

WOODLAND TOWNSHIP BOARD OF EDUCATION

AGENDA

June 13, 2018

7:00 pm 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 Website.

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. Three Year Strategic Plan Presentation by Jesse Adams, NJSBA

5. Roll Call

Edward Vincent	_____
Dennis Cronin	_____
William Dirkin	_____
Christopher Diaz	_____
Linda Morris	_____
Misty Weiss, Superintendent	_____
Carolyn Fischl, Supervisor	_____
George Gahles, BA	_____

6. President Opens the Meeting - Time \_\_\_\_\_

7. Board Member Comments on the Agenda

8. Public Comments on Agenda Items Only

9. MOTION: To approve the minutes for:

A. Regular Meeting - May 9, 2018

Roll Call	
Edward Vincent	_____
Dennis Cronin	_____
William Dirkin	_____
Christopher Diaz	_____
Linda Morris	_____

**MONTHLY FINANCIALS/CONTRACTS:**

10. Consent Agenda:

The following action items 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: To accept the financial Report of the Secretary for the month ending May 2018:

Balance on hand in the general account which includes special revenue: **\$120,728.15**

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 April 2018, 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 May 2018, 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 May 2018.

C. MOTION: To approve the bills list:

BE IT RESOLVED, that the Board of Education approve the bills **\$73,242.88** for the month of May 2018 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 May 15, 2018 in the amount of **\$85,728.74** and for May 30, 2018 in the amount of **\$86,595.27**

E. 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

Edward Vincent \_\_\_\_\_

Dennis Cronin \_\_\_\_\_

William Dirkin \_\_\_\_\_

Christopher Diaz \_\_\_\_\_

Linda Morris \_\_\_\_\_

**BUSINESS/FINANCIALS:**

11. Consent Agenda:

The following action items A through W 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 hereby approve Diane Bauer, Speech Consultant, September 6, 2018 - June 11, 2019 for two 6.5 hour days per week at a rate of \$80/hour.
- B. MOTION, BE IT RESOLVED, that the Board of Education hereby approve The Learning Well, LLC to provide ABA (Applied Behavioral Analysis) services for the 2018-19 school year (rate sheet attached in BOE packet).
- C. MOTION, BE IT RESOLVED, that the Board of Education hereby approve the Water Quality Report for the year 2017 provided by McGowan Well Water Compliance Management, LLC.
- D. MOTION, BE IT RESOLVED, that the Board of Education approve the addendum to extend agreement between S4Teachers, LLC d/b/a ESS/Source4Teachers and the Woodland Township School District for the period of July 1, 2018 - June 30, 2019.
- E. MOTION, BE IT RESOLVED, that the Board of Education approve the NWEA MAP growth testing platform for the 2018-19 school year at a rate of \$1,687.50.
- F. MOTION, BE IT RESOLVED, that the Board of Education approve the following out of district student placements for the 2018-19 school year:

School	# of Students	Cost	Effective Dates
Ocean Academy	1	TBD	2018-19 school year
Archway	1	\$48,207.30	2018-19 school year (215 school days)
Lehmann Center	1	TBD	2018-19 school year (including ESY)

- G. MOTION: BE IT RESOLVED, that the Board of Education approve Realtime Information Technology contract as the District's student information system for the 2018-19 school year in the amount of \$7864.00
- H. MOTION: BE IT RESOLVED, that the Board of Education approve Hewitt Psychiatric to perform psychological evaluations for the 2018-19 school year in the amount of \$525 per evaluation.

