

LINCOLN PARK PUBLIC SCHOOLS
LINCOLN PARK, NEW JERSEY
REGULAR MEETING MINUTES
6:30 PM, LINCOLN PARK MIDDLE SCHOOL
November 5, 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 6:38 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. Kaufman, Ms. Nagle, and Ms. Stoel

MEMBERS ABSENT: Mr. Henches and Mr. Stager

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

OTHERS PRESENT: None

MINUTES

Trustee Gibbons, seconded by Trustee Stoel, moved to approve the minutes of the regular meeting of the Board of Education on October 15, 2019. The minutes were approved by a roll call vote: 5-0-0.

A roll call vote was taken for the Minutes.

YEA: Mr. Avena, Mr. Gibbons, Mr. Kaufman, Ms. Nagle, and Ms. Stoel

NAY: None

ABSTAINED: None

The motion carried: 5-0-0

PRESENTATION

- Public Presentation 2018-2019 School Safety Data Report for Period 2
 - Mr. Grube stated that administration is required to give a presentation on HIB, Vandalism and Violence for the second part of the prior school year, 1/19-6/19. Mr. Grube commented the types of incidents that took place and the discipline and remedial measures given. He also discussed trainings and programs provided to teachers.

SUPERINTENDENT'S REPORT

- Changes to the Agenda- One addendum for a new substitute custodian, a new retiree from the district, who is now eligible to be a substitute.
- HIB Report – One report from the LPES that did not meet the HIB standard.
- Suspension Report- Two suspensions at Middle School, resulting from a vaping incident. Mr. Grube commented that the district is aware of the vaping issue in society and is taking measures in preventing vaping amongst the students.
- Received a letter from State formally documenting that Lincoln Park is eligible to have one board member representation on the Boonton Board of Education due to our enrollment making up 29% of Boonton High School.
- Commented on the School Board election this evening. Mr. Grube and Mrs. Schoening will meet with the new members sometime in December.
- The district is accepting a \$5,000.00 BASF Science grant to enhance the STEM program at LPES
- A resolution is on tonight's agenda approving the participation with the Borough in the submission of the LP Health Grant
- An additional Eagle Scout Project has been proposed for a preschool area sensory wall
- The LPMS Eagle Scout project has been completed
- School is closed November 7 and 8 for NJEA convention. The Board office will be opened from 8am to 3pm

BUSINESS ADMINISTRATOR'S REPORT

Elementary School Drills:

Fire Drill- 10/16/19

Evacuation Drill- 10/24/19

Middle School Drills:

Lock Down- 10/11/19

Fire Drill- 10/25/19

COMMITTEE REPORTS

Curriculum / Personnel (Todd Hennes)

- No meeting, no report.

MCSBA (Rob Stager)

- No meeting, no report.

Finance / Facilities (Frank Avena)

- Discussion on maintenance plan for LPMS replacing of parking lot
- Replacing outdated phone system
- New recycling program

Negotiations (Jack Gibbons)

- No meeting, no report

Lincoln Park / Pequannock Shared Services (Frank Avena)

- No meeting, no report.

Policy / Public Relations (Todd Hennes)

- No meeting, no report.

MCESC (Todd Hennes)

- No report.

NJSBA (Josh Kaufman)

No meeting, no report.

Boonton High School Representative/High School (Rob Stager)

- No report.

FIRST PUBLIC RECOGNITION REGARDING SCHOOL RELATED MATTERS

Trustee Kaufman, seconded by Trustee Gibbons, moved to open First Public Recognition at 6:55 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 Kaufman, moved Administration items #1-10.

President Avena commented on receipts for convention reimbursement and was advised to submit all receipts to Mrs. Schoening

PROFESSIONAL DAY WORKSHOP ATTENDANCE

RESOLUTION 2330-2019 "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	Registration Fee	Hotel Cost	Meals, Mileage & Incidentals	TOTAL
J. Bastedo	Annual Bilingual/ESL Conference, 12/6/19	\$135.00	-	-	\$135.00

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, November

* RESOLUTION 2331-2019 "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 November 1, 2019, as summarized:

	<u>LPES</u>	<u>LPMS</u>
Incidents Reported	1	0
Confirmed HIB	0	0

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

RECOGNITION AND ACCEPTANCE OF STUDENT SAFETY DATA REPORT

RESOLUTION 2332-2019 "RESOLVED, that the Lincoln Park Board of Education recognizes the Superintendent's report at the November 5, 2019 board meeting on the incidents of violence and vandalism during the 2018-2019 school year as reported on the School Safety Data System (SSDS) for the State."

