

BOARD OF EDUCATION MEETING
AUDUBON HIGH SCHOOL MEDIA CENTER
WEDNESDAY, AUGUST 19, 2015

7:00 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 7:00 p.m., in the Audubon High Media Center, to the *Retrospect* newspapers, filed with the Borough Clerk and posted copies on the Chestnut Street and Pine Street entrances to the high school.”

PRIVATE:

1. Motion to approve the resolution for the board to enter into closed session for the following purposes:

 X 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

 X Any matter 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;

 X Any pending or anticipated litigation or contract 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

Reconvene at approximately _____ pm.

1. Call meeting to order
2. Salute to the Flag
3. Administration of Oath of Office to:
Board Member: (Unexpired Term)

Gina Osinski

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

APPROVAL OF BOARD MINUTES:

1. Motion to approve the following minutes: June 24, 2015
July 21, 2015

PUBLIC PARTICIPATION: (Agenda Items Only)

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.

FINANCE:

1. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the months of May and June 2015. 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 months of May and June 2015. The Treasurer's Report and Secretary's report are in agreement for the month of April 2015.
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 transfers.

PROGRAM: (All motions are upon Superintendent's recommendation:)

1. Motion to approve revisions to the 2015-2016 school calendar to reflect a change in full and half day conferences at Mansion Avenue School.
2. Motion to approve the ACT test to be administered at Audubon High School during the months of October 2015 and April 2016 as another choice for students in addition to the SAT test.
3. Motion to approve the following program for the 2015-2016 school year:
Partners in Learning - Parent Involvement Night - Title I - Date TBD (Funded through 2015-16 Title I Grant)

- Materials and supplies to be used in the presentations
 - Presentations and activities facilitated by Supervisor of Curriculum & Instruction and the Coordinator of Testing & Data
 - Up to two teachers to assist planning and provide information and activities to families to support instruction and interventions with their children at home
 - Stipend of \$80.00 per teacher
4. Motion to approve an 18-21 Post Secondary Program (Post Secondary and Transition Program) at the high school for the 2015-2016 school year.
 5. Motion to approve the Automated External Defibrillator Emergency Action Plan.
 6. Motion to approve the 2014-2015 New Jersey Department of Education School Self-Assessment Submission for HIB:

Current NJDOE School Self-Assessment Submission

| 2014-2015 Data | Audubon Jr.-Sr. High School | Mansion Avenue School | Haviland Avenue School |
|--|--------------------------------|--------------------------|---------------------------|
| HIB Programs, Approaches or Other Initiatives (MAX-15) | 12 | 12 | 12 |
| Training on the BOE-Approved HIB Policy (MAX-9) | 9 | 9 | 9 |
| Other Staff Instruction and Training Programs (Max-15) | 13 | 13 | 13 |
| Curriculum and Instruction on HIB and Related Information and Skills (Max-6) | 4 | 4 | 4 |
| HIB Personnel (Max-9) | 8 | 8 | 8 |
| School-Level HIB Incident Reporting Procedure (Max-6) | 6 | 6 | 6 |
| HIB Investigation Procedure (Max-12) | 12 | 12 | 12 |
| HIB Reporting (Max-6) | 6 | 6 | 6 |
| School Grade (Max-78) | 65 | 65 | 65 |
| | | District Grade 65 | |

7. Motion to approve a contract between the Audubon Board of Education and Family First Counseling LLC for the 2015-2016 school year, in the amount of \$30,500.00, to provide student assistance and guidance related support services by a counselor to the student population (as per the review and approval of the board solicitor).

PERSONNEL:

1. Motion to accept, with best wishes, the letter of resignation from Elaine West, high school Spanish teacher, effective on or before October 16, 2015.
2. + Motion to approve a change in employment status for Stephanie Lewis-Deacon for the 2015-2016 school year as listed:

Rescind:
Original approval – July 21, 2015 – full time tenure track special education teacher/social studies – HS – effective September 1, 2015 through June 30, 2016

Approve:
Full time tenure track special education teacher at Mansion Avenue School effective September 1, 2015 through June 30, 2016 – at her current step for the 2015-2016 school year as per the AEA negotiated agreement TBD
3. Motion to approve Matthew Cecchini as full time tenure track special education social studies teacher at Step 1, BA, as per the AEA negotiated agreement salary guide TBD, effective September

1, 2015 through June 30, 2016, on an emergent basis, pending completion of all district and state requirements.

