

BOARD OF EDUCATION MEETING
November 28, 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 7:00pm, 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
Mr. Chiesa	Present	Ms. Hill	Present
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. PRESENTATION / DISCUSSION ITEMS

- Presentation - West End Memorial Elementary School – Vince Myers, Principal and several children presented their “Feelin Good Mileage Club” program. The program promotes exercise through walking.
- Presentation of the June 30, 2007 Audit Report – Michael Holt of Holman and Frenia, auditing firm, presented the 2006-2007 audit to the Board of Education and the public. Audit synopsis and corrective action plans were available for the public and the Board of Education.
- Referendum Construction Update – New Road Construction Management – Dave Thomas gave an update of the referendum construction projects and explained some of the new change orders. Scott Weitz and Dave Macken from New Road Construction Management were also in attendance to assist in the update.

- Report – NJSBA Workshop 2007 – each board member that attended the workshop and the Superintendent gave a report on their attendance at the NJSBA Fall Workshop in October.

7. PUBLIC HEARING

The Woodbury Board of Education hereby approved the resolution designating this November 28, 2007 meeting as the Public Hearing required by N.J.S.A 18A:11-11. (Exhibit 08-54)

- Employment contract for School Business Administrator – Mr. Gwalthney opened the public hearing for any comments or input for the employment of the School Business Administrator, Kara Huber. As there were no comments, Mr. Gwalthney closed the public hearing.

8. OPEN MEETING TO PUBLIC FOR COMMENT ON AGENDA ITEMS

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

Motion: <u>Ms. Moore</u>	Second: <u>Mrs. Dennen</u>
Voice Vote: Yes: <u>9</u>	No: <u>0</u>

No comments on agenda items.

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

Motion: <u>Ms. Moore</u>	Second: <u>Mrs. Dennen</u>
Voice Vote: Yes: <u>9</u>	No: <u>0</u>

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

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

Motion: <u>Ms. Moore</u>	Second: <u>Mrs. Dennen</u>
Voice Vote: Yes: <u>9</u>	No: <u>0</u>

Robert Charsha – 321 Logan Street, Woodbury – expressed his concerns over his issue with his accident at West End Elementary School. Mr. Jones explained that the Board would address the issue this evening.

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

Motion: Ms Moore
Voice Vote: Yes: 9

Second: Mrs. Dennen
No: 0

10. 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 pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer. (If pending or anticipated litigation, the matter involves a property claim and potential personal injury matter.
- ✓ 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 (subject to the balancing of the public’s interest and the employee’s privacy rights under *South Jersey Publishing*, 124 N.J. 478, the employee(s) and nature of discussion is review of positions and need for said positions);

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 that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the Board Secretary to take the appropriate action to effectuate the terms of this resolution.

MOTION TO CLOSE THE MEETING TO THE PUBLIC AND ADJOURN INTO EXECUTIVE SESSION:

Motion: Ms. Moore
Voice Vote: Yes: 9
Time: 8:45pm

Second: Mrs. Dennen
No: 0

MOTION TO CLOSE THE EXECUTIVE SESSION AND OPEN THE MEETING TO THE PUBLIC:

Motion: Mrs. Dennen
Voice Vote: Yes: 9
Time: 9:10pm

Second: Mr. Toole
No: 0

11. AGENDA

A. ROUTINE MATTERS

1. Approval of Minutes
The Woodbury Board of Education hereby approved the Minutes with corrections of the Board of Education Meetings held on October 17, 2007, and October 29, 2007.
2. Secretary's Report
The Woodbury Board of Education hereby approved the September 2007 (Exhibit 08-43) Secretary's Report.
3. Treasurer's Report
The Woodbury Board of Education hereby approved the September 2007 Treasurer's Report. (Exhibit 08-55)
4. Transfers
The Woodbury Board of Education hereby approved the transfers in line accounts in accordance with the lists submitted. (Exhibit 08-56)
5. Payment of Bills
The Woodbury Board of Education hereby approved the payment of bill lists without exception. (Exhibit 08-57)
6. Revenue Amounts/Sources
The Woodbury 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.
7. Certifications
 - a) Secretary's Report
Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of September, 2007. 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 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: 9 No: 0

Item #1 –abstained – Ms. Hill – 8-yes, 0-no and 1-abstained.

