

**Woodlynne School District
Board of Education
Board Meeting Minutes
September 13, 2016
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	Present
Mr. Clyde Cook	Absent – Arrived 7:40
Mr. Cornelius Eelman	Absent
Mr. Carlos Poole	Present
Mrs. Christine Sanford	Present
Mrs. Sharon Vogel	Present
Mrs. Heidemarie Wood	Present

Other Attendees

Dr. Jack McCulley, Superintendent
Mr. Greg Gontowski, School Business Administrator/Board Secretary

Approval of Minutes

Recommend approval of minutes for

- August 9, 2016 Regular Meeting

Motion by Christine Sanford, Second by Sharon Vogel

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

Correspondence

None

Visitors' Questions

None

Superintendent's Report

Board Actions

Motion to approve Items 1 and 2

Resignations:

With regret accept resignation of Carly Bond effective 8/18/16

1. Motion to approve, with regret, on the recommendation of the Superintendent, the resignation of Carly Bond as a Part time Teacher's Assistant effective August 18, 2016.

With regret accept resignation of Kayla Warren effective 8/17/16

2. Motion to approve, with regret, on the recommendation of the Superintendent, the resignation of Kayla Warren as a Full time Teacher's Assistant effective August 17, 2016.

Motion by Carlos Poole, Second by Catherine Chukwueke

Roll Call Vote: To approve Items 1 and 2

YES 5 NO 0 Abstain 0

Motion to approve Items 3 thru 13

Appointments

Yarianna Castro – Translator of documents from English to Spanish

3. Motion to approve, on the recommendation of the Superintendent, the appointment of Yarianna Castro as a translator of documents from English to Spanish at an hourly rate of \$15.30.

Kayla Warren – Pre-K General Education Teacher

4. Motion to approve, on the recommendation of the Superintendent, the appointment of Kayla Warren as the Pre-K General Education Teacher for the Woodlynne School District effective September 1, 2016. As per the WEA contract the salary will be \$50,136.00 for the first seven pays (September – December 15, 2016). The last pay in December will move to the 2016-2017 salary guide of \$50,236.00, BA Step 1.

Mathew Kennedy – Special Education Teacher

5. Motion to approve, on the recommendation of the Superintendent, the appointment of Matthew Kennedy as a Special Education Teacher for the Woodlynne School District effective September 1, 2016. As per the WEA contract the salary will be \$50,136.00 for the first seven pays (September – December 15, 2016). The last pay in December will move to the 2016-2017 salary guide of \$50,236.00, BA Step 1.

Carly Bond – Full Time Paraprofessional

6. Motion to approve, on the recommendation of the Superintendent, Carly Bond as a Full Time Paraprofessional effective September 1, 2016 with an annual salary of \$20,289.00.

Denise Scurry – Lunchroom Aid

7. Motion to approve, on the recommendation of the Superintendent, the appointment of Denise Scurry as a Lunchroom Aide for the Woodlynne School District effective September 8, 2016 at an hourly rate of \$13.00.

- Jessica Rodriguez – Lunchroom Aide Substitute** 8. Motion to approve, on the recommendation of the Superintendent, the appointment of Jessica Rodriguez as a Lunchroom Aide Substitute at an hourly rate of \$13.00 pending completion of paperwork.
- Jessica Rodriguez – Secretary Substitute** 9. Motion to approve, on the recommendation of the Superintendent, the appointment of Jessica Rodriguez as a Secretary Substitute at an hourly rate of \$13.00, pending completion of paperwork.
- Ken Visconti – Twilight Teacher** 10. Motion to approve, on the recommendation of the Superintendent, the appointment of Ken Visconti as a Twilight Teacher for the Woodlynne School District at an hourly rate of \$28.00 an hour for the 2016-2017 School Year.
- Harrison Carsillo – Substitute Twilight Teacher** 11. Motion to approve, on the recommendation of the Superintendent, the appointment of Harrison Carsillo as a Substitute Twilight Teacher for the Woodlynne School District at an hourly rate of \$28.00 an hour for the 2016-2017 School Year.
- Karen McCoy – Substitute Twilight Teacher** 12. Motion to approve, on the recommendation of the Superintendent, the appointment of Karen McCoy as a Substitute Twilight Teacher for the Woodlynne School District at an hourly rate of \$28.00 an hour for the 2016-2017 School Year.
- Jackie Walters – Title I/NCLB Coordinator/Homework Academy Supervisor** 13. Motion to approve, on the recommendation of the Superintendent, the appointment of Jackie Walters as the Title I/NCLB Coordinator/Homework Academy Supervisor at a Stipend amount of \$5,000.00. (Charged to Title I).

