

**BOARD OF EDUCATION MEETING**  
**AUDUBON HIGH SCHOOL MEDIA CENTER**  
**WEDNESDAY, DECEMBER 14, 2022**  
**6:30 P.M.**  
**MINUTES**

I. **Call to Order:** In accordance with the provisions of the New Jersey Open Public Meeting Act of 1975, the Audubon Board of Education transmitted notice of this meeting, scheduled at 6:30 P.M. in the Audubon Junior-Senior High School Media Center to the Retrospect newspaper and the Borough Clerk and by postings on the Audubon Public School District website and at the Main and the Pine Street entrance of the Junior-Senior High School.

II. **Roll Call**

SY 2020-2022

  X   Ammie Davis

  AB   Joseph Ryan  
Absent

  X   Tara Sullivan-Butrica

SY 2021-2023

  AB   Joseph Miller  
Arrived at 7:25pm

  X   Lori Cassidy

SY 2022-2024

  AB   James Blumenstein  
Arrived at 7:06pm

  X   Allison Cox

  X   Andrea Robinson

SY 2022 Mt. Ephraim Representative

  X   Nancy Schiavo

Motion by Mrs. Cassidy seconded by Mrs. Cox to approve the resolution for board to enter into closed Authorizing Executive session at 6:30pm for the following purposes.

Motion approved by unanimous roll call (6-0) Board Member Ryan was absent, Member Blumenstein arrived at 7:06pm and Member Miller arrived at 7:25pm

III. **Authorizing Executive Session:**

**WHEREAS**, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-12 et seq.) requires all meetings of the **Audubon Board of Education** to be held in public, N.J.S.A. 10:4-12(b) sets forth nine types of matters that may lawfully be discussed in Executive Session," i.e. without the public being permitted to attend; and

**WHEREAS**, the **Audubon 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 nine exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box within which the number of issues to be privately discussed that fall within that exception shall be written, and after each exception is a space where additional information that

will disclose as much information about the decision as possible without undermining the purpose of the exception shall be written.

**NOW, THEREFORE, BE IT RESOLVED** that the **Audubon Board of Education** will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12(b):

Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public;

Any matter in which the release of information would impair a right to receive funds from the federal government;

Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publically;

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

Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed;

Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection;

Any investigations of violations or possible violations of the law;

Any pending or anticipated litigation or 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;

Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective 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; Specifically the evaluation of the Superintendent

Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility;

**WHEREAS**, the length of the Executive Session is undetermined; however, the **Audubon Board of Education** will make every attempt to estimate the time of the session prior to convening the session after which the public meeting shall reconvene and the **Audubon Board of Education** will proceed with business.

**NOW, THEREFORE, BE IT RESOLVED**, that the **Audubon Board of Education** will go into Executive Session for only the above stated reasons;

**BE IT FURTHER RESOLVED** that the **Audubon Board of Education** hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the **Audubon Board of Education** attorney advises 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 RESOLVED** that the **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 by Mrs. Cassidy seconded by Mrs. Cox to adjourn closed Authorizing Executive session at 7:05pm. Motion approved by unanimous roll call (6-0) Board Member Ryan was absent, Member Blumenstein arrived at 7:06pm and Member Miller arrived at 7:25pm

**IV. Call Meeting to Order**

**V. Flag Salute**

**VI. Student Representatives to the Board Report:** Noah Brasteter, 12<sup>th</sup> Grade  
Monica Collier, 11<sup>th</sup> Grade

**VII. Spotlight Program:**

**THE AUDUBON BOARD OF EDUCATION SPOTLIGHT PROGRAM RECOGNIZES THE FOLLOWING STUDENTS OF THE MONTH FOR NOVEMBER 2022:**

**Pre-Kindergarten**  
John Conte

**Kindergarten**  
Dylan Garcia

**Grade One**  
James Grudzinski

**Grade Two**  
Riley Leahy

**Grade Three**  
Amory Bier

**Grade Four**  
Mia D'Angelo

**Grade Five**  
Kylee Furness

**Grade Six**  
Emma Kelly

**Grade Seven**  
Maeve Gallagher

**Grade Eight**  
Sophia Rizzo

**Freshman Class**  
Aubrey Houser

**Sophomore Class**  
Payton Szkotak

**Junior Class**  
James Savateri

**Senior Class**  
Saniahmarie Frazier

**VIII. District Reports**

**IX. Superintendent's Report:** Dr. Davis commented on the following:

Menstrual products available in bathrooms  
Boro of Audubon Coat drive  
Emergency Narcan kit distributed  
Superintendent Advisory Council  
Bond Referendum updates

