

Anthony Herald, Vice President of the Woodbury Little League, thanked the Board of Education for the use of the gymnasium for the boys' and girls' programs and further thanks the Board for accommodations that are being made on the field.

Mrs. Dennen stated that she appreciates their hard work.

Dave Jenkins – 345 Glover Street – Mr. Jenkins stated that he was pleased that the district is proposing to decrease taxes.

Mr. Jones spoke regarding the state aid and how it was capped at a 20% increase to the school district. He is hopeful if the funding stays consistent that the future budgets will work out well also.

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

8. AGENDA

A. ROUTINE MATTERS

1. Approval of Minutes

The Woodbury Board of Education hereby approved the Minutes of the Board of Education Meetings held on January 23, 2008, February 12, 2008 and February 13, 2008.

2. Secretary's Report

The Woodbury Board of Education hereby approved the January 2008 Secretary's Report. (Exhibit 08-86)

3. Treasurer's Report

The Woodbury Board of Education hereby approved the January 2008 Treasurer's Report. (Exhibit 08-87)

4. Transfers

The Woodbury Board of Education hereby approved the transfers in line accounts in accordance with the lists submitted. (Exhibit 08-88)

5. Payment of Bills

The Woodbury Board of Education hereby approved the payment of bill lists without exception. (Exhibit 08-89)

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 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 January 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 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. MooreSecond: Mrs. DennenRoll Call Vote: Yes: 9No: 0**Items #1-7****Ms. Hill abstained on Item #1; Mr. Gwalthney abstained on Item#5****B. PERSONNEL – PROFESSIONAL**1. Retirement

The Woodbury Board of Education hereby accepted the letter of retirement from Philip Spino, School Psychologist, effective May 1, 2008. Mr. Spino has been with the district for the last thirteen years.

2. Resignations

- a) The Woodbury Board of Education hereby accepted the resignation of Cristina Fair, Teacher at Walnut Street Elementary School, effective January 30, 2008.
- b) The Woodbury Board of Education hereby accepted the resignation of Jennifer Gladue, Teacher at West End Memorial Elementary School, effective February 4, 2008.

3. Leave of Absence

The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved a second extended leave without pay for Rachel Schneider from February 4, 2008 through April 30, 2008.

4. Job Description

The Woodbury Board of Education hereby accepted the addition of new job description, D-18: Academic Coach. (Exhibit 08-90)

5. Change of Assignment

The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved a change in assignment for Claire Frapaul from 0.6 FTE BSI Teacher to 0.6 FTE Academic Coach – Literacy at Evergreen Avenue Elementary School at the same rate of pay.

6. Employment

- a) The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved employment of Karen Majors as a 0.6 FTE BSI Teacher at Evergreen Avenue Elementary School beginning March 1, 2008 through the balance of the school year at a salary of \$44,107 (BA/Step 1), pro-rated.
- b) The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved employment of Christine Kremer as a 0.6 FTE BSI Interim Teacher at Walnut Street Elementary School from March 1, 2008 through April 30, 2008 at a rate of \$125 per diem, pro-rated, no benefits.

7. Mentor

The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved Claire Frapaul as the mentor for Karen Majors from March 1, 2008 through the balance of the school year, constituting 1/3 of a full mentor assignment, with a pro-rated stipend of \$183.33 paid by the teacher.

Mr. Abbott and Ms. Hill asked about the teachers paying for mentor's fees.

Mr. Jones said that it was a contractual item that they have been doing for several years.

