

BOARD OF EDUCATION MEETING
January 21, 2009
Woodbury Jr.-Sr. High School Auditorium
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 7:04 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 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

Mr. Abbott	Absent	Mr. Hughes	Present
Mr. Chiesa	Present	Mr. Lonabaugh	Present
Mrs. Dennen	Present	Ms. Moore	Present
Mr. Gwalthney	Present	Mr. Toole	Absent
Ms. Hill	Present	James Jones (Student Rep.)	Present

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

- Walnut Street Elementary School
Ms. Hill's 2nd grade students presented to the board a recent class project. Each student created a timeline of their lives which showed significant events in their lives complete with caption and photographs.
- Strategic Plan Update
Mr. Jones mentioned the plan that he had included in his report.

- School Board Association – Federal Relations Network
Mr. Gwalthney was seeking board consensus that with decreased NCLB funding, punitive damage for not meeting the AYP should be postponed.
- Building Visits
Mr. Gwalthney stated he visited all of the district schools and was very impressed with the educational environment.

7. OPEN MEETING TO PUBLIC FOR COMMENT

Open: Motion Ms. Moore Second Mrs. Dennen
Close: Motion Mrs. Dennen Second Ms. Moore

Maria Gassner – 110 S. Davis Street - thanked the Board for the hiring of more 1:1 aides to meet the needs of special education students.

Sharron Knauss – wanted the Board to know that the evening library hours are working out very nicely and that the students are able to use the computers.

8. AGENDA

A. **ROUTINE MATTERS**

1. Approval of Minutes

The Woodbury City Board of Education hereby approved the minutes of the Board of Education Meeting held on December 17, 2008.

2. Secretary's Report

The Woodbury City Board of Education hereby approved the December 2008 Secretary's Report. (Exhibit 09-75; To be placed on board table.)

3. Treasurer's Report

The Woodbury City Board of Education hereby approved the December 2008 Treasurer's Report. (Exhibit 09-76; To be placed on board table.)

4. Transfers

The Woodbury City Board of Education hereby approved the transfers in line accounts in accordance with the lists submitted. (Exhibit 09-77)

5. Payment of Bills

The Woodbury City Board of Education hereby approved the payment of bill lists without exception. (Exhibit 09-78)

6. Revenue Amounts/Sources

The Woodbury City 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 December, 2008. 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: Ms. Moore

Second: Mrs. Dennen

Roll Call Vote: Yes: 6

No: 1

Items #1-7

Item #1 – abstained – Diane Hill

B. PERSONNEL – PROFESSIONAL

1. Leave of Absence

The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved a leave of absence under FMLA for Tanya Ripley, School Psychologist for the Woodbury Public School District, beginning on or about April 29, 2009, through the balance of the school year.

2. Employment

The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the employment of Braheme Days as Teacher of Business at Woodbury Jr.-Sr. High School beginning February 2, 2009, at a salary of \$46,142 (BA/Step 1), pro-rated.

3. Horizontal Advancement

a) The Woodbury City Board of Education hereby approved a horizontal move on the salary guide for Kathy Estep, Academic Coach – Elementary Mathematics, for the Woodbury Public School District, from BA to BA+15, beginning February 1, 2009.

b) The Woodbury City Board of Education hereby approved a horizontal move on the salary guide for Ellen Firth, Teacher of English at Woodbury Jr.-Sr. High School, from BA to BA+15, beginning February 1, 2009.

- c) The Woodbury City Board of Education hereby approved a horizontal move on the salary guide for Tracy Weist, Teacher of Special Education at West End Memorial Elementary School, from BA+15 to MA, beginning February 1, 2009.
- d) The Woodbury City Board of Education hereby approved a horizontal move on the salary guide for Yael Tamar Emenecker, Teacher of English at Woodbury Jr.-Sr. High School, from BA to BA+15, beginning February 1, 2009.

4. Extra-Curricular – 2008-09

- a) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved a resignation for the following 2008-09 athletic extra-curricular appointments:

<u>Position</u>	<u>Sport</u>	<u>Appointment</u>	
Supervisor	Fall Weight Room	Gary Scavette	(Never Assumed Position)

- b) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved 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>
Supervisor	Fall Weight Room	Timothy Pentz	\$2,825/Step 1
Supervisor	Spring Weight Room	Zack Valentine	\$3,393/Step 4
Assistant Coach	Winter Track	Marc Cannuli	\$1,744/Step 1*

(*Stipend pro-rated 62%.)