NURSING SERVICES PLAN

RESOLUTION 2333-2019 "WHEREAS, the members of the Board reviewed the following via an update provided to them on November 1, 2019.

BE IT RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the school district's 2019-2020 Nursing Services Plan."

HEALTH AND SAFETY EVALUATION STATEMENT OF ASSURANCE

RESOLUTION 2334-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the submission of the Health and Safety Evaluation of School Buildings Checklist Statement of Assurance for the 2019-2020 school year."

ADDITIONAL HOURS/SPEECH THERAPY SERVICES: 2019-2020

RESOLUTION 2335-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post approves 4 additional hours per week (for 31 weeks, up to 124 hours) to the original agreement with Heather Brook to provide Speech Therapy, at a rate of \$72.00 per hour, not to exceed an additional \$8,928.00, account #11.000.216.340.03, effective November 1, 2019 through June 18, 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."

PHYSICAL THERAPY SERVICES: 2019-2020

RESOLUTION 2336-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post approves an agreement with Maria Fajardo to provide Physical Therapy, for student State ID #3012605199, at a rate of \$125.00 per hour, for 1 hour per week, not to exceed \$1,125.00, account #11.000.219.320.03, effective October 25, 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."

OUT OF DISTRICT PLACEMENT – HAND OVER HAND, LLC: 2019-2020

RESOLUTION 2337-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post approves the placement of student State ID #3012605199 to attend Hand Over Hand, at a tuition rate of \$79,200.00 (prorated), effective November 4, 2019 through June 20, 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."

EAGLE SCOUT PROJECT

RESOLUTION 2338-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education recognizes and approves the Eagle Scout Project of Brendan Patrick Gynn-Stanley, installment of a sensory wall at the Lincoln Park Elementary School, under the guidance of the Supervisor of Buildings and Grounds, at no expense to the Board of Education."

BASF SCIENCE GRANT ACCEPTANCE

RESOLUTION 2339-2019 "RESOLVED, that the Lincoln Park Board of Education accepts the BASF Science Education Grant, in the amount of \$5,000.00, to expand and enhance the STEM program at the Lincoln Park Elementary School."

A roll call vote was taken for Administration.
YEA: Mr. Gibbons, Mr. Kaufman, Ms. Nagle, Ms. Stoel, Mr. Avena
NEA: None
ABSTAINED: None
The motion carried 5-0-0

PERSONNEL

Motion by Trustee Gibbons, seconded by Trustee Stoel, moved Personnel items #1-3, as amended. Finance items #1-6 and Facilities item #1.

Trustee Kaufman asked what the police are using the LPMS for on 11/20/19 and Mr. Grube responded for a presentation on vaping.

ASSIGNMENT CHANGES, 2019-2020

RESOLUTION 2340-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post approves the following assignment changes:

	Name	Original Assignment	New Assignment	Effective Date
a)	Allison Caratozzolo	Student Shadow (SA-27-MS)	Student Shadow (SA-04-ES)	October 22, 2019
b)	Christopher Gaffney	Custodian (CU-06-MS)	Custodian (CU-01-ES)	October 16, 2019
c)	Luisa Roman	Custodian LR (CU-02-ES)	Custodian LR (CU-06-MS)	October 16, 2019

STUDENT SHADOW, DINAPOLI-PAGELLA

RESOLUTION 2341-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post approves Barbara DiNapoli-Pagella, Student Shadow (SA-29-ES), 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 on or about November 4, 2019 through June 30, 2020."

GRADE 1 TEACHER LEAVE REPLACEMENT, CASILLO

RESOLUTION 2342-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves Kimberly Casillo, Grade 1 Teacher, Leave Replacement (TG1-01-ES), at a prorated salary of \$54,710 (Step 1, BA), with Horizon BCBS Omnia benefits, effective on or about November 27, 2019 through June 30, 2020.

BE IT FURTHER RESOLVED, that all leave replacement positions within the Lincoln Park School District are not eligible for tenure accrual."

