion Required – Personnel*

22. ROWAN UNIVERSITY PRACTICUM PLACEMENT REQUEST FOR SPRING 2019 SEMESTER

Motion to approve a request from Rowan University for a Practicum Placement for the spring 2019 semester from January 22, 2019 to May 10, 2019 in the Seaview Elementary School for the following K-12 school counselor student.

Student	School	Cooperating Mentor
Tiffany Nistico	Seaview	Shari Frolove School Counselor

*Motion Required – Personnel*

23. CHANGE IN SALARY 2018-2019 SCHOOL YEAR

Motion for a change in salary for the staff member as listed below for the 2018-2019 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	Effective
Bonnie Marino	M.A. OG	M.A.+15 OG	December 1, 2018

*Motion Required – Personnel*

24. 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, per the LEA Agreement.

EXTRA-CURRICULAR POSITIONS	NAME	AMOUNT
Assistant Drama Director	Debbie Roland	\$2,035

*Motion Required – Personnel*

*(CURRICULUM: Items #25 through #26)*

25. FIELD TRIPS

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

Destination	Grade	Person in Charge
Independence Hall/ Constitution Center Philadelphia, PA	Belhaven 8 <sup>th</sup> grade	Lori Dooner John Napoli
Tree to Tree Adventure Cape May, NJ	Belhaven 7 <sup>th</sup> Grade	Raquel Law Chris Meade
Wetlands Institute Stone Harbor, NJ	Belhaven 5 <sup>th</sup> Grade	Bonnie Marino Jen Bernardini
Ocean Life Center and Absecon Lighthouse Atlantic City, NJ	Seaview 3 <sup>rd</sup> Grade	Christine Silverberg
Castaway Cove & Boardwalk Ocean City, NJ	Belhaven Students of the Month	Robin Moore Pete Davis
Nursing Homes (Brandywine, Wesley Manor, 1 Location TBD) Linwood and Ocean City, NJ	Belhaven Choir	David Lamkin
Historic Smithville Galloway Twp., NJ	Seaview Pre-K	Elise Scherbin Beth Bagocius

*Motion Required – Curriculum*

26. 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
Jacqueline Baltozer Susan Speirs	11/29/18	Monroe Township	Scheduling Strategies Workshop	\$149 each	NTE \$65
Lori Care Georgette Meister	12/11/18	Camden County College, Blackwood	LinkIt! Teachers and Principals Data Academy	\$175 each	N/A
Brian Pruitt Teri Weeks	11/30/2018	Trenton, NJ	State Funding Meeting	NA	NTE \$60
David Lamkin	2/21/18 2/22/18 2/23/18	East Brunswick, NJ	NJMEA Conference	\$170	N/A
Henry Eissler Bonnie Marino	12/5/18	Stockton SRI/ETTC Galloway, NJ	NGSS Workshop	7 ETTC Credits each	N/A
Lori Dooner	12/12/18	Stockton SRI/ETTC Galloway, NJ	Questioning: The Key to Student Engagement	7 ETTC Credits	NTE \$10
Lisa Davis	12/14/18	East Windsor, NJ	NJASP Winter Conference	\$180	NTE \$50
Michele Tighe	12/6/18	Stockton SRI/ETTC Galloway, NJ	Implementing Just Words in the Classroom	4 ETTC Credits	NTE \$10
Susan Speirs	11/15/18 1/10/19 3/13/19 5/14/19	Stockton SRI/ETTC Galloway, NJ	Middle School Principal Conferences	N/A	NTE \$10
Georgette Meister	12/4/18 2/5/19 5/7/19	Stockton SRI/ETTC Galloway, NJ	Elementary School Principal Conferences	N/A	NTE \$10
Siobhan Grossman	11/30/18	Stockton SRI/ETTC Galloway, NJ	Establishing Communication Systems for Nonverbal Learners	7 ETTC Credits	NTE \$10
Frank Pileiro	11/30/18	Rutgers University New Brunswick, NJ	Gifted and Talented Conference	\$189	NTE \$60
Brian Pruitt Patrick Childs	12/17/18	Stockton SRI/ETTC Galloway, NJ	Using Schools as Shelters During a Crisis	N/A	NTE \$10
Frank Pileiro	12/13/18	NJSBA Headquarters Trenton, NJ	Building a Cyber Secure Environment for NJ Schools	N/A	NTE \$60

*(OPERATIONS: Items #27 through #33)*27. TRANSPORTATION AGREEMENT

Motion to approve the 2018-2019 school year transportation agreement with Atlantic County Special Services for Route ML 8 in the amount of \$13,241.80.