- c) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved resignations for the following 2008-09 non-athletic extra-curricular appointments:

<u>Position</u>	<u>Activity</u>	<u>Appointment</u>	
Advisor	Safety Patrol	Shannon Rehman	(Never Assumed Position)
Advisor	Safety Patrol	Chrissy Pierce	(Effective – 01/30/2009)

- d) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the following non-athletic extra-curricular appointment for the 2008-09 school year:

<u>Position</u>	<u>Activity</u>	<u>Appointment</u>	<u>Stipend</u>
Conductor	Pit Orchestra	Jason Moore	\$1,126
Advisor	Safety Patrol	Mark Grunde	\$1,936
Advisor	Safety Patrol	Dawn Meloni	\$968*
Advisor	JHS Chess Club	David Snelling	\$619
General Member	Pit Orchestra	Andrea Hahn	\$338
General Member	Pit Orchestra	Andrea Kolbach	\$338
General Member	Pit Orchestra	Jim Fox	\$338
General Member	Pit Orchestra	Christine Hackman	\$338^
General Member	Pit Orchestra	Matthew Mazza	\$338^
General Member	Pit Orchestra	Andrew Snyder	\$338^
General Member	Pit Orchestra	Robert Green	\$338^
General Member	Pit Orchestra	Jason Thomashefsky	\$338^

(*Effective February 2, 2009; Stipend pro-rated 50%.)

(^Stipend to be paid through Student Activities Fund)

5. Attendance Program Monitors

The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the following staff members as Saturday Attendance Program Monitors for six Saturdays, from the hours of 8:00am through 12:00pm, to be compensated at the Special Projects Rate:

Cynthia Cheyney
Marge Pertuit

6. Mentoring

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>
Braheme Days	Cynthia Cheyney	30 Weeks*

(*Eighteen weeks to be completed in 2008-09; Twelve additional weeks to be completed in 2009-10.)

7. Family Night

The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved Trinna Savage, replacing Barabra Linkert, to work the January 21, 2009, Family Night, for three hours at the Special Projects Rate.

8. Practicum Placements

The Woodbury City Board of Education hereby approved Spring 2009 placements. (Exhibit 09-79)

9. Substitutes

a) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the employment of Dianne Clement as the Evening Library Coordinator substitute for the 2008-09 school year to be compensated at the Special Projects Rate.

b) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the employment of following substitute teachers for the 2008-09 school year:

Dalsey, Christopher; Substitute Certification
Dandrow, Elizabeth; Substitute Certification
Manogue, Gary; Substitute Certification
Montana, Lisa; Elementary Certification (Standard)
Muhlbaier, Catherine; English Certification (CEAS)
Rooney, Tsvetelina; Substitute Certification

Motion: Ms. Moore

Second: Mrs. Dennen

Roll Call Vote: Yes: 7

No: 0

Items #1-9**C. PERSONNEL – SUPPORT**1. Leave of Absence

- a) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved a leave of absence for Robyn Kennedy, Special Education, One-to-One Aide at West End Memorial Elementary School, from February 12, 2009, through on or about April 3, 2009.
- b) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved withholding one day's pay for Gabriela Burlacu, Custodian at West End Memorial Elementary School, for an unapproved absence on the date of December 23, 2008.

2. Resignations

- a) The Woodbury City Board of Education hereby accepts the resignation of Cheyenne Surratt, Special Education, One-to-One Aide at Evergreen Avenue Elementary School, effective December 23, 2008.
- b) The Woodbury City Board of Education hereby accepts the resignation of Melissa Zandonella, Instructional Assistant at Woodbury Jr.-Sr. High School, effective December 23, 2008.

3. Employment Transfer

The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the employment transfer of Danielle Straub from a Preschool Aide to a Special Education, One-to-One Aide at Evergreen Avenue Elementary School, for twenty-nine hours per week, at the same rate of pay effective January 5, 2009.

4. Employment

- a) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the employment of Amy Kalvaitis as an Instructional Assistant at West End Memorial Elementary School, at the rate of \$16 per hour for twenty-nine hours per week, beginning January 22, 2009, pending criminal history approval.
- b) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the employment of Ryan Ciavaglia as a Special Education, One-to-One Aide at Walnut Street Elementary School, at the rate of \$11.33 per hour for twenty-nine hours per week, beginning January 22, 2009, pending criminal history approval.
- c) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the employment of Jillian Smith as a Special Education, One-to-One Aide at West End Memorial Elementary School, at the rate of \$11.33 per hour for twenty-nine hours per week, beginning January 22, 2009, pending criminal history approval.

4. School Calendar Change – Jr.-Sr. High School

The Woodbury City Board of Education hereby approved the addition of one half-day session to the end of the Jr.-Sr. High School calendar only to compensate for the unscheduled closing of school on December 23, 2008. The last day of school for students will now be Monday, June 22, 2009.

5. Student Field Trips

The Woodbury City Board of Education hereby approved the list of student field trips for the 2008-09 school year. (Exhibit 09-81)

6. Option II Program

The Woodbury City Board of Education hereby approved the following Option II programmatic offering: Music Instruction

Ms. Moore asked for clarification.

Mr. Jones stated that Option II can be supplemented.

