

**BOARD OF EDUCATION MEETING**  
**January 20, 2010**  
**Woodbury Jr.-Sr. High School**  
**7:00 P.M.**

1. CALL MEETING TO ORDER

The meeting of the Board of Education, City of Woodbury, was held on the above date.  
Mr. Gwalthney opened the meeting at 7:00 PM and read the opening statements.

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

Mr. Abbott	Present	Mr. Hughes	Present
Mr. Chiesa	Present	Mr. Lonabaugh	Present
Mrs. Dennen	Present	Ms. White	Present
Mr. Gwalthney	Present	Mr. Toole	Present
Ms. Hill	Present	Theodore Johnson	Present
		(Student Representative)	

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.

WEA Presentation

Ms. Cindy Tsombaris read a statement on behalf of the WEA regarding the current state of negotiations.

6. PRESENTATION/DISCUSSION

- Curriculum Update – The Curriculum updates were presented by Mr. Ed Murphy, Mrs. Denise Dunham, Mrs. Kathryn Stalter-Allen and Ms. Toni Capodanno. The following courses will be offered in the 2010-11 school year:

Beginning in the Freshman year

- Freshman Seminar
- Personalized Learning Plan
- Service Learning
- Economics/Personal Finance

Other New Courses

- History and Politics in the Middle East
- Math Analysis
- Probability and Statistics
- AP Literature and Composition
- AP Spanish
- Juntos
- Chinese III

- Strategic Plan Update – Mr. Jones provided the Board with updates on the strategic planning.

7. OPEN MEETING TO PUBLIC FOR COMMENT

Open: Motion       Mrs. Dennen       Second       Mr. Chiesa      

Close: Motion       Mrs. Dennen       Second       Mr. Chiesa      

David Jenkins – 345 Glover Street, Woodbury – echoed the statement of Teddy Johnson in stressing the importance of students completing homework assignments.

8. AGENDA

**A. STUDENTS & PROGRAMS**

1. Homeless

The Woodbury City Board of Education hereby approved contracts for homeless students. (Exhibit 10-76)

2. Student Placement

The Woodbury City Board of Education hereby approved the following incoming special education students at a tuition rate of \$14,000, pro-rated for the balance of the school year:

<u>Student ID#</u>	<u>Effective Date</u>	<u>Tuition Paid By</u>
3267265737	January 11, 2010	Gateway Regional BOE
5697080510	January 12, 2010	Westville BOE
7566909946	January 12, 2010	Westville BOE

3. Homebound Instruction

The Woodbury Board of Education hereby approved providing homebound instruction for the following students:

<u>Student ID#</u>	<u>Time Frame</u>	<u>Hrs. Per Week</u>	<u>Home Instruction Provider</u>	<u>Reason</u>
120294	12/09/09 – 12/23/09	10	Ralph Douglas	Admin.
10070	12/11/09 – 12/18/09	10	Ralph Douglas	Admin.

4. Calendar Change

The Woodbury City Board of Education hereby approved an amendment to the 2009-10 school calendars to add a full student day on Monday, March 29, 2010, due to emergency snow day closing on December 21, 2009.

5. 2009-10 Student Field Trips

The Woodbury City Board of Education hereby approved field trips for students. (Exhibit 10-77)

Motion:       Mrs. Dennen      

Second:       Mr. Chiesa      

Roll Call Vote: Yes:       9      

No:       0      

**Items #1-5****B. ROUTINE MATTERS**1. Approval of Minutes

The Woodbury City Board of Education hereby approved the Minutes of the Board of Education Meetings held on December 16, 2009.

2. Secretary’s Report

The Woodbury City Board of Education hereby approved the Secretary’s Report for November 2009. (Exhibit 10-78)

3. Treasurer’s Report

The Woodbury City Board of Education hereby approved the Treasurer’s Report for November 2009. (Exhibit 10-79)

4. Transfers

The Woodbury City Board of Education hereby ratified and affirmed the transfers in line accounts in accordance with the lists submitted. (Exhibit 10-80)

5. Payment of Bills

The Woodbury City Board of Education hereby approved the payment of bill lists without exception. (Exhibit 10-81)

6. Revenue Amounts/Sources

The Woodbury City Board of Education recognized 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 November 2009. The Board Secretary certified 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 certified, 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: \_\_\_\_\_ Mrs. Dennen \_\_\_\_\_

Second: \_\_\_\_\_ Mr. Chiesa \_\_\_\_\_

Roll Call Vote: Yes:   9  

No:   0  

**Items #1-7**

**Item # 1 - abstained because he was not present at the December 16, 2009, meeting – Mr. Toole.**

**C. PERSONNEL – PROFESSIONAL**

1. Contract Offer Withdrawal

The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved to withdraw the offer of contract to Matthew Baklycki as Teacher of Business for Woodbury Jr.-Sr. High School, due to the candidate’s inability to secure a New Jersey Department of Education teaching certification.

