

LINCOLN PARK PUBLIC SCHOOLS
LINCOLN PARK, NEW JERSEY
REGULAR MEETING MINUTES
6:30 PM, LINCOLN PARK MIDDLE SCHOOL
JULY 16, 2019
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.

President Avena called the meeting to order at 6:31 p.m., and he led the Board in the Pledge of Allegiance to the flag. He then read the following statement into the record:

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.

MEMBERS PRESENT: Mr. Avena, Mr. Gibbons, Mr. Henches, Mr. Kaufman,
Mr. Stager and Ms. Stoel

MEMBERS ABSENT: Ms. Nielsen

ADMINISTRATION: Mr. James Grube, Superintendent, and Mrs. Nicole Schoening, Business Administrator/
Board Secretary

OTHERS PRESENT: Three members of the public.

MINUTES

Trustee Gibbons, seconded by Trustee Stager, moved to approve the minutes of the regular meeting and as amended the executive session of the Board of Education on June 25, 2019. The minutes were approved by a roll call vote: 5-0-1.

A roll call vote was taken for the Minutes.

YEA: Mr. Gibbons, Mr. Henches, Mr. Kaufman, Mr. Stager, Mr. Avena

NAY: None

ABSTAINED: Ms. Stoel

The motion carried: 5-0-1

SUPERINTENDENT'S REPORT

- 1) Presentation- Robert Rylander of Eagle Scout Troop 117 of Caldwell, New Jersey, presented his service project to upgrade the outdoor fitness area of Lincoln Park Middle School. Conversation ensued amongst the Board and Mr. Rylander.
- 2) Changes to the Agenda
 - Amended Executive Session approval from the June 25, 2019 Meeting-
 - Personnel Resolutions 2206-2019 and 2207-2019 addendum to the agenda-
 - Administration Resolution 2196-2019 addendum to the agenda
- 3) Enrollment Report- June in the folder
- 4) Personnel – still interviewing for some positions
- 5) Reconfiguring Middle School parking lot
- 6) Board Goals – discuss at August 20th meeting

BUSINESS ADMINISTRATOR'S REPORT

Elementary School Drills:

Fire Drill: 6/3/19

Lockdown: 6/7/19

Middle School Drills:

Evacuation Drill: 6/17/19

Bus Evacuation Drill: 6/10/19

COMMITTEE REPORTS

Curriculum / Personnel (Carol Nielsen)

- No report

MCSBA (Rob Stager)

- No meeting, no report

Finance / Facilities (Frank Avena)

- No meeting, no report

Negotiations (Jack Gibbons)

- Superintendent contacted NJSB sent them our contract for review once he hears back from NJSB he will share information with Board

Lincoln Park / Pequannock Shared Services (Frank Avena)

- Superintendent shared that we are in the process of setting up busing for students. It is going to be handled the same as with Boonton HS students where they will receive a bus pass with pick up and drop off times. There have been no changes in numbers.

Policy / Public Relations (Todd Hennes)

- No meeting, no report

MCESC (Todd Hennes)

- No meeting, no report

NJSBA (Josh Kaufman)

- No meeting, no report

Boonton High School Representative / High School (Rob Stager)

- Resource Program adjustment – Boonton questioned what LPBOE approved.
- Finally hired chemistry teacher and one resigned
- Long executive session
- BA's numbers matched and are moving forward. Boonton thanked Lincoln Park for their generosity and working together

FIRST PUBLIC RECOGNITION REGARDING SCHOOL RELATED MATTERS

Trustee Gibbons, seconded by Trustee Stager, moved to open First Public Recognition. By a voice vote, the Board approved to forgo the first public recognition, as there was no one from the public in attendance wishing to address the board.

RESOLUTIONS

ADMINISTRATION

Trustee Kaufman, seconded by Trustee Hennes, moved Administration Items #1-6.

HOME INSTRUCTION: 2018-2019, #3964952835

RESOLUTION 2191-2019 "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 #3964952835, to be provided by Saint Clare's, at a rate of \$55.00 per hour, for 3 hours, account #11.150.100.320.03, effective February 14, 2019 through February 18, 2019."

1:1 AIDE: 2018-2019, #8409507387

RESOLUTION 2192-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post approves a 1:1 Aide for student State ID #8409507387 at Boonton High School, not to exceed \$11,842.13, account #11.000.100.562.00, effective September 14, 2018 through November 2, 2018 per the Boonton Child Study Team."

ACADEMIC ASSISTANCE PROGRAM TEACHERS, 2019-2020

RESOLUTION 2193-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the following teachers for the Academic Assistance Program, for three hours per week for a duration of 30 weeks, at a stipend rate of \$35.00 per hour, not to exceed \$8,000, account #20.260.100.101.00, effective during the 2019-2020 school year: Judith DeJosia (STCO-37-MS) and Lucy Schurman (STCO-38-MS)."

