

BOARD OF EDUCATION

Schiavo Auditorium, Belhaven Middle School

September 21, 2015

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 Regular meeting has been provided. On May 21, 2015, written notice of this regular 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 Special Meeting held August 24, 2015.
6. MOTION TO APPROVE the MINUTES of the Regular Meeting held August 26, 2015.
7. MOTION TO APPROVE the Minutes of the Executive Session #1 held on August 26, 2015.
8. MOTION TO APPROVE the MINUTES of the Executives Session#2 held August 26, 2015.
9. MOTION TO ACKNOWLEDGE the receipt of the Revised Treasurer's Report and the Secretary's Report for June 2015, which *are in agreement*.
10. MOTION TO ACKNOWLEDGE the receipt of the Treasurer's Report and the Secretary's Report for July 2015, *which are in agreement*.
11. Committee Reports
 - Operations 9/09/15
 - Governance 9/09/15
 - Instruction 9/09/15
 - Negotiations 9/09/15
12. Comments from the Public
13. Superintendent's Report

(FOR YOUR INFORMATION - Items #14 through #21)14. ENROLLMENT INFORMATION (As of 9/08/15)

<u>ENROLLMENT TOTALS:</u>		832	(9/08/15)	856	(9/04/14)
Pre-School:	Bagocius (am)	10			
	Scherbin (am)	3			
	Bagocius (pm)	3			
	Scherbin (pm)	8			
Self-Contained (Belhaven):		8			
(included in total enrollment)					
K -	64	3 -	94	6 -	102
1 -	75	4 -	89	7 -	104
2 -	82	5 -	89	8 -	102

SEAVIEW SCHOOL ENROLLMENT: 428**ENROLLMENT BY CLASSES:**

Pre-School:	24				
K -	Lhulier (am)	18	3 - Hieb	20	
	Mansueto (am)	19		Lare	18
	Lhulier (pm)	14		Meister	19
	Mansueto (pm)	13		Prendergast	18
				Schnepp	19
	<i>(Expanded Day K:</i>	35)			
	<i>(Already included in am/pm count)</i>				
1 -	Derbyshire	18	4 -	Flanagan	21
	Grasso	19		Grimley	21
	Law	18		Riley	23
	Suckiel	20		Wade	24
2 -	Caneloro	19			
	Nazarok	21			
	Shannon	21			
	Silverberg	21			

BELHAVEN SCHOOL ENROLLMENT: 404**ENROLLMENT BY CLASSES:**

Self-Contained: 7

HOME ROOMS

5 -	Bernardini	18	7 -	Haviland	21
	Dooner	18		Meade	22
	Jacobs	17		Lonergan	21
	Marino	18		Law	20
	Hiltwine	17		Phillips	20
6 -	Eissler	21	8 -	Faia	21
	Wenzel	20		Levine	21
	Cunniff	20		Napoli	20
	Winterbottom	21		Grimley	20
	Moss	20		Manzini	20

Enrollment as of June 2015 (last day of school):	875
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Decrease since last day of school June 2015 (875):	- 43
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15. **REPORT OF PERSONNEL (as of 9/21/15):**

	<u>Positions Filled</u>	<u>Positions</u>	<u>Vacant</u>
Superintendent/Director of Curriculum & Inst.	1		
Executive Secretary to Superintendent	1		
Principals	2		
School Business Administrator/Board Secretary	1		
Treasurer PT	1		
Board Office Clerk	1		
Payroll Clerk	1		
Director of Special Programs	1		
Supervisor of Facilities & Security	1		
School Psychologist PT (Belhaven)	1		
School Psychologist FT (Seaview)	1		
Elementary School Counselor PT (Seaview)	1		
Guidance Counselor (Belhaven)	1		
School Social Worker PT	1		
Technology Coordinator	1		
Computer Technologist/Technician	1		
School Nurse (Seaview & Belhaven)	2		
Teachers FT (Seaview 34; Belhaven 35)	69		
Teachers PT (Seaview 6; Belhaven 2)	8		
LDT/C FT	1		
Occupational Therapist FT	1		
Speech Language PT (Seaview-1)	1		
Speech Language FT (Seaview-2; Belhaven 1)	3		
Instructional Aides FT (Seaview-3; Belhaven-5)	8		
Instructional Aides PT (Seaview-17; Belhaven-6)	23		1
Secretaries (Seaview 2 FT & Belhaven 3 FT, 1 PT)	6		
PT Asst. to Supervisor of Facilities and Security	1		
Cafeteria Aides PT (Seaview)	2		
Office Aide P/T (Seaview)	1		
Office/Playground (Seaview 1 PT, 1 FT)	2		
Maintenance FT (Belhaven)	2		
Custodial Staff – FT (Belhaven-3/Seaview-4)	7		
Custodial Staff – PT (Belhaven -1/Seaview 1)	2		
Custodial Staff – PT Food Service Delivery	1		
<i>Seaview Camp Program Director</i>	1		
<i>Seaview Camp BAS Clerk PT</i>	1		
TOTALS	159		1
TOTALS as of 9/22/14:	163		3

