

**LINCOLN PARK PUBLIC SCHOOLS**

LINCOLN PARK, NEW JERSEY

**REGULAR MEETING AGENDA**

6:30 PM, LINCOLN PARK MIDDLE SCHOOL

**October 15, 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.*

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  
\_\_\_ Jack Gibbons  
\_\_\_ Todd Henches  
\_\_\_ Joshua Kaufman  
\_\_\_ Juliana Nagle  
\_\_\_ Robert Stager  
\_\_\_ Dina Stoel

5. Approval of Minutes

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

Roll call vote

JG TH JK JN RS DS FA

1. \*Recommending the approval of the minutes of a regular meeting and executive session of the Board of Education held on September 24, 2019.

6. Presentation

- Student Council Update

## 7. Superintendent's Report

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

## 8. Business Administrator's Report

### **Elementary School Drills:**

No Drills to Report

### **Middle School Drills:**

Bus Drill- 9/26/19

Evacuation Drill- 9/20/19

## 9. Committee Reports

- A. Curriculum / Personnel (Todd Henches)
- B. MCSBA (Rob Stager)
- C. Finance / Facilities (Frank Avena)
- D. Negotiations (Jack Gibbons)
- E. Lincoln Park / Pequannock Shared Services (Frank Avena)
- F. Policy / Public Relations (Todd Henches)
- G. MCEC (Todd Henches)
- H. NJSBA (Josh Kaufman)
- I. Boonton High School Representative / High School (Rob Stager)

## 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:

JG TH JK JN RS DS FA

### 1. PROFESSIONAL DAY WORKSHOP ATTENDANCE

RESOLUTION 000-2019 "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
K. Bell	Annual Technology Conference, 11/15/19	\$89.10	-	-	\$89.10
S. Iapoce	Annual Technology Conference, 11/15/19	\$89.10	-	-	\$89.10
M. Meyer	Transgender and Gender Expansive Youth: Best Practice in Schools, 10/18/19	-	-	32	\$11.20
A. Von Recklinghausen	Create and Curate CI Resources While Making Connections, 12/5/19	\$125.00	-	-	\$125.00
R. Del Vescovo	NJASL Fall Conference, 12/9-10/19	\$200.00	-	-	\$200.00

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.”

2. HIB REPORT, OCTOBER 2019

\* RESOLUTION 000-2019 “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 October 11, 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.”

3. UNIFORM STATE MEMORANDUM OF AGREEMENT

RESOLUTION 000-2019 “RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the Uniform State Memorandum of Agreement between the Lincoln Park School District and the Lincoln Park Police Department.

BE IT FURTHER RESOLVED, that the Board of Education approves submission of this agreement to the Morris County Department of Education.”

4. LEAD TESTING PROGRAM STATEMENT OF ASSURANCE

RESOLUTION 000-2019 “RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post approves the submission of the Lead Testing Program Statement of Assurance for the 2018-2019 school year.”

5. MULTI-TIERED SYSTEM OF SUPPORTS COMMITTEE

RESOLUTION 000-2019 “RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the Multi-Tiered System of Supports Committee with the following members for 2019-2020:

Wendy Billig, Christiana Calandrillo, Danielle Capozzi, Cassandra Cotsopoulos, Jaclyn Heftler, Carolyn Kerwin, Nicole Lang, Emily Lopez, Cori Mazzacca, Samantha Moore, Laura Morgan, Allison Polizzi, David Winston”

6. AMENDED DATES FOR ESL PARENT GROUP: 2019-2020

RESOLUTION 000-2019 “RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post approves the ESL Parent Group to include September 23, 2019 and September 24, 2019.”

7. FIELD TRIPS

RESOLUTION 000-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the following field trips at no expense to the Board of Education:

Date	Participants	Destination
June, 2020	Grade 8	9/11 Museum, Morton's Steakhouse and Freedom Tower, New York, NY
June, 2020	Grade 8	Great Wolf Lodge, Scotrun, PA"

8. OUT OF DISTRICT PLACEMENT, BURLINGTON COUNTY SPECIAL SERVICES SCHOOL DISTRICT: 2019-2020

RESOLUTION 000-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post approves the placement of student, State ID #2212538128, to attend Burlington County Special Services School District, at a tuition rate of \$43,676.00 per annum, effective September 5, 2019 through June 19, 2020.