REMOVAL OF STUDENT FROM PRESCHOOL PROGRAM: 2019-2020

RESOLUTION 2194-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the removal of student, U.A., from the 3-year-old Preschool Program in the Lincoln Park School District for the 2019-2020 school year as per parental request.
BE IT FURTHER RESOLVED, that the tuition contract for this student for the 2019-2020 Preschool Program be cancelled."

PROFESSIONAL DAY WORKSHOP ATTENDANCE

RESOLUTION 2195-2019 "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 \$0.31 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
M. Flach-Bammer	Handle With Care Recertification, 8/9/19	\$450	44 \$25/parking

*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."

ESY SUMMER PROGRAM: 2019

RESOLUTION 2196-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves Student State ID #8409507387 – Lincoln Park, to attend one week of Teen Travelers Camp, as part of his Extended School Year, for a total cost of \$700.00, account #20.11.000.100.566.00, from August 19, 2019 through August 23, 2019, per the Boonton Child Study Team."

CURRICULUM

President Avena questioned the Dance Curriculum resolution. Mr. Grube responded.

Trustee Gibbons, seconded by Trustee Stager, moved Curriculum Resolutions #1-2.

DANCE CURRICULUM

RESOLUTION 2197-2019 "WHEREAS, the Curriculum/Personnel Committee reviewed the following via an update provided to them on July 1, 2019.

BE IT RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the new Dance curriculum."

SPANISH CURRICULUM

RESOLUTION 2198-2019 "WHEREAS, the Curriculum/Personnel Committee reviewed the following via an update provided to them on July 8, 2019.

BE IT RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the revised Spanish curriculum."

POLICY, PERSONNEL AND FINANCE

Trustee Kaufman, seconded by Trustee Stoel, moved Policy item #1, Personnel items #1-8, and Finance items #1-6.

POLICIES, FIRST READING

* RESOLUTION 2199-2019 "WHEREAS, the Policy Committee reviewed the following via an update provided to them on July 8, 2019.

BE IT RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the following for first reading:

	Policy/Reg. No.	Title	Status
A	Policy 5141.4	Missing, Abused and Neglected Children	Revised
B	Regulation 5141.4	Missing, Abused and Neglected Children	Revised
C	Policy 5141.21	Administering Medication	Revised
D	Regulation 5141.21	Administering Medication	Revised

ASSIGNMENT CHANGES, 2019-2020

RESOLUTION 2200-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the following assignment changes for the following teaching staff members effective September 1, 2019:

	Name	Original Assignment	New Assignment
a)	Jennifer Dugan	ES Special Ed Autism (TAU-01-ES)	ES Special Ed PSD (TPSD-01-ES)
b)	Erica Lipper	ES Special Ed PSD (TPSD-01-ES)	ES Special Ed Autism (TAU-01-ES)

ESY SUBSTITUTE, BONO

RESOLUTION 2201-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the following substitute nurse at the approved ESY substitute nurse rate of pay for the 2019 Extended School Year Summer Programs: Mary Bono (ESY-SUB-02), account #11.000.213.100.06."

MOVEMENT ON GUIDE, SEPTEMBER 1, 2019

RESOLUTION 2202-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the following staff for movement on the guide effective September 1, 2019:"

Name	Current		Move To	
	Step on Guide	Base Salary	Step on Guide	Base Salary
Samantha Moore	Step 4, BA+30	\$ 41,740	Step 4, MA	\$ 43,882

HEAD CUSTODIAN STIPEND, CARDONA

RESOLUTION 2203-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post appoints Reinaldo Cardona as Head Custodian (CU-02-ES), account # 11.000.262.100.06 Lincoln Park Elementary School, at a prorated annual stipend of \$1,350.00, effective July 1, 2019 through December 12, 2019."

SUMMER HOURS FOR SCHEDULING, PURI

RESOLUTION 2204-2019 "RESOLVED, that, upon the recommendation of the Superintendent, the Lincoln Park Board of Education post approves Cristina Puri to work up to five (5) days in the summer of 2019 for schedule preparation, at the rate of \$300.00 per day, account #11.000.218.104.07, for a total not to exceed \$1,500.00."

RESIGNATION, KIFFER

RESOLUTION 2205-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education accepts the resignation of Maureen Kiffer, Traffic Control Officer, effective July 12, 2019."

BEHAVIORAL DISORDERS TEACHER, RAY

RESOLUTION 2206-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves John Ray, ES Behavioral Disorders Teacher (TBD-02-ES), at a salary of \$60,960 (Step 2, MA), with benefits as per the LPEA Agreement, account #11.120.100.101.06, effective September 1, 2019 through June 30, 2020."

SUMMER HOURS FOR SCHEDULING, HEFTLER

RESOLUTION 2207-2019 "RESOLVED, that, upon the recommendation of the Superintendent, the Lincoln Park Board of Education post approves Jaclyn Heftler to work up to five (5) days in the summer of 2019 for schedule preparation, at the rate of \$300.00 per day, account #11.000.218.104.06, for a total not to exceed \$1,500.00."

