

BOARD OF EDUCATION MEETING
March 27, 2007
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

- Walnut Street School
- J.J. Marsh – Peterson Service Co. – Presentation of HVAC Remote Monitoring System

7. DISCUSSION ITEMS

- High School Student Council Representative

8. PUBLIC HEARING

PUBLIC HEARING ON THE 2007-08 BUDGET
Joseph Jones, III, Superintendent
Esther R. Pennell, Business Administrator

9. OPEN MEETING TO PUBLIC FOR COMMENT ON AGENDA ITEMS

10. OPEN MEETING TO PUBLIC FOR COMMENT ON NON-AGENDA 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 February 27, 2007, with correction to contract amount to \$46,950 on item E. 11 – Inter-local Agency Agreement with EIRC, and March 12, 2007.

2. Secretary’s Report

RESOLVED that the Woodbury Board of Education hereby approves the February 2007 Secretary’s Report. (Exhibit 07-96)

3. Treasurer’s Report

RESOLVED that the Woodbury Board of Education hereby approves the February 2007 Treasurer’s Report. (Exhibit 07-97 – will be placed on the Board table)

4. Transfers

RESOLVED that the Woodbury Board of Education hereby approves the transfers in line accounts in accordance with the lists submitted. (Exhibit 07-98)

5. Payment of Bills

RESOLVED that the Woodbury Board of Education hereby approves the payment of bills without exception. (Exhibit 07-99)

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 February 2007. 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. Extra-Curricular – 2006-07

- a) RESOLVED that the Woodbury Board of Education hereby approves a change in the 6th Grade Coordinator stipend of Tobey Realley to \$4,042 for the 2006-07 school year. The stipend was increased by 50% for teaching six blocks per year less 17 days in June, since she has been approved for FMLA leave, effective June 1, 2007.
- b) RESOLVED that the Woodbury Board of Education hereby approves a change in the stipend for Jill Rossi as Advisor to the White & Gold. The stipend will be reduced by ¼ to \$1,368.75 since she has been approved for FMLA leave, effective March 19, 2007.

- c) RESOLVED that the Woodbury Board of Education hereby approves non-athletic extra-curricular appointments for the 2006-07 fiscal year.

| Position | Activity | Appointment | Stipend |
|--------------|-----------------------|---------------------|------------------|
| Bass | Pit Orchestra-General | James Krauss | \$318 |
| Percussion | Pit Orchestra-General | Norwood Cuff | \$318 |
| Flute | Pit Orchestra-General | Susan Styers (adj.) | \$318 |
| Sub. Monitor | Detention | Margaret Pertuit | Spec. Proj. Rate |
| Advisor | White & Gold | Marguerite Downham | \$456.75 (1/4) |
| Advisor | Intramural Tennis | Ari Ford | \$1,262 |

- d) RESOLVED that the Woodbury Board of Education hereby approves athletic extra-curricular appointments for the 2006-07 fiscal year.

| Position | Sport | Appointment | Stipend |
|----------------------------|----------|-------------------|---------|
| Volunteer Coach | Golf | Joseph Pegues | N/A |
| Volunteer Paraprofessional | Baseball | Matthew Cavalieri | N/A |

2. Additional Compensation

RESOLVED that the Woodbury Board of Education hereby approves compensating the following personnel to administer the Brigance Test during Kindergarten Screening. Each will be compensated at the Special Projects Rate, not to exceed a total of six hours each.

Suzanne Maxymuk
Dawn Seigel

3. After School Skills Club – 2006-07

RESOLVED that the Woodbury Board of Education hereby approves the appointment of Kathie Spittal and Jennifer Guerin as After School Skills Club teachers at West End Memorial School, commencing April 2 through June 8, 2007, for a total of 30 hours each. Compensation will be at the Special Projects Rate.

