

**LINCOLN PARK PUBLIC SCHOOLS**

LINCOLN PARK, NEW JERSEY

**REGULAR MEETING AGENDA**

6:30 PM, VIRTUAL MEETING VIA ZOOM PLATFORM

**SEPTEMBER 22, 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 and the executive meeting of the Board of Education held on September 8, 2020.

6. Presentations

- None

## 7. Superintendent's Report

- Changes to the Agenda
- Suspension Report
- HIB Report

## 8. Business Administrator's Report

### Elementary School Drills:

No Drills to Report

### Middle School Drills:

No Drills to Report

## 9. Committee Reports

- A. Curriculum / Personnel (Todd Hennes)
- B. MCSBA (Patrick Antonetti)
- C. Finance / Facilities (Frank Avena)
- D. Negotiations (Frank Avena)
- E. Lincoln Park / Pequannock Shared Services (Todd Hennes)
- 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. HIB REPORT, SEPTEMBER 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 September 18, 2020, as summarized:  
Incidents Reported: 0 – LPES 0 – LPMS  
Confirmed HIB: 0 – LPES 0 – LPMS  
BE IT FURTHER RESOLVED, that the Lincoln Park Board of Education approves the remedial and disciplinary action taken by the building principals."
2. SUPERINTENDENT RETIREMENT  
RESOLUTION 000-2020 "RESOLVED, that the Lincoln Park Board of Education accepts with regret, after over thirteen years of dedicated service to the community of Lincoln Park, the retirement letter of Mr. James W. Grube, Superintendent of Schools, effective at the end of the workday on December 31, 2020."
3. CRISIS MANAGEMENT & EMERGENCY PROCEDURES HANDBOOK, 2020-2021  
RESOLUTION 000-2020 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the updated Lincoln Park School District Crisis Management and Emergency Procedures Handbook for the 2020-2021 school year."

4. PROFESSIONAL DEVELOPMENT PLAN

RESOLUTION 000-2020 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the District's 2020-2021 Professional Development Plan. BE IT FURTHER RESOLVED, that the Lincoln Park Board of Education has allocated \$3,000 of local funds and \$20,840 of Title II funds to support professional development in the district."

5. DISTRICT GOALS

RESOLUTION 000-2020 "WHEREAS, the Board of Education reviewed the following at the September 8, 2020 board meeting.

BE IT RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the Lincoln Park Public Schools District Goals for the 2020-2021 school year:

- Goal # 1 Multi-Tiered System of Supports (Second Year of Goal)  
The Multi-Tiered System of Supports goal will be extended into the 2020-2021 school year, due to the Hybrid instructional format currently in place. The goal is for the district to design, structure, and implement a Multi-Tiered System of Supports district wide, over a three-year period.  
The first and second year will focus on designing the program and training of the staff, with the full implementation of the program expected in the third year.  
The schools will designate at least two professional development sessions, two faculty meetings, and five PLC's, as well as grade/department meetings to train staff.  
The third year is projected to focus on additional training and implementation of the program and will be addressed after reviewing the first two years' progress.
- Goal # 2 Hybrid Instructional Model  
Due to the Covid-19 pandemic and the requirements placed on the district by the Department of Education, the district will focus on designing a viable hybrid educational model that will meet the Department of Education's directives, while providing the best possible education to the students of the district.
  - All reasonable health and safety measures will be put into place in order to safely return students and staff to the school buildings.
  - Phases will be developed to allow, when health conditions in the community make it possible, the return of all students and staff to the buildings for instruction.
  - A virtual instructional format will be designed in order to meet the needs of the students whose parents choose not to send their child into the building for instruction.
  - Both the in building and virtual instructional formats will be evaluated and modified throughout the year in order to assure quality instruction is provided.
  - If it becomes necessary, due to increased cases of Covid-19, the district will be prepared to provide 100% virtual instruction to all students."

6. SCHOOL BUILDING LEVEL OBJECTIVES

RESOLUTION 000-2020 "WHEREAS the Lincoln Park Board of Education reviewed the following via an update on September 18, 2020.