- I. MOTION: BE IT RESOLVED, that the Board of Education approve CNNH – Center for Neurological and Neurodevelopmental Health perform psychological evaluations for the 2018-19 school year in the amount of \$600 per evaluation.
- J. MOTION: BE IT RESOLVED, that the Board of Education approve Grizel Wilson, Social Worker to provide the District with services for the 2018-19 school year in the amount of \$50 per meeting, \$350 per full evaluation including initial evaluation plan meeting.
- K. MOTION: BE IT RESOLVED, that the Board of Education approve Lynn Hart, LDTC to provide the District with services for the 2018-19 school year in the amount of \$400 per evaluation.
- L. MOTION: BE IT RESOLVED, that the Board of Education approve the Delta-T contract for the 2018-19 school year.
- M. MOTION: BE IT RESOLVED, that the Board of Education approve the Maxim Nursing Services (substitute nursing service) contract for the 2018-19 school year.
- N. MOTION: BE IT RESOLVED, that the Board of Education approve Bayada Nursing Services (substitute nursing service) contract for the 2018-19 school year.
- O. MOTION: BE IT RESOLVED, that the Board of Education approve the following substitute pay rates for the 2018-19 school year:
  - a. Custodian - \$12/hour
  - b. Teacher Aide - \$12/hour
  - c. Cafeteria/Kitchen - \$12/hour
  - d. Teacher - \$80/day, \$50 per half day (3.5 hours or less)
  - e. Nurse - \$125 per day, \$75 per half day (3.5 hours or less)
- P. WHEREAS, the public school contracts law N.J.S.A. 18A:1, et.seq. requires the Board of Education award contracts for the aforesaid services by Resolution adopted at a public meeting; NOW THEREFORE BE IT RESOLVED, by the Woodland Township Board of Education, that the following appointments are made to render services indicated hereinafter from July 1, 2018 through June 30, 2019 unless such services are due to expire sooner pursuant to a written contract entered into heretofore, and each of the appointees representing a recognized profession, to wit:
  - a. Parker McKay Law Firm (general counsel)
  - b. Bowman & Company, LLP (auditor)
  - c. Dr. Joyce Leonetti (school physician)
- Q. MOTION: BE IT RESOLVED, that the Board of Education approve the ESU 2018-19 fee schedule for related services.

- R. MOTION: BE IT RESOLVED, that the Board of Education approve the contract with the Burlington County School Crisis Response Team 2018-19 registration in the amount of \$650.
- S. MOTION: BE IT RESOLVED, that the Board of Education approve the contract with the Burlington County Professional Development Institute (BCPDI) 2018-19 registration in the amount of \$198.45.
- T. MOTION, BE IT RESOLVED, that the Board of Education approve the following awards for the 2018 8th grade graduation:

Name of Award	Award Amount
Albert Morrison Scholarship Award	\$100
Robert Mayerk Scholarship Award	\$100
Julie Lenzsch Scholarship Award	\$100
Principal's Award	Plaque
Physical Education Award	Plaque (2)
Fine Arts Award	\$50 (2)
Sportsmanship Award	Plaque (2)
Barry Carlson Award	\$100
Track Coaches Award	Medallion
Cross Country Award	Medallion

- U. MOTION, BE IT RESOLVED, that the Board of Education approve the Educational Resources of New Jersey literacy consultant proposal to include 3 days of professional development at the rate of \$3300.00 during the 2018-19 school year.
- V. MOTION, BE IT RESOLVED, that the Board of Education approve Cooper Pediatric Neurology to conduct neurological evaluations for the District at a rate of \$350.00.

Roll Call  
Edward Vincent \_\_\_\_\_  
Dennis Cronin \_\_\_\_\_  
William Dirkin \_\_\_\_\_  
Christopher Diaz \_\_\_\_\_  
Linda Morris \_\_\_\_\_

**POLICIES:**

12. 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 first reading for following policies:
  - a. P & R 1550 Equal Employment/Anti-Discrimination Practices
  - b. P 2431 Athletic Competition
  - c. R 2431.2 Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad
  - d. P & R 5350 Student Suicide Prevention
  - e. P 5533 Student Smoking
  - f. P & R 5561 Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
  - g. P 8462 Reporting Potentially Missing or Abused Children
  - h. P 8561 Procurement Procedures for School Nutrition Programs

Roll Call

Edward Vincent \_\_\_\_\_  
Dennis Cronin \_\_\_\_\_  
William Dirkin \_\_\_\_\_  
Christopher Diaz \_\_\_\_\_  
Linda Morris \_\_\_\_\_

**PERSONNEL:**

13. Consent Agenda:

The following action item A through B 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 resignation of Rebecca Kovach, paraprofessional, effective June 21, 2018.
- B. MOTION, BE IT RESOLVED, that the Board of Education approve the following Extended School Year (ESY) staff for the time period of July 9 - August 10 (three days per week, 3.5 hours per day, rate of pay as determined by the CEA collective bargaining agreement):

Name	Assignment
Jessica Anderson	Special education teacher (1 day per week)

Victoria Eisert	Special education teacher (2 days per week)
Christine Peck	Nurse
Cyndee Adams/Gail Dobbins	Bus Driver

- C. MOTION, BE IT RESOLVED, that the Board of Education approve the Jessica Anderson, teacher in charge at a rate of \$2500 for the 2018-19 school year.
- D. MOTION, BE IT RESOLVED, that the Board of Education approve, Brittany Georgette, .5 teacher for the 2018-19 school year at step 1 as per the CEA collective bargaining agreement.
- E. MOTION, BE IT RESOLVED, that the Board of Education approve the following Paraprofessionals for the 2018-19 school year:

