

**LINCOLN PARK PUBLIC SCHOOLS
LINCOLN PARK, NEW JERSEY
AGENDA
REGULAR MEETING
7:30 PM, LINCOLN PARK MIDDLE SCHOOL
DECEMBER 16, 2008**

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 expectations that all students will achieve the New Jersey Core Curriculum Content Standards at all grade levels.

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		

Others Present:

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

IV. APPROVAL OF MINUTES / APPROVAL OF EXECUTIVE MINUTES

1. Motion by Trustee _____, seconded by Trustee _____

Roll call vote:

FA TB JG KL LN CRN JR PM

- * A. **Recommending the approval of the minutes of a regular meeting of the Board of Education held on November 25, 2008.**
- * B. **Recommending the approval of the minutes of an executive session of the Board of Education held on November 25, 2008.**
- * C. **Recommending the approval of the minutes of a special meeting of the Board of Education held on December 9, 2008.**
- * D. **Recommending the approval of the minutes of an executive session of the Board of Education held on December 9, 2008.**

V. SUPERINTENDENT'S REPORT

- A. Enrollment
- B. * Suspension Report
- C. Changes to Agenda
- D. Business Administrator's Report
 - Fire Drills for the month of November, 2008
 - LPES: November 3, 2008 and November 5, 2008
 - LPMS: November 14, 2008 and November 20, 2008

VI. COMMITTEE REPORTS

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

VII. 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.

VIII. RESOLUTIONS

A. ADMINISTRATION

1. LABOR CONTRACT MEMORANDUM OF AGREEMENT - LPBOE AND LPEA: 2008-2011
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN JR PM

RESOLUTION 000-08/09 "BE IT RESOLVED that the Lincoln Park Board of Education ratifies the labor contract Memorandum of Agreement and attached salary guides between it and the Lincoln Park Education Association, covering the period from July 1, 2008 through June 30, 2011; and

BE IT FURTHER RESOLVED, that the Board President is authorized and directed to execute the final Collective Bargaining Agreement consistent with the terms of the Memorandum of Agreement and in a form satisfactory to Board Counsel."

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

RESOLUTION 000-08/09 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post-approves the following out-of-district placement and tuition for the 2008-2009 school year. Transportation has been requested and filed.

County	School/Program	Tuition	District ID #	Classification	Effective Date
Morris	Shepard High School	42,173.00 prorated	2747083368	BD	11/25/08

BE IT FURTHER RESOLVED, that the Board President and School Business Administrator are authorized to execute the contract on behalf of the Board of Education."

3. JOB COACHING - RUSSELL, STUDENT #1128285897
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN JR PM

RESOLUTION 000-08/09 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post-approves Diane Russell to provide job coaching per the Boonton Child Study Team for student State ID#1128285897, for up to 25 hours/week, for forty (40) weeks at a rate of \$45.00 per hour, not to exceed \$45,000.00, effective September 9, 2008 through June 30, 2009."

4. JOB COACHING TRAVEL EXPENSES - RUSSELL, STUDENT #1128285897
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN JR PM

RESOLUTION 000-08/09 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post-approves travel expenses for Diane Russell, job coach, per the Boonton Child Study Team for student State ID#1128285897, effective September 9, 2008 through June 30, 2009, amount not to exceed \$2,910.00."

5. HOME INSTRUCTION, STUDENT #7195667916
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN JR PM

RESOLUTION 000-08/09 "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 State ID#7195667916, at the rate of \$30.00 per hour, for up to ten (10) hours/week effective November 18, 2008 through January 2, 2009, pending placement."

6. HOME INSTRUCTION, STUDENT #8416486600
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN JR PM

RESOLUTION 000-08/09 "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 State ID#8416486600, at the rate of \$30.00 per hour, for up to ten (10) hours/week effective November 21, 2008 through January 2, 2009, pending placement."

- 7. HOME INSTRUCTION, STUDENT #3478602007
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN JR PM

RESOLUTION 000-08/09 "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 State ID#3478602007, at the rate of \$30.00 per hour, for up to ten (10) hours/week effective November 21, 2008 through January 2, 2009, pending placement."

- 8. HOME INSTRUCTION AND INSTRUCTOR, STUDENT #2646541955
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN JR PM

RESOLUTION 000-08/09 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post-approves home instruction for student #2646541955, for up to five (5) hours/week, for approximately one month, effective December 10, 2008 through January 16, 2009.

BE IT FURTHER RESOLVED, that Nicole Hey be approved to provide home instruction to student #2646541955 at the approved home instruction rate of pay of \$30.00 per hour."

