

**Woodlynne School District
Board of Education
Board Meeting Minutes
April 13, 2021
7:30 PM**

Statement by Board President	The Board President opened the regular meeting at 7:30 p.m.
Opening Statement	<u>Opening Statement</u> - The New Jersey Open Public Meeting Act was enacted to ensure the rights of the public to have advance notice 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, public notice of the meeting has been given by the Board Secretary in the following manner: Posting written notice on the official bulletin board at the Central Administration Building and notice to the Retrospect and Courier-Post newspapers.
Flag Salute	Flag Salute
Oath of Office	Oath of Office
Roll Call	Roll call –Mr. Greg Gontowski, School Business Administrator/Board Secretary Mr. Kyle Bowman Present Mrs Catherine Chukwueke Present Mrs. Lakeisha Cook Absent – Arrived 7:38 pm Mrs. Samantha Kirby Present Ms. Xiomara Rivera Absent Mrs. Christine Sanford Present Mrs. Heidemarie Wood Present
Other Attendees	Mrs. Jackie Walters, Superintendent/Principal Mr. Greg Gontowski, School Business Administrator/Board Secretary
Approval of Minutes	Approval of minutes for <ul style="list-style-type: none">• March 9, 2021 Regular Meeting Motion by Heidemarie Wood, Second by Catherine Chukwueke Vote: To approve minutes Board Voted All in Favor (5-0-0)
Correspondence	None
Visitors Questions	None
Board President’s	None

Report

Superintendent's Report

INFORMATIONAL ITEMS

- CST Report (**Attachment A**)
- Nurse Report (**Attachment B**)
- Technology Report (**Attachment C**)
- Discipline Report (**Attachment D**)
- Maintenance Report (**Attachment E**)
- HIB Report (**Attachment F**)

Dates to Remember

Dates to Remember

- 4/26/2021 – Early Dismissal – PD**
- 5/24/2021 – Early Dismissal (PLD)**
- 5/31/2021 – School Closed – Memorial Day**

Miscellaneous

Miscellaneous

Fire Alarm Sound Test Staff and Students Did Not Leave the Building	3/10/2021	10:50 a.m.	Cafeteria	Sunny	41 seconds
Fire Alarm Sound Test Staff and Students Did Not Leave the Building	3/11/2021	10:36 a.m.	Older Building 2nd Floor Hallway	Sunny	1 min 57 secs
Lock Down Drill	3/26/2021	10:34 a.m.	Main Office	Sunny	2 min 57 secs

****Mrs. Cook - Arrived 7:38 pm**

Mrs. Cook Arrived

BOARD ACTIONS

Motion to approve Items 1 through 4

Second Reading of Policies/Regulations

- 1. Motion to approve, on the recommendation of the Superintendent, amendments to the following policies and regulations - **Second Reading (included in March 9, 2021 packet) and adoption.****

Policies

- P - 2415.02 - Title I – Fiscal Responsibilities
- P – 2415.05 – Student Surveys, Analysis and/or Evaluations
- P – 2415.20 – Every Student Succeeds Act Complaints
- P – 4125 – Employment of Support Staff Members
- P – 5330.01 Administration of Medical Cannabis
- P – 6360 – Political Contributions
- P – 7425 – Lead Testing of Water in Schools
- P – 8330 – Student Record

P – 9713 – Recruitment by Special Interest Groups

Regulations

R – 5330.01 – Administration of Medical Cannabis

R – 2415.20 – Every Student Succeeds Act

R – 7425 – Lead Testing of Water in Schools

**First Reading of
Regulations**

2. Motion to approve, on the recommendation of the Superintendent, amendments to the following policies and regulations – **First Reading (Attachment G).**

Regulations

R – 1642 – Earned Sick Leave Law

2021-2022 Calendar

3. Motion to approve on the recommendation of the Superintendent, the approval of the 2021-2022 Woodlynne School District calendar. **(Attachment H)**

**Waiver for Alternate
Toilet Rooms for the
Two Kindergarten
Classrooms 2021-
2022**

4. Motion to approve on the recommendation of the Superintendent, the approval of the waiver for alternate toilet rooms for the two Kindergarten Classrooms in the 2021-2022 School years.

