

BOARD OF EDUCATION MEETING
AUDUBON HIGH SCHOOL MEDIA CENTER
WEDNESDAY, SEPTEMBER 13, 2017

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: September 13, 2017

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 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

REPORT: Student Council Representative: **Bailie Rizzo**
Briana McNeely

APPROVAL OF BOARD MINUTES:

1. Motion to approve the following minutes: August 23, 2017

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 a +.

GOVERNANCE: Chairperson: Mr. Ryan, Ms. Brown, Mr. Yacovelli, Mrs. Cox, Alternate: Mr. Blumenstein

- Motion to approve the first reading of the following revised policy as recommended by the Governance Committee of the Board:

POLICY NUMBER	POLICY NAME	STATUS	FINAL
#0155	Board Committees	Rewritten	Final Draft

OPERATIONS: Chairperson: Mrs. Davis – Committee Members: Mr. Yacovelli, Mr. Ryan, Mrs. Osinski, Alternate: Mrs. Greenwood

- Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of June 2017. 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.
- Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of June 2017. The Treasurer's Report and Secretary's reports are in agreement for the month of June 2017.
- 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.
- 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.
- Motion to approve modifications to the following Title I allocations (approved 8/23/17):

Title I

Instructional Staff:

Teachers	Salary from Grant	Total Salary	Percentage
From L. Tanenbaum to M. Knoll	From \$10,400.00 to \$12,980.00	\$64,900.00	20%
From S. Ireland to E. Venuti	From \$11,800.00 to \$5060.00	\$50,600.00	10%
From G. Tappin to K. Lin	From \$34,840.00 \$36,440.00	\$91,100.00	40%
From D. Allman to K. Wilson	From \$25,800.00 to \$15,700.00	\$78,500.00	20%
McLaren	From \$20,553.00 to \$26,520.00	\$33,150.00	80%
Instructional Aides	Salary from Grant	Total Salary	Percentage
From Kasilowski to F. Tserpelis	From \$11,403.76 to \$12,393.33	\$14,931.72	83%
From D. Zipkin to D. Reich	From \$11,403.76 to \$12,244.01	\$18,999.00	64.5%

- Motion to approve the following facility use request for the 2017-2018 school year.

AHS B-102 – Fairleigh Dickenson University, classes from September to December, 2017 from 6:15 to 9:30. Contact: Racquel Vassell, FDU

Audubon Little League Major Fields – Audubon Girls Softball 10U Fall Softball, use of the fields as per attached. Contact: Joe Greble

7. Motion to approve the voiding of the following outstanding checks due to age:

Payroll Check: #135030
Athletics Checks: #1040, #1227
Community Education: #7232, #7261

8. Motion to approve Bonnie Smeltzer as Affirmative Action Officer for the district for the 2017-2018 school year.

9. Motion to approve new signatures for district checking accounts for the following staff for their respective accounts:

Superintendent
Business Administrator
Board President
Treasurer
Athletic Director

EDUCATION: Chairperson: Mrs. Osinski, Committee Members: Mrs. DiVietro, Mr. Blumenstein, Mrs. Greenwood, Alternate: Mr. Simpson

PRESENTATION of the EVVRS Semi-Annual Report – January 2017 through June 2017

– Bob Goldschmidt

1. Motion to approve up to twenty staff members to facilitate Professional Learning during the October 6, 2017 District In-Service:

Up to 1 hour of prep at the non-instructional AEA contractual rate of \$30.00 per hour per staff member
Up to 5 hours of professional development at the AEA contractual rate of \$60.00 per hour per staff member

2. + Motion to approve the creation of a Mansion Avenue School running club with provisions as listed below:

One (1) Advisor: Up to 10 hours x \$40.00 per hour instructional rate: Total \$400.00
Two (2) Assistants: Up to 10 hours x \$40.00 per hour instructional rate: Total \$800.00
Total Cost: \$1200.00

Club details: To include 10 students from each grade (3-6) for 1 day per week until 4:00 pm, for a total of 10 sessions during the months of October and November.

3. Motion to approve the following students for Option II for the 2017-2018 school year. *(All Option II courses will appear on the students' transcript, but will not be factored into the students' GPA.)*

Student ID # 01701 - Two (2) classes per semester at Camden County College for a minimum total of 20 credits

Student ID #44428 - At least two (2) classes per semester at Camden County College for a minimum total of 20 credits

4. Motion to approve the following programs funded each year partly through the Municipal Alliance grant:

MiniBridge: Interactive small groups - addresses various needs identified by students concerning ATOD (Alcohol, tobacco, and other drugs). This prevention program is for 5th & 6th grade students. The program is facilitated by high school students, grades 7-12, who are trained to work with the younger students to increase self-esteem and reduce negative behaviors.

