

BOARD OF EDUCATION MEETING
September 24, 2008
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 opened the meeting at 7:00 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 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	Absent	Mr. Hughes	Present
Mr. Chiesa	Present (arrived at 8:14pm)	Mr. Lonabaugh	Present
Mrs. Dennen	Present	Ms. Moore	Present
Mr. Gwalthney	Present	Mr. Toole	Present
Ms. Hill	Present (arrived at 7:05pm)	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

- New Teachers/Administrator – Each new staff member stood up, introduced themselves and gave the board some information about their history and experiences in Woodbury thus far.

7:30pm – The meeting was recessed for the board members to meet the staff.

7. OPEN MEETING TO PUBLIC FOR COMMENT

Open: Motion Mr. Toole Second Mrs. Dennen

The meeting resumed at 7:52pm and was opened to the public for comment.

Mrs. Hughes read a statement regarding her son and his denial to play football this season. She stated she had a meeting with the Athletic Director and the coach on Monday and she is dissatisfied with the outcome of the meeting and that is why she is in attendance.

Mr. Jones stated that he would reach out to Mrs. Hughes and set up a time to meet to discuss the situation.

Mrs. Hughes stated she had another matter that included the payment of an ad in the yearbook for her son which did not get published.

Mr. Jones stated that he would also discuss this matter with Mrs. Hughes in a meeting.

Madeline Mills, Nurse at Evergreen Avenue Elementary School, updated the board on the fruit and vegetable grant at Evergreen and the great success it has had with the children.

Mrs. Toole, Aide at Walnut Street Elementary School, thanked the board for the approval of the renovations for Walnut and that Tuesday, September 23, 2008, was the first day the children were using the computer lab and library.

Close: Motion Mrs. Dennen Second Mr. Toole

8. AGENDA

A. ROUTINE MATTERS

1. Approval of Minutes

The Woodbury Board of Education hereby approved the Minutes of the Board of Education Meeting held on August 27, 2008, and the Board of Education Retreat held on August 28, 2008.

2. Secretary's Report

The Woodbury Board of Education hereby approved the July 2008 Secretary's Report. (Exhibit 09-23)

3. Treasurer’s Report

The Woodbury Board of Education hereby approved the July 2008 Treasurer’s Report. (Exhibit 09-24)

4. Payment of Bills

The Woodbury Board of Education hereby approved the payment of bill lists without exception. (Exhibit 09-25)

5. Revenue Amounts/Sources

The Woodbury Board of Education recognizes 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 as presented in the Business & Financial Section of this agenda.

6. Certifications

a) Secretary’s Report

Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of July 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. Moore _____

Second: _____ Mrs. Dennen _____

Roll Call Vote: Yes: 7

No: 0

Items #1-6

B. PERSONNEL – PROFESSIONAL

1. Leave of Absence

The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved to extend the leave of Diane Sullivan under the FMLA for a period of September 2, 2008, through a date to be determined.

2. Employment

- a) The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved to ratify and affirm the appointment of Gary Scavette to a paid administrative internship program for the 2008-09 school year, under the direction of Denise Dunham, Jr.-Sr. High School Principal, at a stipend of \$2,500 per month.
- b) The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved to ratify and affirm the appointment of the Alternative Education certificated staff for the 2008-09 school year. (Exhibit 09-26)

3. Horizontal Advancement

- a) The Woodbury Board of Education hereby approved a horizontal move on the salary guide for Tobey Realley, Teacher of Grade 6 at Woodbury Jr.-Sr. High School, from BA+15 to MA for the 2008-09 school year.
- b) The Woodbury Board of Education hereby approved a horizontal move on the salary guide for Paula Horton, School Nurse at West End Elementary School, from MA to MA+30 for the 2008-09 school year.
- c) The Woodbury Board of Education hereby approved a horizontal move on the salary guide for Teresa Stebich, Teacher of Mathematics at Woodbury Jr.-Sr. High School, from BA+15 to MA for the 2008-09 school year.
- d) The Woodbury Board of Education hereby approved a horizontal move on the salary guide for Donna Cohen, Academic Coach - AVID at Woodbury Jr.-Sr. High School, from MA+30 to MA+60 for the 2008-09 school year.