Motion by Heidemarie Wood, Second by Christine Sanford

Vote: To approve Items 1 through 4

Roll Call Vote. All in favor: Mr. Bowman, Mrs. Chukwueke, Mrs. Cook, Mrs. Sanford, Mrs. Wood and Mrs. Kirby (6-0-0)

Motion to approve Items 5 through 12 and Addendum Items 1 through 3

Personnel

**Greg Gontowski –
Professional
Developments**

5. Motion to approve, on the recommendation of the Superintendent, Mr. Greg Gontowski to attend the following Professional Developments:
- Greg Gontowski to attend the NJ Department of Education – Overview of the new Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act (aka ESSER II Funds) on Tuesday, April 13, 2021 at a cost of \$25.00.
 - Greg Gontowski to attend the Legislative and School Official Update on Thursday April 29, 2021 at a cost of \$50.00.
 - Greg Gontowski to attend the Preparing for the Audit GASB84 and Internal Controls on Tuesday May 18, 2021 at a cost of \$50.00.
6. Motion to approve, on the recommendation of the Superintendent, submission to the Camden County Board of Education, the School Business Administrator/Board Secretary contract for the 2021-2022 school years. **(Attachment I)**

**Submission to the
Camden county BOE
the School Business
Admin/Secretary
Contract for 2021-**

2022

Samantha Hunt – To Complete her School Psychologist Internship 2021-2022

7. Motion to approve, on the recommendation of the Superintendent, Samantha Hunt to complete her School Psychologist internship for the entire 2021-2022 school year at a stipend amount of \$5,000.

Jennifer Donovan – Professional Development 4/14/21

8. Motion to approve, on the recommendation of the Superintendent, Mrs. Jennifer Donovan to attend the Explorations: Building Learning Communities through SEL, Equity, and Civic Education Professional Development on April 14, 2021.

Catherine Chukwueke – To Attend the NJSBA 5/12/21-5/13/21 Spring Symposium

9. Motion to approve, on the recommendation of the Superintendent, Mrs. Catherine Chukwueke to attend the New Jersey School Board Association Spring Symposium on May 12th and May 13th at a cost of \$50.00.

Kelly Devlin – Long Term Substitute Teacher 4/26/21 to the remainder of the School Year

10. Motion to approve, on the recommendation of the Superintendent, the approval of the following, as Long Term Substitute Teachers at a pro-rated salary of \$51, 443.00 to begin on April 26, 2021 to the remainder of the school year.

Kelly Devlin

Ryan Harper, Alexandra Propati, Lindsay Marter and Kayla Costigan – Paraprofessional 4/26/21 to the Remainder of the School Year

11. Motion to approve on the recommendation of the Superintendent, the approval of the following paraprofessionals, pending all completion of paperwork at a rate of \$15.30 per hour to begin on April 26, 2021 to the remainder of the school year.

Ryan Harper
Lindsey Marter

Alexandra Propati
Kayla Costigan

Curriculum

Accept Donation of \$1,000.00 from the Dan Melleby Foundation

12. Motion to approve on the recommendation of the Superintendent, to accept the donation in the amount of \$1000.00 from the Dan Melleby Foundation.

Addendum

Preschool Operational Plan 2021-2022

1. Motion to approve, on the recommendation of the Superintendent, the approval of the 2021-2022 Preschool Operational Plan. **(Attachment J)**

Preschool Professional Development Plan 2021-2022

2. Motion to approve, on the recommendation of the Superintendent, the approval of the 2021-2022 Preschool Professional Development Plan. **(Attachment K)**

Homebound Instruction and Procedures and Forms

3. Motion to approve, on the recommendation of the Superintendent, the approval of the Homebound Instruction and Procedures and Forms. **(Attachment L)**

Motion by Heidemarie Wood, Second by Christine Sanford

**Vote: To approve Items 5 through 12 and Addendum Items 1 through 3
Roll Call Vote. All in favor: Mr. Bowman, Mrs. Chukwueke, Mrs. Cook, Mrs.**

Sanford, Mrs. Wood and Mrs. Kirby (6-0-0)

Board Secretary's Report

Informational Items

-Financial Disclosures

Board Actions

Motion to approve Items 1 through 5

Bill List

1. The attached bill lists:

- March 2021 payroll **Attachment BA1**
- March 2021 Warrants **Attachment BA2**

Transfers

2. The following transfer list:

February 2021 **Attachment BA3**

3. To approve the revenue summary **Attachment BA4** and budget summary **Attachment BA5** for the month of February 2021.

