

LINCOLN PARK PUBLIC SCHOOLS
LINCOLN PARK, NEW JERSEY
REGULAR MEETING MINUTES
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.

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, Ms. Nagle, and Mr. Stager

MEMBERS ABSENT: Mr. Kaufman (arrived at 6:35pm) and Ms. Stoel

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

OTHERS PRESENT: None

MINUTES

Trustee Gibbons, seconded by Trustee Stager, moved to approve the minutes of the regular meeting and executive session of the Board of Education on September 24, 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, Mr. Stager and Ms. Stoel

NAY: None

ABSTAINED: None

The motion carried: 6-0-0

Presentation

- Student Council Update
 - New President, Katherine Cifelli, discussed the following:
 - o Student Council is recruiting 5th grade Representatives
 - 1st dance for 7th and 8th grade will be held 10/25/19 preparations are underway
 - Fall Pep Rally in APR end of month

President Avena thanked President Katherine Cifelli for attending.

Superintendent's Report

- Changes to the Agenda- No changes to report.
- HIB Report- There was one incident reported:
 - The first incident met the standards of HIB. It was determined that a seventh grade boy harassed one of his classmates. An ISS was given to the accused student. Three other boys were involved but were found not to meet the standard of HIB, but ISS was given to them as well. All students involved met with the school counselor.
- Suspension Report – Three students received ISS for the HIB incident
 - One student received two ISS and there OSS for uncooperative and disruptive behavior
 - One students received an ISS for damaging another student's property
- Enrollment Report – received in folder.
- Commented on the numerous presentations, activities and assemblies to recognize:
- Week of Respect- October 7th through October 11th
- Red Ribbon Week- October 23rd through October 31st
- Walk to School Day- LPMS on October 23rd
- Walk to School Day- LPES on October 25th

BUSINESS ADMINISTRATOR'S REPORT

Mrs. Schoening requested to schedule a finance committee meeting on November 5, 2019 at 5:30PM. The Board agreed.

Elementary School Drills:

No Drills to Report

Middle School Drills:

Bus Drill- 9/26/19

Evacuation Drill- 9/20/19

COMMITTEE REPORTS

Curriculum / Personnel (Todd Hennes)

- No meeting, no report.

MCSBA (Rob Stager)

- No meeting, no report.

Finance / Facilities (Frank Avena)

- No meeting, no report- next meeting 11/5/19

Negotiations (Jack Gibbons)

- No meeting, no report- need to schedule one in December, Mr.Gibbons should be hearing something soon.

Lincoln Park / Pequannock Shared Services (Frank Avena)

- No meeting, no report.

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)

- Attended HS Committee Meeting last week and Board of Education meeting last night

- Mr. Gibbons discussed the following:
 - Repairs of the solar panels and potential savings
 - FBLA trip for Jets Sports Marketing Day
 - Open campus during lunchtime, in effect for 12th graders, 20-30 students participating
 - Hired two new teachers, for Chemistry, Spanish and Biology courses
 - Over 300 students attended the Homecoming Dance and as a result they are looking to have a Winter Semi Formal
 - High School open house for LP 10/24/19

FIRST PUBLIC RECOGNITION REGARDING SCHOOL RELATED MATTERS

Trustee Kaufman, seconded by Trustee Henches, 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 the new changes to the lead testing program. Mr. Grube responded.

PROFESSIONAL DAY WORKSHOP ATTENDANCE

RESOLUTION 2305-2019 "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."

HIB REPORT, OCTOBER 2019

* RESOLUTION 2306-2019 "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."

UNIFORM STATE MEMORANDUM OF AGREEMENT

RESOLUTION 2307-2019 "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."

LEAD TESTING PROGRAM STATEMENT OF ASSURANCE

RESOLUTION 2308-2019 "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."

.MULTI-TIERED SYSTEM OF SUPPORTS COMMITTEE

RESOLUTION 2309-2019 "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"

AMENDED DATES FOR ESL PARENT GROUP: 2019-2020

RESOLUTION 2310-2019 "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."

FIELD TRIPS

RESOLUTION 2311-2019 "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" |

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

RESOLUTION 2312-2019 "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."

SCHOOL SAFETY AND SECURITY PLAN STATEMENT OF ASSURANCE

RESOLUTION 2313-2019 "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."

ADDITIONAL BOARD MEETING DATE

RESOLUTION 2314-2019 "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."

A roll call vote was taken for Administration.

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

NEA: None

ABSTAINED: None

The motion carried 6-0-0

PERSONNEL

Motion by Trustee Stager, seconded by Trustee Gibbons, moved Personnel items #1-10.

MEDICAL LEAVE EXTENSION, ID#001519

RESOLUTION 2315-2019 "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."

MATERNITY LEAVE EXTENSION, EMPLOYEE #001503

RESOLUTION 2316-2019 "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."

MEDICAL LEAVE EXTENSION, ID #000730

RESOLUTION 2317-2019 "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."

CUSTODIAN LEAVE REPLACEMENT, ROMAN

RESOLUTION 2318-2019 "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."

RESCIND HEAD CUSTODIAN STIPEND, CARDONA

RESOLUTION 2319-2019 "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."

HEAD CUSTODIAN LEAVE REPLACEMENT, CARDONA

RESOLUTION 2320-2019 "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."

PART-TIME CUSTODIAN, ORJUELA

RESOLUTION 2321-2019 "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."

RESIGNATION, LEY

RESOLUTION 2322-2019 "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."

GIFTED AND TALENTED FACILITATOR, NEAL

RESOLUTION 2323-2019 "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."

STUDENT SHADOW, RAFFA

RESOLUTION 2324-2019 "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."

A roll call vote was taken for Personnel.

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

NEA: None

ABSTAINED: None

The motion carried 6-0-0

FINANCE AND FACILITIES

Motion by Trustee Kaufman, seconded by Trustee Henches, moved Finance items #1-4 and Facilities item #1.

PAYROLL AND GENERAL ACCOUNTS BILLS LIST

RESOLUTION 2325-2019 "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 |
| TOTAL | | \$ 298,764.37 |

| 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 |
| TOTAL | | \$ 996,967.31 |

BOARD SECRETARY'S REPORT, JULY, 2019

* RESOLUTION 2326-2019 "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."

TREASURER'S REPORT, JULY, 2019

*RESOLUTION 2327-2019 "RESOLVED, that the Lincoln Park Board of Education accepts and affixes to the minutes of this meeting the Treasurer's Report for July, 2019."

CERTIFICATION, JULY, 2019

RESOLUTION 2328-2019 "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."

Board Secretary

USE OF FACILITIES

RESOLUTION 2329-2019 "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 st - 22 nd | 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 nd -6 th | 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> |

A roll call vote was taken for Finance and Facilities.

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

NEA: None

ABSTAINED: None

The motion carried 6-0-0

Board Discussion

- Mr. Grube spoke about more students needing speech services, he is awaiting a schedule. May need to add an additional 4 or 5 hours to part-time speech teacher's workload.
- President Avena spoke about shared services with Pequannock and will update the Board.
- Trustee Stager asked if anyone was interested in write in candidates for the upcoming election.

SECOND PUBLIC RECOGNITION REGARDING SCHOOL RELATED MATTERS

Trustee Gibbons, seconded by Trustee Henches, moved to open Second Public Recognition at 7:00 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 Stager, moved for the Board:

To adjourn the meeting at 7:00 p.m.

Respectfully submitted,

Nicole Schoening, CPA, SFO
Business Administrator/Board Secretary