

BOARD OF EDUCATION MEETING
AUDUBON HIGH SCHOOL MEDIA CENTER
WEDNESDAY, NOVEMBER 16, 2016

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 for Board Meeting to the *Retrospect* newspaper, filed with the Borough Clerk and posted copies on Edgewood Avenue at the main entrance (between Chestnut and Pine Streets) and the Pine Street entrance to the high school."

PRIVATE:

AUTHORIZING EXECUTIVE SESSION
Date: November 16, 2016

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;

X 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
2. Salute to the Flag

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

Senior Class

Rylee Winkelspecht
Anthony Maltese

Junior Class

David Critch
Michael Giaquinto

Sophomore Class

Margaret Bouch
Donovan Harrow

Freshman Class

Kassidy Press
Robert Sherry

Grade Eight

Quinci Bantle
Michael Gross

Grade Seven

Alexa Brown
Edward Butrica

REPORT: Student Council Representative: **Kevin Grim**

RECESS:

APPROVAL OF BOARD MINUTES:

1. Motion to approve the following minutes: October 19, 2016

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 Bylaws #0167 of the Audubon Public Schools Board of Education Policy Manual.

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

FINANCE:

1. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of September 2016. 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 September 2016. The Treasurer's Report and Secretary's report are in agreement for the month of September 2016.
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 2017-2018 budget calendar.
6. **Motion to approve bills payable 11/1/16-11/30/16 in the amount of: \$589,362.79**

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

1. Motion to appoint Kelly Reising as district 504 coordinator for the 2016-2017 school year.
2. Motion to approve the following Next Generation Science Standards (NGSS) aligned curricula:
Life Science Honors Chemistry Advanced Topics in Chemistry
3. Motion to approve the Audubon Board of Education Reorganization Meeting to take place on Wednesday, January 4, 2017 at 7:00pm in the high school media center.
4. Motion to approve the Comprehensive Maintenance Plan and M-1 for the 2016-2017 school year.
5. **Motion to approve Educere, Inc. as vendor for Home Instruction for the 2016-2017 school year.**

PERSONNEL:

1. Motion to terminate the employment of Christopher Maxwell, part time high school aide, effective retroactive to November 11, 2016.
2. + **Motion to accept the letter of resignation from Diane Kaufman, cafeteria aide – Mansion Avenue School, effective November 18, 2016.**

3. + **Motion to accept the letter of resignation from April Lorenzo, classroom aide at Haviland Avenue School, effective December 23, 2016.**
4. + **Motion to accept the letter of resignation from Alicia Rotella, classroom aide at Mansion Avenue School, effective November 22, 2016.**
5. **Motion to approve a request from high school French teacher, Julia Pounds, to invoke the Family Medical Leave Act effective retroactive to November 15, 2016 for up to 12 weeks.**
6. + Motion to approve a modification to the original approval of a maternity leave of absence for Elizabeth McCurdy, grade 4 teacher at Mansion Avenue School, as follows:

Original Approval:

Motion to approve a maternity leave of absence request from Elizabeth McCurdy effective September 12, 2016 through January 31, 2017 as listed:

Paid Leave of Absence: Effective September 12, 2016 through October 31, 2016 35 Sick Days
 Unpaid Leave of Absence: Effective November 1, 2016 through January 31, 2017
 Federal Family Leave Act: Effective September 12, 2016 through October 31, 2016
 NJ Family Leave Act for the purpose of child rearing: Effective November 1, 2016 through January 31, 2017

Modified Approval:

Motion to approve a maternity leave of absence request from Elizabeth McCurdy effective September 12, 2016 through June 30, 2017, as listed:

Paid Leave of Absence: Effective September 12, 2016 through November 3, 2016
 Unpaid Leave of Absence: Effective November 4, 2016 through June 30, 2017
 FMLA: Effective September 12, 2016 through November 3, 2016
 New Jersey Family Medical Leave Act for the purpose of child rearing: Effective November 4, 2016 through February 2, 2017

7. Motion to approve a maternity leave of absence for Jillian Matysik effective February 16, 2017 through May 19, 2017 as follows:

Paid Leave: Effective February 16, 2017 through March 31, 2017 31 sick days
Unpaid Leave: Effective April 1, 2017 through May 19, 2017
Federal Family Medical Leave Act: Effective February 16, 2017 through March 30, 2017
NJ Family Leave Act: Effective March 31, 2017 through May 19, 2017

8. + Motion to approve a request for a maternity leave of absence from Kelly Miller effective January 30, 2017 through June 30, 2017 as follows:

Paid Leave of Absence: Effective January 30, 2017 through March 29, 2017
Federal Family Leave Act: Effective January 30, 2017 through April 24, 2017
Unpaid Leave of Absence: Effective March 30, 2017 through June 30, 2017

9. Motion to approve a request from Teresa Weichmann to invoke the Federal Family Leave Act effective October 27, 2016 through to on or before January 26, 2017.

