

**Woodlynne School District
Board of Education
Board Meeting Minutes
February 14, 2023
6:30 PM**

Statement by Board President	The Board President opened the regular meeting at 6:30p.m.												
Opening Statement	<u>Opening Statement</u> - 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	Roll call –Mr. Greg Gontowski, School Business Administrator/Board Secretary <table><tr><td>Mr. Kyle Bowman</td><td>Present</td></tr><tr><td>Mrs Catherine Chukwueke</td><td>Present</td></tr><tr><td>Mr. Christopher Dilkus</td><td>Present</td></tr><tr><td>Mrs. Samantha Kirby</td><td>Present</td></tr><tr><td>Ms. Xiomara Rivera</td><td>Present</td></tr><tr><td>Mrs. Heidemarie Wood</td><td>Present</td></tr></table>	Mr. Kyle Bowman	Present	Mrs Catherine Chukwueke	Present	Mr. Christopher Dilkus	Present	Mrs. Samantha Kirby	Present	Ms. Xiomara Rivera	Present	Mrs. Heidemarie Wood	Present
Mr. Kyle Bowman	Present												
Mrs Catherine Chukwueke	Present												
Mr. Christopher Dilkus	Present												
Mrs. Samantha Kirby	Present												
Ms. Xiomara Rivera	Present												
Mrs. Heidemarie Wood	Present												
Other Attendees	Mrs. Jackie Walters, Superintendent/Principal Mr. Greg Gontowski, School Business Administrator/Board Secretary												
Approval of Minutes	Approval of minutes for <ul style="list-style-type: none">▪ December 13, 2022 Regular Session Meeting▪ January 3, 2023 Regular and Reorganization Meeting <p>Motion by Heidemarie Wood, Second by Xiomara Rivera</p> <p>Vote: To approve minutes Board Voted All in Favor</p>												
Visitors' Questions	None												
Board President's Report	<ul style="list-style-type: none">• Board Vacancy Update – No responses received, due date of letter's of interest will be extended.												
Superintendent's Report	<ul style="list-style-type: none">• Financial Disclosure												

INFORMATIONAL ITEMS

- CST Report (**Attachment A**)
- Nurse Report (**Attachment B**)
- Technology Report (**Attachment C**)
- Discipline Report (**Attachment D**)
- Maintenance Report (**Attachment E**)
- HIB Report (**Attachment F**)

Dates to Remember

Dates to Remember

- **March 17th Closed**
- **March 31st Early Dismissal/Professional Development**

MISCELLANEOUS

Fire Drill	01/13/2023	10:18am	Entire School	Cloudy
Blast System Check	01/25/2023	11:00 a.m.		
Lockdown Drill	01/27/2023	9:44 a.m.	Entire School	Cloudy

BOARD ACTIONS

Motion to approve Items 1 through 3

Policies/Regulations First Reading

1. Motion to approve, on the recommendation of the Superintendent, the following policies/regulations for **First Reading**. (Attachment G)

P – 0152 – Board Officer

P – 5512 – Harassment, Intimidation, or Bullying

Policies/Regulations Second Reading

2. Motion to approve, on the recommendation of the Superintendent, the following policies/regulations for **Second Reading**.

Policies

P – 2325 Emergency Virtual or Remote Instruction Program

P - 2423 Bilingual and ESL Education

P - 0161 Call, Adjournment, and Cancellation

P – 0162 Notice of Board Meetings

P – 5200 Attendance

P - 8140 Student Enrollments (M)

P - 8330 Student Records (M)

P – 5512 Harassment, Intimidation, or Bullying

R – 2423 Bilingual and ESL Education (M)

R – 2425 Emergency Virtual or Remote Instruction Program
R – 2461.19 Special Education/Receiving Schools-Behavior Modified Program
R – 5200 Attendance
R -8140 Enrollment Accounting
R – 8330 Student Records
R – 8420.2 Bomb Threats
R – 8420.10 Active Shooter
R – 8420.7 Lockdown Procedures

**\$1,000 Donation
from Dan Melleby
Foundation**

3. Motion to accept, on the recommendation of the Superintendent, a donation in the amount of \$1,000.00 from the Dan Melleby Foundation. The money will be used to offset the 8th grade trip to Washington, DC.

Motion by Heidemarie Wood, Second by Xiomara Rivera

Vote: To approve Items 1 through 3

Roll Call Vote. All in favor: Mr. Bowman, Mrs. Chukwueke, Mr. Dilkus, Mrs. Kirby, Ms. Rivera and Mrs. Wood (6-0-0)

Motion to approve Items 4 through 12

PERSONNEL

**Scott Evanko –
Supervisor of
Building and Ground**

4. Motion to approve, on the recommendation of the Superintendent, Scott Evanko hired as Supervisor of Building and Grounds at a salary of \$68,000.00 (pro-rated) for the remainder of the 2022-2023 school year. The position is benefits eligible.

**With regret accept
Resignation of Maria
James 2/10/23**

5. Motion to accept, with regret, on the recommendation of the Superintendent, the resignation of Maria James effective February 10, 2023.

**Shannon Agnew –
Elementary Teacher
2022-2023**

6. Motion to approve, on the recommendation of the Superintendent, Shannon Agnew hired as an elementary teacher at a salary of \$53,810.00 (pro-rated), Step 1 BA+15 for the remainder of the 2022-2023 school year.

**Denise Scurry – Part
Time room Cleaner**

7. Motion to approve, on the recommendation of the Superintendent, Denise Scurry as part time room cleaner at the rate of \$7.50 per room/office.

