

**BOARD OF EDUCATION MEETING**  
**AUDUBON HIGH SCHOOL MEDIA CENTER**

**THURSDAY, JANUARY 9, 2014**

**7:30 P.M.**

**AGENDA**

1. Call meeting to order.
2. Sunshine Law Statement by presiding officer.  
  
"In accordance with the provisions of the Open Public Meetings Law, the Audubon Board of Education transmitted notice of this meeting, scheduled at 7:30 p.m., in the Audubon High Media Center, to the *Courier Post* and *Retrospect* newspapers, filed with the Borough Clerk and posted copies on the Chestnut Street and Pine Street entrances to the high school."
3. Salute to the Flag.
4. Administration of Oath of Office to:  
  
Board Members Elected to a Full Term  
  
Ammie Davis  
Robert Lee  
Kate Sullivan  
  
Board members elected to a 1 year unexpired term:  
  
Pat Yaccovelli  
Melissa Gaspari
5. Nomination for the office of President of the Board.
6. Motion to close nominations for the office of President.
7. The Board Secretary/Business Administrator calls the roll for the office of President.
8. The Board Secretary/Business Administrator declares \_\_\_\_\_ duly elected as President of the Audubon Board of Education. President assumes chairmanship of meeting.
9. The President calls for nominations for the office of Vice-President of the Board.
10. Motion to close nominations for the office of Vice President.
11. The Board Secretary/Business Administrator calls the roll for the office of Vice President.
12. The Board President declares \_\_\_\_\_ duly elected as the Vice President of the Audubon Board of Education.
13. Motion to approve Board meeting dates for the period January 2014 through December 2014.

14. Motion to approve the following minutes:

**December 18, 2013**

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

OPEN TO THE PUBLIC

**PRESENTATION**

**THE AUDUBON RENAISSANCE PROGRAM RECOGNIZES THE FOLLOWING STUDENTS AS STUDENTS OF THE MONTH FOR NOVEMBER**

**Grade Seven**

Sally Cameron  
Alex Ruffalo

**Grade Eight**

Aleksey Kilvington  
Kler Reh

**Freshman Class**

Holly Schaffer  
Jacob Bowers

**Sophomore Class**

Karenann Libby  
Sean LaFleur

**Junior Class**

Morgan Peterson  
Sam Czerski

**Senior Class**

Jackie Minyon  
Brandon Lanchang

**REPORT: Student Council Representative: Annie Busarello (Alternate: Katie Grimm)**

**FINANCE:**

1. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of November 2013. 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.
2. Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of November 2013. The Treasurer's Report and Secretary's report are in agreement for the month of November 2013.
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 the corrective action plan for the 2013 audit as listed:

**CORRECTIVE ACTION PLAN**

RECOMMENDATION	BOARD APPROVAL DATE	METHOD OF IMPLEMENTATION	RESPONSIBILITY FOR IMPLEMENTATION	DATE OF IMPLEMENTATION
<u>Payroll Account</u> The Superintendent's five year contract was not approved the Executive County Superintendent	12/18/2013	I am currently working with the County office to provide a letter of approval (retro-active). All terms and conditions of the contract met the new contract standards for superintendents	School Business Administrator	12/18/2013
The Borough tax levy was not paid in full as of June 30, 2013 as required by R.S. 54:4-75	12/18/13	The Borough had been contacted and the funds requested prior to year end.	School Business Administrator	12/1/2012
The Tax Levy Certification A4 F Form was not prepared correctly for the 2013-2014 Budget	12/18/2013	Going forward the A 4F form will be given to the Auditor's for their review	School Business Administrator	3/25/2013

**PERSONNEL: (All motions are upon Superintendent's recommendation:)**

1. Motion to approve staff members' leave requests to attend workshops/conferences for the 2013-2014 school year as follows:

School	Cost	Staff Member	Date of Conference	Name of Conference
HS	\$199.00	Beth Canzanese	March 28, 2014	Preparing for PARCC
HS	\$199.00	Ron Latham	March 28, 2014	Preparing for PARCC
HS	\$199.00	MaryAnn Kavanaugh	March 28, 2014	Preparing for PARCC
HS	\$199.00	Bill Scully	March 28, 2014	Preparing for PARCC
HS	\$199.00	Donna Stack	March 28, 2014	Preparing for PARCC