BE IT RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the 2020-2021 School Building Level Objectives for the Lincoln Park Elementary School and the Lincoln Park Middle School."

7. WEEK OF RESPECT AND VIOLENCE AWARENESS WEEK

RESOLUTION 000-2020 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education recognizes the schools' participation in the "Week of Respect," October 5-9, 2020 and School Violence Awareness Week, October 19-23, 2020."

8. SCHOOL SAFETY TEAMS

RESOLUTION 000-2020 "WHEREAS, the Harassment, Intimidation, and Bullying policy requires the appointments of School Safety Teams for each school;

BE IT RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the following staff as members of the school safety teams for the 2020-2021 school year:

**LPMS**

Donna Ahman	*Donna Nilsson
Wendy Billig	*Cristina Puri
Loni Lopuski	Krystina Reilly
Michael Meyer	Angela Tone
	David Winston

**LPES**

Melissa Bammer	*Jaclyn Heftler
Kristin Bell	Carolyn Kerwin
Wendy Billig	Nicole Lang
Christiana Calandrillo	Emily Moore
Jaclyn Deady	Joelle Prinzo
Ford Foster	David Winston

\*Designated School Anti-Bullying Specialist"

9. **SCHOOL IMPROVEMENT PANELS**

RESOLUTION 000-2020 "WHEREAS, the Teacher Effectiveness and Accountability for Children of New Jersey Act (TEACHNJ) requires the appointments of School Improvement Panels;  
BE IT RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the following members of the School Improvement Panels for each school:

**LPMS**

Wendy Billig	Donna Nilsson
Jessica Stroh	Michael Meyer
Jolene Gibbs-Dempski	David Winston

**LPES**

Melissa Bammer	Gina DeVito
Wendy Billig	Katelyn Williams
Jaclyn Deady	David Winston"

10. **DISTRICT EVALUATION ADVISORY COMMITTEE**

RESOLUTION 000-2020 "WHEREAS, the Teacher Effectiveness and Accountability for Children of New Jersey Act (TEACHNJ) requires the appointments of a District Evaluation Advisory Committee;  
BE IT RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the following members of the District Evaluation Advisory Committee:

Melissa Bammer	Patrick Antonetti	Donna Nilsson	Deanna Ward
Wendy Billig	Jim Grube	Nicole Schoening	David Winston
Gina DeVito	Michael Meyer	Matt Spencer	Danielle Zodda"

11. **PROFESSIONAL DEVELOPMENT ADVISORY COMMITTEE**

RESOLUTION 000-2020 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the following members of the Professional Development Advisory Committee:

Ford Foster	Amy Pohlman	David Winston
Jim Grube	Krystina Reilly	Jessica Stroh"

12. **REMOVAL OF STUDENTS FROM PRESCHOOL PROGRAMS: 2020-2021**

RESOLUTION 000-2020 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post approves the removal of the following students from the Preschool Programs in the Lincoln Park School District, per parental requests:

<u>3-year-old Program</u>	<u>4-year-old Program</u>
C.M., as of 9/8/2020	R.O., as of 9/8/2020

BE IT FURTHER RESOLVED, that the tuition contracts for these students be cancelled."

13. RESCIND SPEECH THERAPY SERVICES: 2020-2021

RESOLUTION 000-2020 "RESOLVED, that the Lincoln Park Board of Education rescinds resolution 2747-2020 which was passed on September 8, 2020 in the following form:

RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post approves an agreement with Miriam Skydell and Associates to provide five hours of Speech Therapy services per day, 5 days a week, for 13 weeks, at a rate of \$130.00 per hour, not to exceed \$42,250.00, account #11-000-216-320-03-000, effective September 1, 2020 through November 30, 2020.

BE IT FURTHER RESOLVED, that the Board President and the School Business Administrator are authorized to execute the agreement/contract on behalf of the Board of Education."

14. SPEECH THERAPY SERVICES: 2020-2021

RESOLUTION 000-2020 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post approves an agreement with Miriam Skydell and Associates to provide six hours of Speech Therapy services per day, 5 days a week, for 13 weeks, at a rate of \$130.00 per hour, not to exceed \$50,700.00, account #11-000-216-320-03-000, effective September 1, 2020 through November 30, 2020.

