

WOODLAND TOWNSHIP BOARD OF EDUCATION
AGENDA
May 22, 2017
Regular Meeting Minutes

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 Web Site.

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. Roll Call

Dennis Cronin	Abs
Colleen Jaggard	Abs
Edward Vincent	Present
William Dirkin	Present
Melissa Horner	Present
Misty Weiss, Superintendent	Present
Carolyn Fischl, Supervisor	Present
George Gahles, BA	Present
Amy Guerin, Esquire	Abs

5. President Opens the Meeting - Time 7:08 PM

6. MOTION: RESOLUTION

A Motion was made by William Dirkin and Seconded by Ed Vincent

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 purpose, 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.

Dennis Cronin	Abs
Colleen Jaggard	Abs
Ed Vincent	Yes
William Dirkin	Yes
Melissa Horner	Yes

Adjourn to Executive Session at 7:12 PM

7. Board Member Comments on the Agenda: None
8. Public Comments on Agenda Items Only

A Public Comment was made asking whether the districts intention regarding the creation of self contained classrooms. I.e # of Kids, # of Teachers / Aides needed, and where those classrooms would be located. The board replied that those things would be determined in time, we are in the first stages of getting our ideas looked at and hopefully approved by the county.

9. MOTION: To approve the minutes for:
- a. Regular Meeting April 24, 2017
 - b. Special Meeting – Final Budget – May 1, 2017

A motion was made by William Dirkin and seconded by
Melissa Horner

Dennis Cronin	Abs
Colleen Jaggard	Abs
Ed Vincent	Yes
William Dirkin	Yes
Melissa Horner	Yes

MONTHLY FINANCIALS/CONTRACTS:

10. Consent Agenda:

The Following action items A through D 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 April 2017:
Balance on hand in the general account which includes special revenue: **\$160,284.04**

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 2017, 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 April 2017, 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 April 2017.

C. MOTION: To approve the bills list:

BE IT RESOLVED, that the Board of Education approve the bills **\$69,611.22** for the month of April 2017 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 April 13, 2017 in the amount of **\$84,172.50** and for the pay period ending April 28,, 2017 in the amount of **\$ 80,078.15**.

A motion was made by Ed Vincent and seconded by William Dirkin

Roll Call

Dennis Cronin	Abs
Colleen Jaggard	Abs
Ed Vincent	Yes
William Dirkin	Yes
Melissa Horner	Yes

FINANCIALS/CONTRACTS:

11. Consent Agenda:

The Following action items A through Q 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 approve the following 2016-17 school year tuition for out-of-district placement:

School	# of Students	Cost	Effective	Comments	Total
Pemberton	1	TBD	4/27/17-6/17/17	Waiting for final contract from Pemberton District	

B. MOTION: To approve the following 2017-18 school year tuition for out-of-district placements:

School	# of Students	Cost	Effective	Comments	Total
Pemberton	2	\$35,000	9/1/17-6/30/18		\$70,000
Ocean Academy	1	\$54,405	9/1/17-6/30/18		\$54,405
Lehman Center	1	\$52,900	ESY 7/5/17 -8/25/17 9/6/17-6/21/18	ESY (Extended School Year) \$12,920	\$75,820
Archway	1	\$38,250	9/1/17-6/30/18		\$38,250

C. MOTION: BE IT RESOLVED, that the Board of Education approve Realtime Information Technology contract as the District's student information system for the 2017-18 school year in the amount of \$8,685.00.

D. MOTION: BE IT RESOLVED, that the Board of Education approve Hewitt Psychiatric to perform psychological evaluations for the 2017-18 school year in the amount of \$525 per evaluation.

E. MOTION: BE IT RESOLVED, that the Board of Education approve CNNH – Center for Neurological and Neurodevelopmental Health perform psychological evaluations for the 2017-18 school year in the amount of \$600 per evaluation.

F. MOTION: BE IT RESOLVED, that the Board of Education approve Diane Bauer, Certified Speech/Language Pathologist to provide the District with Speech services for the 2017-18 school year in the amount of \$76.15/hour (two full days on site and one partial day as needed).

G. MOTION: BE IT RESOLVED, that the Board of Education approve Jennifer Epstein, Social Worker to provide the District with services for the 2017-18 school year in the amount of \$50 per meeting, \$350 per full evaluation including initial evaluation plan meeting.

H. MOTION: BE IT RESOLVED, that the Board of Education approve Lynn Hart, LDTC to provide the District with services for the 2017-18 school year in the amount of \$400 per evaluation.

I. MOTION: BE IT RESOLVED, that the Board of Education approve the Delta-T contract for the 2017-18 school year.

J. MOTION: BE IT RESOLVED, that the Board of Education approve the Maxim Nursing Services (substitute nursing service) contract for the 2017-18 school year.

K. MOTION: BE IT RESOLVED, that the Board of Education approve the Source4teachers (substitute teacher service) contract for the 2017-18 school year.

L. MOTION: BE IT RESOLVED, that the Board of Education approve the following substitute pay rates for the 2017-18 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)

M. 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, 2017 through June 30, 2018 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)

N. MOTION: BE IT RESOLVED, that the Board of Education approve the ESU 2017-18 fee schedule for related services.

O. MOTION: BE IT RESOLVED, that the Board of Education approve the contract with Strauss Esmay Associates, LLP (Policy Alert and Support System) in the amount of \$4585.00 for the 2017-18 school year.

P. MOTION: BE IT RESOLVED, that the Board of Education approve the contract with the Burlington County School Crisis Response Team 2017-18 registration in the amount of \$650.

Q. MOTION: BE IT RESOLVED, that the Board of Education approve the contract with the Burlington County Professional Development Institute (BCPDI) 2017-18 registration in the amount of \$198.45.

