

LINWOOD, NEW JERSEY
December 19, 2018

In compliance with the "Open Public Meetings Act" of the State of New Jersey adequate notice of this regular meeting has been provided. On January 19, 2018 written notice of this regular meeting was posted in two schools, City Hall, and the Linwood City Library. On that same date written notice was faxed and mailed to The Press and The Current.

The meeting of the Linwood Board of Education was called to order by Mrs. Ziereis, Board President, in the Schiavo Auditorium, Belhaven Middle School, Linwood, New Jersey, Wednesday, December 19, 2018, 7:05 PM.

Mrs. Ziereis led all present in a flag salute.

MEMBERS PRESENT: Mr. McLaughlin, Mrs. Scannell, Judge Todd, Mrs. Barrera, Mr. Goldstein, Mr. Kahn, Mrs. Lowry, Mrs. DeMorat and Mrs. Ziereis

MEMBERS ABSENT: None

OTHERS PRESENT: B. Pruitt, Superintendent, T. Weeks, School Business Administrator, S. Speirs & G. Meister, Principal, F. Pileiro, S. Tahsin & L. Care, Supervisors, W. Donio, Solicitor, D. Lamkin, J. Kahn, B. Gaffney, S. Tahsin, L. Care, B. Marino, J. Castillo, Merenich Family, N. Lare, M. Mostecky, D. McCabe, M. Hieb, C. Silverberg

MINUTES OF THE REGULAR MEETING - Motion made by Mr. Goldstein, seconded by **November 28, 2018** Mrs. Barrera, to approve the minutes of the regular meeting held November 28, 2018.

Motion carried by roll call vote with all members present voting yes, except Mrs. DeMorat who abstained.

Motion approved.

MINUTES OF THE EXECUTIVE SESSION- Motion made by Mrs. Scannell, seconded by **November 28, 2018** Mr. McLaughlin, to approve the minutes of the Executive Session held November 28, 2018.

Motion carried by roll call vote with all members present voting yes except Mrs. DeMorat, who abstained.

Motion approved.

and work ethic whereas the board has the benefit from. We are grateful for serving with you. Mr. Goldstein thanked him for the discussions the various topics that are always so well informed. Mrs. Barrera thanked him for his years of service, stating the information he brings is incredible. Mr. McLaughlin stated he has been tremendous resource with his knowledge of the city finance. He thanked and expressed appreciation for his service in building the schools into what they are now.

Judge Todd commented that he came on board in 1983 after reading a book that inspired him to service. Most difficult times were in the 1980s when Linwood was losing families to the township. Pushed for new schools and update to the facilities. It was a difficult time with budget and bids came in too high. We cut the ribbon in 1996 after many changes to the original plan. He stated he has enjoyed serving with the many members of the board through the years. Hallmark of education in Linwood is the civility of this Board. Once done on the bench, he stated he came back to complete unfinished business and thanked all for the time working with you. Judge Todd recognized his family who were here tonight thanking them for the support over the years.

PERSONNEL AGENDA ITEMS - Motions made by Mr. Goldstein, seconded by Mrs. Scannell, to approve the following Personnel action items 18 – 24 on the agenda.

NEW HIRES -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
Carrie Dolan	(R) PT Grade 6 Math Belhaven	B.A., Step 5 Pro-rated based on official start date and part-time status. Anticipated Start: TBD
Zachary West	(TR) LT Substitute Health and Physical Education Belhaven	B.A. Step 1 For a leave of absence until on or about 2/28/19; extending employment. Retroactive to 11/02/18.
Thelma Trego	(TR) LDTC/Case Management District	\$50 per hour; up to four days per week Anticipated Start: On or about 1/02/19 to mid-May, 2019 for a leave of absence.

Motion carried by roll call vote, all members present voted yes.

Motion approved

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
Larry Doyle	PT Custodian Seaview	Leave Extension from 1/09/19 to 1/18/19; requesting to use available sick days. Anticipated return date is 1/22/19.
Shirlie Calabrese	School Secretary Seaview	FMLA (up to 12 weeks) beginning 11/15/18 to on or about 1/10/19; requesting to use available sick, personal and vacation days. Anticipated return date is 1/11/19.

Motion carried by roll call vote, all members present voted yes, except Mrs. Barerra, who abstained.

Motion approved

SUBSTITUTE TEACHERS -Motion to approve the following substitutes, upon the recommendation of the superintendent, to the 2018-2019 school year Substitute List; pending criminal history clearance and pre-employment verifications (\$414). They will be paid in accordance with the Substitute and Other Pay Policy.