4. + Motion to approve Brenda Gifford as part time (50%), tenure track basic skills teacher at Mansion Avenue School at Step 2, BA, as per the AEA negotiated agreement salary guide TBD, not to include benefits, on an emergent basis, effective September 1, 2015 through June 30, 2016, pending completion of all district and state requirements.

5. + Motion to approve a change in employment status for Nicole Racite for the 2015-2016 school year as listed:

Rescind:

Original approval - May 12, 2015 - part time special education teacher – MAS – effective September 1, 2015 through June 30, 2016

Approve:

Full time special education teacher at Mansion Avenue School for the Learning/Language Disabled class for grades 3 and 4 effective September 1, 2015 through June 30, 2016 – at a step TBD for the 2015-2016 school year, as per the AEA negotiated agreement TBD

6. + Motion to approve Shannon Horan as part time (72%) tenure track special education teacher at Mansion Avenue School, at Step 5, MA, as per the AEA negotiated agreement salary guide TBD, on an emergent basis, not to include benefits, effective September 1, 2015 through June 30, 2016, on an emergent basis, pending completion of all district and state requirements.

7. Motion to approve Lory Roberts as part time (50%) tenure track math teacher at the high school at Step 2, BA, as per the AEA negotiated agreement salary guide TBD, effective September 1, 2015 through June 30, 2016, on an emergent basis, pending completion of all district and state requirements.

8. Motion to approve Kelly Monoky as full time tenure track special education science teacher at the high school at Step 2, BA+30, as per the AEA negotiated agreement salary guide TBD, effective September 1, 2015 through June 30, 2016, on an emergent basis, pending completion of all district and state requirements.

9. Motion to approve Emily Warren as full time tenure track guidance counselor in the high school at Step 1, MA as per the AEA negotiated agreement TBD, effective September 1, 2015 through June 30, 2016, on an emergent basis, pending completion of all district and state requirements.

10. Motion to approve Bruce Dyer to continue as Classroom Instructor and Technical Support Specialist effective September 1, 2015 through June 30, 2016 – stipend of \$5000.00.

11. + *Motion to approve the following* staff members as 1:1 aides for the Special Education 2015 Extended School Year program for 16 days, at a rate of \$12.00 per hour, 2 hours per day, effective retroactive to July 6, 2015 through July 30, 2015.

David Baldino: Currently serving as classroom aide at Mansion Avenue School
Christopher Maxwell: District Substitute Teacher

12. + Motion to approve hours for previously approved aides for the 2015-2016 school year:

| | | |
|---------------------|------------------------|---------------------|
| David Baldino | Special Education Aide | 29.5 hours per week |
| Diane Geissler | Special Education Aide | 29.5 hours per week |
| April Lorenzo | Special Education Aide | 29.5 hours per week |
| Stefani Clune | Classroom Aide | 29.5 hours per week |
| Janine Masciantonio | Special Education Aide | 29.5 hours per week |
| Robyn Quinn | Special Education Aide | 29.5 hours per week |
| Tina Fortunato | Special Education Aide | 15.0 hours per week |
| Joy Steel | Special Education Aide | 29.5 hours per week |

13. Motion to approve the following Special Education aide at the high school for the 2015-2016 school year with hours and hourly rate TBD:

Amy Elbertson 29.5 hours per week

14. Motion to approve Eric Carrera to continue as 1:1 aide for high school student #0384 effective September 1, 2015 through June 16, 2016 or the last day for students, at Step 4 of the contracted aide salary guide as per the AEA negotiated agreement TBD to include additional hours for extracurricular activities on an as needed basis at an hourly rate – paid by Mount Ephraim Public Schools.

