



**A. ROUTINE MATTERS**

1. Approval of Minutes

RESOLVED that the Woodbury Board of Education hereby approves the Minutes of the Board of Education Meeting held on February 27, 2008.

2. Secretary’s Report

RESOLVED that the Woodbury Board of Education hereby approves the February 2008 Secretary’s Report. (Exhibit 08-101)

3. Treasurer’s Report

RESOLVED that the Woodbury Board of Education hereby approves the February 2008 Treasurer’s Report. (Exhibit 08-102)

4. Transfers

RESOLVED that the Woodbury Board of Education hereby approves the transfers in line accounts in accordance with the lists submitted. (Exhibit 08-103)

5. Payment of Bills

RESOLVED that the Woodbury Board of Education hereby approves the payment of bill lists without exception. (Exhibit 08-104)

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 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 February 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. Alternative School Resignation

RESOLVED that the Woodbury Board of Education hereby accepts the resignation of John Romano as Teacher in the Alternative School Program, effective March 17, 2008.

2. Leave of Absence

- a) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves a leave of absence under the FMLA for Bobbi Sue Nepp, Teacher of Grade 1 at Evergreen Avenue School beginning on or about May 19, 2008 through the balance of the school year.
- b) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves a leave of absence under the FMLA for Melody Arno, Athletic Trainer for the district beginning on or about May 20, 2008 through June 15, 2008.

3. Employment

RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves employment of Kathie Spittal and Jennifer Guerin as Enrichment Tutors for 1st and 2nd grade students at West End Elementary School for three hours per week each, at the Special Projects Rate, beginning March 27, 2008 through June 12, 2008.

4. Family Nights

- a) RESOLVED that the Woodbury Board of Education hereby approves compensation to Maria Gassner for three hours at the Special Projects Rate for work in support of the Kindergarten Family Night on March 5, 2008.
- b) RESOLVED that the Woodbury Board of Education hereby approves Suzanne Maxymuk as team leader for the Pre-K Family Night on May 1, 2008, resulting in a new total of five hours compensation.
- c) RESOLVED that the Woodbury Board of Education hereby approves compensation to Jennifer Polis for three hours at the Special Projects Rate for work in support of the Pre-K Family Night on May 1, 2008.

5. Extra-Curricular

## Athletic

- i. RESOLVED that the Woodbury Board of Education hereby accepts the resignation of Zachary Valentine as Weight Room Advisor effective March 7, 2008.
- 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>
Mickey Kiser	Golf	Head Coach	4/\$3874
Donna Lacovara	Softball	Asst. Coach	1/\$3098
Travis Davis	Baseball	Asst. Coach	4/\$4759

Karynna Baresel	JHS Track	Volunteer Coach	N/A
David Rosen	Baseball	Volunteer Paraprofessional	N/A
Bruce Clark	Boys Track	Volunteer Paraprofessional	N/A

6. Substitutes

RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the following substitute teacher for the 2007-08 school year:  
Jacobs, Rosemary – Hammonton, NJ – Substitute Certification

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

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

C. **PERSONNEL – SUPPORT**

1. Leave of Absence

- a) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves an unpaid leave of absence for Michelle Brydges beginning February 28, 2008 through on or about March 7, 2008.
- b) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves an unpaid leave of absence for Melina Jaggard on February 11, 2008.
- c) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves a leave of absence for Jennifer Savery, Instructional Assistant at Evergreen Avenue Elementary School beginning on or about May 23, 2008 through June 11, 2008, compensated, and June 12, 2008 through June 17, 2008, uncompensated.

2. Employment

- a) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby rescinds the offer of employment to Lakeisha Fant.
- b) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves to extend the employment of Constance Campbell for an additional five hours per week as a Special Education One-to-One Aide at Evergreen Avenue Elementary School at her current rate of pay effective March 6, 2008 through the balance of the school year. (New total of 25 hours per week.)
- c) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves to extend the employment of Elaine Connor for an additional five hours per week as a Special Education One-to-One Aide at Evergreen Avenue Elementary School at her current rate of pay effective March 6, 2008 through the balance of the school year. (New total of 25 hours per week.)
- d) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the employment of Dianna Tepfer as a Special Education One-to-One Aide assigned to student #0001581 at a rate of \$11 per hour for 29 hours per week, beginning March 27, 2008, through the balance of the school year.