**X. Presentation(s)**

I. Recognition of Board Member:

Christopher Proulx	Board Member	2021 - 2022
Joseph Ryan	Board Member	2017 - 2022

**XI. Approval of Board Minutes:**

1. Motion by Mr. Miller and seconded by Mrs. Cox to approve the following minutes:

November 16, 2022 Public Session  
November 16, 2022 Executive Session  
November 30, 2022 Special Meeting

Motion to Approve: J. Miller Second: A. Cox

**Roll Call**

<u>X</u> Ammie Davis	<u>AB</u> Joseph Ryan	<u>X</u> Tara Butrica	<u>X</u> Nancy Schiavo
	Absent		
<u>X</u> Joseph Miller		<u>X</u> Lori Cassidy	
<u>X</u> James Blumenstein	<u>X</u> Allison Cox	<u>X</u> Andrea Robinson	

**VOTE FOR ITEM 1**

Motion approved by unanimous roll call (8-0) Member Ryan was Absent

**XII. Participation: (Agenda Items Only)**

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

In order to permit the fair and orderly expression of such comment, the Board has set aside two portions of this Board meeting for public comment on any school or school district issue that a member of the public feels may be of interest to the residents of the school district.

For the first portion, public comments are invited on matters pertaining only to the agenda for tonight's meeting. For the second portion, public comments are invited on all matters pertaining to the school district.

Participants should announce their name, address, and any group they may represent, if applicable. The Board reserves the right to limit public discussion. Public discussion of a topic will be limited to fifteen (15) minutes, and individual speakers will be limited to three (3) minutes. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard. Reference bylaws #0167 of the Audubon Public Schools Board of Education Manual.

The Board uses the public comment period as an opportunity to listen to citizen. Not all issues brought to a Board meeting will be resolved at that particular meeting. Complaints stated or actions requested by the public may be taken under advisement by the Board for investigation, discussion, actions, or disposition at a later date or time. The public comments sessions are an opportunity for citizens to share their opinions and remarks with the Board; it is not a question and answer session. The Board may or may not respond to public comments at the time they are made and is under no obligation to do so.

The Board does not endorse public comments nor will the Board be held liable for comments made by members of the public. Any individuals who may be the subject of public comments, including district employees, shall retain all rights against defamation and slander according to the laws of New Jersey.

All motions are voted on by all members unless otherwise marked with a +.

**XIII. GOVERNANCE: Chairperson: Mr. Blumenstein – Committee Members: Ms. Butrica, Mr. Miller, Mr. Ryan and Alternate: Ms. Robinson**

**Board of Education Goals**

- ❖ To continue to provide equitable access to a rigorous curriculum while focusing on improving student achievement and decreasing the achievement gaps.
- ❖ To maintain a cost-effective budget that provides for educational resources, supports a preventative maintenance program, and encourages and facilitates long-range facility improvements.
- ❖ To foster a positive school climate and culture in order to positively impact student motivation, engagement, and achievement.

None at this time.

**XIV. OPERATIONS: Chairperson: Mrs. Cox – Committee Members: Ms. Davis, Mr. Miller, Mr. Ryan and Alternate: TBD**

**Board of Education Goals**

- ❖ To continue to provide equitable access to a rigorous curriculum while focusing on improving student achievement and decreasing the achievement gaps.
- ❖ To maintain a cost-effective budget that provides for educational resources, supports a preventative maintenance program, and encourages and facilitates long-range facility improvements.
- ❖ To foster a positive school climate and culture in order to positively impact student motivation, engagement, and achievement.

**MOTION TO APPROVE ITEMS 1-9**

Motion by Mrs. Cassidy and seconded by Mrs. Schiavo

1. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of September 2022. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A – 16.10 (c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

[September Board Secretary's Report](#)

2. Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of September 2022. The Cash Reconciliation Report and Secretary's reports are in agreement for the month of September 2022.