Substitute Teachers	
William Berger	Jenna Hill
Hanna Newcomer	Jodi Rauch

Motion carried by roll call vote, all members present voted yes.

Motion approved

BEFORE AND AFTER SCHOOL AIDE -Motion to approve the following individual as a Substitute Aide for the morning and afternoon Before and After School Program for the 2018-2019 school year; pending criminal history clearance and pre-employment verifications (\$414).

Year 1 Aide: AM @ \$14 per hour starting rate; PM @ \$13.00 per hour starting rate
Patricia Fedullo

Motion carried by roll call vote, all members present voted yes.

Motion approved

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

Karen Schwab	Classroom	Seaview
Paige Vaccaro	Playground	Seaview

Motion carried by roll call vote, all members present voted yes.
Motion approved

EXTRACURRICULAR STIPENDS -Motion to approve the Extra-curricular positions, upon the recommendation of the superintendent, for the 2018-2019 school year, as listed below and per the LEA Agreement; pending criminal history clearance and pre-employment verifications (S414). They will be paid from budgeted stipend funds.

EXTRA-CURRICULAR POSITIONS	NAME	AMOUNT
Assistant Drama Director	Pete Davis	\$1,454
Drama Sound Technician	Dennis Hanson	\$799 (Year 2)
Drama Dance Choreographer/ Back Stage	Melanie Brough	\$727 (Year 1)

Motion carried by roll call vote, all members present voted yes.
Motion approved

PRACTICUM PLACEMENT -Motion to approve a request from Stockton University for a CP1/Introductory Fieldwork (80 hours) for the spring 2019 semester from January 23, 2019 to April 26, 2019 for the following students, as noted below.

Student	School	Cooperating Teacher
Jordan Spadola	Seaview – Grade 1	Tamara Pizgno
Rachel Cohen	Seaview – Grade 3	Nina Lare
Sara Kern	Belhaven- Grades 6-8 Spanish	Erica Coombs
Erin Magee	Belhaven – Grade 7 Math	Chris Meade
Lindsay Wilson	Belhaven – Grade 7 Social Studies	Mark Haviland

Motion carried by roll call vote, all members present voted yes.
Motion approved

CURRICULUM - Motions made by Mrs. Scannell, seconded by Mr. McLaughlin, to approve the following Curriculum action items 25 & 26 on the agenda.

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

Destination	Grade	Person in Charge
Wetlands Institute Stone Harbor, NJ	Belhaven 5 th Grade	Bonnie Marino Jen Bernardini
Ocean Life Center and Absecon Lighthouse Atlantic City, NJ	Seaview 3 rd Grade	Christine Silverberg
Castaway Cove & Boardwalk Ocean City, NJ	Belhaven Students of the Month	Robin Moore Pete Davis
Cold Spring Village Cape May, NJ	Seaview 4 th Grade	Kristi Grimley Chrissy Riley
Cape May Zoo Cape May Court House, NJ	Seaview 2 nd Grade	Jen Candeloro
Adventure Aquarium Camden, NJ	Seaview Grade 1	Heidi Derbyshire
Tween Tech Stockton University Galloway, NJ	STEM/STEAM Grades 6-8	Raquel Law
Philadelphia Art Museum Philadelphia, PA	Art Club	Robin Moore
Broadway Performance Wilmington, DE	Drama & Choir Clubs	David Lamkin

Motion carried by roll call vote, all members present voted yes.

Motion approved

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	1/28/19	Margate	Nurtured Heart Approach Workshop	Free	N/A

Jean Matro Frank Pileiro Brian Pruitt	2/1/19	Harrah's Resort Atlantic City, NJ	Techspo	\$299 each	N/A
Kristy McLaughlin	1/9/19	Stockton University Galloway, NJ	AtlantiCare Garden Grant Luncheon	Free	N/A
Bonnie Marino	4/08/19 to 4/11/19	Colorado Springs, CO	35 th Space Symposium Teacher Liaison Program	Waived	* Airfare NTE \$440 *Hotel NTE \$600
Brian Coyle	12/11/18	Mays Landing Country Club Mays Landing, NJ	Tackling Opiods Through Prevention for Athletes	Free	N/A
Erica Coombs	1/14/19	Voorhees, NJ	Strategies! Increase and Support Your ELL Student Learning & Success in School	\$260	N/A

Motion carried by roll call vote, all members present voted yes, except Judge Todd who abstained.

Motion approved

OPERATIONS - Motions made by Mrs. Lowry, seconded by Judge Todd, to approve the following Operation action items 27 – 29 on the agenda.

TUITION CONTRACT – LITTLE EGG HARBOR TOWNSHIP -Motion to approve a tuition contract with Little Egg Harbor Schools for two students eligible under McKinney Vento, Grade 5 is \$13,834 and PreK Disabled Part Time is \$13,693, prorated for start date.

