

WOODLAND TOWNSHIP BOARD OF EDUCATION  
AGENDA

October 23, 2017

7:00 pm Regular Meeting

1. Call to Order

In accordance with the Open Public Meetings Act, this meeting was advertised in the Burlington County Times and posted in the Chatsworth Elementary School and on the District's Web Site.

2. Complaint Procedure:

If a problem arises, the teacher will notify the administrator. If a parent calls or comes to see the administrator, the administrator will instruct the parent to meet with the teacher. If the parent-teacher meeting does not resolve the problem, the parent can meet with the teacher and administrator. If this meeting does not resolve the problem, the parent can go to the School Board at which time the administrator and teacher may be represented. In the event, that a parent or citizen bypasses the complaint procedure; the Board will not discuss or take action on the complaint.

Public agendas are available as you enter the room. There is one full copy of the support documentation located in the binder next to the agendas. Please feel free to examine the binder, but please do not remove any items as a courtesy to other members of the public. Copies of all documents are available from the business office during regular business hours.

There will be two opportunities for public input at every Board of Education meeting. The first opportunity, titled "Public Comment on Agenda Items Only," is your opportunity to provide comments to the Board of Education, prior to the Board taking action. This opportunity is only for items that appear on the agenda.

The second opportunity, titled "Public Comment," is your opportunity to provide comment that may be of interest to the educational welfare of the district but is not restricted to agenda items only.

At no time during these public comment periods will the Board allow disparaging remarks about students, district personnel, or members of the Board of Education. In addition, the Board will not allow remarks about specific students or district personnel. If such remarks are made, the Board President will declare the speaker out of order and will request the speaker cease and desist from making such comments. Refusal to do so may result in removal from the Board meeting.

3. Pledge of Allegiance

4. Roll Call

Dennis Cronin	_____
Edward Vincent	_____
William Dirkin	_____
Melissa Horner	_____
Linda Morris	_____
Misty Weiss, Superintendent	_____
Carolyn Fischl, Supervisor	_____
George Gahles, BA	_____

5. President Opens the Meeting - Time \_\_\_\_\_

6. Board Member Comments on the Agenda

7. Public Comments on Agenda Items Only

8. MOTION: To approve the minutes for:

- A. Regular Meeting - August 28,2017
- B. Regular Meeting - September 25, 2017

Roll Call	
Dennis Cronin	_____
Ed Vincent	_____
William Dirkin	_____
Melissa Horner	_____
Linda Morris	_____

**MONTHLY FINANCIALS/CONTRACTS:**

9. Consent Agenda:

The Following action items A through E will be considered under consent agenda. Any item that requires further discussion may be pulled from the consent agenda and acted upon separately.

- A. MOTION: To accept the financial Report of the Secretary for the month ending September 2017:  
Balance on hand in the general account which includes special revenue: **\$145,290.97**

Board Secretary’s Month Certification

Budgetary Line Item Status

Certification of No Over-expenditures – Recommend acceptance that pursuant to N.J.A.C.

6A:23-2.12(c)3, George Gahles, Board Secretary, certifies that as of June 2017, budgetary line item

account has obligations and payments (contracted orders) which in total exceed the amount appropriated by the District Board of Education pursuant to N.J.S.A.18A:22-8 and 18A:22-8.1, which would be in violation of N.J.A.C. 6A:23-2.12 (a), that the District financial accounts have been reconciled and are in balance.

\_\_\_\_\_  
Sch. Bus. Adm. /Board Secretary

\_\_\_\_\_  
Date

Board Certification – Recommend acceptance that through the adoption of this resolution, the Woodland Township Board of Education, pursuant to N.J.A.C. 6A:23-2.12 (c) 4, certifies that as of July 2017, after review of the Secretary’s monthly financial report (appropriations section) and upon consultation with the Business Administrator and other appropriate district officials, that to the best of our knowledge no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.12 (c)4 i-vi and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

B. To approve to authorize the Business Administrator to make transfers within accounts for the month of September 2017.

C. MOTION: To approve the bills list:

BE IT RESOLVED, that the Board of Education approve the bills **162,230.71** for the month of September 2017 to be paid, and the Secretary and President be hereby authorized and directed to draw orders on the Business Administrator for the payment of the same.

D. MOTION: To approve the gross wages for the pay period ending September 15, 2017 in the amount of **\$84,379.35** and for September 29, 2017 in the amount of **\$84,024.70**

E. MOTION, BE IT RESOLVED, that the Board of Education hereby grants the Business Administrator authority to pay routine bills in between School Board meetings, until the next Reorganization Meeting. Bills paid between Board meetings will then be approved by the Board at its next regular meeting.