4. Mentoring

The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved the following mentoring matches for the provisional teacher program:

<u>Novice Teacher</u>	<u>Mentor Match</u>	<u>Term</u>
Shing Yang Wang	Cheryl Federline	30 week
Jeremy Landis	Keisha Barr	20 day (*CE)

*Certificate of Eligibility

5. Family Night Additions

The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved additional faculty for Family Nights for the 2008-09 school year at the Special Projects Rate. (Exhibit 09-27)

6. Extra-Curricular – 2008-09

The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved the following extra-curricular appointments for the 2008-09 school year: (Replaces #6 of the original agenda.)

<u>Position</u>	<u>Activity</u>	<u>Appointment</u>	<u>Stipend</u>
Advisor	Sound/Light Booth Operator	James Krauss	\$1936*
Advisor	World Language Club	Cheryl Federline	\$839
Advisor	Dramatics	Bridgette Shannon	\$3714

*Assuming full stipend position for 2008-09 school year (originally approved for 2/3 stipend amount).

7. Learning Communities I Placements

The Woodbury Board of Education hereby approved the Rowan University placements for Teaching in Learning Communities I for the Fall 2008. (Exhibit 09-28)

8. Junior Field Placement

The Woodbury Board of Education hereby approved the fall Health and Physical Education Junior Field Experience placement of Courtney Danish, a Rowan University Student, under the direction of Joyce Woodrow, Teacher at Woodbury Jr.-Sr, High School beginning November 3, 2008, through December 11, 2008.

9. Accelerated Math Support/Consultant

The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved the employment of Ari Ford to provide Accelerated Math Support/Consultation in special education classrooms for a maximum of thirty-five total hours during the 2008-09 school year at the Special Projects Rate of \$30 per hour. This money has been budgeted through the IDEIA Federal Year 09 grant.

10. Substitute Teachers – 2008-09

The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved the employment of following substitute teachers for the 2008-09 school year:

- Cynthia Hetzler – Turnersville, New Jersey; Substitute Certification
- Betty Alridge – Woodbury, New Jersey; Substitute Certification
- Devon McCorrison – Woodbury, New Jersey; Substitute Certification
- Keisha Barr – Woodlyn, New Jersey; Standard Certification
- Andria Morrison – Woodbury, New Jersey; Substitute Certification
- Robert Langi – Woodbury, New Jersey; Substitute Certification

Motion: _____ Mrs. Dennen _____

Second: _____ Ms. Moore _____

Roll Call Vote: Yes: 7

No: 0

Items #1-10

C. PERSONNEL – SUPPORT

1. Retirement

The Woodbury Board of Education hereby acknowledged the retirement of Norwood Cuff, School Monitor, effective October 31, 2008. Mr. Cuff has been employed at Woodbury Public School District for ten years.

2. Resignations

- a) The Woodbury Board of Education hereby accepted the resignation of Heather Fogel as Office Clerk at Evergreen Avenue Elementary School, effective August 28, 2008.
- b) The Woodbury Board of Education hereby accepted the verbal resignation of Trish Taffe and Heather McCumber as Lunch Aide at Walnut Street Elementary School, effective September 1, 2008.
- c) The Woodbury Board of Education hereby accepted the resignation of Dianna Tepfer as a Special Education One-to-One Aide for Woodbury Public School District, effective September 1, 2008.
- d) The Woodbury Board of Education hereby accepted the resignation of Aliyah Hameen as an Instructional Assistant at Woodbury Jr.-Sr. High School, effective September 1, 2008.
- e) The Woodbury Board of Education hereby accepted the resignation of Catherine Skrabonja as an Instructional Assistant at Walnut Street Elementary School, effective September 19, 2008.
- f) The Woodbury Board of Education hereby accepted the resignation of Brooke Bodkin as an Instructional Assistant at Woodbury Jr.-Sr. High School, effective September 25, 2008.

