

LINCOLN PARK PUBLIC SCHOOLS
LINCOLN PARK, NEW JERSEY
REGULAR MEETING MINUTES
6:30 PM, LINCOLN PARK MIDDLE SCHOOL
December 17, 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 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, Mrs. Nagle and Mr. Stager

MEMBERS ABSENT: Mrs. Stoel

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

OTHERS PRESENT: 5 members of the public

MINUTES

Trustee Gibbons, seconded by Trustee Stager, moved to approve the minutes of the regular meeting of the Board of Education on November 19, 2019. The minutes were approved by a roll call vote: 6-0-0.

A roll call vote was taken for the Minutes.

YEA: Mr. Avena, Mr. Gibbons, Mr. Henches, Mr. Kaufman, Ms. Nagle, and Mr. Stager

NAY: None

ABSTAINED: None

The motion carried: 6-0-0

PRESENTATION

- Student Council Update- President Katherine Cifelli- discussed the following:
 - 2nd Winter Pep Rally for Winter Sports
 - December 20th Day of Respect
 - Climate Committee is taking donations for those in need and those who donate will receive a snowball to be used at the assembly before break.
- President Avena presented plaques to Trustee Stager for 5 years of service and Trustee Gibbons for 12 years of service. Mrs. Stoel will also be presented with a plaque.
- A letter was read from Robert Presuto, Superintendent of Boonton Public Schools, thanking Trustee Stager and Trustee Gibbons for their years of service. Mr. Grube thanked them both and stated that he appreciated all the time they have put into our schools and always doing what is in the best interest of the students.
- Presentation of the FY19 Audit by Jenna Bauer and Bud Jones of Nisivoccia, LLP

Superintendent's Report

- Changes to the Agenda- There will be an executive session later and Finance items 6,7,8,9 are being tabled to the next meeting
- HIB Report- one incident reported and met the standards of HIB
- Suspension Report
 - LPMS- Two students received in school suspensions involving a physical altercation on the bus.
 - LPMS- One student received an in school suspension due to the HIB incident.
- Enrollment Report – received in folder.
- The Board office will be closed from 12/23-12/25 and will reopen on 12/26 and be closed on January 1st.

BUSINESS ADMINISTRATOR'S REPORT

Mrs. Schoening stated that there is a date change for the reorganization meeting from January 7th to January 6th and that the 2020-2021 budget development has begun.

Elementary School Drills:

Evacuation Drill- 11/14/19

Fire Drill- 11/20/19

Middle School Drills:

Evacuation Drill- 11/20/19

Lock Down Drill- 12/11/19

COMMITTEE REPORTS

Curriculum / Personnel (Todd Henches)

- No meeting, no report.

MCSBA (Rob Stager)

- There was a meeting last week that he was unable to attend, which had a presentation on Social Emotional Learning (SEL)

Finance / Facilities (Frank Avena)

- Meeting this evening. Met with the auditors regarding their report. Discussed pending MS paving project, new telephone system, and a review of the district's property insurance.

Negotiations (Jack Gibbons)

- No meeting, no report- Mr. Gibbons asked if the Union got their information, Mrs. Schoening responded. President Avena commented that as soon as the new committees are established, they will begin to set up meetings

Lincoln Park / Pequannock Shared Services (Frank Avena)

- No meeting, no report.

Policy / Public Relations (Todd Hanches)

- No meeting, no report.

MCESC (Todd Hanches)

- No report. Meeting was last Wednesday and Mr. Hanches was unable to attend.

NJSBA (Josh Kaufman)

No meeting, no report.

Boonton High School Representative/High School (Rob Stager)

- Mr. Stager attended HS Committee meeting last night and discussed the following:
 - Boonton received Emergency Aid from the State of NJ
 - Disenrolling a student who was found not to be a resident of Lincoln Park or Boonton.
- Mr. Grube asked Mr. Stager if there was any discussion about the Academies. Conversation ensued.
Trustee Nagle asked how many students attend the Academies at Pequannock. Mr. Grube responded 21.

FIRST PUBLIC RECOGNITION REGARDING SCHOOL RELATED MATTERS

Trustee Kaufman, seconded by Trustee Hanches, moved to open First Public Recognition at 7:04 p.m. 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

Motion by Trustee Gibbons, seconded by Trustee Hanches, moved Administration items #1-8.

