

**Woodlynne School District  
Board of Education  
Board Regular Meeting Minutes  
September 9, 2014  
7:30 PM**

**Statement by Board President**

The Board President opened the regular meeting at 7:33 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	Present
Mr. Cornelius Eelman	Present
Mr. Joseph Idiong	Present
Mrs. Christine Sanford	Present
Ms. Leena Trinidad	Absent
Mrs. Sharon Vogel	Present
Mrs. Heidemarie Wood	Present

**Other Attendees**

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

**Approval of Minutes**

Recommend approval of minutes for

- August 12, 2014 Regular Meeting

Motion by Christine Sanford, Second by Catherine Chukwueke

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

**Correspondence**

None

**Visitors' Questions**

None

**Board President's Report**

Discussed Superintendent's evaluation and Board's self evaluation.

**Superintendent's Report**

**Informational Items - None**

**Board Actions**

**Reports**

**Motion to approve Items 1 and 2**

**QSAC Scores for 2013**

1. Motion to report, on the recommendation of the Superintendent, the QSAC scores for the 2013 QSAC District Improvement Process (**Attachment E**).

**District Improvement Plan for Governance (DIP) Submitted 8/28/14**

2. Motion to approve, on the recommendation of the Superintendent, the District Improvement Plan for Governance (DIP) submitted to the Department of Education on August 28, 2014 (**Attachment F**).

**Motion by Cornelius Eelman, Second by Christine Sanford**

**Roll Call Vote: To approve Items 1 and 2**

**YES 6 NO 0 Abstain 0**

**Personnel**

**Motion to approve Items 3 thru 6**

**Resignation**

**With regret accept resignation – Michelle O'Donnell**

3. Motion to approve, on the recommendation of the Superintendent, the resignation of Michelle O'Donnell as Twilight Period Instructor of Mathematics for the 2014-2015 School Year in the annual stipend amount of \$3,500.00.

**Appointments:**

**Kristen Skacel as Home School Instructor 2014-2015**

4. Motion to approve, on the recommendation of the Superintendent, the appointment of Kristen Skacel as Home School Instructor for the 2014-2015 School Year in the amount of \$28/hr for no more than 10 hours a week.

**Ken Visconte as Twilight Period Instructor of Mathematics 2014-2015**

5. Motion to approve, on the recommendation of the Superintendent, the appointment of Ken Visconte as Twilight Period Instructor of Mathematics for the 2014-2015 School Year in the annual stipend amount of \$3,500.00.

**Salaries:**

**Kristen Skacel – Amendment of Salary**

6. Motion to approve, on the recommendation of the Superintendent,

amendments of the salaries for the following contracted personnel for the 2014-2015 School Year:

<b>Name</b>	<b>Position</b>	<b>Salary</b>	<b>Step</b>
Kristen Skacel	Woodlynne School District Teacher	\$53,084	MA Step 4

**Motion by Sharon Vogel, Second by Joseph Idiong**

**Roll Call Vote: To approve Items 3 thru 6**

**YES 6 NO 0 Abstain 0**

**Motion to approve Item 7**

**Substitute Instructors:**

**Christopher Clark and  
William Stine as In  
House Substitutes 2014-  
2015**

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 2014-2015 School Year:

- a) Christopher Clark
- b) William Stine

**Motion by Christine Sanford, Second by Catherine Chukwueke**

**Vote: To approve Item 7**

**Board Voted All in Favor**

**Reimbursements**

**Motion to approve Item 8**

**Ronnie Tarchichi –  
Tuition Reimbursement**

8. Motion to approve, on the recommendation of the Superintendent, the tuition reimbursement for Ronnie Tarchichi for the New Jersey Leaders to Leaders Administrative Standardized Certificate Program accredited through Thomas Edison University in the amount of \$2,500.00

**Motion by Sharon Vogel, Second by Joseph Idiong**

**Roll Call Vote: To approve Item 8**

**YES 6 NO 0 Abstain 0**

**Evaluation Instrument**

**Motion to approve Item 9**

**Teacher  
Evaluation/Observation  
Instrument the 2014-  
2015 school year**

9. Motion to approve, on the recommendation of the Superintendent, the Teacher Evaluation/Observation Instrument the 2014-2015 School Year

(Attachment F).

**Motion by Christine Sanford, Second by Cornelius Eelman**

**Roll Call Vote: To approve Item 9**

**YES 6 NO 0 Abstain 0**

**Curricula**

**Motion to approve Items 10 thru 21**

**Language Arts  
Curriculum K-8**

**10.** Motion to approve, on the recommendation of the Superintendent, the Language Arts Curriculum for grades K through 8.

