**LINCOLN PARK PUBLIC SCHOOLS**

LINCOLN PARK, NEW JERSEY

**REGULAR MEETING AGENDA**

6:30 PM, LINCOLN PARK MIDDLE SCHOOL

**MARCH 17, 2020**

**District Mission Statement**

*The Lincoln Park School District will provide, through its schools, an educational setting that helps children*

*to love and master learning, to work independently as well as collaboratively, and to develop the character*

*and values that promote a healthy society. It is the school district’s expectation that all students will achieve*

*the New Jersey Student Learning Standards at all grade levels.*

1. Call to Order

2. Pledge of Allegiance

3. Presiding Officer

In accordance with the requirements of the Open Public Meetings Act, I wish to announce that:

The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of the act, the Lincoln Park Board of Education has caused notice of this meeting to be mailed to the Daily Record and The Record and posted at the Board of Education Administrative Offices and filed with the Borough Clerk.

4. Roll Call

\_\_\_\_ Frank Avena, President

\_\_\_\_ Joshua Kaufman, Vice President

\_\_\_\_ Patrick Antonetti

\_\_\_\_ Todd Henches

\_\_\_\_ Juliana Nagle

\_\_\_\_ Frank Raffa

\_\_\_\_ Sandra Vucenovic

5. Approval of Minutes

Motion by Trustee\_\_\_\_\_ seconded by Trustee\_\_\_\_\_

Roll call vote

PA TH JK JN FR SV FA

1. \*Recommending the approval of the minutes of a regular meeting of the Board of Education held on March 3, 2020.

6. Presentations

* Student Council Update

7. Superintendent’s Report

* Changes to the Agenda
* HIB Report
* Suspension Report
* Enrollment

8. Business Administrator’s Report

**Elementary School Drills:**

No Drills to Report

**Middle School Drills:**

Fire Drill- 3/2/2020

Shelter Drill- 3/5/2020

9. Committee Reports

A. Curriculum / Personnel (Todd Henches)

B. MCSBA (Patrick Antonetti)   
C. Finance / Facilities (Frank Avena)   
D. Negotiations (Frank Avena)   
E. Lincoln Park / Pequannock Shared Services (Todd Henches)  
F. Policy / Public Relations (Joshua Kaufman)  
G. MCESC (Patrick Antonetti)  
H. NJSBA (Frank Raffa)  
I. Boonton High School Representative / High School (Sandra Vucenovic)

10. First Public Recognition Regarding School Related Matters

1. Motion by Trustee\_\_\_\_\_\_\_, seconded by Trustee\_\_\_\_\_\_, Opened at\_\_\_\_\_P.M.

2. Motion by Trustee\_\_\_\_\_\_\_, seconded By Trustee\_\_\_\_\_\_, Closed at \_\_\_\_\_P.M.

11. Resolutions

**A. ADMINISTRATION**

Motion by Trustee\_\_\_\_\_\_\_, seconded by Trustee\_\_\_\_\_\_

Roll call vote:

PA TH JK JN FR SV FA

1. PROFESSIONAL DAY WORKSHOP ATTENDANCE

RESOLUTION 000-2020 “RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the following professional days:

WHEREAS, The Board of Education has determined that the school district travel expenditures for the stated functions are in compliance with State travel guidelines as established by the Department of the Treasury and within the guidelines established by the federal Office of Management and Budget; except as superseded by conflicting provisions of Title 18A of the New Jersey Statutes; and

WHEREAS, The Board of Education finds that a mileage reimbursement rate equal to that of the State of New Jersey Office of Management and Budget mileage reimbursement rate of $0.35 per mile is a reasonable rate; and

WHEREAS, The Board of Education has determined that participation at the stated function is in compliance with the district policy on travel;

THEREFORE BE IT RESOLVED, that the Board of Education hereby approves attendance of the following employees at the following professional day conferences and/or workshops:

|  |  |  |  |
| --- | --- | --- | --- |
| Name of Attendee | Name and Date of Event | Event Cost | Estimated Mileage |
| J. Werner | Vision Techniques workshop; 4/23/20 | $220 | --- |
| D. Capozzi  C. Kerwin | Elevate! Conference, 7/17/20 | $100  Ea. | --- |

\* for post approval

BE IT FURTHER RESOLVED, that the Board of Education hereby approves the costs of attendance at the stated functions, including all registration fees and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount, and that the total cost of the related travel expense will not exceed the amounts stipulated above.”

