

LINCOLN PARK PUBLIC SCHOOLS
LINCOLN PARK, NEW JERSEY
MINUTES
REGULAR MEETING
7:30 P.M., LINCOLN PARK MIDDLE SCHOOL
NOVEMBER 24, 2009

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.

President Mayers called the meeting to order at 7:31 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 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 The Record and posted at the Board of Education Administrative Offices and filed with the Town Clerk.

MEMBERS PRESENT: Mr. Mayers, Mr. Avena, Mr. Lancaster and Mr. Nazzaro.

MEMBERS ABSENT: Mr. Reardon and Mr. Gibbons

ADMINISTRATION: Mr. James Grube and Ms. Nancy Rajoppi-Manno.

OTHERS: Andrew B. Brown, Esq.

There were two members of the public present.

Resolution: Administration

Trustee Lancaster, seconded by Trustee Avena, moved to consider the following resolution:

RESIGNATION, BELLAS

RESOLUTION 096-09/10 "RESOLVED, that the Lincoln Park Board of Education accepts, with regret, the resignation of Mr. Thomas Bellas, effective Tuesday, November 24, 2009 as a member of the Lincoln Park Board of Education."

A roll call was taken:

YEA: Mr. Lancaster, Mr. Avena, Mr. Nazzaro and Mr. Mayers.

NAY: None

The motion carried 4-0.

Minutes

Trustee Lancaster, seconded by Trustee Avena, moved to approve the minutes of a regular meeting of the Board of Education held on November 10, 2009.

A roll call was taken:

YEA: Mr. Lancaster, Mr. Avena, Mr. Nazzaro, and Mr. Mayers.

NAY: None

The motion carried 4-0.

Trustee Lancaster, seconded by Trustee Avena, moved to approve the minutes of an executive session of the Board of Education held on November 10, 2009.

A roll call was taken:

YEA: Mr. Lancaster, Mr. Avena, Mr. Nazzaro, and Mr. Mayers.

NAY: None

The motion carried 4-0.

Presentations

2008-2009 Audit:

Mr. John Mooney from Nisivoccia & Company, LLP presented the 2008-2009 Comprehensive Annual Financial Report (CAFR) to the Board. He gave a brief summary of the financial position of the district outlined in the CAFR. Mr. Jones reported that the audit contained one recommendation and then entertained questions from the Board.

Student Activities:

Miss Melanie Cieiuch and Miss Rachel Canning each presented school activities to the Board.

- 1. American Education Week – Teacher for a Day program.
 - a. Sgt. Mike Runfeldt – PE
 - b. Ptl. Heather Bailey – 5th grade
 - c. Mr. Gary Stranz – 7th grade math
 - d. Mr. Sid Johnston – 6th grade language arts

Everyone enjoyed the experience. Sgt. Runfeldt was in with Melanie Cieiuch for PE and he stressed the importance of being fit. He also said it gave him a better understanding of what goes on in schools.

- 2. Winter Sports
 - a. Boys Basketball – 47 tried out and 17 made the team
 - b. Girls Basketball – 35 tried out and 16 made the team
 - c. Cheerleading 34 tried out and 20 made the team

We are looking forward to a great season.

Lincoln Park Middle School was awarded the BASF Science Education Grant of \$5,000. BASF Corporation gave the grant to Mrs. DeJosia so that the school can continue working on the outdoor classroom that the Environmental Club has established in the enclosed quad area. The BASF selection committee was impressed with the idea of an outdoor classroom to promote biology, healthy living, water conservation, and technology. Mr. Neal is looking forward working with Mrs. DeJosia to design and build sustainable drip irrigation systems, rain barrels, and solar fountain. There are also plans to work on a composting center, increase the vegetable gardens, and to begin a hydroponics center. Mr. Grube, Mr. Meyer, Mr. Neal and Mrs. DeJosia will be attending a reception and check presentation ceremony on December 3rd at BASF Headquarters.

Mr. Grube thanked Melanie and Rachel for their presentations.

Superintendent's Report

Mr. Grube reviewed the enrollment report for the month of October 2009. He then thanked Mr. Bellas for his service to the Board. Mr. Grube announced the Board has a vacancy for an unexpired term to be filled until April 2010. He said the vacancy would be posted on the District's website, and at the Town Hall. Interested candidates should send a letter of interest to Ms. Nancy Rajoppi-Manno, Board Secretary. The cutoff date for letters of interest will be December 3rd.