3. Transfers

- a) The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved to ratify and affirm the employment transfer of Theresa Gauthier from part-time Building Aide to Clerk (0.78 FTE) at Evergreen Avenue Elementary School, at a salary of \$14,487, no benefits, for the 2008-09 school year.
- b) The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved the employment transfer of Anastasia Williams from Special Education Aide at Evergreen Avenue Elementary School to Instructional Assistant at Woodbury Jr.-Sr. High School, at a new rate of \$16 per hour, twenty-nine hours per week, no benefits, beginning September 26, 2008, for the 2008-09 school year.

4. Employment

- a) The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved to ratify and affirm the emergent hiring of Melissa Zandonella as an Instructional Assistant at Woodbury Jr.-Sr. High School beginning September 9, 2008, for the 2008-09 school year, at a rate of \$16 per hour, twenty-nine hours per week, no benefits.
- b) The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved to ratify and affirm the emergent hiring of Tara Rogala as a Special Education One-to-One Aide for the Woodbury Public School District beginning September 15, 2008, for the 2008-09 school year, at a rate of \$9.12 per hour, for twenty-nine hours per week, no benefits.

- c) The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved to ratify and affirm the emergent hiring of Faith Myers as a Lunch Aide at the Walnut Street Elementary School Cafeteria beginning September 8, 2008, for the 2008-09 school year at a rate of \$7.58 per hour, fifteen hours per week, no benefits.
- d) The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved to ratify and affirm the emergent hiring of James Pine as a Lunch Aide at the Walnut Street Elementary School Cafeteria beginning September 8, 2008, for the 2008-09 school year at a rate of \$7.58 per hour, fifteen hours per week, no benefits.
- e) The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved to ratify and affirm the employment of Devon McCorrison as an Instructional Assistant at the Walnut Street Elementary School beginning September 25, 2008, for the 2008-09 school year, at a rate of \$16 per hour, for twenty-nine hours per week, no benefits.
- f) The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved to ratify and affirm the emergent hiring of Penny Knecht as a Special Education Aide for Evergreen Avenue Elementary School beginning September 26, 2008, for the 2008-09 school year, at a rate of \$9.12 per hour, for twenty-nine hours per week, no benefits.
- g) The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved the emergent hiring of Michelle Vicari as Building Aide at Evergreen Avenue Elementary School, beginning September 25, 2008, for the 2008-09 school year, at a rate of \$9.12 per hour, twenty hours per week, no benefits.

5. Summer Secretarial Employment

The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved Stephanie Reeves, Attendance Clerk, for five days of summer secretarial work at a rate of \$119.54 per diem.

6. AVID Tutors

- a) The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved the employment of the following AVID Tutors at a rate of \$10 per hour, no benefits, for the 2008-09 school year:

<u>Tutor Name</u>	<u>Total Hours Approved</u>
Kimberly Erskine	Not to exceed 6 hours per week
David Rowan	Not to exceed 10 hours per week

- b) The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved to increase the hours per week of Robin Ciervo, AVID Tutor at Woodbury Jr.-Sr. High School, from six hours to a new maximum of ten hours per week for the 2008-09 school year, at the same rate of pay, no benefits.

7. Terminations

The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved the termination of Donna Wilbourne, Custodian, effective September 30, 2008.