15. + Motion to approve an increase in hours for the following classroom/security aides at Haviland Avenue School for the 2015-2016 school year:

Cari Morales: Classroom Aide – Kindergarten from 22 hours to 29.5 hours per week – not to include benefits

Jessica Holland: Classroom Aide – Grade 1/Security from 22 hours to 29.5 hours per week – not to include benefits

16. + Motion to approve a modification to a maternity leave of absence request from Alycia Colucci as listed:

Original Request: (Approved May 12, 2015)

Motion to approve the request for a maternity leave of absence from Alycia Colucci, first grade teacher at Haviland Avenue School, effective September 7, 2015 through January 29, 2016, as listed:

| | |
|--------------------------|---|
| Paid Leave of Absence | Effective September 7, 2015 through November 13, 2015 |
| Family Medical Leave Act | Effective September 7, 2015 through November 13, 2015 |
| Unpaid Leave of Absence | Effective November 16, 2015 through January 29, 2016 |
| NJ Family Leave Act | Effective November 16, 2015 through January 29, 2016 |

(Upon discharge from physician for the purpose of child rearing)

Modified Request:

Motion to approve the request for a maternity leave of absence from Alycia Colucci, first grade teacher at Haviland Avenue School, effective September 14, 2015 through January 29, 2016, as listed:

| | |
|--------------------------|--|
| Paid Leave of Absence | Effective September 14, 2015 through November 19, 2015 |
| | 46 Sick Days |
| Family Medical Leave Act | Effective September 14, 2015 through November 19, 2015 |
| Unpaid Leave of Absence | Effective November 20, 2015 through January 29, 2016 |
| NJ Family Leave Act | Effective November 20, 2015 through January 29, 2016 |

(Upon discharge from physician for the purpose of child rearing)

17. + Motion to approve a request for a maternity leave of absence from Shannon Garrity-Druding, kindergarten teacher at Haviland Avenue School, effective October 7, 2015 through approximately November 19, 2015 as listed:

Paid Leave of Absence effective October 7, 2015 through October 19, 2015
Unpaid Leave of Absence effective October 20, 2015 through approximately November 19, 2015

18. + Motion to approve a request for a maternity leave of absence from Christie Cochran, part time special education teacher at Mansion Avenue School, effective November 16, 2015 through March 18, 2016 as follows:

| | |
|-----------------------|--|
| Paid Leave of Absence | Effective November 16, 2015 through January 15, 2016 |
| | 36 Sick Days |

Family Medical Leave Act Effective November 16, 2015 through February 8, 2016
Unpaid Leave of Absence Effective January 18, 2016 through March 18, 2016
NJ Family Leave Act Effective February 9, 2016 through March 18, 2016
(Upon discharge from physician for the purpose of child rearing)

19. + Motion to approve Kayleigh Fishwick as part time special education classroom aide at Mansion Avenue School at Step 1 based on the hourly rate of the classroom aide salary guide as per the AEA negotiated agreement TBD, for up to 29.5 hours per week effective September 3, 2015 through June 16, 2016 or the last day for students, not to include benefits.
20. + Motion to approve Brian Kasilowski as part time long term substitute BSI instructional assistant at Mansion Avenue School at Step 2 based on the hourly rate of the classroom aide salary guide as per the AEA negotiated agreement TBD, for up to 29.5 hours per week effective September 3, 2015 through December 23, 2015, on an emergent basis, not to include benefits.
21. Motion to approve the voluntary transfers of the following personnel effective retroactive to August 10, 2015:

Dawn Bentley From: General Office Secretary to Curriculum Secretary
Mary Wicker From: CST Secretary to General Office Secretary

22. Motion to approve a request for leave without pay for Kathy Jakubowski, full time high school special education aide, effective October 13, 2015 through October 16, 2015. (This does not establish past practice.)
23. Motion to rescind the following extracurricular contracts for the 2015 fall sports season:

Shannon McNeil Assistant Field Hockey Coach
Amanda Parisi Assistant Cheerleading Coach

24. Motion to approve substitutes and home instruction tutors for the 2015-2016 school year, pending completion of all state and district requirements.
25. Motion to approve all district certificated staff members as home instruction tutors for the 2015-2016 school year, on an as needed basis, to be compensated at the AEA contractual rate for homebound instructor tutors.
26. Motion to approve the following staff member to facilitate the New Teacher Orientation on August 25, 2015:

Jennifer Beebe - Danielson Training
1 hour prep – AEA negotiated agreement rate of \$25.00 per hour
Up to 2 hours professional development – AEA negotiated agreement rate of \$55.00 per hour

27. Motion to approve the following staff members to facilitate the New Teacher Orientation on August 26, 2015:

Chris Sylvester – Google Apps (Drive, Docs, and more), Google Classroom
1 hour prep – AEA negotiated agreement rate of \$25.00 per hour
Up to 3 hours professional development – AEA negotiated agreement rate of \$55.00 per hour

Larae D'Angelo - Google Apps (Drive, Docs, and more), Google Classroom
1 hour prep – AEA negotiated agreement rate of \$25.00 per hour
Up to 3 hours professional development – AEA negotiated agreement rate of \$55.00 per hour

28. + Motion to rescind the approval (September 17, 2014) of the following staff members to revise the K-2 social studies curriculum to reflect updates in the common core alignment, digital literacy and executive skills:

Rose Lang Deb Costello JoAnne McCarty Kim Felix

29. + Motion to approve the following staff members to rewrite the K-2 social studies curriculum to reflect a closer alignment to the common core and to include benchmark assessments, at the contractual rate of 600.00 per curriculum:

| | | |
|--------------|----------------|----------|
| Kindergarten | Kim Felix | \$600.00 |
| Grade 1 | JoAnne McCarty | \$600.00 |
| Grade 2 | Deb Costello | \$300.00 |
| Grade 2 | Rose Lang | \$300.00 |

30. + Motion to approve the following staff members as SciP teachers for the 2015-2016 school year:

Kim Felix – 2015-2016 Haviland Avenue to be compensated on January 15, 2016 and June 15, 2016 at the contractual rate of \$25.00 per hour, as needed.

Jen Beebe – 2015-2016 Mansion Avenue to be compensated on January 15, 2016 and June 15, 2016 at the contractual rate of \$25.00 per hour, as needed.

31. Motion to approve the following staff member as SciP teacher for the 2015-2016 school year:

Ashley McGuire – High School to be compensated on January 15, 2016 and June 15, 2016 at the contractual rate of \$25.00 per hour, as needed.

32. Motion to approve Melody Laranjiera, speech/language specialist, to complete extended year activities at Magnolia Public School at her contracted rate of \$35.00 per hour for 31.5 hours, retroactive to July 1, 2015.

33. Motion to approve a revision to the original (June 2015 BOE Meeting) request that the New Jersey's Specialized Child Study Teams (SCST) will perform Speech/Language Evaluations on hearing-impaired students on an as needed basis – to be expanded to include all types of related service evaluations such as Learning Evaluations and Psychological Evaluations for the 2015-16 school year.

34. + Motion to approve a revision to the NCLB Consolidated Grant approval as listed:

Original Approval: June 2015

Professional Development:

Summer training in Haviland Avenue Reading Remediation Program: 1 Instructor, 6 hours per week for 4 weeks at the instructional rate of \$55.00 per hour with 8 hours of prep at \$35.00 per hour for a total of \$1160.00

Christine Brady

Revised Approval:

Professional Development:

Summer training in Haviland Avenue Reading Remediation Program: 1 Instructor, 16 hours at the contractual professional development rate of \$55.00 per hour with 8 hours of prep at \$25.00 per hour for a total of \$1080.00

Christine Brady

35. Motion to approve the following modification in the original approval of the following individual (June 24, 2015 BOE Meeting) who is serving as a student assistant in the technology department for the 2015 summer as follows:

Original Approval:

Special Education Full Overloads:Dennis Bantle
Chris HarrisDawn Ewing
Eileen WillisPaul Frantz
Andria LoomisPatti Myers-Griffith
April McCarthy

41. Motion to approve a clinical experience placement request from Rowan University for April McCarthy, special education math teacher at the high school, who is completing the final requirements for her graduate endorsement in Teacher of Students with Disabilities program effective September 1, 2015 through October 19, 2015 with Mary Knoll serving as cooperating teacher.