16. USE OF SCHOOL FACILITIES – 7/01/15-9/21/15:

	<u>Seaview</u>	<u>Belhaven</u>
Atlantic City Area Macintosh Users Group		1
Chrome Camp		1
City of Linwood – Men’s Basketball		**
Hoop Haven Basketball		13
LASAR Basketball		*
<u>Sharp Shooters Basketball, Inc.</u>		<u>8</u>
TOTALS:		23+

Note: *Approved to use Belhaven gyms (M/Tu/W/Th) from 6/24/15 to 8/31/15

** Approved to use Belhaven gym (1) Tuesday nights 9/8/15 to 6/28/16

17. MISCELLANEOUS

- 5TH Grade Parent Orientation – 8/26/15
- New Parent Orientation – 8/26/15
- PTO Meeting – 9/15/15

18. REPORTS

- Linwood Education Foundation
- Linwood Parent/Teacher Organization
- Linwood Educational Affairs Committee
- Student Support Parent Advisory Council (SSPAC)

19. FIELD TRIPS

- ***Mainland Regional High School Swimming Pool***
Special Education Swim
Persons in charge: Amy Magazzu, Kristina Burns, Marilee Sobrinski, Bernadette Getzler

20. DATES TO REMEMBER

September

23	Seaview/Belhaven	SCHOOLS CLOSED – Yom Kippur
24	Seaview – 7 p.m.	Back to School Night – Grades PS-2
29	Seaview – 7 p.m.	Back to School Night – Grades 3-4
30	Seaview/Belhaven	EARLY DISMISSAL – Staff In-Service

October

All month	Belhaven	Renaissance Service Project Awareness for Hunger & Cold Feet Atlantic City Rescue Mission
5	Belhaven – 5:30 p.m.	Back to School Night
6	Belhaven	School Picture Re-takes
8	Belhaven/Library 7:00 p.m.	SSPAC Meeting – Meet and Greet Support Staff
9	Belhaven	Interims Issued
23	Belhaven – 3-4 p.m.	Renaissance Halloween Social, Grades 5-6
23	Belhaven – 4:30-6 p.m.	Spooky Harvest Dance – Grades 7-8
28	Belhaven - 7:00 p.m.	Board of Education Meeting
30	Seaview/Belhaven	Early Dismissal – Staff In-Service

MOTIONS REQUIRING ACTION*(INSTRUCTION: Motions #21 through #35)*21. **RESIGNATION**

Motion to approve the resignation for the staff listed below.

Name	Position	Effective
Stephanie Swift	PT Special Education – Seaview	Last day in district will be 11/02/15. Will release earlier if possible.
Jamie Bean	PT Instructional Aide – Seaview	September 8, 2015

*Motion Required – Instruction*22. **LEAVES OF ABSENCE**

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

Name	Position	Term
Jill Cunniff *CORRECTION	6 th Grade English Belhaven	FMLA/NJFLA - Beginning on or about 10/28/15 through *2/29/16. She is requesting to use 37 sick days during the FMLA portion of the leave.
Michael Stoll	FT Custodian – Seaview	FMLA – Beginning 8/28/15 through 9/28/15. He is requesting to use his available sick days.
Frank Rudnesky	Principal – Belhaven	Intermittent FMLA – Beginning immediately. He is requesting to use his available sick days.
Chris Meade	Soccer (Boys) Stipend Belhaven Table II 1.2	2015-2016 School Year

*Motion Required – Instruction*23. **RECOMMENDED FOR EMPLOYMENT**

Code – (R) Replacement (TR) Temporary Replacement

Motion to approve the following new hires, upon the recommendation of the superintendent, for the 2015-2016 school year; emergent hire where indicated.

