

**BOARD OF EDUCATION MEETING**  
**May 26, 2010**  
**West End Memorial Elementary School**  
**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 7:02 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 *Courier Post*, and filing written notice with the Clerk of the City of Woodbury at the time of Reorganization in April, 2010.**

3. ROLL CALL

Mr. Abbott	Present	Mr. Garlic	Present
Mr. Chiesa	Present	Mr. Lonabaugh	Present
Mrs. Dennen	Present	Mrs. White	Present
Mr. Gwalthney	Absent	Mr. Toole	Present
Ms. Hill	Present	Theodore Johnson	Present
		(Student Representative)	

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

- West End Memorial Elementary School Presentation – Vince Myers, Principal, spoke to the Board of Education about the ASK testing that is given to students in grades 3 through 5.



**B. ROUTINE MATTERS**

1. Approval of Minutes

The Woodbury City Board of Education hereby approved the Minutes of the Board of Education Meetings held on April 28, and May 12, 2010.

2. Secretary's Report

The Woodbury City Board of Education hereby approved the Secretary's Report for March 2010. (Exhibit 10-150)

3. Treasurer's Report

The Woodbury City Board of Education hereby approved the Treasurer's Report for March 2010. (Exhibit 10-151)

4. Transfers

The Woodbury City Board of Education hereby ratified and affirmed the transfers in line accounts in accordance with the lists submitted. (Exhibit 10-152)

5. Payment of Bills

The Woodbury City Board of Education hereby approved the payment of bill lists without exception. (Exhibit 10-153)

6. Revenue Amounts/Sources

The Woodbury City Board of Education recognized the Board Secretary's certification, in accordance with N.J.A.C. 6A:23A-16.10c2, 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 January 2010. The Board Secretary certified that no line item account has been over-expended in violation of N.J.A.C. 6A:23A-16.10c3 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:23A-16.10c4, 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:23A-16.10c and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

Motion: \_\_\_\_\_ Mr. Garlic \_\_\_\_\_

Second: \_\_\_\_\_ Mr. Toole \_\_\_\_\_

Roll Call Vote: Yes: \_\_\_\_\_ 8 \_\_\_\_\_

No: \_\_\_\_\_ 0 \_\_\_\_\_

**Items #1-7**

**C. 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 the FMLA for Jack Hill, Teacher of Health and Physical Education for Woodbury City Public School District, beginning on June 10, 2010, through June 25, 2010.

2. Employment Change

The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the employment change of Tonya Breland from Principal of Evergreen Avenue Elementary School to Principal of Evergreen Avenue Elementary School/Supervisor of Curriculum and Instruction – Elementary Grades (PreK-6), beginning July 1, 2010, at the same salary.

3. Employment Transfer – Administration

The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the employment transfer of Donna Cohen from Teacher of English to Supervisor of Curriculum and Instruction – Secondary Grades (6-12), beginning July 1, 2010, at a salary of \$91,500.

4. Employment Transfer – Faculty

a) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the employment transfer of Douglas Park as Teacher of Music from the Elementary Schools to the Jr.-Sr. High School for the 2010-11 school year, at the same salary.

- b) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the employment transfer of Brian McKillop as Part-time Teacher of Health and Physical Education from West End Memorial Elementary School to Evergreen Avenue/Walnut Street Elementary Schools, for the 2010-11 school year, at the same 0.82 FTE and salary, no benefits.
- c) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the employment transfer of Sheri Peteani as Teacher of Special Education from Evergreen Avenue Elementary School to West End Memorial Elementary School for the 2010-11 school year, at the same salary.
- d) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the employment transfer of Colleen DiRienzo as Teacher of Special Education from West End Memorial Elementary School to Evergreen Avenue Elementary School for the 2010-11 school year, at the same salary.
- e) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the employment transfer of Devon DiBenedetto from an Instructional Assistant for the District to Part-time Teacher of Elementary Technology Education (0.82 FTE) at Evergreen Avenue/Walnut Street Elementary Schools, for the 2010-11 school year, at a salary of \$38,646 (BA/Step 1, pro-rated), no benefits.

