

BOARD OF EDUCATION MEETING
November 19, 2008
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. Mrs. Dennen opened the meeting at 7:03 PM, read the opening statements and ran the meeting in the absence of Mr. Gwalthney.

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

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

- Option II Program –
Kathy Stalter-Allen, Option II Coordinator for the Woodbury Jr. /Sr. High School described the program and introduced two students to talk about their experiences with Option II.

Sara Bessey – 11th grade – spoke about the benefits she has experienced using Option II. She stated that she has used Karate, Physics, and First Aid outside of school to earn credits toward her graduation.

Joseph Luna – 11th grade – spoke about the benefits he has experienced utilizing Option II. He stated he has been using the basic training for the Army to earn credits for graduation.

- Strategic Plan Update –
Mr. Jones explained the plan update which showed where the district is with the development of the initiatives.

Mr. Lonabaugh inquired if the district was going to offer French again the in future.

Mr. Jones replied that the district has implemented the Chinese curriculum to the High School to continue the education that had been given in the elementary school.

Mr. Chiesa asked if a student wanted to take French, can they take it through Option II.

Mr. Jones replied that the student could take it through Option II at their own cost.

7. OPEN MEETING TO PUBLIC FOR COMMENT

Open: Motion Ms. Moore Second Mr. Toole

Close: Motion Ms. Moore Second Mr. Toole

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 October 22, 2008.
2. Secretary’s Report
The Woodbury City Board of Education hereby approved the October 2008 Secretary’s Report. (Exhibit 09-49)
3. Treasurer’s Report
The Woodbury City Board of Education hereby approved the October 2008 Treasurer’s Report. (Exhibit 09-50)
4. Transfers
The Woodbury City Board of Education hereby approved the transfers in line accounts in accordance with the lists submitted. (Exhibit 09-51)

5. Payment of Bills

The Woodbury City Board of Education hereby approved the payment of bill lists without exception. (Exhibit 09-52)

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 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 months of October, 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: _____ Mr. Toole _____

Roll Call Vote: Yes: 8

No: 0

Items #1-7

B. PERSONNEL – PROFESSIONAL

1. Leave of Absence

a) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved a leave of absence under FMLA for Christina Pierce, Teacher of Grade 4 at Walnut Street Elementary School, beginning on or about February 13, 2009, through the balance of the school year.

b) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved withholding one day’s pay for Georgia Stanfill, Teacher of Special Education at Woodbury Jr.-Sr. High School for an unapproved absence on the date of October 31, 2008.

c) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved withholding one day’s pay for Sherrie Davis, Counselor at Woodbury Jr.-Sr. High School for an unapproved absence on the date of October 31, 2008.

2. Employment – Administration

The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the employment of Thomas Braddock as Assistant Principal of Woodbury Junior High School, a 10-month position, at a salary of 75,200, pro-rated, beginning February 1, 2009.

Mr. Lonabaugh commented that the individual does not have much experience.

Mr. Jones explained that experienced administrators do not typically apply for 10-month positions and that teachers looking to move into administration look for a position such as a 10-month Assistant Principal.

3. Employment – Alternative Education Program

The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved to ratify and affirm the employment of Maureen Stocker as Teacher of Fine Arts for the Woodbury Jr.-Sr. High School Alternative Education Program, not to exceed four hours per week at a rate of \$30 per hour, beginning October 27, 2008, through the balance of the school year.

4. ASK Academy

The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the employment of teachers for the afterschool ASK Academy program for the elementary schools during the 2008-09 school year, compensated at the Special Projects Rate. (Exhibit 09-53)

5. Extra-Curricular – 2008-09

- a) The Woodbury City Board of Education, hereby acknowledges the resignation of Maureen Stocker as Winter Cheerleading Head Coach for the 2008-09 school year.
- b) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the following athletic extra-curricular appointments for the 2008-09 school year:

<u>Position</u>	<u>Activity</u>	<u>Appointment</u>	<u>Step/Stipend</u>
Head Coach	Winter Cheerleading	Jennifer Bent	Step 1/\$3,748

6. Practicum Placement

The Woodbury City Board of Education hereby approved the School Psychologist practicum experience placement of Aziz Atweh, a Rowan University student, under the direction and supervision of Tanya Ripley, beginning December 1, 2008, for a total 300 hours.