[September Cash Reconciliation Report](#)

3. Board Secretary in accordance with N.J.A.C. 6A:23A – 16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.
4. Board of Education Certification – pursuant to N.J.A.C. 6A:23A – 16.10 (c) 4 We certify 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 – 16.10 (b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

5. Motion to approve line item transfers for the month of September 2022.

September Transfers

6. Motion to approve the bills payable list for November 2022 in the amount of \$81,850.92 when certified.

November Bill List

7. Motion to approve the bills payable list for December 2022 in the amount of \$603,113.05 when certified.

December Bill List

8. Motion to acknowledge Safety Drills conducted in the District Schools:

**Audubon Park Preschool**

November 29, 2022	Fire Drill
November 30, 2022	Hold Drill

**Haviland Avenue School**

November 2, 2022	Lockdown Drill
November 29, 2022	Fire Drill

**Mansion Avenue School**

November 7, 2022	Evacuate Drill
November 28, 2022	Fire Drill

**Audubon Jr./Sr. High School**

November 23, 2022	Shelter in Place Drill
November 28, 2022	Fire Drill

9. Motion to approve Addendum #1, which includes revisions to plans and specifications, and a Project Labor Agreement in the bid package for 2022 Bond Referendum Renovations at Audubon Jr. Sr. High School, 350 Edgewood Avenue, Audubon, New Jersey 08106; Haviland Avenue Elementary School, 240 South Haviland Avenue, Audubon, New Jersey 08106; Mansion Avenue Elementary School, 300 Mansion Avenue, Audubon, New Jersey 08106.

**Project Labor Agreement**

Motion to Approve Item(s) 1 through 9: L. Cassidy Second: N. Schiavo

**Roll Call**

<u>X</u> Ammie Davis	<u>AB</u> Joseph Ryan Absent	<u>X</u> Tara Butrica	<u>X</u> Nancy Schiavo
<u>X</u> Joseph Miller		<u>X</u> Lori Cassidy	

X  James Blumenstein     X  Allison Cox                       X  Andrea Robinson

**VOTE FOR ITEMS 1-9**

Motion approved by unanimous roll call (8-0) Member Ryan was absent

**XV. EDUCATION: Chairperson: Ms. Schiavo - Committee Members: Mr. Blumenstein, Ms. Robinson, Ms. Cassidy**

**Board of Education Goals**

- ❖ To continue to provide equitable access to a rigorous curriculum while focusing on improving student achievement and decreasing the achievement gaps.
- ❖ To maintain a cost-effective budget that provides for educational resources, supports a preventative maintenance program, and encourages and facilitates long-range facility improvements.
- ❖ To foster a positive school climate and culture in order to positively impact student motivation, engagement, and achievement.

**MOTION TO APPROVE ITEMS 1-10**

Motion by Mrs. Cox and seconded by Mrs.Schiavo

1. Motion to approve the issuance of written decisions affirming, rejecting, or modifying the Superintendent’s determination in regard to incident(s) reported at the November 16, 2022 meeting of the Board of Education.

School	Incident Report Number	Board Determination
AHS	#237037	Not HIB
MAS	N/A	N/A
HAS	N/A	N/A
APPS	N/A	N/A

2. + Student Statistics December 1, 2022

Date	Audubon Preschool	Haviland Avenue	Mansion Avenue	Audubon Jr./Sr. HS	Out of District	Total
12/1/2022	55	237	356	777	26	1,451
11/1/2022	54	237	356	782	26	1,455
12/1/2021	26	247	361	776	21	1,431

3. **Approval of Attendance at Conferences and Workshops for the 2022-2023 School Year**

**WHEREAS**, certain **Audubon Public School District employees** have requested authorization to attend the conference(s)/Workshop(s) listed below, and

**WHEREAS**, the attendance of each employee at the specified conference/workshop is educationally necessary, fiscally prudent and 1) directly related to and within the scope of the employee’s current responsibilities and the **District’s Professional Learning Plan**, and 2) critical to the instructional needs of the District or furthers the efficient operation of the District;

**NOW, THEREFORE BE IT RESOLVED**, that the **Audubon Board of Education** authorizes the attendance of the employees at the specified conferences/workshops listed below, and be it

**FURTHER RESOLVED**, that the **Board** hereby determines that the estimated expenses related to the authorized travel listed below are justified and

**THEREFORE**, authorizes payment of any registration fees and statutorily authorized travel expenditures to the designated employees, not to exceed District budgetary limitations and to be in accordance with the provisions of *N.J.S.A. 18A:11-12*, the District’s travel policy and procedures, State travel payment guidelines established by the Department of Treasury in NJOMB circular letter 08-13-OMB, and with the guidelines established by the federal Office of Management and Budget:

Participant	Conference Title & Location	Date(s)	Cost
Devon Schwab	Luncheon Workshop-updated admissions procedures at CCTS Sicklerville, NJ	12/9/22	No Cost Travel
Christine Fox-Kasilowski	Increasing Your Students Mastery of Math Facts and Mental Math Skills Virtual	12/8/22	\$279.00

4. Motion to retroactively approve Comegno Law Group to provide professional development in the area of Special Education Law to the Child Study Team on December 8, 2022, for a total cost of \$2,000.00.

