

BOARD OF EDUCATION MEETING
October 17, 2007
Board of Education Meeting Room
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 called the meeting to order at 7:05pm, 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, 2007.

3. ROLL CALL

Mrs. Dennen	Present	Mr. Abbott	Present (entered 7:52pm)
Mr. Chiesa	Present	Ms. Hill	Absent
Mr. Hughes	Present	Mr. Lonabaugh	Present
Ms. Moore	Present	Mr. Toole	Present
Mr. Gwalthney	Present		

4. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

5. MISSION STATEMENT

6. DISCUSSION ITEMS

- Violence, Vandalism Report – 2006-07 – Mrs. Dunham, the High School Principal, presented the Violence, Vandalism Report.
- New Jersey Quality Single Accountability Continuum (NJQSAC) – Mr. Jones, Superintendent, presented the report on the New Jersey Quality Single Accountability Continuum (NJQSAC)
- No Child Left Behind (NCLB)/Adequate Yearly Progress (AYP) – Testing – Mr. Jones discussed the statistics of the No Child Left Behind Adequate Yearly Progress Report and Ms. Alyssa Cummings addressed what is going on in the classroom to improve the scores.

Ms. Moore stepped out of the meeting at 8:15pm and returned at 8:25pm.

7. OPEN MEETING TO PUBLIC FOR COMMENT ON AGENDA ITEMS

MOTION TO OPEN THE MEETING TO THE PUBLIC COMMENT ON AGENDA ITEMS:

Motion: Ms. Moore Second: Mr. Lonabaugh
Voice Vote: Yes: 8 No: 0

MOTION TO CLOSE THE MEETING TO THE PUBLIC COMMENT ON AGENDA ITEMS:

Motion: Mr. Chiesa Second: Mrs. Dennen
Voice Vote: Yes: 8 No: 0

8. OPEN MEETING TO PUBLIC FOR COMMENT ON NON-AGENDA ITEMS

MOTION TO OPEN THE MEETING TO THE PUBLIC COMMENT ON NON - AGENDA ITEMS:

Motion: Mr. Chiesa Second: Mrs. Dennen
Voice Vote: Yes: 8 No: 0

Mr. Jarrett, Evergreen Counselor, asked about a tuition student and also commended the Board on building on our history through our mission statement. He also expressed that he was glad to see football back at Woodbury.

Mr. Chiesa asked where the parents were addressed in the earlier reports (NJQSAC and AYP). Mr. Jones explained how we are involving them and also expressed that we must do more.

MOTION TO CLOSE THE MEETING TO THE PUBLIC COMMENT ON NON - AGENDA ITEMS:

Motion: Mr. Chiesa Second: Mrs. Dennen
Voice Vote: Yes: 8 No: 0

9. AGENDA

A. ROUTINE MATTERS

1. Approval of Minutes

The Woodbury Board of Education hereby approved the Minutes of the Regular Board of Education Meeting held on September 26, 2007.

2. Treasurer's Report

The Woodbury Board of Education hereby approved the August 2007 Treasurer's Report. (Exhibit 08-44)

3. Transfers

The Woodbury Board of Education hereby approved the transfers in line accounts in accordance with the lists submitted. (Exhibit 08-45)

4. Payment of Bills

The Woodbury Board of Education hereby approved the payment of bill lists without exception. (Exhibit 08-46)

5. Certifications

a) Board of Education Certification

The Woodbury 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.

Items #1-7

Items #2, 6 & 7 - were omitted including Exhibit (08-43)

Motion: Ms. Moore

Second: Mrs. Dennen

Roll Call Vote: Yes: 8

No: 0

B. PERSONNEL – PROFESSIONAL

1. Resignation

The Woodbury Board of Education hereby accepted the letter of resignation from Carla Bittner, Teacher of Grade 4 at Evergreen Avenue School, effective December 1, 2007.

2. Leave of Absence – 2007-08

(a.) The Woodbury Board of Education hereby approved the Family and Medical Leave of Absence for Mrs. Carmen Davis commencing on or about November 15, 2007 through on or about March 5, 2008. (Dates have been corrected from Leave of Absence approved at the September 26, 2007 meeting.)

b) The Woodbury Board of Education hereby approved a Family and Medical Leave of Absence for Helen Gorham, Kindergarten Teacher at West End Memorial School, from on or about October 23, 2007 to on or about February 5, 2008.