Motion carried by roll call vote, all members present voted yes.

Motion approved

BANKING REQUEST FOR PROPOSAL -Motion to approve accept the banking proposal from Oceanfirst Bank for banking services. The proposal for one year is guaranteed at 1.35%, no fees, and includes the cost of check and deposit slip printing. Proposals were received from TD Bank with a floor rate of 1.25% with a minimal deposit requirement, if not met fees would apply and Republic Bank with a guaranteed rate of 1.25% floor, based on the lesser of the fed funds target rate or the ten year treasury note, less 100 basis points. No minimum balance requirements. Includes a credit of \$3,000 toward check printing

Motion carried by roll call vote, all members present voted yes.

Motion approved

USE OF SCHOOL FACILITIES -Motion to approve the following requests for the use of our school facilities.

Organization	Facility	Date/Time	Fee
Linwood Board of Recreation Arboretum Tree Lighting Person in charge: Laurie Montgomery	Belhaven Main Entrance and Bathrooms	December 4, 2018 Rain date: December 6, 2018 6:00-8:30 p.m.	No

Motion carried by roll call vote, all members present voted yes.

Motion approved

POLICY - Motions made by Mrs. Barrera, seconded by Mr. McLaughlin to approve the following Policy action items 30-31 on the agenda.

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

Belhaven Middle School	H.I.B. Case #03-18-19 (BH)	Affirmed Non-HIB
Belhaven Middle School	H.I.B. Case #05-18-19 (BH)	Affirmed Non-HIB

Motion carried by roll call vote, all members present voted yes, except Mrs. Scannell and Mrs. Ziereis who abstained.

Motion approved

BOARD POLICY -Motion to approve to revise, adopt and/or abolish the following policies.

Policy #	Title
Policy 3432	Sick Leave
Policy 4432	Sick Leave
Policy 9700	Special Interest Groups

Motion carried by roll call vote, all members present voted yes, except Mrs. DeMorat who abstained.

Motion approved

Communication – Included in the packet

FINANCIAL MOTIONS - Motions made by Judge Todd, seconded by Mr. McLaughlin, to approve the following Financial certifications, bills, payrolls and transfers and addenda to the financial motions.

BOARD SECRETARY MONTHLY CERTIFICATION - Motion to accept the 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.

Motion carried by roll call vote, all members present voted yes.

Motion approved.

BOARD OF EDUCATION MONTHLY CERTIFICATION - Motion to approve the monthly Board of Education 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.

Motion carried by roll call vote, all members present voted yes.

Motion approved.

BILLS:

Batch 50	General Fund	\$ 362,639.10
Batch 55	General Fund	\$ 7,090.32
Batch 59	Before and After School	\$ 1,017.83

PAYROLLS:

Batch 71	November 23, 2018	\$ 427,219.93
Batch 70	December 7, 2018	\$ 428,556.91

TRANSFERS

	<u>December</u>	<u>From</u>	<u>To</u>
		\$	\$
11-000-213-600	Nursing Supplies		50
11-000-213-642	Nursing Services	50	
11-000-219-104	Child Study Team Salaries		4,000
11-190-100-640	Textbooks	14,500	
11-000-240-500	Purchased Services	4,000	
11-000-230-590	Purchased Services	5,000	
11-000-230-339	Other Prof Services		4,500
11-000-230-331	Legal		15,000
Total General Fund		\$ 23,550	\$ 23,550

OLD BUSINESS – None.

NEW BUSINESS – None

COMMENTS FROM THE PUBLIC – None

COMMENTS FROM THE BOARD – Mrs. Barrera thanked the parents for their participation

EXECUTIVE SESSION – Motion made by Mr. Goldstein, seconded by Mrs. DeMorat, to enter into Executive Session at 8:05 PM.

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 open 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 action will be taken.

Motion carried by roll call vote, all members present voted yes.

Motion approved.

Mr. Kahn and Mrs. Lowry did not enter into executive session and left the meeting at 8:05 PM.

AFFIRM HIB Motion to affirm the recommendation of the superintendent in HIB case 004-18-19-BH as non HIB and is a matter of student code of conduct.

Motion carried by roll call vote, all members present voted yes, except Judge Todd who abstained.

Motion approved

ADJOURNMENT - Motion made by Mrs. Barrera, seconded by Mr. McLaughlin, to adjourn. (9:43 PM).

Motion carried by roll call vote, all members present voted yes.

Motion approved.

Respectfully submitted,

Teri J. Weeks, Business Administrator,
Board Secretary