

**Woodlynne School District
Board of Education
Board Meeting Minutes
September 8, 2015
7:30 PM**

Statement by Board President

The Board President opened the regular meeting at 7:30 p.m.

Opening Statement

Opening Statement - 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

Roll Call

Mrs. Catherine Chukwueke	Absent
Mr. Cornelius Eelman	Present
Mr. Carlos Poole	Present
Mrs. Christine Sanford	Present
Mr. Joseph Idiong	Present
Mrs. Sharon Vogel	Present
Mrs. Heidemarie Wood	Present

Other Attendees

Dr. Ronnie Tarchichi, Superintendent
Mr. Greg Gontowski, School Business Administrator/Board Secretary

Approval of Minutes

Recommend approval of minutes for

- August 10, 2015 Regular Meeting

Motion by Christine Sanford, Second by Cornelius Eelman

**Vote: To approve minutes
Board Voted All in Favor**

Correspondence

Dr. Ronnie Tarchichi – Mrs. Cattell is having the Phillie Phanatic come in to speak to the students

Visitors' Questions

None

Board President's Report

None

Superintendent's Report Informational Items

Board Actions

Motion to approve Items 1 and 2

Personnel

Resignations

With regret accept resignation –Joei Viviani

1. Motion to approve, with regret, on the recommendation of the Superintendent, the resignation of Joei Viviani as Part Time Classroom Assistant effective August 18, 2015.

With regret accept resignation –Kayla Warren

2. Motion to approve, with regret, on the recommendation of the Superintendent, the resignation of Kayla Warren as Part Time Classroom Assistant effective August 27, 2015.

Motion by Joseph Idiong, Second by Sharon Vogel

**Vote: To approve Items 1 and 2
Board Voted All in Favor**

Motion to approve Items 3 thru 5

Appointments

**Michelle O'Donnell –
Twilight substitute
Teacher**

3. Motion to approve on the recommendation the Superintendent, Michelle O'Donnell as twilight substitute teacher at an hourly wage of \$28.00/hour on an as need basis (Title I).

Reimbursements

**Raeanne Fowler –
Reimbursement -
Tuition from Grand
Canyon University**

4. Motion to approve, on the recommendation of the Superintendent, reimbursement of tuition to Raeanne Fowler, in the amount of \$2,265.00 for 6 credits taken at Grand Canyon University.

**Ronnie Tarchichi –
Reimbursement –
parking and toll for the
Crisis Response
Training**

5. Motion to approve, on the recommendation of the superintendent, to Ronnie Tarchichi reimbursement of parking and toll expenses in the amount of \$127.80 for the Crisis Response Training professional development located in Philadelphia, PA.

Motion by Christine Sanford, Second by Cornelius Eelman

**Roll Call Vote: To approve Items 3 thru 5
YES 6 NO 0 Abstain 0**

Motion to approve Items 6 and 7

Salary Changes

Kristen Skacel Salary change

6. Motion to approve, on the recommendation of the Superintendent, the following to changes to contacted employees at the Woodlynne School District:

<u>Staff Member</u>	<u>Position</u>	<u>Step</u>	<u>2015-2016 Salary</u>
Kristen Skacel	Teacher	4 MA	\$53,084.00

To

<u>Staff Member</u>	<u>Position</u>	<u>Step</u>	<u>2015-2016 Salary</u>
Kristen Skacel	Teacher	4 MA + 30	\$53,884.00

Substitute Instructors

Brittany Yachere – In House Substitute 2015-2016

7. Motion to approve, on the recommendation of the Superintendent, the appointment of the following substitute instructors to be placed on the In House Substitute List for the 2015-2016 School Year:

- a) Brittany Yachere

Motion by Carlos Poole, Second by Joseph Idiong

Roll Call Vote: To approve Items 6 and 7
YES 6 NO 0 Abstain 0

Motion to approve Item 8

Merit Goals

Merit Goals 2015-2016

8. Motion to approve, on the recommendation of the Superintendent, Superintendent Merit Goals for 2015-2016 School Year (**Attachment E**).

Motion by Sharon Vogel , Second by Cornelius Eelman

Roll Call Vote: To approve Item 8
YES 6 NO 0 Abstain 0

Motion to approve Item 9

Policy & Regulation

Policies and Regulations

9. Motion to report, on the recommendation of the Superintendent, amendments to the following policies and regulations (**Attachment F**):

- Policy 3322 – Staff Member’s Use of Personal Cellular Telephones/Other Communication Devices
- Policy 4322 – Staff Member’s Use of Personal Cellular Telephones/Other Communication Devices
- Policy & Regulation (M) 5330 – Administration of Medication
- Policy (M) 5339 – Screening for Dyslexia
- Policy & Regulation 8540 – Free and Reduced Rate Meals
- Policy 8550 – Outstanding Food Service Charges
- Policy 8820 – Opening Exercises

Motion by Joseph Idiong, Second by Sharon Vogel

**Vote: To approve Item 9
Board Voted All in Favor**

Board Secretary’s Report

Informational Items

Board Actions

Motion to approve Items 1 thru 5 and Addendum Item 1

Payroll Agency

1. The following Payroll and Payroll Agency transfers:

08/15/15	Payroll	\$26,043.08	Payroll Agency	\$11,602.43
08/30/15	Payroll	\$29,999.01	Payroll Agency	\$19,026.43

Bill List

2. The attached bill lists:

Check Journal	Fund 10	\$1,217.80
	Fund 11	\$188,797.41
	Fund 12	\$1,250.00
	Fund 20	\$9,880.22
	Fund 30	\$7,333.75
	Fund 60	<u>\$900.00</u>

209,379.18 **Attachment BA1**
 (\$86,670.95) Less Payroll
\$122,708.23

Transfers

3. The following transfer list:

July 2015 **Attachment BA2**

Revenue Summary and Budget Summary for the month of July 2015

4. To approve the revenue summary **Attachment BA3** and budget summary **Attachment BA4** for the month of July 2015.

Board Secretary's Report and Reconciliation Report for the month of July 2015

5. The Board Secretary's Report, **Attachment BA5** and the Reconciliation Report, **Attachment BA6** for July 2015.

Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 and the Secretary's Report are in agreement for the month of July 2015.

Board Secretary's Report - Addendum Bill List

1. The attached bill lists:

Check Journal	Fund 10	\$14,439.35
	Fund 20	<u>\$3,108.38</u>
		\$17,547.73 Attachment BA1

Motion by Cornelius Eelman, Second by Joseph Idiong

**Roll Call Vote: To approve Items 1 thru 5/Board Secretary's Addendum Item 1
YES 6 NO 0 Abstain 0**

Visitor's Questions None

Unfinished Business None

New Business None

Executive Session None

Miscellaneous **Miscellaneous**

- CST Report (**Attachment A**)
- Technology Report (**Attachment B**)
- Maintenance Report (**Attachment C**)

Dates to Remember **Dates to Remember**

- September 17, 2015 - Back To School Night
- October 12, 2015 – Columbus Day (Closed)
- November 13, 2015 - Fall Ball Dance

Adjourn meeting **Motion to adjourn meeting at 8:10 PM by Cornelius Eelman, second Joseph Idiong.**

**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 September 8, 2015 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 September 8, 2015 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**

Woodlynne Board of Education Meeting held on September 8, 2015

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