**Mathematics  
Curriculum K-8**

**11.** Motion to approve, on the recommendation of the Superintendent, the Mathematics Curriculum for grades K through 8.

**Health & Physical  
Education Curriculum  
K-8**

**12.** Motion to approve, on the recommendation of the Superintendent, the Health & Physical Education Curriculum for grades K through 8.

**Music Curriculum K-8**

**13.** Motion to approve, on the recommendation of the Superintendent, the Music Curriculum for grades K through 8.

**Art Curriculum K-8**

**14.** Motion to approve, on the recommendation of the Superintendent, the Art Curriculum for grades K through 8.

**Social Studies  
Curriculum K-8**

**15.** Motion to approve, on the recommendation of the Superintendent, the Social Studies Curriculum for grades K through 8.

**21<sup>st</sup> Century Technology  
Life Skills and Careers  
Curriculum K-8**

**16.** Motion to approve, on the recommendation of the Superintendent, the 21<sup>st</sup> Century Technology Life Skills and Careers Curriculum for grades K through 8.

**Language Curriculum  
K-8**

**17.** Motion to approve, on the recommendation of the Superintendent, the World Language Curriculum for grades K through 8.

**English Test Prep  
Curriculum 6-8**

**18.** Motion to approve, on the recommendation of the Superintendent, the English Test Prep Curriculum for grades 6 through 8.

**Algebra Curriculum**

**19.** Motion to approve, on the recommendation of the Superintendent, the Algebra Curriculum.

**Pre-Algebra Curriculum**

**20.** Motion to approve, on the recommendation of the Superintendent, the Pre-Algebra Curriculum.

**Science Curriculum  
K-8**

**21.** Motion to approve, on the recommendation of the Superintendent, the Science Curriculum for grades K through 8.

**Motion by Catherine Chukwueke, Second by Cornelius Eelman**

**Roll Call Vote: To approve Items 10 thru 21**

**YES 6 NO 0 Abstain 0**

**Superintendent's  
Addendum Report**

**Superintendent's Addendum**

**Field Trips**

**Motion to approve Item 1**

**K-2 Field Trip to  
Lynvilla Orchards**

1. Motion to approve, on the recommendation of the Superintendent, the annual Field Trip for grades K through 2 to Lynvilla Orchards in Media, PA.

**Motion by Christine Sanford, Second by Catherine Chukwueke**

**Vote: To approve Item 1**

**Board Voted All in Favor**

**Personnel**

**Motion to approve Item 2**

**In house substitute  
Instructors**

**Substitute Instructors:**

2. 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 2014-2015 School Year:
  - a. Kassandra Stillwell
  - b. Lawrence Carpenter
  - c. Alexis Marinos
  - d. Vanessa Poggioli

**Motion by Joseph Idiong, Second by Sharon Vogel**

**Roll Call Vote: To approve Item 2**

**YES 6 NO 0 Abstain 0**

**Professional Development**

**Motion to approve Item 3**

**Gina Wirth – Autism  
Conference 8/23/14**

3. Motion to approve, on the recommendation of the Superintendent, the following Professional Developments:
  - a. Gina Wirth to attend the Autism Conference on 10/23/14  
10/24/14 at a cost of \$500.00 per person plus related travel

expenses (**Attachment A**).

**Motion by Sharon Vogel, Second by Christine Sanford**

**Roll Call Vote: To approve Item 3**

**YES   6   NO   0   Abstain   0**

**HIB Self Assessment**

**Motion to approve Item 4**

**Self Assessment for  
Determining Grades  
under the Anti-Bullying  
Bill**

4. Motion to approve, on the recommendation of the Superintendent, the Woodlynn School District School Self Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act (**Attachment B**).

**Motion by Catherine Chukwueke, Second by Sharon Vogel**

**Roll Call Vote: To approve Item 4**

**YES   6   NO   0   Abstain   0**

**Policy**

**Motion to approve Item 5 thru 9**

**Chief School  
Administrator  
Evaluation Instrument  
for 2014-2015**

5. Motion to approve, on the recommendation of the Superintendent, the Woodlynn School District Chief School Administrator Evaluation Instrument for the 2014-2015 school year (**Attachment C**).

**Textbook Replacement  
Plan 2014-2015**

6. Motion to approve, on the recommendation of the Superintendent, the Woodlynn School District Textbook Replacement Plan for the 2014-2015 school year (**Attachment D**).

**Strategic Plan 2014-2015**

7. Motion to approve, on the recommendation of the Superintendent, the Woodlynn School District Strategic Plan for the 2014-2015 school year (**Attachment E**).