7. Submission of Professional Development Plan – 2009-10

The Woodbury City Board of Education hereby approved the 2009-10 Professional Development Plan for submission to the county. (Exhibit 09-82)

Motion: _____ Ms. Moore _____

Second: _____ Mrs. Dennen _____

Roll Call Vote: Yes: 6

No: 1

Items #1-7

Item #4 – no – Jerry Lonabaugh

E. BUSINESS & FINANCIAL

1. School Board Elections

The Woodbury City Board of Education hereby approved the date and time of the drawing of the School Board Election ballot positions as March 2, 2009 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

10. FIRE DRILL REPORT

December 2008

School	Date	Time	Length of Drill	Comments
Evergreen	12/01/08	9:45am	2 minutes, 24 seconds	Sunny, chilly
	12/04/08	10:15am	2 minutes, 4 seconds	Sunny
Walnut	12/02/08	8:55am	1 minute, 17 seconds	Sunny, cold
	12/15/08	8:45am	1 minute, 14 seconds	Sunny, cold
West End	12/12/08	9:00am	1 minute, 7 seconds	Cloudy, damp, cold
	12/15/08	2:00pm	1minute, 10 seconds	Cloudy, mild
Jr.-Sr. High	12/04/08	10:32am	2 minutes, 24 seconds	Sunny
	12/15/08	2:02pm	2 minutes, 23 seconds	Cloudy

11. COMMITTEE REPORTS

Personnel Committee – Lynn Jennings Dennen, Chairperson – will report in executive session regarding the executive session topic.

Property Committee – Anthony Chiesa, Chairperson – updated the Board on the Property Committee Meeting.

Finance Committee – Mary Ellen Moore, Chairperson – meeting has been postponed to March 19, 2009.

Communications Committee – Jerry Lonabaugh, Chairperson – stated the next meeting is based on the budget timeline.

Policy Committee – Diane Hill, Chairperson – reported that the committee met and reviewed the 8000 series for policy and regulation updates.

12. REPRESENTATIVES

Gloucester County School Board – Frank Gwalthney

NJSBA Legislative Delegate – Frank Gwalthney

City Council Liaison – Anthony Chiesa – Ms. Schreyer was recognized at the MLK event on Monday, January 19, 2009.

Student Body Representative – James Jones – explained to the Board that the student body has proposed some new clubs and would like teacher support to introduce them into the classroom. He gave a few examples of some clubs such as . . . Stop Club (Students Together Opposing Prejudice) and Student’s Against Hate Crimes.

13. FUTURE DATES

Date	Event	Time
January 19, 2009	Martin Luther King/ Keep Love Present Service Program	10:00am
January 21, 2009	Property Committee Meeting	6:00pm
January 21, 2009	District Family Night – Music in the House; Walnut	7:00pm
January 21, 2009	Board of Education Meeting	7:00pm
January 28, 2009	AVID Parent Night; Jr.-Sr. High School	7:00pm
January 29, 2009	Personnel Committee Meeting	6:00pm
January 29, 2009	Elementary Chinese New Year; Jr.-Sr. High School	6:30pm
February 2, 2009	Minority Task Force Committee Meeting (New Date)	7:00pm
February 4, 2009	Personnel Committee Meeting	6:00pm
February 5, 2009	H.S.A. Meeting; Walnut Street Elementary School	7:00pm
February 10, 2009	P.T.O. Meeting; Evergreen Avenue Elementary School	7:00pm
February 11, 2009	Teen PEP Family Night; Jr.-Sr. High School	7:00pm
February 13, 2009	H.S.A. Family Night Bingo; Walnut Street Elementary School	6:00pm
February 18, 2009	P.T.S.A. Meeting; Jr.-Sr. High School	7:30pm
February 18, 2009	Teacher of the Year Committee Meeting	3:30pm
February 23, 2009	Policy Committee Meeting	6:00pm
February 25, 2009	Board of Education Committee Meeting	7:00pm
February 26-28, 2009	High School Musical Performances	TBD
March 19, 2009	Finance Committee Meeting	6:00pm

14. MEETING OPENED TO THE PUBLIC FOR COMMENT

Open: Motion _____ Mrs. Dennen _____ Second _____ Ms. Moore _____

Close: Motion _____ Mrs. Dennen _____ Second _____ Mr. Chiesa _____

15. CLOSE MEETING TO PUBLIC AND ENTER INTO EXECUTIVE SESSION AT 9:10PM

Motion: _____ Mrs. Dennen _____ Second: _____ Mr. Chiesa _____

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

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.

BE IT FURTHER 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 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. OPEN MEETING TO THE PUBLIC

Motion: Ms. Moore Second: Mrs. Dennen

18. ADJOURNMENT TO END BOARD MEETING

Motion: Ms. Moore Second: Mrs. Dennen

Roll Call Vote: Yes: 7 No: 0

Time: 10:02 pm

Respectfully Submitted,

Kara L. Huber,
Board Secretary