Name/Position	Term	Salary
Toni Capille PT Special Education – Seaview 25 hours/week	(R) Anticipated Start Date: 10/26/15 Replacing: S. Swift	BA Step 1 (pro-rated) \$35,236.00

Motion Required – Instruction

24. RECOMMENDED FOR THE 2015-2016 SCHOOL YEAR SUBSTITUTE LIST

Motion to approve the following substitutes, upon the recommendation of the superintendent, to the 2015-16 School Year Substitute List; pending criminal history where *indicated. They will be paid in accordance with the Substitute and Other Pay Policy.

▪ **SUBSTITUTE TEACHERS**

Mariah E. Belber <i>Approved substitute aide</i>	*Jessica Brynes	Kim Frank
Colleen Johnson		

Motion Required – Instruction

25. APPROVAL FOR MENTORING

Motion to approve the following mentors, as listed below. The mentors will be paid by the new staff member for a full year of mentoring, in accordance with the fees set by the NJDOE.

<u>Mentor</u>	<u>New Staff Member</u>	<u>Fee</u>
Brooke Szeker	Meagan Lee, Special Education – Seaview	\$ 550
Casey Kilroy	Samantha Filingieri, Special Education Seaview	\$1,000

Motion Required – Instruction

26. AMENDMENT TO INTERMEDIATE FIELDWORK PLACEMENT REQUEST FOR FALL 2015 SEMESTER

Motion to approve the amendment for the *cooperating teacher*, due to a leave of absence, for the **Stockton University** Intermediate Fieldwork Placement in the Seaview Elementary School from September 2, 2015 through December 10, 2015, for the following student; previously approved by the Linwood BOE.

Maria Mazur **Grade 3** **Tracey Meister**, Cooperating Teacher

Motion Required – Instruction

27. APPROVAL OF BUS STIPEND FOR THE 2015-2016 SCHOOL YEAR

Motion to approve a stipend for the following staff member for the 2015-2016 school year, as listed below, based on the LEA Agreement. Stipends to be paid from general budgeted funds.

Trish Skovron \$3,000

Motion Required - Instruction

28. APPROVAL FOR BEFORE/AFTER SCHOOL TUTORING

Motion to approve the following teachers to provide before/after school supplemental services for basic skills students in the REACH Program for the 2015-2016 school year. Teachers will be paid through funding provided by the FY2015-2016 NCLB Grant at the rate of \$40 per hour.

Christine Swan Kristina Burns Casey Kilroy

Motion Required – Instruction

29. APPROVAL FOR BEFORE/AFTER SCHOOL STUDY/HOMEWORK SUPPORT

Motion to approve the following teachers to provide before/after school study/homework support for special education students for the 2015-2016 school year. Teachers will be paid through funding provided by the FY2015-2016 IDEIA Grant at the rate of \$40 per hour.

Cindy O’Kane
Jennifer Bernardini

Kevin Jacobs
Mary Beth McKenna

Tiffany Graziotto
Amy Magazzu (Sub)

Motion Required – Instruction

30. FIELD TRIPS

- ***Mike Smith Presentation - The Harbor**
Pennsylvania Convention Center, Philadelphia, PA
Street Team, Person in charge: Dr. Frank Rudnesky

Motion Required – Instruction

31. OCCUPATIONAL THERAPIST CONSULTATION – Jennifer Blankley

Motion to approve Jennifer Blankley for OT consultation on a per diem basis, up to 25 hours at the rate of \$40 per hour, to be paid from FY2015-2016 IDEIA Funds.

Motion Required – Instruction

32. CURRICULUM WRITING

Motion to approve \$1000.00 as the stipend for writing one subject area curriculum map per grade level. Maps must be submitted by assigned dates and in accordance with district, county and state requirements. Additional stipend for department coordinator: \$200.00.

Motion Required - Instruction

33. CURRICULUM WRITING

Motion to approve curriculum writers for math maps.