7. Substitute Teachers – 2008-09

The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the employment of substitute teachers for the alternative education program for the 2008-09 school year at a rate of \$30 per hour. (Exhibit 09-54)

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

Roll Call Vote: Yes: 8 No: 0

Items #1-7**C. PERSONNEL – SUPPORT**1. Job Description Revision

The Woodbury City Board of Education hereby approved the revisions to Job Description C-2: Evening Custodial Foreman, replacing original C-2: Assistant Facilities Director. (Exhibit 09-55)

2. Leave of Absence

- a) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved an unpaid leave of absence for Melina Jaggard, Custodian at Woodbury Jr.-Sr. High School, on the date of October 22, 2008.
- b) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved an unpaid leave of absence for James Wyckoff at Custodian at Woodbury Jr.-Sr. High School, on the date of November 12, 2008.

3. Resignations

- a) The Woodbury City Board of Education hereby accepts the resignation of Daniel Franta, part-time Bus Driver for the Woodbury Public School District, effective November 21, 2008.
- b) The Woodbury City Board of Education hereby accepts the verbal resignation of James Pine as Lunch Aide at Walnut Street Elementary School, effective November 10, 2008.

4. Employment

- a) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the employment of Tamil Wyckoff as a full-time Night Custodian for the Woodbury Public School District, at a salary of \$23,000, pro-rated, to start upon the receipt of Criminal History approval.
- b) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the emergent hiring of Dodie Leeds as Lunch Aide at Walnut Street Elementary School, beginning November 19, 2008, through the balance of the school year, at a rate of \$7.58 per hour for fifteen hours per week, no benefits.

5. Employment Transfer

The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the employment transfer of Christal McCullough as a full-time Custodial Night Foreman for the Woodbury Public School District, at a salary of \$39,000, prorated, to start on the date of November 24, 2008.

Motion: Ms. Moore

Second: Mr. Toole

Roll Call Vote: Yes: 8

No: 0

Items #1—5

D. STUDENTS & PROGRAMS

1. Out of District Extended School Year Placements

- a) The Woodbury City Board of Education hereby approved the Out-of-District Placement of student #1345410521 in the Mount Ephraim Public School District, effective October 21, 2008, at the per diem rate of \$248, including a One-to-One Aide.
- b) The Woodbury City Board of Education hereby approved the Out-of-District Placement of student #120008 at Archway School in Washington Township, effective November 5, 2008, at the per diem rate of \$179.

2. Homebound Instruction

- a) The Woodbury City Board of Education hereby approved homebound instruction for student #10483 beginning October 24, 2008, through the balance of the school year (medical), for six hours per week with instruction to be provided through Daytop, New Jersey, at a cost of \$98 per diem.
- b) The Woodbury City Board of Education approved a contract with GCSSSD to provide homebound instruction for student #1244269441 from November 3, 2008, through May 1, 2009 (medical) providing for the educational program and all related services: speech, OT, PT and APA consultation, at the contracted amount of \$195 per diem.

3. Student Field Trips

The Woodbury City Board of Education hereby approved the list of student field trips for the 2008-09 school year. (Exhibit 09-56)

4. Policy Updates

The Woodbury Board of Education hereby approved the first reading of new and updated policies. (Exhibit 09-57)

5. Textbook Approval

The Woodbury City Board of Education hereby approved the following textbooks:

<u>Title</u>	<u>Publisher</u>	<u>Copyright</u>	<u>Program/Gr. Level</u>
Chinese Made Easy	Joint Publishing Company	2006	Chinese/Gr. 6-8
Everyday Chinese	Far East Book Company	2007	Chinese/ Gr. 9-12

6. Winter Sports Schedule – 2008-09

The Woodbury City Board of Education hereby approved the 2008-09 Winter Sports Schedule. (Exhibit 09-58)

7. Option II Program

The Woodbury City Board of Education hereby approved the following 2008-09 Option II programmatic offering:

United States Military Basic Training

Motion: _____ Ms. Moore

Second: _____ Mr. Toole

Roll Call Vote: Yes: 8

No: 0

Items #1-7

E. BUSINESS & FINANCIAL

1. Submission of Other Capital Project Application

- a) The Woodbury City Board of Education hereby approved the submission by Garrison Architects of another capital project application not eligible for State funding to the New Jersey Department of Education for the parking lot renovations at Evergreen Avenue Elementary School.
- b) The Woodbury Board of Education hereby approved the submission by Garrison Architects of another capital project application not eligible for State funding to the New Jersey Department of Education for the parking lot renovations at Walnut Street Elementary School.
- c) The Woodbury Board of Education hereby approved the submission by Garrison Architects of another capital project application not eligible for State funding to the New Jersey Department of Education for the parking lot renovations at West End Memorial Elementary School.