2. HIB REPORT, MARCH 2020

\* RESOLUTION 000-2020 “RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education recognizes and approves the Harassment, Intimidation and Bullying report as of March 13, 2020, as summarized:

LPES LPMS

Incidents Reported 0 1

Confirmed HIB 0 1

BE IT FURTHER RESOLVED, that the Lincoln Park Board of Education approves the remedial and disciplinary action taken by the building principals.”

3. 2019-2020 CALENDAR CHANGE

RESOLUTION 000-2020 “RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post approves the addition of a Delayed Opening on March 13, 2020 for the purposes of providing time-sensitive professional development to the staff.”

4. 2020 ESY PROGRAMS AND POSITIONS

RESOLUTION 000-2020 “RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the following programs and positions for the 2020 Extended School Year:”

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Program** | **Start Date** | **End Date** | **Positions** | **Total # Days** | **Hours/Day** |
| Extended Preschool Disabilities | 7/1/20 | 7/28/20 | (3) Teachers of the Handicapped | 20 | 4 |
| Extended Preschool Disabilities | 7/1/20 | 7/28/20 | (12) Teacher Aides | 20 | 4.5 |
| ESY Autistic | 7/1/20 | 7/28/20 | (3) Teachers of the Handicapped | 20 | 4 |
| ESY Autistic | 7/1/20 | 7/28/20 | (7) Teacher Aides | 20 | 4.5 |
| ESY LAL/MATH | 7/1/20 | 7/21/20 | (2) Teachers of the Handicapped | 15 | 4 |
| ESY | 7/1/20 | 7/28/20 | (1) Shadow Aide | 20 | 4.5 |
| Social Skills | 7/1/20 | 7/21/20 | (1) Teacher, General or Special Ed. | 15 | 2 |
| ESY School Nurse | 7/1/20 | 7/28/20 | Nurse | 20 | 4 |
| Occupational Therapy | 7/1/20 | 7/28/20 | Occupational Therapist | 20 | as needed |
| Speech Therapy | 7/1/20 | 7/28/20 | Speech Therapist | 20 | as needed |
| Physical Therapy | 7/1/20 | 7/28/20 | Physical Therapist | 20 | as needed |
| ESY | 7/1/20 | 7/28/20 | Substitute Teacher/Teacher Aide | As needed | As needed |
| ESY BD | 7/1/20 | 7/28/20 | (1) Teacher of the Handicapped | 20 | 4 |
| ESY BD | 7/1/20 | 7/28/20 | (2) Shadow Aides | 20 | 4.5 |

4. COMMUNITY BASED INSTRUCTION TRIPS

RESOLUTION 000-2020 “RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the following community based instruction trips. Transportation for these two trips has been requested and filed.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **Participants** | **Destination** | **Admission ($35/student)** | **Account #** |
|  |  |  |  |  |
| 3/18/20 | LPMS Students (2) | LifeTown, Livingston, NJ | $70.00 | 11.214.100.610.03 |
| 4/23/20 | LPMS Students (2) | LifeTown, Livingston, NJ | $70.00 | 11.214.100.610.03 |

BE IT FURTHER RESOLVED, that the cost will be shared with the Pequannock Township School District.”

5. HOME INSTRUCTION: 2019-2020

RESOLUTION 000-2020 “RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post approves the provision of home instruction services for student State ID #8076514678 – Lincoln Park, to be provided by New Pathway Counseling, Inc., at a rate of $600.00 per day, for up to 8 weeks, not to exceed $4,800.00, account #11.150.100.320.03, effective January 13, 2020 through March 6, 2020, per the Boonton Child Study Team.”