Peer Facilitators: Students are trained to assist other students with academic and social progress at Audubon High School; Peer To Peer; STARS.

Project Graduation – an evening of drug free activities held on the evening of the high school graduation; it demonstrates that there are healthy, fun, drug and alcohol free activities available for students. It is an ongoing event that meets monthly to plan and fundraise for the event.

High School Visitation – trained high school peer facilitators introduce new students and the incoming 7th grade students and 9th grade students to the high school, its classrooms layout, the rules and procedures, and the activities available to the students; Teens2Teens. Follow Up occurs in the fall of the school year as the students' transition to the next level in their education.

Intergenerational group – recreational and service activities combined with prevention education linking students, grades 7-12, and senior citizens. The activity builds positive community connections through pro-social involvement.

DARE program – provides prevention education to the 5th grade students and will target other grade levels for other prevention issues. (e.g. Violence Awareness Week).

Early Intervention - interactive programs for all ages

After School Tutoring – 6th grade student volunteers are trained by Ms. Novick and Ms. Graham – provide academic support and reinforcement, mentoring – for students K-2 at KEYS after school program; 2 days/wk; Nov-Apr; supervised by staff member

Building Connections – after school workshops focusing on strengthening social skills while having fun; topics include: listening, following directions, patience, being responsible for self, cooperation, being a good sport, using good manners, apologizing, setting a good example; offered to first grade students.

Grief Groups – offered to high school students in cooperation with Samaritan Hospice.

Family Education – activities that address various needs identified by parents and children - Activities involving parents – materials, awards needed for graduation ceremonies, 6th grade book club (The Misfits), Family Group – in cooperation with Genesis counseling services offered by Genesis

Municipal Alliance Coordinator – completes paperwork, quarterly reports, general Alliance communications, coordinates various Alliance programs (previously described), facilitates various programs (Intergenerational, MiniBridge); goal is to create positive communication, strong families, and substance-free lives.

5. Motion to approve the Violence, Vandalism and Substance Abuse Report for Period 2 for the 2016-2017 school year as presented, and for submission of the report and related documents to the New Jersey Department of Education.

6. Motion to approve the following field trip requests for the 2017-2018 school year:

10/11/17 HAS: Kindergarten teachers, seven chaperones, and 36 students to the Audubon Fire House. Purpose: To visit the fire house during Fire Prevention Week. Departure: 9:00 am. Return: 10:00 am. School bus. Total Cost: \$51.37 (Paid by ABOE)

10/12/17 HAS: Kindergarten teachers, seven chaperones, and 54 students to the Audubon Fire House. Purpose: To visit the fire house during Fire Prevention Week. Departure: 9:00 am. Return: 10:00 am. School bus. Total Cost: \$51.37 (Paid by ABOE)

10/26/17 HS: Ms. VanFossen, Ms. Warren, and 44 students to Riverwinds Community Center, West Deptford. Purpose: College Fair. Departure: 8:45 am. Return: 1:30 pm. Career Council will provide a bus. **Total Cost: \$-0-**

4/17/18 MAS: Ms. Moore, seven chaperones, 65 students to the Audubon High School and Challenge Grove, Cherry Hill. Purpose: Workshop with high school and junior high bands in am and picnic in pm. Departure: 8:30 am. Return: 2:30 pm. School buses. **Total Cost: \$339.12 (Paid by ABOE)**

HUMAN RESOURCES: Chairperson: Mr. Simpson, Committee Members: Mrs. Davis, Mrs. Cox, Ms. Brown, Alternate: Mrs. Osinski

1. + Motion to accept, with best wishes, the letter of resignation from Leah Brown, preschool disabled program classroom aide, effective retroactive to August 23, 2017.
2. + Motion to accept, with best wishes, the letter of resignation from Tina Fortunato, preschool disabled program classroom aide, effective retroactive to August 23, 2017.
3. Motion to rescind Ryan Schafer as long term substitute math teacher at the high school.
4. Motion to rescind Connor Stockton as part time 1:1 aide at the high school effective retroactive to September 1, 2017.
5. Motion to approve a modification in the title of Shamus Burke as listed:

