

WOODLAND TOWNSHIP BOARD OF EDUCATION

AGENDA

July 20, 2018

9:00 am Special 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. Roll Call

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

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

6. Board Member Comments on the Agenda

7. Public Comments on Agenda Items Only

**BUSINESS/FINANCIALS:**

8. Consent Agenda:

The following action items A through C 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 adjustments to the 2018-2019 school year budget in response to the reduction in State Aid approved through the State Appropriations Act and to authorize the Superintendent and Business Administrator to communicate these adjustments to the NJ Department of Education prior to the August 1, 2018 deadline.

Budget Adjustments: Reduction in Appropriations in accordance with N.J.A.C. 6A:23A-13.3 Accounts – 11-213-100-106 of \$23,353.

- B. Motion to authorize the Superintendent and the Business Administrator to submit the application for Emergency Aid to the NJ Department of Education in response to this unplanned reduction in State Aid to permit a continued implementation of a thorough and efficient education program in the school district.

- C. Motion to approve submission to the county of 'Request for approval of Transfers form' for the Month of May

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 \_\_\_\_\_

STATE OF NEW JERSEY - DEPARTMENT OF EDUCATION  
 DIVISION OF FINANCE  
 OFFICE OF SCHOOL FINANCE  
 PROJECTED 2018-19 STATE SCHOOL AID - REVISED  
 AID ADJUSTMENT PURSUANT TO FY19 APPROPRIATIONS ACT

COUNTY: 05-BURLINGTON  
 DISTRICT: 5890-WOODLAND TWP  
 BUDGET: K-8

From FY19 Governor's Budget Message (GBM) 03/15/2018 Aid Notice: AID INCREASE\*\*:

FY19 Total K-12 Aid Excluding EAA and Choice Aid [NET(A) minus NET(A-2) minus NET(A-3)]	923,591 (A)	NA (Q)
FY18 Total K-12 Aid Excluding EAA and Choice Aid [BUD(AA) minus BUD(A-5) minus BUD(A-6)]	908,807 (B)	
Change: Max[0, Item (A) minus Item (B)]	14,784 (C)	
FY19 Uncapped SFRA Aid [STA Item (D)]	752,211 (D)	
FY18 Uncapped SFRA Aid [2017-18 Info Only STA Item (D)]	896,283 (E)	
Amount Under Uncapped SFRA Aid Max[0, Item (D) minus Item (A)]	0 (F)	
FY19 Aid as Percent of Uncapped Aid [Item (A) divided by Item (D)]	122.784% (G)	
FY19 Amount Over Uncapped SFRA Aid Max[0, Item (A) minus Item (D)]	171,380 (H)	-14,784 (R-1)
FY18 Amount Over Uncapped SFRA Aid Max[0, Item (B) minus Item (E)]	12,524 (I)	-8,569 (R-2)
58% of Uncapped Aid Item (D) times 58% where Item (G) < 58%	NA (J)	
FY18 Spending: STA Item (A)	2,732,743 (K)	
FY19 Adequacy Amount: STA Item (B)	1,982,901 (L)	-23,353 (S-1)
Prebudget Year Spending as Percent of Adequacy Item (K) divided by Item (L) where Item (K) < Item (L)	NA (M)	0 (S-2)
Amount Over Adequacy Max[0, Item (K) minus Item (L)]	749,842 (N)	0 (S-3)
CY2017 Tax Rate**:		0 (S-4)
Total Tax Rate for the Municipality	2.309 (O)	0 (S-5)
State Average Tax Rate	2.320 (P)	
<b>Total</b>		<b>-23,353 (S)</b>

\* Total equalized rates are calculated using DCA Property Tax Tables.  
 \*\* Increase or Reduction is calculated and applied to each category as specified per FY19 Appropriations Act Language.

STATE OF NEW JERSEY - DEPARTMENT OF EDUCATION  
 DIVISION OF FINANCE  
 OFFICE OF SCHOOL FINANCE  
 PROJECTED 2018-19 STATE SCHOOL AID - REVISED  
 NET STATE AID SUMMARY

COUNTY: 05-BURLINGTON  
 DISTRICT: 5890-WOODLAND TWP  
 BUDGET: K-8

GENERAL FUND AID*:			
Equalization Aid [GBM NET(A-1) + ADJF(S-5)]	706,424 (A-1)		0 (B-1)
Educational Adequacy Aid [GBM BUD(A-5)]	0 (A-2)		0 (B)
School Choice Aid [GBM NET(A-3)]	0 (A-3)		
Transportation Aid [GBM NET(A-4) + ADJF(S-2)]	63,364 (A-4)		\$0 (C)
Special Education Categorical Aid [GBM NET(A-5) + ADJF(S-4)]	100,588 (A-5)		\$900,238 (D)
Security Aid [GBM NET(A-6) + ADJF(S-3)]	16,311 (A-6)		0 (E)
Adjustment Aid [GBM NET(A-7) + GBM NET(A-8) + ADJF(S-1)]	13,551 (A-7)		0 (F)
SUBTOTAL	\$900,238 (A)		
SPECIAL REVENUE FUND AID:			
Preschool Education Aid [GBM NET(B-1)]*			
SUBTOTAL			
LESS:			
Assessment for Debt Service on SDA funding**			\$0 (C)
SUBTOTAL ADJUSTED [Item(A) + (B) - (C)]			\$900,238 (D)
DEBT SERVICE FUND AID*:			
Debt Service Aid, Type 2			0 (E)
ADDITIONAL AID PAYABLE ON BEHALF OF DISTRICT:			
Debt Service Aid, Type 1			0 (F)
GRAND TOTAL AID PAYABLE TO AND ON BEHALF OF DISTRICT:			
Total Aid			\$900,238 (G)