5. + Motion to approve the following use of facilities requests:

School	Location	Activity	Start/End Date(s)	Time(s)	Contact
MAS	All Purpose Room	Scavenger Hunt	5/19/23	5:30pm - 9:00pm	Nicole Philippi
MAS	Media Center	PTA Holiday Shop	12/9/22 - 12/16/22	9:00am - 3:00pm	Ryan Divito Anna Keyek
MAS	All Purpose Room	Pictures with Santa	12/16/22	5:00pm - 9:30pm	Jen Beebe
HAS	Media Center	PTA Holiday Shop	12/12/22, 12/13/22, 12/14/22	2:30pm - 4:00pm 8:00am - 2:00pm 8:00am - 3:00pm	Raye Martin
AHS	Main Gym/Bathrooms	6th Grade Funtacular	2/24/23	6:00pm - 9:00pm	Nicole Philippi
AHS	Tour of Building	Class of 83 40th Reunion	6/3/22	10:00am - 2:00pm	Patricia Oberg

6. Motion to approve homebound instruction for the following student(s):

STUDENT ID#	DATE
42803	Home instruction effective retroactive to October 6, 2022 through December 6, 2022
02713	Home instruction effective retroactive to November 3, 2022 through January 1, 2023
11046	Home instruction effective retroactive to November 30, 2022 through December 30, 2022



7. + Motion to approve the following field trip requests for the 2022-2023 school year:

School	Destination of Trip/ Staff in charge	Date	Time(s)	Chaperones & Students	Purpose of Trip	Bus Cost
HS	Audubon Towers R. Hanson-Swinney	12/14/22	Depart: 9:45 am Return: 11:30 am	1 chaperone, 33 students	Christmas Carols for local senior citizens	\$50.00
HS	Mansion Avenue School R. Hanson-Swinney	12/23/22	Depart: 11:00 am Return: 11:20 am	1 chaperone, 34 students	HS Choral Ensemble to perform, sing- along	\$30.00
APPS	Camden Aquarium S. Mastalsz	3/9/23	Depart: 9:45 am Return: 2:30 pm	54 chaperones, 54 students	5th Grade Soc. Stud. Curriculum	\$370.00 Paid by Students
MAS	Haviland Avenue School C. Ellinwood	12/23/22	Depart: 8:40 am Return: 9:30 am	1 chaperone, 32 students	Sing Around the Tree	No Cost
MAS	Gettysburg, PA/Hershey Park	5/18/22 & 5/19/22	Depart: 7:00 am Return: 8:00 pm	6 chaperones, 36 students	6th Grade appreciation Safety Patrol Trip	\$1,000.00 Paid by Student Fundraisers
APPS	Storybook Land S. Mastalsz	5/24/23	Depart: 8:30 am Return: 2:10 pm	54 chaperones, 54 students	Educational Field Trip, Studying Simple Machines	\$730.00 Paid by Students

8. Motion to approve the following out of district DCP&P placements for the 2022-2023 school year at the recommendation of the Superintendent of Schools:

ID#	Placement	Tuition \$	ESY \$	Extraordinary Services \$
1799523601	Alloway Township BOE	15,404.00	0.00	0.00

9. Motion to approve 2022-2023 High School Plus Program Agreement reflecting policies and procedures of Camden County College.

High School Plus Program Agreement

10. Motion to approve the following students for Option II for the 2022-2023 school year. *(All Option II courses will appear on the students' transcript, but will not be factored into the students' GPA.)*

Student ID #01167 - Three (3) ARK courses for a maximum of 15 credits

Student ID #00042 - ARK Educational Services, Comprehensive Health & PE for a maximum of 5 Credits

Student ID #02754 - ARK Educational Services, Comprehensive Health & PE for a maximum of 5 Credits

Motion to Approve Items 1 through 10: A. Cox Second: N. Schiavo

**Roll Call**

X Ammie Davis      AB Joseph Ryan      X Tara Butrica      X Nancy Schiavo  
Absent  
X Joseph Miller      X Lori Cassidy  
X James Blumenstein      X Allison Cox      X Andrea Robinson

**VOTE FOR ITEMS 1-10**

Motion approved by unanimous roll call (8-0) Member Ryan was absent

**XVI. HUMAN RESOURCES: Chairperson: Mrs. Davis, Committee Members: Ms. Cassidy, Ms. Cox, and Mrs. Schiavo, Alternate: Ms. Butrica**

**Board of Education Goals**

- ❖ To continue to provide equitable access to a rigorous curriculum while focusing on improving student achievement and decreasing the achievement gaps.
- ❖ To maintain a cost-effective budget that provides for educational resources, supports a preventative maintenance program, and encourages and facilitates long-range facility improvements.
- ❖ To foster a positive school climate and culture in order to positively impact student motivation, engagement, and achievement.

