

**LINCOLN PARK PUBLIC SCHOOLS
LINCOLN PARK, NEW JERSEY
AGENDA
REGULAR MEETING
7:30 PM, LINCOLN PARK MIDDLE SCHOOL
NOVEMBER 13, 2007**

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.

I. CALL TO ORDER

II. PLEDGE

III. 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 insure 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 Town Clerk.

ROLL CALL

Board Members	Present	Absent
Perry Mayers, President		
John Reardon, Vice President		
Frank Avena		
Tom Bellas		
Jack Gibbons		
Kevin Lancaster		
Lou Nazzaro		
Carol Nielsen		
Gary Stranz		

Others Present:

James W. Grube, Superintendent
James T. Tevis, School Business Administrator/Board Secretary
Nathanya Simon, Board Attorney

IV. APPROVAL OF MINUTES / APPROVAL OF EXECUTIVE MINUTES

1. Motion by Trustee _____, seconded by Trustee _____

Roll call vote:

FA TB JG KL LN CRN GS JR PM

*** A. Recommending the approval of the minutes of a regular meeting of the Board of Education held on October 22, 2007.**

V. SUPERINTENDENT'S REPORT

- A. Enrollment
- B. Changes to Agenda
- C. Business Administrator's Report

VI. PRESENTATIONS

- A. NJ Symphony Orchestra Project: Karen Bartholomew and James Toppeta
- B. 2006-2007 Audit Report: Nisivoccia & Company, LLP

VII. COMMITTEE REPORTS

Committee	Chairperson
Curriculum / Personnel	Carol Nielsen
Facilities	Tom Bellas
Finance	Kevin Lancaster
MCSBA	Kevin Lancaster
MCESC	Lou Nazzaro
Policy / Public Relations	Frank Avena
NJSBA	Jack Gibbons
Negotiations	John Reardon
High School	Gary Stranz
Boonton High School Representative	Gary Stranz

VIII. PUBLIC RECOGNITION REGARDING PUBLIC HEARING AND 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.

IX. RESOLUTIONS

A. ADMINISTRATION

1. DONATION – COMPUTER SUPPLIES
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN GS JR PM

**RESOLUTION 000-07/08 “RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education accepts, with gratitude, a donation from the Avena family of Lincoln Park, NJ, of technology equipment as follows:
 one Hewlett Packard Business Inkjet 1100 printer, one Canon Scanner N12400, and one Dell Latitude 1M Laptop computer with carrying case, having a combined value of approximately \$300.”**

2. PROFESSIONAL DAY WORKSHOP ATTENDANCE
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN GS JR PM

**RESOLUTION 000-07/08 “RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the following professional days:
 WHEREAS, employees of the Lincoln Park Board of Education have requested professional days; and
 WHEREAS, The board of education has determined that the training and informational programs delineated below are directly related to and within the scope of the employees’ duties, current responsibilities and the board’s professional development plan; and
 WHEREAS, The board of education has determined that participation at the stated functions require school district travel expenditures and that this travel is critical to the instructional needs of the district and/or furthers the efficient operation of the district; and
 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 federal Internal Revenue Service mileage reimbursement rate of \$0.485 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
Karen Bartholomew	NJ Music Educator’s Conference: Music Touches Lives 2008, February 21, 2008	\$125.00	---
Jennifer Kennelly	Batelle Developmental Inventory Training, November 2, 2007	\$85.00	---
Grace Marinello	NJ Department of Education Special Education Training on SPP and APR, October 26, 2007	\$0.00	---
Grace Marinello	Morris County Special Education Directors Round Tables: October 26, 2007, November 15, 2007, December 7, 2007, January 25, 2008, March 7, 2008, April 16, 2008, May 9, 2008, June 6, 2008	\$0.00	---
Cherie Monteleone Karen Gabel Maria Rosamilia	Using Learning Centers to Differentiate Classroom Instruction, January 10, 2008	\$525.00	---
Nancy Upham Anna Mae Calandrillo	Newspapers: The Scoop For Basic Skills and More in the Elementary Classroom, November 2, 2007	\$120.00	---
Judith Arnold	Strengthening Instruction for Gifted Students Through Differentiated Teaching Strategies, January 17, 2008	\$195.00	---
Nancy Upham Carolyn Kerwin	Fantastic Math Activities – 3 to 6, December 4, 2007	\$338.00	---
Christine Reid	The Gifted Learner, A Perfectionist? Underachiever?, May 7, 2008	\$0.00	---
Christine Reid	Teachers’ Gifted/Talented Sharing Workshop, January 25, 2008	\$0.00	---

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.”