**Rabih Tarchichi's
Retirement Date
Changed to 3/31/23**

8. Motion to approve, on the recommendation of the Superintendent, Rabih Tarchichi's retirement date changed to March 31, 2023.

**Employee #96504550
Maternity Leave
Extension until
4/17/23**

9. Motion to approve, on the recommendation of the Superintendent, extend the maternity leave of 96504550 until April 17, 2023, as per the WEA contract. The extension will be leave without pay.

**Employee #5552454
Change Maternity
Leave Start Date to
2/21/23**

10. Motion to approve, on the recommendation of the Superintendent, to change 5552454 maternity leave start date to February 21, 2023

**Jonathan Diaz -Full
Time**

11. Motion to approve, on the recommendation of the Superintendent, hiring Jonathan Diaz as a full time paraprofessional at \$23,862, step 1 on the WEA contract, pending the completion of paperwork.

Paraprofessional

PROFESSIONAL DEVELOPMENT

**Gina Wirth – Attend
PreK PIC Meeting
2/15/23**

12. Motion to approve, on the recommendation of the Superintendent, Gina Wirth to attend PreK PIC meeting with the Department of Education on February 15, 2023. Cost to the district mileage.

Motion by Heidemarie Wood, Second by Xiomara Rivera

Vote: To approve Items 4 through 12

Roll Call Vote. All in favor: Mr. Bowman, Mrs. Chukwueke, Mr. Dilkus, Mrs. Kirby, Ms. Rivera and Mrs. Wood (6-0-0)

Motion to approve Addendum Item 1

**Facilities Use –
Collingswood Travel
Soccer Team – Dates
TBD**

1. Motion to approve, on the recommendation of the Superintendent, the facilities use request of Ryan Mattcucci, on behalf of a Collingswood Travel Soccer Team, for two days a week dates and tome TBD.

Motion by Christopher Dilkus, Second by Heidemarie Wood

**Vote: To approve Facilities Use
Board Voted All in Favor**

Informational Items

**Board Secretary's
Report**

Board Actions

Motion to approve Item 1 through 4

Bill List

1. The attached bill lists:

- July 2021 through June 2022 payroll
- February 2022 warrants

**Attachment BA1
Attachment BA2**

2. The following transfer list:

Transfers

July 2021 through June 2022

Attachment BA3

3. To approve the revenue summary **Attachment BA4** and budget summary **Attachment BA5** for the month of July 2021 through June 2022.

4. **A.** Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of July 2021 through June 2022. 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 that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. **Attachment BA6**

- B.** Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of July 2021 through June 2022. The Reconciliation Report and

Secretary's report are in agreement for the month of July 2021 through June 2022. **Attachment BA7**

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.

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 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 Heidemarie Wood, Second by Xiomara Rivera

Vote: To approve Items 1 through 4

Roll Call Vote. All in favor: Mr. Bowman, Mrs. Chukwueke, Mr. Dilkus, Mrs. Kirby, Ms. Rivera and Mrs. Wood (6-0-0)

Motion to approve Items 5 through 8

**Resolution –
Purchase of Natural
Gas and Energy**

**Archway Tuition/1:1
Student #4220398492
2022-2023**

**YALE Tuition
Student #6064556294
2022-2023**

SEMI 2023-2024

- 5.** To approve Resolution 2023-2-1 and 2023-2-2 approving the purchase of natural gas services and energy services through ACES Bid. **Attachment BA8**
- 6.** To approve tuition contract with Archway Programs for student #4220398492 in the amount of \$65,552.48 for tuition and \$35,310.00 for a 1:1 aide for the 2022-2023 school year.
- 7.** To approve tuition contract with YALE School West for student #6064556294 in the amount of \$78,787.80 for tuition for the 2022-2023 school year.
- 8.** To participate in SEMI for the 2023-2024 school year despite being eligible for a SEMI waiver and to confirm that all SEMI requirements will be implemented including the submission of the staff pool list, completion of the random moment time study, and all cost reporting in accordance with all program deadlines for the entire 2023-2024 school year.

Motion by Heidemarie Wood, Second by Xiomara Rivera

Vote: To approve Items 5 through 8

Roll Call Vote. All in favor: Mr. Bowman, Mrs. Chukwueke, Mr. Dilkus, Mrs. Kirby, Ms. Rivera and Mrs. Wood (6-0-0)

Motion to approve Addendum Items 1 through 3

Bill List

- 1.** The attached bill lists:

- February 2023 warrants

Attachment BA1

**Xerox – Under State
Contract #40469 – 60
Month Copier Lease**

**Collingswood
Students Tuition/3:1
Job Coach
#1709770377 and
#3656048246.
#3462479716 1:1 Aid
2022-2023**

2. To approve a contract with Xerox under state contract #40469 for a 60 month copier lease in the amount of \$216.18 per month.
3. To approve tuition contract with Collingswood Board of Education for student #1709770377 and #3656048246 in the amount of \$9,165.00 per student for a 3:1 Job Coach and for student #3462479716 in the amount of \$23,400.00 for a 1:1 aide for the 2022-2023 school year.

Motion by Xiomara Rivera Second by Heidemarie Wood

Vote: To approve Items Addendum Items 1 through 3

Roll Call Vote. All in favor: Mr. Bowman, Mrs. Chukwueke, Mr. Dilkus, Mrs. Kirby, Ms. Rivera and Mrs. Wood (6-0-0)

Executive Session

None

Visitor's Questions

None

Unfinished Business

None

New Business

None

Adjourn Meeting

Motion to adjourn meeting at 6:59 PM by Heidemarie Wood second by Xiomara Rivera

**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 February 14, 2023 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 February 14, 2023 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**