10. + Motion to approve a modification to the original approval of a maternity leave of absence for Shannon Horan as listed:

Original Approval:

Motion to approve a maternity leave of absence for Shannon Horan, part time special education teacher at Mansion Avenue School, effective November 7, 2016 through January 27, 2017 as listed:

- Paid leave of absence: Effective November 7, 2016 through December 9, 2016 (21 sick days)
- Unpaid leave of absence: Effective December 12, 2016 through January 27, 2017

- Federal Family Leave Act: Effective November 7, 2016 through January 27, 2017

Modified Approval:

Motion to approve a maternity leave of absence for Shannon Horan, part time special education teacher at Mansion Avenue School, effective October 31, 2016 through January 27, 2017 as listed:

- Paid leave of absence: Effective October 31, 2016 through December 2, 2016 (21 sick days)
- Unpaid leave of absence: Effective December 5, 2016 through January 27, 2017
- Federal Family Leave Act: Effective October 31, 2016 through January 27, 2017

11. + Motion to approve Vickie Capps as long term substitute 7th grade science teacher at the high school at the Step 1, BA per diem rate of \$269.00, not to include benefits, sick or personal days; nor does time worked count towards tenure, effective retroactive to November 14, 2016 through to on or before January 26, 2017.

12. + Motion to approve Vicky Jensen as a part time classroom aide in the SHAPE program for 12.5 hours per week at Step 4, \$14.91 per hour, on an emergent basis, effective November 28, 2016 through June 15, 2017 or the last day for students.

13. + Motion to approve a modification to the original approval for Brenda Gifford as long term substitute part time special education teacher at Mansion Avenue School from effective November 7, 2016 through January 27, 2017 to effective October 31, 2016 through January 27, 2017.

14. + Motion to approve a modification to the original approval of Sean Kennedy as long term substitute part time instructional aide at Mansion Avenue School from effective November 7, 2016 through January 27, 2017 to effective November 1, 2016 through January 27, 2017.

15. + Motion to approve Bianca Berkowicz to extend the long term substitute teacher assignment in grade 4 at Mansion Avenue School from the original end date of January 31, 2017 to the modified end date of June 16, 2017 or the last day for teachers.

16. Motion to approve the following modification to the employment status for Greg Smith:

*From Technology Support staff member to Computer Systems Specialist
Salary: \$36,351.00 (prorated) effective December 1, 2016*

17. Motion to approve the employment status of Dave Smeltzer, District Systems Support Technician, from part time employee to full time employee effective November 21, 2016 at the following salary: \$47,934.00 (prorated).

18. + Motion to approve the following staff members to conduct eight (8) two-hour family writing workshops at Mansion Avenue School for the 2016-2017 school year on Tuesdays and Thursdays from January 31, 2017 through February 23, 2017, as listed:

Two Staff Members:	Jennifer Beebe	Theresa Salamone	
	12 total hours non-instructional prep time	\$30.00 per hour	Total: \$360.00
	9 total hours non-instructional set-up and clean-up	\$30.00 per hour	Total: \$270.00
	16 total hours instructional time	\$40.00 per hour	Total: \$640.00
	Total compensation per staff member		\$1270.00

19. + Motion to approve the following Rowan University student to complete his student teaching requirement at the high school, as follows:

Student Teacher	Grade/Subject	Dates	Cooperating Teacher
Brian Adams	Teacher of Social Studies	1/23/17-5/5/17	Andi Collazzo

20. Motion to approve the following substitutes for the 2016-2017 school year, on an emergent basis, pending completion of all district and state requirements, with compensation as listed:

Paige Burten	Substitute Teacher
Krista McGrail	Substitute Teacher
Jennifer Craig	Substitute Teacher
Mary Robinson	Substitute Secretary/Aide
Rosemarie Minyon	Substitute Secretary/Aide

