

BOARD OF EDUCATION MEETING

December 19, 2006

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 – WOODBURY HIGH SCHOOL STAFF

- World Language Department
- AVID Program/Socratic Seminar

7. DISCUSSION ITEM

- Radey and Associates – Walnut HVAC Status Report

8. OPEN MEETING TO PUBLIC FOR COMMENT ON AGENDA ITEMS

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

10. DISCUSSION ITEMS

11. AGENDA

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 November 28, 2006.
2. Secretary’s Report
RESOLVED that the Woodbury Board of Education hereby approves the November 2006 Secretary’s Report. (Exhibit 07-56)
3. Treasurer’s Report
RESOLVED that the Woodbury Board of Education hereby approves the November 2006 Treasurer’s Report. (Exhibit 07-57)
4. Transfers
RESOLVED that the Woodbury Board of Education hereby approves the transfers in line accounts in accordance with the lists submitted. (Exhibit 07-58)
5. Payment of Bills
RESOLVED that the Woodbury Board of Education hereby approves the payment of bills without exception. (Exhibit 07-59)
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 no changes in anticipated revenue amounts and revenue sources.
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 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. Leave of Absence

- a) RESOLVED that the Woodbury Board of Education hereby approves granting a Family Leave of Absence to Melissa Akins, commencing November 20, 2006 to February 19, 2007.
- b) RESOLVED that the Woodbury Board of Education hereby approves granting a Federal Family Leave of Absence to Elizabeth McKenna, commencing January 8, 2007 to February 16, 2007.

2. Employment

RESOLVED that the Woodbury Board of Education hereby approves the employment of Elaine Blair at Interim Teacher of Grade 4 at Evergreen School from on or about January 16, 2007 to June 6, 2007. Miss Blair will be compensated at the rate of \$125 per day.

3. Extra-Curricular – 2006-07

- a) RESOLVED that the Woodbury Board of Education hereby approves an adjustment in the stipend for Carla Bittner's position as Co-Coordinator at Evergreen School to \$637 due to her Family Leave of Absence commencing January 16 – June 6, 2007.
- b) BE IT FURTHER RESOLVED that the Woodbury Board of Education hereby approves the appointment of Katherine Estep as Co-Coordinator at Evergreen School at a stipend of \$851, effective January 16, 2007, to replace Carla Bittner.
- c) RESOLVED that the Woodbury Board of Education hereby approves an adjustment in the stipends for Debra Rath and Marcella Linkert for their positions as Co-Advisors of the West End Yearbook. The stipend for this position will be split between each advisor for the 2006-07 school year.
- d) RESOLVED that the Woodbury Board of Education hereby approves an adjustment in the stipend for Christina Pierce's position as safety patrol co-advisor for the Walnut School to \$444 due to her Family Leave of Absence from October 10, 2006 – March 12, 2007.
- e) BE IT FURTHER RESOLVED that the Woodbury Board of Education hereby approves an adjustment in Christine Fair's stipend to \$1,382 to assume full responsibility of the Safety Patrol Advisor position at the Walnut Street School while Mrs. Pierce is on leave.

- f) 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>
Coach	Weight Room (2 nd sem.)	Zachary Valentine	4/\$3,199
Volunteer Coach	Basketball – Girls	Tiffany Corsey	N/A

- g) 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>
Assistant	Dramatics	Anne Baney	\$1,098
Conductor	Orchestra	Keith Styers (adj.)	\$1,061
Choreographer	Spring Play	Heather McCumber (adj.)	\$1,061
Co-Coordinator	Science Events	James Hilferty	\$419

4. Substitutes – 2006-07

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

Armiger, Jennifer J. – Woodbury, NJ - Sub. Cert.

Smithwick, Eile – Wenonah, NJ – Elem. Cert.

Toole, Melissa M. – Woodbury, NJ – Sub. Cert.

