

BOARD OF EDUCATION MEETING
January 23, 2007
Board of Education Meeting Room
7:00 P.M.

1. OPENING STATEMENT

2. OPEN PUBLIC MEETINGS ACT

Public notice of this meeting pursuant to the Open Public Meeting's Act has been given by the Board Secretary in the following manner:

Faxing notice to the Gloucester County Times and to the Courier Post, and filing written notice with the Clerk of the City of Woodbury at the time of Reorganization in April, 2006.

3. ROLL CALL

4. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

5. MISSION STATEMENT

6. PRESENTATION – EVERGREEN AVENUE SCHOOL

7. OPEN MEETING TO PUBLIC FOR COMMENT ON AGENDA ITEMS

8. OPEN MEETING TO PUBLIC FOR COMMENT ON NON-AGENDA ITEMS

9. AGENDA

A. ROUTINE MATTERS

1. Approval of Minutes

RESOLVED that the Woodbury Board of Education hereby approves the minutes of the Board of Education Meeting held on December 19, 2006.

2. Secretary's Report

RESOLVED that the Woodbury Board of Education hereby approves the December 2006 Secretary's Report. (Exhibit 07-68)

3. Treasurer's Report

RESOLVED that the Woodbury Board of Education hereby approves the December 2006 Treasurer's Report. (Exhibit 07-69)

4. Transfers

RESOLVED that the Woodbury Board of Education hereby approves the transfers in line accounts in accordance with the lists submitted. (Exhibit 07-70)

5. Payment of Bills

RESOLVED that the Woodbury Board of Education hereby approves the payment of bills without exception. (Exhibit 07-71)

6. Revenue Amounts/Sources

RESOLVED that the Woodbury Board of Education recognizes the Board Secretary's certification, in accordance with N.J.A.C. 6A:23-2.11c2, that there are changes in anticipated revenue amounts and revenue sources as presented in the Business & Financial Section of this agenda.

7. Certifications

a) Secretary's Report

Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of December 2006. The Board Secretary certifies that no line item account has been over-expended in violation of N.J.A.C. 6A:23-2.11c 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

b) Board of Education Certification

The Woodbury Board of Education hereby certifies, pursuant to N.J.A.C. 6A:23- 2.11c4, 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:23-2.11c and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Motion: _____

Second: _____

Roll Call Vote: Yes: _____

No: _____

B. PERSONNEL – PROFESSIONAL1. Termination of Employment

RESOLVED that the Woodbury Board of Education hereby terminates the employment of Melissa Akins, effective February 20, 2007.

2. Employment

RESOLVED that the Woodbury Board of Education hereby approves the employment of Marguerite Downham as an Interim Teacher of General Business Studies effective March 16, 2007 through June 21, 2007. Ms. Downham will be compensated at the rate of \$125 per diem.

3. Mentors – 2006-07

RESOLVED that the Woodbury Board of Education hereby approves the following mentor for the 2006-07 school year:

<u>Mentee</u>	<u>Mentor</u>	<u>School</u>
Marguerite Downham (10 wks.)	James Krauss	Jr.-Sr. High School

4. Horizontal Advancement on the Salary Guide

RESOLVED that the Woodbury Board of Education hereby approves a horizontal move on the salary guide, effective February 1, 2007, for the following teachers:

<u>Teacher</u>	<u>Advancement to:</u>
Margaret Pertuit	M+30
Ari Ford	B+15
Krista Javadi	B+15

5. Extra-Curricular – 2006-07

a) RESOLVED that the Woodbury Board of Education hereby approves athletic extra-curricular appointments for the 2006-07 fiscal year.

<u>Position</u>	<u>Sport</u>	<u>Appointment</u>	<u>Step/Stipend</u>
Asst. Coach	Indoor Track	Gary Roskoski	1/\$1,723-60 days
Head Coach	Baseball	Brian McKillop	2/\$5,899
Asst. Coach	Baseball	Travis Davis (adj.)	4/\$4,520
Head Coach	Softball	Gerald Miskar	4/\$6,938
Head Coach	Boys Track	George Voss	4/\$6,938
Asst. Coach	Boys Track	Daniel Jones	4/\$4,620
Asst. Coach	Boys Track	Dominic Carrera	4/\$4,851
Co-Head Coach	Girls Track	Marc Cannuli	4/\$5,779*
Co-Head Coach	Girls Track	Carmen Davis	4/\$5,779*
Asst. Coach	Girls Track	Brian Tonelli	3/\$4,069
Coach	Golf	Gerald Kiser	2/\$3,326
Coach	Boys Tennis	Scott Henderson (adj.)	4/\$5,098
Asst. Coach	Boys Tennis	Jennifer Koengetter	4/\$3,368

*Stipend = Step 4 stipend for Head Coach and Assistant Coach divided by 2

- b) RESOLVED that the Woodbury Board of Education hereby approves non-athletic extra-curricular appointments for the 2006-07 fiscal year.