3. Employment

- a) The Woodbury Board of Education hereby approved the employment of Lois Spritzler as an Interim Learning Disabilities Teacher-Consultant, four days per week, commencing on or about December 17, 2007 through on or about March 19, 2008. Compensation will be \$375 per day.
- b) The Woodbury Board of Education hereby approved the employment of Beverly Haney as Interim Teacher of Kindergarten at West End Memorial School, commencing on or about October 23, 2007 to on or about February 5, 2008. Mrs. Haney's per diem salary will be \$125.
- c) The Woodbury Board of Education hereby approved the employment of Lisa Doran as Interim Teacher of Health and Physical Education at Woodbury Jr.-Sr. High School, commencing on or about November 15, 2007 to on or about March 4, 2008. Ms. Doran's per diem salary will be \$231.
- d) The Woodbury Board of Education hereby approved the employment of Timothy Samoni as Interim Teacher of Grade 6, commencing January 2, 2008. Mr. Samoni's salary will be in accordance with Step 1, BA, pro-rated.

4. NJASK Academy

The Woodbury Board of Education hereby approved teachers for the NJASK Academy for the 2007-08 school year as follows. Compensation will be at the Special Projects Rate and are paid through Demonstrably Effective Program Aid (DEPA) grant funds.

School	# of Hours	Teachers
Evergreen	16 each	Diane Beirne, Paige Lyons, Mark Grundel, Shannon Rehman, Vicki Hills, Susan Dougherty, Stephanie Foran
Evergreen	48 each	Katherine Estep, Joanne Gommel
Walnut	60 each	Christine Kremer, Jacqueline Rosario
West End	50 each	Shawn Jess, Beth Stanek, Eliza Cadorette, Wendy Cubbler, Karen Perry, Tracy Weist

5. Substitutes – 2007-08

The Woodbury Board of Education hereby approved the following substitute teachers for the 2007-08 school year.

- Brown, Kristin D. – Woodbury, NJ - Sub. Cert. – K-5
 Cairns, Sherri – Woodbury Hts., NJ – Teacher of Handicapped Cert. – K- 12
 Castelli, Danielle R. - Woodbury, NJ – Elem. School Teacher – K-5
 Doorman, Ashley – Woodbury, NJ - Sub. Cert. – K-5
 Stanton, Jeanne – Mantua, NJ – Elem. School Teacher – K-6
 Quiles, Aida – Runnemede, NJ - Teacher of Art Cert. – K-12 (Emergent Hire)
 Rosado, Felicita – Vineland, NJ - CEAS – Elem. – K-12

6. Homebound Tutor – 2007-08

The Woodbury Board of Education hereby approved Sherri L. Cairns as a homebound tutor for the 2007-08 school year.

7. Student Field Placement – 2007-08

The Woodbury Board of Education hereby approved the student field placement for Kelley L. Holzworth, a Camden County College student, with Carla L. McLaughlin, Evergreen Avenue School, for a total of ten hours.

8. Summer 2007 Workshop

The Woodbury Board of Education hereby approved compensating Frances Wiczerzynsky for 6.5 hours at the Special Projects Rate for attendance at an Autism Workshop held on August 24, 2007. This is funded through the Autism Grant.

9. Additional Compensation

a) The Woodbury Board of Education hereby approved compensating Kristin Corley for six hours at the Special Projects Rate for conducting Staff Development – Inclusion Instruction on November 5 and 7, 2007.

b) The Woodbury Board of Education hereby approved compensating Melody Arno for one hour at the Special Projects Rate for conducting an inservice for cafeteria aides during the month of November.

10. Retirement

The Woodbury Board of Education hereby approved amending the effective retirement date for Susanne Indico to January 1, 2008.

Items #1-10

Motion: Mrs. Dennen

Second: Ms. Moore

Roll Call Vote: Yes: 8

No: 0

C. PERSONNEL - SUPPORT

1. Resignation

The Woodbury Board of Education hereby accepted the letter of resignation from Marcella Linkert, Instructional Assistant at West End Memorial School, effective October 12, 2007.

2. Employment

The Woodbury Board of Education hereby approved the employment of the following Instructional Assistant as an emergent hire. She will be employed for 29 hours per week, at the rate of \$16 per hour, for a 185 day school year.