\* GBM refers to FY19 Governor's Budget Message 03/15/2018 State School Aid Notice.

\*\* This assessment must be budgeted as Capital Outlay expenditure for Assessment for Debt Service on SDA Funding (line 76210) in FY19. It will be shown in your FY19 payment schedule as a deduction from FY19 revenue.

# Woodland Township BOE Monthly Transfer Report

va\_s1701  
05/30/2018

Budget Category	Accounts	Original Budget	Revenues Allowed + Pr Yr Reserve	Orig + Rvnues Allowed + Pr Yr Reserve	Maximum Transfer Out Allowed	YTD Net Transfers	% change of Transfers	Remaining Transfers Out Allowed	Account Balance
Regular Programs	11-1XX-100-XXX	689,758.00	0.00	689,758.00	68,975.80	45,025.34	6.53	114,001.14	1,764.89
	12-1XX-100-XXX								
	13-1XX-100-XXX								
	15-1XX-100-XXX								
	18-1XX-100-XXX								
Special Education, Basic Skills/Remedial and Bilingual Instruction and Speech/OT/PT and Ex	1X-2XX-100-XXX	410,983.00	0.00	410,983.00	41,098.30	5,348.34	1.30	46,446.64	4,958.74
	1X-000-217-XXX								
Vocational Programs-Local	1X-3XX-100-XXX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
School-Spon. Co/Extra-Curr. Activities, School Sponsored Athletics, and Other Instructiona	11-4XX-100-XXX	24,000.00	0.00	24,000.00	2,400.00	4,063.96	16.93	6,463.96	0.00
	11-4XX-200-XXX								
	12-4XX-100-XXX								
	15-4XX-100-XXX								
	15-4XX-200-XXX								
Community Services Programs/Operations	1X-800-330-XXX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>UNDISTRIBUTED EXPENDITURES</b>		<b>1,124,741.00</b>	<b>0.00</b>	<b>1,124,741.00</b>					<b>6,723.63</b>
Tuition	11-000-100-XXX	242,148.00	0.00	242,148.00	24,214.80	( 24,120.93)	-9.96	93.87	63,605.60
	16-000-100-XXX								
	17-000-100-XXX								
	18-000-100-XXX								
Attendance and Social Work, Health, Guidance, Child Study Teams, Education Media Services/	1X-000-211-XXX	201,240.00	0.00	201,240.00	20,124.00	( 3,963.37)	-1.97	16,160.63	13,365.90
	1X-000-213-XXX								
	1X-000-218-XXX								
	1X-000-219-XXX								
	1X-000-222-XXX								
Improvement of Instruction Services and Instructional Staff Training Services	1X-000-221-XXX	2,000.00	0.00	2,000.00	200.00	1,475.02	73.75	1,675.02	350.00
	1X-000-223-XXX								
General Administration	1X-000-230-XXX	147,006.00	0.00	147,006.00	14,700.60	15,292.81	11.08	30,993.41	182.72
School Administration	1X-000-240-XXX	8,166.00	0.00	8,166.00	816.60	2,461.37	30.14	3,277.97	0.01
Central Services & Administrative Information Technology	1X-000-25X-XXX	87,211.00	0.00	87,211.00	8,721.10	( 3,546.53)	-4.07	5,174.57	1,406.59
Operation and Maintenance of Plant Services	1X-000-26X-XXX	172,060.00	0.00	172,060.00	17,206.00	( 9,895.98)	-5.75	7,310.02	4,028.84
Student Transportation Services	1X-000-270-XXX	149,774.00	0.00	149,774.00	14,977.40	27,998.08	18.69	42,975.48	3,119.89