From: Supervisor of Curriculum and Instruction
To: Director of Curriculum and Instruction
6. + Motion to approve Pennie Bigelow as full time tenure track Learning Disabilities Teacher Consultant in the district, on an emergent basis, at Step 15, MA+30, \$82,500.00 (prorated) effective on or before October 16, 2017 through June 30, 2018, pending completion of all district and state requirements.
7. + Motion to approve Bridget Bialecki, on an emergent basis, as part-time, tenure track special education teacher at Mansion Avenue School at Step 3 BA, (87%), \$44,544.00, (prorated) effective retroactive to September 6, 2017 through June 30, 2018, not to include benefits, pending completion of all district and state requirements.
8. + Motion to approve Fotini Tserpelis, on an emergent basis, as part time instructional assistant at Mansion Avenue School at Step 1, \$14.06 per hour for 29.5 hours per week, effective retroactive to September 6, 2017 through June 18, 2018 or the last day for students, not to include benefits, pending completion of all district and state requirements.
9. + Motion to approve a modification in the employment status of Dana Zipkin, as listed:

Rescind: Ms. Zipkin as part time instructional assistant at Mansion Avenue School effective retroactive to August 31, 2017.

Approve: Ms. Zipkin as part time academic support teacher at Mansion Avenue School at Step 1, BA (50%) \$25,000.00 effective retroactive to September 1, 2017 through June 30, 2018, not to include benefits.
10. + Motion to approve Natalie Collazo as part time preschool disabled classroom aide at Haviland Avenue School at Step 3, \$14.91 per hour for 29.5 hours per week, not to include benefits, effective retroactive to September 6, 2017 through June 18, 2018 or the last day for students.
11. + Motion to approve Danielle Reich as part time instructional assistant at Mansion Avenue School, on an emergent basis, at Step 7, \$17.89 per hour for 29.5 hours per week, not to include benefits, effective on or before September 13, 2017 through June 18, 2018 or the last day for students, pending completion of all district and state requirements.
12. + Motion to approve Jessica Gigantino as part time classroom aide at Mansion Avenue School at Step 2, \$14.49 per hour for 29.5 hours per week, on an emergent basis, effective September 14, 2017 through June 18, 2018 or the last day for students, pending completion of all district and state requirements.

Grade 2: Alycia Colucci, Debra Costello, Roberta Ignaczewski, Rose Lang, Amy Phillips

Each teacher will be compensated for one (1) hour at the AEA contracted agreement instructional rate of \$40.00 per hour, plus ½ hour prep at the AEA contracted agreement non-instructional rate of \$30.00 per hour, for a total of \$55.00 per staff member.

- 25. + Motion to approve Ralph Schiavo as before school breakfast proctor at Mansion Avenue School for the 2017-2018 school year at a stipend of \$1250.00 per year effective retroactive to September 7, 2017.
- 26. + Motion to approve the following requests to attend workshops/conferences for the 2017-2018 school year:

School	Cost	Staff Member	Date of Conference	Name of Conference
HAS	\$259.00	Kim Brach	October 25, 2017	Strategies to Strengthen Special Needs Students' Executive Functioning Skills
MAS	\$400.00	Bonnie Smeltzer	October 10, 2017, March 13, 2018, April 26, 2018	NJSPA AAO Series (Affirmative Action Officer Training)

- 27. Motion to approve the following requests to attend workshops/conferences for the 2017-2018 school year:

School	Cost	Staff Member	Date of Conference	Name of Conference
District	Not to Exceed \$600.00 per attendee	Ammie Davis Robert Delengowski Robert Goldschmidt	October 23-25, 2017	New Jersey School Boards Association Conference

- 28. + Motion to approve the following staff members to provide five hours of new teacher support for the 2017-2018 school year at the contractual rate of \$30.00 per hour for a total of \$150.00 per staff member:

Staff Member

New Teacher/Educational Staff Personnel

Lisa McGilloway
Lisa McGilloway
Jackie Castaldi

Bridget Bialecki
Dana Zipkin
Lauren Dougherty

- 29. + Motion to approve the following modification in the original approval for Nicole Racite to complete 15 hours of observation as required by her Master's program for her Reading Specialist's degree at St. Joseph's University:

Rescind: Kate Hueber as supervisor
Approve: Christy Rehn as supervisor

- 30. + Motion to approve Anne Marie Ferrell as a Keys Program substitute caregiver at \$15.00 per hour on an as needed basis for the 2017-2018 school year.

REPORTS:

- 1. HIB District Report

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

MAS	0	0	0
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2. Superintendent's Report:
3. Program Representatives:
 - A. CCESC Rep. Rotation: **Mrs. Cox**
 - B. CCSBA Rep. Rotation: **Mr. Blumenstein**
 - C. AEF Representative: **Ms. Brown**

PUBLIC PARTICIPATION: (Open Discussion)

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.

PRIVATE: (If Necessary)

1. Motion to move board to closed session at approximately _____ pm for the following:

Reconvene at approximately _____ pm.

ADJOURNMENT

1. Motion to adjourn meeting at approximately _____ pm.