STUDENTS:

1. Motion to approve a parent's request for senior privilege for student ID# 44515 for the 2015-2016 school year.
2. + Motion to approve a request from a staff member for child to attend Audubon Public Schools for the 2016-2017 school year as a kindergarten student at Haviland Avenue School 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 the following out of district placement:

| STUDENT ID# | PLACEMENT | EFFECTIVE DATES |
|-------------|---|---|
| #00860 | From home instruction to out of district placement at Bankbridge Regional School – North Campus | Effective September 1, 2015 through June 2016 |

4. Motion to affirm that the Audubon Board of Education is in receipt of the district Harassment, Intimidation and Bullying monthly report as presented by the superintendent, and is in agreement with all actions taken in regard to the incidents reported at the June 2015 meeting of the Board of Education.
5. + Motion to approve the alternate method of compliance in accordance with NJAC 6A:26-6.3 (h) 4 ii and iii by providing toilet rooms adjacent to or outside the classroom in lieu of individual toilet rooms in each classroom. Our school children shall be supervised in the following manner: An aide will accompany the children to the bathroom.

BUILDINGS AND GROUNDS:

1. Motion to approve the following facility use requests:

AHS Baseball Field – Audubon Blue Sox team for practice/games on Sundays, beginning September 13, 2015 through November 15, 2015 from 9am to 12pm. Contact: Brian Kulak

AHS Football Field – Audubon football Booster along with the Oaklyn Cougars Football, games on September 18 and 19, 2015 from 5pm to 10pm. Contact: Carla Smarrito

- INFORMATION: Lighting Project Update

REPORTS:

1. HIB District Report for the 2014-15 school year

| BULLYING INCIDENTS REPORT | | | |
|--------------------------------------|----------------------|----------------|--------------|
| SCHOOL | Confirmed HIB | Non-HIB | Total |
| HS | 4 | 1 | 5 |
| HAS | 0 | 8 | 8 |
| MAS | 3 | 3 | 6 |
| TOTAL (2014-2015 School Year) | 7 | 12 | 19 |

2. Superintendent's Report

- **INFORMATION:**

Mansion Avenue School

June 18, 2015 Fire Drill
June 19, 2015 Lockout Drill
July 23, 2015 Fire Drill
July 27, 2015 Lockout Drill

Haviland Avenue School:

June 9, 2015 Fire Drill
June 10, 2015 Lockout Drill

BOARD COMMITTEES:

- A. Buildings and Grounds: **Mrs. Davis, Chairperson**, Mrs. Hauske, Mrs. DiVietro, Mr. Yacovelli, Alternate: Mrs. Cox
- B. Community Relations: **Mrs. Hauske, Chairperson**, Mrs. DiVietro, Mrs. Greenwood, Ms. Osinski, Alternate: Mr. Lee
- C. Curriculum: **Mr. Lee, Chairperson**, Mrs. Davis, Mrs. Cox, Mrs. Sullivan-Butrica, Alternate: Mrs. Greenwood
- D. Finance: **Mr. Yacovelli, Chairperson**, Mr. Lee, Mrs. Cox, Mrs. Hauske, Alternate: Mrs. Sullivan-Butrica
- E. Negotiations: **Ms. Brown**, Mrs. Hauske, Mrs. Sullivan-Butrica, Mr. Yacovelli
- F. Policy: **Mrs. Cox, Chairperson**, Mrs. Davis, Mrs. Sullivan-Butrica, Ms. Osinski, Alternate: Mrs. Brown
- G. Scholarship: **Ms. Brown, Chairperson**, Mr. Lee, Mrs. Davis, Mrs. DiVietro, Alternate: Ms. Osinski
- H. School Services: **Mr. Yacovelli**, Mrs. Sullivan-Butrica, Mrs. Davis, Mrs. Hauske, Alternate: Mrs. Cox
- I. CCESC Rep. Rotation: **Ms. Brown**
- J. CCSBA Rep. Rotation: **Ms. Brown**
- K. AEF Representative: **Mrs. Hauske**
- L. State/Federal Programs: **Mr. Crispin**
- M. Affirmative Action Officer: **Mr. Delengowski**
- N. Public Agency Compliance Officer: **Mr. Delengowski**

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PUBLIC PARTICIPATION: (Open Discussion)

PRIVATE: (Executive Session if Necessary)

ADJOURNMENT

- 1. Motion to adjourn meeting at approximately _____ pm.