3. Additional Compensation

RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves additional compensation to the following Special Education Aides for working the unscheduled day of March 19, 2008:

- Joyce Gilbert – ½ day compensation
- Jessica Lobdell – 1 day compensation

4. 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:

- Connor, Elaine – Substitute Classroom Aide
- Wilbourne, Donna – Substitute Custodian
- Evangelisti, Linda – Substitute Secretary

5. Holidays for Maintenance/Custodial Staff

RESOLVED that the Woodbury Board of Education hereby approves, in accordance with the contract between the Woodbury Board of Education and the Woodbury Education Association, the establishment of the following six floating holidays for 2008-09 school year:

- |                   |                   |
|-------------------|-------------------|
| July 7, 2008      | January 2, 2009   |
| November 28, 2008 | February 16, 2009 |
| December 26, 2008 | April 13, 2009    |

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

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

**D. STUDENTS & PROGRAMS**

1. Out of District Placement – 2007-08

RESOLVED that the Woodbury Board of Education hereby approves the out-of district placement of student #0001581 to Mantua Township Public Schools LLD Self-Contained program at a tuition rate of \$13,000, pro-rated, effective March 27, 2008, for the balance of the 2007-08 school year.

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
006321	01/30/08 – 04/11/08	4	James Krauss	Medical
084041	02/12/08 – 03/07/08	5	Brookfield	Medical

074079	02/19/08 – 03/18/08	10	Brookfield	Medical
0001581	02/25/08 – 02/26/08	10	Noelle Baskinger	Per Administration
013073	02/25/08 – 04/25/08	10	Educere	Medical
064073	02/28/08 – 03/03/08	6	Brookfield	Medical
053098	03/06/08 – 05/06/08	10	Brookfield	Medical

3. Homeless Students

RESOLVED that the Woodbury Board of Education hereby approves contracts for homeless students as per Exhibit 08-105.

4. Senior High School Band Trip

RESOLVED that the Woodbury Board of Education hereby approves the Senior High School Class Band Trip to Nassau, Bahamas aboard the Carnival Fascination Cruise Ship, from Thursday, March 19, 2009 through Tuesday, March 24, 2009. The approximate cost per pupil is \$700, paid for by the individual students attending. Chaperones will be Dr. Joseph DiMenna, two (2) members of the 2008-09 Marching Band Staff and one (1) Administrator.

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

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

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

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

**E. BUSINESS & FINANCIAL**

1. IDEA-B Grant Allocation

RESOLVED that the Woodbury Board of Education hereby approves the allocation of \$13,921 from the fiscal year 2007 IDEA-B final report into the current fiscal year 2008 IDEA-B grant to be placed in the 200-500 line item to off-set out of district tuition expenses.

2. Special Education – Extraordinary Aid

RESOLVED that the Woodbury Board of Education hereby approves to submit an application for the 2007-2008 Special Education Extraordinary Aid.

3. 2008-09 Professional Development Plan

RESOLVED that the Woodbury Board of Education hereby approves the 2008-2009 Professional Development Plan for submission to the county. (Exhibit 08-106)

4. Submission of Revised Budget

RESOLVED that the Woodbury Board of Education hereby approves the revised 2008-09 budget resolution for submission to the County Office of Education for review and to advertise the budget once approved. (Exhibit 08-107)

5. Landscaping Contract

RESOLVED that the Woodbury Board of Education hereby approves the landscaping/grass cutting services contract with D'Onofrio and Sons, Inc. (Exhibit 08-108)

6. Food Service Contract

RESOLVED that the Woodbury Board of Education approve the Food Service contract with Nutri-Serve Food Management, Inc. for the 2008-09 school year. The Food Service Management Company's flat administrative/management fee shall be \$25,225. A profit estimate of \$97,525 is guaranteed equal to 100% of the administrative/management fee.

7. Custodial Supply Bid Specifications

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

8. School Bus Bid Specifications

RESOLVED that the Woodbury Board of Education hereby approves the school bus specifications to advertise and receive bids for same.

9. Walnut Street School Bid Specifications

RESOLVED that the Woodbury Board of Education hereby approved the Walnut partial demolition and renovation bid specifications and to advertise and receive bids for same. The bid specifications are in the Business Office for review.

10. Geotechnical Investigation Services

RESOLVED that the Woodbury Board of Education hereby approves entering into a professional services contract with \_\_\_\_\_ to provide geotechnical investigation at the Walnut school in the areas surrounding the footings of the proposed new outside wall in conjunction with the planned demolition/renovation.

11. New Road Construction Management Company Contract Extension

RESOLVED that the Woodbury Board of Education hereby approves extending the contract of New Road Management Company to complete the surfacing and lining of the track for an amount not to exceed \$8,000.00.