<u>Position</u>	<u>Activity</u>	<u>Appointment</u>	<u>Stipend</u>
Advisor	Walnut Yearbook	Melissa Toole	\$695
Monitor	Saturday School **	Cynthia Cheyney	Spec. Proj. Rate
Monitor	Saturday School **	Margaret Pertuit	Spec. Proj. Rate
Monitor	Administrative Detention	Dianne Clement	Spec. Proj. Rate

** The Saturday School program will run one Saturday each month, January – June, for 4 hours per session. One monitor will be present for each session.

6. Substitutes – 2006-07

RESOLVED that the Woodbury Board of Education hereby approves substitutes for the 2006-07 school year:

Banks, Gail – Sewell, NJ – Sub. Cert. – K-12
 Masishin, Angeline – Mt. Laurel, NJ – Sub. Cert. 6-12
 Roots, David – Paulsboro, NJ – Sub. Cert. – K-12
 Schilling, George – Woodbury, NJ – Sub. Cert. – 6-12
 Warren, Evelyn – Woodbury, NJ – Substitute Secretary

7. Student Teacher Placements

RESOLVED that the Woodbury Board of Education hereby approves a change in the following student teacher placement from Rowan University for the spring of 2006-07 school year.

<u>Cooperating Teacher</u>	<u>Building</u>	<u>Student Teacher</u>
Lauren Roskos	Jr.-Sr. High School	Samantha Rodriguez

Motion: _____

Second: _____

Roll Call Vote: Yes: _____

No: _____

C. **PERSONNEL - SUPPORT**

1. Employment

RESOLVED that the Woodbury Board of Education hereby approves the employment of Jeremy Landis as the Student Adjustment Center Monitor for the 2006-07 school year, effective January 2, 2007. Mr. Landis will be employed for 5.8 hours per day at the rate of \$125 per diem, with a total compensation not to exceed \$14,500.

2. Resignations

- a) RESOLVED that the Woodbury Board of Education hereby accepts the letter of resignation from Christa Mikolajczyk, Special Education Aide at West End School, effective February 23, 2007.

b) RESOLVED that the Woodbury Board of Education hereby accepts the letter of resignation from Susan Degnen, Special Education Aide at Evergreen School, effective January 26, 2007.

3. Horizontal Advancement on the Salary Guide

RESOLVED that the Woodbury Board of Education hereby approves a horizontal move on the Aides' salary guide, effective February 1, 2007, as follows:

<u>Staff Member</u>	<u>Advancement to:</u>
Melissa Toole	Step 1 – Sub. Cert.

Motion: _____ Second: _____

Roll Call Vote: Yes: _____ No: _____

D. STUDENTS & PROGRAMS

1. Resolution Opposing State Legislation

RESOLVED that the Woodbury Board of Education hereby approves the Resolution opposing Legislative Bills A-8/S-49, S-7, or any other legislation that would create a pilot county administrative school district. (Exhibit 07-72)

2. Homeless Students

RESOLVED that the Woodbury Board of Education hereby approves contracts for homeless students as per Exhibit 07-73.

3. Homebound Instruction

RESOLVED that the Woodbury Board of Education hereby approves providing homebound instruction for the following students:

Student ID#	Time Frame	Hrs. Per Week	Home Instruction Provider	Reason
005734	12/18/06-1/26/07	5	Dianne Clement	Medical
993059	1/9 – 3/9/07	10	Sheri Cairns/ Margaret Pertuit	Per Admin.
013014	1/16 – 6/20/07	1 per every 3 days missed	Margaret Pertuit per 504 Plan	Medical
071086	1/8 – 3/8/07	5	Julie Longo	Medical
993167	1/17 – 3/17/07	10	Sheri Cairns	Medical
013103	1/10 – 3/10/07	5	Brookfield Academy	Medical

4. Out-of-District Placements

- a) RESOLVED that the Woodbury Board of Education hereby approves placing student #726 at YALE School in Williamstown effective January 3, 2007 at a cost of \$192.63 per diem.
- b) RESOLVED that the Woodbury Board of Education hereby approves placing student #2088 at Bankbridge North effective January 16, 2007 at a cost of \$140 per diem.