3. DISTRICT SOCIAL SKILLS PROGRAM AND TEACHERS
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN GS JR PM

RESOLUTION 000-07/08 “WHEREAS, the Board of Education reviewed the following via an update provided to them on November 2, 2007.

BE IT RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post-approves the establishment of the Lincoln Park School District Social Skills Program for Special Education students, to include two (2) Teachers and two (2) Teacher Assistants for ninety (90) minutes per week, for ten (10) weeks, at the Lincoln Park Elementary and Middle Schools effective October 29, 2007 through January 30, 2008.”

- 4. HOME INSTRUCTION, STUDENT HI-09
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN GS JR PM

RESOLUTION 000-07/08 “RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post-approves home instruction per the Boonton Child Study Team for Student #HI-09, 5 hours per week, effective October 18, 2007 through November 21, 2007.

BE IT FURTHER RESOLVED, that the Boonton Board of Education is providing the following home instructors at Boonton’s approved home instruction rate of pay:

- Mr. Hurd – History
- Ms. Shera – English

BE IT FURTHER RESOLVED, that Nicole Hey, Lincoln Park Middle School Teacher, be approved to provide home instruction for Geometry to student #HI-09 at the Lincoln Park Board of Education’s home instruction rate of pay.”

- 5. HOME INSTRUCTION, STUDENT HI-10
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN GS JR PM

RESOLUTION 000-07/08 “WHEREAS, the Boonton Child Study Team has been informed that Student #HI-10 has been placed at Arms Acres Hospital in Carmel, NY by court order.

BE IT THEREFORE RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post-approves home instruction per the Boonton Child Study Team for Student #HI-10, 10 hours per week at a rate of \$35.00 per hour, effective October 16, 2007 through June 30, 2008.

B. PERSONNEL

- 1. PTO MEMBERS 2007-2008
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN GS JR PM

*** RESOLUTION 000-07/08 “RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves Lincoln Park PTO Members, as per the attached lists, who may serve as volunteers in the Lincoln Park Public Schools during the 2007-2008 school year.”**

- 2. PERMANENT SUBSTITUTE TEACHER, SMITH
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN GS JR PM

RESOLUTION 000-07/08 “WHEREAS, the personnel committee reviewed the following via an update provided to them on November 2, 2007.

BE IT THEREFORE RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves Caitlin Smith, Permanent Substitute Teacher, Lincoln Park Elementary School, at a prorated salary of \$18,000, with benefits, effective November 26, 2007 through January 18, 2008.”

- 3. MATERNITY LEAVE REPLACEMENT, SMITH
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN GS JR PM

RESOLUTION 000-07/08 "WHEREAS, the personnel committee reviewed the following via an update provided to them on November 2, 2007.

BE IT THEREFORE RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves Caitlin Smith, as Grade 3 maternity leave replacement, Lincoln Park Elementary School, at a prorated salary of \$44,985.00 (Step 1, BA), with benefits as per the LPEA Agreement, effective January 21, 2008 through June 30, 2008."

- 4. SUBSTITUTE TEACHER, SOBOTA
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN GS JR PM

RESOLUTION 000-07/08 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves Lorraine Sobota, as a substitute teacher, at the approved substitute teacher rate of pay, as needed, effective November 14, 2007 through June 30, 2008."

- 5. AFTER SCHOOL SOCIAL SKILLS PROGRAM - TEACHERS
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN GS JR PM

RESOLUTION 000-07/08 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post-approves the following teachers for the after school Social Skills Program from October 29, 2007 through January 30, 2008, for ninety (90) minutes per week, for ten (10) weeks at a rate of \$35.00 per hour: Stacey Scher, Kathryn Davidson."

- 6. AFTER SCHOOL SOCIAL SKILLS PROGRAM – TEACHER AIDES
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN GS JR PM

RESOLUTION 000-07/08 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post-approves the following teacher aides for the after school Social Skills Program from October 29, 2007 through January 30, 2008, for ninety (90) minutes per week, for ten (10) weeks at a rate of \$25.00 per hour: Kristine Paxton, Brenda VanBodegon."

C. FINANCE

- 1. ACCEPT COMPREHENSIVE ANNUAL FINANCIAL REPORT: 2006-2007
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN GS JR PM

RESOLUTION 000-07/08 "WHEREAS, the finance committee reviewed the following via an update provided to them on November 01, 2007;

BE IT THEREFORE RESOLVED, that upon the recommendation of the School Business Administrator, the Lincoln Park Board of Education accepts the Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2007 and the auditor's Management Report for the same period."

