

**Woodlynne School District  
Board of Education  
Board Meeting Minutes  
June 13, 2023  
6:30 PM**

<b>Statement by Board President</b>	The Board President opened the regular meeting at 6:31 p.m.
<b>Opening Statement</b>	<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.
<b>Flag Salute</b>	Flag Salute
<b>Roll Call</b>	Roll call –Mr. Greg Gontowski, School Business Administrator/Board Secretary  Mr. Kyle Bowman Present Mrs Catherine Chukwueke Present Mr. Christopher Dilkus Present Mrs. Samantha Kirby Present Ms. Xiomara Rivera Present Mrs. Heidemarie Wood Present
<b>Other Attendees</b>	Mrs. Jackie Walters, Superintendent/Principal Mr. Greg Gontowski, School Business Administrator/Board Secretary
<b>Approval of Minutes</b>	Approval of minutes for <ul style="list-style-type: none"><li>• April 4, 2023 Regular Session Meeting</li><li>• May 4, 2023 Regular Session Meeting</li></ul> <b>Motion by Heidemarie Wood, Second by Xiomara Rivera</b>  <b>Vote: To approve minutes</b> <b>Board Voted All in Favor</b>
<b>Audit Presentation</b>	June 30, 2022
<b>Visitors' Questions</b>	None
<b>Board President's Report</b>	None

**Superintendent's  
Report**

**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**

- July 10, 2023 Start of Extended School Year

**MISCELLANEOUS**

Shelter in Place	5/12/2023	11:38 a.m.	Entire Building	Sunny	23 minutes
Fire Drill	05/22/2023	1:40 p.m.	By Front Door	Sunny	8 min 27 sec

**PRESENTATION**

**HIB Report**

1. Annual HIB Report

**BOARD ACTIONS**

**Motion to approve Items 1 through 6**

**Bellmawr Lake**

1. Motion to approve, on the recommendation of the Superintendent, 8<sup>th</sup> grade trip to Bellmawr Lake.

**Wetlands 6/2/23**

2. Motion to approve, on the recommendation of the Superintendent, 7<sup>th</sup> Grade trip to the Wetlands, June 2, 2023.

**OSHA Safety  
Training 8/2/23**

3. Motion to approve, on the recommendation of the Superintendent, OSHA Safety Training for Maintenance staff August 2, 2023. No cost to district.

**American Rescue  
Plan Safe Return  
Document**

4. Motion to approve, on the recommendation of the Superintendent, the updated American Rescue Plan Safe Return Document

**Polices/Regulations –  
Second Reading**

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

P – 2520 Instructional Supplies  
P – 3217 Use of Corporal Punishment  
P – 4217 Use of Corporal Punishment  
P – 5305 Health Services Personnel  
P – 5310 Health Services

P – 6112 Reimbursement of Federal and Other Grant Expenditures  
P – 6115.04 Federal Funds – Duplication of Benefits  
P – 6311 Contracts for Goods or Services Funded by Federal Grants  
P – 7440 District Security  
R – 2520 Instructional Supplies  
R – 5308 Student Health Services  
R – 5310 Health Services  
R – 6115.01 Federal Awards/Funds Internal Controls-Allowability of Costs

**Travel  
Reimbursement –  
Sgrignuoli, Esters  
and Otero**

6. Motion to approve, on the recommendation of the Superintendent, reimbursement of travel expenses to the following for attendance at the NJ Positive Behavior in Schools 2023 Annual Leadership forum:
  - a. Kathy Sgrignuoli
  - b. Brandi Estes
  - c. Maria Otero

**Motion by Catherine Chukwueke, Second by Heidmarie Wood**

**Vote: To approve Items 1 through 6**

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

**PERSONNEL**

**Motion to approve Personnel Items 1 through 19**

**Fitzpatrick, Esters.  
Martelli-Gusis and  
Visconti – Pay WEA  
Rate for Extended  
Time on 8<sup>th</sup> Grade  
Trip- Washington  
DC**

1. Motion to approve, on the recommendation of the Superintendent, to pay the following teachers at the WEA approved rate of \$40 per hour for 4 hours due to extended time on the 8<sup>th</sup> grade Washington DC trip:
  - Ryan Fitzpatrick
  - Brandi Esters
  - Dimitrios Martelli-Gusis
  - Ken Visconti

**Colleen Coleman –  
Preschool Teacher  
23-24**

2. Motion to approve, on the recommendation of the Superintendent, Colleen Coleman as a Preschool Teacher for the 2023-2024 school year at the WEA contract step 10, MA \$68,870.

