

**BOARD OF EDUCATION MEETING**  
**June 25, 2008**  
**Board of Education Meeting Room**  
**6:00 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 to the Courier Post, and filing written notice with the Clerk of the City of Woodbury at the time of Reorganization in April, 2008.**

3. ROLL CALL

4. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

5. MISSION STATEMENT

6. CLOSE MEETING TO PUBLIC

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

7. 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 the disclosure of which constitutes an unwanted invasion of individual privacy;

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.

8. OPEN MEETING TO THE PUBLIC

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

9. PRESENTATION/DISCUSSION ITEMS

- Strategic Plan
- Proposed State Legislation/Regulations
- Honorary Diplomas

10. OPEN MEETING TO PUBLIC FOR COMMENT

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

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

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 Meeting held on May 28, 2008.
2. Secretary’s Report  
RESOLVED that the Woodbury Board of Education hereby approves the May 2008 Secretary’s Report. (Exhibit 08-165)
3. Treasurer’s Report  
RESOLVED that the Woodbury Board of Education hereby approves the May 2008 Treasurer’s Report. (Exhibit 08-166)
4. Transfers  
RESOLVED that the Woodbury Board of Education hereby approves the transfers in line accounts in accordance with the lists submitted. (Exhibit 08-167)
5. Payment of Bills  
RESOLVED that the Woodbury Board of Education hereby approves the payment of bill lists without exception. (Exhibit 08-168)

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 May 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. Supervisor of Alternative Education Job Description

RESOLVED that the Woodbury Board of Education hereby approves the Job Description – D-19: Supervisor of Alternative Education to replace B-3: Director of Alternative Education. (Exhibit 08-169)

2. Resignation

RESOLVED that the Woodbury Board of Education hereby accepts the resignation of Brandi Arrington, Teacher of Spanish at West End Elementary School, effective June 19, 2008.

3. Leave of Absence

RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves a leave of absence under the FMLA for Diane Sullivan, School Nurse at Woodbury Jr.-Sr. High School, beginning May 12, 2008 through the balance of the school year.

4. Transfer

- a) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the employment transfer of Gerald Kiser as Teacher of Special Education Mathematics to Teacher of Mathematics at Woodbury Jr.-Sr. High School for the 2008-09 school year.
- b) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the employment transfer of Felicita Rosado as Teacher of Spanish at Woodbury Jr.-Sr. High School to Teacher of Elementary Spanish at West End Memorial School for the 2008-09 school year.

5. Employment

- a) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the employment of Jeremy Landis as Teacher of Grade 6 at Woodbury Jr.-Sr. High School at a salary of \$46,142 (Step 1/BA) for the 2008-09 school year, pending receipt of appropriate New Jersey State certification.
- b) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the employment of Clery Chavez-Naimoli as Teacher of Spanish at Woodbury Jr. Sr. High School for the 2008-09 school year at a salary of \$46,342 (BA/Step 2) pending receipt of appropriate New Jersey State certification.

6. Salary Correction

RESOLVED that the Woodbury Board of Education hereby approves a salary correction for Nicole Pointkowski, teacher of Special Education at Evergreen Avenue Elementary School, to a new total of \$48,817 (BA+15/Step 3) for graduate credits earned and placement on guide for experience.

7. Horizontal Advancement

RESOLVED that the Woodbury Board of Education hereby approves a horizontal move on the salary guide for Gary Scavette, Teacher of Science at Woodbury Jr.-Sr. High School, from BA to BA+15 beginning the 2008-09 school year.

8. Summer Employment

RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the summer employment of certificated personnel. (Exhibit 08-170)

9. Kindergarten Screenings

RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves compensation to Dawn Seigel and Suzanne Sanders for kindergarten screenings, at the special projects rate, for three days, three hours per day each.

10. Extra-Curricular – 2008-09

RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the following athletic extra-curricular appointment for the 2008-09 school year:

<u>Position</u>	<u>Sport</u>	<u>Appointment</u>	<u>Stipend/Step</u>
Head Coach	Field Hockey	Christine Kremer	\$5954/Step 2

11. Internship

RESOLVED that the Woodbury Board of Education hereby approves the fall 2008 School Leadership practicum/Administrative internship placement of Gary Scavette, faculty member and graduate student of Wilmington College, under the direction and supervision of Denise Dunham.