In addition, the Lincoln Park School District agrees to pay an out-of-county fee for student, State ID #2212538128, of \$3,200.00 for the 2019-2020 school year. The total expenditure for the 2019-2020 school year will be \$46,876.00.

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."

9. SCHOOL SAFETY AND SECURITY PLAN STATEMENT OF ASSURANCE

RESOLUTION 000-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the submission of the School Safety and Security Plan Annual Review Statement of Assurance for the 2019-2020 school year."

10. ADDITIONAL BOARD MEETING DATE

RESOLUTION 000-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education adds November 5, 2019 to its regularly scheduled public board meeting dates. The board meeting will be held in the Lincoln Park Middle School Media Center beginning at 6:30 PM.

BE IT FURTHER RESOLVED, that the aforesaid notice be mailed to the newspapers designated by this Board to receive the notice required by the provisions of the Open Public Meetings Act;

BE IT FURTHER RESOLVED, that the aforesaid notice be filed with the Clerk of the Borough of Lincoln Park."

**B. PERSONNEL**

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

Roll call vote:

JG TH JK JN RS DS FA

1. MEDICAL LEAVE EXTENSION, ID#001519

RESOLUTION 000-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves Employee, ID #001519, for an extension of medical leave beginning November 4, 2019 through January 2, 2020 under the Family Medical Leave Act, unpaid with benefits, and January 3, 2020 through June 30, 2020 as unpaid leave without benefits, returning to work on September 1, 2020."

2. MATERNITY LEAVE EXTENSION, EMPLOYEE #001503

RESOLUTION 000-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves Employee, ID #001503, for an extension of maternity leave beginning November 27, 2019 through January 1, 2020 as unpaid leave without benefits, returning to work January 2, 2020."

3. MEDICAL LEAVE EXTENSION, ID #000730

RESOLUTION 000-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves Employee, ID #000730, for an extension of medical leave beginning December 13, 2019 through December 23, 2019 as sick days, December 26, 2019 through January 27, 2020 as vacation days, January 28, 2020 through January 30, 2020 as personal days, and January 31, 2020 as a floating holiday, returning to work on February 1, 2020.  
BE IT FURTHER RESOLVED, that five of the vacation days being used were approved to be carried over from 2018-2019."

4. CUSTODIAN LEAVE REPLACEMENT, ROMAN  
RESOLUTION 000-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves Luisa Roman, Custodian (CU-02-ES), Leave Replacement, at a prorated salary of \$46,518 (Step 1), with benefits, account #11.000.262.100.06, effective December 13, 2019 through January 31, 2020."
5. RECIND HEAD CUSTODIAN STIPEND, CARDONA  
RESOLUTION 000-2019 "RESOLVED, that the Lincoln Park Board of Education rescinds resolution 2203-2019 which was passed on July 16, 2019 in the following form:  
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."
6. HEAD CUSTODIAN LEAVE REPLACEMENT, CARDONA  
RESOLUTION 000-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education appoints Reinaldo Cardona as Head Custodian (CUH-01-ES), Leave Replacement, Lincoln Park Elementary School, at a prorated annual stipend of \$1,350.00, account #11.000.262.100.06, effective July 1, 2019 through January 31, 2020."
7. PART-TIME CUSTODIAN, ORJUELA  
RESOLUTION 000-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post approves Patricia Orjuela, Part-Time Custodian (CU-01-ES), Leave Replacement, at a prorated salary of \$29,074 (62.5% of Step 1), without benefits, for up to 25 hours per week, account #11.000.262.100.06, effective September 30, 2019 through January 31, 2020."
8. RESIGNATION, LEY  
RESOLUTION 000-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education accepts the resignation of Christopher Ley, Gifted and Talented Facilitator, effective October 8, 2019."
9. GIFTED AND TALENTED FACILITATOR, NEAL  
RESOLUTION 000-2019 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post approves Robert Neal, Gifted and Talented Facilitator (STCO-34-MS), at an annual stipend of \$2,750.00, effective for the 2019-2020 school year."
10. STUDENT SHADOW, RAFFA

RESOLUTION 000-2019 “RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves Amy Raffa, 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 October 21, 2019 through June 30, 2020.”

