

A. ROUTINE MATTERS

1. Approval of Minutes

RESOLVED that the Woodbury City Board of Education hereby approves the minutes of the Board of Education Meeting held on November 19, 2008.

2. Secretary's Report

RESOLVED that the Woodbury City Board of Education hereby approves the November 2008 Secretary's Report. (Exhibit 09-63)

3. Treasurer's Report

RESOLVED that the Woodbury City Board of Education hereby approves the November 2008 Treasurer's Report. (Exhibit 09-64)

4. Transfers

RESOLVED that the Woodbury City Board of Education hereby approves the transfers in line accounts in accordance with the lists submitted. (Exhibit 09-65)

5. Payment of Bills

RESOLVED that the Woodbury City Board of Education hereby approves the payment of bill lists without exception. (Exhibit 09-66)

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 no 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 November, 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 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: _____

B. PERSONNEL – PROFESSIONAL

1. Job Description

RESOLVED that the Woodbury City Board of Education hereby approves Job Description – Evening Library Program Coordinator. (Exhibit 09-67)

2. Retirement

RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby acknowledges the retirement George Voss, Teacher of Technology/Industrial Arts at Woodbury Jr.-Sr. High School for more than twenty-eight years. Mr. Voss’ last day of regular employment will be February 28, 2009.

3. Employment

a) RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the employment of Trinna Savage as Teacher of Grade 4 at West End Memorial Elementary School, at a salary of \$46,142 (BA/Step 1), pro-rated, beginning January 5, 2009.

b) RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the employment of Christine Kremer as Interim Teacher of Grade 4 at Walnut Street Elementary School, beginning on or about February 13, 2009, through the balance of the school year, at a rate of \$125 per diem, no benefits.

c) RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the employment of Sharron Knauss as the Evening Library Program Coordinator for the Woodbury Public School District, for eight hours per week at the Special Projects Rate, beginning January 5, 2009, through the balance of the school year.

4. Extra-Curricular – 2008-09

RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the appointment of the following additional faculty members to serve as monitors for administrative detention for the 2008-09 school year on an as needed basis, at the Special Projects Rate:

Maria Lario-Schuman
Yael Tamar Emenecker

5. Mentoring

RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the following mentoring match for the provisional teacher program:

<u>Novice Teacher</u>	<u>Mentor Match</u>	<u>Term</u>
Trinna Savage	Krista Javadi	20 weeks

6. Intern Placement

RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the Speech and Language intern placement of Lindsey Clark, a LaSalle University student, under the direction and supervision of Karen Capozzi, beginning January 2009, through May 2009.

7. Rowan Student Teacher Placements

RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the student teacher placements from Rowan University for Spring 2009. (Exhibit 09-68)

8. Substitutes

RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the employment of following substitute teachers for the 2008-09 school year:

Barbara Linkert; Westville, NJ – Standard Certification (Elementary)

Motion: _____

Second: _____

Roll Call Vote: Yes: _____

No: _____

C. PERSONNEL – SUPPORT

1. Leave of Absence

RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves a leave under FMLA for Antoinette McGeehan, Instructional Assistant at Woodbury Jr.-Sr. High School, from December 15, 2008, through on or about January 23, 2009.

2. Resignations

- a) RESOLVED that the Woodbury City Board of Education hereby accepts the resignation of Michelle Vicari, Building Aide at Evergreen Avenue Elementary School, effective November 17, 2008.
- b) RESOLVED that the Woodbury City Board of Education hereby accepts the verbal resignation of Melina Jaggard as Custodian for the Woodbury Public School District, effective November 28, 2008.
- c) RESOLVED that the Woodbury City Board of Education hereby accepts the resignation of Kathleen Hickman, Lunchroom Aide at West End Memorial Elementary School, effective December 15, 2008.