**MOTION TO APPROVE ITEMS 1-32**

Motion by Mrs. Cox and seconded by Mr. Miller

1. + Motion to revise the effective date of the first-year tenure track Audubon Jr./Sr. High School Teacher of Mathematics contract for Mark McKee, to December 5, 2022 through June 30, 2023, for the 2022-2023 school year prorated, BA, Step 6, FTE 1.0 in accordance with the negotiated 2021-2024 contract between the Audubon Board of Education and the Audubon Education Association, at the recommendation of the Superintendent of Schools.
2. + Motion to revise the voluntary transfer of position of Carrie Figueroa at Mansion Avenue School to long-term substitute Special Education Teacher, from November 23, 2022 through June 30, 2023, as recommended by the Superintendent of Schools.
3. + Motion to approve the transfer of position of Jordan Daminger, Special Education Teacher at Mansion Avenue School to long-term substitute Special Education Teacher at Haviland Avenue School, from November 28, 2022 through June 30, 2023, as recommended by the Superintendent of Schools.
4. + Motion to revise the long-term full-time substitute Special Education Teacher agreement for Sharon McLaren at Mansion Avenue School, retroactive to September 1, 2022 through June 30, 2023 for an additional FTE of 0.336 at her contractual rate with executed time sheets.
5. + Motion to revise the long-term substitute Part-Time Basic Skills Teacher agreement for Lisa Buzby at Mansion Avenue School, effective September 1, 2022 through June 30, 2023, Step 1, BA, FTE 0.664, with executed time sheets.
6. + Motion to approve the Part-Time Custodian agreement for Lester Jones at Mansion Avenue School for the 2022-2023 school year, Step 3, FTE 0.5, 5 hours per day, 4 days per week, no benefits, effective January 3, 2023, with executed timesheets. Final approval is pending the completion of all Audubon

MINUTES OF MEETING OF THE AUDUBON BOARD OF EDUCATION DECEMBER 14, 2022

Board of Education and New Jersey Department of Education requirements, in accordance with the negotiated 2021-2024 contract between the Audubon Board of Education and the Audubon Education Association, at the recommendation of the Superintendent of Schools.

- 7. + Motion to accept the notice of resignation from Sara Kuhlen, part-time Instructional Aide at Haviland Avenue School, effective December 2, 2022.
- 8. Motion to accept the letter of resignation, with intent to retire, from Margaret Murray, Secretary to the Supervisor of Special Services, effective April 1, 2023.
- 9. + Motion to revise a request from employee #1123, to invoke the Federal Family Medical Leave Act, effective October 3, 2022 to February 10, 2023:
  - October 3, 2022 through December 12, 2022                      Paid Leave
  - December 13, 2022 through February 10, 2023                      Unpaid Leave
  - October 3, 2022 through December 12, 2023                      Federal FMLA (11 weeks)
  - December 13, 2022 through February 10, 2023                      NJ Family Leave (8 weeks)
- 10. + Motion to approve a request from employee #1695, to invoke the Federal Family Medical Leave Act, effective April 3, 2023 to June 16, 2023:
  - April 3, 2023 through May 25, 2023                      Paid Leave (33 sick days)
  - May 30, 2023 through June 16, 2023                      Unpaid Leave
  - April 3, 2023 through May 25, 2023                      Federal FMLA (7 weeks)
  - May 30, 2023 through June 16, 2023                      NJ Family Leave (3 weeks)
- 11. + Motion to approve a request from employee #1249, to invoke the Federal Family Medical Leave Act, effective April 17, 2023 to November 24, 2023:
  - April 17, 2023 through June 16, 2023                      Paid Leave (43 sick days)
  - September 1, 2023 through November 24, 2023                      Unpaid Leave
  - April 17, 2023 through June 16, 2023                      Federal FMLA (9 weeks)
  - September 1, 2023 through November 24, 2023                      NJ Family Leave (12 weeks)
- 12. Motion to revise a request from employee #232, to extend a Paid Leave of Absence, effective December 21, 2021 to March 8, 2023.
- 13. Motion to approve a request from employee #709, to invoke the Federal Family Medical Leave Act, effective November 16, 2022 to January 8, 2023:
  - November 16, 2022 through January 8, 2023                      Paid Leave
  - November 16, 2022 through January 8, 2023                      Federal FMLA

14. + Motion to rescind the following Mansion Avenue School extracurricular contracts for the 2022-2023 school year in accordance with the negotiated 2021-2024 contract between the Audubon Board of Education and the Audubon Education Association at the recommendation of the Superintendent of Schools.