- 9. FIELD TRIP, LPMS BAND & CHORUS
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN JR PM

RESOLUTION 000-08/09 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves an LPMS Band & Chorus Field Trip, at no cost to the District, to the Lincoln Park Nursing Home, Lincoln Park, New Jersey, on December 19, 2008."

- 10. FIVE-YEAR PRESCHOOL PROGRAM PLAN
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN JR PM

RESOLUTION 000-08/09 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the Five-Year Preschool Program Plan."

B. POLICY

- 1. POLICY 5512.01
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN JR PM

*** RESOLUTION 000-08/09 "WHEREAS, the policy committee reviewed the following on December 5, 2008.**

**BE IT RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the following revised policy for first reading:
 Policy 5512.01 – Harassment, Intimidation, and Bullying"**

- 2. POLICY 5755
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN JR PM

*** RESOLUTION 000-07/08 "WHEREAS, the policy committee reviewed the following on December 5, 2008**

**BE IT RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the following revised policy for first reading:
 Policy 5755 – Equity in Educational Services and Programs"**

C. PERSONNEL

- 1. MATERNITY LEAVE, SAUNDERS
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN JR PM

RESOLUTION 000-08/09 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves Amanda Saunders, Spanish 5-8 teacher, Lincoln Park Middle School, for maternity leave beginning May 18, 2009 through June 18, 2009 as sick days, returning to work September 1, 2009."

- 2. BOOKKEEPER TRANSFER, COOK
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN JR PM

RESOLUTION 000-08/09 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the transfer of Michele Cook, from Bookkeeper – Accounts Payable/Receivable, to Payroll/Personnel Officer, effective January 2, 2009 through June 30, 2009, at her existing contracted salary, pending contract negotiations."

- 3. BOOKKEEPER TRANSFER, NORMAN
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN JR PM

RESOLUTION 000-08/09 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the transfer of Judy Norman, from Payroll/Personnel Officer, to Bookkeeper – Accounts Payable/Receivable, effective January 2, 2009 through June 30, 2009, at her existing contracted salary, pending contract negotiations."

- 4. CONTRACT, BUSINESS ADMINISTRATOR/BOARD SECRETARY SERVICES THROUGH EDUCATIONAL SERVICES COMMISSION OF MORRIS COUNTY
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN JR PM

RESOLUTION 000-08/09 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves a contract with the Educational Services Commission of Morris County to provide the services of a Business Administrator/Board Secretary in the amount of \$75.50 per hour, for the period of January 1, 2009 through February 27, 2009."

D. FINANCE

- 1. IDEA FISCAL YEAR 2009 GRANT ACCEPTANCE
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN JR PM

RESOLUTION 000-08/09 “RESOLVED, that the Lincoln Park Board of Education accepts the grant award for the fiscal year 2009 Individuals with Disabilities Education Act (IDEA-B) Combined, in the following amounts:

Basic	\$270,673
Preschool	\$ 9,101”

- 2. SALE AND DISPOSAL OF EQUIPMENT – SBA LAPTOP COMPUTER
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN JR PM

RESOLUTION 000-08/09 “WHEREAS, the School Business Administrator currently possesses a district owned computer for work purposes and wishes to purchase said laptop from the Board of Education upon his resignation effective December 31, 2008.

THEREFORE BE IT RESOLVED, that the Lincoln Park Board of Education authorizes the sale of a 2004 Dell Latitude D505 laptop computer, serial #JKGB051, to James Tevis in the amount of \$100.00.

BE IT FURTHER RESOLVED, that the School Business Administrator is hereby authorized to remove said equipment from the fixed asset list of the district.”

- 3. PUBLIC SCHOOL ACCOUNTANT - BOONTON TUITION AUDIT: 2006-2007
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN JR PM

*** RESOLUTION 000-08/09 “WHEREAS, the finance committee reviewed the following via an update provided to them on December 05, 2008.**

WHEREAS, there exists a need for the appointment of auditors to perform auditing work in the Boonton Public Schools to ensure the accuracy of tuitions charged to Lincoln Park in the school year 2006-2007; and

WHEREAS, funds are available in the annual budget for this purpose, and

WHEREAS, the Public School Contracts Law defines auditing and accounting services as professional services not subject to competitive bidding;

THEREFORE BE IT RESOLVED, that the Lincoln Park Board of Education approves the firm of Lerch, Vinci & Higgins, LLP, of Fair Lawn, New Jersey, to perform the abovementioned tuition audit at a fee not to exceed \$9,900.