Trustee Gibbons commented on the donation of 10 whiteboards by Universal Trading Solutions. Mr. Grube commented on the donation from Eagle Scout Richard Rylander.

PROFESSIONAL DAY WORKSHOP ATTENDANCE

RESOLUTION 2364-2019 "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 \$0.35 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
M. Bammer	MCAEMSA Winter Conference, 12/6/19*	---	37
M. Meyer	MCAEMSA Winter Conference, 12/6/19*	---	37
D. Winston	Safe Schools Resource Officer/School Liaison Training, 2/10-14/20	\$395.00	157

* 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.”

HIB REPORT, DECEMBER 2019

* RESOLUTION 2365-2019 “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 December 13, 2019, as summarized:

	<u>LPES</u>	<u>LPMS</u>
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.”

HOMEBOUND OCCUPATIONAL THERAPY SERVICES: 2019-2020

RESOLUTION 2366-2019 “RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post approves an agreement with Educational Services Commission of Morris County to provide Homebound Occupational Therapy services for Student State ID #3012605199, at a rate of \$105.00 per hour, for one hour per week, not to exceed \$3,465.00, account #11.000.219.320.03, effective November 4, 2019 through June 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.”

LPMS DONATION

RESOLUTION 2367-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education accepts, with gratitude, a donation in the amount of \$166.17 for the Lincoln Park Middle School from Richard Rylander’s Eagle Scout Project.”

LPES DONATION

RESOLUTION 2368-2019 “RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education accepts, with gratitude, a donation of 10 whiteboards for the Lincoln Park Elementary School, with an estimated value of \$750.00, from Universal Trading Solutions, LLC and Mr. Amin De La Rosa, CEO.”

HOME INSTRUCTION: 2019-2020

RESOLUTION 2369-2019 “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 #4033740092 to be provided by Lindsay Hessenius, at a rate of \$33.00 per hour, for 10 hours per week, not to exceed \$4,290.00, account #11.150.100.320.03, effective November 25, 2019 through February 28, 2020.”

HOME INSTRUCTION: 2019-2020

RESOLUTION 2370-2019 “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 #1478650402 – Lincoln Park, to be provided by a District approved instructor, at a rate of \$37.00 per hour, for up to 10 hours per week, account #11.150.100.320.03, effective December 4, 2019, per the Boonton Child Study Team and the Boonton Board agenda dated December 16, 2019.”

VOCATIONAL ASSESSMENT: 2019-2020

RESOLUTION 2371-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post approves the provision of a vocational assessment for student State ID #8013654142 – Lincoln Park, to be conducted by Employment Horizons during the 2019-2020 school year, at a cost of \$800.00, account #11.000.219.320.03, per the Boonton Child Study Team."

A roll call vote was taken for Administration.

YEA: Mr. Avena, Mr. Gibbons, Mr. Henches, Mr. Kaufman, Ms. Nagle, and Mr. Stager

NAY: None

ABSTAINED: None

The motion carried: 6-0-0

PERSONNEL

Motion by Trustee Gibbons, seconded by Trustee Henches, moved Personnel items #1-6.

STUDENT SHADOW, GARCIA

RESOLUTION 2372-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post approves Reina Garcia, Student Shadow, Lincoln Park Elementary School, for up to 25 hours per week, at a rate of \$15.00 per hour, no benefits, not to exceed \$13,725.00 per annum, account #11.000.217.100.03, effective December 2, 2019 through June 30, 2020."

RESIGNATION, VAN KALSBECK

RESOLUTION 2373-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education accepts, with regret, the resignation due to retirement of Barbara Van Kalsbeck, Special Education Resource Teacher, Lincoln Park Elementary School, effective at the end of the workday on June 30, 2020.

BE IT FURTHER RESOLVED, that Barbara Van Kalsbeck will receive a payment of \$500.00 as per the LPEA Agreement for providing early notification to the Board of her intention to retire."

RESCIND MATERNITY LEAVE, EMPLOYEE #1657

RESOLUTION 2374-2019 "RESOLVED, that the Lincoln Park Board of Education rescinds resolution 2359-2019 which was passed on November 19, 2019 in the following form:

RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves Employee, ID #001657, for maternity leave beginning December 2, 2019 through February 28, 2020 under the Family Medical Leave Act, unpaid with benefits, returning to work March 2, 2020."

