



**A. ROUTINE MATTERS**

1. Approval of Minutes  
RESOLVED that the Woodbury Board of Education hereby approves the Minutes of the Board of Education Meetings held on January 23, 2008, February 12, 2008 and February 13, 2008.
2. Secretary’s Report  
RESOLVED that the Woodbury Board of Education hereby approves the January 2008 Secretary’s Report. (Exhibit 08-86)
3. Treasurer’s Report  
RESOLVED that the Woodbury Board of Education hereby approves the January 2008 Treasurer’s Report. (Exhibit 08-87)
4. Transfers  
RESOLVED that the Woodbury Board of Education hereby approves the transfers in line accounts in accordance with the lists submitted. (Exhibit 08-88)
5. Payment of Bills  
RESOLVED that the Woodbury Board of Education hereby approves the payment of bill lists without exception. (Exhibit 08-89)
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 January 2008. 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 – PROFESSIONAL**1. Retirement

RESOLVED that the Woodbury Board of Education hereby accepts the letter of retirement from Gerald Miskar, Teacher of English, effective June 30, 2008. Mr. Miskar has been with the district for the past forty years.

2. Resignations

- a) RESOLVED that the Woodbury Board of Education hereby accepts the resignation of Christina Fair, Teacher at Walnut Street Elementary School, effective January 30, 2008.
- b) RESOLVED that the Woodbury Board of Education hereby accepts the resignation of Jennifer Gladue, Teacher at West End Memorial Elementary School, effective February 4, 2008.

3. Leave of Absence

RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves a second extended leave without pay for Rachel Schneider from February 4, 2008 through April 30, 2008.

4. Job Description

RESOLVED that the Woodbury Board of Education hereby accepts the addition of new job description, D-18: Academic Coach. (Exhibit 08-90)

5. Change of Assignment

RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves a change in assignment for Claire Frapaul from 0.5 FTE BSI Teacher to 0.5 FTE Academic Coach – Literacy at Evergreen Avenue Elementary School at the same rate of pay.

6. Employment

- a) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves employment of Karen Majors as a 0.5 FTE BSI Teacher at Evergreen Avenue Elementary School beginning March 1, 2008 through the balance of the school year at a salary of \$44,107 (BA/Step 1), pro-rated.
- b) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves employment of Christine Kremer as a 0.5 FTE BSI Teacher at Walnut Street Elementary School from March 1, 2008 through April 30, 2008 at a rate of \$125 per diem, pro-rated, no benefits.

7. Mentor

RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves Claire Frapaul as the mentor for Karen Majors from May 1, 2008 through the balance of the school year, constituting 1/3 of a full mentor assignment, with a pro-rated stipend of \$183.33 paid by the teacher.

8. Horizontal Advancement on the Salary Guide

RESOLVED that the Woodbury Board of Education hereby approves a horizontal advancement on the salary guide, effective February 1, 2008, for the following teachers:

<u>Teacher</u>	<u>Advancement to:</u>
Tanya Ripley	MA+60
Colleen DiRienzo	MA

9. Extra-Curricular

## a) Athletic

- i. RESOLVED that the Woodbury Board of Education hereby accepts the resignation of Dominic Carrera as Assistant Track Coach for the 2008 season.
- ii. RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the following athletic extra-curricular appointments for the 2007-08 fiscal year:

<u>Position</u>	<u>Sport</u>	<u>Appointment</u>	<u>Step/Stipend</u>
Co-Head Coach	Boys Track	Zack Valentine	*/\$5,005
Co-Head Coach	Boys Track	Dan Jones	*/\$5,005
Assistant Coach	Boys Track	Jeremy Landis	1/\$3098
Coach	Jr. High Track	Jane Burrough	1/\$2,169

\*Step 1 Head Coach and Step 4 Asst. Coach Stipends – Shared Equally.

## b) Non-Athletic

RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the non-athletic extra-curricular appointment of Marge Pertuit and Cynthia Cheyney as Saturday School Proctors, each for up to two (2) Saturdays per month from 8:00am through 12:00pm at the Special Projects Rate for the 2007-08 year.

10. Substitutes

RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the following substitute teachers for the 2007-08 school year.

Akaeme, Bernard - Woodbury, NJ - CE

Levonchuck, Jeanne – Wenonah, NJ – Substitute Certification

Zavorski, Meghan – Woodbury, NJ – Substitute Certification

11. Rowan Placement

RESOLVED that the Woodbury Board of Education hereby approves the School Psychology Pre-Practicum placement of Aziz Atwah, Rowan University student, under the direction of Dr. Jeffrey Adams, for up to 60 hours during Spring 2008.