Motion: _____

Second: _____

Roll Call Vote: Yes: _____

No: _____

C. **PERSONNEL - SUPPORT**

1. Resignations

- a) RESOLVED that the Woodbury Board of Education hereby accepts the verbal resignation of Ryan Carter, Custodian. Ms. Carter never reported to work.
- b) RESOLVED that the Woodbury Board of Education hereby accepts the letter of resignation from Laura Spaeth, Instructional Assistant at Evergreen Avenue School, effective December 15, 2006.
- c) RESOLVED that the Woodbury Board of Education hereby accepts the letter of resignation from Christopher Spina, Student Adjustment Center Monitor at Woodbury Jr.-Sr. High School, effective December 22, 2006.

2. Employment

- a) RESOLVED that the Woodbury Board of Education hereby approves the employment of Jamie Pierce as an Interim Special Education Aide at West End Memorial School commencing December 20, 2006 through on or about March 9, 2007. Ms. Pierce will be compensated at the rate of \$10.75 per hour.
- b) RESOLVED that the Woodbury Board of Education hereby approves the employment of the following Instructional Assistant who will be employed for 29 hours per week, 185 day school year, at the rate of \$16 per hour.

<u>Employee</u>	<u>School</u>	<u>Eff. Date</u>
Melissa Gerhardt (Emergent Hire)	Evergreen Avenue School	12/20/06
Jennifer Savery	Evergreen Avenue School	1/10/07

3. Leave of Absence

RESOLVED that the Woodbury Board of Education hereby approves granting an uncompensated leave of absence to Michelle Brydges, Aide at Evergreen Avenue School, for February 5-6, 2007.

4. Job Descriptions

- a) RESOLVED that the Woodbury Board of Education hereby approves the Job Description for a Paraprofessional Athletic Aide – F-5. (Exhibit 07-60)
- b) RESOLVED that the Woodbury Board of Education hereby approves abolishing Job Description E-13 – Secretary to the Director of Pupil Personnel Services.

5. High School Evening Activities Monitor

RESOLVED that the Woodbury Board of Education hereby approves the appointment of Jacob Davis as the High School Evening Activities Monitor commencing December 18, 2006 through March 1, 2007, not to exceed 20 hours per week. Mr. Davis will be compensated at a blended time 1 ½ hourly rate of pay.

6. Extra-Curricular Appointments – Paraprofessionals

RESOLVED that the Woodbury Board of Education hereby approves the following extra-curricular appointments for paraprofessionals:

<u>Position</u>	<u>Sport</u>	<u>Appointment</u>	<u>Stipend</u>
Para. Athletic Aide	Basketball – Boys	Luke Bowe	N/A
Para. Athletic Aide	Basketball – Boys	Jake Bowe	N/A
Para. Athletic Aide	Basketball – Girls	Sheena Ohlig	N/A
Para. Athletic Aide	Basketball – Girls	Tyrone Jervey	N/A
Para. Athletic Aide	Basketball – Girls	Tyshawn Freeman	N/A

Motion: _____ Second: _____

Roll Call Vote: Yes: _____ No: _____

D. STUDENTS & PROGRAMS

1. Homeless Students

RESOLVED that the Woodbury Board of Education hereby approves contracts for homeless students as per Exhibit 07-61.

2. Homebound Instruction

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

<u>Student ID#</u>	<u>Time Frame</u>	<u>Hrs. Per Week</u>	<u>Home Instruction Provider</u>	<u>Reason</u>
007109	12/8-12/13/06	10	Julie Longo	Per Admin.

3. Resolution – Banning Sale of Air Guns

RESOLVED that the Woodbury Board of Education hereby approves the Resolution endorsing legislative action banning the sale of air guns within the City of Woodbury limits. (Exhibit 07-62)

Motion: _____ Second: _____

Roll Call Vote: Yes: _____ No: _____

E. BUSINESS & FINANCIAL

1. Submission of Grant Proposals

- a) RESOLVED that the Woodbury Board of Education hereby approves submitting a grant proposal to the Cable’s Leaders in Learning Award in the amount of \$3,000 to support the Video Productions/Communications course offered at Woodbury High School.
- b) RESOLVED that the Woodbury Board of Education hereby approves submitting a grant proposal to the Electronic Data Systems Corporation in the amount of \$1,500 to support the Video Productions/Communications course offered at Woodbury High School.

2. Early Childhood Program Aid – 2007-08

RESOLVED that the Woodbury Board of Education hereby approves submitting the 2007-08 Early Childhood Program Aid (ECPA) application in the amount of \$850,371 to the County Office of Education for approval.