**C. FINANCE**

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

Roll call vote:

JG TH JK JN RS DS FA

1. PAYROLL AND GENERAL ACCOUNTS BILLS LIST

RESOLUTION 000-2019 “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	9/30/19	\$ 267,361.37
STATE SHARE FICA	9/30/19	\$ 25,515.78
BOARD SHARE FICA	9/30/19	\$ 5,887.22
<b>TOTAL</b>		<b>\$ 298,764.37</b>

BILLS DESCRIPTION – FY20	DATED	AMOUNT
BILLS LIST FUND 10	10/15/19	\$ 959,067.29
BILLS LIST FUND 20	10/15/19	\$ 16,545.88
BILLS LIST FUND 60	10/15/19	\$ 21,354.14
<b>TOTAL</b>		<b>\$ 996,967.31</b>

2. BOARD SECRETARY’S REPORT, JULY, 2019

\* RESOLUTION 000-2019 “RESOLVED, that the Lincoln Park Board of Education accepts and affixes to the minutes of this meeting the preliminary July, 2019 Board Secretary’s Report.”

3. TREASURER’S REPORT, JULY, 2019

\*RESOLUTION 000-2019 “RESOLVED, that the Lincoln Park Board of Education accepts and affixes to the minutes of this meeting the Treasurer’s Report for July, 2019.”

4. CERTIFICATION, JULY, 2019

RESOLUTION 000-2019 “Pursuant to N.J.A.C. 6:20 2A 10(e), the Board Secretary does certify that the Board Secretary’s Report for July, 2019 does not reflect over expenditures in any account based on the appropriate balances reflected in the report and on the advice district officials.”

**D. USE OF FACILITIES**

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

Roll call vote:

JG TH JK JN RS DS FA

1. USE OF FACILITIES

RESOLUTION 000-2019 “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>	Girl Scout Troop 96531	<i>LPES</i>	<i>Cafeteria</i>	Tuesday	10/22/19-6/16/20	6:00PM- 7:30PM	<i>N/A</i>
<i>B</i>	Girl Scout Troop 97728	<i>LPES</i>	<i>Cafeteria</i>	Tuesday	10/15, 11/19, 12/17, 1/21, 2/18, 3/24, 4/21, 5/19 & 6/9	6:00PM- 7:30PM	<i>N/A</i>
<i>C</i>	Girl Scout Troop 96817	<i>LPMS</i>	<i>All Purpose Room</i>	Friday	November 22, 2019	6:00PM- 9:00PM	<i>N/A</i>
<i>D</i>	LP PAL Basketball	<i>LPMS</i>	<i>Gym</i>	Monday-Friday	November 1 <sup>st</sup> - 22 <sup>nd</sup>	5:30PM- 9:30PM	<i>N/A</i>
<i>E</i>	LPS PTO	<i>LPES</i>	<i>Library</i>	Tuesday	December 3, 2019	5:00PM- 9:00PM	<i>N/A</i>
<i>F</i>	LPS PTO	<i>LPES</i>	<i>Library</i>	Monday-Friday	December 2 <sup>nd</sup> -6 <sup>th</sup>	9:00AM- 3:00PM	<i>N/A</i>
<i>G</i>	LPS PTO	<i>LPES</i>	<i>Cafeteria</i>	Wednesday	November 6, 2019	4:30PM- 8:30PM	<i>N/A</i>
<i>H</i>	LP Travel Soccer	<i>LPES</i>	<i>Gym</i>	Tuesday and Thursday	October 17- November 24, 2019	6:00PM- 9:00PM	<i>N/A</i>

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

JG TH JK JN RS DS FA

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

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