2. + Motion to approve staff members' leave requests to attend workshops/conferences for the 2013-2014 school year as follows:

School	Cost	Staff Member	Date of Conference	Name of Conference
MAS	\$199.00	Lisa McGilloway	March 28, 2014	Preparing for PARCC
MAS	\$199.00	Katie Hueber	March 28, 2014	Preparing for PARCC
HAS	\$299.99	Shelly Chester	February 12, 2014	Workshop: Getting Kids to Read
HAS	\$159.50	Amanda Brown	February 25, 2014	2014 NJAHPERD Annual Convention

3. + Motion to approve the following Rowan University students to complete their student teaching requirement effective January 2014:

Student	School	Subject/Grade	Cooperating Teacher	Dates
Francis Prendergast	MAS	Music	Sue Moore	1/21/14-3/14/14
Zachary Brennan Dayton	HAS	Health/PE	Amanda Brown	1/21/14-3/14/14

4. Motion to approve the following district substitutes and home instruction tutors for the 2013-2014 school year pending completion of all district and state requirements:

Linda George      Substitute Secretary

5. + Motion to rescind the approval of Stefani Clune as part time special education aide at Mansion Avenue School for the remainder of the 2013-2014 school year.
6. + Motion to accept, with best wishes, the letter of resignation from Karen Berghof, part time aide at Mansion Avenue School, effective retroactive to December 19, 2013.
7. Motion to approve Noelle Bisinger, school psychologist, to perform per case CST evaluations on an as-needed basis throughout the 2013-2014 school year at the standard rate of \$250.00 per evaluation.
8. Motion to approve an additional volunteer coach for the Audubon Youth Wrestling:

Bradley Vogt

9. Motion to approve Lori Miller to teach up to fifteen 45 minute sessions of AHSA Math at the contractual rate of \$35.00 per hour for a total of up to \$393.75.
10. Motion to approve the following staff members to write curriculum as per the negotiated agreement, as listed:

Kristen Tegan: Genocide: When Good Men Do Nothing	\$600.00
Beth Canzanese: Orientation to Culture	\$600.00
Julia Pounds: Around the World in 28 Days	\$150.00
Adam Cramer: Statistics	\$600.00

11. + Motion to approve the following staff members to participate in a (2) hour collaborative session concerning elementary math instruction on a date TBD at the AEA contractual rate of \$25.00 per hour for a total of \$50.00 each staff member:

Christine Brady	Blake Marchese	Roberta Ignaczewski
Jane Byrne	Francine Bechtel	Claudia Kirby
Kelly McShane	Kristen Rosenberg	Christy Rehn
Bernadette Brogna	Curtis Finnegan	Kate Hueber
Patricia Martel	Virginia Tappin	Bill Scully
Ron Lathan	Jessica Lindsay	Steve Ireland
Nicole Szymanski	Adam Cramer	Lori Miller
Larae D'Angelo		

12. + Motion to approve a request for a maternity leave of absence from Christine Brady, Kindergarten teacher at Haviland Avenue School, effective April 14, 2014 through June 30, 2014 as follows:

Paid Leave of Absence:	April 14, 2014 through June 5, 2014	31 Sick Days
Unpaid Leave of Absence	June 6, 2014 through June 30, 2014	
Family Medical Leave Act:	April 14, 2014 through June 5, 2014	
New Jersey Medical Leave Act for the Purpose of Child Rearing:	June 6, 2014 through June 30, 2014	

13. Motion to rescind the approval for Rowan University student, Zachary Dalton, to complete his student teaching requirement for health and PE for the 2014 semester at Audubon Public Schools.
14. Motion to approve the following Rowan University student to complete a student teaching requirement at the high school effective March 17, 2014 as follows:

Student	School	Subject/Grade	Cooperating Teacher	Dates
Dominic Caruso	HS	Health/PE	Don Seybold and Scott LaPayover	3/17/14-5/9/14

15. Motion to approve the following Rowan University student to complete a student teaching requirement at Haviland Avenue School effective January 21, 2014 as follows:

Student	School	Subject/Grade	Cooperating Teacher	Dates
Zachary Brennan Dayton	HAS	Health/PE	Amanda Brown	1/21/14-3/14/14

16. Motion to approve a salary adjustment for Kevin Greway for obtaining 30 credits towards his Master of Arts in Education degree, from Step 8 BA to Step 8 BA+30 effective retroactive to January 1, 2014 through January 31, 2014 and from Step 9 BA to Step 9 BA+30 effective February 1, 2014 through June 30, 2014.