SUBSTITUTE CUSTODIAN, MILTNER

RESOLUTION 2343-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves Lewis Miltner, Substitute Custodian, at the approved substitute rate of pay, as called, effective November 6, 2019 through June 30, 2020."

PAYROLL AND GENERAL ACCOUNTS BILLS LIST

RESOLUTION 2344-2019 "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	10/15/19	\$ 260,839.90
STATE SHARE FICA	10/15/19	\$ 24,930.17
BOARD SHARE FICA	10/15/19	\$ 6,533.59
TOTAL		\$ 292,303.66
PAYROLL GENERAL	10/31/19	\$ 259,473.69
STATE SHARE FICA	10/31/19	\$ 24,712.63
BOARD SHARE FICA	10/31/19	\$ 6,538.50
TOTAL		\$ 290,724.82

BILLS DESCRIPTION – FY20	DATED	AMOUNT
BILLS LIST FUND 10	11/5/19	\$ 345,077.76
BILLS LIST FUND 20	11/5/19	\$ 41,001.12
BILLS LIST FUND 60	11/5/19	\$ 29,953.67
TOTAL		\$ 416,032.55

BOARD SECRETARY'S REPORT, AUGUST, 2019

*RESOLUTION 2345-2019 "RESOLVED, that the Lincoln Park Board of Education accepts and affixes to the minutes of this meeting the August, 2019 Board Secretary's Report."

TREASURER'S REPORT, AUGUST, 2019

*RESOLUTION 2346-2019 "RESOLVED, that the Lincoln Park Board of Education accepts and affixes to the minutes of this meeting the Treasurer's Report for August, 2019."

CERTIFICATION, AUGUST, 2019

RESOLUTION 2347-2019 "Pursuant to N.J.A.C. 6:20-2A 10(e), the Board Secretary does certify that the Board Secretary's Report for August, 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

MONTHLY TRANSFER REPORT, AUGUST, 2019

*RESOLUTION 2348-2019 "RESOLVED, that the Lincoln Park Board of Education approves and affixes to the minutes of this meeting the monthly transfer report for August, 2019 in compliance with N.J.A.C. 6A:23A-13.3(e)."

COMPREHENSIVE MAINTENANCE PLAN AND M-1 ANNUAL MAINTENANCE REPORT

*RESOLUTION 2349-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the Comprehensive Maintenance Plan and the

Annual Maintenance Report (M-1) for submission to the Morris County Department of Education.”

USE OF FACILITIES

RESOLUTION 2350-2019 “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>School</i>	<i>Location</i>	<i>Day</i>	<i>Date(s)</i>	<i>Time</i>	<i>Rental Fee</i>
<i>A</i>	Lincoln Park Public Library	<i>LPMS</i>	<i>All Purpose Room</i>	Thursday	January 16, 2019	7:00PM-9:00PM	<i>N/A</i>
<i>B</i>	Lincoln Park Police Department	<i>LPMS</i>	<i>All Purpose Room</i>	Wednesday	November 20, 2019	7:00PM-9:00PM	<i>N/A</i>

A roll call vote was taken for Personnel, Finance and Facilities.
YEA: Mr. Gibbons, Mr. Kaufman, Ms. Nagle, Ms. Stoel, Mr. Avena
NEA: None
ABSTAINED: None
The motion carried 5-0-0

Board Discussion

- Mr. Grube received a flyer on Pequannock’s new academy program offering a course on Aviation and he will be speaking with the Superintendent about this program. President Avena requested more information and conversation ensued amongst the Board resulting in Mr. Grube will let Pequannock know the Board needs more information and would like to have a representative from Pequannock to make a presentation.
- Trustee Kaufman discussed a recent Facebook post regarding a phone call received by a parent stating that their child was not picked up from school. Mr. Grube explained that we don’t discuss Facebook post, but he is aware of the incident as is the police.

SECOND PUBLIC RECOGNITION REGARDING SCHOOL RELATED MATTERS

Trustee Gibbons, seconded by Trustee Kaufman, moved to open Second Public Recognition at 7:14 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.

Adjournment

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

To adjourn the meeting at 7:14 p.m.

Respectfully submitted,

Nicole Schoening, CPA, SFO