

BOARD OF EDUCATION MEETING
AUDUBON HIGH SCHOOL MEDIA CENTER
WEDNESDAY, DECEMBER 16, 2015
7:00 P.M.
AGENDA

1. Call meeting to order.
2. Sunshine Law Statement by presiding officer.
3. Salute to the Flag

“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:

AUTHORIZING EXECUTIVE SESSION
Date: December 16, 2015

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):

 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

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

 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 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 purpose, 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 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

_____ 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.

1. Call meeting to order

THE AUDUBON SPOTLIGHT PROGRAM RECOGNIZES THE FOLLOWING STUDENTS AS STUDENTS OF THE MONTH FOR NOVEMBER

Senior Class

Brittany Brown
Kaitlyn Stokes

Junior Class

Nevada DeFord
Jahir Skates

Sophomore Class

Sarah Libby
Michael Tubbs

Freshman Class

Nina DiLolle
Dylan Trow

Grade Eight

Jordan Amato
Jose Ramos

Grade Seven

Mairead Tomaselli
Thomas Battillo

RECOGNITION OF THE FOLLOWING STAFF MEMBER UPON RETIREMENT

Mark A. Oberg ▪ 1980-2015

RECOGNITION OF THE FOLLOWING BOARD MEMBERS FOR THEIR DEDICATED SERVICE TO AUDUBON PUBLIC SCHOOLS

Cheryl Hauske ▪ 2006-2015

Tara Sullivan-Butrica ▪ 2012-2015

REPORT: Student Council Representative: **Cassidy Chambers**

RECESS:

APPROVAL OF BOARD MINUTES:

1. Motion to approve the following minutes: November 18, 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.

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

PRESENTATION

PARCC Scores: Steve Crispin, Anna Muessig, Tricia Martel

FINANCE:

1. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of October 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 month of October 2015. The Treasurer's Report and Secretary's report are in agreement for the month of October 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 the voiding of the following check due to age:
 - #11377 \$100.00 1/12/15

6. Motion to approve bills payable in the amount of \$743,126.86.
7. Motion to accept the district audit for the year ended June 30, 2015
8. Motion to approve the Corrective Action Plan for the year ended June 30, 2015

RECOMMENDATION	BOARD APPROVAL DATE	METHOD OF IMPLEMENTATION	RESPONSIBILITY FOR IMPLEMENTATION	DATE OF IMPLEMENTATION
School Food Service Not all cash receipts were promptly deposited	12/16/2015	Care will be taken to insure that all deposits are made timely	School Business Administrator/Cafeteria Manager	12/16/2016

INFORMATION:

- Request for Proposed Banking Services

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

1. Motion to approve the district's 2015-2016 goals and objectives.
2. Motion to approve the following curriculum as recommended by the Curriculum Committee of the Board:
 - STEM (Science, Technology, Engineering, Mathematics)
 - Statistics
 - AP Calculus
3. Motion to approve the 2016-2017 Course Master List for the high school.

PERSONNEL:

1. Motion to accept, with best wishes, the letter of resignation from Robert Hallowell, district part time weekend custodian, effective retroactive to December 2, 2015.
2. + Motion to approve Chelsea Shupp as full time tenure track teacher of grade 1 at Haviland Avenue School at Step 1, BA, \$49,500.00 (prorated) effective December 21, 2015 through June 30, 2016.
3. + Motion to approve Bobbi Cherkas as long term substitute teacher in grade 2 at Haviland Avenue School at the Step 1, BA per diem rate of \$247.50 effective December 21, 2015 through January 29, 2016, not to include benefits.
4. Motion to approve John Trilivas as full time tenure track speech/language therapist, on an emergent basis, at Step 1, MA, \$52,900.00 (prorated) effective January 4, 2016 through June 30, 2016 pending completion of all state and district requirements.
5. Motion to approve Denise Pooley, district substitute custodian, as full time custodian at Step 2, \$28,000.00 (prorated) effective January 4, 2016 through June 30, 2016.
6. Motion to approve Chuck Robinson as part time weekend custodian at the high school at Step 1, \$14.32 per hour for 16 hours per week, to include no benefits, on an emergent basis, and pending completion of all state and district requirements, effective on or before December 26, 2015 through June 30, 2016.
7. Motion to approve Samantha Trout as part time (60%) school psychologist at Mansion Avenue School, on an emergent basis at Step 2, MA, \$32,220, not to include benefits, effective January 4, 2016 through June 30, 2016, pending completion of all district and state requirements.