4. Substitutes – 2006-07

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

- Adair, Colleen – Wenonah, NJ – Sub. Cert. – K-12
- Dumbleton, Elizabeth A. – Westmont, NJ – CEAS – English
- Howard, Katherine – Glassboro, NJ – Sub. Cert. – K-12
- Rogers-Snyder, Eileen M. – Deptford, NJ - Sub. Cert. – K-12
- Smith, Stephen – Glassboro, NJ – Sub. Cert. – K-12
- Vitale, Anthony – Sewell, NJ – Sub. Cert. – K-12

Motion: _____

Second: _____

Roll Call Vote: Yes: _____

No: _____

C. **PERSONNEL - SUPPORT**

1. Resignations

- a) RESOLVED that the Woodbury Board of Education hereby accepts the letter of resignation from Lindsay Salmon, Instructional Assistant at West End Memorial School, effective March 24, 2007.
- b) RESOLVED that the Woodbury Board of Education hereby accepts the letter of resignation from Tracey Phillips, Lunch Aide at Walnut Street School, effective March 9, 2007.

2. Employment

- a) RESOLVED that the Woodbury Board of Education hereby approves the employment of the following Aides for a 182 days school year (pro-rated) pending Criminal History approval.

| <u>Employee</u> | <u>Type of Aide</u> | <u>Hrs. Per Wk.</u> | <u>Rate</u> | <u>School</u> |
|--------------------|---------------------|-------------------------|-------------|---------------|
| Patricia Taffe | Lunch | 15 | \$7.25 | Walnut |
| Stephanie L. Jones | Substitute Lunch | as needed | \$7.15 | Elementary |

- b) RESOLVED that the Woodbury Board of Education hereby approves the employment of the following Instructional Assistant as an emergent hire who will be employed for 29 hours per week, 185 day school year (pro-rated), at the rate of \$16 per hour.

| <u>Employee</u> | <u>School</u> | <u>Eff. Date</u> |
|----------------------|---------------|----------------------|
| Jacqueline Massanova | West End | 3/28/07 |

3. Leaves of Absence

- a) RESOLVED that the Woodbury Board of Education hereby approves a leave of absence for Michele Hamilton, Facilities Office Coordinator, under the Federal Family and Medical Leave Act, from March 6, 2007 to on or about March 14, 2007.
- b) RESOLVED that the Woodbury Board of Education hereby approves a leave of absence for Victoria Fulham, Secretary to the Business Administrator, under the Federal Family Medical Leave Act, from August 1, 2007 to on or about September 26, 2007.

Motion: _____ Second: _____

Roll Call Vote: Yes: _____ No: _____

D. STUDENTS & PROGRAMS1. Student Discipline

RESOLVED that the Woodbury Board of Education hereby approves the continuation of the suspension of student # 071014 through the end of the 2006-07 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 |
|---|----------------|---------------|--|---------------|
| 051066 | 1/25 – 3/25/07 | 10 | Julie Longo | Per Adm. |
| <i>This is a change of Home Instruction Provider.</i> | | | | |
| 071023 | 1/22 – 3/2/07 | 10 | Julie Longo | Medical |
| 006321 | 3/6 – 6/6/07 | 5 | Julie Longo/ James Krauss | Medical |
| 006912 | 3/6 – 3/20/07 | 5 | Bridgeton Public Schools/S. Jersey Healthcare | Medical |
| 071014 | 3/14 - 3/15/07 | up to 15 | Julie Longo | Per Principal |
| 071014 | 3/15 – 3/22/07 | 10 | Julie Longo | Per BOE |

3. Out-of-District Placements

RESOLVED that the Woodbury Board of Education hereby approves placing student #1175 at GCSSSD Bankbridge East, effective February 26, 2007 at a cost of \$148.75 per diem.

4. Elementary Science Program

RESOLVED that the Woodbury Board of Education hereby approves the purchase and of Scott Foresman’s Science (NJ Edition) Program (grades K-5) with partial implementation during the 2006-07 school year and full implementation commencing with the 2007-08 school year.

5. Cooperative Sports Program – 2007-08 and 2008-09

RESOLVED that the Woodbury Board of Education hereby approves the continuation of a cooperative sports program with Gateway Regional High School for cross-country, wrestling, and swimming, during the 2007-08 and 2008-09 school years.