12. Substitute Teacher

RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the following substitute teacher beginning June 18, 2008:

Miskar, Gerald –Williamstown, NJ – Standard Certification

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

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

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

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

**C. PERSONNEL – SUPPORT**

1. Option II Coordinator Job Description

RESOLVED that the Woodbury Board of Education hereby approves the Job Description – E-13: Option II Coordinator. (Exhibit 08-171)

2. 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 Jose Melendez, Instructional Assistant at Woodbury Jr.-Sr. High School, on the date of June 4, 2008.
- b) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves a five (5) day unpaid leave of absence for Melina Jaggard, custodian at West End Memorial Elementary School, on the dates of May 27, 2008 through June 2, 2008.
- c) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves an unpaid leave of absence of three (3) one-half days for Kristin Gorski, Instructional Assistant at West End Memorial School, on the dates of May 27, June 9, and June 13, 2008.

### 3. Resignations

- a) RESOLVED that the Woodbury Board of Education hereby accepts the resignation of Jose Melendez, Instructional Assistant in the Woodbury Public School District, effective June 18, 2008.
- b) RESOLVED that the Woodbury Board of Education hereby accepts the resignation of Machel Pendlebury, Special Education Aide in the Woodbury Public School District, effective June 18, 2008.
- c) RESOLVED that the Woodbury Board of Education hereby accepts the resignation of Joyce Gilbert, Kindergarten Aide in the Woodbury Public School District, effective June 18, 2008.

### 4. Transfers

- a) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the employment transfer of Sheila Ralston from One-to-One Special Education Aide to Instructional Assistant at West End Memorial Elementary School, for the 2008-09 school year, for twenty-nine hours per week at a rate of \$16.00 per hour, no benefits.
- b) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the employment transfer of Amanda Dube from Kindergarten Aide at Evergreen Avenue Elementary School to Instructional Assistant in the Woodbury Public School District, for the 2008-09 school year, for twenty-nine hours per week at a rate of \$16.00 per hour, no benefits.
- c) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the employment transfer of Antoinette McGeehan from Special Education Aide to Instructional Assistant at Woodbury Jr.-Sr. High School, for the 2008-09 school year, for twenty-nine hours per week at a rate of \$16.00 per hour, no benefits.
- d) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the employment transfer of Donna Wilborne from Substitute Custodian to full-time Night Custodian at Evergreen Avenue School, beginning July 1, 2008, at a salary of \$23,000.
- e) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the employment transfer of Heraclio Saavedra from Substitute Custodian to full-time Night Custodian at the Woodbury Jr.-Sr. High School, beginning July 1, 2008, at a salary of \$23,000.

### 5. Employment

- a) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the employment of Edward Wollick, Lead Custodian at West End Elementary School from July 1, 2008 to August 1, 2008 at a salary of \$33,500, pro-rated.
- b) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the employment of Christal McCullough, as a full-time Night Custodian for the Woodbury Public School District, beginning July 1, 2008, at a salary of \$23,000.

- c) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the employment of James Wyckoff, as a full-time Night Custodian for the Woodbury Public School District, beginning July 1, 2008, at a salary of \$23,000.
- d) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the employment of Danielle Hamilton as an Instructional Assistant at West End Memorial Elementary School, for the 2008-09 school year, for twenty-nine hours per week at a rate of \$16.00 per hour, no benefits.
- e) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the employment of Kathryn Stalter-Allen as Option II Coordinator, 0.5 FTE, for the Woodbury Public School District for the 2008-09 school year, at a salary of \$25,000, no benefits.
- f) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the employment of Daniel Franta as a part-time school bus driver for the Woodbury Public School District for the 2008-09 school year, for a maximum of 25 hours per week for transportation of children to private schools plus additional extracurricular routes as required, at a rate of \$17.50 per hour, no benefits, pending criminal history approval.
- g) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the employment of Donna Dimeo as a part-time van driver for the Woodbury Public School District for the 2008-09 school year, for a maximum of 25 hours per week for transportation of children to private schools plus additional extracurricular routes as required, at a rate of \$17.50 per hour, no benefits, pending criminal history approval.
- h) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the employment of lunch aides for the 2008-09 school year. (Exhibit 08-172)

#### 6. Summer Employment

- a) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the employment of John Romano as Summer 2008 Painting Supervisor, replacing Zack Valentine, at a rate of \$15 per hour for a maximum of twenty hours per week for six weeks.
- b) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the summer employment of non-certificated personnel. (Exhibit 08-173)

#### 7. Student Employment

- a) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the employment of Stacy Wong, as a student worker in the technology office for 20 hours per week, commencing July 7, 2008, through August 22, 2008, with compensation at the rate of \$7.50 per hour.
- b) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the employment of Stefana Burlacu, as a student worker in the board office for 20 hours per week, commencing July 7, 2008, through August 22, 2008, with compensation at the rate of \$8.00 per hour.