**PROGRAM:**

1. Motion to approve the following new courses at the high school as recommended by the Curriculum Committee of the Board:

Statistics (Math Grades 11-12)  
 Genocide: When Good Men Do Nothing (Social Studies Grades 9-12)

2. + Motion to approve the following new course at the junior high school as recommended by the Curriculum Committee of the Board:

Around the World in 28 days (Grade 7 Cycle)

**- INFORMATION:**

**Mansion Avenue School:**

December 19, 2013                      Fire Drill  
 December 20, 2013                      Evacuation Drill

**Haviland Avenue School:**

December 16, 2013                      Lockdown Drill  
 December 16, 2013                      Fire Drill

**Audubon High School:**

December 4, 2013                        Fire Drill  
 December 12, 2013                      Lockout Drill

**STUDENTS:**

1. Motion to approve the following field trip requests for the 2013-2014 school year:
2. + Motion to approve a request from a staff member for child to attend Audubon Public Schools for the 2014-2015 school year as a kindergarten student in accordance with the Audubon Board of Education Policy #5118 – Non Residents, with the provision the staff member is currently employed by Audubon Public Schools.
3. + **Motion to approve homebound instruction for the following students:**

<b>STUDENT ID#</b>	<b>DATE</b>
<b>75072</b>	<b>Effective January 13, 2014 through March 13, 2014</b>

**DISCUSSION:**

- Committee Assignments

**BUILDINGS AND GROUNDS:**

- Motion to approve the following Use of Facility Request:**

**REPORTS:**

- Haviland Avenue School
- High School
- Child Study Team
- Mansion Avenue School

<b>BULLYING INCIDENTS REPORT</b>		
<b>SCHOOL</b>	<b># INCIDENTS</b>	<b># CONFIRMED</b>
HS	1	0
MAS	0	0
HAS	0	0

**BOARD COMMITTEES:**

- Buildings and Grounds: Mr. Lee, Mr. Yacovelli, Alternate, Mr. Ingram
- Community Relations: **Mrs. Hauske**, Chairperson, Mr. Yacovelli, Mr. Ingram, Mrs. Sullivan-Butrica,
- Curriculum: **Ms. Brown**, Chairperson, Ms. Sullivan, Mr. Lee, Mrs. Cox, Alternate, Mrs. Sullivan-Butrica
- Finance: Mrs. Hauske, Mr. Lee, Mr. Yacovelli, Alternate, Mrs. Cox
- Negotiations: Mrs. Hauske, Mrs. Cox, Alternate, Mrs. Sullivan-Butrica
- Policy: Ms. Brown, Mrs. Sullivan-Butrica, Ms. Sullivan, Alternate, Mrs. Hauske
- Scholarship: **Ms. Brown**, Chairperson, Mrs. Cox, Ms. Sullivan, Mrs. Sullivan-Butrica, Alternate, Mr. Lee
- CCESC Rep. Rotation:
- CCSBA Rep. Rotation: **Ms. Sullivan**
- AEF Representative: **Mrs. Hauske**
- State/Federal Programs: **Dr. Wasilewski**
- Affirmative Action Officer: **Mr. Delengowski**
- Public Agency Compliance Officer: **Mr. Delengowski**

**The board welcomes participation of interested organizations and individuals and will schedule time as appropriate for the public to speak. The board reserves the right to limit public discussion. Public discussion of a topic will be limited to fifteen minutes, and individual speakers will be limited to five minutes. Reference Policy #9322 of the Audubon Public Schools Board of Education Policy Manual.**

- Motion to move board to closed session at approximately \_\_\_\_\_ pm for the following:

Reconvene at approximately \_\_\_\_\_ pm.

**PUBLIC PARTICIPATION:**

- Motion to adjourn meeting at approximately \_\_\_\_\_ pm.