8. Bus Driver/Aide Increase

The Woodbury Board of Education, upon the recommendation of the superintendent, hereby approved the increase in hours to a maximum of 29 hours for the following bus drivers and aides:

<u>Employee</u>	<u>Position</u>
Dan Franta	Bus Driver
Donna Dimeo	Bus Driver
Patrick McMahon	Bus Driver
Debbie Davis	Bus Driver
Dave Jenkins	Bus Driver
Regina Gonzalez	Bus Aide
Kathy Myers	Bus Aide
Renee Zarling	Bus Aide

Motion: _____ Mrs. Dennen _____

Second: _____ Mr. Toole _____

Roll Call Vote: Yes: 8

No: 0

Items #1-8

D. STUDENTS & PROGRAMS

1. Out of District Extended School Year Placements

The Woodbury Board of Education hereby approved the Out-of-District Placements for 2008-09. (Exhibit 09-29)

2. Homeless – 2008-09

The Woodbury Board of Education hereby approved contracts for homeless students. (Exhibit 09-30)

3. Calendar Change – Walnut Street School

The Woodbury Board of Education hereby approved the addition of one-half day sessions for students on Wednesday, November 26, 2008, and Monday, April 13, 2009, for Walnut Street Elementary School only.

4. 2008-09 Curriculum

The Woodbury Board of Education hereby approved the 2008-09 curriculum projects completed during the Summer 2008. (Exhibit 09-31)

5. Option II Program

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

- Work Experience
- School/District-wide Committee Participation

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

Roll Call Vote: Yes: 8 No: 0

Items #1-5

Several board members inquired about Option II and what it is and what it can do for the students. Mr. Jones described Option II in detail.

E. BUSINESS & FINANCIAL

1. NCLB Grant Allocations – 2007-08

The Woodbury Board of Education hereby approved submission of amended 2007-08 NCLB Grant Allocations to the New Jersey State Department of Education. (Exhibit 09-32)

2. Contracted Services

The Woodbury Board of Education hereby approved the Comprehensive ATC Maintenance Agreement between Woodbury Public Schools and Peterson Service Company for the maintenance and inspection of district controls in the amount of \$11,900.

3. Summer 2008 Transportation Routes

The Woodbury Board of Education hereby approved the following extended school year transportation routes for the 2008-09 fiscal year.

Transportation Provider: Gateway

<u>Route #</u>	<u>School</u>	<u># of Students</u>	<u>Total Cost</u>
GWS-1	Bancroft Neuro Health	2	\$2,876.16
GWS-3	Larc School	2	\$1,428.90
GWS-4	HollyDell School	3	\$3,018.60
GWS-6	Archbishop Damiano	6	\$3,401.10

4. Contracted Services - Nonpublic Service Under Chapter 192-193 – 2008-09

The Woodbury Board of Education hereby approved Gloucester County Special Services School District to provide services for the Nonpublic Services Under Chapter 192-193 for the 2008-09 school year.

5. Use of Facilities by Outside Groups

The Woodbury Board of Education hereby approved use of the Football, Soccer and Francis Avenue Fields, Football/Track Stadium Facilities, and Band classrooms by the High School Band Parents Association to host the 2008 Band Cavalcade on October 11, 2008, from 12:00pm through 4:00pm. Rain Location: Cap Paine Gymnasium, New Cafeteria and miscellaneous classrooms. (User: Class II)

6. 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 09-33)

7. High School Alumni Use of Facility

The Woodbury Board of Education hereby approved the use of the Library by the H.S. Alumni Foundation for their monthly meetings held on the 2nd Tuesday of each month for the 2008-09 school year. (User: Class II)

8. MVC Agreement

The Woodbury Board of Education hereby approved the contract for participation to the Gloucester County Special Services School District to participate in the MVC On-Line District Request Program for the 2008-2009 school year. (Exhibit 09-34)

9. Change Order

The Woodbury Board of Education hereby approved to give the School Business Administrator the authority to approve a change order submitted by W.J. Gross for the demolition and construction of a existing masonry wall located at Walnut Street School not to exceed \$146,000, once Architectural review and approval is completed.

10. Child Assault Prevention Program

The Woodbury Board of Education hereby approved entering into a contract with Gloucester/Salem County Child Assault Prevention to provide administration and personnel sufficient to implement the Child Assault Prevention model for the 2008-09 school year for a total cost of \$3,115 (funded through NCLB).