Business Administrator's Report

Ms. Rajoppi-Manno reported on fire drills conducted at LPES and LPMS and stated that school bus emergency evacuation drills were conducted at both schools.

- School Bus Emergency Evacuation Drills
 - Lincoln Park Elementary School: November 23, 2009
 - Lincoln Park Middle School: October 1, 2009
- Fire Drills for the month of November 2009
 - Lincoln Park Elementary School: November 3, 2009 and November 9, 2009
 - Lincoln Park Middle School: November 9, 2009 and November 20, 2009

Committee Reports**A. Curriculum / Personnel:**

No meeting, no report.

B. Finance / Facilities / Negotiations:

Mr. Avena reported that a meeting was held this evening at which the following topics were discussed:

- LPMS fields update
- Facilities checklist
- State Health Benefits Plan
- Audit
- Cafeteria
- ARRA funds

C. Policy / Public Relations

No meeting, no report.

D. MCESC:

No meeting, no report.

E. NJSBA:

No meeting, no report.

F. MCSBA:

Mr. Lancaster reported that a meeting was held on November 11th at which the following topics were discussed:

- Eagle update
- Lame Duck session
- Prevailing wages for cafeteria staff
- Graduation special assessments
- National Standards
- Algebra for life skills

G. Boonton High School Representative:

Mr. Lancaster reported that Mrs. Juanita Petty's resignation as Business Administrator / Board Secretary for the Boonton Board of Education was accepted. Ms. Pamela Ranco was appointed as Business Administrator/Board Secretary effective in January 2010. Teachers have been volunteering for clubs without requesting stipends. Dr. Johnson recognized these teachers.

Mr. Lancaster also reported on a Board retreat with Joanne Borin.

H. High School Committee:

No meeting, no report.

First Public Recognition

Trustee Lancaster, seconded by Trustee Avena, moved to open the first public recognition at 8:09 p.m.

The motion was approved by unanimous voice vote.

Ms. Carol Nielsen, 52 Robertson Way

Ms. Nielsen suggested that environmental students be incorporated into the irrigation of LPMS fields. She also stated that she is submitting a letter of interest for the Board of Education vacant seat.

Trustee Avena, seconded by Trustee Lancaster, moved to close the first public recognition at 8:14 p.m.

The motion was approved by unanimous voice vote.

Resolutions

Administration

Trustee Lancaster, seconded by Trustee Nazzaro, moved to consider the following resolution:

PROFESSIONAL DAY WORKSHOP ATTENDANCE

RESOLUTION 097-09/10 “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

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 State of New Jersey Office of Management and Budget mileage reimbursement rate of \$0.31 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
Roseann Valerian	DYFS meeting, November 12, 2009*	---	47
James Grube	MCASA Roundtable, November 20, 2009*	---	16
Cindy Roller	Writing Strategies That Work! Practical Ways to Use Six Traits and Mini-Lessons in Your Writing Instruction, January 28, 2010	\$199	---
Karen Bartholomew	NJMEA’s “Music! Just Imagine...”, February 18, 2010	\$130	---
Michael Meyer	MCAEMSA Winter Professional Development Conference, December 3, 2009	---	36
Nancy Rajoppi-Manno	NJASBO Accountability Regulations, November 17, 2009*	---	58.8

*for post approval.

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.”

A roll call was taken:

YEA: Mr. Lancaster, Mr. Nazzaro, Mr. Avena and Mr. Mayers.

NAY: None

The motion carried 4-0.

Trustee Lancaster, seconded by Trustee Nazzaro, moved to consider the following resolution:

HOME INSTRUCTION, STUDENT #014575

RESOLUTION 098-09/10 “RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post-approves the provision of home instruction per the Boonton Child Study Team for student ID #014575, provided by Haven Home of Camden, NJ, at the rate of \$30.00 per hour for up to twenty (20) hours per week, effective October 6, 2009 through June 30, 2010.”

A roll call was taken:

YEA: Mr. Lancaster, Mr. Nazzaro, Mr. Avena and Mr. Mayers.

NAY: None

The motion carried 4-0.

Trustee Lancaster, seconded by Trustee Nazzaro, moved to consider the following resolution:

HOME INSTRUCTION, STUDENT #7307391225

RESOLUTION 099-09/10 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post-approves the provision of home instruction per the Boonton Child Study Team, provided by the High Focus program, for student State ID #7307391225, effective October 28, 2009 through November 30, 2009. Instructional services are provided by PESI of Glassboro, NJ, at the rate of \$30.00 per hour for up to ten (10) hours per week."

