

WOODLAND TOWNSHIP BOARD OF EDUCATION
ANNUAL RE-ORGANIZATION MEETING
AGENDA
January 9, 2017

1. Call to Order
2. Sunshine Law:
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.
3. Flag Salute
4. Oath of Office – Colleen Jaggard
5. Roll Call
Dennis Cronin _____
Colleen Jaggard _____
Ed Vincent _____
William Dirken _____
Melissa Horner _____

Misty Weiss, Superintendent _____
Carolyn Fischl, Supervisor _____
6. Appointment of Board Secretary Pro Tem – Carolyn Fischl
Motion by _____, second by _____ to affirm above captioned appointments.
MOTION CARRIED, ALL IN FAVOR _____ ANY OPPOSED _____
7. Nomination for President
Motion by _____, second by _____ to affirm above captioned appointments.
MOTION CARRIED, ALL IN FAVOR _____ ANY OPPOSED _____

Motion to Close to the Nomination for President
MOTION CARRIED, ALL IN FAVOR _____ ANY OPPOSED _____
 - a. President conducts the remainder of the meeting
8. Nomination for Vice President
Motion by _____, second by _____ to affirm above captioned appointments.
MOTION CARRIED, ALL IN FAVOR _____ ANY OPPOSED _____

Motion to Close to the Nomination for Vice President
MOTION CARRIED, ALL IN FAVOR _____ ANY OPPOSED _____
9. 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.

In a moment, the floor will be opened to public comment. The Woodland Township Board of Education welcomes the participation of the public at its meetings. In accordance with the Open Public Meetings Act comments from the public are limited to those times during the meeting when

recognition is given to those who wish to speak. Due to the importance of not deviating from the published agenda the Board of Education will not entertain comments from the public during any other time while the meeting is in progress.

10. Public Comment
11. Acceptance of Present Policies and Procedures
12. Acceptance of Present Curriculum
13. Reaffirm appointments for 2016-17 School Year
 - a. Appointment of Qualified Purchasing Agent (TBD)
 - b. Appointment of Board Secretary (Carolyn Fischl)
 - c. Appointment of Affirmative Action Officer (Misty Weiss)
 - d. Appointment of Right to Know Person (Carolyn Fischl)
 - e. Appointment of Homeless Liaison (Carolyn Fischl)
 - f. Appointment of 504 Officer (Carolyn Fischl)
 - g. Appointment of Anti-Bullying Coordinator (Diane Bauer)
 - h. Appointment of Integrated Pest Management (IPM) Coordinator (Misty Weiss)
 - i. Appointment of District Solicitor (Parker & McCay)
 - j. Appointment of District Auditor (Bowman & Company)
 - k. Appointment of School Physician (Dr. Joyce Leonetti)
 - l. Appointment of Insurance Broker (Leonard & O'Neill)
 - m. Appointment of Official Newspaper (Burlington County Times)
 - n. Appointment of Official Depository (TD Bank and Beneficial Bank)
 - o. Setting Date for Monthly Meetings (4th Monday each month – 7pm)

Motion by _____, second by _____ to affirm above captioned appointments.
MOTION CARRIED, ALL IN FAVOR _____ ANY OPPOSED _____

14. Designation and Schedule of Meeting Nights:

Annual Notice of Meetings

Notice is hereby given by the Board of Education of Woodland Township, Burlington County, New Jersey, of the scheduled meetings of the Board of Education.

All regular meetings will be held at Chatsworth Elementary School located at 2 John Bowker Jr. Blvd., Chatsworth, New Jersey, commencing at 7:00 p.m. The meetings will be held on the fourth Monday of each month except as noted with asterisk.

January 23, 2017
February 27, 2017
March 27, 2017
April 24, 2017
May 22, 2017
June 26, 2017
July 24, 2017
August 28, 2017
September 25, 2017
October 23, 2017
November 27, 2017
December 18, 2017

January 8, 2018 Re-Organization Meeting

Meetings are Subject to Change.

Motion by _____, second by _____ to affirm above captioned appointments.
MOTION CARRIED, ALL IN FAVOR _____ ANY OPPOSED _____

15. Reaffirm New Jersey Code of Ethics for School Board Members:

A school board member shall abide by the following Code of Ethics for School Board Members:

- I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
- I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
- I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
- I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.
- I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.
- I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- I will support and protect school personnel in proper performance of their duties.
- I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

MOTION by _____ second by _____, to reaffirm the above captioned NJSBA code of ethics for school board members.

The School Ethics Act, N.J.S.A. 18A:12-21 et seq., requires Board Members to complete Training Programs. Mandated training of District Board of Education Members can be found at the following NJSBA Link <http://www.njsba.org/training/mandated-training/>

16. Ethics training provided by Solicitor – Amy Guerin

Items in Need of Board Action

A. **Interim Payroll/Benefits/Pension Specialist**

Recommend the approval of Ms. Merle Compton at a rate of \$40/hour.

Motion by _____, second by _____ to affirm above captioned appointments.

MOTION CARRIED, ALL IN FAVOR _____ ANY OPPOSED _____

B. **Maxim Services**

Recommend the approval of substitute LPN/RN services \$45/hour.

Motion by _____, second by _____ to affirm above captioned appointments.

MOTION CARRIED, ALL IN FAVOR _____ ANY OPPOSED _____

17. Public Comments

18. Board Comments

19. Dates to Remember-The next Board Meeting is January 23, 2017

20. Executive Session-Personnel

Motion by _____, second by _____ to affirm above captioned appointments.

MOTION CARRIED, ALL IN FAVOR _____ ANY OPPOSED _____

Motion to exit by _____, second by _____ to affirm above captioned appointments.

MOTION CARRIED, ALL IN FAVOR _____ ANY OPPOSED _____

21. Adjournment

Motion by _____, second by _____ to affirm above captioned appointments.

MOTION CARRIED, ALL IN FAVOR _____ ANY OPPOSED _____

Please note that agendas are subject to change.