2. Transportation Route – 2008-09

The Woodbury City Board of Education hereby approved a transportation route for the 2008-09 school year for student #120008 to Archway School, Washington Township Campus, in the amount of \$45 per day plus mileage.

3. Preschool Expansion Plan

The Woodbury City Board of Education hereby approved submission of the Five-Year Preschool Expansion Plan to the New Jersey Department of Education. (Exhibit 09-59)

Ms. Moore asked if we are only accepting special education 3-year olds in-district when the preschool expansion program is implemented.

Mr. Jones confirmed that the plan was to service most 4-year olds and only special education 3-year olds. The current proposed plan shows regular education 3-year olds being contracted out to other qualified facilities.

Several other board members inquired about the preschool plan.

Mr. Jones explained the proposed plan in more detail.

4. No Child Left Behind (NCLB) Grant Application

The Woodbury City Board of Education hereby approved submission of the NCLB grant application. (Exhibit 09-60)

5. Verizon Grant

The Woodbury City Board of Education hereby approved to accept a Verizon FY 09 Grant in the amount of \$22,000.

6. Individuals with Disabilities Education Improvement Act (IDEIA) Grant

The Woodbury City Board of Education hereby approved to accept IDEIA FY 09 Grant in the following amounts:

IDEIA General	\$470,211
IDEIA Preschool	\$21,066

7. Change Orders

a) The Woodbury City Board of Education hereby approved the following change order to WJ Gross for Summer 2008 classroom renovations:

CO#	Description	COR Amount	Initiated by
1	<ul style="list-style-type: none"> • Sheet rock over existing wood paneling at Board Office Conference Room • Installation of FRP panels and associated trim and caulking at voids left under windows after UV removal • Removal of blown-in insulation above 2nd floor spline ceiling • Replace specified blue cove molding with green at Evergreen Avenue School 	\$10,928.50	OR/CC

OR – Owner Requested DEP – DEP requirement AD – Architect Directed CC – Concealed Condition

- b) The Woodbury City Board of Education hereby approved the following change order to Art Anderson for the Stadium Project:

CO#	Description	COR Amount	Initiated by
46	• Cut and block up temporary fan hole	-\$1,550.00	AD

OR – Owner Requested DEP – DEP requirement AD – Architect Directed CC – Concealed Condition

8. Use of Facilities by Outside Groups

- a) The Woodbury City Board of Education hereby approved use of a hallway at West End Elementary School by the P.T.A. for a bake sale on November 4, 2008, from 8:00am until 4:00pm. (User: Class I)
- b) The Woodbury City Board of Education hereby approved use of the All Purpose Room at Evergreen Avenue Elementary School by the P.T.O. for Dessert Night on November 20, 2008, from 6:00pm until 8:00pm. (User: Class I)
- c) The Woodbury City Board of Education hereby approved use of the All Purpose Room and Library at Evergreen Avenue Elementary School by the P.T.O. for the Holiday Shop on December 2, 2008, from 5:00pm until 8:00pm. (User: Class I)
- d) The Woodbury City Board of Education hereby approved use of the All Purpose Room at West End Memorial Elementary School by the P.T.A. for the Holiday Shop on December 6, 2008, from 8:00am until 2:00pm. (User: Class I)

9. Travel and Work Related Expenses

- a) The Woodbury City Board of Education hereby approved the resolution for reimbursement of travel and work related expenses for employees. (Exhibit 09-61)
- b) The Woodbury City Board of Education hereby approved the resolution for reimbursement of travel and work related expenses for board members. (Exhibit 09-62)

Motion: _____ Ms. Moore _____

Second: _____ Mr. Toole _____

Roll Call Vote: Yes: 8

No: 0

Items #1-9

Item #9b – abstained – Anthony Chiesa

9. SUPERINTENDENT’S REPORT

- Superintendent’s Report – as submitted
 Mr. Jones reviewed the bomb threat and the outline of functions and operations per committee as reported in Attachment “B”.