MATERNITY LEAVE, EMPLOYEE #1657

RESOLUTION 2375-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves Employee, ID #1657, for maternity leave beginning November 13, 2019 through November 21, 2019 as sick days, November 22, 2019 as a personal day, and November 25, 2019 through February 21, 2020 under the Family Medical Leave Act, unpaid with benefits, returning to work February 24, 2020."

MATERNITY LEAVE, EMPLOYEE #1562

RESOLUTION 2376-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves Employee, ID #1562, for maternity leave beginning February 10, 2020 through March 23, 2020 as sick days, March 24, 2020 through June 18, 2020 or the last day of school as unpaid leave without benefits, September 1, 2020 through November 23, 2020 under the Family Medical Leave Act, unpaid with benefits, and November 24, 2020 through November 25, 2020 as unpaid leave, returning to work November 30, 2020."

UNPAID LEAVE EXTENSION, EMPLOYEE #1285

RESOLUTION 2377-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves Employee, ID #1285, for an extension of unpaid leave, without benefits, effective January 31, 2020 through the end of the 2019-2020 school year, returning to work September 1, 2020."

A roll call vote was taken for Personnel.

YEA: Mr. Avena, Mr. Gibbons, Mr. Henches, Mr. Kaufman, Ms. Nagle, and Mr. Stager

NAY: None

ABSTAINED: None

The motion carried: 6-0-0

FINANCE AND FACILITIES

Motion by Trustee Stager, seconded by Trustee Kaufman, moved Finance items #1-12 with items 6,7,8,9 being tabled, and Facilities item #1.

PAYROLL AND GENERAL ACCOUNTS BILLS LIST

RESOLUTION 2378-2019 "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	11/30/19	\$256,165.24
STATE SHARE FICA	11/30/19	\$ 24,607.46
BOARD SHARE FICA	11/30/19	\$ 6,369.14
TOTAL		\$ 287,141.84

BILLS DESCRIPTION	DATED	AMOUNT
PAYROLL GENERAL	12/15/19	\$261,609.89
STATE SHARE FICA	12/15/19	\$ 24,467.61
BOARD SHARE FICA	12/15/19	\$ 7,000.10
TOTAL		\$ 293,077.60

BILLS DESCRIPTION – FY20	DATED	AMOUNT
BILLS LIST FUND 10	12/17/19	\$ 850,975.02
BILLS LIST FUND 20	12/17/19	\$ 22,607.51
BILLS LIST FUND 60	12/17/19	\$ 18,532.45
TOTAL		\$ 892,114.98

BOARD SECRETARY'S REPORT, SEPTEMBER, 2019

*RESOLUTION 2379-2019 "RESOLVED, that the Lincoln Park Board of Education accepts and affixes to the minutes of this meeting the September, 2019 Board Secretary's Report."

TREASURER'S REPORT, SEPTEMBER, 2019

*RESOLUTION 2380-2019 "RESOLVED, that the Lincoln Park Board of Education accepts and affixes to the minutes of this meeting the Treasurer's Report for September, 2019."

MONTHLY TRANSFER REPORT, SEPTEMBER, 2019

*RESOLUTION 2381-2019 "RESOLVED, that the Lincoln Park Board of Education approves and affixes to the minutes of this meeting the monthly transfer report for September, 2019 in compliance with N.J.A.C. 6A:23A-13.3(e)."

CERTIFICATION, SEPTEMBER, 2019

RESOLUTION 2382-2019 "Pursuant to N.J.A.C. 6:20-2A 10(e), the Board Secretary does certify that the Board Secretary's Report for September, 2019 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

~~TABLED - BOARD SECRETARY'S REPORT, OCTOBER, 2019~~

~~*RESOLUTION 2379-2019 "RESOLVED, that the Lincoln Park Board of Education accepts and affixes to the minutes of this meeting the October, 2019 Board Secretary's Report."~~

~~TABLED - TREASURER'S REPORT, OCTOBER, 2019~~

~~*RESOLUTION 2380-2019 "RESOLVED, that the Lincoln Park Board of Education accepts and affixes to the minutes of this meeting the Treasurer's Report for October, 2019."~~