**Kiona Fortune –  
Middle School ELA  
Teacher 23-24**

3. Motion to approve, on the recommendation of the Superintendent, Kiona Fortune as a Middle School ELA teacher for the 2023-2024 school year at the WEA contract step 11, MA \$71,270.

**Shannon Hack –  
Salary Adjustment  
23-24**

4. Motion to approve, on the recommendation of the Superintendent, Shannon Hack salary adjustment for the 2023-2024 school year to the WEA contract Step 15 BA +15, \$80,620.

**Brittany Allen –  
Salary Adjustment  
for 23-24**

5. Motion to approve, on the recommendation of the Superintendent, Brittany Allen adjustment for the 2023-2024 school year to the WEA Paraprofessional contract Step 4 \$25,254.

**Leah Pilgrim –  
Salary Adjustment  
23-24**

6. Motion to approve, on the recommendation of the Superintendent, Leah Pilgrim adjustment for the 2023-2024 school year to the WEA Paraprofessional contract Step 3 +Substitute Teacher License \$25,913.

**ESY Teachers 2023**

7. Motion to approve, on the recommendation of the Superintendent, the following teachers as Summer School and Extend Year teachers for the Woodlynne 2023 Summer Session at the WEA approved rate of \$40 per hour for up to 5 hours per day:

- Brigida Costatino
- Brendan Salazar
- Raeanne Fowler
- Carly Kirk
- Gina Wirth
- Terence Jones
- Karen Dougherty
- Karen McCoy
- Katie Shelly
- Shannon Hack
- Kelly Devlin
- Kenneth Visconti
- Jeff Suwak
- Jessica Melchiorre
- Andrea Cline
- Jessica Cetoute-Dixon
- Andrea Cline
- Kathleen Bukowski
- Valleræe Mundell
- Carly Cecero
- Angela Timm
- Ryan Fitzpatrick
- Krystal Valianti
- Daniel Pilla
- Samantha Tiltmann
- Linda Agnew
- Kara Truszkowski
- Nicole Valianti
- Roger Cullen
- Katelyn Madden

**ESY  
Paraprofessionals  
2023**

8. Motion to approve, on the recommendation of the Superintendent, the following paraprofessional as Summer School and Extend Year paraprofessionals for the Woodlynne 2023 Summer Session at the WEA approved rate of \$20 per hour for up to 4 hours per day:

- Regina Cottone
- Andrea Perez-Reyes
- Brittany Allen
- Cailyn Lawless

- Abrianna Rivera
- Josefa Fontanez
- Katie Coburn
- Ariel Gardner
- Amaris Cruz
- Kaprena Boone-Morris
- Lori Romach

**ESY – CST  
Teachers –  
Hernandez, Esters  
and Finley**

9. Motion to approve, on the recommendation of the Superintendent, the following CST members as Summer School and Extend Year teachers for the Woodlynne 2023 Summer Session at the WEA approved rate of \$40 per hour for up to 5 hours per day:

- Emeline Hernandez
- Brandi Esters
- Margaret Finley

**With regret accept  
Resignation of Cheri  
McCann 6/30/23**

10. Motion to accept with regret, on the recommendation of the Superintendent, the resignation of Cheri McCann effective June 30, 2023.

**Summer  
Maintenance –  
Anderson, W. Frank,  
M. Frank, Terry,  
Miles and Escobar**

11. Motion to approve, on the recommendation of the Superintendent, the following Summer Maintenance Workers at a rate of \$16 per hours:

- Jamal Anderson
- Will Frank
- Morgan Frank
- Alysha Terry
- Mike Miles
- Alex Escobar

**Lori Romach – Full  
Time  
Paraprofessional 23-  
24**

12. Motion to approve, on the recommendation of the Superintendent, Lori Romach as a full time paraprofessional for the 2023-2024 school year on the WEA para guide Step 5 +Sub Cert, \$26,533.

**Angela Timm – ELL  
Family Engagement  
Specialist23-24**

13. Motion to approve, on the recommendation of the Superintendent, Angela Timm as the ELL Family Engagement Specialist for a stipend pay of \$5000 for the 2023-2024 school year.