Gina Wenzel	Maps Grades 5 & 6	\$2,000
Chris Meade	Maps Grade 7, 50% Grade 7 Condensed	\$1,000
Keith Grimley	Coordinator and Maps Grade 8 and 50 % Grade 7 Condensed	\$1,700

Motion Required - Instruction

34. 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
Teri Weeks	9/22/15 10/06/15 11/16/15 01/14/16 02/09/16 03/17/16 04/12/16	Double Tree Mt. Laurel, NJ	NJASBO training events, ACA, Ethics, Legal, Negotiations, Purchasing, Audits and other events.	Subscription plan not to exceed \$100 per event	Not to exceed \$50 per event
Teri Weeks	9/23/15	Robbinsville, NJ	NJASBO Green Purchasing Seminar	N/A	TBD
Jill Yochim	9/25/15	Monroe Twp., NJ	Legally Compliant IEPs Workshop	*\$150 ----- * \$150	Not to Exceed \$70 ----- N/A
Frank Rudnesky	10/08/15	Philadelphia, PA	Science Leadership Academy		N/A ----- N/A
Frank Pileiro					
Richard Sless Judd McLaughlin Marianne Gaffney	10/10/15	Monroe Twp., NJ	NJSBA Negotiations Seminar	*\$199 each	
Jill Yochim	10/15/15 11/19/15 12/17/15 01/21/16 02/18/16 03/17/16 04/21/16 05/19/16 06/16/16	Mays Landing, NJ	Atlantic Co. Special Ed. Directors Meetings for 2015- 2016	N/A	Not to Exceed \$10
Frank Pilerio	10/19/15	ETTC/Stockton Galloway, NJ	Attend/Present Lib 2.0 2015 A Media Specialist's Symposium	N/A	N/A
Frank Pilerio	10/20/15	Stockton Galloway, NJ	Atlantic County Technology Coordinators	N/A	Not to exceed \$10

Motion Required – Instruction

35. SEAVIEW PLAYGROUND/SCHOOL VOLUNTEERS - 2015-2016 SCHOOL YEAR

Motion to approve the following playground/school volunteers for the Seaview Elementary School for the 2015-2016 school year.

Amy Austin	Yomaira Henao	Fina Perez
Michele Caucci	*Jessica Hernandez	Jennifer Pierce
Nancy Connolly	Earl Hieb	Tito Reyes
Jennifer Corbett	Stephanie Himmelstein	Patty Reynolds
Charlotte Coville	Melissa King	Jay Rosenberg
Amy Daily	Aolfe Larkin	Tania Ruzzo
Lori Datti	Jill Levine	Andrea Shotkin
Kelly Day	Susanne Lockhart	Matt Simpson
Jessica DellaFave	Diana Lucca	Judy Simpson
Deepali Deshpande	Ida Lucchesi	Elizabeth Soltys
Michelle Dill	Stan Malcolm	Linda Sommers
Susan Disidori	Sandra Marple	Denise Stites
Catherine Evinski	Deepa McCabe	Jill Thomas
Christine Falk	Melissa Merlino	Kelli Thomas
Margot Ferrin	Karen Miller	Jill Tiemann
Lisa Gebhard	Nancy Mitnick	Stephanie Timbrook
Trista Goldberg	Suzanne Morrison	Adanis Vicente
Rhonda Griffin	Sulin Ong	Angie Waters
Pamela Guarini	Gina Osbeck	Jennifer Wildman
Diana Gurwicz	Chris Osbeck	Rachel Wise
Angela Harrison	Amy PayandehFar	Carrie Wyzen-Gregory
Cheryl Hazaveh	Tricia Paytas	

***2015-2016 Volunteer Coordinator**

Motion Required – Instruction

(GOVERNANCE: Motions #36 through #38)**36. BOARD BYLAW, POLICY, PROCEDURE AND REGULATIONS**

Motion to approve the first and second readings of the Bylaw, Policy, Procedure and Regulations, as listed below.