# Woodland Township BOE Monthly Transfer Report

va\_s1701  
05/30/2018

Budget Category	Accounts	Original Budget	Revenues Allowed + Pr Yr Reserve	Orig + Rvnues Allowed + Pr Yr Reserve	Maximum Transfer Out Allowed	YTD Net Transfers	% change of Transfers	Remaining Transfers Out Allowed	Account Balance
Personal Services-Employee Benefits	1X-XXX-XXX-2XX	618,668.00	0.00	618,668.00	61,866.80	( 70,482.92)	-11.39	0.00	110,574.02
Food Services	11-000-310-XXX	51,045.00	0.00	51,045.00	5,104.50	9,344.81	18.31	14,449.31	143.77
Transfer Property Sale Proceedes to Debt Service Reserve	11-000-520-934	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfer from General Fund Surplus to Debt Service Fund to Repay CDL	11-000-520-936	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL GENERAL CURRENT EXPENSE</b>		<b>1,679,318.00</b>	<b>0.00</b>	<b>1,679,318.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>196,777.34</b>
Equipment	12-XXX-XXX-73X 15-XXX-XXX-73X	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Facilities Acquisition and Construction Services	12-000-4XX-XXX	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Capital Reserve-Transfer to Capital Expend. Fund	12-000-4XX-931	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Capital Reserve-Transfer to Repayment of Debt	12-000-4XX-933	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL CAPITAL EXPENDITURES</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL SPECIAL SCHOOLS</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Transfer of Funds to Charter Schools	10-000-100-56X	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
General Fund Contribution to School Based Budgets	10-000-520-930	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>OPERATING BUDGET GRAND TOTAL</b>		<b>2,804,059.00</b>	<b>0.00</b>	<b>2,804,059.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>203,500.97</b>


  
 School Business Administrator Signature

Date  
6-13-18

**Monthly Transfer Report  
Request for Approval of Transfers  
For the Year 2017-18**

DATE RECEIVED:  
DATE DUE:

District:	<u>WOODLAND</u>	LEA Code:	
Month/Year:	<u>MAY 2018</u>		

The above district requests approval for the following transfers:

----- To Be Completed By District ----- To be completed  
By Executive  
County  
Superintendent

Line	Budget Category	Account	Proposed Net Transfer to/(from)	Reason for Transfer	Approval
3200	Regular Programs	11-1XX-100-XXX			
10300, 11160, 12160, 40580, 41080	Special Education, Basic Skills/Remedial and Bilingual Instruction, and Speech/OT/PT and Extraordinary Services	11-2XX-100-XXX 11-000-216,217	5,147	Deficit for salary of new special ed teacher salary for new self contained room	
13160, 15180	Vocational Programs - Local	11-3XX-100-XXX			
17100, 17600, 19620, 20620, 21620, 22620, 23620, 25100	School-Sponsored Co/Extra-Curricular Activities, School Sponsored Athletics, and Other Instructional Programs	11-4XX-X00-XXX			
27100	Community Services Programs/Operations	11-800-330-XXX			
29180	Tuition	11-000-100-XXX			
29680, 30620, 41660, 42200, 43620	Attendance and Social Work, Health, Guidance, Child Study Teams, Education Media Services/School Library	11-000- 211,213,218,219,222			
43200, 44180	Improvement of Instruction Services and Instructional Staff Training Services	11-000-221,223			
45300	General Administration	11-000-230-XXX	1,596	Deficit for mileage reimbursements and general admin exp	
46160	School Administration	11-000-240-XXX	1,873	Deficit for general admin exp	
47200, 47620	Central Services & Administrative Information Technology	11-000-35X-XXX			
51120	Operation and Maintenance of Plant Services	11-000-26X-XXX			
52480	Student Transportation Services	11-000-270-XXX			
71260	Personal Services - Employee Benefits	11-XXX-XXX-2XX	(8,616)	Surplus used for above expenses, acquired through cost savings and efficiencies in the district	



**Monthly Transfer Report  
Request for Approval of Transfers  
For the Year 2017-18**

DATE RECEIVED:  
DATE DUE:

Line	Budget Category	Account	Proposed Net Transfer to/(from)	Reason for Transfer	Approval
72020	Food Services	11-000-310-XXX			
72160	Deposit to Sale/Lease-Back Reserve	10-605			
72180	Interest Earned on Maintenance Reserve	10-606			
72240	Interest Earned on Current Expense Emergency Reserve	10-607			
72245	Deposit to Bus Advertising Reserve for Fuel Costs	10-610			
75880	Equipment	12-XXX-XXX-73X			
76260	Facilities Acquisition and Construction Services	12-000-4XX-XXX			
76320	Capital Reserve-Transfer to Capital Projects Fund	12-000-4XX-931			
76340	Capital Reserve-Transfer to Repayment of Debt	12-000-4XX-933			
76380	Interest Earned on Capital Reserve	10-604			
76385	Impact Aid Reserve (Capital) - Transfer to Capital Projects	12-000-400-938			
83080	TOTAL SPECIAL SCHOOLS	13-XXX-XXX-XXX			
84000	Transfer of Funds to Charter Schools	10-000-100-56X			
84005	Transfer for Funds to Resident Renaissance Schools	10-000-100-571			
84020	General Fund Contribution to School Based Budgets	10-000-520-930			

  
School Business Administrator Signature

6/13/18  
Date

**Monthly Transfer Report  
Request for Approval of Transfers  
For the Year 2017-18**

DATE RECEIVED:  
DATE DUE:

Line	Budget Category	Account	Proposed Net Transfer to/(from) Date	Reason for Transfer	Approval
Executive County Superintendent Signature					