**Lead Teachers 23-24  
– Martelli-Gusis,  
Brandley, Pilla,  
Jakubowski and  
Guermont**

14. Motion to approve, on the recommendation of the Superintendent, the following teachers to be Lead Teachers for the 2023-2024 School year for a stipend pay of \$2000:

- Dimitrios Martelli-Gusis
- Sharon Brandley
- Dan Pilla
- Kyle Jakubowski
- Joy Guermont

**Abrianna Rivera –  
Part Time  
Paraprofessional 23-  
24Lunch/Playground**

15. Motion to approve, on the recommendation of the Superintendent, Abrianna Rivera as a part time paraprofessional for the 2023-2024 school year at \$16.50 per year.

**Aids 23-24 – Brown,  
Jackmon, J. Andeson  
and T. Anderson**

**16.** Motion to approve, on the recommendation of the Superintendent, the following as part-time (not to exceed 29 hours per week) Lunch/playground aides for the 2023-2024 school year at a rate of \$16.

- Dawn Brown
- Crystal Jackmon
- Jamal Anderson
- Theresa Anderson

**Denise Scurry – Lead  
Lunch/Playground  
Aid 23-24**

**17.** Motion to approve, on the recommendation of the Superintendent, Denise Scurry as part-time (not to exceed 29 hours per week) Lead Lunch/playground aide for the 2023-2024 school year at a rate of \$17.

**Business  
Administrator  
Contract 23-24**

**18.** Motion to approve, on the recommendation of the Superintendent, the Camden County Superintendent approved 2023-2024 School Business Administrator Contract for Greg Gontowski.

**Mike Miles –  
Substitute Custodian  
23-24**

**19.** Motion to approve on the recommendation of the Superintendent, Mike Miles as a substitute Custodian for the 203-2024 school year at the rate of \$16 per hour.

**Motion by Heidemarie Wood, Second by Xiomara Rivera**

**Vote: To approve Items 1 through 19**

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

## **PROFESSIONAL DEVELOPMENT & REIMBURSEMENTS**

**Motion to approve PD Item 1 and Reimbursements Item 1**

### **PROFESSIONAL DEVELOPMENT**

**Greg Gontowski –  
Professional  
Development**

**1.** Motion to approve, on the recommendation of the Superintendent, for Greg Gontowski to attend the following required on-line professional development:

- |                      |                                   |       |
|----------------------|-----------------------------------|-------|
| • June 6, 2023       | NJ law and Ethics                 | \$149 |
| • July 7, 2023       | GAAP Update                       | \$399 |
| • August 8, 2023     | Leadership Skills for Accountants | \$249 |
| • August 10, 2023    | Risk Management Internal Fraud    | \$319 |
| • September 11, 2023 | Business Law for Accountants      | \$299 |
| • September 26, 2023 | Sales & use Taxes                 | \$199 |

### **REIMBURSEMENTS**

**Ashley Neilson – Fall  
Course Work Tuition  
Reimbursement**

**1.** Motion to approve, on the recommendation of the Superintendent, Fall Course Work tuition reimbursement for Ashley Neilson.

**Motion by Heidemarie Wood, Second by Xiomara Rivera**

**Vote: To approve PD Item 1 and Reimbursements Item 1**

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

**Motion to approve Addendum Items 1 through 10**

**Guy Hamilton – Club  
Unify Director 23-24**

1. Motion to approve, on the recommendation of the Superintendent, Guy Hamilton as the Club Unify Director at a stipend pay of \$500 for the 2023-2024 school year. Stipend to be paid using Club Unify funds.

**Kelly Devlin –  
Special Education  
Teacher 23-24**

2. Motion to approve, on the recommendation of the Superintendent, Kelly Devlin as a Special Education Teacher for 2023-2024 school year, at Step 2 MA \$56,471

**Kara Truzkowski -  
EL Teacher 23-24**

3. Motion to approve, on the recommendation of the Superintendent, Kara Truzkowski as an EL Teacher for the 2023-2024 school year at Step 1 BA +30 \$55,371.

**Jackie Walters – To  
Hire Outstanding  
Positions Beteen  
6/14/23-9/1/23**

4. Motion to approve, on the recommendation of the Superintendent, Jackie Walters permission to hire outstanding positions between June 14, 2023 and September 1, 2023.

**Yessinia Rentas –  
Summer Cleaning**

5. Motion to approve, on the recommendation of the Superintendent, Yessinia Rentas for Summer Cleaning at the rate of \$16 per hour.

**Teacher Moving  
Classrooms – 10  
Hours of Paid Time  
WEA Rate**

6. Motion to approve, on the recommendation of the Superintendent, 10 hours of paid time at the WEA rate of \$40 per hour, for teachers that are moving classrooms or were asked to pack up classrooms due to summer construction.