Motion by Sharon Vogel Second by Christine Sanford

Roll Call Vote: To approve Items 3 thru 13

YES 5 NO 0 Abstain 0

Self Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act

Motion to approve Items 14 thru 17

Action

2015-2016 Superintendent Evaluation Compilation Part II

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

15. Motion to approve, on the recommendation of the Superintendent, the 2015-2016 Superintendent Evaluation Compilation Part II. **(Attachment E)**

Senior Privilege at Collingswood High School student #7708008532

16. Motion to approve, on the recommendation of the Superintendent, the approval of a request for Senior Privilege at Collingswood High School for student #7708008532 for the 2016-2017 School Year.

2016-2017 Updated School Calendar

17. Motion to approve, on the recommendation of the Superintendent, the approval of the updated 2016-2017 Woodlynne School Calendar. **(Attachment F)**

Motion by Christine Sanford, Second by Carlos Poole

Roll Call Vote: To approve Items 14 thru 17

YES 5 NO 0 Abstain 0

Motion to approve Item 18

Salary Change

**RaeAnne Fowler –
Salary Change**

18. Motion to approve, on the recommendation of the Superintendent, the salary change of RaeAnne Fowler to MA Step 8, effective September 16, 2016 as per the WEA contract the salary will be \$60,337.00 for the first seven pays (September-December 15, 2016). The last pay in December will move to the 2016-2017 salary guide of MA Step 9 \$62,238.00.

Motion by Catherine Chukwueke, Second by Sharon Vogel

Roll Call Vote: To approve Item 18

YES 5 NO 0 Abstain 0

**Superintendent's
Addendum Report**

Motion to approve Addendum Item 1

Resignations:

**With regret accept
resignation of Norma
Quigley effective
1/1/17**

1. Motion to approve, with regret, on the recommendation of the Superintendent, the resignation of Norma Quigley as an Elementary School Teacher at Woodlynne School District effective January 1, 2017.

Motion by Sharon Vogel, Second by Christine Sanford

Roll Call Vote: To approve Addendum Item 1

YES 5 NO 0 Abstain 0

*****Clyde Cook
Arrived 7:40**

*****Clyde Cook Arrived 7:40**

**Recess into Executive
Session**

Motion to recess into Executive Session at 7:40 PM by Sharon Vogel, second by Carlos Poole.

Roll Call Vote: All in Favor

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-12 et seq.) requires all meetings of the Woodlynne School District, Board of Education to be held in public, N.J.S.A. 10:4-12(b) sets forth nine types of matters that may lawfully be discussed in Executive Session," i.e. without the public being permitted to attend; and

WHEREAS, the Woodlynne Public School District, Board of Education has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and

WHEREAS, the nine exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box within which the number of issues to be privately discussed that fall within that exception shall be written, and

after each exception is a space where additional information that will disclose as much information about the decision as possible without undermining the purpose of the exception shall be written.

NOW, THEREFORE, BE IT RESOLVED that the Woodlynne Public School District, Board of Education will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12(b):

Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body;

Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer;

WHEREAS, the length of the Executive Session is undetermined; however, the Woodlynne Public School District, Board of Education will make every attempt to estimate the time of the session prior to convening the session after which the public meeting shall reconvene at 7:45 pm and the Woodlynne Public School District, Board of Education will proceed with business.

NOW, THEREFORE, BE IT RESOLVED, that the Woodlynne Public School District, Board of Education will go into Executive Session for only the above stated reasons;

BE IT FURTHER RESOLVED that the Woodlynne Public School District, Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Woodlynne Public School District, Board of Education attorney advises that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the school district or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the Woodlynne Public School District, Board of Education, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the board secretary to take the appropriate action to effectuate the terms of this resolution.

BE IT FURTHER RESOLVED that the Board Secretary on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.

Action will be taken

Exit Executive Session and return to regular session

Motion to exit Executive Session at 7:53 P.M. and return to regular session by Carlos Poole, second by Clyde Cook.