#### 5. Employment

- a) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the employment of Kimberly Kalbach as Part-time Teacher of Health and Physical Education (0.82 FTE) at West End Memorial Elementary School, for the 2010-11 school year, at a salary of \$40,839 (BA+15/Step 3, pro-rated), no benefits.
- b) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the employment of Kelly Brennan as Part-time Teacher of Elementary Technology Education (0.82 FTE) at West End Memorial Elementary School, for the 2010-11 school year, at a salary of \$40,511 (BA+15/Step 1, pro-rated), no benefits.
- c) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the employment of Holly Carr as Part-time Teacher of Business (0.67 FTE) at Woodbury Jr.-Sr. High School, for the 2010-11 school year, at a salary of \$31,710 (BA/Step 2, pro-rated), no benefits.
- d) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the employment of John Travis as Teacher of Mathematics at Woodbury Jr.-Sr. High School, for the 2010-11 school year, at a salary of \$47,329 (BA/Step 2).

#### 6. Reduction-in-Force

The Woodbury City Board of Education hereby approved the reduction-in-force for the Elementary Teacher of Instrumental Music from a 1.0 FTE position to a 0.80 FTE position for the 2010-11 school year.

7. Extra-Curricular

- a) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the non-athletic extra-curricular appointments for the 2010-11 school year. (Exhibit 10-154)
- b) The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the athletic extra-curricular appointments for the 2010-11 school year. (Exhibit 10-155)

8. Summer Employment - Professional

The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the 2010 summer employment of certificated personnel. (Exhibit 10-156)

9. Substitute Teacher – 2009-10

The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby ratified and affirmed the employment of the following substitute teacher for the 2009-10 school year:

Bassler, Scott; Substitute Certification - Applying

Motion: \_\_\_\_\_ Mrs. White \_\_\_\_\_ Second: \_\_\_\_\_ Mr. Toole \_\_\_\_\_

	<b>Yes</b>	<b>No</b>	<b>Abstained</b>
<b>Items #1-9</b>	<b>8</b>	<b>0</b>	<b>0</b>
<b>Item #7a</b>	<b>7</b>	<b>0</b>	<b>1</b> <b>Mr. Toole</b>

**D. PERSONNEL – SUPPORT**

1. Resignation

The Woodbury City Board of Education hereby acknowledged the resignation of Toni Foster as a Special Education One-to-One Aide for the Woodbury City Public School District, effective May 28, 2010.

2. Employment

The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the employment of support staff for the 2010-11 school year. (Exhibit 10-157)

3. Summer Employment

The Woodbury City Board of Education, upon the recommendation of the superintendent, hereby approved the 2010 summer employment of support personnel. (Exhibit 10-158)

Motion: \_\_\_\_\_ Mrs. White \_\_\_\_\_ Second: \_\_\_\_\_ Mr. Toole \_\_\_\_\_

Roll Call Vote: Yes: \_\_\_\_\_ 8 \_\_\_\_\_ No: \_\_\_\_\_ 0 \_\_\_\_\_

**Items #1-3**

**E. BUSINESS & FINANCIAL**

1. Summer Use of Facilities - 2010

The Woodbury City Board of Education hereby approved the use of school facilities and equipment by the Woodbury High School athletic teams during the summer 2010 for coaches' workouts.

2. Comprehensive Equity Plan (CEP)

The Woodbury City Board of Education hereby approved submission of the 2010-11 CEP Annual Statement of Assurance form to the County Office of the New Jersey Department of Education. (Exhibit 10-159)

3. IDEIA Allocation Amendment

The Woodbury City Board of Education hereby ratified and affirmed the submission of application to the New Jersey Department of Education for amendment of the Individuals with Disabilities Education Improvement Act (IDEIA) American Recovery and Reinvestment Act (ARRA) funds for FY 2010 and FY 2011. (Exhibit 10-160)

4. Bid Specifications

- a) The Woodbury City Board of Education hereby ratified and affirmed the bid specifications for the replacement of the Jr.-Sr. High School Generator and to advertise.
- b) The Woodbury City Board of Education hereby approved the bid specifications for the replacement of the Jr.-Sr. High School Library coping and to advertise.

5. Bid Awards

The Woodbury City Board of Education hereby approved the award of the following custodial supply bids to the next lowest bidders, due to the bid withdrawal of Central Poly Corp.:

Description of Item	Qty.	Camden Paper & Bag Co.	All American Poly
24x33 10 gal 8 microns 16lbs clear	20	\$328.00	
40x48 45 gal Heavy Duty 2 mill green 100/case	175		\$2,777.25

6. Appointments

The Woodbury City Board of Education hereby approved the appointment of Colonial Bank, as the District's Banking Service Provider, to serve for the term of the 2010-11 school year.