**With regret accept  
Resignation of  
Jonathan Diaz  
6/30/23**

7. Motion to approve with regret, on the recommendation of the Superintendent, the resignation of Jonathan Diaz effective June 30, 2023

**Submission of the 23-  
24 Bilingual Waiver**

8. Motion to approve, on the recommendation of the Superintendent, the submission of the 2023-2024 Bilingual Waiver.

**With regret accept  
Resignation of  
Brigida Costantino  
8/1/23**

9. Motion to approve with regret, on the recommendation of the Superintendent, the resignation of Brigida Costantino, effective August 31, 2023

**Kyle Jakubowski –  
Summer School and  
Extended Year  
Teacher 2023  
Summer Session**

10. Motion to approve, on the recommendation, Kyle Jakubowski as a Summer School And Extended Year teacher for Woodlynne 2023 Summer Session at the WEA approved rate of \$40 per hour for up to 5 hours per day.

**Motion by Heidemarie Wood, Second by Xiomara Rivera**

**Vote: To approve Addendum Items 1 through 10**

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

**Board Secretary's  
Report**

**Informational Items**

**Board Actions**

**Bill List**

**Motion to approve Items 1 and 2**

1. The attached bill lists:

- June 2023 warrants

**Attachment BA1**

**BA to Continue  
payment of all bills  
until next Board  
Meeting**

2. Approval of the Business Administrator to continue payment of all bills until the next Board of Education meeting. The bill lists for those payments will be submitted at the next Board of Education meeting.

**Motion by Heidemarie Wood, Second by Xiomara Rivera**

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

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

**Annual Board Approvals and Appointments.**

**Motion to approve Items 3 through 14**

**Resolution Board  
Meeting and Meeting  
Dates**

3. Resolution BA2023-6-1, Notifications for Board Meetings and Meeting Dates.

**RESOLUTION BA2023-6-1**

**RESOLUTION FOR BOARD MEETINGS AND MEETING DATES**

WHEREAS, the "Open Public Meetings Act" requires that advance written notice of all meetings of the Board of Education be posted in one public place designated by the Board, and mailed, telephoned, telegrammed or hand-delivered to two newspapers designated by resolution and mailed to all persons requesting a copy of same upon payment of an established fee;

NOW THEREFORE, BE IT RESOLVED by the Board of Education of Woodlynne School District as follows:

- (1) All advance written notices of Board meetings shall be posted on the bulletin board located in the Woodlynne School.
- (2) All advance written notices of Board meetings shall be given to the Courier Post and the Retrospect newspapers.
- (3) All advance written notices of Board Meetings throughout the year shall be mailed to all persons requesting a copy of the same after payment by such persons of a fee of \$.05 per page. News media shall be exempt from such fee.



- (4) The schedule of regular official Board Meetings for the period from and after this re-organization meeting until June 30, 2024, shall be in accordance with the list annexed hereto designating the dates, times and places of the meetings.

(5) Notice of Scheduled Meetings

RESOLVED that notice is hereby given by the Woodlynne School District Board of Education that the following is a list of the regular meetings of the Board of Education until June 30, 2024.

The Board of Education reserves the right to change the meeting schedule, with required notification, as needed or required. The purpose of the meetings shall be the normal conduct of business of the Board of Education and any other items brought to the Board's attention by the Board Members, Board Attorney, Superintendent, and Board Secretary/Business Administrator. There will be two public sessions, one to discuss agenda items. The public may speak for 3 minutes.

August 17, 2023 (third Thursday)	February 13, 2024
September 12, 2023	March 12, 2024
October 10, 2023	April 9, 2024
November 14, 2023	May 2, 2024 (first Thursday – budget presentation)
December 12, 2023	June 11, 2024
January 2, 2024 (Reorganization – first Tuesday)	

