

**BOARD OF EDUCATION MEETING**

**March 22, 2010**

**Woodbury Jr.-Sr. High School**

**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/DISCUSSION

- 2010 Teachers of the Year
- Eagle Scout Project Presentation
- Strategic Plan Update
- Budget Overview for Board Members

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 10-96)

2. Student Placement

RESOLVED that the Woodbury City Board of Education hereby ratifies and affirms the out-of-district placement transfer of student #8400754895 from Bankbridge South to Archbishop Damiano, effective March 3, 2010, at a rate of \$203.42 per diem.

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
120112	12/44/09 – 12/23/09	10	Brookfield School	Medical
110107	02/10/10 – 02/25/10	10	Brookfield School	Medical
100224	02/11/10 – 02/19/10	10	Education Inc.	Medical
100179	02/16/10 – 06/24/10	6	Susan VanZoren	Medical
		2	Clery Chavez-Naimoli	
		2	Marge Pertuit	
10608	02/22/10 – 03/12/10	10	Brookfield School	Medical
120065	(Ten Total Hours)	5	Trinna Savage	Admin.
		5	Susan VanZoren	
120176	03/03/10 – 03/26/10	10	Brookfield School	Medical
100345	03/08/10 – 03/10/10	5	Theresa Rohlfing	Medical
100525	03/10/10 – 03/16/10	10	Ralph Douglas	Admin.

4. Calendar Change

RESOLVED that the Woodbury City Board of Education hereby approves an amendment to the 2009-10 elementary and Jr.-Sr. High School calendars to modify the school day on Friday June 18, 2010, from an early dismissal day to a full student day, and to add an early dismissal student day on Thursday, June 24, 2010, due to emergency snow day closings on February 26, 2010.

5. Graduation – Class of 2010

RESOLVED that the Woodbury City Board of Education hereby approves the commencement ceremony of the graduating Class of 2010 to take place at the Woodbury Track and Field Stadium\*, weather permitting, at 6:30pm on June 24, 2010.

(\*In the event of rain, the ceremony shall be moved to the Cap Paine Gymnasium.)

6. 2009-10 Student Field Trips

RESOLVED that the Woodbury City Board of Education hereby approves field trips for students. (Exhibit 10-97)

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 February 24, 2010.

2. Secretary's Report

RESOLVED that the Woodbury City Board of Education hereby approves the Secretary's Report for January 2010. (Exhibit 10-98)

3. Treasurer's Report

RESOLVED that the Woodbury City Board of Education hereby approves the Treasurer's Report for January 2010. (Exhibit 10-99)

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 10-100)

5. Payment of Bills

RESOLVED that the Woodbury City Board of Education hereby approves the payment of bill lists without exception. (Exhibit 10-101)

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 January 2010. 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. Extra-Curricular – 2009-10

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:

<u>Position</u>	<u>Sport</u>	<u>Appointment</u>	<u>Stipend/Step</u>
Assistant Coach	Baseball	Eric Allen	TBD*/Step 1
Volunteer Paraprofessional	Girls Track	Kimberly Sayers	N/A

(\*Stipend to be determined through the negotiations process.)

2. Internship

RESOLVED that the Woodbury City Board of Education hereby approves the School Leadership practicum/administrative internship placement of Christopher Sheppard, faculty member and Wilmington University graduate student, under the direction and supervision of Jason Vivadelli, beginning April 1, 2010, for the balance of the 2009-10 school year.

3. Substitute Teachers – 2009-10

RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby ratifies and affirms the employment of the following substitute teachers for the 2009-10 school year:

Beatty, James; Substitute Certification – Exp. 07/01/2015

Chellew, Courtney; CEAS – Elementary (Employment Effective: March 1, 2010)

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

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

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

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

**D. PERSONNEL – SUPPORT**

1. Resignation

RESOLVED that the Woodbury City Board of Education hereby acknowledges the resignation of Beverly Haney as an Instructional Assistant for the Woodbury City Public School District, effective April 30, 2010.

2. Leave of Absence

a) RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby ratifies and affirms an uncompensated leave of absence for Jason Godfrey, a Special Education One-to-One Aide for the Woodbury City Public Schools, on the dates of March 4, and March 5, 2010, for a total of 2 days.

b) RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves an uncompensated leave of absence for Danielle Hamilton, Instructional Assistant for the Woodbury City Public Schools, on the dates of June 7 (½ day), June 9, June 10, and June 11, 2010, for a total of 3.5 days.