7. Grant Submission

- a. The Woodbury City Board of Education hereby ratified and affirmed the submission of a Food Service Equipment Grant to the New Jersey Department of Agriculture in the amount of \$19,408.
- b. The Woodbury City Board of Education hereby approved the submission of a grant application for the 2010 Safety Grant program through the New Jersey School Boards Association Insurance Group's EIRC South Sub fund for the purpose described in the application, in the amount of \$8,115.00 for the period of July 1, 2010 through June 30, 2011.

8. Agreements

The Woodbury City Board of Education hereby approved the agreement with E-Rate Exchange Services for a two (2) year period at a rate of \$3,150 per year in order to facilitate discounts and/or reimbursements for eligible telecommunications services and internet access through the 2010-12 school year.

9. Contracts

- a) The Woodbury City Board of Education hereby approved contracting with Gloucester County Special Services School District for Autism Consultation-Support for the 2010-11 school year, at a rate of \$108 per hour, not to exceed 190 hours.

- b) The Woodbury City Board of Education hereby approved the consultation contract with Sheilds Academic Technology Services for the 2010-11 school year, at a rate of \$300 per diem rate, not to exceed 120 days.
- c) The Woodbury City Board of Education hereby approved contracting with Let’s Motor Inc., to provide occupational therapy services for the 2010-11 year, at the rate of \$65 per hour, not to exceed \$47,500.
- d) The Woodbury City Board of Education hereby approved contracting with Tricia Bevelheimer to provide physical therapy services for the 2010-11 school year, at the rate of \$65 per hour, not to exceed \$16,380.
- e) The Woodbury City Board of Education hereby approved contracting with Trisha M. Walshe to provide Behavioral Support services and Wilson Reading to the district as follows:
  - Up to five hours per week, at a rate of \$50 per hour, beginning July 1, 2010, through September 1, 2010, and
  - Up to ten hours per week, at the rate of \$50 per hour, from September 1, 2010, through the balance of the 2010-2011 school year.

10. Health Insurance Carriers

The Woodbury City Board of Education hereby approved to terminate prescription coverage with AmeriHealth and to utilize Benecard as the prescription plan carrier effective July 1, 2010.

11. Use of Facility

The Woodbury City Board of Education hereby approved the use of the Auditorium by the Woodbury Alumni Association on January 12, February 11, and February 16, 2011, from 6:00pm to 9:00pm, for the *Winter Wednesdays* program. (User: Class I)

12. Policy Updates

The Woodbury City Board of Education hereby approved the first reading of new and revised policies. (Exhibit 10-161)

13. Travel and Work Related Expenses

The Woodbury City Board of Education hereby approved the resolution for reimbursement of travel and work related expenses for employees. (Exhibit 10-162)

Motion: Mr. Garlic

Second: Mr. Toole

Roll Call Vote: Yes: 8

No: 0

**Items #1-13**

Item #E9 – Ms. Hill questioned if we go out to bid on contracts for services or do we just keep approving them every year.

Mr. Jones replied that we do not go out to bid but we evaluate the service each year and always look for more cost effective ways to do the services.

#### 9. FIRE DRILL REPORT

April 2010

School	Date	Time	Length of Drill	Comments
Evergreen	04/06/2010	10:45am	2 minutes, 8 seconds	Sunny
	04/30/2010	10:10am	1 minute, 45 seconds	Sunny
Walnut	04/29/2010	10:05am	1 minute	Sunny, cool
	04/30/2010	2:30pm	1 minute, 9 seconds	Sunny, warm
West End	04/07/2010	9:00am	56 seconds	Sunny, hot
	04/20/2010	9:00am	1 minute, 5 seconds	Sunny, cool
Jr.-Sr. High	04/15/2010	10:00am	2 minutes, 47 seconds	Sunny
	04/23/2010	10:35am	3 minutes, 2 seconds	Sunny

#### 10. SUPERINTENDENT'S REPORT

- Superintendent's Report – as submitted –  
Mr. Jones spoke about the Race to the Top Round 2 Application and passed out a memo dated May 20, 2010 from the State of New Jersey.

Mr. Jones discussed the Opportunity Scholarship Act (Voucher Bill) and stated that the State has identified Evergreen Avenue Elementary School to be a chronically failing school.

- School Business Administrator's Report – spoke about the new board self evaluation. The board decided that they did not want to use the online process but would rather fill out the evaluation via Microsoft Word.