**Woodlynne School  
Website for Official  
Advertising**

**The Retrospect as  
official Newspaper**

**Second Newspaper  
Courier Post**

**Greg Gontowski as  
School BA 23-24**

**Greg Gontowski as  
School Board  
Secretary 23-24**

**Readopt existing  
Bylaws and Policies**

**Approve TD Bank  
as District  
Depository of Funds**

**Resolved,  
Signatures of School  
Monies**

4. Designate the Woodlynne School website [www.woodlynne.k12.nj.us](http://www.woodlynne.k12.nj.us) as an official site for advertising for the Woodlynne Board of Education.
5. Designate The Retrospect as official newspaper.
6. Designate a second newspaper, Courier-Post.
7. Appoint Greg Gontowski as school Business Administrator for the 2023-2024 school year.
8. Appoint Greg Gontowski as Board Secretary for the 2023-2024 school year.
9. Readopt existing bylaws and policies for the Board's operation and the operation of the school system.
10. Approve TD Bank as District Depository of Funds for Warrant, Payroll, Payroll Agency, Unemployment, Flexible Spending (FSA) and Student Activities accounts and authorize the Business Administrator to purchase short-term (maturity of one year or less) investments as allowed by state law through any approved financial institution.
11. Resolved, that the signatures of the President or Vice President, Secretary of the Board, and Superintendent appears on all Warrant Account checks, and further, that the signatures of the Superintendent or Secretary of the Board be on all Payroll and

**Approve a Petty Cash**

Agency Accounts. All hand checks will require at least one live signature. 125 accounts will be serviced by TSA Consulting Group, Inc

**Approve payment for CASA 23-24**

12. Approve a Petty Cash account in the amount of \$100.00 for the purpose of supplies required for immediate purchase.

**Resolved, to approve the Chart of Accounts**

13. Approve payment to CASA Payroll for the 2023-2024 school year.

14. Resolved, to approve the Chart of Accounts as outlined in the Uniform Minimum Chart of Accounts for New Jersey Public Schools.

**Motion by Heidemarie Wood, Second by Xiomara Rivera**

**Vote: To approve Items 3 through 14**

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

**Resolution BA2023-6-2**

**Pay-to Play Law**

**Motion to approve Items 15 through 20**

15. Resolution BA2023-6-2 designating internet website for official notification pursuant to New Jersey local unit Pay-to-Play Law.

**RESOLUTION BA2023-6-2**

**RESOLUTION DESIGNATING WEBSITE NOTIFICATION PURSUANT TO  
NEW JERSEY LOCAL UNIT PAY-TO-PLAY LAW**

WHEREAS, the Woodlynne Borough Board of Education is subject to the provisions of N.J.S.A. 19:44A-20.4 et seq., the New Jersey Local Unit Pay-to-Play Law (Law); and

WHEREAS, as part of the fair and open process contained in the Law, the related contract to be awarded under the fair and open process shall be publicly advertised in newspapers or on the internet website maintained by the public entity (N.J.S.A. 19:44A20.7); and

WHEREAS, the Board maintains its internet website at [www.woodlynne.k12.nj.us](http://www.woodlynne.k12.nj.us); and

WHEREAS, the Board desires to designate its website as the official notification source for all contracts to be awarded as part of the fair and open process pursuant to the Law.

NOW, THEREFORE, BE IT RESOLVED by the Woodlynne Borough Board of Education as follows:

1. The Board hereby designates its internet website at [www.woodlynne.k12.nj.us](http://www.woodlynne.k12.nj.us) as the official notification source for contracts to be awarded as part of the fair and open process contained in N.J.S.A. 19:44A-20.4 et seq., the New Jersey Local Unit Pay-to-Play law.

2. The Board is not precluded from utilizing its official legal newspapers for notification when it so desires.

3. The Board also has the right to use the C.271 disclosure as an alternate submission. N.J.S.A. 19:44A-20.26 (P.L. 2005, C.271,5.2)

**Health Care  
Providers 2023-2024**

**16.** Health Care Providers – To approve the following health care providers for the 2023-2024 school year:

Metropolitan Life Insurance Company (Dental)  
Amerihealth (Health & Prescription)

**Appointments 2023-  
2024**

**17.** To appoint the following for 2023-2024:

Affirmative Action Officer – Curriculum Director  
Title IX Coordinator – Child Study Team Supervisor  
504 Compliance Officer – Vice Principal  
American Disabilities Act Coordinator – Superintendent  
Health/Safety Compliance Officer – Vice Principal  
Custodian of Records (student/employee) – Superintendent  
Custodian of Records (OPRA) – Business Administrator  
Right to Know Coordinator – Facilities Supervisor  
Substance Abuse Coordinator – Social Worker  
Integrated Pest Management Coordinator – Facilities Supervisor  
Homeless Liaison – Superintendent's Office  
Public Agency Compliance Officer – Business Administrator  
Indoor Air Quality Coordinator – Facilities Supervisor  
School Safety Specialist – Vice Principal

**Photocopy Fee**

**18.** Motion to establish a photocopy fee of five cents (\$.05) per page for standard size and seven cents (\$.07) for legal size official Board Minutes and other public documents.