Name	Position/Activity	Contractual Rate
Jordan Daminger	Student Council	\$1,573.43

15. Motion to approve the following Mansion Avenue School extracurricular contracts for the 2022-2023 school year in accordance with the negotiated 2021-2024 contract between the Audubon Board of Education and the Audubon Education Association at the recommendation of the Superintendent of Schools.

As a result of the health-related closures due to COVID-19, payments and stipends may be impacted by cancellation of events, school closures, hybrid schedules, etc. The following stipends will be compensated as follows for the 2022-2023 school year:

Cancellation of Season/Event	
When notified; one week or more prior to the start of the season or three days prior to the event	0.0%
School Closure & Hybrid Schedules	
Greater Than 50% of Season or Event Occurred	100.0%
Greater Than or Equal to 25% and Less Than or Equal to 50%	50.0%
Greater than 7 practices and Less Than 25%	25.0%

- Athletic Season = First official practice to sectional start or school closure
- Extracurricular Season = First official practice to culminating event or school closure

Name	Position/Activity	Contractual Rate
Bridget Bialecki	Student Council	\$1,573.43

16. Motion to approve a request for employee #1810, Classroom Teacher at Audubon Jr./Sr. High School, to invoke a Family and Medical Leave Act, with intermittent leave, effective retroactive to September 30, 2022 through September 30, 2023. Available sick days may fall under Federal FMLA; if sick days are exhausted, the remaining days, if required, will be unpaid, at the recommendation of the Superintendent of Schools.
17. Motion to approve the following as district substitute teachers, secretaries, and custodians for the 2022-2023 school year, on an emergent basis, pending completion of all district and state requirements, at the recommendation of the Superintendent of Schools.

Mark Colavito- Substitute Teacher  
 Peter Defilippo - Substitute Custodian  
 Julia Jamison - Substitute Teacher  
 Dylan Trow - Substitute Teacher  
 Maria Lario-Schuman - Substitute Teacher

Marlies Jecmen - Substitute Nurse  
 Morgan Cieslik - Substitute Teacher

18. Motion to approve the following volunteer (un-paid) Audubon Jr-Sr High School Musical assistant positions for the 2022-2023 school year pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements at the recommendation of the Superintendent of Schools:

Name	Sport/Activity
Sue Cain	School Musical
Sam Tait	School Musical

19. + Motion to approve Courtney Eckstadt for the position of Mindfulness Club Advisor at Haviland Avenue School. The Mindfulness Club will meet 45 minutes 2 days per week for 8 weeks for a total of 16 days. The staff member will be paid at the AEA negotiated non-instructional rate of \$30.00/hour for prep time and AEA negotiated instructional rate of \$40.00/hour for contact time up to \$52.50 per day, \$105.00 per week, and up to \$840.00 for the position funded through ESSER at the recommendation of the Superintendent of Schools.

20. Motion to approve the following volunteer (un-paid) winter coaching positions for the 2022-2023 school year pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements at the recommendation of the Superintendent of Schools:

Name	Sport/Activity
Michael Kevin	Girls' Basketball
Danielle McGrath-Headley	Girls' Basketball

21. Motion to approve the following volunteer (un-paid), Community Education adult volunteers, as coaches, assistant coaches and helpers for the 2022-2023 ABC Traveling Basketball Program, at the recommendation of the Superintendent of Schools:

Mike Whylings	Head Coach 3/4th Grade Boys
Joe Whylings	Asst. Coach 3/4th Grade Boys
Damien Burton	Asst Coach 3/4th Grade Boys
Rich Henderson	Asst. Coach 5th Grade Boys
Al Ruoff	Asst. Coach 5th Grade Boys
Mark Owens	Asst. Coach 6th Grade Boys
Denise Allman	Asst. Coach 4th Grade Girls

22. + Motion to approve the following staff member to provide six hours of new teacher support and mentoring for the 2022-23 school, year, at the non-instructional contractual rate of \$30.00 per hour for a total of \$180.00 per staff member, at the recommendation of the Superintendent of Schools.