3. Employment

- a) RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the emergent hiring of James Giannone as an Instructional Assistant at West End Memorial Elementary School for twenty-nine hours per week at a rate of \$16.00 per hour, no benefits, beginning January 5, 2009.
- b) RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the emergent hiring of Lisa Steinberg as Building Aide at Evergreen Avenue Elementary School for twenty hours per week at a rate of \$11.33 per hour, no benefits, beginning December 18, 2008.
- c) RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the employment of James Roesly as a full-time Night Custodian for the Woodbury Public School District to start upon receipt of Criminal History approval, at a salary of \$23,000, pro-rated.
- d) RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the emergent hiring of JoAnn Nickolson as Lunchroom Aide at West End Memorial Elementary School for twenty hours per week at a rate of \$7.58 per hour, no benefits, beginning December 18, 2008.

4. High School Evening Activities Monitor

RESOLVED that the Woodbury City Board of Education hereby ratifies and affirms the appointment of Jacob, Davis, Jr., as the High School Evening Activities Monitor beginning December 1, 2008, through March 7, 2009, not to exceed twenty hours per week, at a rate of \$8.00 per hour (blended-time overtime, when appropriate).

5. Substitute Support Staff – 2008-09

RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the employment of following substitute support staff for the 2008-09 school year:

Kathleen Hickman – Lunchroom Aide

Motion: _____

Second: _____

Roll Call Vote: Yes: _____

No: _____

D. STUDENTS & PROGRAMS

1. Homeless – 2008-09

RESOLVED that the Woodbury City Board of Education hereby approves contracts for homeless students. (Exhibit 09-69)

2. Home Instruction Services Agreement – 2008-09

RESOLVED that the Woodbury City Board of Education hereby approves entering into an agreement with Professional Education Services, Inc. for the 2008-09 school year to provide home instruction services to pupils attending or enrolled at the Princeton House Behavioral Health Systems. (Exhibit 09-70)

3. Homebound Instruction

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

<u>Student ID#</u>	<u>Dates of Service</u>	<u>Hours Per Week</u>	<u>Homebound Instructor</u>	<u>Reason</u>
10044	11/19/08-12/22/08	15	Jane Burrough	Medical
10543	11/12/08-01/05/08	6	Educere	Medical
		2	James Krauss	Medical
		2	Maria Lario	Medical
100349	11/25/08-12/16/08	10	Princeton House	Medical

4. Student Field Trips

RESOLVED that the Woodbury City Board of Education hereby approves the list of student field trips for the 2008-09 school year. (Exhibit 09-71)

5. Senior High School Band Trip

- a) RESOLVED that the Woodbury City Board of Education hereby approves the cancellation of the Senior High School Class Band Trip, originally approved on March 26, 2008, to Nassau, Bahamas aboard the Carnival Fascination Cruise Ship.
- b) RESOLVED that the Woodbury City Board of Education hereby approves a trip for the Senior High School Class Band, approximately fifty (50) students, to attend the 2009 National Freedom Fest in New York City on the dates of Thursday, March 19, 2008, through Sunday, March 22, 2009, at a cost of approximately \$550 per student, to be paid by the individuals attending. Chaperones will be Dr. Joseph DiMenna, one (1) additional staff member, and one (1) administrator.

6. Policy and Regulation Updates

RESOLVED that the Woodbury Board of Education hereby approves the new and updated policies and mandated regulations. (Exhibit 09-72)

Motion: _____

Second: _____

Roll Call Vote: Yes: _____

No: _____

E. BUSINESS & FINANCIAL

1. Retirement Plan Adoption Agreement

RESOLVED that the Woodbury City Board of Education hereby approves the submission of the OMNI Group, Inc. model 403(b) Retirement Plan Adoption Agreement to become effective on January 1, 2009.

2. Retirement Plan Provider

RESOLVED that the Woodbury City Board of Education hereby approves Midland National as a 403B provider for the district effective January 1, 2009.

3. Approval of Contract – Supplemental Educational Services

RESOLVED that the Woodbury City Board of Education approves the contract to the Tutoring Club, Sewell, NJ to provide Supplemental Educational Services for identified students in the Jr.-Sr. High School and the Evergreen Avenue Elementary School for the 2008-09 school year.