**Psychological  
Evaluations**

**19.** Approve the following psychiatrists for required student psychological evaluations in accordance with special education regulations:

Dr. James Hewitt, 442 Warwick Rd., Lawnside, NJ

**Tax  
Shelter/Annuities,  
Disability  
Insurance, Flexible  
Spending**

**20.** Resolved, to approve the following companies as providers of tax shelter/annuities, disability insurance, and flexible spending:

Tax Shelters:  
AXA Equitable  
Lincoln Investment  
Lincoln National  
Met Life

Disability  
Prudential  
AFLAC

Flexible Spending  
Benefits Express

**Motion by Heidemarie Wood, Second by Xiomara Rivera**

**Vote: To approve Items 15 through 20**

**Roll Call Vote. All in favor: Mr. Bowman, Mrs. Chukwueke, Mr. Dilkus, Ms.**

**Rivera, Mrs. Kirby, and Mrs. Wood (6-0-0)**

**Interlocal Service Agreement with Magnolia for Kitchen usage 23-24**

**Resolution - Prepayment authorizing the Business Office to pay selected invoices prior to board meetings**

**Motion to approve Items 21 through 36**

- 21.** To approve Interlocal Service Agreement with Magnolia Board of Education for kitchen facility usage for the 2023-2024 school year in the amount of \$12,000.00.  
**Attachment BA2**
- 22.** Resolved, by the Board of Education of Woodlynne School District, that prepayment authorization resolution be approved authorizing the Business Office to pay selected invoices prior to board meetings.

**RESOLUTION BA2023-6-3**

**PRE-PAYMENT AUTHORIZATION**

WHEREAS, the Woodlynne School District Board of Education recognizes the importance of prudent fiscal management,

WHEREAS, the School Business Administrator and the Superintendent have found that various bills should be paid prior to official school board action to avoid late payments or other fees and to take advantage of vendor's cash discounts,

NOW, THEREFORE the Board of Education authorizes the Superintendent and the School Business Administrator to prepay the following bills prior to official board approval:

Aflac	Met Life
Amazon	NJ Dept. of Community Affairs
Amerihealth	NJ School Boards Association
B-Safe	Pitney Bowes
Benefit Express	PSE&G
Camden County Educational Service Comm.	Sodexo
Camden County MUA	State of New Jersey
CASA Payroll	T-Mobile
Collingswood, Borough of	Waste Management
Comcast	UPS
Home Depot	---

FINALLY, BE IT RESOLVED that the Superintendent and School Business Administrator add the above list of bills to the next bill list for official board approval. The list of transfers, if necessary, will be presented at the next Board of Education meeting for official approval.

**State Contract Vendors Resolution**

- 23.** Resolved, by the Board of Education of Woodlynne School District, that the State Contract Vendors Resolution be approved authorizing the Business Administrator to issue purchase orders to approved Vendors as outlined by New Jersey School Purchasing Regulations.

**RESOLUTION BA2023-6-4**

**STATE CONTRACTOR AUTHORIZATION**

WHEREAS, the Woodlynne School District Board of Education recognizes the importance of prudent fiscal management,

WHEREAS, the Business Administrator may issue purchase orders to vendors who hold a valid New Jersey State Contract number according to the Department of Treasury, Division of Purchase and Property,

NOW, THEREFORE the Board of Education authorizes the Business Administrator to issue purchase orders to the following State Contract vendors for the school years 2023-2024:

Abilitations

Becker School Supplies

Childcraft

Classroom Direct

Flinn Scientific Co.

Frey Scientific Co.

General Chemical and Supply

Gov Connection, Inc.

Pearson Education and Learning

Sax Arts & Crafts

School Specialties

Staples, Inc.

Tanner Furniture

Ward Natural Science

WB Mason

FURTHER BE IT RESOLVED that the following purchase orders be issued to the following vendors who are "WSCA" (Western States Contracting Alliance) contractors:

Apple Computers

Dell Computers

Gateway Computers

Hewlett Packard

Howard Computers

IBM

Lenovo

Sun Micro Systems

FURTHER BE IT RESOLVED, that the following may be issued purchase orders as professional service providers:

Loving Care Agency, Inc.

Schillinger Ed Consultants, LLC

FINALLY, BE IT RESOLVED, that the Superintendent and Business Administrator add payments to the above list of vendors to the bill list for official board approval and that they make the appropriate transfer of funds to cover the necessary expense if necessary. If needed, the list of transfers will be presented at the next Board of Education meeting for official approval.