<b>Name</b>	<b>Assignment</b>
Patricia Morrill	10-month Paraprofessional
Patricia Huber	10-month Paraprofessional
Valerie Donofrio	10-month Paraprofessional
Jean Fetty	10-month Paraprofessional/Bus Aide
Kathleen Preston	10-month Paraprofessional

- F. MOTION, BE IT RESOLVED, that the Board of Education approve the following Custodial Staff for the 2018-19 school year:

<b>Name</b>	<b>Assignment</b>
Fred Brown	12-month Custodian
Dorianne Herndon	12-month Part-Time Custodian

- G. MOTION: BE IT RESOLVED, the following non-tenured and district personnel for the Woodland Township Schools for the 2018-19 school year. Pursuant to the provisions of N.J.S.A.1 18A:27-4.1 and N.J.S.A. 18A:27-10, upon the recommendation of the Superintendent of Schools, renew the employment contracts of the following personnel for the 2018-19 school year:

<b>Name</b>	<b>Assignment</b>	<b>Tenure Date</b>
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Tara Corsner	Teacher	9/1/21
Brenda Casano	Teacher	9/1/21
Jennifer Bergen	Teacher	9/1/21
Victoria Eisert	Teacher	9/1/20
Cassandra Sicolo	Teacher	9/1/22
Katherine Futia	Teacher	9/1/21
Jeanine Goodlow	Teacher	9/1/22

H. MOTION, BE IT RESOLVED, that the Board of Education approve the following Kitchen Staff for the 2018-19 school year:

<b>Name</b>	<b>Assignment</b>
Dorianne Herndon	12-month Part-Time Lead Cafeteria Worker
Debbie Degroff	10- month Cafeteria Assistant

I. MOTION, BE IT RESOLVED, that the Board of Education approve the following Bus Drivers for the 2018-19 school year:

<b>Name</b>	<b>Assignment</b>
Cyndee Adams	Bus Driver
Gail Dobbins	Bus Driver

J. MOTION, BE IT RESOLVED, that the Board of Education approve the following Supervisor for the 2018-19 school year:

<b>Name</b>	<b>Assignment</b>
Carolyn Fischl	10- Month Supervisor

K. MOTION, BE IT RESOLVED, that the Board of Education approve the job description for the position of nonaffiliated administrative assistant.

L. MOTION, BE IT RESOLVED, that the Board of Education approves the following coaches and/or advisors for the 2018-19 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
8th Grade Advisor	Barbara Levy	\$800.00
Battle of the Books (5th & 6th)	Katherine Futia	\$800.00
Spring Track Coach	Tracy Derkas	\$2,200.00
Fall Cross Country Coach	Barbara 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
Spring Assistant Track Coach	Donna Johnson	\$1,100.00
Yearbook	Katherine Futia	\$800.00

Roll Call  
Edward Vincent \_\_\_\_\_  
Dennis Cronin \_\_\_\_\_  
William Dirkin \_\_\_\_\_  
Christopher Diaz \_\_\_\_\_  
Linda Morris \_\_\_\_\_

**PROGRAM:**

14. Consent Agenda:

The following action item A through B 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 6th grade accelerated math program selection criteria to begin program implementation for the 2018-19 school year.
- B. MOTION, BE IT RESOLVED, that the Board of Education approve the HIB grades report for the 2016-17 school year.

Roll Call  
Edward Vincent \_\_\_\_\_  
Dennis Cronin \_\_\_\_\_  
William Dirkin \_\_\_\_\_  
Christopher Diaz \_\_\_\_\_  
Linda Morris \_\_\_\_\_

**FIELD TRIPS:**

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. MOTION, BE IT RESOLVED, that the Board of Education approve the following field trips:

<b>Class</b>	<b>Location</b>	<b>Date</b>	<b>Cost</b>
NJHS	Six Flags Great Adventure	6/4/2018	\$317.99

Roll Call  
Edward Vincent \_\_\_\_\_  
Dennis Cronin \_\_\_\_\_  
William Dirkin \_\_\_\_\_  
Christopher Diaz \_\_\_\_\_  
Linda Morris \_\_\_\_\_

**CURRICULUM/INSTRUCTION/PROGRAM:**

16. 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 tuition rate of \$3500 for a half-day Pre-K program for the 2018-19 school year pending final program development.
- B. MOTION, BE IT RESOLVED, that the Board of Education approve the following rates of pay:
  - a. Summer Professional Development for Teachers - \$25/hour
  - b. Summer Curriculum Writing - \$30/hour

c. Summer Professional Development for Instructional Assistants - \$12/hour

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

Staff Member	Program/Workshop	Date	Cost
Brenda Casano Tracy Derkas Katherine Futia Monica Lee Brittany Georgette	Techstock 2018	7/25/18	\$25