- c) RESOLVED that the Woodbury Board of Education, upon the recommendation of the superintendent, hereby approves the employment of Joanne Saradakis, as a student painter, replacing Sarah Hesser, 20 hours per week, commencing July 7, 2008, for six weeks, with compensation at the rate of \$7.15 per hour.

8. Substitute Coordinator – 2008-09

RESOLVED that the Woodbury Board of Education hereby approves the appointment of Tracey Parker as substitute coordinator for Woodbury Public School District for the 2008-09 school year, at a stipend of \$5,665.

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

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

**D. STUDENTS & PROGRAMS**

1. Out of District Extended School Year Placements – 2008

RESOLVED that the Woodbury Board of Education hereby approves the extended school year out-of district placements. (Exhibit 08-174)

2. Homebound Instruction

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

Student ID#	Time Frame	Hrs. Approved	Home Instruction Provider	Reason
0404163	06/06/08 – 06/11/08	10 total	Theresa Rohlfling	Per Administration
0002145	05/22/08 – 06/17/08	10 /week	Ralph Douglas	Change in IEP
074079	06/01/08 – 07/13/08	20 total	Ralph Douglas	Per Administration
065036	05/28/08 – 06/30/08	40 total	Margaret Pertuit/ Jacqueline Rosario	Per Administration

3. QSAC District Improvement Plan

RESOLVED that the Woodbury Board of Education hereby approves the QSAC District Improvement Plan for submission to the New Jersey Department of Education. (Exhibit 08-175)

4. Strategic Plan

RESOLVED that the Woodbury Board of Education hereby approves the 2008 Strategic Plan. (Exhibit 08-176)

5. Honorary Diplomas

- a) RESOLVED that the Woodbury Board of Education hereby approves awarding an honorary Woodbury High School diploma to William Bradley, who attended Woodbury High School with the class of 1943.
- b) RESOLVED that the Woodbury Board of Education hereby approves awarding an honorary Woodbury High School diploma to Ettore Gismondi, who attended Woodbury High School with the class of 1960.

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

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

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

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

**E. BUSINESS & FINANCIAL**

1. Shields Academic Technology Services Contract – 2008-09

RESOLVED that the Woodbury Board of Education hereby approves the consultation contract with Shields Academic Technology Services for the 2008-09 school year. The consultant will be paid a \$300 per diem rate, not to exceed 120 days.

2. Joint Purchasing Agreement – 2008-09

RESOLVED that the Woodbury Board of Education hereby approves entering into a joint purchasing agreement with the Pittsgrove Township Board of Education for the purchase of paper, materials and supplies on a regular basis throughout the 2008-09 school year.

3. Gloucester County Special Services School District Contract – 2008-09

RESOLVED that the Woodbury Board of Education hereby approves entering into a contract with the Gloucester County Special Services School District for the 2008-09 school year for the following services:

Auxiliary Speech-Language	4 days/week	\$66,960
Physical Therapy	6 hours/week	\$16,200

4. Substitute Rates – 2008-09

RESOLVED that the Woodbury Board of Education hereby approves the substitute rates for the 2008-09 school year. (Exhibit 08-177)

5. Bid Awards

- a) RESOLVED that the Woodbury Board of Education hereby approves the termination of the landscaping/grass cutting service contract with D’Onofrio & Son’s Inc. and entering into a contract with All Green Turf Management, the next lowest bidder, at a prorated amount equal to \$28,515 (bid amount = \$38,020).

- b) RESOLVED that the Woodbury Board of Education hereby approves to award the classroom renovations for the Jr.-Sr. High School, Evergreen Avenue Elementary and West End Elementary Schools to W.J. Gross, Inc., the lowest bidder, in the amount of \$331,510. (Exhibit 08-178)

6. Acceptance of No Child Left Behind (NCLB) Funds – 2008-09

RESOLVED that the Woodbury Board of Education hereby acknowledges the NCLB allocation for the 2008-09 school year as follows:

Title I	\$704,410
Title II A	\$123,237
Title II D	\$5,851
Title III	\$4,930
Title IV	\$10,763

7. Additional Bill List

RESOLVED that the Woodbury Board of Education hereby approves preparing an additional bill list dated June 30, 2008 to be ratified at the next regular Board of Education meeting.