**Travel  
Reimbursements 23-  
24**

- 24.** To approve the following employees to submit travel requisitions for reimbursement in accordance with the travel policy for the 2023-2024 school year:

Jackie Walters, Guy Hamilton, Alyssa Martin, Debora Rifici, Debra Jakubowski, Yaileen Rodriguez, Emily Powell, Claudia Super, Greg Gontowski, Scott Evanko, Tim McLaughlin, Bill Frank

**Professional Services  
23-24**

- 25. Professional Services** – It is recommended that the Board of Education approve the following Resolution authorizing the appointment of Board Solicitor, School Auditor, Architect of Record, Brokers of Record, Occupational Therapist, Physical Therapist, and Regulatory Services.

**RESOLUTION BA2023-6-5**

**WHEREAS**, the local Public Contracts Law (NJSA 40A:11.1 et seq. and 18A:18A-5) requires that the Resolution authorizing the award of contracts for “Professional Services” without competitive bids must be publicly advertised;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of Woodlynne in the County of Camden, New Jersey, is hereby appointing the following persons to serve in the designated positions for the 2023-2024 school year:

Comegno Law Group*	Solicitor	\$185.00/hour
Bowman and Company, LLP*	School Auditor	\$39,000.00
Garrison Architects *	Architect of Record	\$35.00-150.00/hour
Burlington County Joint Insurance Fund	Liability/Workers Comp Insurance	Per Insurance Requirements
Partners In Pediatrics*	Occupational Therapy	\$79.00/hour
Kids in Motion, LLC*	Physical Therapy	\$85.00/hour
Marc Selover (ERI)	Licensed Site Remediation Professional (LSRP)	Based on Need

A copy of this Resolution shall be published in the official newspaper of the Board of Education as required by law within ten (10) days of its passage.  
Note: \* indicates award through fair and open.

**Bowman & Company  
– Peer Review Report**

**BCIPJIF – Insurance  
2023-2024**

**Resolution 2023-6-6  
Distribution of Net  
Returned Surplus  
Funds Held by  
BCIPIF**

**In Compliance with  
PL-2015 Chapter 47**

- 26.** Recognizing the Peer Review Report conducted on Bowman & Company and that Bowman and Company is in compliance for the 2023-2024 school year for completion of the 2022-2023 audit.
- 27.** Burlington County Insurance Pool Joint Insurance Fund (BCIPJIF) insurance coverage and student accident coverage for the 2023-2024 school year at a cost of \$91,540.00.
- 28.** Resolution 2023-6-6 directing the distribution of net returned surplus funds held by Burlington County Insurance Pool Joint Insurance Fund in the amount of \$2,861.00 to be used to offset the 2023-2024 premium. **Attachment BA3**

**Curriculum  
Associates – Non Fair  
and Open**

**29.** To recognize the attached list to be in compliance with PL 2015 Chapter 47.  
**Attachment BA4**

**American Reading –  
Non Fair and Open**

**30.** To award a non fair and open contract to Curriculum Associates in amount to exceed \$17,500.00 for iReady and related materials for the 2023-2024 school year.

**Behavior  
Interventions 22-23  
Non Fair and Open**

**31.** To award a non fair and open contract to American Reading Company in amount to exceed \$17,500.00 for professional development for the 2023-2024 school year.

**Brett Dinovi  
Associates – Non Fair  
and Open**

**32.** To award a non fair and open contract to Behavior Interventions in amount to exceed \$17,500.00 for behavioral consultative services for the 2023-2024 school year.

**Realtime – Non-Fair  
and Open**

**33.** To award a non fair and open contract to Brett Dinovi Associates, LLC in amount to exceed \$17,500.00 for behavioral consultative services for the 2023-2024 school year.

**Linkit – Non fair and  
Open**

**34.** To award a non fair and open contract to Realtime in amount to exceed \$17,500.00 for student information system and related software and services for the 2023-2024 school year.

**ESEA Grant**

**35.** To award a non fair and open contract to LinkIt! in amount to exceed \$17,500.00 for student assessment software and services for the 2023-2024 school year.

**36.** To approve submission and acceptance of the 2023-2024 ESEA Grant in the following amounts:

Title I - \$462,912.00

Title II - \$37,594.00

Title III - \$13,418.00

Title IV - \$36,206.00

**Motion by Heidemarie Wood, Second by Xiomara Rivera**

**Vote: To approve Items 21 through 36**

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

**Resolution 2023-6-7  
Unspent Budgeted  
Capital Reserve**

**Motion to approve Items 37 and 38**

**37.** Resolution 2023-6-7, to transfer up to \$1,200,000.00 of 2022-2023 year unspent budgeted Capital Reserve back into the Capital Reserve account.