Roll Call Vote: All in Favor

Board Secretary's Report

Informational Items:

- ROD Grant Update
- CEP Lunch Program

Board Actions

Motion to approve Items 1 thru 5

Payroll Agency

1. The following Payroll and Payroll Agency transfers:

08/15/16	Payroll	\$35,511.29	Payroll Agency	\$18,340.90
08/30/16	Payroll	\$25,196.73	Payroll Agency	\$13,358.19

Bill List

2. The attached bill lists:

Check Journal	Fund 10	\$28,997.53	
	Fund 11	\$497,855.05	
	Fund 12	\$21,520.00	
	Fund 20	\$23,044.51	
	Fund 60	<u>\$900.00</u>	
		\$572,317.09	Attachment BA1
		<u>(\$92,407.11)</u>	Less Payroll
		<u>\$479,909.98</u>	

Transfers

3. The following transfer list:

August 2016 **Attachment BA2**

Revenue Summary and Budget Summary for the month of August 2016

4. To approve the revenue summary **Attachment BA3** and budget summary **Attachment BA4** for the month of August 2016.

Certify that no line item account has been over expended for the month of August 2016

5. **A.** Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for th month of August 2016. 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 th sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. **Attachment BA5**

Board Secretary's Report and Reconciliation Report for the month of August 2016

- B.** Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of August 2016. The Reconciliation Report and Secretary's report are in agreement for the month of August 2016. **Attachment BA6**
- 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.

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

**BOE Certification –
pursuant to N.J.A.C.
6A:23A-16.10**

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.

Motion by Sharon Vogel, Second by Clyde Cook

Roll Call Vote: To approve Items 1 thru 5

YES 6 NO 0 Abstain 0

Motion to approve Item 6.

**July 1, 2014 thru
June 30, 2017
Contract**

6. To approve the July 1, 2014 to June 30, 2017 contract with the Woodlynne Education Association.

Motion by Clyde Cook, Second by Sharon Vogel

Roll Call Vote: To approve Item 6

YES 6 NO 0 Abstain 0

**Camden County
Technical Schools -
Tuition Contract
16/17 School Year**

Motion to approve Items 7 thru 11

7. To approve tuition contract with Camden County Technical Schools in the amount of \$3,138.00 per student for the 2016-2017 school year.
8. To approve tuition contract with Camden Board of Education for student #3580592707 in the amount of \$15,140.00 for the 2016-2017 school year (Note: receiving student).

**Camden BOE -
Tuition Contract for
Student #3580592707
16-17 School Year**

**Pennsauken BOE –
Service Agreement
16/17 School Year**

9. To approve the attached shared service agreement with Pennsauken Board of Education for the 2016-2017 school year. **Attachment BA7**

**Garrison Architects
to amend the Long
Range Facilities Plan**

10. To approve Garrison Architects to amend the Long Range Facilities Plan to include the following projects: floor renovations, paint, asbestos removal, bathroom renovations, alarm and security system repair/replacement, and asphalt resurfacing.

**Preschool Education
Aid Transfer form
for submission to the
County
Superintendent**

11. To approve the attached Preschool Education Aid transfer form for submission to the county superintendent. **Attachment BA8**

Motion by Christine Sanford, Second by Carlos Poole

Roll Call Vote: To approve Items 7 thru 11

YES 6 NO 0 Abstain 0

**Board Secretary’s
Addendum Report**

Motion to approve Addendum Items 1 thru 3

Bill list

1. The attached bill lists:

Check Journal Fund 11 \$13,446.53

\$13,446.53 Attachment BA1

**Camden BOE –
Tuition Contract for
Student #1376380209
16/17 School Year**

2. To approve tuition contract with Camden Board of Education for student #1376380209 in the amount of \$11,901.60 for the 2016-2017 school year (Note: receiving student).

**Collingswood BOE –
Tuition Contract and
Speech Services for
Student #2655301309
16/17 School Year**

3. To approve tuition contract with Collingswood Board of Education for student #2655301309 in the amount of \$18,868.00 for the 2016-2017 school year and to approve speech related services at a rate of \$42.59 per hour.

Motion by Christine Sanford, Second by Carlos Poole

Roll Call Vote: To approve Addendum Items 1 thru 3

YES 6 NO 0 Abstain 0

Visitor's Questions

- Jackie Walters – Mentioned back to school night.

Unfinished Business

None

New Business

None

Miscellaneous

Miscellaneous

- CST Report (**Attachment A**)
- Technology Report (**Attachment B**)
- Maintenance Report (**Attachment C**)
- School Self Assessment (**Attachment D**)
- 2015-2016 Superintendent Evaluation Compilation Part II (**Attachment E**)
- Updated 2016-2017 School Calendar (**Attachment F**)

Dates to Remember

Dates to Remember

Back to School Night - September 15, 2016

Family Book Fair Night – September 21, 2016

Adjourn meeting

Motion to adjourn meeting at 8:07 PM by Christine Sanford, second Sharon Vogel.

**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 13, 2016 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 13, 2016 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**