6. Comprehensive Equity Plan – 2007-10

RESOLVED that the Woodbury Board of Education hereby approves the Comprehensive Equity Plan for the years 2007-10 as finalized by the Affirmative Action Team (AAT). (Exhibit 07-100)

Motion: _____

Second: _____

Roll Call Vote: Yes: _____

No: _____

E. BUSINESS & FINANCIAL

1. Approval of 2007-08 Budget Resolution for Submission to Voters

RESOLVED that the Woodbury Board of Education hereby approves a resolution to adopt the 2007-08 school district budget and for submission to the voters. (Exhibit 07-101)

2. School District Calendar – 2006-07

RESOLVED that the Woodbury Board of Education hereby approves the following changes to the 2006-07 school calendar:

- Additional student days - June 21 and 22, 2007
- Additional teacher days – June 22 and 25, 20007
- ½ days – Elementary – June 20, 21, 22, 2007
- ½ days – Jr.-Sr. High – June 19, 20, 21, 22, 2007

3. School District Calendar – 2007-08

RESOLVED that the Woodbury Board of Education hereby approves the School District Calendar for 2007-08 for the Elementary Schools and the Jr.-Sr. High School. (Exhibit 07-102)

4. Change Orders

- a) RESOLVED that the Woodbury Board of Education hereby approves credit change order #5 to the Art, Anderson, Inc. stadium contract in the amount of (\$10,000) to delete the testing allowance.
- b) RESOLVED that the Woodbury Board of Education hereby approves credit change order # 9 to the Art Anderson, Inc. contract in the amount of (\$2,940) for the substitution of poly water piping in lieu of copper piping to supply the new storage/toilet building at the stadium.
- c) RESOLVED that the Woodbury Board of Education hereby approves change order # 11 to the Art Anderson, Inc. contract for an amount not to exceed \$37,456 to provide additional earthwork at the visitor bleacher concrete pad due to poor subsoil conditions.
- d) RESOLVED that the Woodbury Board of Education hereby approves change order # 12 to the Art Anderson, Inc. contract in the amount of \$3,981 to provide a new manhole and pipe saddle where the storm crosses sanitary lines, as directed by the project engineer.
- e) RESOLVED that the Woodbury Board of Education hereby approves change order # 13 to the Delaware Valley Mechanical contract in the amount of \$1,192.10 for the installation of an additional new baseboard heater in Evergreen Avenue School Room 150.

5. Bid Awards

- a) RESOLVED that the Woodbury Board of Education hereby approves the receipt of bids for asphalt/concrete and to award a contract to Mount Construction Company, the lowest responsible bidder, in the amount of \$68,325. (Exhibit 07-103)
- b) RESOLVED that the Woodbury Board of Education hereby approves the receipt of bids for window replacement and to award a contract to Levy Construction, lowest responsible bidder, in the amount of \$102,100. (Exhibit 07-104)
- c) RESOLVED that the Woodbury Board of Education hereby approves the receipt of bids for the landscape maintenance service program and to award a contract to All-Green Turf Management Corporation in the amount of \$35,448 for landscape services (all four schools and Frances Avenue) and for the four-step fertilization programs at the High School and Frances Avenue fields, from April 15 – November 15, 2007. (Exhibit 07-105)

6. Rejection of Bid – Walnut HVAC Renovations

RESOLVED that the Woodbury Board of Education hereby rejects the bids received on March 21, 2007, for the Walnut HVAC renovations because each of the said bids is unreasonable as to price as each of the bids substantially exceed the pre-bid construction cost estimate provided by Radey Associates and because each of the bids substantially exceeds the Board's appropriation of funds.

7. Negotiation of Walnut HVAC Renovations

WHEREAS, the district has twice requested bids for Walnut HVAC Renovations; and
 WHEREAS, three bids were received for the first round of bids, and four bids were received for the second round of bids, and all bids exceeded the pre-bid construction cost estimate and therefore rejected; and

WHEREAS, after two unsuccessful bids, the district is permitted by law to negotiate a contract; be it therefore

RESOLVED that the Woodbury Board of Education authorizes the Business Administrator/Board Secretary to negotiate a contract for Walnut HVAC Renovations in accordance with N.J.S.A. 18A:18A-5(c).

8. Bid Specifications

RESOLVED that the Woodbury Board of Education hereby approves bid specifications for bleacher replacement in the Cap Paine Gym and for approval to advertise and receive bids for same. The bid specifications are available in the Board Office for review.