Resolution for Transfer of Current Year Unspent Capital Reserve to Reserve

WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the Woodlynne Board of Education wishes to transfer unspent Capital

Reserve into a Capital Reserve account at year end, and

WHEREAS, the Woodlynne Board of Education has determined that an amount not to exceed \$1,200,000.00 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Woodlynne Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

**Resolution 2023-6-8  
2022-2023 Surplus**

- 38.** Resolution 2023-6-8, to transfer up to \$1,500,000 of 2022-2023 year surplus to Capital Reserve.

**Resolution for Transfer of Current Year Surplus to Reserve**

WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Woodlynne Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Capital Reserve account at year end, and

WHEREAS, the Woodlynne Board of Education has determined that an amount not to exceed \$1,500,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Woodlynne Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

**Motion by Heidemarie Wood, Second by Xiomara Rivera**

**Vote: To approve Items 37 and 38**

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

**Brookfield – Tuition  
#8405255055 2022-  
2023**

**Motion to approve Items 39 through 48**

- 39.** To approve tuition contract with Brookfield Schools for student #8405255055 in the amount of \$17,034.68 for the 2022-2023 school year.

**Brookfield – Tuition  
#6065556294 23-24**

- 40.** To approve tuition contract with Brookfield Schools for student #6064556294 in the amount of \$88,111.80 for the 2023-2024 school year.

**Collingswood BOE –  
Athletic Agreement  
23-24  
CCESC – General**

- 41.** To approve the shared service athletics agreement with Collingswood Board of Education in the amount of \$13,998.00 for the 2023-2024 school year (Note: This



**Service Contract 23-24**

- includes transportation to Collingswood).  
**42.** To approve the attached General Services Contract with Camden County Educational Services Commission for the 2023-2024 school year.

**Attachment BA5**

**CCESC – Mental Health Service Agreement**

- 43.** To approve the attached county-wide mental health service agreement with Camden County Educational Services Commission.

**Attachment BA6**

**WJ Gross-Sidewalk, Parking lot curbing/Retention wall, Steps and Railing and Gate Renovations**

- 44.** To approve purchase through CCESC Contract #66CCEPS with WJ Gross for sidewalk, parking lot curbing/retention wall, steps and railing, and gate renovations in the amount of \$140,040.00.

**WJ Gross – Ceiling Replacement and Hallway Insulation**

- 45.** To approve purchase through CCESC Contract #66CCEPS with WJ Gross for ceiling replacement and hallway insulation in the amount of \$133,695.00.

**CM3- Additional Access Controls**

- 46.** To approve purchase through CCESC Contract #66CCEPS with CM3 for additional access controls in the amount of \$27,235.00.

**Acceptance of June 30, 2022**

- 47.** To approve acceptance of the June 30, 2022 audit report with one recommendation. The audit was officially presented at the June 13, 2023 meeting and a summary of audit was made available to the public.

**Corrective Action Plan 6/30/22**

- 48.** To approve the corrective action plan for the June 30, 2022 audit. **Attachment BA7**

**Addendum Item 1**

**Xtel Communications – New Telephone System and Service**

- 1.** To approve purchase through ECSNJ Contract #65MCESCPS with Xtel Communications, Inc. for new telephone system and service in the amount of \$791.88 per month for 60 months.

**Motion by Xiomara Rivera, Second by Heidemarie Wood**

**Vote: To approve Items 39 and 48 and Addendum Item 1**

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

**Visitor's Questions**

None

**Unfinished Business**

Mrs. Kirby asked for PTO update

**New Business**

None

**Executive Session**

None

**Adjourn Meeting**

**Motion to adjourn meeting at 7:43 PM by Heidemarie Wood second Xiomara Rivera**

**Vote: To approve to adjourn  
Board Voted All in Favor**

<b>BOARDS' CERTIFICATION</b>

**Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Woodlynne Board of Education certifies that as of June 13, 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.**

<b>BOARD SECRETARY'S CERTIFICATION</b>

**Pursuant to N.J.C.C 6A:23A-16.10 (c) 3, I certify that as of June 13 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**







**Visitor's Questions**

**Unfinished Business**

**New Business**

**Executive Session**

**Adjourn Meeting**