8. Appropriation Transfer

RESOLVED that the Woodbury Board of Education hereby approves making appropriation transfers required to close the books as of June 30, 2008 to be ratified at the next regular Board of Education meeting.

9. July 2008 Bill List

RESOLVED that the Woodbury Board of Education hereby approves preparing a July bill list to be ratified at the next regular Board of Education meeting.

10. 2008-09 Employment Contract Authorization

RESOLVED that the Woodbury Board of Education hereby approves granting authorization to the superintendent to offer any necessary employment contracts for the 2008-09 school year to be ratified at the next regular Board of Education meeting.

11. Change Order

RESOLVED that the Woodbury Board of Education hereby approves the change order from Controlled Environmental Systems to remove asbestos floor located in the High School Conference Room in the amount of \$5,062.50.

12. Use of Facilities by Outside Groups

- a) RESOLVED that the Woodbury Board of Education hereby approves use of Frances Avenue Fields on Friday, July 4, 2008, by the City of Woodbury for the City of Woodbury Independence Day Celebration, including fireworks, with an alternate rain date of Sunday, July 6, 2008. (User: Class II)
- b) RESOLVED that the Woodbury Board of Education hereby approves use of the High School Stadium/Track from 4:00pm until 6:00pm on July 10, 2008, by the City of Woodbury for the Wellness Walk fundraiser. (User: Class II)
- c) RESOLVED that the Woodbury Board of Education hereby approves use of the High School Football Stadium from 9:00am until 3:00pm on October 25, 2008, by Gateway Regional School for a Homecoming Football Game. (User: Class II)
- d) RESOLVED that the Woodbury Board of Education hereby approves use of the Frances Avenue Fields on Monday, August 4, 2008, through Thursday, August 7, 2008, from 8:00am through 1:00pm, by the Woodbury Soccer Club for the 8<sup>th</sup> Annual Colonial Soccer Camp. (User: Class II)

13. 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 08-179)

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 REPORTS

May 2008

School	Date	Time	Length of Drill	Comments
<b>Evergreen</b>	05/23/08	1:30pm	1 minute, 25 seconds	Sunny
	05/29/08	1:35pm	1 minute, 20 seconds	Sunny
<b>Walnut</b>	05/27/08	2:00pm	1 minute, 4 seconds	Sunny, warm
	05/29/08	2:05pm	1 minute, 1 second	Sunny, warm
<b>West End</b>	05/02/08	10:30am	1 minute, 15 seconds	Sunny, mild
	05/15/08	1:30pm	1 minute	Cloudy, warm
<b>Jr.-Sr. High</b>	05/29/08	2:06pm	3 minutes	Sunny
	05/30/08	10:33am	3 minutes	Sunny

June 2008

School	Date	Time	Length of Drill	Comments
<b>Evergreen</b>	06/02/08	10:00am	1 minute, 15 seconds	Sunny, hot
	06/7/08	9:00am	1 minute, 20 seconds	Sunny
<b>Walnut</b>	06/06/08	9:30am	1 minute, 4 seconds	Sunny, warm
	06/11/08	10:40am	1 minute, 5 seconds	Sunny, warm
<b>West End</b>	06/02/08	11:00am	1 minute, 5 seconds	Sunny, warm
	06/09/08	9:05am	1 minute, 10 seconds	Sunny, hot
<b>Jr.-Sr. High</b>	06/09/08	8:29am	3 minutes	Sunny
	06/10/08	1:25pm	3 minutes	Sunny

14. COMMITTEE REPORTS

Personnel Committee – Lynn Jennings Dennen, Chairperson  
 Property Committee – Anthony Chiesa, Chairperson  
 Finance Committee – Mary Ellen Moore, Chairperson  
 Communications Committee – Jerry Lonabaugh, Chairperson  
 Policy Committee – Diane Hill, Chairperson

15. REPRESENTATIVES

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

16. FUTURE DATES

Date	Event	Time
<b>June 25, 2008</b>	<b>Board of Education Meeting</b>	<b>6:00pm</b>
<b>August 27, 2008</b>	<b>Board of Education Meeting</b>	<b>7:00pm</b>
<b>August 28, 2008</b>	<b>Board of Education Retreat</b>	<b>6:00pm</b>
<b>2008-09 Committee Meeting dates have been scheduled.                  Please see Superintendent’s Report (Attachment B).</b>		

17. MEETING OPENED TO THE PUBLIC FOR COMMENT

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

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

18. ADJOURNMENT TO END BOARD MEETING

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

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

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