6. HOME INSTRUCTION: 2019-2020

RESOLUTION 000-2020 “RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post approves the provision of home instruction services for student State ID #8131916196 - Lincoln Park, to be provided by PESI, at a rate of $33.00 per day, for 2 hours per day, not to exceed $792.00, account #11.150.100.320.03, effective February 7, 2020 through February 25, 2020, per the Boonton Child Study Team.”

7. DISPOSAL OF BOOKS

\* RESOLUTION 000-2020 “RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the disposal of LPMS library books, as attached.”

8. SCHOOL HEALTH-RELATED CLOSURE PREPAREDNESS PLAN

RESOLUTION 000-2020 “RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post approves the submission of the Lincoln Park School District’s School Health-Related Closure Preparedness Plan, which includes a “Flexible Instruction Day,” to the Executive County Superintendent of Schools for approval.

BE IT FURTHER RESOLVED, that the “Flexible Instruction Day” will meet the 180 day statutory requirement and will be implemented when the Superintendent of Schools, in consultation with the Public Health Nurse, makes the decision to close schools due to the emergency health issue occurring nationwide.”

**B. PERSONNEL**

Motion by Trustee\_\_\_\_\_\_\_, seconded by Trustee\_\_\_\_\_\_

Roll call vote:

PA TH JK JN FR SV FA

1. MATERNITY LEAVES

RESOLUTION 000-2020 “RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the following staff for maternity leaves:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Employee ID** | **Start Leave** | **FMLA Dates** | **Anticipated Sick Leave\***  **# Days, Start** |
| A | #1297 | 05/04/2020 | 05/04/2020-10/05/2020 | 33 days  05/04/2020 |
| B | #1721 | 04/13/2020 | 04/13/2020-09/14/2020 | 20 days  04/13/2020 |
| C | #1513 | 05/04/2020 | 05/04/2020-10/05/2020 | 33 days  05/04/2020 |

\* Sick leave will not apply to any used or returned emergency days in the district.”

2. MEDICAL LEAVE EXTENSION, ID #0175

RESOLUTION 000-2020 “RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post approves Employee, ID #0175, for a medical leave extension beginning March 16, 2020 through May 11, 2020 as sick days, returning to work on May 12, 2020.”

**C. FINANCE**

Motion by Trustee\_\_\_\_\_, seconded by Trustee\_\_\_\_\_\_\_

Roll call vote:

PA TH JK JN FR SV FA

1. SCHOOL DISTRICT TRAVEL MAXIMUM, 2020-2021

RESOLUTION 000-2020 “WHEREAS, school district policy and N.J.A.C. 6A:23a-7.1 et seq. provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2020-2021 school year; and WHEREAS, maximum expenditure amount allotted for travel and expense reimbursement for the 2019-2020 school year was $21,702.00; and WHEREAS, travel and expense reimbursement has reached a total amount of $6,519..62 as of March 12, 2020, NOW, THEREFORE, BE IT RESOLVED, that the Lincoln Park School District Board of Education, in the County of Morris, New Jersey hereby establishes the school district travel maximum for the 2020-2021 school year at the sum of $24,502.00; and BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.”

2. ADOPT TENTATIVE SCHOOL BUDGET, 2020-2021

RESOLUTION 000-2020 “BE IT RESOLVED, that the Lincoln Park Board of Education approves the 2020-2021 tentative school district budget for submission as follows:

General Fund $ 24,181,611

Restricted Special Revenue $ 412,466

Debt Service $ 195,235

Total Budget $ 24,789,312

BE IT RESOLVED that the Lincoln Park Board of Education includes in the tentative budget a withdrawal from the Maintenance Reserve Account in the amount of $75,000.00, which funds will be used to support required maintenance and/or repairs to roof top units, univents, boilers, floor tiles, sprinkler systems and air conditioning systems, further

