

**BOARD OF EDUCATION MEETING**  
**September 16, 2009**  
**Woodbury Jr.-Sr. High School Auditorium**  
**7:00 P.M.**

1. CALL MEETING TO ORDER

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 filing written notice with the Clerk of the City of Woodbury at the time of Reorganization in April, 2009.**

3. ROLL CALL

4. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

5. MISSION STATEMENT

Building upon our history, diversity and beliefs, the mission of the Woodbury Public Schools,  
*a leader in personalizing education,*

is to ensure each child becomes a responsible citizen who excels in his or her endeavors and meets life's challenges with courage, confidence and pride;

this is accomplished by utilizing proven instructional strategies and innovative methods by highly skilled and dedicated individuals in partnership with families, our city and the global community.

6. PRESENTATION

- New Teachers

7. OPEN MEETING TO PUBLIC FOR COMMENT

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

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

8. AGENDA

**A. STUDENTS & PROGRAMS**

1. Homeless

RESOLVED that the Woodbury City Board of Education hereby approves contracts for homeless students. (Exhibit 10-26)

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
10003	09/08/09 – 09/16/09	8	Ralph Douglas	Per Administration
		2	Shin Yin-Estes	
100103	09/08/09 – 09/16/09	8	Ralph Douglas	Per Administration
		2	Spanish Instructor*	

\*Instructor to be determined.

3. 2009-10 Student Field Trips

RESOLVED that the Woodbury City Board of Education hereby approves field trips for students. (Exhibit 10-27)

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

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

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

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

**B. ROUTINE MATTERS**

1. Approval of Minutes

RESOLVED that the Woodbury City Board of Education hereby approves the Minutes of the Board of Education Meetings held on August 19, and August 20, 2009.

2. Secretary's Report

RESOLVED that the Woodbury City Board of Education hereby approves the Secretary's Report for July 2009. (Exhibit 10-28)

3. Treasurer's Report

RESOLVED that the Woodbury City Board of Education hereby approves the Treasurer's Reports for June and July 2009. (Exhibit 10-29)

4. Transfers

RESOLVED that the Woodbury City Board of Education hereby ratifies and affirms the transfers in line accounts in accordance with the lists submitted. (Exhibit 10-30)

5. Payment of Bill

RESOLVED that the Woodbury City Board of Education hereby approves the payment of bill lists without exception. (Exhibit 10-31)

6. Revenue Amounts/Sources

RESOLVED that the Woodbury City 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 July 2009. 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 City 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: \_\_\_\_\_

**C. PERSONNEL – PROFESSIONAL**

1. Leave of Absence

RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves a leave of absence under the FMLA for Bernadette Landis, Teacher of Grade 6 at Woodbury Jr.-Sr. High School, beginning on September 2, 2009, through September 30, 2009.

2. Horizontal Advancement

RESOLVED that the Woodbury City Board of Education hereby approves a horizontal move on the salary guide for the 2009-10 school year for the following teachers:

<u>Faculty Member</u>	<u>Position</u>	<u>Current Step</u>	<u>New Step</u>
Scott Sokolic	Teacher of Science	MA	MA+30

3. Additional Employment

RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the additional employment of the following employees during the 2009-10 school year (funded by School Improvement and Accountability – American Reinvestment and Recovery Act (SIA – ARRA) monies):

<u>Faculty Member</u>	<u>Assignment</u>	<u>Not To Exceed</u>	<u>Rate</u>
Donna Lacovara	Jr. High Workplace Teacher	6 hours per week	TBD*
TBD	Math Academy	27 total hours	TBD*
Suzanne Sanders	Math Academy	27 total hours	TBD*
Paige Lyons	Book Academy	27 total hours	TBD*
Mark Grundel	Book Academy	27 total hours	TBD*

\*Special Projects Rate; to be determined through the negotiations process.

4. Alternative High School Program Employment

RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the employment of the following faculty members for the district's Alternative High School Program for the 2009-10 school year:

<u>Faculty Member</u>	<u>Assignment</u>	<u>Not To Exceed</u>	<u>Rate</u>
Grace Maclean*	Teacher (Humanities)	15 hrs/week	\$30 per hour
Timothy Pentz	Health and Physical Education	4 hrs/week	\$30 per hour

\*To begin upon receipt of criminal history approval.

5. Summer Employment

RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby ratifies and affirms the summer assignment of Roseanne Fehre for the School PDC and District LPDC Training on August 24, 2009, for five hours at the Special Projects Rate.