Roll Call

Edward Vincent \_\_\_\_\_  
Dennis Cronin \_\_\_\_\_  
William Dirkin \_\_\_\_\_  
Christopher Diaz \_\_\_\_\_  
Linda Morris \_\_\_\_\_

**FACILITIES:**

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 hereby approve the Memorandum of Understanding between the Burlington County Library System and the Woodland Board of Education that defines the responsibilities of each party as they relate to the installation of the Little Free Library (LFL).

Roll Call

Edward Vincent \_\_\_\_\_  
Dennis Cronin \_\_\_\_\_  
William Dirkin \_\_\_\_\_  
Christopher Diaz \_\_\_\_\_  
Linda Morris \_\_\_\_\_

18. Superintendent's Report

A. Discipline Report – 0 Student Suspended

B. H.I.B. Incidents:

- a. 0 incidents reported: \_\_\_ were confirmed bullying, \_\_\_ determined to be non – HIB related or non-actionable HIB and \_\_\_ inconclusive.
- b. HIB grades report - made public annually based on school self-assessment that is due in September of each school year to the department of education.

C. Drills-

- a. May 23, 2018 - Evacuation Drill
- b. June 12, 2018 - Shelter in Place Drill

D. Bus Radios

- a. FCC license has been applied for
- b. All equipment will be purchased July 1, 2018

E. Thank you

- a. Russo's for donating flowers for the front of the school
- b. Seneca seniors for their day of service

F. Classroom Highlights -

- a. Field Day
  - i. Great day for all students
  - ii. Participation in lip sync was phenomenal by students and staff.
  - iii. Thank you to PTO for donating lunch and snacks for the day
- b. Seneca Senior Day of Service
  - i. Seniors helped weed, mulch and plant flowers in the front of the school
  - ii. We had three Chatsworth seniors participate out of the ten students
- c. 2nd Grade Books & Breakfast
  - i. Held on June 7 in the classroom
  - ii. Students presented their personally created nonfiction book to parents
  - iii. Great celebration for the end of the unit

G. Classroom parties and food in the school moving forward

- a. Birthday celebrations involving food will no longer be allowed

- b. Classroom parties involving food will be limited to Halloween, Winter Party, Spring Party and End of Year celebration ,
- c. All other activities involving food during school hours must be approved by the Superintendent

F. Important Dates:

- 1. Spring Concert - June 14, 7pm - Fundraiser will be taking place to benefit a District family
- 2. No July Regular BOE Meeting
- 3. Next BOE meeting is August 29, 2018

17. Board Comments

18. Public Comments

19. MOTION, BE IT RESOLVED, that the Board of Education enter executive session.

Roll Call

Edward Vincent	_____
Dennis Cronin	_____
William Dirkin	_____
Christopher Diaz	_____
Linda Morris	_____

**WHEREAS**, N.J.S.A. 10:4-12 allows for a Public Body to go into closed session during a Public Meeting, and

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

**WHEREAS**, the regular meeting of the Board of Education will reconvene at the conclusion of closed session:

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

\_\_\_\_\_ Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public;

\_\_\_\_\_ Any matter in which the release of information would impair a right to receive funds from the federal government;

\_\_\_\_\_ Any matter the disclosure of which constitutes an unwarranted invasion of individual privacy;

\_\_\_\_\_ 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 matter involving the purchase, lease or acquisition of real property with public funds, the setting bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed;

\_\_\_\_\_ Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection;

\_\_\_\_\_ Any investigations of violations or possible violations of the law;

\_\_\_\_\_ 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;

  x   Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospect public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting;

\_\_\_\_\_ Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility;

**BE IT FURTHER RESOLVED** that the Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Board of Education Attorney advises the Board of Education 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 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.

Adjourn to Executive Session at \_\_\_\_\_ (Insert Time)

21. MOTION, BE IT RESOLVED, that the Board of Education exit executive session.

Roll Call

Edward Vincent	_____
Dennis Cronin	_____
William Dirkin	_____
Christopher Diaz	_____
Linda Morris	_____

21. MOTION, Adjournment

Roll Call

Edward Vincent	_____
Dennis Cronin	_____
William Dirkin	_____
Christopher Diaz	_____
Linda Morris	_____

Time \_\_\_\_\_