2. Employment

- a) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby ratified and affirmed the employment of Eric Allen as Teacher of Business at Woodbury Jr.-Sr. High School, at a salary of Step 2/BA+15 on the guide, pro-rated, beginning January 4, 2010, for the balance of the 2009-10 school year.
- b) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby ratified and affirmed the employment of Joann Darmo as Part-time Teacher of Elementary Enrichment (0.6 FTE) for the Woodbury City Public School District, at a salary of Step 1/BA on the guide, pro-rated, beginning January 11, 2010, for the balance of the 2009-10 school year. Mrs. Darmo will transfer from her current Instructional Assistant position.

3. Additional Employment

The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved compensation to Julie Capodanno, Teacher of ESL for the Woodbury City Public School District, for tutoring of students in grades 1 through 12 for a total of thirty (30) hours at a rate of \$30 per hour, during the 2009-10 school year. (This amount is to be reimbursed to our district through a Memorandum of Agreement as defined though our 2009-10 Title III NCLB Gloucester County Curriculum Consortium.)

4. Horizontal Advancement

The Woodbury City Board of Education hereby approved a horizontal move on the salary guide for Amanda Mosley, Teacher of English at Woodbury Jr.-Sr. High School, from BA to BA+15, effective February 1, 2010. (This move will occur retroactively once contract negotiations are finalized.)

5. Mentor

The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the following mentoring match for the provisional teacher program:

<u>Novice Teacher</u>	<u>Mentor Match</u>	<u>Term</u>
Joann Darmo	Wendy Cubbler	10 Weeks* (1/3 Stipend)

(\*Due to part-time status, the 10 week period will run over a 17 week span.)

6. Alternative School Tutor

The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby ratified and affirmed the employment of Gerald Kiser as an SRA Tutor for the Woodbury High School Alternative Education Program, beginning January 11, 2010, at a rate of \$30 per hour, not to exceed ten (10) total hours.

7. Student Teaching Placements

The Woodbury Board City of Education hereby approved the following student teacher placements for Spring 2009-10 school year:

<u>Dates</u>	<u>Cooperating Teacher/Building</u>	<u>Student Teacher</u>	<u>College/University</u>
03/15/10–05/07/10	Theresa Savage/District	Katie Litka	Rowan University
02/01/10–03/10/10	Barb Gale/Jr.-Sr. High School	Lindsey Doran	Rowan University
03/24/10–05/03/10	Brian McKillop/Jr.-Sr. High School	Kristine Cox	Rowan University

8. Extra-Curricular – 2009-10

The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved 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>
Head Coach	Baseball	Travis Davis	TBD*/Step 1
Assistant Coach	Softball	Kate Bourquin	TBD*/Step 1
Assistant Coach	Boys Track	Andrew Vernon	TBD*/Step 1
Volunteer Coach	Softball	Kristin Gauthier	N/A
Volunteer Paraprofessional	Softball	Danielle Hamilton	N/A

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

9. Substitute Teachers – 2009-10

The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the employment of the following substitute teachers for the 2009-10 school year:

- Baklycki, Matthew; Substitute Certification – Exp. 07/01/2015
- Ford, Evern; Substitute Certificate – Exp. 01/02/2011
- Nevid, Joshua; Substitute Certificate – Exp. 07/01/2014

Motion: \_\_\_\_\_ Mrs. Dennen \_\_\_\_\_

Second: \_\_\_\_\_ Mr. Chiesa \_\_\_\_\_

Roll Call Vote: Yes:   9  

No:   0  

**Items #1-9**

**D. PERSONNEL – SUPPORT**

1. Employment

- a) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the employment of Taron Perry as an Instructional Assistant for the Woodbury City Public School District, for twenty-nine hours per week, at a rate of \$16 per hour, beginning January 21, 2010, through the balance of the school year, pending receipt of criminal history approval.
- b) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the employment of Toni Foster as a Special Education One-to-One Aide for the Woodbury City Public School District, for twenty-nine hours per week, at a rate of \$11.33 per hour, beginning January 21, 2010, through the balance of the school year, pending receipt of criminal history approval.