B. PERSONNEL – PROFESSIONAL1. Reversal of Two Year Tenure

The Woodbury Board of Education hereby approved revoking the resolution approved on April 25, 2006 regarding granting tenure for those in the position of School Business Administrator/Board Secretary after employment for two consecutive years. Tenure for those in the position of Business Administrator/Board Secretary will be granted after employment for three consecutive years.

2. Employment

- a) The Woodbury Board of Education hereby approved a contract for Kara Huber as School Business Administrator/Board Secretary, commencing January 2, 2008, at a salary of \$92,000, pro-rated, for the 2007-08 school year. (Exhibit 08-58)
- b) The Woodbury Board of Education amended the contract with Harold E. O'Neil, Jr. to reduce his hours of work in the district from a minimum of 120 hours/month to a minimum of 60 hours/month in January 2008 at a prorated amount of compensation and to continue employment with the district under these revised terms through April 30, 2008.
- c) The Woodbury Board of Education hereby approved the employment of Marianne Costello as Teacher of Grade 4 at Evergreen Avenue Elementary School, commencing November 29, 2007, at a pro-rated salary in accordance with Step 1, BA, on the teacher's 2007-08 salary guide.
- d) The Woodbury Board of Education hereby approved an adjustment to the per diem rate for Felicita Rosado to \$150 effective November 19, 2007 for the balance of the 2007-08 school year for substituting in the special Spanish coverage assignment. Additionally, The Woodbury Board of Education hereby approved reimbursing Ms. Rosado for up to twelve credits of tuition cost (State College rate) for passing coursework taken during the 2007-08 school year, including 2008 summer sessions, to meet the New Jersey requirements as a Teacher of Spanish, contingent upon employment through the balance of the 2007-08 school year.

3. Appointments

- a) The Woodbury Board of Education hereby approved the appointment of Kara Huber as Custodian of Public Records from January 2, 2008 through June 30, 2008.
- b) The Woodbury Board of Education hereby approved the appointment of Kara Huber as Public Agency Compliance Officer from January 2, 2008 through June 30, 2008.

4. Leave of Absence

- a) The Woodbury Board of Education hereby approved a leave of absence under the FMLA for Krista Javadi, Teacher of Grade 4 at West End School commencing February 20, 2008 to April 21, 2008 (compensated) and April 22, 2008 to June 18, 2008 (uncompensated.)
- b) The Woodbury Board of Education approved leave under the Family Medical Leave Act for Rachel Schneider from 9/04/07 through 11/27/07. Further The Woodbury Board of Education approved an extended leave of absence due to medical disability through the end of the first semester, January 30, 2008.

5. Extra-Curricular

- a) Athletic
 - i. The Woodbury Board of Education hereby accepted the resignation of Jacqueline Rosario as Head Winter Cheerleading Coach for the 2007-2008 school year.
 - ii. The Woodbury Board of Education hereby approved the athletic extra-curricular appointments for the 2007-2008 fiscal year.

Position	Sport	Appointment	Step/Stipend
Head Coach	Winter Cheerleading	Maureen Stocker	1/\$3639
Coach	JHS Girls Basketball	John Romano	1/\$2169
Coach	Frosh Boys Basketball	Daniel Howie	1/\$4043
Coach	JHS Girls Soccer	John Romano	1/\$2169
Assistant Coach	Girls Basketball	Caitlyn Reuter	1/\$4043*
Assistant Coach	Girls Track	Barbara Gale	4/\$4759
Volunteer Coach	Girls Basketball	Tiffany Corsey	N/A
Paraprofessional Volunteer	Girls Basketball	Caitlyn Reuter	N/A

* Pending Substitute Certification (pro-rated stipend)

- iii. The Woodbury Board of Education hereby approved the athletic extra-curricular appointments for the 2007-08 fiscal year:

Position	Sport	Appointment	Step/Stipend
Head Coach	Girls Softball	Michele Hamilton	1/\$5251

b) Non-Athletic

The Woodbury Board of Education hereby approved the extra-curricular appointment of Barbara Gale as a before-school monitor for the term of Carmen Davis' leave of absence, commencing November 15, 2007 to March 5, 2008, at a stipend of \$695, a pro-rated amount, which will be deducted from the stipend of Carmen Davis.