8. Horizontal Advancement on the Salary Guide

The Woodbury Board of Education hereby approved a horizontal advancement on the salary guide, effective February 1, 2008, for the following teachers:

<u>Teacher</u>	<u>Advancement to:</u>
Tanya Ripley	MA+60
Colleen DiRienzo	MA

9. Extra-Curricular

- a) Athletic
 - i. The Woodbury Board of Education hereby accepted the resignation of Dominic Carrera as Assistant Track Coach for the 2008 season.
 - ii. The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved the following athletic extra-curricular appointments for the 2007-08 fiscal year:

<u>Position</u>	<u>Sport</u>	<u>Appointment</u>	<u>Step/Stipend</u>
Co-Head Coach	Boys Track	Zack Valentine	*/\$5,005

Co-Head Coach	Boys Track	Dan Jones	*/\$5,005
Assistant Coach	Boys Track	Jeremy Landis	1/\$3098
Coach	Jr. High Track	Jane Burrough	1/\$2,169

*Step 1 Head Coach and Step 4 Asst. Coach Stipends – Shared Equally.

b) Non-Athletic

The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved the non-athletic extra-curricular appointment of Marge Pertuit and Cynthia Cheyney as Saturday School Proctors, each for up to two (2) Saturdays per month from 8:00am through 12:00pm at the Special Projects Rate for the 2007-08 year.

10. Substitutes

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

- Akaeme, Bernard - Woodbury, NJ - CE
- Levonchuck, Jeanne – Wenonah, NJ – Substitute Certification
- Zavorski, Meghan – Woodbury, NJ – Substitute Certification

11. Rowan Placement

The Woodbury Board of Education hereby approved the School Psychology Pre-Practicum placement of Aziz Atwah, Rowan University student, under the direction of Dr. Jeffrey Adams, for up to 60 hours during Spring 2008.

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

Roll Call Vote: Yes: 9 No: 0

Items #1-11

C. PERSONNEL – SUPPORT

1. Resignations

- a) The Woodbury Board of Education hereby accepted the resignation of Catherine Skrabonja, Instructional Assistant at Walnut Street Elementary School, effective February 14, 2008.
- b) The Woodbury Board of Education hereby accepted the resignation of Ivette Serano, Lunch Aide at West End Memorial Elementary School effective February 27, 2008.

2. Employment

- a) The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved employment of Christine Kremer as an Instructional Assistant at Walnut Street Elementary School effective March 1, 2008 through April 30, 2008, at the rate of \$16 per hour for 14.5 hours per week, no benefits.

- b) The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved the employment of Brian Kennedy as Lunch Aide at West End Memorial Elementary School, effective February 28, 2008, at the rate of \$7.50 per hour for 20 hours per week, no benefits.

Mr. Toole asked why the lunch aide’s hours vary.

Mr. Jones stated it is for consistency across the school district and all of the schools now have equal ratios.

- c) The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved the employment of Lakeshia Fant as a Special Education One-to-One Aide at Evergreen Avenue Elementary School effective February 28, 2008, at the rate of \$10 per hour for 14 hours per week, no benefits, pending criminal history review.
- d) The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved the employment of Sheila Ralston as a Special Education One-to-One Aide at West End Memorial Elementary School effective February 28, 2008, at the rate of \$11.00 per hour for 29 hours per week, no benefits, pending criminal history review.

Ms. Hill asked for the reasoning for a one to one aide.

Mr. Jones stated it was to keep the student in the district.

3. Substitutes

The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved employment of the following substitutes for the 2007-08 school year:

- Elam, Curtis – Substitute Custodian
- Saaverdra, Heiaclio – Substitute Custodian
- Serrano, Ivette – Substitute Lunch Aide

4. Hourly Rate Adjustment

The Woodbury Board of Education hereby approved the correction to the hourly rate of pay of Denise Cronk and Heather McCumber, Lunch Aides, from \$7.25 per hour to \$7.50 per hour.

Motion: _____ Mrs. Dennen _____

Second: _____ Ms. Moore _____

Roll Call Vote: Yes: 9

No: 0

Items #1-4

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

- a. The Woodbury Board of Education hereby approved the following out-of-district placements for the 2007-08 school year:

Student	Effective Date	Facility	Program Cost	Reason
#1772	01/10/2008	Ranch Hope	\$182.68 per diem	DYFS
#2072	02/07/2008	YALE	\$201.33 per diem	Change in IEP

- b. The Woodbury Board of Education hereby approved the additional cost to assign a one-to-one aide to the following out of district placement for the 2007-08 school year:

Student	Effective Date	Facility	Program Cost	Reason
#1219	01/28/2008	Bankbridge	\$143.50 per diem	Change in IEP

2. Homebound Instruction

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
061072	10/15/07 – 01/25/08	10	GCSSSD	Medical
013139	01/15/08 – 04/07/08	10	Jessica Floyd	Medical
073038	01/22/08 – 03/22/08	10	Tiffany Corsey	Medical
013073	02/01/08 – 02/06/08	10	Brookfield	Medical
993008	02/04/08 – 02/19/08	10	Educere	Per Administration
993008	02/04/08 – 02/19/08	1	James Krauss	Per Administration
005606	02/04/08 – 02/29/08	10	Educere	Per Administration
005606	02/04/08 – 02/29/08	1	James Krauss	Per Administration
994050	02/04/08 – 02/29/08	10	Educere	Per Administration
994050	02/04/08 – 02/29/08	1	James Krauss	Per Administration
994064	02/04/08 – 02/29/08	10	Educere	Per Administration
994064	02/04/08 – 02/29/08	1	James Krauss	Per Administration
071022	02/04/08 – 02/07/08	10	Ralph Douglas	Per Administration
071097	02/04/08 – 02/29/08	10	Ralph Douglas	Per Administration
041066	02/05/08 – 06/16/08	10	Sherrie Davis	Per Administration
993025	02/07/08 – 03/07/08	10	Ralph Douglas	Medical
000591	01/02/08 – 06/18/08	5 to 10	GCSSSD	Medical/IEP Change

Ms. Dennen asked if the service of Educere has improved.

Mr. Jones stated it has gotten better, but they are continually looking for other ways to provide and/or improve the home instruction.

Ms. Hill asked if the reason why our teachers are not agreeing to do home instruction is that we pay too low?

Mr. Jones stated that no one has said such, but the district has a smaller pool of people to provide the service so that could be the reason.

Ms. Hill would like a survey given to the teachers as to why they do not volunteer to home instruction.

Mr. Jones has made a note to do so.

3. Approval of School Calendars

The Woodbury Board of Education hereby approved the school calendars (Jr.-Sr. High School and Elementary) for the 2008-2009 school year. (Exhibit 08-91)

Ms. Hill inquired if it is ok to have the number of full and half days off as proposed in the calendar.

Mr. Jones stated the number of days is a requirement from the state and that the proposed calendar has the same number of days in it as the previous years.

Mr. Gwalthney believes the week off at Spring break is a good break for teachers and students. He believes our teachers have one or two more contractual days than many other school districts.

Ms. Hill questioned the standardized test dates and whether the full spring break would interfere.

Mr. Jones stated the test dates have not been consistent, but the time frames to do the testing has generally been long enough to accommodate for the schools being closed.

4. Spring Sports Schedule

The Woodbury Board of Education hereby approved the Spring Sports Schedule. (Exhibit 08-92)

5. Student Workers

The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved employment of the following student workers under the direction of James Krauss as Camera Operators, at a rate of \$7.15 per hour, not to exceed appropriated budget:

Alexander Clayton
Theodore Eric John Dow
Kyle Parham
Donte Polimeni

Mr. Toole asked what the camera operators are for.

Mr. Jones stated that they are to tape some school activities.

Motion: Mrs. Dennen Second: Mr. Toole Roll Call Vote: Yes: 9 No: 0 **Items # 1-5****E. BUSINESS & FINANCIAL**1. Submission of School District 2008-09 Budget to County Office of Education

The Woodbury Board of Education hereby approved a resolution to submit the 2008-09 budget to the County Office of Education for review and to advertise the budget once approved. (Exhibit 08-93)

2. IDEIA Application

The Woodbury Board of Education hereby accepted to submit the IDEIA Federal Year 2007 Final Report/Carry Over Application in the following amounts:

Ages 5-21;	Public – 13,921	Non-Public – 1,038
Pre-school;	Public – 0	Non-Public – 5,217

3. IDEIA Grant Acceptance

The Woodbury Board of Education hereby accepted to following IDEIA Federal Year 2008 Grant Funds (Grant No.: 586008):