2. Student Tutor

The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the employment of the following student tutor for the 2009-10 school year:

<u>Staff Member</u>	<u>Assignment</u>	<u>Not to Exceed</u>	<u>Rate of Pay</u>
Stephanie Parker	AVID Tutor	8 hours per week	\$10 per hour

Motion: Mrs. Dennen

Second: Mr. Chiesa

Roll Call Vote: Yes: 9

No: 0

**Items #1-2**

**E. BUSINESS & FINANCIAL**

1. Contracted Services

The Woodbury City Board of Education hereby approved a contract with Patricia Bevelheimer to provide crisis management training to staff regarding the method to safely transport a wheelchair bound student. (Exhibit 10-82)

2. Memorandum of Understanding

The Woodbury Board of Education hereby ratified and affirmed the submission of a Memorandum of Understanding to the New Jersey State Department of Education for the federal *Race to the Top* grant program. (Exhibit 10-83)

3. School Board Elections

The Woodbury Board of Education hereby approved the date and time of the drawing of the School Board Election ballot positions as March 1, 2010 at 4:00pm.

BE IT FURTHER The Woodbury Board of Education hereby approved the election polling sites and times for the following Wards:

<u>Polling Site</u>	<u>Time</u>	<u>Ward</u>	<u>Districts</u>
Walnut Street School Multi-Purpose Room	2:00pm – 9:00pm	1	1, 2, and 3
Evergreen Avenue School Multi-Purpose Room	2:00pm – 9:00pm	2	1 and 3
West End Memorial School Multi-Purpose Room	2:00pm – 9:00pm	3	3 and 4
Jr.-Sr. High School Old Cafeteria	2:00pm – 9:00pm	3	1 and 2
Bethel AME Church	2:00pm – 9:00pm	2	2 and 4

4. Capital Reserve Fund

The Woodbury City Board of Education hereby approved the submission of a request to the Gloucester County Executive Superintendent for permission to withdraw \$19,350 from the Capital Reserve Fund to cover expenditures associated with the replenishing of Environal antifreeze solution for the geothermal systems at West End and Evergreen Avenue Elementary Schools.

5. Use of Facilities

The Woodbury City Board of Education hereby approved use of the Auditorium and the Gold Cafeteria at the Woodbury Jr.-Sr. High School, by the Woodbury Soccer Club, on January 22, 2010, from 5:30pm through 9:00pm for an Awards Banquet. (User: Class II)

6. Travel and Work Related Expenses

The Woodbury City Board of Education hereby approved the resolution for reimbursement of travel and work related expenses for employees. (Exhibit 10-84)

Motion:       Mrs. Dennen      

Second:       Mr. Chiesa      

Roll Call Vote: Yes:       9      

No:       0      

**Items # 1-6**

9. FIRE DRILL REPORT

December 2009

School	Date	Time	Length of Drill	Comments
Evergreen	12/03/09	10:45am	1 minute, 55 seconds	Sunny
	12/15/09	10:10am	2 minutes	Cloudy
Walnut	12/03/09	11:00am	1 minute, 14 seconds	Sunny, mild
	12/12/09	11:05am	1 minute, 12 seconds	Cloudy, cool
West End	12/03/09	2:00pm	1 minute, 20 seconds	Partly sunny, windy
	12/14/09	9:00am	1 minute, 15 seconds	Sunny, mild
Jr.-Sr. High	12/02/09	9:45am	1 minute, 50 seconds	Cloudy, cold
	12/14/09	10:45am	2 minutes, 10 seconds	Sunny, cold

10. SUPERINTENDENT'S REPORT

- Superintendent's Report – as submitted – Mr. Jones reported that the Teacher of the Year Committee will meet on Wednesday, February 10, 2010 at 3:30pm. The Committee members include Mrs. Dennen, Mr. Lonabaugh, Mr. Toole and Mr. Johnson.

Mr. Jones stated that the Woodbury City Library requested various school district presentations, including:

Board Member presentation – Mr. Gwalthney and Mr. Abbott  
 Jr./Sr. High School presentation  
 Elementary school presentation

The presentations will begin in February.

Mr. Jones presented a draft calendar for the 2010-11 school year.