BE IT FURTHER RESOLVED, that the Board President and the School Business Administrator are authorized to execute the agreement/contract on behalf of the Board of Education."

15. SPEECH EVALUATIONS: 2020-2021

RESOLUTION 000-2020 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post approves an agreement with Miriam Skydell & Associates to provide up to 10 Speech evaluations, as needed, during the 2020-2021 school year, at a rate of \$350.00 per evaluation, not to exceed \$3,500.00, account #11-000-216-320-03-000, effective September 1, 2020 through November 30, 2020."

16. RECIND APPROVAL OF A CONTRACT FOR ACADEMY/VOCATIONAL PROGRAMS: 2020-2021

RESOLUTION 000-2020 "RESOLVED, that the Lincoln Park Board of Education rescinds resolution 22696-2020 which was passed on August 18, 2020 in the following form:

RESOLUTION 2696-2020 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves a contract with the Morris County Vocational School District for students attending Academy and/or Vocational Programs, full time and part time, for the 2020-2021 school year at tuition rates as follows:

	<b>Students</b>	<b>Tuition</b>	<b>Total</b>
Full time students	45	\$ 9,180	\$ 413,100.00
Shared time students	17	\$ 4,539	\$ 77,163.00
Less prior year tuition adjustment			<u>\$ 7,968.69</u>
<b>Total:</b>			<b>\$ 498,231.69"</b>

17. APPROVAL OF A CONTRACT FOR ACADEMY/VOCATIONAL PROGRAMS: 2020-2021

RESOLUTION 2222-2020 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education a contract with the Morris County Vocational School District for students attending Academy and/or Vocational Programs, full time and part time, for the 2020-2021 school year at tuition rates as follows:

	<b>Students</b>	<b>Tuition</b>	<b>Total</b>
Full time students	44	\$ 9,180.00	\$ 403,920.00
Shared time students	16	\$ 4,539.00	\$ 72,624.00
Add: prior year tuition adjustment			<u>\$ 7,968.69</u>
<b>Total:</b>			<b>\$ 484,512.69"</b>

18. 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:

Staff Member	Name and Date of Event	Event Cost	Estimated Mileage
M. Meyer	Handle With Care Recertification Training, 8/7/20*	\$450	50

\* For post approval

## B. PERSONNEL

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

Roll call vote:

PA TH JK JN FR SV FA

### 1. FFCRA LEAVES

RESOLUTION 000-2020 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post approves the following staff for leaves under the Family First Coronavirus Response Act, with benefits:

	Employee ID	Start Leave	FFCRA Dates	Applied Sick Leave Dates, # Days	*Additional Paid Leave	Return to Work
A	#0633	09/14/2020	09/14/2020-12/04/2020	09/14/2020-09/25/2020 10 days	09/26/2020-12/04/2020	12/07/2020

\* Additional paid leave is calculated as 2/3 of the employee's salary, not exceeding \$200.00 per diem."

### 2. GIFTED AND TALENTED FACILITATORS

RESOLUTION 000-2020 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post approves the following staff for stipend positions, effective September 1, 2020 through June 30, 2021:

Samantha Moore, Gifted and Talented Facilitator \$ 2,750.00  
Robert Neal, Gifted and Talented Facilitator \$ 2,750.00"

### 3. YEARBOOK ADVISORS, 2020-2021

RESOLUTION 000-2020 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post approves the following staff for stipend positions, as per the LPEA Agreement, for the 2020-2021 school year:

Yearbook Advisor	Danielle Morgenroth	\$ 1,594.50
Yearbook Advisor	Danielle Zodda	\$ 1,594.50"

## C. FINANCE

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

Roll call vote:

PA TH JK JN FR SV FA

### 1. 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 Check Journal/Bills list as approved by the Finance Committee:"