- School Business Administrator's Report – as submitted
Mrs. Huber updated the board that the track repair is delayed due to the cold temperatures. If the temperature goes over 55 degrees the track repair will be able to be completed.

10. FIRE DRILL REPORTSeptember 2008

School	Date	Time	Length of Drill	Comments
Evergreen	10/10/08	9:50am	1 minute, 45 seconds	Sunny
	10/16/08	1:30pm	1 minute, 40 seconds	Sunny
Walnut	10/22/08	1:45pm	1 minute, 15 seconds	Sunny, cold
	10/30/08	10:20am	1 minute, 30 seconds	Sunny, cold
West End	10/17/08	11:00am	1 minute, 30 seconds	Sunny, cool
	10/23/08	1:30pm	1 minute, 30 seconds	Sunny, cool
Jr.-Sr. High	10/14/08	8:58am	2 minutes	Sunny
	10/22/08	1:32pm	3 minutes	Sunny

11. COMMITTEE REPORTS

Personnel Committee – Lynn Jennings Dennen, Chairperson – no report

Property Committee – Anthony Chiesa, Chairperson – Mr. Chiesa asked the board to review the parking lot plans and to contact Mrs. Huber or him with suggestions. He also updated the Board on Walnut Street School's project is still on schedule for completion and re-occupancy after the winter break.

Finance Committee – Mary Ellen Moore, Chairperson – Ms. Moore stated that it is a remarkable thing that the district has no audit findings and thanked the Business Administrator and Superintendent for their hard work.

Mr. Jones updated the board that he attended the School Board's conference and the speech by Governor Corzine. He stated that Governor was less than optimistic that the state aide promised for the 2009-2010 budget year will be the same amounts as originally proposed.

Communications Committee – Jerry Lonabaugh, Chairperson – no report

Policy Committee – Diane Hill, Chairperson – Ms. Hill stated that the committee had met and placed the first reading of the policy on the agenda. She also stated the next meeting is scheduled for January 12, 2009.

12. REPRESENTATIVES

Gloucester County School Board – Mrs. Dennen stated that she and several other board members attended a seminar on the emergency accountability regulations that took effect on July 1, 2008. She stated that the statute regarding board members being responsible for three times the amount of the travel approved by them does not adhere to the new regulations and is absolutely wrong. She stated that if the language does not change that she will need to voice her opinion.

NJSBA Legislative Delegate – Frank Gwalthney – no report

City Council Liaison – Anthony Chiesa – Mr. Chiesa stated that a city council meeting is scheduled in a couple of days.

13. FUTURE DATES

Date	Event	Time
November 19, 2008	Communications Meeting	6:00pm
November 19, 2008	Board of Education Meeting	7:00pm
December 2, 2008	Holiday Shop Family Night, Evergreen Avenue School	5:00pm
December 2, 2008	Woodbury Educational Foundation	6:30pm
December 4, 2008	H.S.A. Meeting, Walnut Street Elementary School	7:00pm
December 5 & 6, 2008	Junior High School Drama Show	Various
December 9, 2008	Elementary Holiday Concert, Jr.-Sr. High School	7:00pm
December 9, 2008	P.T.S.A. Meeting, Jr.-Sr. High School	7:30pm
December 16, 2008	Junior High School Choir Concert	8:00pm
December 17, 2008	Board of Education Meeting	7:00pm
December 18, 2008	High School Band Concert	8:00pm
December 22, 2008	High School Choir Concert	8:00pm

14. MEETING OPENED TO THE PUBLIC FOR COMMENT

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

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

15. ADJOURNMENT TO END BOARD MEETING

Motion: _____ Ms. Moore _____

Second: _____ Mr. Toole _____

Roll Call Vote: Yes: _____ 8 _____

No: _____ 0 _____

Time: _____ 9:25pm _____

Respectfully Submitted,

Kara L. Huber,
Board Secretary