*Motion Required – Operations*

28. COOPERATIVE PURCHASING AGREEMENT

Motion to approve a cooperative purchasing agreement with the Lead Agency, NJ EDGE and the resolution for member participation.

*Motion Required – Operations*

29. LOCAL GRANTS

Motion to accept the following local grants from the LEF and PTO, as listed below.

LEF	Tween Tech Conference	\$375
PTO	Kindergarten Classroom Furniture	\$2,229
PTO	National Geographic Bee	\$120

*Motion Required – Operations*

30. APPOINTMENT OF DISTRICT LIAISON TO LAW ENFORCEMENT

Motion to appoint Brian Pruitt as the District Liaison to Law Enforcement.

*Motion Required – Operations*

31. SUBMISSION OF STATEMENT OF ASSURANCE NJQSAC

Motion to approve the submission of the New Jersey Quality Single Accountability Continuum District Performance Review Indicators for Fiscal Management, Operations, Governance, Personnel, and Instruction and Program to the Department of Education to undergo a comprehensive review pursuant to NJSA 18A: 7A-11 and NJAC 6A:30-3.1.

*Motion Required – Operations*

32. CONCESSION

Motion to approve Jim Mulvihill Tours as the concessionaire for the Belhaven Band Trip pursuant to N.J.S.A. 5:34-9.4. Jim Mulvihill Tours will be providing travel coordination services. The following was taken into considerations in recommending this action: 1. The long and favorable history with Jim Mulvihill Tours; 2. Lowest quote received; and 3. Amount of coordination required for this event is extensive and reliability is required.

*Motion Required – Operations*

33. USE OF SCHOOL FACILITIES

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

Organization	Facility	Date/Time	Fee
Linwood Girl Scouts "Daisy's" Troop #10024 Troop Meetings Person in charge: Chrissy Hoag	Seaview Library	Biweekly Mondays Starting December 3, 2018 through June 2019 4:00-4:45 p.m.	No
Linwood SSPAC Parent Meeting Person in charge: Melissa Duffy	Belhaven Library	December 12, 2018 6:00-8:00 p.m.	No

*Motion Required – Operations*

*(POLICY: Items #34 through # 36)*

34. SCHOOL SAFETY AND SECURITY PLAN ANNUAL REVIEW STATEMENT OF ASSURANCE

Motion to submit the School Safety and Security Plan Annual Review Statement of Assurance to the Atlantic County Office of Education.

*Motion required - Policy*

35. BOARD POLICY - Second 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*

36. H.I.B. CASES

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

Belhaven Middle School	H.I.B. Case #01-18-19 (BH)	Affirmed HIB
Belhaven Middle School	H.I.B. Case #02-18-19 (BH)	Affirmed HIB

*Motion Required – Policy*



37. 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	\$ 461,829.48
	Batch 55	General Fund	\$ 6,173.32
	Batch 59	Before and After School	\$ 2,003.53
PAYROLLS:			
	Batch 71	October 26, 2018	\$ 419,756.18
	Batch 70	November 9, 2018	\$ 419,633.22

TRANSFERS	<u>November</u>		<u>From</u>		<u>To</u>
11-000-100-565	Tuition	\$	18,525	\$	
11-000-216-320	Related Services				5,000
11-000-217-320	Extraordinary Services				5,000
11-000-219-110	Child Study Team Other Salaries				2,000
11-000-261-420	Maintenance Services				12,500
11-000-261-800	Maintenance - Other Exp				25
11-000-291-241	Other Retirement Contribution				6,500
12-000-400-450	Construction Services		12,500		
<b>Total General Fund</b>		\$	31,025	\$	31,025

38. Old Business

39. New Business

40. Comments from the Public

41. Comments from the Board

42. 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:

- *Personnel*
- *Attorney Client Communication*
- *Student Confidentiality Matters- 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.

43. REGULAR SESSION

Motion to return to regular session.

44. Adjournment