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Roll Call Vote: Yes: \_\_\_\_\_

No: \_\_\_\_\_

C. **PERSONNEL – SUPPORT**

1. Resignations

- a) RESOLVED that the Woodbury Board of Education hereby accepts the resignation of Catherine Skrabonja, Instructional Assistant at Walnut Street Elementary School, effective February 14, 2008.
- b) RESOLVED that the Woodbury Board of Education hereby accepts the resignation of Ivette Serano, Lunch Aide at West End Memorial Elementary School effective February 27, 2008.

2. Employment

- a) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves employment of Christine Kremer as an Instructional Assistant at Walnut Street Elementary School effective March 1, 2008 through April 30, 2008, at the rate of \$16 per hour for 14.5 hours per week, no benefits.
- b) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the employment of Brian Kennedy as Lunch Aide at West End Memorial Elementary School, effective February 28, 2008, at the rate of \$7.50 per hour for 20 hours per week, no benefits.
- c) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the employment of Lakeshia Fant as a Special Education One-to-One Aide at Evergreen Avenue Elementary School effective February 28, 2008, at the rate of \$10 per hour for 14 hours per week, no benefits, pending criminal history review.
- d) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the employment of Sheila Ralston as a Special Education One-to-One Aide at West End Memorial Elementary School effective February 28, 2008, at the rate of \$11.00 per hour for 29 hours per week, no benefits, pending criminal history review.

3. Substitutes

RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves employment of the following substitutes for the 2007-08 school year:

Elam, Curtis – Substitute Custodian  
 Saaverdra, Heiaclio – Substitute Custodian  
 Serrano, Ivette – Substitute Lunch Aide

4. Hourly Rate Adjustment

RESOLVED that the Woodbury Board of Education hereby approves the correction to the hourly rate of pay of Denise Cronk and Heather McCumber, Lunch Aides, from \$7.25 per hour to \$7.50 per hour.

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Roll Call Vote: Yes: \_\_\_\_\_

No: \_\_\_\_\_

**D. STUDENTS & PROGRAMS**1. Out of District Placements – 2007-08

a. RESOLVED that the Woodbury Board of Education hereby approves the following out-of-district placements for the 2007-08 school year:

Student	Effective Date	Facility	Program Cost	Reason
#1772	01/10/2008	Ranch Hope	\$182.68 per diem	DYFS
#2072	02/07/2008	YALE	\$201.33 per diem	Change in IEP

b. RESOLVED that the Woodbury Board of Education hereby approves the additional cost to assign a one-to-one aide to the following out of district placement for the 2007-08 school year:

Student	Effective Date	Facility	Program Cost	Reason
#1219	01/28/2008	Bankbridge	\$143.50 per diem	Change in IEP

2. 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
061072	10/15/07 – 01/25/08	10	GCSSSD	Medical
013139	01/15/08 – 04/07/08	10	Jessica Floyd	Medical
073038	01/22/08 – 03/22/08	10	Tiffany Corsey	Medical
013073	02/01/08 – 02/06/08	10	Brookfield	Medical

993008	02/04/08 – 02/19/08	10	Educere	Per Administration
993008	02/04/08 – 02/19/08	1	James Krauss	Per Administration
005606	02/04/08 – 02/29/08	10	Educere	Per Administration
005606	02/04/08 – 02/29/08	1	James Krauss	Per Administration
994050	02/04/08 – 02/29/08	10	Educere	Per Administration
994050	02/04/08 – 02/29/08	1	James Krauss	Per Administration
994064	02/04/08 – 02/29/08	10	Educere	Per Administration
994064	02/04/08 – 02/29/08	1	James Krauss	Per Administration
071022	02/04/08 – 02/07/08	10	Ralph Douglas	Per Administration
071097	02/04/08 – 02/29/08	10	Ralph Douglas	Per Administration
041066	02/05/08 – 06/16/08	10	Sherrie Davis	Per Administration
993025	02/07/08 – 03/07/08	10	Ralph Douglas	Medical
000591	01/02/08 – 06/18/08	5 to 10	GCSSSD	Medical/IEP Change

3. Approval of School Calendars

RESOLVED that the Woodbury Board of Education hereby approves the school calendars (Jr.-Sr. High School and Elementary) for the 2008-2009 school year. (Exhibit 08-91)

4. Spring Sports Schedule

RESOLVED that the Woodbury Board of Education hereby approves the Spring Sports Schedule. (Exhibit 08-92)

