

**BOARD OF EDUCATION MEETING**  
**May 26, 2010**  
**West End Memorial Elementary 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 *Courier Post*, and filing written notice with the Clerk of the City of Woodbury at the time of Reorganization in April, 2010.**

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

- West End Memorial Elementary School Presentation

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 10-147)

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
10608	02/22/10 - 03/31/10	10	Brookfield School	Medical
110020	03/03/10 - 04/16/10	10	Brookfield School	Medical
100006	04/09/10 - 06/10/10	10	Susan VanZoeren	Medical
120090	04/21/10 - 05/19/10	10	Brookfield School	Medical
100472	04/26/10 - 05/07/10	10	Clery Chavez	Per Administration
10658	04/27/10 - 05/25/10	10	Brookfield School	Medical
100525	05/04/10 - 05/07/10	10	Marcus Berg	Medical/ASK Testing
0110050	05/13/10 - 06/10/10	10	Brookfield School	Medical

3. 2009-10 Student Field Trips

RESOLVED that the Woodbury City Board of Education hereby approves field trips for students. (Exhibit 10-148)

4. Applications to Operate Summer School

RESOLVED that the Woodbury City Board of Education hereby approves the submission of Application(s) to Operate Summer School to the Gloucester County Department of Education. (Exhibit 10-149)

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 April 28, and May 12, 2010.

2. Secretary’s Report

RESOLVED that the Woodbury City Board of Education hereby approves the Secretary’s Report for March 2010. (Exhibit 10-150)

3. Treasurer’s Report

RESOLVED that the Woodbury City Board of Education hereby approves the Treasurer’s Report for March 2010. (Exhibit 10-151)

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 10-152)

5. Payment of Bills

RESOLVED that the Woodbury City Board of Education hereby approves the payment of bill lists without exception. (Exhibit 10-153)

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:23A-16.10c2, 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:23A-16.10c3 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:23A-16.10c4, 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:23A-16.10c 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. Leave of Absence

RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves a leave of absence under the FMLA for Jack Hill, Teacher of Health and Physical Education for Woodbury City Public School District, beginning on June 10, 2010, through June 25, 2010.

2. Employment Change

RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the employment change of Tonya Breland from Principal of Evergreen Avenue Elementary School to Principal of Evergreen Avenue Elementary School/Supervisor of Curriculum and Instruction – Elementary Grades (PreK-6), beginning July 1, 2010, at the same salary.

3. Employment Transfer – Administration

RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the employment transfer of Donna Cohen from Teacher of English to Supervisor of Curriculum and Instruction – Secondary Grades (6-12), beginning July 1, 2010, at a salary of \$91,500.

4. Employment Transfer – Faculty

- a) RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the employment transfer of Douglas Park as Teacher of Music from the Elementary Schools to the Jr.-Sr. High School for the 2010-11 school year, at the same salary.
- b) RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the employment transfer of Brian McKillop as Part-time Teacher of Health and Physical Education from West End Memorial Elementary School to Evergreen Avenue/Walnut Street Elementary Schools, for the 2010-11 school year, at the same 0.82 FTE and salary, no benefits.

5. Employment

- a) RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the employment of Kimberly Kalbach as Part-time Teacher of Health and Physical Education (0.82 FTE) at West End Memorial Elementary School, for the 2010-11 school year, at a salary of \$40,839 (BA+15/Step 3, pro-rated), no benefits.

- b) RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the employment of a Part-time Teacher of Elementary Technology Education (0.82 FTE) at West End Memorial Elementary School, for the 2010-11 school year.\*
- c) RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the employment of a Part-time Teacher of Elementary Technology Education (0.82 FTE) for the Woodbury City Public School District, for the 2010-11 school year.\*
- d) RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the employment of a Part-time Teacher of Business (0.67 FTE) at Woodbury Jr.-Sr. High School, for the 2010-11 school year.\*
- e) RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the employment of a Teacher of Mathematics at Woodbury Jr.-Sr. High School, for the 2010-11 school year.\*

*\*Interviews in Process – Candidates with step/degree and salary recommendation to be placed on table; an addendum to the agenda will be made available.*

6. Reduction-in-Force

RESOLVED that the Woodbury City Board of Education hereby approves the reduction-in-force for the Elementary Teacher of Instrumental Music from a 1.0 FTE position to a 0.80 FTE position for the 2010-11 school year.

