

*Woodbury City  
Board of Education*

*25 North Broad Street  
Woodbury, New Jersey 08096*

*www.woodburysch.com*



*Welcome to your  
Board of Education  
Meeting!*

MISSION STATEMENT & BELIEFS

Building upon our history, diversity and beliefs, the mission of the Woodbury City Public Schools,

*a leader in personalizing education,*

is to ensure each child becomes a responsible member of our society 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.

We believe that . . .

- Each individual has inherent worth.
- Every individual desires to succeed.
- All people can learn.
- Individuals are responsible for the choices they make.
- Each person bears responsibility to work toward the common good of the community.
- The family is the primary influence in the development of the child.
- Shared moral values are essential for the well-being of the individual and the community.
- The strength of the community is directly related to the strength of its schools.
- Diversity increases the opportunity for mutual respect and personal growth.
- High expectations and hard work drive individuals and organizations toward excellence.
- The education of the entire population is fundamental to the survival of democracy.
- Education is a responsibility shared by students, families, school and community.
- Education expands opportunities throughout life.

2015

Members of the Board of Education

Kathleen Mangeri  
*President*

Steven Abbott  
*Vice-President*

Anthony Chiesa

Joseph Coldren

Eric Hill

Elizabeth Mcilvaine

William J. Toole, III

Peggy Ulmer

Eliza White

Anjelai Hayes  
*Student Representative to the Board*

Board Administration

Joseph Jones, III  
*Superintendent*

Kara L. Huber  
*School Business Administrator/Board Secretary*

Did You Know?

All of our Board agendas and minutes can be found online. There is also a wealth of information on our committees as well as on our Board members themselves.

You can find all of this and more on our district website -- [www.woodburysch.com](http://www.woodburysch.com) -- under the Board of Education tab.

## About the Board

Board members are unpaid officials elected by registered voters of Woodbury City. The Board consists of nine Woodbury City residents; a rotation of three Board members are elected each November for three-year terms.

The President and Vice-President of the Board are elected for one-year terms from among the Board members at the annual Reorganization Meeting in January.

## What Does the Board Do?

The Board is a legislative branch of the school district. Its primary job is the formulation and evaluation of all policies necessary for the operation of the school district. For example, the Board's legal responsibilities include, but are not limited to: appointing and dismissing personnel, maintaining facilities, adopting an annual budget, and approving district expenditures.

## What Does the Administration Do?

The administrative team manages the school district. It works within the limits of Board policy. The team is guided by the Superintendent of Schools who is appointed by the Board. The Superintendent serves as Chief Executive Officer, administers Board policies and keeps the Board informed of the needs and programs of the district. The superintendent is a non-voting member of the Board.

The School Business Administrator/Board Secretary also has multiple responsibilities. The Business Administrator role encompasses responsibility for conducting all business functions of the district, while the Board Secretary role is responsible for correspondence and accurate recording of all Board actions.

## Board Meetings

The Board welcomes your attendance at its meetings. The format is determined by state law and Board policy. This meeting guide has been prepared to help you understand what goes on, and how you may take part.

Regular meetings of the Board of Education typically occur on the 3rd Wednesday of every month at 6:30pm. There are a few exceptions to this rule, but meeting dates, times, and locations are always posted on our website at [www.woodburysch.com](http://www.woodburysch.com). All meetings are also advertised in advance in accordance with the law. Board voting on action items can only occur during the open portion of an official public meeting.

Executive Sessions are held in accordance with the New Jersey Open Public Meetings Act (Sunshine Law). These are closed to the public. Only confidential matters such as personnel, litigation, or negotiations may be discussed. Executive sessions are generally called at the end of the regular Board meeting.

Special meetings of the Board may be called for a specific purpose. They are open to the public and provide for public participation as deemed necessary by the Board. Action and discussion by both the Board and the public are restricted by the law to the stated purpose of the special meeting.

## Speaking at a Board Meeting

Since the Board desires to be a good listener and be responsive to the community, persons desiring to address the Board may do so during the time so allotted on the agenda and according to established procedures.

All comments must be addressed to the president. The individual is asked to identify him or herself, limit comments to a few minutes and avoid discussing personalities. The president reserves the right to limit the number of presentations and/or length of comments. At the discretion of the president, members of the public may be recognized at other times during the Board meeting.

Additionally, as a general statement of protocol, though the comments by members of the public to the Board of Education are welcomed, individuals should attempt to resolve problems and/or complaints through initial contact with appropriate staff or administrators. Such matters should only be brought to the Board after all avenues within a chain of command have been exhausted.

## Committees

The Board operates under the committee system for effective use of time, effort, and expertise of the members of the Board.

Committees may be established by the authority of the Board from its membership or by the Board President when it is found necessary to study operations in specific areas and make recommendations for full Board action.

The following rules govern the appointment and function of committees:

- Committees are established by Board action or by the Board President. It shall consist of no more than four board members.
- Chairperson and members are appointed by the president of the Board.
- Each committee will be provided with a list of its functions and duties.
- The committee makes recommendations to the Board for action but does not act for the Board.
- Committees may be dissolved at any time by a majority vote of the Board or by the Board President.

The current standing committees of the Woodbury City Board of Education are:

Business Operations –William Toole, Chair  
Communications - Peggy Ulmer, Chair  
Curriculum - Eliza White, Chair  
Discipline - Elizabeth Mcilvaine, Chair  
Personnel - Steven Abbott, Chair  
Policy - Kathy Mangei, Chair