BE IT FURTHER RESOLVED, that the School Business Administrator is authorized to execute the engagement letter in order to initiate the audit.

BE IT FURTHER RESOLVED, that a brief notice of this action shall be printed once in the Daily Record, stating its nature, duration service and amount, and that the resolution and contract are on file in the office of the Board of Education in the following form:

**LINCOLN PARK BOARD OF EDUCATION
 Notice of Award of Professional Services Contract**

At its meeting of December 16, 2008, the Board of Education authorized the awarding of a contract for professional accounting services to Lerch, Vinci & Higgins, LLP with

offices in Fair Lawn, New Jersey, to provide auditing services to the district during the 2008-2009 school year. The contractual amount is approximately \$9,900 for the work to be performed. This resolution and contract are on file and available for public inspection at the Board of Education’s offices located at 92 Ryerson Road, Lincoln Park, New Jersey.”

4. TRANSFERS
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN JR PM

RESOLUTION 000-08/09 “RESOLVED, that the Lincoln Park Board of Education authorizes the following transfers within the 2008-2009 budget in compliance with N.J.A.C. 6:20-2.”

2008-2009 APPROPRIATION TRANSFERS						Date: 12/16/2008
Account	Description	Adjusted Budget	From	To	Additional	Revised Budget
11-000-100-561-00	Tuition - NJLEA: Regular	4,687,412.00	75,000.00			4,612,412.00
11-190-100-270-00	Health Benefits - Instruction	859,597.00	42,831.00			816,766.00
11-000-100-562-00	Tuition - NJLEA: Special	762,779.00		62,221.00		825,000.00
11-000-100-566-00	Tuition - NJLEA: Private School	531,390.00		55,610.00		587,000.00
	<i>To reallocate and cover additional unanticipated BHS OOD Tuition expenses.</i>					
11-000-270-512-04	Field Trips - Transporation: Spec Ed	2,536.00	2,400.00			136.00
11-240-100-610-00	Supplies - BSI	3,560.00	2,000.00			1,560.00
11-000-219-320-04	Purchased Prof Services - CST	136,375.00		4,400.00		140,775.00
	<i>To reallocate Special Education CST expenses.</i>					
13-422-100-610-00	Supplies - Summer School	1,050.00	1,050.00			
13-430-100-610-00	Supplies - Preschool Program	1,000.00	800.00			200.00
13-422-100-100-00	Salaries - Summer School	6,662.00		1,850.00		8,512.00
	<i>To reallocate Special Schools expenses.</i>					
		6,992,361.00	124,081.00	124,081.00		6,992,361.00

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

*** RESOLUTION 000-08/09 “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	Check #'s	Totals
Payroll – General	11/30/08	4203	343,717.90
Payroll – Cafeteria	11/30/08	233	2,472.50
FICA – Board Share	11/30/08	4204	4,710.47
FICA – State Share	11/30/08	4205	20,734.57
		Total:	371,635.44
Bills List #1			854,551.24
Bills List #2			13,126.87
Bills List #3			7,783.29
		Total:	875,161.40
		Grand Total:	1,618,432.28

6. STUDENT ACTIVITIES BILLS LIST
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN JR PM

*** RESOLUTION 000-08/09 "RESOLVED, that the Lincoln Park Board of Education approves the payment of the following Student Activities Account bills list as approved by the finance committee:"**

Description	Amount
LPMS	297.00

E. USE OF SCHOOLS

1. USE OF FACILITIES REQUESTS
 Motion by Trustee _____, seconded by Trustee _____
 Roll call vote:
 FA TB JG KL LN CRN JR PM

RESOLUTION 000-08/09 "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	Girl Scouts*	LPES	Art Room, Music Room, 1/2 of Cafeteria, Room 111	Friday	December 12, 2008	5:00PM- 9:00PM	None

* For post approval

IX. BOARD DISCUSSION

X. SECOND PUBLIC RECOGNITION REGARDING SCHOOL RELATED MATTERS

- Motion by Trustee _____, seconded by Trustee _____, opened at _____ P.M.
- Motion by Trustee _____, seconded by Trustee _____, closed at _____ P.M.

XI. EXECUTIVE SESSION

1. Motion by Trustee _____, seconded by Trustee _____

FA TB JG KL LN CRN 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. Current Boonton High School Litigation

2. _____

3. _____

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 JR PM

XII. RESOLUTIONS EMANATING FROM EXECUTIVE SESSION

XIII. ADJOURNMENT

1. Motion by Trustee _____, seconded by Trustee _____

To adjourn the meeting at _____ P.M.