9. Professional Services Contract – Becica Associates, LLC

RESOLVED that the Woodbury Board of Education hereby approves entering into a professional services contract with Becica Associates, LLC, for an amount not to exceed \$8,000 to complete an in-depth crack mapping investigation at West End Memorial School's original kindergarten wing and 2001 addition.

10. Acceptance of IDEIA Funds – 2006-07

RESOLVED that the Woodbury Board of Education hereby approves accepts IDEIA funds for the 2006-07 school year in the following amounts:

| | |
|------------------|-----------|
| IDEIA Basic | \$455,973 |
| IDEIA Pre-School | 20,867 |

11. Fiscal Year 2006 Carry-Over Funds

RESOLVED that the Woodbury Board of Education hereby approves to carry over Fiscal Year '06 project funds as follows:

| <u>NCLB</u> | | <u>IDEIA</u> | |
|-------------|----------|--------------|----------|
| Title I | \$17,613 | Basic | \$19,443 |
| Title IIA | \$59,879 | Preschool | \$ 182 |
| Title IID | \$373 | | |
| Title IV | \$7,373 | | |
| Title V | \$1,618 | | |

12. Demonstrably Effective Program Aid (DEPA) – 2007-08

RESOLVED that the Woodbury Board of Education hereby approves the 2007-08 Demonstrably Effective Program Aid (DEPA) Operation Plan for submission to the County Office of Education for approval.

13. Affiliation Agreement with Widener University

RESOLVED that the Woodbury Board of Education hereby approves entering into an affiliation agreement with Widener University to permit students in the School of Nursing to intern with the district’s school nurses during this school year.

14. Food Service Management Contract – 2007-08

RESOLVED that the Woodbury Board of Education hereby approves the renewal of the food service management contract with Nutri-Serve Food Management, Inc., for the 2007-08 school year. The food service management company’s flat administrative/management fee shall be \$19,386.80.

15. Transportation Route

RESOLVED that the Woodbury Board of Education hereby approves to contract with the Paulsboro School District for Routes P8/P3., to transport homeless student # 053120, for 54 days commencing March 20, 2007, at a per diem rate of \$41.22.

16. 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 attending conferences, conventions, staff training, seminars and/or workshops as previously approved by the Superintendent as work related and within the scope of the work responsibilities of each attendee. (Exhibit 07-106)

Motion: _____

Second: _____

Roll Call Vote: Yes: _____

No: _____

11. SUPERINTENDENT’S REPORT

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

12. FIRE DRILL REPORT

February 2007

| <u>School</u> | <u>Date</u> | <u>Time</u> | <u>Length of Evac.</u> | <u>Comments</u> |
|---------------|-------------|-------------|------------------------|-----------------|
| Evergreen | 2/21/07 | 11:10 a.m. | 3 min., 8 sec. | Sunny, cool |
| | 2/21/07 | 1:10 p.m. | 3 min., 27 sec. | Sunny, cool |
| Walnut | 2/21/07 | 1:10 p.m. | 1 min., 2 sec. | Sunny |
| | 2/27/07 | 10:50 a.m. | 1 min., 5 sec. | Sunny |
| West End | 2/8/07 | 9:50 a.m. | 1 min., 20 sec. | Sunny, cold |
| | 2/27/07 | 1:30 p.m. | 1 min., 20 sec. | Sunny, cold |
| Jr.-Sr. High | 2/12/07 | 8:08 a.m. | 5 minutes | Cold |
| | 2/27/07 | 12:20 p.m. | 3 minutes | Overcast |

13. FUTURE DATES

March 27, 2007 – Board of Education Meeting – 7:00 p.m.

April 3, 2007 – Personnel Committee Meeting – 6:00 p.m.

April 10, 2007 – Candidates' Night – 7:00 p.m. – West End Memorial School – NOTE
CHANGE OF DATE

April 17, 2007 – Budget/Board of Education Vote – Polls open – 2:00 – 9:00 p.m.

April 21, 2007 – Woodbury Relays at West Deptford

April 24, 2007 – Board of Education Meeting – 7:00 p.m. (Reorganization)

14. 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

15. REPRESENTATIVES

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

16. 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.

17. MEETING OPENED TO THE PUBLIC FOR COMMENT

18. ADJOURNMENT TO END BOARD MEETING

Motion: _____

Second: _____

Roll Call Vote: Yes: _____

No: _____

Time: _____