6. Substitutes – 2007-08

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

Dornewass, Robyn A. – Swedesboro, NJ - Sub. Cert. – K-5

St. Germain, Sandra – Woodbury, NJ – Sub. Cert. – K-12

Reuter, Caitlyn – Richwood, NJ – Sub. Cert. – K-12

7. Homebound Tutor – 2007-08

The Woodbury Board of Education hereby approved Jessica M. Floyd as a homebound instructor for the 2007-08 school year.

8. Family Nights

The Woodbury Board of Education hereby approved compensation to the following teacher for two NASA Family Nights, the first being December 12, 2007, and the second occurring in Spring 2008 (date TBD,) for 3 hours each night, at the Special Projects Rate.

Colleen Fitzgerald

Ari Ford

Susan Berting

Sharron Knauss

9. Internship

The Woodbury Board of Education hereby approved Karen Capozzi to supervise LaSalle University student Deidre Witkowski as a Speech and Language intern beginning January 16, 2008 and concluding May 30, 2008.

10. Student Teacher Placements

The Woodbury Board of Education hereby approved the following student teacher placements from Rowan University for the Spring 2007-2008 school year.

<u>Cooperating Teacher</u>	<u>Building</u>	<u>Student Teacher</u>
Jill Platt	Evergreen	Katie Crumley
Jill Platt	Evergreen	Heather Pence
Andrea Brown	West End	Devon McCorristin
Linda Brewer	West End	Heather Pence
Noelle Baskinger	West End	Katie Crumley
Chris Sheppard	Jr.-Sr. High	Michael Wright
Ari Ford	Jr.-Sr. High	Jessa Bernbridge

11. Junior Field Experience Placements

The Woodbury Board of Education hereby approved the following junior field experience placements from Rowan University as follows:

<u>Cooperating Teacher</u>	<u>Building</u>	<u>Rowan Student</u>	<u>Dates</u>
Barabra Gale	Jr.-Sr. High	Shannon Heusser	02/04/07-03/12/07
Barbara Gale	Jr.-Sr. High	Katherine Shaw	03/24/07-04/30/07

Motion: _____ Ms. Moore _____

Second: _____ Mrs. Dennen _____

Roll Call Vote: Yes: 9

No: 0

Items #1-11 – 9-yes, 0-no, Item #2d – no – 8-yes, 1-no – Mr. Chiesa

C. **PERSONNEL - SUPPORT**

1. Resignation

The Woodbury Board of Education hereby accepted the verbal resignation of Elizabeth Murphy, secretary at Woodbury Junior-Senior High School, due to medical concerns, effective November 28, 2007.

2. Termination

The Woodbury Board of Education hereby terminated Markee Robinson, custodian at West End Memorial School, effective November 1, 2007.

3. Employment

- a) The Woodbury Board of Education hereby approved the employment of Joanne Gommel as Instructional Assistant at Evergreen Avenue Elementary School, transferring from building aide at same, commencing December 3, 2007 for 29 hours per week at the rate of \$16 per hour.
- b) The Woodbury Board of Education hereby approved a change of employment status for Denise Burgess from Interim Secretary to Secretary in Woodbury High School's Main Office at Step 9 on the 2007-08 10-Month Clerical Salary Guide.
- c) The Woodbury Board of Education hereby approved the employment of Melina Jaggard as custodian at West End School, with a start date commencing upon receipt of criminal history approval, at Step 1 on the Custodial Salary Guide.

4. Substitutes

The Woodbury Board of Education hereby approved the employment of Veronica Beck as a substitute custodian, pending criminal history approval, at the rate of \$9.50 per hour.

5. Leave of Absence

- a) The Woodbury Board of Education hereby approved an uncompensated leave of absence for George O. Rapone from November 1, 2007 through November 16, 2007.
- b) The Woodbury Board of Education hereby approved a leave of absence under the FMLA for Jacob A. Davis, Jr., Lead Custodian, from January 9, 2008 through on or about February 15, 2008.

6. High School Evening Activities Monitor

The Woodbury Board of Education hereby approved the appointment of Jacob, Davis, Jr. as the High School Evening Activities Monitor commencing December 1, 2007 through January 8, 2008, not to exceed 20 hours per week. Mr. Davis will be compensated at a blended time 1½ hourly rate of pay.