12. Change Order

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

RAA CO#	AA CO#	Description	COR Amount	Initiated by
043	049	Control flowing water/direct to new concrete swale. (Between Annex and Charlie Brown's)	\$1,400.00	CC

CC – Concealed Condition

13. 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 pending state approval:

Mahogany Lumber from Old Bleachers – 250 pieces; 16' x 8" x 1" (Approx. Number and Size)

Old Metal Bleachers from Stadium Project – 50 pieces; 20' x 9.5" x 1.5" (Approx. Number and Size)

14. Woodbury Public School Clerical Contract Employees (WPSCE) Contract

RESOLVED that the Woodbury Board of Education hereby approves a contract for the 2008-09 school year between the Woodbury Board of Education and the Woodbury Education Association for WPSCE. (Exhibit 08-109)

15. Woodbury Administrator's and Supervisor's Association Sidebar Agreement

RESOLVED that the Woodbury Board of Education hereby approves the Sidebar Agreement, Article 14, J., between the Woodbury Board of Education and the Woodbury Administrator's and Supervisor's Association (Exhibit 08-110)

16. Policy Updates

RESOLVED that the Woodbury Board of Education hereby approves the first reading of new and updated policies as listed in Exhibit 08-111.

17. Use of Facilities by Outside Groups

- a) RESOLVED that the Woodbury Board of Education hereby approves use of the New Cafeteria at Woodbury Jr.-Sr. High School by the P.T.S.A. for the purpose of the Basket Bingo Fundraiser benefiting Woodbury students on April 11, 2008, from 5:00pm through 10:00pm. (User: Class I)
- b) RESOLVED that the Woodbury Board of Education hereby approves use of the Old and New Cafeterias at Woodbury Jr.-Sr. High School by the Band Parent's Association for the Game Fest Fundraiser on April 5, 2008, from 9:00am through 4:30pm. (User: Class I)

18. 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 08-112)

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

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

10. SUPERINTENDENT’S REPORT

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

11. FIRE DRILL REPORT

February 2008

School	Date	Time	Length of Drill	Comments
<b>Evergreen</b>	02/06/08	10:15am	1 minutes, 25 seconds	Partly sunny
	02/25/08	2:00pm	1 minute, 35 seconds	Partly sunny
<b>Walnut</b>	02/06/08	2:00pm	1 minute, 3 seconds	Cloudy, mild
	02/27/08	1:05pm	1 minute, 2 seconds	Sunny, cold
<b>West End</b>	02/06/08	1:25pm	1 minute, 15 seconds	Cloudy, warm
	02/11/08	9:05am	1 minute, 10 seconds	Sunny, brisk, cold
<b>Jr.-Sr. High</b>	02/06/08	1:20pm	3 minutes	Cloudy
	02/25/08	11:00am	2 minutes	Sunny

12. 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

13. REPRESENTATIVES

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

14. FUTURE DATES

Date	Event	Time
<b>March 26, 2008</b>	<b>Property Committee Meeting</b>	<b>6:00pm</b>
March 26, 2008	Grade 2 Family Night, Math @ Walnut School	6:30pm
<b>March 26, 2008</b>	<b>Board of Education Meeting</b>	<b>7:00pm</b>
March 27, 2008	Mr. Woodbury, Jr.-Sr. High School	7:00pm
<b>April 2, 2008</b>	<b>Personnel Committee Meeting</b>	<b>6:00pm</b>
April 3, 2008	P.T.A. Meeting: West End School	7:00pm
April 3, 2008	H.S.A. Meeting: Walnut School	7:00pm
April 7, 2008	P.T.O. Meeting: Evergreen School	7:00pm
<b>April 15, 2008</b>	<b>SCHOOL BOARD ELECTIONS</b>	<b>2:00pm - 9:00pm</b>
April 15, 2008	P.T.S.A. Meeting: Jr.-Sr. High School Library	7:30pm
April 22, 2008	NHS Induction Ceremony: Jr.-Sr. High School Auditorium	8:00pm
April 23, 2008	Grade 3 Family Night, Poetry @ West End School	6:30pm
<b>April 23, 2008</b>	<b>Board of Education Meeting: Reorganization</b>	<b>7:00pm</b>

15. MEETING OPENED TO THE PUBLIC FOR COMMENT

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

Close: 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. (Subject to the balancing of the public’s interest and the employee’s privacy rights under *South Jersey Publishing*, 124 N.J. 478, the employee(s) and nature of discussion is the evaluation of the performance of Joseph Jones, III, Superintendent.)

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. ADJOURNMENT TO END BOARD MEETING

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

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

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