**Comprehensive  
Maintenance Plan 2014-  
2015**

8. Motion to approve, on the recommendation of the Superintendent, the Woodlynn School District Comprehensive Maintenance Plan for the 2014-2015 school year (**Attachment F**).

**Professional  
Development Plan 2014-  
2015**

9. Motion to approve, on the recommendation of the Superintendent, the Woodlynn School District Professional Development Plan for the 2014-2015 school year (**Attachment G**).

**Motion by Cornelius Eelman, Second by Christine Sanford**

**Roll Call Vote: To approve Items 5 thru 9**

**YES   6   NO   0   Abstain   0**

**Information Items**

**Board Secretary's Report**

**Board Action Items**

**Motion to approve Items 1 thru 4**

**Payroll Agency**

1. The following Payroll and Payroll Agency transfers:

8/15/14	Payroll	\$19,717.19	Payroll Agency	\$8,467.21
8/30/14	Payroll	\$10,156.02	Payroll Agency	\$5,975.34

**Transfers**

2. The following transfer list:

July 2014	<b>Attachment BA1</b>
-----------	-----------------------

**Bill List**

3. The attached bill lists:

Check Journal A	Fund 10	\$96,771.58
	Fund 11	\$367,586.48
	Fund 20	\$40,224.67
	Fund 60	<u>\$18,531.66</u>
		\$523,114.39
	Payroll	(90,327.46)
		<b>\$432,786.93 Attachment BA2</b>

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

4. The Board Secretary's Report for July 2014, **Attachment BA3** and the Reconciliation Report for July 2014. **Attachment BA4.**

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 2014.

**Motion by Christie Sanford, Second by Joseph Idiong**

**Roll Call Vote: To approve Items 1 thru 4**  
**YES 6 NO 0 Abstain 0**

**Motion to approve Items 5 and 6**

**Therapy Source – Physical Therapy Service 2014-2015**

5. To award a non fair and open contract to Therapy Source for the 2014-2015 school year for physical therapy services at the rate of \$77.00 per hour.

**Therapy Source – Behavior Analyst Services 2014-2015**

6. To award a non fair and open contract to Therapy Source for the 2014-2015 school year for behavior analyst services at the rate of \$67.50 per hour.

**Motion by Sharon Vogel, Second by Cornelius Eelman**

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

**Motion to approve Items 7 thru 10**

**BCSSSD - student  
#2533991235 ESY 2014-  
2015**

7. To approve tuition contract with Burlington County Special Services School District for student #2533991235 in the amount of \$3,060.00 for the 2014-2015 school year (ESY only).

**BCSSD - student  
#8858417599 ESY2014-  
2015**

8. To approve tuition contract with Burlington County Special Services School District for student #8858417599 in the amount of \$3,060.00 for the 2014-2015 school year (ESY only).

**Larc School - student  
#2793952330 ESY 2014-  
2015**

9. To approve contract with Larc School for student #2793952330 in the amount of \$27,300.00 for the 2014-2015 school year for a 1:1 aide (including ESY).

**Camden Co. Technical  
Schools – Tuition 2014-  
2015**

10. To approve tuition contract with Camden County Technical Schools in the amount of \$3,016.00 per student for the 2014-2015 school year.

**Motion by Christine Sanford, Second by Joseph Idiong**

**Roll Call Vote: To approve Items 7 thru 10**

**YES 6 NO 0 Abstain 0**

**Board Secretary's  
Report Addendum**

**Addendum Board Actions**

**Motion to approve Item 1**

**Bill list**

**Check Journal**

Fund 11 \$37,168.15

Fund 20 \$25,879.00

\$63,047.15 **Attachment BA2**

**Motion by Cornelius Eelman, Second by Sharon Vogel**

**Roll Call Vote: To approve Item 1**

**YES 6 NO 0 Abstain 0**

**Miscellaneous**

**Miscellaneous**

- CST Report (Attachment A)
- Maintenance Report (Attachment B)
- In House Substitute List (Attachment C)
- Technology Report (Attachment D)

**Dates to Remember**

**Dates to Remember**

- September 18, 2014 - Back to School Night
- October 13, 2014 – Columbus Day

**Visitor's Questions**

None

<b>Unfinished Business</b>	None
<b>New Business</b>	None
<b>Executive Session</b>	None
<b>Adjourn meeting</b>	<b>Motion to adjourn meeting at <u>8:14 PM</u> by Cornelius Eelman , second by Christine Sanford</b>

**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 9, 2014 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 9, 2014 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 9, 2014

Woodlynne Board of Education Meeting held on September 9, 2014