6. Student Teaching/Practicum Placements

RESOLVED that the Woodbury City Board of Education hereby approves the following field experience placements for Fall 2009-10 school year:

<u>Dates</u>	<u>Cooperating Teacher/Building</u>	<u>Student Teacher</u>	<u>College/University</u>
11/2 – 12/14/09	Carmen Davis/Jr.-Sr. High School	Shannon Huesser	Rowan University

7. Extra-Curricular – 2009-10

- a) RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the following non-athletic extra-curricular appointments for the 2009-10 school year:

Position	Activity	Appointment	Stipend
Co-Advisor	White and Gold	James Krauss	TBD*
Co-Advisor	White and Gold	Marguerite Downham	TBD*
Advisor	Color Guard	Meghan Anderson	TBD*
Monitor	Pre/Post School	William Hilferty	TBD*
Monitor	Admin. Detention	Colleen Fitzgerald	TBD*
Advisor	Elem. Club – Reader’s Theater (EV)	Dana Frazier	TBD*

- b) RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the following athletic extra-curricular appointments for the 2009-10 school year:

Position	Sport	Appointment	Stipend/Step
Head Coach	Fall Cheerleading	Danielle Kessler	TBD*/Step 1
JHS Coach	Girls Soccer	Robert Richardson	TBD*/Step 1
Volunteer Para.	Football	Jarrett Cruz	N/A
Volunteer Para.	Football	Jimmer Bundy	N/A
Volunteer Para.	Football	Willie Murray	N/A
Volunteer Para.	Girls Soccer	Andria Morrison	N/A

\*Stipends to be determined through the negotiations process.

8. Additional Compensation

RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves Dianne Clement to receive additional compensation\* to teach a 7<sup>th</sup> academic class.

\*Additional compensation to be determined through the negotiations process.

9. Substitute Teachers – 2009-10

- a) RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the employment of substitute teachers for the 2009-10 school year. (Exhibit 10-32)
- b) RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the employment of Susan Indico as an Interim Teacher of Grade 6 at Woodbury Jr.-Sr. High School, at the rate of \$230 per diem, beginning September 14, 2009, through the balance of the vacancy.
- c) RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the employment of Ellen Firth as the substitute teacher for the Junior High Workplace for the 2009-10 school year, to be compensated at Special Projects Rate.

- d) RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the employment of Josef Loeb as a substitute teacher for the Alternative High School for the 2009-10 school year, to be compensated at a rate of \$16 per hour.

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

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

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

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

**D. PERSONNEL – SUPPORT**

1. Resignations

- a) RESOLVED that the Woodbury City Board of Education hereby accepts the resignation of Jillian Smith as a Special Education Classroom Aide for the Woodbury City Public School District effective August 19, 2009.
- b) RESOLVED that the Woodbury City Board of Education hereby accepts the resignation of Renee Horace-Carter as an Instructional Assistant for the Woodbury City Public School District effective August 24, 2009.
- c) RESOLVED that the Woodbury City Board of Education hereby accepts the resignation of Lisa Steinberg as a Building Aide at Evergreen Elementary School effective September 16, 2009.

2. Leaves of Absence

- a) RESOLVED that the Woodbury City Board of Education hereby ratifies and affirms an uncompensated leave of absence for Caroline Goodwin, Lunchroom Aide at West End Elementary School, beginning on September 2, 2009, through September 30, 2009.
- b) RESOLVED that the Woodbury City Board of Education hereby approves an uncompensated leave of absence for Donna Warren, Lunchroom Aide at Evergreen Elementary School, beginning on September 23, 2009, through December 23, 2009.
- c) RESOLVED that the Woodbury City Board of Education hereby approves an uncompensated leave of absence for Leandra Steinberg, Lunchroom Aide at West End Elementary School, beginning on September 10, 2009, through October 9, 2009.

3. Employment

- a) RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby ratifies and affirms the employment of Nicole Flamini as a Special Education One-to-One Aide for the Woodbury City Public School District for the 2009-10 school year, at a rate of \$10.15 per hour, no benefits, for twenty-nine hours per week.

- b) RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby ratifies and affirms the employment of David Inzinna as an Instructional Assistant for the Woodbury City Public School District for the 2009-10 school year, at a rate of \$16 per hour, no benefits, for fifteen hours per week.
- c) RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby ratifies and affirms the emergent hiring of Robert Lombardi as an Interim Bus Driver for the Woodbury City Public School District, beginning September 2, 2009, through the balance of the vacancy, at a rate of \$17.50 per hour, twenty-four hours per week, no benefits.
- d) RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the employment of Debra Morrissey as a Lunchroom Aide for the Woodbury City Public School District for the 2009-10 school year, at a rate of \$7.58 per hour, no benefits, for up to twelve and one-half hours per week, pending receipt of criminal history approval.

4. Employment Corrections

RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the employment step corrections of the following employees for the 2009-10 school year:

<u>Staff Member</u>	<u>Position</u>	<u>Current Step</u>	<u>Corrected Step</u>
Robin Fisher	Secretary	Off-Guide	Step 11
Maria Rivera	Secretary	Off-Guide	Step 11
Jacqueline Wetzel	Custodian	Off-Guide	Step 12

5. Student Tutors

RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the employment of the following student tutors for the 2009-10 school year:

<u>Staff Member</u>	<u>Assignment</u>	<u>Not to Exceed</u>	<u>Rate of Pay</u>
Stefana Burlacu	AVID Tutor	8 hours per week	\$10 per hour
Stephanie Parker	Jr. High Workplace Tutor	6 hours per week	\$10 per hour
Robin Thompson	Jr. High Workplace Tutor	6 hours per week	\$10 per hour

6. Support Staff Substitute

RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the employment of Katherine Myers as a substitute lunch aide for the Woodbury City Public School District for the 2009-10 school year.