PAYROLL	DATE	AMOUNT
PAYROLL GENERAL	8/31/2020	\$ 48,229.66
STATE SHARE FICA	8/31/2020	\$ 2,620.13
BOARD SHARE FICA	8/31/2020	\$ 3,300.69
	<b>TOTAL</b>	<b>\$ 54,150.48</b>
PAYROLL GENERAL	9/11/2020	\$ 250,042.04
STATE SHARE FICA	9/11/2020	\$ 24,522.64
BOARD SHARE FICA	9/11/2020	\$ 6,464.58
	<b>TOTAL</b>	<b>\$ 281,029.26</b>

BILLS LIST	DATE	AMOUNT
FUND 10	9/22/2020	\$ 238,714.78
FUND 12	9/22/2020	
FUND 20	9/22/2020	\$ 50,815.16
FUND 40	9/22/2020	\$ 175,000.00
FUND 60	9/22/2020	\$ 2,520.00
FUND 70/71	9/22/2020	
<b>TOTAL</b>		<b>\$ 467,049.94</b>

2. BOARD SECRETARY'S REPORT, JUNE, 2020-FINAL  
 \* RESOLUTION 000-2020 "RESOLVED, that the Lincoln Park Board of Education accepts and affixes to the minutes of this meeting the final Board Secretary's Report for June, 2020."
3. TREASURER'S REPORT, JUNE, 2020-FINAL  
 \* RESOLUTION 000-2020 "RESOLVED, that the Lincoln Park Board of Education accepts and affixes to the minutes of this meeting the final Treasurer's Report for June, 2020."
4. MONTHLY TRANSFER REPORT, JUNE, 2020 - FINAL  
 \* RESOLUTION 000-2020 "RESOLVED, that the Lincoln Park Board of Education approves and affixes to the minutes of this meeting the monthly transfer report for June, 2020 in compliance with N.J.A.C. 6A:23A-13.3(e)."
5. CERTIFICATION, JUNE, 2020 - FINAL  
 RESOLUTION 000-2020 "Pursuant to N.J.A.C. 6:20-2A 10(e), the Board Secretary does certify that the Board Secretary's Report for June, 2020 does not reflect over-expenditures in any account based on the appropriation balances reflected in the report and on the advice of district officials."

\_\_\_\_\_  
 Board Secretary

6. BOARD SECRETARY'S REPORT, JULY, 2020  
 \* RESOLUTION 000-2020 "RESOLVED, that the Lincoln Park Board of Education accepts and affixes to the minutes of this meeting Board Secretary's Report for July, 2020."

7. TREASURER'S REPORT, JULY, 2020  
 \* RESOLUTION 000-2020 "RESOLVED, that the Lincoln Park Board of Education accepts and affixes to the minutes of this meeting the Treasurer's Report for July, 2020."
  8. MONTHLY TRANSFER REPORT, JULY, 2020  
 \* RESOLUTION 000-2020 "RESOLVED, that the Lincoln Park Board of Education approves and affixes to the minutes of this meeting the monthly transfer report for July, 2020 in compliance with N.J.A.C. 6A:23A-13.3(e)."
  9. CERTIFICATION, JULY, 2020  
 RESOLUTION 000-2020 "Pursuant to N.J.A.C. 6:20-2A 10(e), the Board Secretary does certify that the Board Secretary's Report for July, 2020 does not reflect over-expenditures in any account based on the appropriation balances reflected in the report and on the advice of district officials."
- \_\_\_\_\_  
Board Secretary
10. DIGITAL DIVIDE GRANT 2020-2021  
 RESOLUTION 000-2020 "RESOLVED, that the Lincoln Park Board of Education hereby accepts the funding for the DIGITAL DIVIDE Grant in the amount of \$7,378 for Fiscal Year 2021."
  11. AUTHORIZATION TO VOID STALE CHECKS  
 RESOLUTION 000-2020 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education authorizes the Business Administrator and Treasurer to void the following stale checks:

**Operating Account:**

<u>Check#</u>	<u>Date</u>	<u>Amount</u>
15479	3/12/19	\$ 95.00
15879	8/20/19	\$240.00
17422	2/18/20	\$500.00
17431	2/18/20	\$ 22.12
17468	2/18/20	\$ 55.87

**MS Athletic Account:**

<u>Check#</u>	<u>Date</u>	<u>Amount</u>
1358	10/21/19	\$55.00

## 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.