21. + Motion to approve the following requests to attend workshops/conferences for the 2016-2017 school years:

School	Cost	Staff Member	Date of Conference	Name of Conference
HS	\$575.00	Kelly Reising	December 1-2, 2016	IEPs & 504 Plans: A Legal Compliance Guide
District	\$275.00	Steve Crispin	January 26, 2017	TECHSPO – Atlantic City

22. + Motion to approve the following requests to attend workshops/conferences for the 2016-2017 school year:

School	Cost	Staff Member	Date of Conference	Name of Conference
HAS	\$225.00	Pam Niglio	January 4, 2017	Response to Intervention: Practical Strategies
HAS	\$245.00	Christine Brady	January 4, 2017	Enhance your STEM Instruction
HAS	\$245.00	Olivia Shreeves	January 9, 2017	Applied Behavioral Analysis

23. + Motion to approve Kathy Giambri to provide an Hour of Code at Haviland Avenue School on Monday, December 5, 2016 and Monday, December 12, 2016 from 2:35 to 3:35 pm each day with compensation for two hours at the AEA negotiated agreement non-instructional rate of \$30.00 per hour for a total of \$60.00.

24. Motion to approve payment to Larae D'Angelo for teaching a Title I PARCC Portfolio Class effective September 6, 2016 through October 6, 2016 with the following compensation: (Funded through Title I)
12.8% of an overload (\$4000.00) for a total of \$511.20

25. + Motion to approve training for the Haviland Avenue School Reading program for Patricia Marsh as follows:

Training: 6 weeks for a total of 24 hours conducted during Ms. Marsh's regular work day

Compensation for trainer: Catherine Olivieri – 12 hours (1/2 hour per day over contractual day) at the AEA negotiated agreement professional development rate of \$60.00 per hour for a total of \$720.00

26. Motion to approve/rescind the following winter coaching positions for the 2016-2017 school year:

Rescind:

Girls' Basketball 7/8	Jack Coyle - \$2,697.00
	Sarah Cox - \$1,500.00

Approve:

Girls' Basketball 7/8	Jack Coyle - \$4,197.00	
Cheerleading	Stephanie Shirk	Assistant Varsity Coach
Girls' Basketball Volunteer	Sarah Cox	
Girls'/Boys' Basketball Volunteer	Michael Coyle	

Fall Game Personnel:

Ticket Takers and Game Security: Matt Cecchini

27. + Motion to approve the following staff members to write the science curriculum for grades K-5 aligned to the Next Generation Science Standards (NGSS) as mandated by the NJDOE with compensation to be paid at the AEA negotiated rate of \$600.00 per curriculum.

Kindergarten	Christine Brady
First grade	Chelsea Shupp
Second Grade	Rose Lang
Third Grade	Kelly Skala
Fourth Grade	Erin Whitescarver
Fifth Grade	Natalie Busarello

28. Motion to approve the following staff members for NGSS Professional Learning: Up to two hours each at the non-instructional AEA contractual rate of \$30.00 per hour per staff member

Christine Brady	Chelsea Shupp	Rose Lang
Kelly Skala	Erin Whitescarver	Natalie Busarello

29. **Motion to rescind the following sixth period overload stipend effective retroactive to September 1, 2016: Maryanne Kavanaugh**

30. + **Motion to approve Annette Hartstein to share resources with the K-5 NGSS curriculum writers as listed:**

Up to six hours at the AEA non-instructional rate of \$30.00 per hour

31. **Motion to approve Jessica Kendorski to provide consultation, support and training to Audubon School District personnel for students with autism on an ongoing basis at a rate of \$130.00 per hour effective November 28, 2016, pending completion of all district and state requirements.**

STUDENTS:

1. Motion to approve the following field trip requests for the 2016-2017 school year:

11/22/16 High School: Ms. Scotto, one chaperone and 18 students to Mansion Avenue School. Purpose: Coping skills trip to MAS. Departure: 9:15 am. Return: 11:00 am. Walking. **Total Cost: \$-0-**

12/8/16 High School: Ms. Georgel, one chaperone and 37 students to NYC – Majestic Theater. Purpose: To see the Phantom of the Opera – French opera – French Club Activity. Departure: 7:30 am. Return: 7:30 pm. Holcomb Bus. **Total Cost: \$875.00 (Paid by Students)**