<u>Employee</u>	<u>School</u>	<u>Start Date</u>
Carolyn Sager	West End School	10/18/07

Items # 1-2

Motion: Mrs. Dennen Second: Mr. Abbott

Roll Call Vote: Yes: 8 No: 0

D. STUDENTS & PROGRAMS1. Out of District Placements- 2007-08

- The Woodbury Board of Education hereby approved an out-of district placement for the 2007-08 school year for student # 2174 at Bankbridge Developmental Center, effective October 3, 2007. The per diem cost of the program is \$156
- The Woodbury Board of Education hereby approved an out-of-district placement for the 2007-08 school year for student #1570 at Bankbridge North, effective October 11, 2007. The per diem cost of the program is \$147.

2. Homebound Instruction

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

<u>Student ID#</u>	<u>Time Frame</u>	<u>Hrs. Per Week</u>	<u>Home Instruction Provider</u>	<u>Reason</u>
023194	9/24 – 11/24/07	5	Brookfield Schools	Medical
065010	10/15 – 12/15/07	10	Katherine Estep	Medical
081015	10/16/07 - TBD	11	Educere/Sherri Cairns	Per Administration
051048	10/15/07 – TBD	10	Sherri Cairns	Per Administration
054132	10/17/07 – TBD	10	TBD	Per Administration
0304124	10/17/07 – TBD	10	TBD	Per Administration

3. Homeless Students

The Woodbury Board of Education hereby approved contracts for homeless students as per Exhibit 08-47.

4. Acceptance of Tuition Student

The Woodbury Board of Education hereby accepted student #081055 as a parent-paid tuition student from Deptford Township for the 2007-08 school year.

5. Substance Abuse Prevention Program

The Woodbury Board of Education hereby approved the 2007-08 Substance Abuse Prevention Program. (Exhibit 08-48)

6. Emergency & Crisis Management Plan

The Woodbury Board of Education hereby approved the Emergency & Crisis Management Plan. (Exhibit 08 - 49 - Quick Reference Guide)

Items #1-6

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

Roll Call Vote: Yes: 8 No: 0

E. BUSINESS & FINANCIAL

1. Use of Facilities by Outside Groups

a) The Woodbury Board of Education hereby approved use of the art/music room at West End Memorial School by GMTCC, Inc. of NJ on Thursday afternoons, 3:00 – 4:00 p.m., October, 2007 – April, 2008. (User: Class II)

b) The Woodbury Board of Education hereby approved use of the art/music room at Evergreen Avenue School by GMTCC, Inc. of NJ on Tuesday afternoons, 3:00 – 4:00 p.m., October 2007 – April, 2008. (User: Class II)

c) The Woodbury Board of Education hereby approved use of Woodbury High School Gymnasium by the Woodbury Little League on Monday evenings, 6:00 – 8:00 p.m., November 2007 – February 2008. (User: Class II)

2. Job Description

The Woodbury Board of Education hereby approved the Job Description – G-4 – Transportation Aide. (Exhibit 08-50)

3. Comprehensive Maintenance Plan

The Woodbury Board of Education hereby approved the resolution for the submission of the Comprehensive Maintenance Plan for FY '07, FY '08, FY '09, and the M-1 Annual Maintenance Budget Worksheets. (Exhibit 08-51)

4. New Jersey Quality Single Accounting Continuum (NJQSAC)

The Woodbury Board of Education hereby approved submission of the New Jersey Quality Single Accounting Continuum (NJQSAC), including the 7.6 Facilities Checklist Report, to the New Jersey Department of Education. (Exhibit 08-52)

5. Southwest Council Agreement – REBEL Program

The Woodbury Board of Education hereby approved entering into an agreement with Southwest Council to participate in the Gloucester County REBEL (Researching Everyone by Exposing Lies) Program. This is a \$3,000 initiative for a youth led, youth empowered, anti-tobacco prevention program for Middle and High School students.

6. Telecom Express, Inc. Agreement

The Woodbury Board of Education hereby approved entering into an agreement with Telecom Express, Inc. of Montclair, NJ for a maintenance contract on the telephone system, for parts and labor, effective July 1, 2007 through June 30, 2008, at a cost of \$9,636. This was originally awarded under state contract A42302 when the system was installed and the rates have remained the same.

7. Travel and Work Related Expenses

The Woodbury Board of Education hereby approved 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 Chief School Administrator as work related and within the scope of the work responsibilities of each attendee. (Exhibit 08-53)

8. Honorary Diploma

The Woodbury Board of Education hereby approved awarding an honorary Woodbury High School diploma to Harry S. Nelson, who attended Woodbury High School during the 1940's.