5. Family Night Programs

RESOLVED that the Woodbury Board of Education hereby approves a change in personnel for the April 19, 2007 Grade 5 Family Book Night, 6:30 – 8:00 p.m., as follows:

Jennifer Jones – replace Claudia Cremeens

Shannon Rehman – replace Krista Javadi

Teachers will be compensated at the special projects rate for the length of the program plus an additional ½ hour of planning for each hour of the program.

6. Woodbury High School Alternative School Program

RESOLVED that the Woodbury Board of Education hereby approves the operation of the Woodbury High School Alternative Program.

Motion: _____

Second: _____

Roll Call Vote: Yes: _____

No: _____

E. BUSINESS & FINANCIAL

1. Resignation – Board Solicitor

RESOLVED that the Woodbury Board of Education hereby accepts the letter of resignation of Thomas G. Campo, Esquire, as Board Solicitor, effective January 31, 2007.

2. Submission of Grant Proposals

RESOLVED that the Woodbury Board of Education hereby approves submitting a grant proposal the American Honda Foundation in the amount of \$100,000 to support the implementation of a Computer On Wheels (COWs) program at the 6th grade level.

3. Acceptance of Grants

- a) RESOLVED that the Woodbury Board of Education hereby approves accepting a \$3,000 grant from the New Jersey Martin Luther King, Jr. Commemorative Commission for the Woodbury V-Free Project.
- b) RESOLVED that the Woodbury Board of Education hereby approves accepting a \$3,000 REBEL High School Tobacco Prevention Program grant.

4. Sidebar Agreement – Woodbury Education Association

RESOLVED that the Woodbury Board of Education hereby approves a sidebar agreement with the Woodbury Education Association for a New REBEL Club Advisor extracurricular position. (Exhibit 07-74)

5. Change Order – Art Anderson, Inc.

RESOLVED that the Woodbury Board of Education hereby approves change order # 002 to the Art Anderson, Inc. contract in the amount of \$9,278 for installing two (2) 4” conduits from the Annex building’s mechanical room to the stadium.

6. Extension of Contract – New Road Construction Management Company

RESOLVED that the Woodbury Board of Education hereby approves extending the contract with New Road Construction Management Company from January 25, 2007 to June 25, 2007 at a total additional cost of \$80,000.

7. Increase to Contract – Adams, Rehmann & Heggan

RESOLVED that the Woodbury Board of Education hereby approves an increase in the amount of the Professional Services contract with Adams, Rehmann & Heggan by \$2,925 for additional horizontal/vertical delineation sampling at the High School.

8. Bid Specifications

- a) RESOLVED that the Woodbury Board of Education hereby approves the Walnut HVAC bid specifications and to advertise and receive bids for same. The bid specifications are in the Business Office for review.
- b) RESOLVED that the Woodbury Board of Education hereby approves the bid specifications for asbestos removal which is required for the Walnut HVAC project and to advertise and receive bids for same. The bid specifications are in the Business Office for review.
- c) RESOLVED that the Woodbury Board of Education hereby approves the landscaping/grass cutting services bid specifications and to advertise and receive bids for same. (Exhibit 07-75)

9. Resolution to Award Contract for Professional Environmental Services (Walnut Asbestos Abatement)

RESOLVED that the Woodbury Board of Education hereby approves the resolution to retain the professional environmental services of Horizon Environmental Group, Inc. (Exhibit 07-76)

10. Tutor Program Services - Rowan University

RESOLVED that the Woodbury Board of Education hereby approves entering into a contract with Rowan University for the provision of No Child Left Behind (NCLB) tutorial program services to assist in accomplishing the supplemental educational instructional mandates of NCLB.

11. High School Stadium Scoreboard

RESOLVED that the Woodbury Board of Education hereby accepts a \$12,000 donation from Commerce Bank towards the purchase of a new scoreboard for the renovated stadium. The donation will be made over a three-year period with the first payment in January 2007. The Commerce Bank logo will be required to be prominently displayed on the scoreboard.

12. Job Description – Revised

RESOLVED that the Woodbury Board of Education hereby approves the revised Job Description for the position of Instructional Assistant – G-1. (Exhibit 07-77)

13. Submission of Project Application – Garrison Architects

RESOLVED that the Woodbury Board of Education hereby approves the submission of an other capital project application not eligible for State funding by Garrison Architects to the State Department of Facilities for the restoration of the exterior wall to the Walnut Street School.

14. Purchasing of Goods/Services – State Division of Purchase and Property

RESOLVED that the Woodbury Board of Education hereby authorizes the district purchasing agent to make purchases of goods and services entered into on behalf of the State Division of Purchase and Property utilizing Dell State Contract # A81247.