BASIC –	\$477,617
Pre-school –	\$ 21,066

4. Roof Warranty and Maintenance Contracts

The Woodbury Board of Education hereby approved the following Roof Warranty and/or Maintenance Contracts as follows:

- i. 1 Year Tremcare maintenance contract for various roofs at Evergreen, Walnut, West End, and WHS. (Exhibit 08-94)
- ii. 5 Year Tremcare warranty and maintenance contract for various roofs at West End, Walnut, and WHS. (Exhibit 08-95)

Ms. Hill inquired about the Tremcare contract and if it was with the same vendor that caused damage at West End.

Mr. Jones responded by stating that it was not the same vendor.

5. Cancellation of Outstanding Checks

The Woodbury Board of Education hereby approved cancellation of the following outstanding checks dated over one (1) year ago:

<u>Account</u>	<u>Check #</u>	<u>Date</u>	<u>Amount</u>
Student Activity	18096	07/12/2006	\$40.00

Student Activity	18226	12/26/2006	\$10.00
Payroll	169729	07/31/2006	\$9.19
Payroll Agency	7619	07/19/2006	\$51.22
Warrant	56892	06/30/2005	\$1,850.00
Warrant	58760	06/27/2006	\$3,062.50
Warrant	58782	06/27/2006	\$79.89
Warrant	58819	06/27/2006	\$45.00

Ms. Hill inquired as to the cancellation of checks and the need for it.

Mrs. Huber explained that the vendors were contacted or not able to be contacted; therefore the checks are legitimate items to cancel.

6. Landscaping Bid Specifications

The Woodbury Board of Education hereby approved the landscaping/grass cutting services bid specifications and to advertise and receive bids for same.

Mrs. Dennen would like the landscaping contractor to pay special attention to the soccer fields due to the poor shape they were in last year.

7. Food Service Bid Specifications

The Woodbury Board of Education hereby approved the food service bid specifications and distribution of a Request for Proposal.

8. Disposal of Fixed Assets

The Woodbury Board of Education hereby approved the disposal of kitchen slicer (fixed asset tag 000550) which is broken and cannot be repaired.

9. Resolution for E-Procurement Pilot Program

The Woodbury Board of Education hereby approved the resolution authorizing an application to the State of New Jersey, Department of Community Affairs, Division of Local Government Services for the E-Procurement Pilot Program and Waiver Requests. (Exhibit 08-100)

Mr. Gwalthney asked Mrs. Huber to explain the fixed asset resolution.

Mrs. Huber explained that it is the first step needed to use the online auction website.

10. Sidebar Agreement

- a) The Woodbury Board of Education hereby approved the Sidebar Agreement, Article IV, A., between the Woodbury Board of Education and the Woodbury Administrator's and Supervisor's Association (Exhibit 08-96)

- b) The Woodbury Board of Education hereby approved the Sidebar Agreement, Article IV, A., between the Woodbury Board of Education and the Woodbury Education Association/Woodbury Clerical Employees Association (Exhibits 08-97, and 08-98)

11. Change Orders

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

CO#	Description	COR Amount	Contractor
1	Hatch Railing System and Book Damages	\$5,081.20 (credit)	Noble Roofing and Sheet Metal, Inc.

Ms. Moore wanted to verify that the approval for Noble Roofing was in fact a credit.

Mrs. Huber stated that it was definitely a credit.

12. Use of Facilities by Outside Groups

- a) The Woodbury Board of Education hereby approved use of the Stadium, track, long jump pit, high jump, shot put area, and bathrooms at Woodbury Junior-Senior High School by St. Patrick's Church for track practice and meets from March 10, 2008 through May 30, 2008. (User: Class II)

Ms. Moore asked if the track would be available in time for the church to use the track.

Mrs. Huber stated that the group understood they are not to use the track until it is complete.