Roll Call

Dennis Cronin \_\_\_\_\_

Ed Vincent \_\_\_\_\_

William Dirkin \_\_\_\_\_

Melissa Horner \_\_\_\_\_

Linda Morris \_\_\_\_\_

**FINANCIALS/CONTRACTS:**

10. Consent Agenda:

The Following action item A will be considered under consent agenda. Any item that requires further discussion may be pulled from the consent agenda and acted upon separately.

A. MOTION: BE IT RESOLVED, that the Board of Education approve the following school year tuition for out-of-district placement:

School	# of Students	Cost	Comments	Effective	Total
Berlin Borough	1	\$10,733.87	Additional cost for speech services \$1,661.76	10/5/17-6/15/18	\$12,395.63 (paid in monthly installments)
Berlin Borough	1	\$10,733.87	Additional cost for speech services \$1,661.76	10/5/17-6/15/18	\$12,395.63 (paid in monthly installments)

B. MOTION: BE IT RESOLVED, that the Board of Education approve The Learning Well, LLC professional services service agreement for the 2017-18 school year (rate sheet attached).

Roll Call

Dennis Cronin \_\_\_\_\_  
 Ed Vincent \_\_\_\_\_  
 William Dirkin \_\_\_\_\_  
 Melissa Horner \_\_\_\_\_  
 Linda Morris \_\_\_\_\_

**PERSONNEL:**

11. Consent Agenda:

The Following action item A through C will be considered under consent agenda. Any item that requires further discussion may be pulled from the consent agenda and acted upon separately.

A. MOTION, BE IT RESOLVED, that the Board of Education approves the following coaches and/or advisors for the 2017-18 school year:

Club/Sport/Activity	Staff Member	Stipend Salary
Spring Assistant Coach	Donna Johnson	\$1,100.00

B. MOTION, BE IT RESOLVED, that the Board of Education approves the hiring of Michelle King, school bus driver, Step 25 (pro-rated) for the 2017-18 school year effective October 3, 2017.

C. MOTION, BE IT RESOLVED, that the Board of Education approves the hiring of Kathleen Preston, paraprofessional, Step 2 with Substitute Certification (pro-rated) for the 2017-18 school year effective October 16, 2017.

Roll Call  
 Dennis Cronin \_\_\_\_\_  
 Ed Vincent \_\_\_\_\_  
 William Dirkin \_\_\_\_\_  
 Melissa Horner \_\_\_\_\_  
 Linda Morris \_\_\_\_\_

**FIELD TRIP:**

12. Consent Agenda:

The Following action item A will be considered under consent agenda. Any item that requires further discussion may be pulled from the consent agenda and acted upon separately.

A. MOTION, BE IT RESOLVED, that the Board of Education approve the following field trips:

<b>Class</b>	<b>Location</b>	<b>Date</b>	<b>Cost</b>
1st & 4th	Lee Brothers Farm	10/27/17	No Cost
2nd & 3rd	Adventure Aquarium, Camden NJ	11/8/17	\$324.65
5th & 6th	Cherry Hill AMC - Wonder	11/17/17	Approx. \$540.00
7th & 8th	BCIT Medford	11/15/17	No Cost
4th & 5th	Statue of Liberty & Ellis Island	4/28/18	\$353.00

Roll Call  
 Dennis Cronin \_\_\_\_\_  
 Ed Vincent \_\_\_\_\_  
 William Dirkin \_\_\_\_\_  
 Melissa Horner \_\_\_\_\_  
 Linda Morris \_\_\_\_\_

**CURRICULUM & INSTRUCTION;**

13. Consent Agenda:

The Following action items A through B will be considered under consent agenda. Any item that requires further discussion may be pulled from the consent agenda and acted upon separately.

A. MOTION, BE IT RESOLVED, that the Board of Education approve the following curriculum for the 2017-18 school year:

a. Mathematics - Grades K-8

B. MOTION, BE IT RESOLVED, that the Board of Education approve the following professional development days:

Staff Member	Program/Workshop	Date	Cost
Carolyn Fischl	Changing the ADHD Brain: Moving Beyond Medication	12/8/17	\$199.99
Katherine Futia	Drive Your Classroom with Google EDU	1/30/18	BCPDI workshop
Misty Weiss	Harassment, Intimidation & Bullying - Prevention Training Program	11/1/15	\$95.00
Christina Peck	Deborah School Nurses Forum - Adolescent Medicine Program	10/9/17	No Cost
Victoria Eisert	Co-Teaching Models & Differentiation in the Classroom	10/17/17	BCPDI workshop
Erin Eddy	Intervention & Referral Services (I & RS) One Day Training	10/11/17	\$178.00
Stacey King & Jen Bergen	Classroom Management, Positive Reinforcement, and De-Escalation in the General Education Classroom	2/6/18	BCPDI workshop
Vince Root & Carolyn Fischl	Handle with Care - Instructor Program (Comprehensive Verbal Skills, Personal Defense, Primary Restraint Technique)	12/11/17-12/13/17	\$1250.00 (Two participants for the price of one)