A motion was made by Ed Vincent and seconded by Melissa Horner

Roll Call

Dennis Cronin	Abs
Colleen Jaggard	Abs
Ed Vincent	Yes
William Dirkin	Yes
Melissa Horner	Yes

PERSONNEL:

12. Consent Agenda:

The Following action items A through G 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 approve the Paraprofessionals for the 2017-18 School Year:

BE IT RESOLVED, that the Board of Education approve the following Paraprofessionals for the 2017-18 school year:

Name	Assignment
Patricia Morrill	10-month Paraprofessional
Patricia Huber	10-month Paraprofessional
Heather Fetty	10-month Paraprofessional
Jean Fetty	10-month Paraprofessional/Bus Aide
Monica Mallinder	10-month Paraprofessional
Rebecca Kovach	10-month Paraprofessional

B. MOTION: To approve the Custodial Staff for the 2017-18 School Year:

BE IT RESOLVED, that the Board of Education approve the following Custodial Staff for the 2017-18 school year:

Name	Assignment
Fred Brown	12-month Custodian
Dorianne Herndon	12-month Part-Time Custodian

C. MOTION: BE IT RESOLVED, the following non-tenured and district personnel for the Woodland Township Schools for the 2017-18 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 2017-18 school year:

Name	Assignment	Tenure Date
Tara Corsner	Teacher	9/1/21
Brenda Casano	Teacher	9/1/21
Jennifer Bergen	Teacher	9/1/21
Victoria Eisert	Teacher	9/1/20
Gianna Moscatello	Teacher	9/1/21
Katherine Futia	Teacher	9/1/21
Erin Eddy	Teacher	9/1/21

D. MOTION: To approve the Kitchen Staff for the 2017-18 School Year:

BE IT RESOLVED, that the Board of Education approve the following Kitchen Staff for the 2017-18 school year:

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

E. MOTION: To approve the Administrative Assistant Staff for the 2017-18 School Year:

BE IT RESOLVED, that the Board of Education approve the following Administrative Assistant for the 2017-18 school year:

Name	Assignment
Debbie Kaufmann	12-month Administrative Assistant

F. MOTION: To approve the Bus Drivers for the 2017-18 School Year:

BE IT RESOLVED, that the Board of Education approve the following Bus Drivers for the 2017-18 school year:

Name	Assignment
Cyndee Adams	Bus Driver
Gail Dobbins	Bus Driver
Rose Parks	Bus Driver

G. MOTION: To approve the Supervisor for the 2017-18 School Year:

BE IT RESOLVED, that the Board of Education approve the following Supervisor for the 2017-18 school year:

Name	Assignment
Carolyn Fischl	10- Month Supervisor

A motion was made by Ed Vincent and seconded by William Dirkin

Roll Call
Dennis Cronin Abs
Colleen Jaggard Abs
Ed Vincent Yes
William Dirkin Yes
Melissa Horner Yes

EDUCATIONAL PROGRAM:

A. MOTION: BE IT RESOLVED, that the Board of Education approve the C.H.A.R.G.Ers (Chatsworth Heading to Achieve Readiness Goals in Education) summer program starting on July 5th- July 27th, three days per week, three hours per day. This program will be offered to students who are recommended.

B. MOTION: BE IT RESOLVED, that the Board of Education approve the establishment of an Elementary Special Class Program – Multiple Disabilities starting the 2017-18 school year.

A motion was made by Ed Vincent and seconded by Melissa Horner

Roll Call
Dennis Cronin Abs
Colleen Jaggard Abs
Ed Vincent Yes

William Dirkin	Yes
Melissa Horner	Yes

MISCELLANEOUS:

A. MOTION: BE IT RESOLVED that the Board accept the resignation of Woodland Township Board of Education member, Colleen Jaggard, effective May 22, 2017.

A motion was made by Ed Vincent and seconded by Melissa Horner

Roll Call	
Dennis Cronin	Abs
Colleen Jaggard	Abs
Ed Vincent	Yes
William Dirkin	Yes
Melissa Horner	Yes

13. Superintendent's Report

A. Discipline Report – 0 Students Suspended

B. H.I.B. Incidents:

0 incidents reported: ____ were confirmed bullying, ____ determined to be non – HIB related or non-actionable HIB and ____ inconclusive.

C. Drills:

- a. April 25, 2017 - Evacuation Drill - Plans are to use the township building
- b. April 26, 2017 - Shelter-in-Place: AED Response Team Drill - A resuscitation doll was used, the training went great

D. Board/Staff Dinner - Thursday, June 1, 6pm at the White Horse Inn - please email Mr. Root with any questions vroot@woodlandboe.org.

E. Preschool - The District is looking into the option of starting an inclusion preschool classroom again. Interest forms will go out with students, posted on school website, and throughout the community.

F. State Testing - PARCC testing has concluded for the district. NJ ASK Science testing will be on May 31 for students in grades 4 & 8.

G. SEAC (Special Education Advisory Committee) meeting - June 1, 2017

H. Important Dates to remember;

- a. June 2nd - Field Day
- b. June 19 - Last day of school - 8th grade graduation 6pm
- c. June 26 - BOE Meeting

14. Board Comments: Ed Vincent V.P of Woodland Board of Education stated that he would like to thanks Colleen Jaggard on behalf of the BOE for all of her years of dedicated to service and wished her well.

15. Public Comments: A comment was made regarding school policy if a student made a threat to a teacher, are there punishments, and how will we protect her daughter as well as other student from this student. The board advised that the matter was being investigated and the superintendent would be willing to meet the next day to discuss the matter.

16. Adjournment

A motion was made by Ed Vincent and seconded by Melissa Horner to adjourn the meeting
Meeting adjourned at 8:13 PM