New Teacher	School	Mentor	Payment
Rachel Simonetti	Mansion Avenue School	Chrissy Batra	\$180.00

23. Motion to approve the following staff member as a Substitute for the Peer Tutor Program, two days per week, (Only in replacement of Peer Tutor Supervisor), in the Media Center, at the AEA negotiated Non-instructional rate of \$30.00/hour, at the recommendation of the Superintendent of Schools. Paid through the ARP-ESSER Grant.

Name	Position/Activity	Time
Devon Schwab	Substitute Peer Tutor Supervisor	2:45 pm – 3:45 pm

24. **Motion to approve the following Resolution Recognizing Christopher Proulx, Board of Education Member.**

**WHEREAS**, Christopher Proulx, has rendered dedicated service to the public school students and to the community of Audubon, and

**WHEREAS**, Christopher Proulx, has most recently served as a Member of the Audubon Public Schools Board of Education since January 2021, and

**WHEREAS**, Christopher Proulx in his years of service to the Audubon Public School District has shown dedication to the artistic, educational, emotional, physical, and social needs of the students,

**THEREFORE, BE IT RESOLVED**, by the members of the Board of Education of Audubon Public Schools that we do acknowledge with sincere gratitude and appreciation, the contributions that Mr. Christopher Proulx has offered to the School District of Audubon, New Jersey;

**BE IT FURTHER RESOLVED**, that this Resolution be read into the Minutes of the Board of Education in the Borough of Audubon and a copy of the Resolution be delivered to Mr. Christopher Proulx.

25. **Motion to approve the following Resolution Recognizing Joseph Ryan, Board of Education Member.**

**WHEREAS**, Joseph Ryan, has rendered dedicated service to the public school students and to the community of Audubon, and

**WHEREAS**, Joseph Ryan, has most recently served as a Member of the Audubon Public Schools Board of Education since January 2017, and

**WHEREAS**, Joseph Ryan in his years of service to the Audubon Public School District has shown dedication to the artistic, educational, emotional, physical, and social needs of the students,

**THEREFORE, BE IT RESOLVED**, by the members of the Board of Education of Audubon Public Schools that we do acknowledge with sincere gratitude and appreciation, the contributions that Mr. Joseph Ryan has offered to the School District of Audubon, New Jersey;

**BE IT FURTHER RESOLVED**, that this Resolution be read into the Minutes of the Board of Education in the Borough of Audubon and a copy of the Resolution be delivered to Mr. Joseph Ryan.

26. Motion to approve the following Audubon Jr-Sr High School Musical assistant positions for the 2022-2023 school year pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements at the recommendation of the Superintendent of Schools:

Name	Position	Amount Paid
Armando Mendez	Costume Designer	\$1,800.00
Achilles Inverso	Choreographer	\$1,500.00
Jeremy Strong	Accompanist	\$2,000.00
Peter Smith	Set Design/Build	\$3,000.00
DFX Sound Vision	Lights & Sound	\$10,000.00
TBD	Orchestra	\$325.00 per person
Krista Little	House Manager	\$300.00
TBD	Hair/Makeup	\$300.00

27. + Motion to approve a request from employee #1515, to invoke the Federal Family Medical Leave Act, effective March 27, 2023 to December 1, 2023:

March 27, 2023 through May 22, 2023

Paid Leave (35 sick days)

MINUTES OF MEETING OF THE AUDUBON BOARD OF EDUCATION DECEMBER 14, 2022

May 27, 2023 through December 1, 2023	Unpaid Leave
March 27, 2023 through June 16, 2023; September 1, 2023 through September 8, 2023	Federal FMLA (12 weeks)
September 11, 2023 through December 1, 2023	NJ Family Leave (12 weeks)

- 28. + Motion to revise a request from employee #1515, to extend her Unpaid Leave of Absence, effective December 2, 2023 to January 1, 2024.
- 29. + Motion to approve a request from employee #1081, to invoke the Federal Family Medical Leave Act, effective January 12, 2023 to February 23, 2023:

January 12, 2023 through February 3, 2023	Paid Leave (15 sick days)
February 6, 2023 through February 23, 2023	Unpaid Leave
January 12, 2023 through February 23, 2023	Federal FMLA

- 30. + Motion to approve a request from employee #1706, to invoke the Federal Family Medical Leave Act, effective March 20, 2023 to June 16, 2023:

March 20, 2023 through May 30, 2023	Paid Leave (43 days)
May 31, 2023 through June 16, 2023	Unpaid Leave
March 20, 2023 through May 30, 2023	Federal FMLA (9 weeks)
May 31, 2023 through June 16, 2023	NJ Family Leave (3 weeks)

- 31. + Motion to approve the long term substitute, part-time Instructional Aide agreement for Lauren Stelling, at the Mansion Avenue School effective January 2, 2023 through June 30, 2023 for the 2022-2023 school year in accordance with the 2021-2024 negotiated contract between the Audubon Board of Education and the Audubon Education Association Step 1, 60 Credits, FTE 0.87, 29.5 hours per week, pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, at the recommendation of the Superintendent of Schools.
- 32. Motion to approve the termination of employee #2188, effective January 12, 2023 at the recommendation of the Superintendent of Schools.