4. 2007-2008 Audit

RESOLVED that the Woodbury City Board of Education hereby accepts the audit report performed by Holman & Frenia, P.C. for the 2007-2008 school year. A synopsis of the report was distributed. (Exhibit 09-73)

5. Change Orders

RESOLVED that the Woodbury City Board of Education hereby approves the following change order to Delaware Valley Mechanical for HVAC renovations:

CO#	Description	COR Amount	Initiated by
17	<ul style="list-style-type: none"> Replace two Airdale cabinet doors 	\$3,120.00	OR

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

6. Use of Facilities by Outside Groups

- a) RESOLVED that the Woodbury City Board of Education hereby ratifies and affirms the use of the All-Purpose Room(s) at West End Memorial and Evergreen Avenue Schools, and the Old and New Cafeteria and Cap Paine Gymnasium at Woodbury Jr.-Sr. High School, by Woodbury Youth Basketball, for basketball practice and games, beginning December 1, 2008, through March 7, 2008, from 7:15pm through 10:00pm when no school activities are taking place. (User: Class II)
- b) RESOLVED that the Woodbury City Board of Education hereby ratifies and affirms the use of the football field and scoreboard at Woodbury Jr.-Sr. High School, by the Woodbury Midget Football League for the Midget Football Superbowl, on November 29, 2008, from 11:00am through 4:00pm. (User: Class II)

- c) RESOLVED that the Woodbury City Board of Education hereby ratifies and affirms the use of the All Purpose Room at Walnut Street Elementary School by H.S.A. parent organization for the Holiday Shop on December 8, 2008, through December 10, 2008, from 9:00am through 3:00pm. (User: Class I)
- d) RESOLVED that the Woodbury City Board of Education approves the use of the All Purpose Room at Walnut Street Elementary School by H.S.A. parent organization for a Make-a-Gift program on December 19, 2008, from 3:00pm through 3:30pm. (User: Class I)

7. 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 09-74)

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

November 2008

School	Date	Time	Length of Drill	Comments
Evergreen	11/17/08	1:15pm	1 minute, 45 seconds	Sunny, chilly
	11/17/08	1:35pm	1 minute, 55 seconds	Sunny, chilly
Walnut	11/24/08	10:50am	1 minute, 25 seconds	Sunny, very cold
	11/26/08	10:45am	1 minute, 24 seconds	Sunny, cold
West End	11/10/08	2:05pm	1 minute, 10 seconds	Sunny, cool
	11/20/08	11:05am	1 minute, 30 seconds	Cloudy, cold, flurries
Jr.-Sr. High	11/11/08	11:18am	2 minutes	Sunny
	11/24/08	9:47am	2 minutes	Sunny

11. COMMITTEE REPORTS

- Personnel Committee – Lynn Jennings Dennen, Chairperson
- Property Committee – Anthony Chiesa, 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
 Student Body Representative – James Jones

13. FUTURE DATES

Date	Event	Time
December 16, 2008	Junior High School Choir Concert	8:00pm
December 17, 2008	Board of Education Meeting	7:00pm
December 18, 2008	High School Band Concert	8:00pm
December 22, 2008	High School Choir Concert	8:00pm
January 7, 2009	Financial Aid Workshop	7:00pm
January 8, 2009	H.S.A. Meeting; Walnut	7:00pm
January 8, 2009	P.T.A. Meeting; West End	7:00pm
January 13, 2009	P.T.O. Meeting; Evergreen	7:00pm
January 19, 2009	Martin Luther King Day – No School	~~~~~
January 20, 2009	P.T.S.A. Meeting; Jr.-Sr. High School	7:30pm
January 21, 2009	District Family Night – Music in the House; Walnut	7:00pm
January 21, 2009	Board of Education Meeting	7:00pm
January 28, 2009	AVID Parent Night; Jr.-Sr. High School	7:00pm
January 29, 2009	Elementary Chinese New Year; Jr.-Sr. High School	6:30pm

14. MEETING OPENED TO THE PUBLIC FOR COMMENT

Open: Motion _____ Second _____

Close: Motion _____ Second _____

15. ADJOURNMENT TO END BOARD MEETING

Motion: _____ Second: _____

Roll Call Vote: Yes: _____ No: _____

Time: _____