7. AVID Tutor

The Woodbury Board of Education hereby approved Ian Cromwell as an AVID Tutor for up to 4 hours per week at the rate of \$10 per hour.

Items #1-7

Motion: Ms. Moore

Second: Mrs. Dennen

Roll Call Vote: Yes: 9

No: 0

D. STUDENTS & PROGRAMS

1. Out of District Placements – 2007-08

- a) The Woodbury Board of Education hereby approved an out-of district placement for the 2007-08 school year for student #1816 at Bankbridge North, effective November 5, 2007, at the per diem cost of \$147.
- b) The Woodbury Board of Education hereby approved an out-of- district placement for the 2007-08 school year for student #061067 at Bankbridge School (Alternative High School,) effective November 19, 2007, at the per diem cost of \$87.50.

2. Homebound Instruction

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

Student ID#	Time Frame	Hrs. Per Week	Home Instruction Provider	Reason
081015	10/16/07 – 11/12/07	10	Natalie Patrizio	Per Administration
033077	10/23/07 – 10/29/07	10	Jill Stockdale	Per Administration
075024	11/05/07 – 01/05/08	10	Brookfield	Medical
053045	11/01/07 – 06/17/08	*	Jennifer Guerin	Medical

*As Needed – Per 504 Plan

- b) The Woodbury Board of Education hereby approved the assignment of the following instructors for previously approved homebound students:

Student ID#	Time Frame	Hrs. Per Week	Home Instruction Provider
054132	10/17/07 – 06/17/08	10	Shannon Rehman Trinna Savage
0304124	10/17/07 – 01/3-/08	10	Tiffany Corsey Trinna Savage

3. Winter Sports Schedules

The Woodbury Board of Education hereby approved the Winter Sports Schedule. (Exhibit 08-59)

4. Senior Class Trip

The Woodbury Board of Education hereby approved the Senior Class Trip to Disney World, Florida, from Thursday, June 5 to Sunday June 8, 2008. The approximate cost per pupil is \$835. Chaperones will be Marc Cannuli, Colleen DiRienzo, and Grant Shivers.

5. Homeless Students

The Woodbury Board of Education hereby approved contracts for homeless students as per Exhibit 08-60.

Items #1-5

Motion: Ms. Moore

Second: Mrs. Dennen

Roll Call Vote: Yes: 9

No: 0

E. BUSINESS & FINANCIAL1. 2006-2007 Audit

- a) The Woodbury Board of Education hereby accepted the audit report performed by Holman & Frenia, P.C. for the 2006-2007 school. A synopsis of the report was distributed. (Exhibit 08-61)
- b) The Woodbury Board of Education hereby approved the Corrective Action Plan for the audit recommendation 2007-08 in the 2006-07 audit. (Exhibit 08-62)

2. Health Insurance Plan Renewal

The Woodbury Board of Education hereby approved the renewal of Horizon Blue Cross/Blue Shield of New Jersey through the Bank of America Corporate Insurance Agency with new rates effective November 1, 2007 through June 30, 2008. (Exhibit 08-63)

3. Checking Account

The Woodbury Board of Education hereby approved opening the following checking account for the purpose of paying officials:

<u>Department</u>	<u>Req. Signatures</u>	<u>Signers</u>	<u>Alternate Signers</u>
Athletic	2	Grant Shivers Harold O'Neil	Denise Dunham Joseph Jones

4. Secretarial/Clerical Recognition of WEA

- a) The Woodbury Board of Education hereby recognized the Woodbury Educational Association (WEA) as the majority representative of the Woodbury Public Schools Clerical Employees, effective November 28, 2007.
- b) The Woodbury Board of Education hereby approved a Sidebar Agreement for the Woodbury Public School Clerical Employees defining membership in the Woodbury Education Association. (Exhibit 08-64)

5. Use of Facilities by Outside Groups

- a) The Woodbury Board of Education hereby approved use of the Auditorium at Woodbury Junior-Senior High School by the Woodbury Soccer Club on Friday, January 18, 2008. (User: Class II)
- b) The Woodbury Board of Education hereby approved use of the Cap Paine Gymnasium and the 'New' and 'Old' Cafeterias at the Woodbury Junior- Senior High School by the City of Woodbury Youth Basketball League from December 1, 2007 through February 28, 2008. (User: Class II)
- c) The Woodbury Board of Education hereby approved use of the Auditorium, 'New' Cafeteria, and one classroom by the Evergreen Avenue PTO on January 24-25, 2008. (User: Class I)