12/23/16 HAS: Ms. Hanson, one chaperone and 34 students to Haviland Avenue School. Purpose: MAS Select Choir to perform at HAS. Departure: 9:00 am. Return: 10:00 am. School bus. **\$50.46 (Paid by ABOE)**

1/17/17 MAS: Ms. Hanson, two chaperones and 38 students to the Audubon Senior Center. Purpose: Select Choir to sign for the Young at Heart Club. Departure: 12:45 pm to 2:00 pm. School bus. **Total Cost: \$49.91 (Paid by ABOE)**

1/18/17 High School: Ms. Wolgamot, one chaperone and 30 students to the Drexel Medical School. Purpose: Real human exposure to subject matter in honors anatomy and physiology. Departure: 8:45 am. Return: 2:32 pm. School bus: **Total Cost: \$174.55 (Paid by Students)**

2/28/17 HAS: First Grade Teachers, two chaperones and 99 students to Adventure Aquarium. Purpose: To begin our study of animals and their life cycles. Departure: 9:00 am. Return: 2:00 pm. School buses. **Total Cost: \$285.04 (Paid by Students)**

5/11/17 High School: Ms. Stack, 11 chaperones and 160 students to include Mount Ephraim 8th grade students, to Tall Pines Campground. Purpose: 8th grade field trip/teambuilding/conjoining schools. Departure: 8:30 am. Return: 2:30 pm. Three buses. **Total Cost: \$396.25 (Paid by Students)**

2. 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 October 2016 meeting of the Board of Education.

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

STUDENT ID#	DATE
44315	Extended through 3/6/17
44407	Effective retroactive to October 4, 2016 through TBD

BUILDINGS AND GROUNDS:

- INFORMATION:

Mansion Avenue School

October 13, 2016	Evacuation Drill to the HS
October 19, 2016	Fire Drill
October 20, 2016	Lockout Drill
October 27, 2016	Lockdown Drill

Haviland Avenue School:

October 5, 2016	Fire Drill
October 17, 2016	Evacuation Drill 1000 Ft.

Audubon High School:

October 14, 2016	Evacuation Drill
October 24, 2016	Fire Drill

REPORTS:

1. HIB District Report

BULLYING INCIDENTS REPORT			
SCHOOL	Confirmed HIB	Non-HIB	Total
HS ID#1881	0	1	1
HAS	0	0	0
MAS	0	0	0

2. Superintendent's Report

BOARD COMMITTEES:

1. Committee Reports

- A. Buildings and Grounds: **Mrs. Davis, Chairperson**, Mr. Lee, Mrs. Osinski, Mr. Yacovelli, Alternate: Mr. Blumenstein
- B. Community Relations: **Mrs. Osinski, Chairperson**, Mrs. DiVietro, Mrs. Greenwood, Mr. Blumenstein, Alternate: Mr. Lee
- C. Curriculum: **Mr. Lee, Chairperson**, Mrs. Davis, Mr. Blumenstein, Ms. DiVietro, Alternate: Mrs. Cox
- D. Finance: **Mr. Yacovelli, Chairperson**, Mr. Lee, Mrs. Cox, Mr. Blumenstein, Alternate: Mrs. Osinski
- E. Negotiations: **Ms. Brown, Chairperson**, Mr. Yacovelli, Mr. Lee
- F. Policy: **Mrs. Cox, Chairperson**, Mrs. Davis, Mr. Ryan, Ms. Brown, Alternate: Mrs. DiVietro

- G. Scholarship: **Ms. Brown, Chairperson**, Mr. Lee, Mrs. Davis, Mrs. DiVietro, Alternate: Mrs. Greenwood
- H. School Services: **Mr. Yacovelli**, Mrs. Greenwood, Mr. Ryan, Mrs. Osinski, Alternate: Mrs. DiVietro
- I. CCEC Rep. Rotation: **Ms. Brown**
- J. CCSBA Rep. Rotation: **Mr. Blumenstein**
- K. AEF Representative: **Ms. Brown**
- L. State/Federal Programs: **Mr. Crispin**
- M. 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 Board Bylaws §0167 of the Audubon Public Schools Board of Education Policy Manual.

PUBLIC PARTICIPATION: (Open Discussion)

PRIVATE: (Executive Session if Necessary)

ADJOURNMENT

1. Motion to adjourn meeting at approximately _____ pm.