A roll call was taken:

YEA: Mr. Lancaster, Mr. Nazzaro, Mr. Avena and Mr. Mayers.

NAY: None

The motion carried 4-0.

Trustee Lancaster, seconded by Trustee Nazzaro, moved to consider the following resolution:

FIELD TRIPS

RESOLUTION 100-09/10 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education approves the following LPMS Band & Chorus field trips, at no cost to the district:

- Lincoln Park Tree Lighting, December 3, 2009
- Lincoln Park Nursing Home, December 21, 2009
- Giggles Theater, St. Joseph's Hospital, December 22, 2009."

A roll call was taken:

YEA: Mr. Lancaster, Mr. Nazzaro, Mr. Avena and Mr. Mayers.

NAY: None

The motion carried 4-0.

Finance

Trustee Lancaster, seconded by Trustee Nazzaro, moved to consider the following resolution:

ACCEPT COMPREHENSIVE ANNUAL FINANCIAL REPORT: 2008-2009

RESOLUTION 105-09/10 "WHEREAS, the Board reviewed the following a delivery on Friday, November 13, 2009.

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, 2009 and the auditor's Management Report for the same period."

A roll call was taken:

YEA: Mr. Lancaster, Mr. Nazzaro, Mr. Avena and Mr. Mayers.

NAY: None

The motion carried 4-0.

Trustee Lancaster, seconded by Trustee Nazzaro, moved to consider the following resolution:

CHANGE ORDER: LPMS ATHLETIC FIELD PROJECT

RESOLUTION 106-09/10 "WHEREAS, district officials have determined that the following change orders in connection with the Elementary and Middle Schools renovations project are necessary or recommended;

<u>Change Order #</u>	<u>Type</u>	<u>Contractor</u>	<u>Location</u>	<u>Amount</u>
1	Add	Country View, Inc.	LPMS	\$550.00
Winterize Irrigation System				

THEREFORE, BE IT RESOLVED, that the Lincoln Park Board of Education post-approves an amendment to the Elementary and Middle Schools renovations project contract total in the amount of the listed change orders."

A roll call was taken:

YEA: Mr. Lancaster, Mr. Nazzaro, Mr. Avena and Mr. Mayers.

NAY: None

The motion carried 4-0.

Trustee Lancaster, seconded by Trustee Nazzaro, moved to consider the following resolution:

TERMINATE PARTICIPATION UNDER NJSHBP

RESOLUTION 107-09/10 "RESOLVED, that upon the recommendation of the Finance Committee, the Lincoln Park Board of Education, in the county of Morris, hereby resolves to terminate its participation in the program (including Prescription Drug and/or Dental Plan) thereby canceling coverage provided by the New Jersey State Health Benefits Program (N.J.S.A. 52:14-17.25 et seq.) for all its active and retired employees.

THEREFORE, BE IT FURTHER RESOLVED, that the Lincoln Park Board of Education shall notify all active employees of the date of their termination of coverage under the program.

BE IT FURTHER RESOLVED, that the Lincoln Park Board of Education understands that the Division of Pensions and Benefits will notify retired employees of the cancellation of their coverage.

BE IT FURTHER RESOLVED, that the Lincoln Park Board of Education understands that all COBRA participants will be notified by the Division of Pensions and Benefits and advised to contact our office concerning a possible alternative health, prescription drug, and dental insurance program.

BE IT FURTHER RESOLVED, that the Lincoln Park Board of Education understands that this resolution shall take effect the first of the month following a 60-day period beginning with the receipt of the resolution by the State Health Benefits Commission."

A roll call was taken:

YEA: Mr. Lancaster, Mr. Nazzaro, Mr. Avena and Mr. Mayers.

NAY: None

The motion carried 4-0.

Trustee Lancaster, seconded by Trustee Nazzaro, moved to consider the following resolution:

PAYROLL AND GENERAL ACCOUNT BILLS LIST

RESOLUTION 108-09/10 "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	11/15/09	5306	382,139.52
Payroll – Cafeteria	11/15/09	274	1,031.95
FICA – Board Share	11/15/09	5307	6,014.29
FICA – State Share	11/15/09	5308	22,790.50
		Total:	411,976.26
Bills List #1			184,945.13
Bills List #2			16,098.74
Bills List #3			1,347.66
Bills List #4			10,727.07
		Total:	213,118.60
		Grand Total:	625,094.86

A roll call was taken:

YEA: Mr. Lancaster, Mr. Nazzaro, Mr. Avena and Mr. Mayers.