7. Extra-Curricular

- a) RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the non-athletic extra-curricular appointments for the 2010-11 school year. (Exhibit 10-154)
- b) RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the athletic extra-curricular appointments for the 2010-11 school year. (Exhibit 10-155)

8. Summer Employment - Professional

RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the 2010 summer employment of certificated personnel. (Exhibit 10-156)

9. Substitute Teacher – 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 teacher for the 2009-10 school year:

Bassler, Scott; Substitute Certification - Applying

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 Toni Foster as a Special Education One-to-One Aide for the Woodbury City Public School District, effective May 28, 2010.

2. Employment

RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the employment of support staff for the 2010-11 school year. (Exhibit 10-157)

3. Summer Employment

RESOLVED that the Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approves the 2010 summer employment of support personnel. (Exhibit 10-158)

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

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

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

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

**E. BUSINESS & FINANCIAL**

1. Summer Use of Facilities - 2010

RESOLVED that the Woodbury City Board of Education hereby approves the use of school facilities and equipment by the Woodbury High School athletic teams during the summer 2010 for coaches' workouts.

2. Comprehensive Equity Plan (CEP)

RESOLVED that the Woodbury City Board of Education hereby approves submission of the 2010-11 CEP Annual Statement of Assurance form to the County Office of the New Jersey Department of Education. (Exhibit 10-159)

3. IDEIA Allocation Amendment

RESOLVED that the Woodbury City Board of Education hereby ratifies and affirms the submission of application to the New Jersey Department of Education for amendment of the Individuals with Disabilities Education Improvement Act (IDEIA) American Recovery and Reinvestment Act (ARRA) funds for FY 2010 and FY 2011. (Exhibit 10-160)

4. Bid Specifications

- a) RESOLVED that the Woodbury City Board of Education hereby ratifies and affirms the bid specifications for the replacement of the Jr.-Sr. High School Generator and to advertise.
- b) RESOLVED that the Woodbury City Board of Education hereby approves the bid specifications for the replacement of the Jr.-Sr. High School Library coping and to advertise.

5. Bid Awards

RESOLVED that the Woodbury City Board of Education hereby approves the award of the following custodial supply bids to the next lowest bidders, due to the bid withdrawal of Central Poly Corp.:

Description of Item	Qty.	Camden Paper & Bag Co.	All American Poly
24x33 10 gal 8 microns 16lbs clear	20	\$328.00	
40x48 45 gal Heavy Duty 2 mill green 100/case	175		\$2,777.25

6. Appointments

RESOLVED that the Woodbury City Board of Education hereby approves the appointment of Colonial Bank, as the District's Banking Service Provider, to serve for the term of the 2010-11 school year.

7. Grant Submission

- a. RESOLVED that the Woodbury City Board of Education hereby ratifies and affirms the submission of a Food Service Equipment Grant to the New Jersey Department of Agriculture in the amount of \$19,408.
- b. RESOLVED that the Woodbury City Board of Education hereby approves the submission of a grant application for the 2010 Safety Grant program through the New Jersey School Boards Association Insurance Group's EIRC South Sub fund for the purpose described in the application, in the amount of \$8,115.00 for the period of July 1, 2010 through June 30, 2011.

## 8. Agreements

RESOLVED that the Woodbury City Board of Education hereby approves the agreement with E-Rate Exchange Services for a two (2) year period at a rate of \$3,150 per year in order to facilitate discounts and/or reimbursements for eligible telecommunications services and internet access through the 2010-12 school year.

## 9. Contracts

- a) RESOLVED that the Woodbury City Board of Education hereby approves contracting with Gloucester County Special Services School District for Autism Consultation-Support for the 2010-11 school year, at a rate of \$108 per hour, not to exceed 190 hours.
- b) RESOLVED that the Woodbury City Board of Education hereby approves the consultation contract with Shields Academic Technology Services for the 2010-11 school year, at a rate of \$300 per diem rate, not to exceed 120 days.
- c) RESOLVED that the Woodbury City Board of Education hereby approves contracting with Let's Motor Inc., to provide occupational therapy services for the 2010-11 year, at the rate of \$65 per hour, not to exceed \$47,500.
- d) RESOLVED that the Woodbury City Board of Education hereby approves contracting with Tricia Bevelheimer to provide physical therapy services for the 2010-11 school year, at the rate of \$65 per hour, not to exceed \$16,380.
- e) RESOLVED that the Woodbury City Board of Education hereby approves contracting with Trisha M. Walshe to provide Behavioral Support services and Wilson Reading to the district as follows:
  - Up to five hours per week, at a rate of \$50 per hour, beginning July 1, 2010, through September 1, 2010, and
  - Up to ten hours per week, at the rate of \$50 per hour, from September 1, 2010, through the balance of the 2010-2011 school year.