5. Student Workers

RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves employment of the following student workers under the direction of James Krauss as Camera Operators, at a rate of \$7.15 per hour, not to exceed appropriated budget:

- Alexander Clayton
- Theodore Eric John Dow
- Kyle Parham
- Donte Polimeni

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Roll Call Vote: Yes: \_\_\_\_\_

No: \_\_\_\_\_

**E. BUSINESS & FINANCIAL**

1. Submission of School District 2008-09 Budget to County Office of Education

RESOLVED that the Woodbury Board of Education hereby approves a resolution to submit the 2008-09 budget to the County Office of Education for review and to advertise the budget once approved. (Exhibit 08-93)

2. IDEIA Application

RESOLVED that the Woodbury Board of Education hereby accepts to submit the IDEIA Federal Year 2007 Final Report/Carry Over Application in the following amounts:

Ages 5-21;	Public – 13,921	Non-Public – 1,038
Pre-school;	Public – 0	Non-Public – 5,217

3. IDEIA Grant Acceptance

RESOLVED that the Woodbury Board of Education hereby accepts to following IDEIA Federal Year 2008 Grant Funds (Grant No.: 586008):

BASIC –	\$477,617
Pre-school –	\$ 21,066

4. Roof Warranty and Maintenance Contracts

RESOLVED that the Woodbury Board of Education hereby approves the following Roof Warranty and/or Maintenance Contracts as follows:

- i. 1 Year Tremcare maintenance contract for various roofs at Evergreen, Walnut, West End, and WHS. (Exhibit 08-94)
- ii. 5 Year Tremcare warranty and maintenance contract for various roofs at West End, Walnut, and WHS. (Exhibit 08-95)

5. Cancellation of Outstanding Checks

RESOLVED that the Woodbury Board of Education hereby approves cancellation of the following outstanding checks dated over one (1) year ago:

<u>Account</u>	<u>Check #</u>	<u>Date</u>	<u>Amount</u>
Student Activity	18096	07/12/2006	\$40.00
Student Activity	18226	12/26/2006	\$10.00
Payroll	169729	07/31/2006	\$9.19
Payroll Agency	7619	07/19/2006	\$51.22
Warrant	56892	06/30/2005	\$1,850.00
Warrant	58760	06/27/2006	\$3,062.50
Warrant	58782	06/27/2006	\$79.89
Warrant	58819	06/27/2006	\$45.00

6. Landscaping Bid Specifications

RESOLVED that the Woodbury Board of Education hereby approves the landscaping/grass cutting services bid specifications and to advertise and receive bids for same.

7. Food Service Bid Specifications

RESOLVED that the Woodbury Board of Education hereby approves the food service bid specifications and distribution of a Request for Proposal.

8. Disposal of Fixed Assets

RESOLVED that the Woodbury Board of Education hereby approves the disposal of kitchen slicer (fixed asset tag 000550) which is broken and cannot be repaired.

9. Sale of Fixed Assets

RESOLVED that the Woodbury Board of Education hereby approves the use of an online auction to dispose or sell the following items no longer utilized or needed by the school district:

Mahogany Lumber from Old Bleachers –

250 pieces; 16' X 8" X 1" (Approximate Number and Size)

Old Metal Bleachers from Stadium Project –

50 pieces; 20' X 9.5" X 1.5" (Approximate Number and Size)

10. Sidebar Agreement

- a) RESOLVED that the Woodbury Board of Education hereby approves the Sidebar Agreement, Article IV, A., between the Woodbury Board of Education and the Woodbury Administrator's and Supervisor's Association (Exhibit 08-96)
- b) RESOLVED that the Woodbury Board of Education hereby approves the Sidebar Agreement, Article IV, A., between the Woodbury Board of Education and the Woodbury Education Association/Woodbury Clerical Employees Association (Exhibits 08-97, and 08-98)

11. Change Orders

RESOLVED that the Woodbury Board of Education hereby approves the following change order:

CO#	Description	COR Amount	Contractor
1	Hatch Railing System and Book Damages	\$5,081.20 (credit)	Noble Roofing and Sheet Metal, Inc.