~~TABLED - MONTHLY TRANSFER REPORT, OCTOBER, 2019~~

~~*RESOLUTION 2381-2019 "RESOLVED, that the Lincoln Park Board of Education approves and affixes to the minutes of this meeting the monthly transfer report for October, 2019 in compliance with N.J.A.C. 6A:23A-13.3(e)."~~

~~TABLED - CERTIFICATION, OCTOBER, 2019~~

~~RESOLUTION 2382-2019 "Pursuant to N.J.A.C. 6:20-2A 10(e), the Board Secretary does certify that the Board Secretary's Report for October, 2019 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

APPROVAL OF THE 2020-2021 BUDGET DEVELOPMENT SCHEDULE

*RESOLUTION 2383-2019 "RESOLVED, that the Lincoln Park Board of Education approves the 2020-2021 Budget Development Schedule."

APPROVAL OF THE FY19 SCHOOL DISTRICT AUDIT

RESOLUTION 2384-2019 "RESOLVED, that upon the recommendation of Superintendent, the Lincoln Park Board of Education accepts and approves the Comprehensive Annual Financial Report and the Auditor's Management Report on Administrative Findings for FY19, as prepared by the firm of Nisiovocchia, LLP, the District Auditor of Record."

AUTHORIZATION TO SUBMIT AN AMENDMENT TO THE IDEA PRESCHOOL GRANT

RESOLUTION 2385-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education authorizes the submission of an amendment to the IDEA Preschool Grant to carryover \$29 from the 18-19 school year to the 19-20 school year."

USE OF FACILITIES

RESOLUTION 2386-2019 "WHEREAS, the group(s)/organization(s) listed below have requested the use of facilities; and WHEREAS, these requests comply with the policies outlined under "Rental of School Facilities" incorporated into the policies of the Board of Education; THEREFORE BE IT RESOLVED, that approval is hereby given to the listed group(s)/organization(s) to rent requested facilities; and BE IT FURTHER RESOLVED, that the School Business Administrator is hereby authorized to issue permits for these requests. The Board reserves the right to schedule school activities at any time.

	<i>Group/ Organization</i>	<i>Purpose</i>	<i>School</i>	<i>Location</i>	<i>Day</i>	<i>Date(s)</i>	<i>Time</i>	<i>Rental Fee</i>
<i>A</i>	GS Troop 98014	<i>Meeting rescheduled from 12/3 due to school closing</i>	<i>LPES</i>	<i>All Purpose Room</i>	Monday	12/9/19	6:00PM- 7:30PM	N/A
<i>B</i>	GS Troop 96817	<i>Meeting</i>	<i>LPMS</i>	<i>All Purpose Room</i>	Friday	1/10/19	6:00PM- 9:00PM	N/A
<i>C</i>	GS Troop 96817	<i>Meeting</i>	<i>LPMS</i>	<i>All Purpose Room</i>	Friday	2/21/20	6:00PM- 9:00PM	N/A
<i>D</i>	GS Troop 96817	<i>Meeting</i>	<i>LPMS</i>	<i>All Purpose Room</i>	Friday	3/20/20	6:00PM- 9:00PM	N/A

A roll call vote was taken for Finance and Facilities.

YEA: Mr. Avena, Mr. Gibbons, Mr. Henches, Mr. Kaufman, Ms. Nagle, and Mr. Stager

NAY: None

ABSTAINED: None

The motion carried: 6-0-0

Board Discussion

- Mr. Stager spoke about Boonton's new Assistant to Business Administrator position.

EXECUTIVE SESSION

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:

- The public shall be excluded from discussion of hereinafter-specified subject matter(s)
- The general nature of the subject matter to be discussed is as follows:

1. Legal

- 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.

Trustee Kaufman, seconded by Trustee Henches, moved that the Board go into Executive Session at 7:10 p.m. The motion was approved by a voice vote.

RECONVENE

The Board reconvened in public session at 7:28 p.m.

SECOND PUBLIC RECOGNITION REGARDING SCHOOL RELATED MATTERS

Trustee Gibbons, seconded by Trustee Henches, moved to open Second Public Recognition at 7:29 p.m. By a voice vote, the Board approved to forgo the second public recognition, as there was no one from the public wishing to address the Board.

Adjournment

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

To adjourn the meeting at 7:29 p.m.

Respectfully submitted,

Nicole Schoening, CPA, SFO
Business Administrator/Board Secretary