8. Motion to approve adjustments to steps and hourly rates for the following custodian staff members effective January 1, 2016:

Name	Position	Hours	Step	Salary
Phillip Bastista	Custodian	Full Time	Modified from Step 2 to Step 1	\$27,500.00
Lester Jones	Custodian	PT - 20 hours per week	Step 2	Modified from \$14.32 per hour to \$14.58 per hour
William Naphys	Custodian	PT - 29 hours per week	Step 5	Modified from \$15.16 per hour to \$15.63 per hour

9. Motion to approve payment to Chris Sylvester for presenting the Next Generation Science Standards and the facilitation of the Gap Analysis on November 23, 2015 as listed:

2 hours of prep at the AEA non-instructional rate of \$30.00 per hour - \$60.00
 Up to 12 hours at the AEA professional development rate of \$60.00 per hour - \$720.00
 Total Amount: \$780.00

10. Motion to approve the following adult volunteers for the Audubon Basketball Club for the 2015-2016 school year:

Lawrence Gommel 5th/6th Grade Girls Coach
 Lauren Gommel 5th/6th Grade Girls Coach

11. Motion to approve the following additional volunteer coaches/assistants for the Audubon Youth Wrestling 2015-2016 season:

Justin Tracy Dan Stinger

12. Motion to approve payment to Wilma Fitzpatrick for library services for three hours per week at \$30.00 per hour effective retroactive to September 1, 2015 through June 2016 under the shared services agreement with the Magnolia School District.

13. Motion to approve the following as substitutes and home instruction tutors for the 2015-2016 school year, pending completion of all district and state requirements:

Robert Grant III Substitute Teacher
 Renee Nelson Substitute Teacher/Substitute Secretary
 JoAnna Vanderslice Substitute Teacher
 Heather Notte Substitute Teacher
 Joseph Furlong Jr. Substitute Teacher
 Beth Beals Substitute Teacher
 Stepanie Enos Substitute Teacher

14. Motion to approve the following winter coaching positions for the 2015-2016 school year:

Volunteers:

Jessica Dilks Cheerleading
 Erica Gilmore Indoor Track and Field
 Michael Ford Wrestling
 Jake Mlstalski Wrestling
 Timothy Hansen Wrestling
 Wayne Test Boys' Basketball

15. Motion to approve the following staff members to proctor the Title I Program: Math and ELA Portfolio Support Program as listed:

40 minutes a day from 7:20 am to 8:00 pm, three days per week, for a total of up to 15 sessions at the contractual rate of \$40.00 per hour for a total of \$400.00 per teacher effective January 4, 2016 through March 10, 2016

Teachers:

Substitutes:

Larae D'Angelo
Andria Loomis

Jessica Lindsay
Jessica Mellwig

16. + Motion to approve the following Rowan University student to complete a junior field experience requirement at Mansion Avenue School effective February 1, 2016 through March 9, 2016 as listed:

Teacher Candidate: Robert Sheppard
Cooperating Teacher/Mentor: Ralph Schiavo
Subject: Health and PE

17. Motion to approve the following Rowan University student to complete a junior field experience requirement at the high school effective March 21, 2016 to April 27, 2016 as listed:

Teacher Candidate: Robert Sheppard
Cooperating Teacher/Mentor: Ryan Knaul
Subject: Health and PE

18. + Motion to approve the following requests to attend workshops/conferences for the 2015-2016 school year:

School	Cost	Staff Member	Date of Conference	Name of Conference
HAS	\$239.00	Kathryn Mueller	January 12, 2016	Practical Writing Strategies to Help Students Be More Successful in Meeting State Writing Standards
MAS	\$195.00	Stephanie Lewis-Deacon	February 18-19, 2016	Social, Behavioral and Independent Thinking Strategies for the Student with Autism
MAS	\$239.00	Claudia Kirby	February 22, 2016	Practical Strategies for Meeting and Exceeding Your State Standards for Writing 3-5
MAS	\$199.00	Bernadette Brogna	January 14, 2016	Reasoning in Mathematics Type 2 PARCC Items Workshop