3. Employment

RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the employment of Courtney Chellew as an Instructional Assistant for the Woodbury City Public School District, for twenty-nine hours per week, at a rate of \$16.00 per hour, beginning May 1, 2010, through the balance of the school year.

4. Employment Transfer

RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby ratifies and affirms the employment change of Gary McIlvaine from Interim Custodian to full-time Custodian for the Woodbury City Public School District, at a salary of \$23,000, pro-rated, beginning March 1, 2010.

5. Substitute Support Staff

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

6. Student Tutor

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>
Cassandra Persinger	Jr. High Workplace Tutor	6 hours per week	\$10 per hour
Amber Heister	Jr. High Workplace Tutor	6 hours per week	\$10 per hour
Michael Kaszuba*	Jr. High Workplace Tutor	6 hours per week	\$10 per hour
Ariel Cooper*	Jr. High Workplace Tutor	6 hours per week	\$10 per hour

(\*Pending receipt of criminal history approval.)

7. Maintenance/Custodial Holiday Schedule

RESOLVED that the Woodbury City Board of Education, in accordance with the contract between the Woodbury City Board of Education and the Woodbury Education Association, hereby approves the establishment of the following six floating holidays for the 2010-11 school year:

- |                   |                  |
|-------------------|------------------|
| August 13, 2010   | October 11, 2010 |
| November 26, 2010 | January 17, 2011 |
| February 21, 2011 | April 25, 2011   |

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

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

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

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

**E. BUSINESS & FINANCIAL**

1. LPDC (Local Professional Development Committee) Plan

RESOLVED that the Woodbury City Board of Education hereby approves the submission of the 2010–11 LPDC Plan to the County Office of Education. (Exhibit 10-102)

2. Technology Plan

RESOLVED that the Woodbury City Board of Education hereby approves the submission of the three-year Technology Plan, July 1, 2010, through June 30, 2013, to the County Office of Education. (Exhibit 10-103)

3. Individuals with Disabilities Education Improvement Act (IDEIA) – FY 2010 Application

RESOLVED that the Woodbury City Board of Education hereby approves the submission of an amendment to the IDEIA FY 2010 application to the State Department of Education to encumber \$15,163 that was carried over from the IDEIA FY 2009 Final Report.

4. Grant Application

RESOLVED that the Woodbury City Board of Education hereby approves application to the United States Department of Education for Grant CFDA (Catalog of Federal Domestic Assistance) # 84.215E – Elementary and Secondary School Counseling Program Grant – in the following amounts:

2010-2011:	\$375,500
2011-2012:	\$365,500
2012-2013:	\$370,400

5. Consultant

RESOLVED that the Woodbury City Board of Education hereby ratifies and affirms contracting with Trisha M. Walshe as a consultant, to provide Wilson Reading and Behavioral Support services to student #4325941910, for five hours per week, at a rate of \$50 per hour, beginning March 8, 2010, continuing through the balance of the 2009-10 school year.

6. Food Service Management Contract 2010-11

RESOLVED that the Woodbury City Board of Education hereby approves the renewal of the food service management contract with Nutri-Service Food Management, Inc., for the 2010-11 school year including a flat administrative/management fee of \$26,486.25

7. Submission of Budget

RESOLVED that the Woodbury City Board of Education hereby approves resolution to submit the 2010-11 budget to the County Office of Education for review and to advertise the budget once approved. (Exhibit 10-104)

8. Child Nutrition Program

The Woodbury City Board of Education hereby approves adopting a resolution to not require LARC School and YALE School of Williamstown to charge students for reduced and/or paid meals. Both schools do not participate in the Child Nutrition Program and meets all of the nutritional requirements as administered by the New Jersey Department of Agriculture. (Exhibit 10-105)

9. Bid Award

RESOLVED that the Woodbury City Board of Education hereby approves the award of the landscaping services contract to All Green Turf Management Corp. (Exhibit 10-106)

10. Custodial Specification Bid

RESOLVED that the Woodbury City Board of Education hereby approves the custodial supply specifications to advertise and receive bids for same.