Motion to Approve Items 1 through 32: A. Cox Second: J. Miller

**Roll Call**

<u>X</u> Ammie Davis	<u>AB</u> Joseph Ryan Absent	<u>X</u> Tara Butrica	<u>X</u> Nancy Schiavo
<u>X</u> Joseph Miller		<u>X</u> Lori Cassidy	
<u>X</u> James Blumenstein	<u>X</u> Allison Cox	<u>X</u> Andrea Robinson	

**VOTE FOR ITEMS 1-32**

Motion approved by unanimous roll call (8-0) Member Ryan was absent

**XVII. REPORTS:**

**XVIII. HIB District Report**

December 2022	BULLYING INCIDENTS REPORT		
SCHOOL	Confirmed HIB	Non-HIB	Total
AHS #238687, #238333, #238267	0	3	3
MAS #238071	1	0	1
HAS	0	0	0
APPS	0	0	0

- XIX. Special Program Representatives:**
- A. CCEC Rep. Rotation: **Joseph Miller**
  - B. CCSBA Rep. Rotation: **Ammie Davis**
  - C. Audubon Education Foundation: **Lori Cassidy**
  - D. Audubon/Mt.Ephraim Ad-Hoc:
  - E. Board Member Orientation Committee:

**XX. Board Member Comments**

**XXI. Public Participation: (Open Discussion) - None**

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

In order to permit the fair and orderly expression of such comment, the Board has set aside two portions of this Board meeting for public comment on any school or school district issue that a member of the public feels may be of interest to the residents of the school district.

For the first portion, public comments are invited on matters pertaining only to the agenda for tonight's meeting. For the second portion, public comments are invited on all matters pertaining to the school district.

Participants should announce their name, address, and any group they may represent, if applicable. The Board reserves the right to limit public discussion. Public discussion of a topic will be limited to fifteen (15) minutes, and individual speakers will be limited to three (3) minutes. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard. Reference bylaws #0167 of the Audubon Public Schools Board of Education Policy Manual.

The Board uses the public comment period as an opportunity to listen to citizen. Not all issues brought to a Board meeting will be resolved at that particular meeting. Complaints stated or actions requested by the public may be taken under advisement by the Board for investigation, discussion, actions, or disposition at a later date or time. The public comments sessions are an opportunity for citizens to share their opinions and remarks with the Board; it is not a question and answer session. The Board may or may not respond to public comments at the time they are made and is under no obligation to do so.

The Board does not endorse public comments nor will the Board be held liable for comments made by members of the public. Any individuals who may be the subject of public comments, including district employees, shall retain all rights against defamation and slander according to the laws of New Jersey.

**XXII. ADJOURNMENT**



MINUTES OF MEETING OF THE AUDUBON BOARD OF EDUCATION DECEMBER 14, 2022

1. The Board will hold a special meeting on Wednesday, December 21, 2022 at 7:00 pm in the Audubon Junior-Senior High School Media Center.
2. The next meeting of the Board of Education for the Reorganization is scheduled for Wednesday, January 4, 2023 at 7:00 pm in the Audubon Junior-Senior High School Media Center.
3. Motion by Mrs. Cassidy seconded by Mrs. Cox to adjourn meeting at approximately 8:20pm. Motion approved by unanimous roll call (8-0) Member Ryan was absent.

Motion to Approve: L. Cassidy Second: A. Cox

**Roll Call**

<u>X</u> Ammie Davis	<u>AB</u> Joseph Ryan Absent	<u>X</u> Tara Butrica	<u>X</u> Nancy Schiavo
<u>X</u> Joseph Miller		<u>X</u> Lori Cassidy	
<u>X</u> James Blumenstein	<u>X</u> Allison Cox	<u>X</u> Andrea Robinson	

*The Audubon Board of Education reserves the right to add and/or delete motions or make changes to motions in this agenda up to the time of the meeting and during the actual meeting.*

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**Deborah Roncace**  
**Business Administrator/Board Secretary**