## 10. Health Insurance Carriers

RESOLVED that the Woodbury City Board of Education hereby approves to terminate prescription coverage with AmeriHealth and to utilize Benecard as the prescription plan carrier effective July 1, 2010.

## 11. Use of Facility

RESOLVED that the Woodbury City Board of Education hereby approves the use of the Auditorium by the Woodbury Alumni Association on January 12, February 11, and February 16, 2011, from 6:00pm to 9:00pm, for the *Winter Wednesdays* program. (User: Class I)

12. Policy Updates

RESOLVED that the Woodbury City Board of Education hereby approves the first reading of new and revised policies. (Exhibit 10-161)

13. 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 10-162)

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

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

9. FIRE DRILL REPORT

April 2010

School	Date	Time	Length of Drill	Comments
Evergreen	04/06/2010	10:45am	2 minutes, 8 seconds	Sunny
	04/30/2010	10:10am	1 minute, 45 seconds	Sunny
Walnut	04/29/2010	10:05am	1 minute	Sunny, cool
	04/30/2010	2:30pm	1 minute, 9 seconds	Sunny, warm
West End	04/07/2010	9:00am	56 seconds	Sunny, hot
	04/20/2010	9:00am	1 minute, 5 seconds	Sunny, cool
Jr.-Sr. High	04/15/2010	10:00am	2 minutes, 47 seconds	Sunny
	04/23/2010	10:35am	3 minutes, 2 seconds	Sunny

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
May 25, 2010	Academic Awards Banquet – Jr.-Sr. High School	6:30pm
May 26, 2010	6 <sup>th</sup> Grade Parent Orientation – Jr.-Sr. High School (Parents of 5 <sup>th</sup> Graders)	7:00pm
<b>May 26, 2010</b>	<b>Board of Education Regular Meeting – West End Memorial School</b>	<b>7:00pm</b>
May 27, 2010	6 <sup>th</sup> Grade Student Orientation – Jr.-Sr. High School (Current 5 <sup>th</sup> Graders)	All School Day
<b>May 27, 2010</b>	<b>Minority Task Force: Multi-Cultural Dessert Event – Jr.-Sr. High School</b>	<b>6:30pm</b>
<b>June 2, 2010</b>	<b>Communications Committee Meeting – Board Conference Room</b>	<b>6:00pm</b>
June 1, 2010	P.T.A. Meeting – West End Memorial School	7:00pm
June 1, 2010	High School Choir Concert – Jr.-Sr. High School Auditorium	7:00pm
June 3, 2010	District-wide Grade 5 Family Fun Night – West End Memorial School	6:00pm
June 3, 2010	H.S.A. Meeting – Walnut Street School	7:00pm
June 3, 2010	Junior High School Choir Concert – Jr.-Sr. High School Auditorium	7:00pm
June 9, 2010	AVID Graduate Celebration – Jr.-Sr. High School	7:00pm
June 10, 2010	Grades 6-7 Awards Ceremony – Jr.-Sr. High School	8:15am
June 10, 2010	Athletic and Activity Awards Night – Jr.-Sr. High School	7:00pm
June 15, 2010	P.T.O. Meeting – Evergreen Avenue School	7:00pm
June 15, 2010	P.T.S.A. Meeting – Jr. Sr. High School Library	7:30pm
June 17, 2010	Grade 5 Awards Ceremony – Walnut Street School	6:00pm
June 17, 2010	Grade 5 Awards Ceremony – West End Memorial School	6:00pm
June 18, 2010	Grade 8 Promotion Ceremony and Dance – Jr.-Sr. High School	6:30pm
June 22, 2010	Grades K-2 Awards Ceremony – Evergreen Avenue School	9:00am
June 23, 2010	Grades 3-5 Awards Ceremony – Evergreen Avenue School	9:00am
<b>June 23, 2010</b>	<b>Board of Education Meeting – Jr. –Sr. High School</b>	<b>7:00pm</b>
June 24, 2010	Convocation – Jr.-Sr. High School Auditorium	5:30pm
June 24, 2010	Class of 2010 High School Graduation – Track and Field Stadium*	6:30pm

\*Graduation to be held in Cap Paine Gymnasium in case of inclement weather.

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: \_\_\_\_\_