Roll Call

Dennis Cronin \_\_\_\_\_  
 Ed Vincent \_\_\_\_\_  
 William Dirkin \_\_\_\_\_  
 Melissa Horner \_\_\_\_\_  
 Linda Morris \_\_\_\_\_

**EDUCATIONAL PROGRAM:**

14. Consent Agenda:

The Following action items A through B will be considered under consent agenda. Any item that requires further discussion may be pulled from the consent agenda and acted upon separately.

- A. MOTION, BE IT RESOLVED, that the Board of Education approve the 2017-2018 NJQSAC Statement of Assurance, Summary Page and Declarations Page.
- B. MOTION, BE IT RESOLVED, that the Board of Education approve CMP (Comprehensive Maintenance Plan), M1 & Facilities Checklist for 2017.

Roll Call

Dennis Cronin \_\_\_\_\_  
Ed Vincent \_\_\_\_\_  
William Dirkin \_\_\_\_\_  
Melissa Horner \_\_\_\_\_  
Linda Morris \_\_\_\_\_

**POLICIES:**

15. Consent Agenda:

The Following action item A will be considered under consent agenda. Any item that requires further discussion may be pulled from the consent agenda and acted upon separately.

- A. MOTION, BE IT RESOLVED, that the Board of Education give approve the second and final reading of the following policies:
  - a. P2700 Service to Nonpublic School Students
  - b. P & R 7100 Long-Range Facilities Planning
  - c. P & R 7101 Educational Adequacy of Capital Projects
  - d. P 7102 Site Selection and Acquisition
  - e. R 7102 Site Selection and Acquisition
  - f. P 7130 School Closing
  - g. P 7300 Disposition of Property
  - h. R 7301.1 Disposal of Instructional Property
  - i. R 7301.2 Disposal of Land
  - j. R 7301.3 Disposition of Personal Property
  - k. R 7301.4 Disposition of Federal Property

Roll Call

Dennis Cronin \_\_\_\_\_  
Ed Vincent \_\_\_\_\_

William Dirkin \_\_\_\_\_  
 Melissa Horner \_\_\_\_\_  
 Linda Morris \_\_\_\_\_

**FACILITIES:**

16. Consent Agenda:

The Following action item A will be considered under consent agenda. Any item that requires further discussion may be pulled from the consent agenda and acted upon separately.

A. MOTION, BE IT RESOLVED, that the Board of Education give approve the following use of facilities:

Organization	Type of Use	Space	Date
Book Fair- Patty Morrill	Fall Scholastic Book Fair	Cafeteria	11/20,11/21,11/22

Roll Call  
 Dennis Cronin \_\_\_\_\_  
 Ed Vincent \_\_\_\_\_  
 William Dirkin \_\_\_\_\_  
 Melissa Horner \_\_\_\_\_  
 Linda Morris \_\_\_\_\_

17. Superintendent's Report

A. Discipline Report – 1 Student Suspended

B. H.I.B. Incidents:

0 incidents reported: \_\_\_\_\_ were confirmed bullying, \_\_\_\_\_ determined to be non – HIB related or non-actionable HIB and \_\_\_\_\_ inconclusive.

C. Drills-

1. September 25, 2017 - Evacuation
2. October 4, 2017 - Shelter-in-Place

E. Important Dates:

- a. School Closed -
  - i. November 9 & 10 - NJEA Teacher Convention

- ii. November 23 & 24 - Thanksgiving Break
- b. Regular BOE Meeting - November 27, 2017

F. Building Updates

- a. Air quality inspection is taking place in building on the afternoon of 10/23
- b. Administrative trailer heater malfunction

G. Transportation Update

- a. District reviewing the cost of two-way radio system for district buses

H. American Red Cross Blood Drive

- a. Held on Oct. 11
- b. We met the quota of amount of blood they wanted to see from our drive - 23 donations
- c. We will look into scheduling another one in the future.

18. Board Comments

19. Public Comments

20. MOTION, Adjournment

Roll Call

Dennis Cronin \_\_\_\_\_

Ed Vincent \_\_\_\_\_

William Dirkin \_\_\_\_\_

Melissa Horner \_\_\_\_\_

Linda Morris \_\_\_\_\_

Time \_\_\_\_\_