#### 11. COMMITTEE REPORTS

Communications Committee – Jerry Lonabaugh, Chairperson – reported that the meeting needs to be moved to another date.

Finance Committee – Anthony Chiesa, Chairperson – no report.

Personnel Committee – Lynn Jennings Dennen, Chairperson – no report.

Policy Committee – Diane Hill, Chairperson - stated the Committee wanted to gather more information on a Paraprofessional Policy and it will be addressed in the 2010-11 school year.

Property Committee – William Toole, Chairperson – reported that Evergreen has not fallen off the radar regarding the parking lot. Mr. Toole stated that Mr. Jones is looking into improving the safety at Evergreen with the Chief of Police.

## 12. REPRESENTATIVES

City Council Liaison – Anthony Chiesa – reported that the City is proposing a 12 cent increase and that the City has adopted a plan for the economic review.

Gloucester County School Board – Frank Gwalthney – no report.

NJSBA Legislative Delegate – Frank Gwalthney – no report.

Student Body Representative – Teddy Johnson – reported that Prom was nice overall, but the weather was terrible.

Mr. Johnson also reported that the Boy's and Girl's Track Team are going to States.

## 13. FUTURE DATES

Date	Event	Time
May 25, 2010	Academic Awards Banquet – Jr.-Sr. High School	6:30pm
May 26, 2010	6 <sup>th</sup> Grade Parent Orientation – Jr.-Sr. High School (Parents of 5 <sup>th</sup> Graders)	7:00pm
<b>May 26, 2010</b>	<b>Board of Education Regular Meeting – West End Memorial School</b>	<b>7:00pm</b>
May 27, 2010	6 <sup>th</sup> Grade Student Orientation – Jr.-Sr. High School (Current 5 <sup>th</sup> Graders)	All School Day
<b>May 27, 2010</b>	<b>Minority Task Force: Multi-Cultural Dessert Event – Jr.-Sr. High School</b>	<b>6:30pm</b>
<b>June 2, 2010</b>	<b>Communications Committee Meeting – Board Conference Room</b>	<b>6:00pm</b>
June 1, 2010	P.T.A. Meeting – West End Memorial School	7:00pm
June 1, 2010	High School Choir Concert – Jr.-Sr. High School Auditorium	7:00pm
June 3, 2010	District-wide Grade 5 Family Fun Night – West End Memorial School	6:00pm
June 3, 2010	H.S.A. Meeting – Walnut Street School	7:00pm
June 3, 2010	Junior High School Choir Concert – Jr.-Sr. High School Auditorium	7:00pm
June 9, 2010	AVID Graduate Celebration – Jr.-Sr. High School	7:00pm
June 10, 2010	Grades 6-7 Awards Ceremony – Jr.-Sr. High School	8:15am
June 10, 2010	Athletic and Activity Awards Night – Jr.-Sr. High School	7:00pm
June 15, 2010	P.T.O. Meeting – Evergreen Avenue School	7:00pm
June 15, 2010	P.T.S.A. Meeting – Jr. Sr. High School Library	7:30pm
June 17, 2010	Grade 5 Awards Ceremony – Walnut Street School	6:00pm
June 17, 2010	Grade 5 Awards Ceremony – West End Memorial School	6:00pm
June 18, 2010	Grade 8 Promotion Ceremony and Dance – Jr.-Sr. High School	6:30pm
June 22, 2010	Grades K-2 Awards Ceremony – Evergreen Avenue School	9:00am
June 23, 2010	Grades 3-5 Awards Ceremony – Evergreen Avenue School	9:00am
<b>June 23, 2010</b>	<b>Board of Education Meeting – Jr. –Sr. High School</b>	<b>7:00pm</b>
June 24, 2010	Convocation – Jr.-Sr. High School Auditorium	5:30pm
June 24, 2010	Class of 2010 High School Graduation – Track and Field Stadium*	6:30pm

\*Graduation to be held in Cap Paine Gymnasium in case of inclement weather.

14. MEETING OPENED TO THE PUBLIC FOR COMMENT

No public attended.

15. ADJOURNMENT TO END BOARD MEETING

Motion: Mr. Chiesa

Second: Mrs. White

Roll Call Vote: Yes: 8

No: 0

Time: 9:32pm

Respectfully Submitted,

Kara L. Huber,  
Business Administrator/  
Board Secretary