15. Travel and Work Related Expenses

RESOLVED that the Woodbury Board of Education hereby approves the resolution for reimbursement of travel and work related expenses for employees attending conferences, conventions, staff training, seminars and/or workshops as previously approved by the Chief School Administrator as work related and within the scope of the work responsibilities of each attendee. (Exhibit 07-78)

16. Sales of Fixed Assets

RESOLVED that the Woodbury Board of Education hereby approves offering for sale (discard, if no offers) the following items:

Craftsman Table Saw
 Generator Welder Model 252416
 Tenant Vacuum Cleaner
 Bearing Press 00118
 Jacobson Turf Cat Mower 000762
 4 Air Compressors
 Clothes Dryer
 2 Security Recorders
 Pencil Plotter 001064
 51 window air conditioner units

17. Student Worker Hourly Rate

RESOLVED that the Woodbury Board of Education hereby approves to increase the Student Worker hourly rate of pay to \$7.15 per hour, effective January 1, 2007.

Motion: _____

Second: _____

Roll Call Vote: Yes: _____

No: _____

10. SUPERINTENDENT'S REPORT

- Superintendent's Report – as submitted
- School Business Administrator's Report – as submitted

11. FIRE DRILL REPORT

December 2006

<u>School</u>	<u>Date</u>	<u>Time</u>	<u>Length of Drill</u>	<u>Comments</u>
Evergreen	12/1/06	10:10 a.m.	2 min., 47 sec.	Cloudy, warm
	12/11/06	10:05 a.m.	3 min., 7 sec.	Sunny, cool
Walnut	12/1/06	9:10 a.m.	1 min., 9 sec.	Cloudy
	12/7/06	1:00 p.m.	1 min., 4 sec.	Cloudy
West End	12/4/06	10:30 a.m.	1 min., 15 sec.	Sunny, cold
	12/18/06	2:30 p.m.	1 min., 25 sec.	Partly sunny, warm
Jr.-Sr. High	12/6/06	11:05 a.m.	5 minutes	Sunny, cold
	12/21/06	8:35 a.m.	4 minutes	Overcast, cold

12. FUTURE DATES

January 23, 2007 – Property Committee Meeting – 6:00 p.m.

January 23, 2007 – Board of Education Meeting – 7:00 p.m.

January 25, 2007 – Personnel Committee Meeting – 6:00 p.m.

January 29, 2007 – Enrichment Parents Night – West End School – 7:00 p.m.

February 6, 2007 – Reading Café Family Night at Evergreen School – 6:30 p.m. – Grades 2 & 3

February 13, 2007 – Finance Committee Meeting – 6:00 p.m.

February 26, 2007 – Very Beary Family Night at West End School – 6:30 p.m. – 1st grade

February 27, 2007 – Policy Committee Meeting – 6:00 p.m.

February 27, 2007 – Board of Education Meeting – 7:00 p.m.

March 13, 2007 – Communication Committee Meeting – 6:00 p.m.

March 20, 2007 – Policy Committee Meeting – 6:00 p.m.

March 21, 2007 – Family Math Preview Night – Grade 2 – 6:30 p.m. – Walnut Street School

March 27, 2007 – Property Committee Meeting – 6:00 p.m.

March 27, 2007 – Board of Education Meeting – 7:00 p.m.

13. COMMITTEE REPORTS

Property Committee – Mary Ellen Moore, Chairperson

Personnel Committee – Lynn Jennings Dennen, Chairperson

Finance Committee – Mary Ellen Moore, Chairperson

Communications Committee – Jerry Lonabaugh, Chairperson

Policy Committee – William Goodrich, Chairperson

Minority Task Force – Diane Hill, Liaison

14. REPRESENTATIVES

NJSBA Legislative Delegate – Frank Gwalthney

Gloucester County School Boards – Jerry Lonabaugh

City Council Liaison – Anthony Chiesa

15. EXECUTIVE SESSION

THE EXECUTIVE SESSION RESOLUTION STATES AS FOLLOWS:

RESOLVED that pursuant to Section 7.B. 1-9 [N.J.S.A. 10:4-12] of the New Jersey Open Public Meeting Act, the public shall be excluded from that portion of the meeting involving discussion of _____.

FURTHER RESOLVED that the matters discussed which warrant official Board action will be acted upon, if possible, when the Board of Education reconvenes, or at the next available opportunity.

16. MEETING OPENED TO THE PUBLIC FOR COMMENT

17. ADJOURNMENT TO END BOARD MEETING

Motion: _____

Second: _____

Roll Call Vote: Yes: _____

No: _____

Time: _____