19. Motion to approve the following requests to attend workshops/conferences for the 2015-2016 school year:

School	Cost	Staff Member	Date of Conference	Name of Conference
HS	\$225.00	Kelly Reising	January 11, 2016	Danielson Training – Observation Skills I
HS	\$225.00	Anna Muessig	January 11, 2016	Danielson Training – Observation Skills I
HS	\$350.00	Tony Carbone	March 22, 23, 24, 25, 2016	Directors of Athletics Association of New Jersey Professional Development for Ads
District	\$420.00	Mike Sloan	January 28-29, 2016	Techspo
District	\$270.00	Anna Muessig	January 28, 2016	Techspo
District	\$270.00	Tricia Martel	January 28, 2016	Techspo

STUDENTS:

1. Motion to approve the following field trip requests for the 2015-2016 school year:

1/5/16 High School: Ms. Willis, ten students and two chaperones to the Ronald McDonald House, Camden. Purpose: Preparing a meal for families. Departure: 3:00 pm. Return: 6:00 pm. School bus. **Total Cost: \$350.00 (Paid by Students)**

1/15/16 Mansion Avenue: Ms. Jenkinson, seven chaperones and 46 students to the Pineland Institute. Purpose: To enrich our study of the Lenape Indians. Departure: 9:00 am. Return: 2:30 pm. School bus. **Total Cost: \$197.45 (Paid by Students)**

1/22/16 Mansion Avenue: Ms. Erney, seven chaperones and 46 students to the Pineland Institute. Purpose: To enrich our study of the Lenape Indians. Departure: 9:00 am. Return: 2:30 pm. School bus. **Total Cost: \$197.45 (Paid by Students)**

2/3/16 High School: Ms. Georgel, two chaperones and 40 students to New York City. Purpose: To see a show (*An American in Paris*) based on French culture and to experience a ballet based show with origins in France. Departure: 7:30 am. Return: 7:30 pm. Holcomb Bus. **Total Cost: \$775.00 (Paid by Students)**

2/29/16 High School: Mr. Niglio, three chaperones and 30 students to Washington DC. Purpose: Forensic Science: Learn about forensic principles and applications of forensic techniques at the Museum of Natural History and the Museum of Crime and Punishment. Departure: 6:30 am. Return: 7:30 pm. School bus. **Total Cost: \$624.27 (Paid by Students)**

3/23/16 High School: Ms. Georgel, two chaperones and 50 students to the Philadelphia Art Museum/Melting Pot restaurant, Maple Shade, NJ. Purpose: Guided tour of French "Art Treasures" and lunch at a fondue restaurant. Departure: 9:15 am. Return: 2:30 pm. School bus. **Total Cost: \$180.05 (Paid by Students)**

2. Motion to approve the Academic Challenge schedule and transportation costs for the 2015-2016 season. **(Transportation costs paid by ABOE)**

3. Motion to approve homebound instruction for the following students:

STUDENT ID#	DATE
01699	Extend current home instruction through February 1, 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 November 2015 meeting of the Board of Education.

POLICY:

1. Motion to approve the second reading and adoption of the new Audubon Public Schools regulations manual as prepared by Strauss Esmay and reviewed and recommended by the Policy Committee of the Board.

BUILDINGS AND GROUNDS:

1. Motion to approve the following facility requests for the 2015-2016 school year:

AHS ROOM B-102 Fairleigh Dickenson classes, beginning January 12, 2016 to March 30, 2016, on Tuesdays and Wednesdays from 6:15-9:30pm. Contact: Donna Ganley, FDU

AHS MAIN GYM Sportacular, February 19, 2016 starting at 6:00pm for three hours. Contact: Kelly Brown

- INFORMATION:

Mansion Avenue School

November 24, 2015 Fire Drill

October 15, 2015 Crisis Drill (Unannounced state run drill)

Haviland Avenue School:

November 2, 2015 Fire Drill

Audubon High School:
 November 23, 2015 Crisis Drill
 November 25, 2015 Fire Drill

REPORTS:

1. HIB District Report:

BULLYING INCIDENTS REPORT			
SCHOOL	Confirmed HIB	Non-HIB	Total
HS	0	2	2
HAS	0	0	0
MAS	0	0	0

2. Superintendent's Report

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.