- b) The Woodbury Board of Education hereby approved use of the cafeteria and kitchen facilities at Woodbury Junior-Senior High School by the Woodbury Kiwanis Club for a spaghetti dinner fundraiser on Sunday, April 6, 2008 from 8:00am to 8:00pm. (User: Class II)
- c) The Woodbury Board of Education hereby approved use of the West End Elementary School Soccer Fields by the Woodbury Youth Soccer Club for games and practices from 3:00pm to 7:00pm weeknights and 9:00am to 12:00pm on Saturdays, beginning February 28, 2008 through May 31, 2008. (User: Class II)
- d) The Woodbury Board of Education hereby approved use of the Cap Paine Gymnasium to the Woodbury Little League Association for Opening Day as a rainy day option from 9:00am to 12:00pm on April 12, 2008. (User: Class II)
- e) The Woodbury Board of Education hereby approved a time extension for use of Woodbury High School Gymnasium(s) by the Woodbury Little League for Winter Clinic from 6:30pm to 8:30pm according to the following schedule (User: Class II):
 Cap Paine Gymnasium – February 27
 New Cafeteria – March 10, 12, 17, 19, 24 and 26, 2008

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 08-99)

Motion: Ms. MooreSecond: Mr. TooleRoll Call Vote: Yes: 9No: 0**Items #1-13**9. SUPERINTENDENT'S REPORT

- Superintendent's Report – as submitted
- School Business Administrator's Report – as submitted

10. FIRE DRILL REPORT

January 2007

School	Date	Time	Length of Drill	Comments
Evergreen	01/07/08	2:15pm	1 minutes, 45 seconds	Sunny
	01/07/08	2:40pm	1 minute, 30 seconds	Sunny (unplanned)
Walnut	01/07/08	2:00pm	1 minute, 3 seconds	Sunny, mild
	01/09/08	10:45am	56 seconds	Partly sunny, mild
West End	01/07/08	11:00am	1 minute, 12 seconds	Cloudy, mild
	01/18/08	1:25pm	1 minute, 30 seconds	Sunny, cold
Jr.-Sr. High	01/07/08	2:05pm	4 minutes	Sunny
	01/09/08	2:20pm	6 minutes	Sunny (unplanned)
	01/18/08	9:49am	3 minutes	Partly cloudy

11. COMMITTEE REPORTS

Personnel Committee – Lynn Jennings Dennen, Chairperson
 Property Committee – Mary Ellen Moore, Chairperson
 Finance Committee – Mary Ellen Moore, Chairperson
 Communications Committee – Jerry Lonabaugh, Chairperson
 Policy Committee – Diane Hill, Chairperson

12. REPRESENTATIVES

Gloucester County School Board – Frank Gwalthney
 NJSBA Legislative Delegate – Frank Gwalthney
 City Council Liaison – Anthony Chiesa

13. FUTURE DATES

February 27, 2008 – Board of Education Meeting – 7:00pm

February 28 – March 1, 2008 – High School Musical: Into the Woods – 7:00pm

March 1, 2008 – High School Musical: Into the Woods – Matinee, 1:00pm

March 5, 2008 – Kindergarten Family Night, Spring Across Curriculum @ Walnut – 6:30pm

March 6, 2008 – Walnut Street H.S.A. Meeting – 7:00pm

March 6, 2008 – West End Memorial P.T.A. Meeting – 6:30pm

March 11, 2008 – Evergreen Avenue P.T.O. Meeting – 7:00pm

March 12, 2008 – Communications Committee Meeting – 6:00pm

March 18, 2008 – Woodbury Jr.-Sr. High School P.T.S.A. Meeting – 7:30pm

March 26, 2008 – Property Committee Meeting – 6:00pm

March 26, 2008 – Grade 2 Family Night, Math@ Walnut – 6:30pm

March 26, 2008 – Board of Education Meeting – 7:00pm

14. MEETING OPENED TO THE PUBLIC FOR COMMENT

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

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

15. ADJOURNMENT TO END BOARD MEETING

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

Roll Call Vote: Yes: 9 No: 0

Time: 9:35pm

Respectfully Submitted,

Kara L. Huber, Business Administrator/
Board Secretary