FIRST READING	
Policy 2468	Independent Educational Evaluations
Policy 3322	Staff Member's Use of Personal Cellular Telephones/Other Communication Devices
Policy 4322	Staff Member's Use of Personal Cellular Telephones/Other Communication Devices
Policy 5330 Regulation 5330	Administration of Medication (M)
Policy 5339	Screen for Dyslexia (M)
Policy 5615	Suspected Gang Activity
Policy 5756	Transgender Students
Policy 8540	School Nutrition Programs
Regulation 8540	Free and Reduced Rate Meals (ABOLISHED)
Policy 8550	Outstanding Food Service Charges (New)
Policy 8820	Opening Exercises/Ceremonies

SECOND READING	
Policy 2340	Field Trips
Procedure 2622	Student Assessment
Regulation 5200	Attendance

Motion Required – Governance

37. A UNIFORM STATE MEMORANDUM OF AGREEMENT BETWEEN EDUCATION & LAW ENFORCEMENT OFFICIALS – 2015 Revisions*

Motion to approve the Uniform State Memorandum of Agreement Between Education & Law Enforcement Officials – 2016 Revisions*.

Motion Required – Governance

38. SCHOOL SELF-ASSESSMENT FOR DETERMINING GRADES UNDER THE ANTI-BULLYING BILL OF RIGHTS ACT 2014-2015

Motion to approve the NJDOE School Self-Assessment for Determining Grades under the *Anti-Bullying Bill of Rights Act 2014-2015*.

Motion Required - Governance

(OPERATIONS: Motions #39 through #42)

39. USE OF SCHOOL FACILITIES

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

Organization	Facility	Date/Time	Fee
Linwood PTO PTO Meetings	Seaview Cafeteria	9/15, 10/13, 11/10, 12/8/15 and 1/12, 2/09, 3/08, 4/12, 5/10, 6/14/16 8:45-9:45 a.m.	N/A
Linwood PTO Book Fair	Seaview Front Entrance	October 14, 2015 6:00-8:00 p.m.	N/A

Motion Required – Operations

40. SHARED SERVICES AGREEMENT – FOOD SERVICE DELIVERY

Motion to approve the shared services agreement with Mainland Regional High School for Food Service Delivery for a fee of \$4,153 effective the 2015-2016 school year.

Motion Required - Operations

41. DISPOSAL OF FIXED ASSETS

Motion to approve the disposal of fixed assets with a historical cost of \$3,800.

Motion Required - Operations

42. SCHOOL BOARDS WORKSHOP

Motion to approve Board members and Administration to attend the School Boards Convention in Atlantic City, October 27-29, 2015 with a total registration fee of \$1,200.

Motion Required - Operations

43. Communications

44. **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	\$458,558.61
Batch 51	General Fund	\$ 480.00
Batch 59	Before and After School	\$ 9,046.93

PAYROLLS:

Batch 70	September 4, 2015	\$401,718.28
Batch 71	September 18, 2015	\$391,327.51

TRANSFERS

		<u>9/1/2015</u>	<u>From</u>	<u>To</u>
11-000-216-100	Salary, Related Services		\$	\$ 1,300
11-000-217-100	Salary, Extraordinary Services			19,500
11-000-219-104	Salary, Child Study Team			5,700
11-000-219-105	Salary, Secretarial			2,900
11-000-221-102	Salary, Supervisor		65,000	
11-000-222-177	Salary, Technology			18,700
11-000-240-500	Purchased Services		220	
11-000-240-105	Salary, Secretarial			220
11-000-252-100	Salary, Technician			91
11-000-252-500	Purchased Services		91	
11-000-261-100	Salary, Maintenance			1,370
11-000-262-107	Salary, Non Instructional			2,400
11-000-263-100	Salary, Grounds			970
11-000-266-100	Salary, Security			1,904
11-000-291-249	Other Retirement			5,000
11-105-100-101	Salary, Preschool Regular			18,100
11-120-100-101	Salary, Grades 1-5		30,000	
11-212-100-106	Salary, Self-Contained Teachers			2,400
11-215-100-101	Salary, Preschool Half Day Disabled			23,000
11-215-100-106	Salary, Preschool Half Day Disabled Aides			18,000
11-216-100-101	Salary, Preschool Full Day		10,000	
11-230-100-101	Salary, Basic Skills		16,244	

Total General Fund

\$ 121,555	\$ 121,555
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- 45. Old Business
- 46. New Business
- 47. Comments from the Public
- 48. Comments from the Board

49. EXECUTIVE SESSION

Motion to move into Executive Session, pursuant to the "Open Public Meetings Act", the following subject will be discussed in a session of the Board closed to the public.

- *Superintendent's 2015-2016 goal setting*

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

50. REGULAR SESSION

Motion to return to Regular Session.

51. Adjournment