NAY: None

The motion carried 4-0.

Trustee Lancaster, seconded by Trustee Nazzaro, moved to consider the following resolution:

STUDENT ACTIVITIES BILLS LIST

RESOLUTION 109-09/10 "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	303.18

A roll call was taken:

YEA: Mr. Lancaster, Mr. Nazzaro, Mr. Avena and Mr. Mayers.

NAY: None

The motion carried 4-0.

Use of Facilities

Trustee Lancaster, seconded by Trustee Nazzaro, moved to consider the following resolution:

USE OF FACILITIES REQUESTS

RESOLUTION 013-09/10 "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	Boy Scout Committee	LPMS	Media Ctr	Tuesdays	12/8/09 & 5/11/10	7-9pm	None
B	Boy Scout Committee	LPMS	Room 1	Tuesday	12/15/09	7-9pm	None
C	PTO	LPMS	Media Ctr	Wednesday	3/17/10	5-8:30pm	None
D	Student Council	LPMS	APR	Fridays	12/11/09, 2/5/10 & 3/19/10	7-9pm	None
E	PTO	LPES	Gym & hallway	Thursday	2/11/10	3:30-11pm	None
F	Daisy Scouts	LPES	Room 1	Wednesdays	12/2, 12/16/2009 1/13, 1/27, 2/10, 2/24, 3/10, 3/24, 4/7, 4/21, 5/5 & 5/19, 2010	3:25- 4:45pm	None
G	LPMS Cheerleading	LPMS	APR	Various	11/11, 11/12, 11/16, 11/18 & 11/19/2009*	3-5pm	None
H	LPMS Concerts/setup	LPMS	APR	Various	12/7-10 & 12/14-17/2009	3-11pm	None

* for post-approval."

A roll call was taken:

YEA: Mr. Lancaster, Mr. Nazzaro, Mr. Avena and Mr. Mayers.

NAY: None

The motion carried 4-0.

Board Discussion

Mr. Grube stated that Dr. Johnson would like to come to Lincoln Park to speak with parents about Pathway to Learning.

Second Public Recognition

Trustee Lancaster, seconded by Trustee Nazzaro, moved to open the second public recognition at 8:20 p.m.

The motion was approved by unanimous voice vote.

Mr. Sid Johnston, Suburban Trends

Mr. Johnston asked about the resolution terminating the NJSHBP and Mr. Mayers responded.

Trustee Lancaster, seconded by Trustee Nazzaro, moved to close the second public recognition at 8:23p.m.

The motion was approved by unanimous voice vote.

Executive Session

Trustee Lancaster, seconded by Trustee Nazzaro, moved to enter into executive session at 8:24 p.m. The motion was approved by unanimous voice vote.

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. Personnel

- 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.

Trustee Lancaster, seconded by Trustee Nazzaro, moved to return from executive session at 8:40 p.m. The motion was approved by unanimous voice vote.

RESOLUTION EMANATING FROM EXECUTIVE SESSION

Personnel

Trustee Lancaster, seconded by Trustee Avena, moved to consider the following resolution:

RESOLUTION 122-09/10 "RESOLVED, that upon the recommendation of the Superintendent, the Lincoln Park Board of Education post-approves Ms. Judy Norman, Bookkeeper – Accounts Payable/Receivable, Lincoln Park Board of Education Office, for medical leave, without pay, pending receipt of certification form from employee's physician by December 8, 2009, beginning November 2, 2009 through December 28, 2009 as Family Medical Leave Act, with health benefits, returning to work December 29, 2009 as per doctor's note received on November 2, 2009 indicating up to eight (8) weeks of leave."

A roll call was taken:

YEA: Mr. Lancaster, Mr. Avena, Mr. Nazzaro and Mr. Mayers.

NAY: None

The motion carried 4-0.

Adjournment

Trustee Lancaster, seconded by Trustee Nazzaro, moved to adjourn the meeting at 8:44 p.m.

The motion was approved by unanimous voice vote.

Respectfully submitted,

Nancy Rajoppi-Manno
Board Secretary