3. Sidebar Agreement – Woodbury Clerical Employees Contract – 2005-08

RESOLVED that the Woodbury Board of Education hereby approves a sidebar agreement to the Woodbury Public Schools Clerical Employees 2005-08 Contract. (Exhibit 07-63)

4. West End School Stage Refinishing

RESOLVED that the Woodbury Board of Education hereby accepts the donation from the West End Memorial School’s PTA of the contracted services (Dave’s Hardware Flooring) to refinish the West End stage.

5. Change Order – Geothermal Services Contract

RESOLVED that the Woodbury Board of Education hereby approves credit change orders (Change Orders # 3, 4, 5) to the Geothermal Services contract in the amount of \$4,000 for each school (West End, Walnut and High School – total \$12,000) for a testing allowance which was not utilized by the contractor.

6. Contract with EIRC for No Child Left Behind Tutorial Program Services

RESOLVED that the Woodbury Board of Education hereby approves entering into a contract with the Educational Information Resource Center (EIRC) for the provision of No Child Left Behind (NCLB) tutorial program services to assist in accomplishing the supplemental educational instructional mandates of NCLB. (Exhibit 07-64)

7. Travel and Work Related Expenses

- a) 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 07-65)
- b) RESOLVED that the Woodbury Board of Education hereby approves reimbursement of travel expenses for the Board President to attend the Federal Relations Network Conference on January 27- 31, 2007. (Exhibit 07-66)

8. Geotechnical Investigation Services

RESOLVED that the Woodbury Board of Education hereby approves entering into a professional services contract with Becica Associates, LLC., to provide a geotechnical investigation at the West End School in the areas of observed distress. (Exhibit 07-67)

Motion: _____

Second: _____

Roll Call Vote: Yes: _____

No: _____

12. SUPERINTENDENT’S REPORT

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

13. FIRE DRILL REPORTNovember 2006

<u>School</u>	<u>Date</u>	<u>Time</u>	<u>Length of Drill</u>	<u>Comments</u>
Evergreen	11/17/06	2:20 p.m.	3 min., 17 sec.	Sunny, warm
	11/17/06	2:28 p.m.	2 min., 48 sec.	Fire alarm malfunctioned
Walnut	11/1/06	1:40 p.m.	1 min., 1 sec.	Sunny
	11/6/06	2:25 p.m.	1 min., 14 sec.	Sunny
West End	11/3/06	1:30 p.m.	1 min., 20 sec.	Sunny, cool
	11/17/06	11:00 a.m.	5 minutes	Code C Lockdown
	11/21/06	9:00 a.m.	1 minute	Sunny, cold
Jr.-Sr. High	11/14/06	9:52 a.m.	5 minutes	Cloudy
	11/21/06	1:21 p.m.	4 minutes	Sunny, cold

14. FUTURE DATES

December 14, 2006 – High School Band Concert - 8:00 p.m. – **POSTPONED UNTIL
JANUARY 9, 2007**

December 19, 2006 – Communications Committee – 6:00 p.m.

December 19, 2006 – Board of Education Meeting – 7:00 p.m.

December 20, 2006 – High School Choir Concert – St. Stephen's Lutheran Church - 8:00 p.m.

January 9, 2007 – High School Band Concert – 8:00 p.m. – High School Auditorium

January 11, 2007 – Family Book Night at West End School – 5th grade – 6:30 p.m.

January 16, 2007 – Lips, Camera, Action! Family Night at West End School – Kindergarten – 6:30 p.m.

January 17, 2007 – Music in the House Family Night at Walnut School – 4th grade – 7:00 p.m.

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.

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

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

15. 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

16. REPRESENTATIVES

NJSBA Legislative Delegate – Frank Gwalthney
Gloucester County School Boards – Jerry Lonabaugh
City Council Liaison – Anthony Chiesa

17. 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.

18. MEETING OPENED TO THE PUBLIC FOR COMMENT

19. ADJOURNMENT TO END BOARD MEETING

Motion: _____

Second: _____

Roll Call Vote: Yes: _____

No: _____

Time: _____