

WOODLAND TOWNSHIP BOARD OF EDUCATION
AGENDA

September 25, 2017
6:00 Special Meeting
7:00 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. Pursuant to the Open Public Meetings Act, notice is hereby given that the Woodland Board of Education, Chatsworth, NJ will be conducting a special board meeting for the purposes of a Board of Education member training session on September 25 at 6:00 pm. It will be covering Foundations of Board Governance (Roles and Responsibilities).

5. Roll Call

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

6. President Opens the Meeting - Time _____

7. Board Member Comments on the Agenda

8. Public Comments on Agenda Items Only

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

MONTHLY FINANCIALS/CONTRACTS:

11. Consent Agenda:

The Following action items A through I 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 July 2017:
Balance on hand in the general account which includes special revenue: **\$217,197.26**

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 July 2017.

C. MOTION: To approve the bills list:

BE IT RESOLVED, that the Board of Education approve the bills **\$117,974.55** for the month of July 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 July 13, 2017 in the amount of **\$17,322.50**, and for July 27, 2017 in the amount of **\$16,911.03**

E. MOTION: To accept the financial Report of the Secretary for the month ending July 2017:
Balance on hand in the general account which includes special revenue: **\$217,197.26**

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 August 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.

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

G. MOTION: To approve the bills list:

BE IT RESOLVED, that the Board of Education approve the bills **\$71,583.86** for the month of August 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.

H. . MOTION: To approve the gross wages for the pay period ending August 15, 2017 in the amount of **\$22,361.08**, and for August 19, 2017 in the amount of **\$19,090.04**.

I. MOTION: To accept the financial Report of the Secretary for the month ending July 2017: Balance on hand in the general account which includes special revenue: **\$248,016.48**.

J. 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:

12. Consent Agenda:

The Following action items 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 approve the following contract for presentation, “Six Pillars of Character” in the amount of \$595.00.
- B. MOTION: BE IT RESOLVED, that the Board of Education approve the following contract for presentation, “Stand Up, Step In, STOP BULLYING!” in the amount of \$550.00.
- C. MOTION: BE IT RESOLVED, that the Board of Education approve the Corrective Action Plan for the 2015-16 Audit.

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

PERSONNEL:

13. Consent Agenda:

The Following action item 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, BE IT RESOLVED, that the Board of Education appoint Misty Weiss as the District’s School Safety Specialist for the 2017-18 school year.
- B. MOTION, BE IT RESOLVED, that the Board of Education approve movement on the salary guide, effective September 1, 2017, for the following individuals:
 - Monica Lee - MA
 - Jeanine Goodlow - BA +15
- C. MOTION, BE IT RESOLVED, that the Board of Education approves the resignation or retirement of the following employees:

Name	Position	Effective Date
Heather Fetty	paraprofessional	September 1, 2017
Monica Mallinder	paraprofessional	October 11, 2017
Rose Parks	Bus driver	September 29, 2017

D. 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
Art Club	Erin Eddy	\$1,100.00
Battle of the Books (7th & 8th)	Erin Eddy	\$800.00
Battle of the Books (5th & 6th)	Kate Futia	\$800.00
Spring Track Coach	Tracy Derkas	\$2,200.00
Fall Cross Country Coach	Barbary Levy	\$2,200.00
Fall Cross Country Assistant Coach	Vincent Root	\$1,100.00
Teacher-In-Charge	Jessica Anderson	\$2,500.00
Junior Honor Society	Donna Johnson	\$800.00

E. MOTION, BE IT RESOLVED, that the Board of Education approves the hiring of Valarie Donofrio, part-time paraprofessional at step 2 of the 2017-18 guide for the 2017-18 school year.

F. MOTION, BE IT RESOLVED, that the Board of Education approves the amended employment contract for Misty Weiss, Superintendent, contingent upon pending county approval for the period of February 2, 2015 through June 30, 2019.