Mr. Jones explained that the Supplemental Educational Services provider that was using the Evergreen School as a meeting location was contacted by our administration to inform them that the company has failed to fulfill the terms of the contract. As a result, a new vendor would be sought to help fill this void so that children could still have easy access to these services. It is hoped that this changeover can take place so that there will be little disruption to the service.

- School Business Administrator's Report – as submitted

11. COMMITTEE REPORTS

Communications Committee – Jerry Lonabaugh, Chairperson – reported that the next meeting will be held after the Finance Committee Meeting.

Finance Committee – Anthony Chiesa, Chairperson – no report.

Personnel Committee – Lynn Jennings Dennen, Chairperson – reported that the next meeting will be held on February 1, 2010, at 6:00pm and the next mediation will be on April 15, 2010.

Policy Committee – Diane Hill, Chairperson - will present further policy revisions at the next meeting.

Property Committee – William Toole, Chairperson – no report.

## 12. REPRESENTATIVES

City Council Liaison – Anthony Chiesa – reported on the community meeting on the GC Green Building.

Gloucester County School Board – Frank Gwalthney – reported no additional news on possible reduction in state aid for the current school year.

NJSBA Legislative Delegate – Frank Gwalthney – will attend the meeting on Saturday, January 23, 2010 and will report on National School Boards meeting at the February meeting.

Student Body Representative – Teddy Johnson – reported that he believes that the proposed service learning program will be invaluable to students. Mr. Johnson also stated that he had a great experience at the MLK program held on January 18, 2010, at the Woodbury Jr./Sr. High School.

## 13. FUTURE DATES

Date	Event	Time
<b>January 19, 2010</b>	<b>Personnel Committee Meeting – Jr.-Sr. High School</b>	<b>6:00pm</b>
<b>January 20, 2010</b>	<b>Board of Education Meeting – Jr.-Sr. High School</b>	<b>7:00pm</b>
<b>February 1, 2010</b>	<b>Personnel Committee Meeting – Board Conference Room</b>	<b>6:00pm</b>
February 2, 2010	P.T.A. Meeting – West End Memorial School	7:00pm
<b>February 2, 2010</b>	<b>Minority Task Force Meeting – Jr.-Sr. High School</b>	<b>6:00pm</b>
February 3, 2010	8 <sup>th</sup> Grade Parent/Student Orientation – Jr.-Sr. High School	7:00pm
<b>February 4, 2010</b>	<b>Policy Committee Meeting – Board Conference Room</b>	<b>6:00pm</b>
February 4, 2010	H.S.A. Meeting – Walnut Street School	7:00pm
<b>February 10, 2010</b>	<b>Teacher of the Year Selection Committee – Board Conference Room</b>	<b>3:30pm</b>
February 10, 2010	Teen PEP Family Night - Jr.-Sr. High School	7:00pm
February 11, 2010	District-wide Grade 4 Family Night – Evergreen Avenue School	6:30pm
February 12, 2010	Father-Daughter Dance – West End Memorial School	7:00pm

February 16, 2010	P.T.O. Meeting – Evergreen Avenue School	4:30pm
February 16, 2010	P.T.S.A. Meeting – Jr.-Sr. High School	7:30pm
<b>February 18, 2010</b>	<b>Finance Committee Meeting – <i>POSTPONED (New Date &amp; Time TBD)</i></b>	<b>TBD</b>
<b>February 24, 2010</b>	<b>Board of Education Meeting – Walnut Street Elementary School</b>	<b>7:00pm</b>
February 26, 2010	H.S.A. Candy Bar Bingo – Walnut Street School	6:00pm

14. MEETING OPENED TO THE PUBLIC FOR COMMENT

Open: Motion \_\_\_\_\_ Mrs. Dennen \_\_\_\_\_ Second \_\_\_\_\_ Mr. Chiesa \_\_\_\_\_

Close: Motion \_\_\_\_\_ Mrs. Dennen \_\_\_\_\_ Second \_\_\_\_\_ Mr. Chiesa \_\_\_\_\_

15. ADJOURNMENT TO END BOARD MEETING

Motion: \_\_\_\_\_ Mrs. Dennen \_\_\_\_\_ Second: \_\_\_\_\_ Mr. Chiesa \_\_\_\_\_

Roll Call Vote: Yes: \_\_\_\_\_ 9 \_\_\_\_\_ No: \_\_\_\_\_ 0 \_\_\_\_\_

Time: \_\_\_\_\_ 9:50pm \_\_\_\_\_

Respectfully Submitted,

John Gianvito,  
Interim Business Administrator/  
Board Secretary