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

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

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

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

**E. BUSINESS & FINANCIAL**

1. Contracted Services

RESOLVED that the Woodbury City Board of Education hereby approves a licensing contract with PLATO Learning Systems (PLS) to provide on-line programs and services for the district's Alternative Education Program in the amount of \$37,808.65 for a two-year period covering the 2009-10 and 2010-11 school years.

2. Change Order

RESOLVED that the Woodbury City Board of Education hereby approves the following change order for the Parking Lot Renovations at the West End Elementary School:

CO#	Description	COR Amount	Initiated by
1	Curbing and select fill for backfill	\$5,855	CC
Total		\$5,855	

OR – Owner Requested    CC – Concealed Condition    DEP – DEP requirement    AD – Architect Directed

3. Grant Incentive Opportunities

- a) RESOLVED that the Woodbury City Board of Education hereby establishes and approves the Grant Writing Incentive Stipends for the 2009-10 school year. (Exhibit 10-33)
- b) RESOLVED that the Woodbury City Board of Education hereby approves the grant writing/award of grant incentives associated with the \$500,000+ level to Jason Vivadelli in association with the awarding of the Teaching American History grant.

4. Individuals with Disabilities Education Improvement Act (IDEIA) Grants

RESOLVED that the Woodbury City Board of Education hereby approves the submission of applications for the following grants:

Grant	Basic	Preschool
IDEIA FY 2010	\$465,479	\$19,954
IDEIA ARRA FY 2010	\$418,783	\$15,065

5. Travel and Work Related Expenses

RESOLVED that the Woodbury City Board of Education hereby approves the resolution for reimbursement of travel and work related expenses for employees. (Exhibit 10-34)

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

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

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

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

9. SUPERINTENDENT'S REPORT

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

10. COMMITTEE REPORTS

Communications Committee – Jerry Lonabaugh, Chairperson

Finance Committee – Anthony Chiesa, Chairperson

Personnel Committee – Lynn Jennings Dennen, Chairperson

Policy Committee – Diane Hill, Chairperson

Property Committee – William Toole, Chairperson

11. REPRESENTATIVES

City Council Liaison – Anthony Chiesa

Gloucester County School Board – Frank Gwalthney

NJSBA Legislative Delegate – Frank Gwalthney

Student Body Representative – Teddy Johnson

12. FUTURE DATES

Date	Event	Time
<b>September 16, 2009</b>	<b>Board of Education Meeting - Jr.-Sr. High School</b>	<b>7:00pm</b>
<b>September 17, 2009</b>	<b>Personnel Committee Meeting – Negotiations</b>	<b>6:00pm</b>
September 17, 2009	Back to School Night – All Elementary Schools	7:00pm
<b>September 22, 2009</b>	<b>Minority Task Force Meeting – Jr.-Sr. High School</b>	<b>6:00pm</b>
September 24, 2009	Back to School Night – Jr.-Sr. High School	6:30pm
October 1, 2009	H.S.A. Meeting – Walnut Street School	7:00pm
October 6, 2009	Book Fair Family Night – Evergreen Avenue School	6:00pm
October 6, 2009	P.T.A. Meeting – West End Memorial School	7:00pm
October 7, 2009	Sophomore Ring Night – Jr.-Sr. High School	6:00pm
October 7, 2009	Senior Parent Night College Application Process – Jr.-Sr. High School	7:00pm
October 14, 2009	District-Wide Grade 3 Family Night – West End Memorial School	6:30pm
<b>October 14, 2009</b>	<b>Communications Committee Meeting</b>	<b>6:00pm</b>
October 15, 2009	District-Wide Grade 2 Family Night – Evergreen Avenue School	6:30pm
October 20, 2009	P.T.O. Meeting – Evergreen Avenue School	4:30pm
October 20, 2009	Water Ice Social and Book Fair – West End Memorial School	7:00pm
October 20, 2009	P.T.S.A. Meeting – Jr.-Sr. High School	7:30pm
October 21, 2009	Book fair Family Night – Walnut Street School	6:00pm
October 21, 2009	District-Wide Grade 3 Family Night – West End Memorial School	6:30pm
<b>October 21, 2009</b>	<b>Board of Education Meeting – Jr.-Sr. High School</b>	<b>7:00pm</b>
October 22, 2009	NHS Fall Induction Ceremony – Jr.-Sr. High School	7:00pm
October 24, 2009	Homecoming Game – Stadium	10:30am
October 24, 2009	Homecoming Dance – Jr.-Sr. High School	7:00pm
October 28, 2009	AVID Parent Night – Jr.-Sr. High School	7:00pm

13. MEETING OPENED TO THE PUBLIC FOR COMMENT

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

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

14. ADJOURNMENT TO END BOARD MEETING

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

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

Time: \_\_\_\_\_