Items #1-8

Motion: Ms. Moore Second: Mrs. Dennen

Roll Call Vote: Yes: 8 No: 0

10. SUPERINTENDENT'S REPORT

- Superintendent's Report – as submitted – Mr. Jones, the Superintendent, presented his report and briefly discussed in general, the recent incidents requiring a board hearing. After a brief discussion, it was decided that all the incidents should come before the Board for a hearing. It was also suggested that guidelines should be set for the Halloween parades.
- School Business Administrator's Report – as submitted – Mr. O'Neil briefly summarized his report.

11. FIRE DRILL REPORTSeptember 2007

School	Date	Time	Length of Drill	Comments
Evergreen	9/17/07	10:30 a.m.	2 minutes, 25 seconds	Sunny
	9/25/07	2:30 p.m.	2 minutes, 13 seconds	Sunny
Walnut	9/14/07	10:25 a.m.	1 minute	Sunny
	9/27/07	10:05 a.m.	1 minute, 8 seconds	Sunny
West End	9/7/07	11:00 a.m.	1 minute	Sunny, warm
	9/18/07	2:00 p.m.	1 min., 45 seconds	Sunny, warm
Jr.-Sr. High	9/7/07	1:24 p.m.	6 minutes	Sunny
	9/21/07	10:41 a.m.	4 minutes	Sunny

12. COMMITTEE REPORTS

Personnel Committee – Lynn Jennings Dennen, Chairperson – no report

Property Committee – Mary Ellen Moore, Chairperson – Ms. Moore updated the Board on the earlier Property Committee Meeting. There was several necessary change orders addressed at the meeting and supported by the Committee. She also updated the Board on the status of the field. The decision of playing on the field may not be made until Thursday.

Finance Committee – Mary Ellen Moore, Chairperson – Ms. Moore reported that the next meeting will be held on December 12, 2007.

Communications Committee – Jerry Lonabaugh, Chairperson – Mr. Lonabaugh suggested that the newsletter for seniors should be sent out prior to the start of the school year.

Policy Committee – Diane Hill, Chairperson – Ms. Hill reported that the next meeting will be held on November 14, 2007.

13. REPRESENTATIVES

Gloucester County School Board – Frank Gwalthney - no report

NJSBA Legislative Delegate – Frank Gwalthney - Mr. Gwalthney informed the Board he would be attending the next meeting on November 15, 2007.

City Council Liaison – Anthony Chiesa – no report

14. FUTURE DATES

October 17, 2007 – Property Committee Meeting – 6:00 p.m. - TENTATIVE

October 17, 2007 – Board of Education Meeting – 7:00 p.m.

October 17, 2007 – Grade 3 – Family Math Night – West End School – 6:30 p.m.

October 20, 2007 – Homecoming

October 24 – 26, 2007 – New Jersey School Boards Association Workshop – Atlantic City

October 24, 2007 – Grade 3 – Family Math Night – West End School – 6:30 p.m.

October 25, 2007 – Grades 2 – 3 - Reading Café – Evergreen School – 6:30 p.m.

October 29, 2007 – Special Board Meeting – 6:00 p.m. - TENTATIVE

November 1, 2007 – West End PTA General Membership Meeting

November 1, 2007 – Walnut School HSA Meeting

November 5 – 9, 2007 – School Closed for Students

November 6, 8, 9, 2007 – School Closed for Staff

November 13, 2007 – Parent Visitation Day – Elementary Schools

November 13, 2007 – Evergreen School PTO Meeting

November 14, 2007 – Policy Committee Meeting – 6:00 p.m.

November 20, 2007 – PTSA Meeting – High School Library

November 22-23, 2007 – School Closed - Thanksgiving

November 28, 2007 – Property Committee Meeting – 6:00 p.m.

November 28, 2007 – Board of Education Meeting – 7:00 p.m.

15. MEETING OPENED TO THE PUBLIC FOR COMMENT

MOTION TO OPEN THE MEETING TO THE PUBLIC COMMENT:

Motion: _____ Ms. Moore _____

Second: _____ Mr. Toole _____

Voice Vote: Yes: _____ 8 _____

No: _____ 0 _____

There was no public comment.

MOTION TO CLOSE THE MEETING TO THE PUBLIC COMMENT:

Motion: _____ Ms. Moore _____

Second: _____ Mr. Toole _____

Voice Vote: Yes: _____ 8 _____

No: _____ 0 _____

Motion: _____ Ms. Moore _____ Second: _____ Mr. Toole _____

Roll Call Vote: Yes: 8 No: 0

Time: 10:20pm

Respectfully submitted,

Harold E. O'Neil, Jr.,
Interim Business Administrator/
Board Secretary