11. Copier Lease

The Woodbury Board of Education hereby approved to ratify and affirm a contract with IKON Office Solutions for seven (7) copiers at \$2,455.57 per month for forty-eight (48) months.

Motion: Mrs. Dennen

Second: Ms. Moore

Roll Call Vote: Yes: 8

No: 0

Items #1-3, 5-8, 10 and 11
Items #4 and 9 – no – Diane Hill

9. SUPERINTENDENT’S REPORT

- Superintendent’s Report – as submitted

Ms. Hill asked for assurance that the district does not turn away children from participating in activities.

- School Business Administrator’s Report – as submitted

10. COMMITTEE REPORTS

Personnel Committee – Lynn Jennings Dennen, Chairperson, reported the committee attended a NJSBA training on negotiations on September 13, 2008. She also reported that the committee met and began discussion regarding the WEA negotiation year.

Property Committee – Anthony Chiesa, Chairperson, reported that the committee met and went over the planning for parking lots at the three elementary school and the high school tennis courts. The committee reviewed the LRFP, Walnut’s change order and track update.

Finance Committee – Mary Ellen Moore, Chairperson, reported that the committee met and revised budget assumptions for 09-10 and established committee procedures and objectives.

Communications Committee – Jerry Lonabaugh, Chairperson, reported that the strategic plan has been published.

Policy Committee – Diane Hill, Chairperson had no report at this time.

11. REPRESENTATIVES

Gloucester County School Board – Frank Gwalthney reported that the NJSBA is holding some training and asked if anyone is interested in going, they should contact him.

NJSBA Legislative Delegate – Frank Gwalthney had nothing to report.

City Council Liaison – Anthony Chiesa had nothing to report.

12. FUTURE DATES

Date	Event	Time
September 22, 2008	Property Committee Meeting	6:00pm
September 24, 2008	Board of Education Meeting	7:00pm
September 25, 2008	Back-to-School Night – Jr.-Sr. High School	6:30pm
October 2, 2008	H.S.A. Meeting; Walnut	7:00pm
October 2, 2008	P.T.A. Meeting; West End	7:00pm
October 8, 2008	District Family Math Night – Grade 3; West End	6:30pm
October 14, 2008	School Safety Meeting – Jr.-Sr. High School	7:00pm
October 14, 2008	P.T.O. Meeting; Evergreen	7:00pm
October 15, 2008	Communications Committee Meeting	6:00pm
October 15, 2008	District Family Math Night – Grade 3; West End	6:30pm
October 16, 2008	District Family Math Night – Grade 5; West End	6:00pm
October 21, 2008	P.T.S.A. Meeting; Jr.-Sr. High School	7:30pm
October 22, 2008	District Family Math Night – Grade 3; West End	6:30pm
October 22, 2008	Board of Education Meeting	7:00pm

Mr. Gwalthney wanted to inform the board that there is a new foundation called the Woodbury Board of Education Foundation that is starting and is hoping that it takes off.

Mr. Chiesa asked if anyone knew anyone that would be interested in participating with the foundation to let him or Mr. Gwalthney know.

13. MEETING OPENED TO THE PUBLIC FOR COMMENT

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

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

Ms. Mills asked if the staff was going to be notified of the opening of the stadium.

Mr. Jones stated that the staff will be getting notification.

14. CLOSE MEETING TO PUBLIC

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

Mr. Gwalthney stated that the Board would be entering into executive session and will not be returning to the public session. The Board entered into executive session at 9:45pm.

Mr. Toole left the meeting due to a conflict. He wife is an employee in the district.

15. 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 collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body.

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 the above discussion shall take place and hereby directs the Board Secretary to take the appropriate action to effectuate the terms of this resolution.

16. ADJOURNMENT TO END BOARD MEETING

Motion: Mrs. Dennen Second: Mr. Chiesa

Roll Call Vote: Yes: 7 No: 0

Time: 10:40pm

Respectfully Submitted,

Kara L. Huber,
Board Secretary