

**BOARD OF EDUCATION MEETING**  
**AUDUBON HIGH SCHOOL MEDIA CENTER**  
**WEDNESDAY, MARCH 18, 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.

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

**Senior Class**

Jessica Hammill  
Yve Marcellus

**Junior Class**

Juan David Rivera

**Sophomore Class**

Helen Barrett  
Christian Singh

**Freshman Class**

Matilda Gilson  
David Critch

**Grade Eight**

Cassandra Yashinsky  
Stephen Lindermuth

**Grade Seven**

Ashley Applegate  
Christian Coombs

**RECESS**

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

**APPROVAL OF BOARD MINUTES:**

1. Motion to approve the following minutes: February 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.

**REPORT:**

Student Council Representative:

**Annie Busarello**

**PRESENTATION:**

2015-2016 School District Tentative Budget – Steve Crispin

**FINANCE:**

1. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of January 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 January 2015. The Treasurer's Report and Secretary's report are in agreement for the month of January 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 renew the food service management contract between the Audubon Board of Education and Nutri-Serve Food Management, Inc. at the flat fee of \$24,867.50 for the 2015-2016 school year as follows:

Base Year 2014-15

Base Year Management Fee: \$24,500.00

Increase: \$ 367.50

**2015-2016 Fee: \$24,867.50**

6. Motion to approve the school district tentative budget for the 2015-2016 school year for submission to the legal residents as follows:

	<u>BUDGET</u>	<u>TAX LEVY</u>
General Fund	\$22,424,177	\$10,729,208*
Special Revenue Fund	\$ 473,000	
Debt Service Fund	\$ 1,015,100	\$ 1,290,100

\*Taxes split between:

Audubon \$10,405,599  
Audubon Park \$ 323,609

- 7. Motion to approve bills payable in the amount of \$574,480.37 when certified.**

**PROGRAM:** (All motions are upon Superintendent’s recommendation:)

1. + Motion to approve stipends for the following program for the 2014-2015 school year:  
5<sup>th</sup> Grade Historical Theater Club - \$1000.00 per year, per staff member (Total \$2000.00)
2. Motion to approve stipend for the following program for the 2014-2015 school year:  
Percussion Ensemble - \$1000.00 per year
3. + Motion to approve the following program:  
Summer Slide – Parent Involvement Night – May 14, 2015  
  
Program Requirements:
  - Materials and supplies to be used in the preparation
  - Up to six teachers to plan and provide information and activities to parents to help prevent the Summer-Slide – two hours of prep and 1.5 hours of presentation at the contractual rate for a total of \$85.00 per teacher to be paid from 2014-2015 Title I grant funds
4. Motion to approve an agreement to participate in the *Transition to College Program* with Camden County College effective September 1, 2015 through June 30, 2018.

- **DISCUSSION:** 2014-15 School Calendar – Snow makeup day

- **DISCUSSION:** Behavioral and Emotional Support Program Proposal – Mansion Avenue School

- **INFORMATION:**

**Mansion Avenue School**

February 27, 2015      Lockdown Drill  
February 27, 2015      Fire Drill

**Haviland Avenue School:**

February 24, 2015      Lockdown Drill  
February 25, 2015      Fire Drill

**Audubon High School:**

February 11, 2015      Lockdown Drill  
February 25, 2015      Fire Drill

**PERSONNEL:**

1. Motion to approve the creation of the following position and correlating job description for that position for the 2015-2016 school year:

12 Month - Full Time Supervisor of Curriculum and Instruction

2. **Motion to approve district substitutes and home instruction tutors for the 2014-2015 school year. (All new district substitute approvals are pending completion of all state and district requirements.)**

Helen Nieman	Substitute Teacher
Patrice Kilvington	Substitute Teacher
<b>Michael Slattery</b>	<b>Substitute Teacher</b>

3. + Motion to approve an amendment to the original approval for the maternity leave of absence request from Francesca Eagan, instructional aide at Haviland Avenue School, as follows:

Original Approval: (Approved 12/17/14)

Paid Leave of Absence: March 9, 2015 through April 15, 2015 ½ day      19.5 sick days; 2 personal days  
Unpaid Leave of Absence: April 15, 2015 ½ day through June 19, 2015  
Federal Family Medical Leave Act: Effective March 9, 2015 through May 30, 2015  
NJ Family Leave Act: Upon release from physician through June 19, 2015

Amended Approval:

Paid Leave of Absence: February 26, 2015 through March 20, 2015      17 sick days  
Unpaid Leave of Absence: March 23, 2015 through June 19, 2015  
Federal Family Medical Leave Act: Effective February 26, 2015 through May 22, 2015  
NJ Family Leave Act: Upon release from physician through June 19, 2015

4. + Motion to approve an amendment to the original approval of Vicky Jensen as long-term substitute part-time aide at Haviland Avenue School as follows:

Original Approval: (Approved February 18, 20105)

- Overlap days at the substitute aide rate of \$60.00 per day effective March 5-6, 2015, not to include benefits.
- Hourly aide rate - Step 5, \$14.47, for up to 29.5 hours per week, not to include benefits, effective March 9, 2015 through June 19, 2015 or the last day for students.

Amended Approval:

- Overlap days at the substitute aide rate of \$60.00 per day effective February 24-25, 2015, not to include benefits.
- Hourly aide rate - Step 5, \$14.47, for up to 29.5 hours per week, not to include benefits, effective February 26, 2015 through June 19, 2015 or the last day for students.
- Funded through Title I

5. + Motion to approve an agreement between the Audubon Board of Education and Y.A.L.E. School Southeast III, Inc. as follows: Audubon will provide Speech Languages Specialist services to Y.A.L.E. student at Mansion Avenue School effective retroactive to February 13, 2015 through June 30, 2015 for up to one hour per week at a cost of \$45.00 per hour.
6. + Motion to approve, on an emergent basis, April Lorenzo as part-time classroom aide at Haviland Avenue School at \$13.23 per hour for up to 20 hours per week, not to include benefits, effective March 19, 2015 through June 19, 2015 or the last day for students.
7. Motion to approve the following requests to attend workshops/conferences for the 2014-2015 school year:

School	Cost	Staff Member	Date of Conference	Name of Conference
HS	\$229.00	Amy Bulskis	April 15, 2015	BER: Practical Ways to Incorporate the Common Core into Social Studies

8. + Motion to approve the following Rutgers students to complete a 2015 summer session practicum effective May 11, 2015 through May 21, 2015 as listed:

Practicum Student	School	Grade/Subject	Requirement	Cooperating Teacher
Angela Carroll	HAS	Elementary Ed.	Full Day Observations	Kim Felix
Lisa Findley	HAS	Elementary Ed.	Full Day Observations	Catherine Olivieri
Leanna Ward	HAS	Elementary Ed.	Full Day Observations	Rose Lang

9. + Motion to approve the following requests to attend workshops/conferences for the 2014-2015 school year:

School	Cost	Staff Member	Date of Conference	Name of Conference
MAS	\$229.00	Kelly Skala	April 21, 2015	Accelerate Student Understanding of Informational/Nonfiction Text
MAS	\$229.00	Denise Murphy	April 29, 2015	Accelerate Your Title I Students' Progress in Reading, Writing, and Math
MAS	\$229.00	Christine Batra	April 29, 2015	Accelerate Your Title I Students' Progress in Reading, Writing, and Math
HAS	\$229.	Michele Castagna	April 14, 2015	Guided Reading Workshop – BER Cherry Hill

10. + Motion to approve the following staff members as advisors for the 5<sup>th</sup> Grade Historical Theater Club for the 2014-2015 school year with stipends as listed:

Elizabeth McCurdy      \$1000.00  
 Kristen Rosenberg      \$1000.00

11. Motion to approve the following staff member as advisor for the Percussion Ensemble for the 2014-2015 school year with stipend as listed:

Ron Latham              \$1000.00

12. Motion to approve the following spring coaching positions for the 2014-2015 school year:

**Rescind:**

7/8 Grade Coed Track and Field Assistant – ½ half assistant’s stipend

Angela DiFilippo

**Approve:**

7/8 Grade Coed Track and Field Assistant – ½ half assistant’s stipend

Stacy Caltragrione

**Volunteers:**

Kelsi Carle                      Softball

- 13. + Motion to approve Greg Morgan to observe three occupational therapy sessions (two hours each session) at Mansion and Haviland Avenue Schools, conducted by district occupational therapist, Marge Walsh, effective during the month of April 2015.
- 14. Motion to approve Camden County College student, Yi Huang, to complete a 15 hour observation requirement at the high school during the month of April with Matt Harter serving as cooperating teacher.
- 15. Motion to approve the following Rutgers student to complete his student teaching requirement in the high school effective September 8, 2015 through December 11, 2015 as listed:

Student Teacher	School	Grade/Subject	Requirement	Cooperating Teacher
William Skipper	HS	English	Fall 2015 Practicum	Dan Rowan

- 16. Motion to approve a maternity leave of absence request from Janelle Mueller, high school art teacher, effective May 18, 2015 through June 30, 2015, as listed:  
  
Unpaid Leave of Absence: Effective May 18, 19, 20, 2015  
Paid Leave of Absence: Effective May 21, 2015 through June 22, 2015 or the last day for teachers – 22 sick days
- 17. **Motion to approve payment to Kevin Greway for facilitating one hour of the high school in-service Chrome Book and Google Training on February 23<sup>rd</sup> at the contractual rate of \$55.00 per hour and \$25.00 for one hour of prep time for a total of \$80.00.**
- 18. **Motion to accept, with best wishes, the letter of retirement from Diane Snyder, high school special education teacher, effective July 1, 2015.**

**STUDENTS:**

- 1. Motion to approve the following field trips for the 2014-2015 school year:  
  
  - 4/1/15                      High School:** Mr. Bantle, five chaperones and 25 students to Camden County College. Purpose: Public transportation trip to Camden County College. Departure: 9:00 am. Return: 2:00 pm. NJ Transit. **Total Cost: \$-0-**
  - 4/14/15                      High School:** Ms. Willis, three chaperones and 20 students to Mothers Matter headquarters in Sewell. Purpose: Interact students will help to assemble baskets for organization to distribute for Mother’s Day. Departure: 10:30 a.m. Return: 1:30 p.m. School bus. **Total Cost: \$104.75 (Paid by ABOE)**
  - 4/20/15                      Haviland Avenue:** Ms. Graham, two chaperones and 20 students to Camp Darkwaters, Medford, NJ. Purpose: Teambuilding “challenge by choice.” Decision making skills. Departure: 7:30 a.m. Return: 2:30 p.m. School bus. **Total Cost: \$180.94 (Paid by ABOE)**
  - 4/28/15                      Mansion Avenue:** Ms. Beebe, 15 chaperones and 89 students to Irvine Auditorium/Smith Memorial Playground. Purpose: Students will experience a live action play and compare

and contrast with text. Departure: 9:00 am. Return: 2:45 pm. School bus. **Total Cost: \$349.82 (Paid by Students)**

**5/12/15 High School:** Ms. Scotto, two chaperones and 20 students to Penn's View Hotel, Philadelphia. Purpose: Etiquette Class with charm studio at Panorama. Departure: 10:00 am. Return: 2:00 pm. School bus. **Total Cost: \$116.25 (Paid by ABOE)**

**5/18/15 High School:** Mr. Bantle, two chaperones and 15 students to Rowan University. Purpose: Dare To Dream Conference. Departure: 8:15 am. Return: 2:30 pm. School bus. **Total Cost: \$174.91 (Paid by Students)**