12. Use of Facilities by Outside Groups

- a) RESOLVED that the Woodbury Board of Education hereby approves use of the Stadium, track, long jump pit, high jump, shot put area, and bathrooms at Woodbury Junior-Senior High School by St. Patrick's Church for track practice and meets from March 10, 2008 through May 30, 2008. (User: Class II)
- b) RESOLVED that the Woodbury Board of Education hereby approves use of the cafeteria and kitchen facilities at Woodbury Junior-Senior High School by the Woodbury Kiwanis Club for a spaghetti dinner fundraiser on Sunday, April 6, 2008 from 8:00am to 8:00pm. (User: Class II)
- c) RESOLVED that the Woodbury Board of Education hereby approves use of the West End Elementary School Soccer Fields by the Woodbury Youth Soccer Club for games and practices from 3:00pm to 7:00pm weeknights and 9:00am to 12:00pm on Saturdays, beginning February 28, 2008 through May 31, 2008. (User: Class II)

- d) RESOLVED that the Woodbury Board of Education hereby approves use of the Cap Paine Gymnasium to the Woodbury Little League Association for Opening Day as a rainy day option from 9:00am to 12:00pm on April 12, 2008. (User: Class II)
- e) RESOLVED that the Woodbury Board of Education hereby approves a time extension for use of Woodbury High School Gymnasium(s) by the Woodbury Little League for Winter Clinic from 6:30pm to 8:30pm according to the following schedule (User: Class II):  
 Cap Paine Gymnasium – February 27  
 New Cafeteria – March 10, 12, 17, 19, 24 and 26, 2008

13. 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. (Exhibit 08-99)

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Roll Call Vote: Yes: \_\_\_\_\_ No: \_\_\_\_\_

9. SUPERINTENDENT’S REPORT

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

10. FIRE DRILL REPORT

January 2007

School	Date	Time	Length of Drill	Comments
<b>Evergreen</b>	01/07/08	2:15pm	1 minutes, 45 seconds	Sunny
	01/07/08	2:40pm	1 minute, 30 seconds	Sunny (unplanned)
<b>Walnut</b>	01/07/08	2:00pm	1 minute, 3 seconds	Sunny, mild
	01/09/08	10:45am	56 seconds	Partly sunny, mild
<b>West End</b>	01/07/08	11:00am	1 minute, 12 seconds	Cloudy, mild
	01/18/08	1:25pm	1 minute, 30 seconds	Sunny, cold
<b>Jr.-Sr. High</b>	01/07/08	2:05pm	4 minutes	Sunny
	01/09/08	2:20pm	6 minutes	Sunny (unplanned)
	01/18/08	9:49am	3 minutes	Partly cloudy

11. COMMITTEE REPORTS

Personnel Committee – Lynn Jennings Dennen, Chairperson  
Property Committee – Mary Ellen Moore, Chairperson  
Finance Committee – Mary Ellen Moore, Chairperson  
Communications Committee – Jerry Lonabaugh, Chairperson  
Policy Committee – Diane Hill, Chairperson

12. REPRESENTATIVES

Gloucester County School Board – Frank Gwalthney  
NJSBA Legislative Delegate – Frank Gwalthney  
City Council Liaison – Anthony Chiesa

13. FUTURE DATES

**February 27, 2008 – Board of Education Meeting – 7:00pm**  
*February 28 – March 1, 2008 – High School Musical: Into the Woods – 7:00pm*  
*March 1, 2008 – High School Musical: Into the Woods – Matinee, 1:00pm*  
*March 5, 2008 – Kindergarten Family Night, Spring Across Curriculum @ Walnut – 6:30pm*  
*March 6, 2008 – Walnut Street H.S.A. Meeting – 7:00pm*  
*March 6, 2008 – West End Memorial P.T.A. Meeting – 6:30pm*  
*March 11, 2008 – Evergreen Avenue P.T.O. Meeting – 7:00pm*  
**March 12, 2008 – Communications Committee Meeting – 6:00pm**  
*March 18, 2008 – Woodbury Jr.-Sr. High School P.T.S.A. Meeting – 7:30pm*  
**March 26, 2008 – Property Committee Meeting – 6:00pm**  
*March 26, 2008 – Grade 2 Family Night, Math@ Walnut – 6:30pm*  
**March 26, 2008 – Board of Education Meeting – 7:00pm**

14. MEETING OPENED TO THE PUBLIC FOR COMMENT

Open: Motion \_\_\_\_\_ Second \_\_\_\_\_  
Close: Motion \_\_\_\_\_ Second \_\_\_\_\_

15. EXECUTIVE SESSION

16. ADJOURNMENT TO END BOARD MEETING

Motion: \_\_\_\_\_ Second: \_\_\_\_\_  
Roll Call Vote: Yes: \_\_\_\_\_ No: \_\_\_\_\_  
Time: \_\_\_\_\_