11. Policy/Regulation Updates

RESOLVED that the Woodbury City Board of Education hereby approves new and revised policies (second reading) and mandated regulations. (Exhibit 10-107)

12. Travel and Work Related Expenses

- a) RESOLVED that the Woodbury City Board of Education hereby approves the resolution for reimbursement of travel and work related expenses for employees. (Exhibit 10-108)
- b) RESOLVED that the Woodbury City Board of Education hereby approves the resolution for reimbursement of travel and work related expenses for Board members. (Exhibit 10-109)

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

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

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

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

9. FIRE DRILL REPORT

## February 2010

School	Date	Time	Length of Drill	Comments
Evergreen	02/24/10	9:35am	2 minutes, 7 seconds	Cloudy
	02/24/10	9:47am	1 minute, 55 seconds	Cloudy
Walnut	02/24/10	11:00am	1 minute, 8 seconds	Cloudy, cold
	02/24/10	12:25pm	1 minute, 10 seconds	Cloudy, cold
West End	02/03/10	2:15pm	1 minute	Sunny, cool
	02/16/10	2:10pm	1 minute, 5 seconds	Cold, windy
Jr.-Sr. High	02/17/10	2:02pm	2 minutes, 25 seconds	Cloudy, cold
	02/24/10	11:45am	2 minutes, 37 seconds	Cloudy, cold

10. SUPERINTENDENT'S REPORT

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

11. 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

12. REPRESENTATIVES

City Council Liaison – Anthony Chiesa

Gloucester County School Board – Frank Gwalthney

NJSBA Legislative Delegate – Frank Gwalthney

Student Body Representative – Teddy Johnson

13. FUTURE DATES

Date	Event	Time
<b>March 18, 2010</b>	<b>Finance Committee Meeting – Board Conference Room</b>	<b>6:00pm</b>
March 18, 2010	District-Wide Kindergarten Family Night – Walnut Street School	6:30pm
March 18, 2010	Woodbury Elementary Schools Presentation @ Woodbury City Library	7:00pm
<b>March 22, 2010</b>	<b>Board of Education Meeting – Woodbury Jr.-Sr. High School</b>	<b>7:00pm</b>
<b>March 23, 2010</b>	<b>Communications Committee Meeting – Board Conference Room</b>	<b>6:00pm</b>
<b>March 25, 2010</b>	<b>Woodbury Board of Education Presentation @ Woodbury City Library</b>	<b>7:00pm</b>
<b>March 29, 2010</b>	<b>Special Board of Education Meeting (Budget) – Public Hearing</b>	<b>7:00pm</b>
April 6, 2010	P.T.A. Meeting – West End Memorial School	7:00pm
<b>April 7, 2010</b>	<b>Personnel Committee Meeting – Board Conference Room</b>	<b>6:00pm</b>
April 8, 2010	H.S.A. Meeting – Walnut Street School	7:00pm
April 14, 2010	Jazz Concert – Jr.-Sr. High School	7:00pm
<b>April 15, 2010</b>	<b>Personnel Committee Meeting – Board Conference Room</b>	<b>6:00pm</b>
April 16, 2010	West End Talent Show – Jr.-Sr. High School Auditorium	7:00pm
April 17, 2010	Woodbury Relays – Track and Field Stadium	9:00am
April 20, 2010	School Board Elections	2:00pm
April 20, 2010	P.T.S.A. Meeting – Jr.-Sr. High School	7:30pm
April 21, 2010	National Honor Society Induction – Jr.-Sr. High School	7:00pm
April 23, 2010	White and Gold Night – Jr.-Sr. High School	7:00pm
<b>April 28, 2010</b>	<b>Board of Education Meeting (Reorganization) – Jr.-Sr. High School</b>	<b>7:00pm</b>
April 29, 2010	District-Wide Pre-Kindergarten Family Night – Evergreen Avenue School	6:30pm

14. MEETING OPENED TO THE PUBLIC FOR COMMENT

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

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

15. CLOSE MEETING TO PUBLIC

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

16. EXECUTIVE SESSION

WHEREAS, N.J.S.A. 10:4-12 allows for Public Body to go into closed session during a Public Meeting; and

WHEREAS, the Woodbury Board of Education has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and

WHEREAS, the regular meeting of the Woodbury Board of Education will reconvene following the end of the closed session; now therefore be it

RESOLVED that the Woodbury Board of Education will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

- ✓ Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospect public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.

BE IT FURTHER RESOLVED that the Woodbury Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Woodbury Board of Education Attorney advises the Board that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the School District or any other entity with respect to said discussion;

BE IT FURTHER RESOLVED that the Woodbury Board of Education, for the aforementioned reasons, hereby declares the above discussion shall take place and hereby directs the Board Secretary to take the appropriate action to effectuate the terms of this resolution.

17. OPEN MEETING TO THE PUBLIC

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

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

18. ADJOURNMENT TO END BOARD MEETING

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

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

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

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

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