4. A. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of February 2021. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A – 16.10 (c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. **Attachment BA6**

B. Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of February 2021. The Reconciliation Report and Secretary's report are in agreement for the month of February 2021. **Attachment BA7**

C. Board Secretary in accordance with N.J.A.C. 6A:23A – 16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

D. Board of Education Certification – pursuant to N.J.A.C. 6A:23A – 16.10 (c) 4 We certify that after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major accounts or fund has been over expended in violation of N.J.A.C. 6A:23A – 16.10 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Business Administrator to Continue Payment of all Bill until next BOE meeting

5. Approval of the Business Administrator to continue payment of all bills until the next Board of Education meeting. The bill lists for those payments will be submitted at the next Board of Education meeting.

Motion by Heidemarie Wood, Second by Christine Sanford

Vote: To approve Items 1 through 5

Roll Call Vote. All in favor: Mr. Bowman, Mrs. Chukwueke, Mrs. Cook, Mrs. Sanford, Mrs. Wood and Mrs. Kirby (6-0-0)

Motion to approve Items 6 and 7

Magnolia Shared Services Agreement 2021-2022

6. To approve Shared Services Agreement with Magnolia Board of Education for business office services for the 2021-2022 school year in the amount of \$146,403.00 less the refund of \$11,099.00 per attached contract.

Attachment BA8

Merchantville Shared Service 2021-2022

7. To approve Shared Services Agreement with Merchantville Board of Education for business office services for the 2021-2022 school year in the amount of \$135,304.00.

Attachment BA9

Motion by Heidemarie Wood, Second by Lakeisha Cook

Vote: To approve Items 6 and 7

Roll Call Vote. All in favor: Mr. Bowman, Mrs. Chukwueke, Mrs. Cook, Mrs. Sanford, Mrs. Wood and Mrs. Kirby (6-0-0)

Motion to approve Items 8 through 11

CRRSA Grant

8. CRRSA Grant

To approve the acceptance of the CRRSA funds in the amount of \$1,211,614.00

Garfield Park – Tuition Student #1438104272 and 1:1 aid

9. To approve tuition contract with Garfield Park Academy for student #1438104272 in the amount of \$57,934.80 for tuition and \$26,820.00 for a 1:1 aide for the 2020-2021 school year (to be prorated).

GCSSSD -Tuition Student #2109405259

10. To approve tuition contract with Gloucester County Special Services School District for student #2109405259 in the amount of \$40,320.00 for tuition for the 2020-2021 school year (to be prorated).

DeBlasio & Associates – Non Fair and Open

11. To award a non fair and open contract to DeBlasio & Associates in the amount of \$29,000.00 for engineering services in relation to the trailer and asphalt project.

Vote: To approve Items 8 through 11

Motion by Heidemarie Wood, Second by Christine Sanford

Roll Call Vote. All in favor: Mr. Bowman, Mrs. Chukwueke, Mrs. Cook, Mrs. Sanford, Mrs. Wood and Mrs. Kirby (6-0-0)

Visitor's Questions

None

Unfinished Business

Jackie Walters- updated on reopening

New Business

Superintendent Evaluation

Executive Session

None

Adjourn Meeting

Motion to adjourn meeting at 7:58 PM by Heidenmarie Wood, second by Lakeisha Cook

**Vote: To approve to adjourn
Board Voted All in Favor**

BOARDS' CERTIFICATION

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Woodlynne Board of Education certifies that as of April 13, 2021 and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Boards' knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a) 1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

BOARD SECRETARY'S CERTIFICATION

Pursuant to N.J.C.C 6A:23A-16.10 (c) 3, I certify that as of April 13, 2021 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Woodlynne

Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6:23-2.12 (a) 1.

_____ **Board Secretary** _____ **Date**