2. BUDGET GUIDELINES: 2008-2009
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN GS JR PM

RESOLUTION 000-07/08 “WHEREAS, the finance committee reviewed the following via an update provided to them on November 02, 2007;

BE IT THEREFORE RESOLVED, that the Lincoln Park Board of Education adopt budget guidelines for the 2007-2008 school year as follows:

1. Provide funding for all programs required by state and federal mandate and Board policy as reflected by the district’s mission statement.
2. Build the budget from a zero base; requiring justification for all line items, including contingencies for unanticipated needs.
3. Maintain free balance at 2 percent, the current maximum level allowed by law.
4. Continue to be prudent in the expenditure of district funds, respecting its impact on local taxpayers.
5. Provide funds necessary for maintenance of district facilities.
6. Continue to provide funding for programs and services as we strive for educational excellence.”

3. TRANSFERS: 2007-2008
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN GS JR PM

RESOLUTION 000-07/08 “RESOLVED, that the Lincoln Park Board of Education authorizes the following transfers within the 2007-2008 budget in compliance with N.J.A.C. 6:20-2.”

2007-2008 APPROPRIATION TRANSFERS		Date: 11/08/2007			
Account	Description	Adjusted Budget	From	To	Revised Budget
11-000-213-100-02	Sal - Nurse - MS	70,100.00		700.00	70,800.00
11-000-213-100-03	Sal - Nurse - ES	30,900.00		6,700.00	37,600.00
11-000-216-100-02	Sal - Speech Teacher - MS	30,273.00		700.00	30,973.00
11-000-216-101-03	Sal - Speech Teacher - ES	89,493.00		5,700.00	95,193.00
11-000-219-105-04	CST SEC. SALARY	51,145.00		700.00	51,845.00
11-000-221-106-00	OTHER SALARY	59,415.00		1,100.00	60,515.00
11-000-222-100-02	TEACHER SALARY MS	44,985.00		5,400.00	50,385.00
11-000-240-105-02	SEC. SALARY MS	45,523.00		300.00	45,823.00
11-000-240-105-03	SEC. SALARY ES	44,784.00		200.00	44,984.00
11-000-250-100-07	SBA/BS SALARY	284,685.00		4,000.00	288,685.00
11-000-261-100-60	MAINT. SALARY	66,900.00		1,100.00	68,000.00
11-000-262-100-62	CUSTODIAL SALARY MS	185,175.00	6,500.00		178,675.00
11-110-100-101-03	TEACHER SALARY K	201,345.00	37,000.00		164,345.00
11-120-100-101-03	TEACHER SALARY 1-5 ES	1,709,180.00		92,500.00	1,801,680.00
11-130-100-101-02	TEACHER SALARY 6-8 MS	1,343,803.00	17,000.00		1,326,803.00
11-190-100-106-02	CAFETERIA/PLAYGROUND AIDES: MS	9,882.00		300.00	10,182.00
11-204-100-101-04	TEACHER SALARIES	355,893.00	28,000.00		327,893.00
11-204-100-106-03	OTHER INSTR. SALARY ES	93,031.00		500.00	93,531.00
11-213-100-101-02	TEACHER SALARY MS	256,190.00		6,300.00	262,490.00
11-230-100-101-00	TEACHER SALARY DIST.	210,900.00	45,000.00		165,900.00
11-240-100-101-03	TEACHER SALARY ES	151,020.00		4,800.00	155,820.00
13-422-100-100-00	SALARY	2,462.00		2,500.00	4,962.00
<i>To adjust Salary Account Appropriations for the School Year.</i>					
		5,337,084.00	133,500.00	133,500.00	5,337,084.00