DISPOSAL OF EQUIPMENT

*RESOLUTION 2208-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education authorizes the disposal of technology equipment, as per the attached list, that has been identified as being either obsolete or damaged."

AUTHORIZATION FOR INTERIM BILLS LIST

*RESOLUTION 2209-2019 "RESOLVED, that the Lincoln Park Board of Education authorizes the Business Administrator to prepare and pay an interim bills list between July 17, 2019 and August 19, 2019 for the purpose of paying necessary bills including, but not limited to, utilities, insurance and other contractual obligations."

PAYROLL AND GENERAL ACCOUNTS BILLS LIST

*RESOLUTION 2210-2019 "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	6/28/2019	\$ 40,429.02
BOARD SHARE	6/28/2019	\$ 3,092.87
DELTA DENTAL	7/1/2019	\$ 7,621.46
HORIZON B/C B/S	7/1/2019	\$ 206,063.41
TOTAL		\$ 257,206.76

FY19		
BILLS LIST FUND 10	6/25/2019	\$ 27,252.60
BILLS LIST FUND 20	6/25/2019	\$ 4,075.65
BILLS LIST FUND 60	6/25/2019	\$ 3,562.76

TOTAL \$ 34,891.01

FY19		
BILLS LIST FUND 10	7/16/2019	\$ 28,771.99
BILLS LIST FUND 20	7/16/2019	\$ 828.38
BILLS LIST FUND 60		
TOTAL		\$ 29,600.37

FY20		
BILLS LIST FUND 10	7/16/2019	\$ 16,721.39
BILLS LIST FUND 20		
BILLS LIST FUND 60		
TOTAL		\$ 16,721.39

GRAND TOTAL \$ 338,419.53

APPROVAL OF UNIT PRICE AWARDS FROM EDUCATIONAL DATA SERVICES

RESOLUTION 2211-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the price awards as per bids prepared, advertised, and received by the ESC of Morris County for the NJ Cooperative Bid Members in the total amount of \$79,597.45

Category	Total
General Classroom Supplies	\$ 33,983.66
Athletic Supplies	\$ 1,793.17
Copy Duplicator Supplies	\$ 6,017.44
Fine Art Supplies	\$ 8,324.98
Health and Trainer Supplies	\$ 2,293.57
Library Supplies	\$ 511.61
Office/Computer Supplies	\$ 758.31
Physical Education Supplies	\$ 1,374.43
Special Needs	\$ 772.43
Teaching Aids	\$ 4,517.69
World Languages	\$ 5,239.15
Custodial Supplies	\$ 14,011.01
TOTAL	\$ 79,597.45

RESCIND INSIGHT WORKFORCE SOLUTIONS, LLC, 2019-2020

RESOLUTION 2212-2019 "RESOLVED, that the Lincoln Park Board of Education rescinds resolution 2173-2019 which was passed on June 25, 2019 in the following form:

RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the renewal agreement for substitute services with The Substitute Service, LLC of Cherry Hill, New Jersey for the 2019-2020 school year at the following per diem substitute bill rates:

Long Term Teacher Substitutes:	\$203.25 per day
Per Diem Teacher Substitutes:	\$121.95 per day
Per Diem Paraprofessional/Student Shadow Substitutes:	\$121.95 per day
Per Diem Substitute Step-up (from day 11+):	\$128.73 per day

And, BE IT FURTHER RESOLVED that included in the contract is a credit due back to the Lincoln Park Board of Education for the annual cost for the staff absence management software in the amount of \$4,841.00".

INSIGHT WORKFORCE SOLUTIONS, LLC

RESOLUTION 2213-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the renewal agreement for substitute services with Insight Workforce Solutions, LLC of Cherry Hill, New Jersey for the 2019-2020 school year at the following per diem substitute bill rates:

Long Term Teacher Substitutes:	\$203.25 per day
Per Diem Teacher Substitutes:	\$121.95 per day
Per Diem Paraprofessional/Student Shadow Substitutes:	\$121.95 per day
Per Diem Substitute Step-up (from day 11+):	\$128.73 per day

And, BE IT FURTHER RESOLVED that included in the contract is a credit due back to the Lincoln Park Board of Education for the annual cost for the staff absence management software in the amount of \$4,841.00."

Board Discussion

- Mr. Grube discussed goal setting with the Board and it was decided to conduct it at the August meeting.
- Mr. Kaufman questioned who is making "donuts" in the LPMS parking lot. Mr. Grube will review the security cameras.
- President Avena commented on the sprinkler system. Conversation ensued amongst the Board.

Second Public Recognition Regarding School Related Matters

Trustee Stager, Seconded by Trustee Kaufman, moved to open the Second Public Recognition. By a voice vote, the Board unanimously approved to forgo the second public recognition, as there was no one from the public in attendance wishing to address the Board.

Adjournment

Trustee Stager, seconded by Trustee Kaufman, moved for the Board:

To adjourn the meeting at 7:10 p.m.

Respectfully submitted,

Nicole Schoening, CPA, SFO
Business Administrator/Board Secretary