**5/19/15 High School:** Ms. D'Aprile, three chaperones and 50 students to the Art Museum and El Vez Restaurant. Purpose: To experience Spanish art and enjoy Hispanic food. Departure: 9:15 a.m. Return: 2:30 p.m. School bus. **Total Cost: \$176.56 (Paid by Students)**

**5/30/15 High School:** Mr. Trowbridge and 50 students to the Phillies game. Purpose: Performance of the National Anthem at the Phillies Game. Departure: 1:45 p.m. Return: 6:30 p.m. School bus. **Total Cost: \$144.19 (Paid by ABOE)**

**6/10/15 Mansion Avenue:** Ms. Meehan, 16 chaperones and 109 students to Brandywine Picnic Park, West Chester, PA. Purpose: A fun trip before the students move schools and are no longer elementary students. Departure: 8:45 am. Return: 2:30 pm. Buses. **Total Cost: \$809.22 (Paid by Students)**

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 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 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 February 2015 meeting of the Board of Education.

4. Motion to approve the following out of district placement:

Student ID#	Placement	Date
02103	Garfield Park Academy	Effective retroactive to March 2, 2015. (Tuition and Transportation costs are the responsibility of Mount Ephraim Public Schools)

5. Motion to approve the request for senior privilege from student ID#00636 for the remainder of the 2014-2015 school year.

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

Student ID#	Date
01703	Ongoing through March 31, 2015
00648	Retroactive to March 11, 2015 through approximately April 13, 2015
01252	Ongoing through April 3, 2015

7. + Motion to approve homebound instruction for the following students:

Student ID#	Date
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42679	Ongoing through April 22, 2015
00242	Retroactive to February 9, 2015 through March 9, 2015

**BUILDINGS AND GROUNDS:**

**1. Motion to approve the following facility use requests:**

AHS AUDITORIUM – Audubon Police Department, Dare Graduation, March 25, 2015 from 5pm to 9pm. Contact: Candace Gorman

**MAS Library – Audubon Grade School PTA, Incoming 6<sup>th</sup> Grade Activities Committee Meeting, April 14, 2015 from 6:30 pm to 7:30 pm. Contact: Kelly Brown**

AHS GYM – Audubon Grade School PTA, HAS/MAS PTA Science Fair. April 17, 2015 from 5pm to 9pm. Contact: Donna Wilkins

AHS AUX GYM AND HITTING TUNNELS – Audubon Little League, practice from March 9<sup>th</sup> to March 31, 2015 on M-W-F as per form attached. Contact: Dan Driscoll

AHS WRESTLING ROOM - Impulse Wrestling Club. Use in April, May, June, July 2015 pm Tuesdays and Thursdays. Contact: Kyle Muckley

MAS ALL PURPOSE – Audubon Grade School PTA, Line Dancing, March 27, 2015 from 3pm to 4pm. Contact: Tracy Weaver

**POLICY:**

- **INFORMATION:** Policy Alert #205 – February 2015 – Strauss Esmay Associates

**REPORTS:**

1. HIB District Report:

<b>BULLYING INCIDENTS REPORT</b>			
<b>SCHOOL</b>	<b>Confirmed HIB</b>	<b>Non-HIB</b>	<b>Total</b>
HS	0	0	0
HAS	0	0	0
MAS	0	1	1

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. Sullivan, 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**, Ms. Sullivan, Mrs. Hauske, Mrs. Sullivan-Butrica, Alternate: Mr. Yacovelli
- F. **Policy: Mrs. Cox, Chairperson**, Mrs. Davis, Mrs. Sullivan-Butrica, Ms. Sullivan, Alternate: Mrs. Brown
- G. Scholarship: **Ms. Brown, Chairperson**, Mr. Lee, Mrs. Davis, Mrs. DiVietro, Alternate: Ms. Sullivan
- H. CCESC Rep. Rotation: **Ms. Brown**
- I. CCSBA Rep. Rotation: **Ms. Brown**



J. AEF Representative: **Mrs. Hauske**  
K. State/Federal Programs: **Mr. Crispin**  
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.

**PUBLIC PARTICIPATION:** (Open Discussion)

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