2007-2008 APPROPRIATION TRANSFERS		Date: <u>11/08/2007</u>				
Account	Description	Adjusted Budget	From	To	Additional	Revised Budget
11-000-218-104-02	Salary - Guidance: MS	142,476.00	52,500.00			89,976.00
11-000-221-100-00	Salary - Long Term Substitute Teachers	39,000.00	9,000.00			30,000.00
11-000-100-561-00	Tuition - Regular	4,493,285.00		61,500.00		4,554,785.00
	<i>To reallocate Health supply expenses.</i>					
11-000-218-610-04	Supplies - CST	1,393.00	30.00			1,363.00
11-000-218-890-00	Miscellaneous Expense - CST			30.00		30.00
	<i>To reallocate CST supply expenses.</i>					
11-000-230-580-06	Travel - Superintendent	5,000.00	1,615.00			3,385.00
11-000-230-615-06	Minor Equipment - Superintendent			1,615.00		1,615.00
	<i>To cover purchase of Laptop for new Superintendent.</i>					
11-000-250-610-07	Supplies - Business	4,889.00	950.00			3,939.00
11-000-250-340-07	Purchased Technical Svc - Business	6,651.00		950.00		7,601.00
	<i>To cover purchase of the C.S.I. PO Requisition System module.</i>					
11-000-213-270-00	Health Benefits - Health Services	39,860.00	18,700.00			21,160.00
11-000-218-270-00	Health Benefits - Guidance	25,357.00	14,000.00			11,357.00
11-000-270-350-70	MCESC Fees - Transportation	24,076.00		14,600.00		38,676.00
11-000-270-514-70	Special Education - Transportation	254,098.00		18,100.00		272,198.00
	<i>To cover additional unanticipated Special Education transportation expenses.</i>					
11-000-230-270-00	Health Benefits - Central Office	51,153.00	30,000.00			21,153.00
11-204-100-270-00	Health Benefits - LLD	252,119.00	15,000.00			237,119.00
11-190-100-250-00	Unemployment			45,000.00		45,000.00
	<i>To cover unanticipated 06-07 staff non-renewals.</i>					
30-000-402-392-00	Purchased Svc: Engineering - Capital	30,000.00	5,000.00			25,000.00
30-000-402-398-00	Purchased Svc: Other - Capital	10,000.00		5,000.00		15,000.00
	<i>To reallocate Capital Projects purchased service expenses.</i>					
50-910-310-461-00	Repairs - Cafeteria	1,000.00	500.00			500.00
50-910-310-890-00	Other Objects - Cafeteria			500.00		500.00
	<i>To reallocate miscellaneous Cafeteria expenses.</i>					
		5,380,357.00	147,295.00	147,295.00		5,380,357.00

4. TREASURER'S REPORT – AUGUST 2007
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN GS JR PM

*** RESOLUTION 000-07/08 “RESOLVED, that the Lincoln Park Board of Education accepts and affixes to the minutes of this meeting the Report of the Treasurer of School Monies for August 2007.”**

5. SECRETARY'S REPORT – AUGUST 2007
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN GS JR PM

*** RESOLUTION 000-07/08 “RESOLVED, that the Lincoln Park Board of Education accepts and affixes to the minutes of this meeting the August 2007 Secretary's Report.”**

6. CERTIFICATION – AUGUST 2007
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN GS JR PM

RESOLUTION 000-07/08 “Pursuant to N.J.A.C. 6:20-2A 10(e), the Board Secretary does certify that the Board Secretary's Report for August 2007 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 _____ Date _____

7. GENERAL ACCOUNT BILLS LIST
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN GS JR PM

*** RESOLUTION 000-07/08 “RESOLVED, that the Lincoln Park Board of Education approves the payment of the following General Account bills list as approved by the finance committee:”**

Bills List #1			19,895.00
----------------------	--	--	------------------

D. USE OF SCHOOLS

1. USE OF FACILITIES REQUESTS

Motion by Trustee _____, seconded by Trustee _____

Roll call vote:

FA TB JG KL LN CRN GS JR PM

RESOLUTION 000-07/08 “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 **THEREFORE 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.”

	Group/ Organization	School	Location	Day	Date	Time	Rental Fee
A	Brownies	LPES	Art Room	Wednesday	November 14, 2007 November 28, 2007 December 12, 2007 January 9, 2008 January 23, 2008 February 6, 2008 February 20, 2008 March 5, 2008 March 19, 2008 April 2, 2008 April 16, 2008 April 30, 2008 May 14, 2008 May 28, 2008	3:30PM- 4:45PM	None
B	PTO Meeting	LPES	Cafeteria	Wednesday	November 14, 2007	7:00PM- 8:00PM	None
C	PTO Meeting Childcare	LPES	Music Room	Wednesday	November 14, 2007 December 19, 2007 January 16, 2008 February 20, 2008 March 19, 2008 May 21, 2008	7:00PM- 8:00PM	None
D	Yearbook Committee	LPES	Media Center	Friday	November 5, 2007* December 3, 2007	7:00PM- 9:00PM	None
E	Boy Scout Troop 76	LPMS	Media Center	Tuesday	December 4, 2007 December 11, 2007 May 13, 2008 May 20, 2008	7:00PM- 9:00PM	None

* For post approval

X. BOARD DISCUSSION

XI. 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.

XII. EXECUTIVE SESSION

1. Motion by Trustee _____, seconded by Trustee _____

FA TB JG KL LN CRN GS JR PM

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. Boonton related litigation issues.
- 2. LPAA contract negotiations.
- 3. Potential personnel litigation.
- 4. _____

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.

FA TB JG KL LN CRN GS JR PM

XIII. RESOLUTIONS EMANATING FROM EXECUTIVE SESSION

XIV. ADJOURNMENT

1. Motion by Trustee _____, seconded by Trustee _____

To adjourn the meeting at _____ P.M.