- d) The Woodbury Board of Education hereby approved use of the Auditorium at the Woodbury Junior-Senior High School by the Woodbury Junior Women's Club on Wednesday, January 16, 2007. (User: Class II)

6. Change Orders

The Woodbury Board of Education hereby approved the following change orders:

AA COR#	RAA CO#	Submitted	Description	COR Amount	Initiated by
28R1	24	11/19/07	Underdrain at retaining wall G due to continuous water infiltration at track base	23,673.00	CC
34	22	10/17/07	DEP final cost on SB-1 work (at track curve of SB-1 area)	31,135.	DEP
35	23	10/17/07	Track sub-base remediation – S. side (due to pumping base and clay pipe removal)	73,799.	CC
38	26	11/5/07	Credits for aluminum rails/add gym step rail, deck support, hatch rail, upgrade scoreboard steel	<\$1,085.>	AD/OR
39	25	11/16/07	Chain link fencing	<\$1,460.>	AAI/OR
40	28	11/16/07	Pressbox counters	\$1,875.00	OR
41	29	11/16/07	Delete general allowance	<\$20,000.>	AD
42	27	11/19/07	Remedial work at existing stair tower Caulking & lintel	\$9,111.	AD

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

7. Temporary Note Extension

The Woodbury Board of Education hereby approved McManimon and Scotland to extend the temporary \$5,000,000 note of December 5, 2006 for one additional year, with a new end date of December 5, 2008.

8. Workshops

- a) The Woodbury Board of Education hereby approved a series of workshops with students during the 2007-08 school year, entitled, “Gathering the Masters,” by Foundation 2000, Inc., at a cost not to exceed \$6,000.
- b) The Woodbury Board of Education hereby approved “Anger Management” sessions for students during the 2007-08 school year, with ABC Education Consultants, LLC, at a cost not to exceed \$3,500.

9. Approval of Contracts – Supplemental Educational Services

The Woodbury Board of Education approved the contracts of the following vendors to provide Supplemental Educational Services for identified students in the Jr.-Sr. High School for the 2007-08 school year.

The Tutoring Club – Sewell, NJ

Rowan University Clinical Services – Glassboro, NJ

10. Submission of Grant Proposal

The Woodbury Board of Education hereby approved a request to submit a grant proposal to the Electronic Data Systems Corporation in the amount of \$1,500 to support the Video Productions/Communications course offered at WHS.

11. Reimbursement of Funds

The Woodbury Board of Education hereby approved the submission of application to receive funds from the New Jersey Department of Education, Office of Special Education Programs, in the amount of \$1,464.21, as reimbursement for local expense for educational assessment materials used as part of the Early Childhood Special Education Outcome Study.

12. Sale of Bleachers

The Woodbury Board of Education hereby approved the sale of unusable metal bleacher seating from the old stadium home seating side.

13. Travel and Work Related Expenses

The Woodbury Board of Education hereby approved the resolution for reimbursement of travel and work related expenses for employees. (Exhibit 08-65)

14. Additional Change Orders

The Woodbury Board of Education hereby approved the following change orders:

AA COR#	RAA CO#	Submitted	Description	COR Amount	Initiated by
29	30	10/10/07	a) Add irrigation pump fence b) Add E. hillside fence at Gym c) Add trash enclosure fence due to added dumpster	3,211.	OR
30	33	10/10/07	Resurface Gym exit stairs/concrete wall where cut down	8,833.	OR
31	31	10/11/07	Add concrete to trash dumpster pad (due to added dumpster)	2,541.	OR
32	32	10/11/07	Delete CM trailer	<10,000.>	OR
33	34	10/15/07	Alum replacement rails @ visitor's bleachers (damaged or stolen at existing)	2,021.	OR
36	35	10/17/07	Additional T&M work repair manhole/reset curbs, etc. (existing structures damaged/repared)	8,750	CC
37	36	10/18/07	Install two (2) hand holes for 6 in conduits	3,641	OR

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

Items #1-14Motion: Ms. MooreSecond: Mrs. DennenRoll Call Vote: Yes: 9No: 0**12. SUPERINTENDENT'S REPORT**

- Superintendent's Report – as submitted – Mr. Jones, the Superintendent, briefly discussed his report and excitedly recommended to the Board of Education the candidate, Ms. Huber, for the position as Business Administrator.
- School Business Administrator's Report – as submitted – Mr. O'Neil briefly summarized his report.