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

FIELD TRIP:

14. 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:

Class	Location	Date
K & 1st	Pemberton Library	9/21/17
8th Grade	Clean Ocean Action Student Summit	10/5/17
K & 1st	Russo's Farm	10/13/17
7th & 8th Grade	Bayshore Center at Bivalve - Schooner AJ Meerwald	10/23/17

Roll Call

Dennis Cronin _____

Ed Vincent _____

William Dirkin _____

Melissa Horner _____

Linda Morris _____

CURRICULUM & INSTRUCTION;

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

Staff Member	Program/Workshop	Date	Cost
Vince Root	BCSCRT (Burlington County School Crisis Response Team)	9/14/17	No Cost
Cassandra Sicolo	Windhaven (Wind Bank intensive festival to further musicianship)	5/22/18 & 5/23/18	No Cost
Erin Eddy	LLI System 2 Workshop	10/2/17 & 10/3/18	No Cost
Taralynn Corsner	Wilson Reading System Introduction/Applied Methods - 3 Day Workshop	9/26-9/28/17	\$275
Brenda Casano	WJRC Fall Conference (West Jersey Reading Council) - Sept. to Aug. membership	10/18/17	\$50

Roll Call

Dennis Cronin _____

Ed Vincent _____
William Dirkin _____
Melissa Horner _____
Linda Morris _____

EDUCATIONAL PROGRAM:

16. Consent Agenda:

The Following action items 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 approve the School Self-Assessments for Woodland Township School District, as required by the NJ DOE School Self-Assessment for Determining Grades, under the Anti-Bullying Bill of Rights Act, for the period of July 1, 2016 through June 30, 2017.

- B. MOTION, BE IT RESOLVED, that the Board of Education approve the week of October 2-6, 2017 as a "Week of Respect" in Woodland Township School District.

- C. MOTION, BE IT RESOLVED, that the Board of Education approve the the week of October 16-20, 2017 as "School Violence Awareness Week" as per N.J.S.A. 18A:36-5.1 and N.J.A.C. 6A:16-5.

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

POLICIES:

17. 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 first 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:

18. 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
Chatsworth PTO, Inc.	First day of school breakfast and social for parents.	Cafeteria	9/7/17
Chatsworth PTO, Inc.	Easter Bunny Breakfast	Cafeteria	3/24/18
Chatsworth PTO, Inc.	Fall Ball - For students in grades 6-8	Cafeteria	11/17/17
Chatsworth PTO, Inc.	Valentine's Dance - For students in grades 3-5	Cafeteria	2/9/18
Chatsworth PTO, Inc.	PTO Meetings	Classroom	10/12/17, 11/7/17, 12/14/17, 1/11/18, 2/8/18, 3/8/18, 4/12/18, 5/10/18

Chatsworth PTO, Inc.	Cranberry Festival Car Parking	School Grounds	10/21/17 & 10/22/17
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Roll Call

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

19. Superintendent's Report

A. Discipline Report – 0 Students 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. Presentation of 2017 District PARCC Scores

D. Drills-

1. September 25, 2017 - Evacuation

D. Important Dates:

- a. Staff In-Service - October 9, 2017
- b. Regular BOE Meeting - October 23, 2017
- c. Officer Vincent visited students on Sept. 21 to speak about safety and respect.
- d. Respect Week- Oct. 2-6 Activities planned for Students and lessons for Teachers
- e. Violence Prevention Week - Oct. 16-20 Activities planned for Students
- f. Red Ribbon Week - School spirit activities planned
- g. Fire Prevention Week - TBD
- h. Respect Week & Violence Prevention Week Assemblies:
 - i. Six Pillars of Character - October 3, 2017
 - ii. No Bullying Stand-Up/Step-In - October 16, 2017

20. Board Comments

21. Public Comments

22. MOTION, Adjournment

Roll Call

Dennis Cronin _____

Ed Vincent _____

William Dirkin _____

Melissa Horner _____

Linda Morris _____

Time _____