BE IT RESOLVED that the Lincoln Park Board of Education includes in the tentative budget a withdrawal from the Capital Reserve Account in the amount of $567,250.00, which funds will be used to support the Lincoln Park Middle School Parking Lot Paving Project and the installation of a new boiler in the middle school; and further

BE IT FURTHER RESOLVED that the following General Fund and Debt Service tax levies be approved to support the 2020–2021 budget:

General Fund: $20,231,622

Debt Service Fund: $ 131,947

2. PAYROLL AND GENERAL ACCOUNTS BILLS LIST

RESOLUTION 000-2020 “RESOLVED, that the Lincoln Park Board of Education approves the payment of the following payroll related expenses and the following General Account bills list as approved by the Finance Committee:”

|  |  |  |
| --- | --- | --- |
| **BILLS DESCRIPTION** | **DATED** | **AMOUNT** |
| PAYROLL GENERAL | 3/15/2020 | $ 256,320.82 |
| STATE SHARE FICA | 3/15/2020 | $ 26,127.86 |
| BOARD SHARE FICA | 3/15/2020 | $ 6,760.00 |
| **TOTAL** |  | **$ 289,208.68** |

|  |  |  |
| --- | --- | --- |
| **BILLS DESCRIPTION – FY20** | **DATED** | **AMOUNT** |
| BILLS LIST FUND 10 | 3/17/2020 | $ 263,756.93 |
| BILLS LIST FUND 12 | 3/17/2020 | $ 8,812.50 |
| BILLS LIST FUND 20 | 3/17/2020 | $ 20,653.10 |
| BILLS LIST FUND 60 | 3/17/2020 | $ 19,227.08 |
| BILLS LIST FUND 70/71 | 3/17/2020 | $ 3,531.42 |
| **TOTAL** |  | **$ 315,981.03** |

3. AUTHORIZATION TO SUBMIT OTHER CAPITAL PROJECT, STATE PROJECT #2650-040-20-1000

RESOLUTION 000-2020 “RESOLVED, that the Board of Education of the Lincoln Park Public School District in the county of Morris, hereby approves the submission of the following “Other Capital Project”, State Project #2650-040-20-1000, to the Department of Education for review and approval and for amendment to the Long Range Facilities Plan.  It is further understood that the District is not seeking funding at the current time for this project:

4. LUNCH PRICES 2019-2020

\* RESOLUTION 000-2020 “RESOLVED, that the Lincoln Park Board of Education approve lunch prices for the 2020-2021 school year as per the attached price list.”

12. Board Discussion

13. Executive Session

1. Motion by Trustee\_\_\_\_\_, seconded by Trustee\_\_\_\_\_

To enter into executive session at\_\_\_\_\_\_P.M.

WHEREAS**,** Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and WHEREAS**,** the board is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Borough of Lincoln Park, in the County of Morris, State of New Jersey, as follows:

A. The public shall be excluded from discussion of hereinafter-specified subject matter(s)

B. The general nature of the subject matter to be discussed is as follows:

1. \_\_\_\_\_\_\_\_

C. It is anticipated at this time that the above stated subject matter will be made public immediately following executive session or as the need for confidentiality no longer exists.

2. Motion by Trustee\_\_\_\_\_\_, seconded by Trustee\_\_\_\_\_\_\_\_

To return from executive session at \_\_\_\_\_\_P.M.

14. Second Public Recognition Regarding School Related Matters

1. Motion by Trustee , seconded by Trustee \_\_\_\_\_\_\_\_opened at\_\_\_\_\_\_P.M.

2. Motion by Trustee\_\_\_\_\_\_\_\_\_, seconded by Trustee\_\_\_\_\_\_\_\_\_closed at\_\_\_\_\_\_\_P.M.

15. Adjournment

PA TH JK JN FR SV FA

1. Motion by Trustee\_\_\_\_\_\_\_\_\_\_, seconded by Trustee\_\_\_\_\_\_\_\_\_

To adjourn the meeting at\_\_\_\_\_\_\_\_P.M.