13. FIRE DRILL REPORTOctober 2007

School	Date	Time	Length of Drill	Comments
Evergreen	10/18/07	9:55 a.m.	2 minutes, 15 seconds	Cloudy
	10/30/07	10:45 a.m.	2 minutes, 20 seconds	Sunny
Walnut	10/10/07	1:00 p.m.	1 minute, 2 seconds	Sunny
	10/22/07	12:50 p.m.	59 seconds	Sunny
West End	10/09/07	2:40 p.m.	1 minute, 15 seconds	Cloudy, hot, humid
	10/22/07	11:00 a.m.	1 minute, 30 seconds	Sunny, breezy
Jr.-Sr. High	10/16/07	1:27 p.m.	3 minutes	Sunny
	10/29/07	9:05 a.m.	3 minutes	Sunny

14. COMMITTEE REPORTS

Personnel Committee – Lynn Jennings Dennen, Chairperson – Mrs. Dennen reported the next meeting will be held on December 5, 2007.

Property Committee – Mary Ellen Moore, Chairperson – Ms. Moore gave a brief report as Dave Thomas had covered everything very thoroughly.

Finance Committee – Mary Ellen Moore, Chairperson – Ms. Moore updated the Board on the process in the hiring of the new Business Administrator.

Communications Committee – Jerry Lonabaugh, Chairperson – The Strategic Planning Retreat is scheduled for November 29, 30, and December 1, 2007.

Policy Committee – Diane Hill, Chairperson – Ms. Hill indicated the committee reviewed the updates of the regulations. A first reading will be in December and a package of information will be sent out to the Board of Education prior to the meeting.

15. REPRESENTATIVES

Gloucester County School Board – Frank Gwalthney – no report.

NJSBA Legislative Delegate – Frank Gwalthney – Mr. Gwalthney attended the recent delegate conference. The NJSBA is attempting to push legislation to not mandate that schools have to follow a designated program for Veteran’s Day.

City Council Liaison – Anthony Chiesa – Mr. Chiesa attended and gave a brief report. The main issue was new businesses attempting to receive tax rebates.

16. FUTURE DATES

November 29, 30 and December 1, 2007 – Strategic Planning Sessions

December 1, 2007 – PTSA Holiday House Tour – 7:00pm through 8:00pm

December 4, 2007 – School Safety – Everyone’s Business – 7:00pm

December 5, 2007 – Personnel Committee Meeting – 6:00pm

December 5, 2007 – Elementary Band Concert – @ the High School – 7:00pm

December 6, 2007 – Walnut Street School H.S.A. Meeting – 7:00pm

December 6, 2007 – West End PTA Meeting – 7:00pm

December 11, 2007 – Evergreen PTO Meeting – 7:00pm

December 12, 2007 – Communication Committee – 6:00pm

December 12, 2007 – Choir Holiday Recital – 7:00pm

December 13, 2007 – High School Band Concert – 8:00pm

December 17, 2007 – Choir Holiday Concert – 8:00pm

December 19, 2007 – Board of Education Meeting – 7:00pm

17. MEETING OPENED TO THE PUBLIC FOR COMMENT

MOTION TO OPEN THE MEETING TO THE PUBLIC COMMENT:

Motion: _____ Ms. Moore _____

Second: _____ Mrs. Dennen _____

Voice Vote: Yes: _____ 9 _____

No: _____ 0 _____

There was no public comment.

MOTION TO CLOSE THE MEETING TO THE PUBLIC COMMENT:

Motion: _____ Ms. Moore _____

Second: _____ Mrs. Dennen _____

Voice Vote: Yes: _____ 9 _____

No: _____ 0 _____

18. ADJOURNMENT TO END BOARD MEETING

Motion: _____ Ms. Moore _____

Second: _____ Mrs. Dennen _____

Roll Call Vote: Yes: 9

No: 0

Time: 10:15pm

Respectfully Submitted,

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