

**BOARD OF EDUCATION MEETING**  
**AUDUBON HIGH SCHOOL MEDIA CENTER**  
**WEDNESDAY, SEPTEMBER 16, 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:**

**AUTHORIZING EXECUTIVE SESSION**

Date: September 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 nay 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
2. Salute to the Flag

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

**APPROVAL OF BOARD MINUTES:**

1. Motion to approve the following minutes: August 19, 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: **Cassidy Chambers**

**FINANCE:**

1. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of July 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 July 2015. The Treasurer's Report and Secretary's report are in agreement for the month of July 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 bills payable as listed:  
  
August 1, 2015 through August 31, 2015: \$583,291.17

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

- **PRESENTATION** of the EVVRS Semi-Annual Report – January 2015 through June 2015  
Steve Crispin
1. 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 7<sup>th</sup> grade students and 9<sup>th</sup> 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 5<sup>th</sup> grade students and will target other grade levels for other prevention issues. (Ex. Violence Awareness Week).

Early Intervention - interactive programs for all ages

After School Tutoring – 6<sup>th</sup> 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, 6<sup>th</sup> 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.

2. Motion to approve the 2015 Uniform State Memorandum of Agreement between law enforcement and the district.
3. Motion to approve the use of the EVVRS report forms for the 2015-2016 school year.
4. + Motion to approve the following curriculum as recommended by the Curriculum Committee of the Board:

Kindergarten Social Studies  
1<sup>st</sup> Grade Social Studies  
2<sup>nd</sup> Grade Social Studies

#### **PERSONNEL:**

1. + Motion to accept, with best wishes, the letter of resignation from Stephanie Jennetta, part time instructional aide at Mansion Avenue School, effective retroactive to August 20, 2015.
2. Motion to approve a request from Luanne Cross, district communications clerk, to invoke the Family Medical Leave Act effective retroactive to August 31, 2015 through September 3, 2015.
3. + Motion to approve an extended medical leave of absence for Bobbi Graham, guidance counselor at Haviland Avenue School, effective October 20, 2015 through to approximately December 15, 2015.
4. Motion to approve Erika Miliareasis as full time tenure track teacher of Spanish at the high school at Step 6, BA as per the AEA negotiated agreement salary guide TBD, effective on or before November 9, 2015 through June 30, 2016, pending completion of all district and state requirements.
5. + Motion to approve Bobbi Cherkas as long term substitute kindergarten teacher at Haviland Avenue School at the Step 1, BA per diem rate of \$244.00, not to include benefits, effective retroactive to

September 11, 2015 through November 19, 2015, pending completion of all district and state requirements.

6. + Motion to approve Kayla Haloupek as long term substitute guidance counselor at Haviland Avenue School effective October 15, 2015 through December 15, 2015 as follows:
- Effective October 15, 16, and 19, 2015 – three overlap days at the district substitute teacher rate of \$80.00 per day
  - Effective October 20, 2015 through December 15, 2015 at the Step 1 per diem rate of \$244.00, not to include benefits
7. + Motion to approve a change in the employment status of Brian Kasilowski (Approved 8/19/15) as listed:
- From long term substitute part time BSI instructional aide at Mansion Avenue school effective September 3, 2015 through December 23, 2015 to part time instructional aide at Mansion Avenue School effective September 3, 2015 through June 16, 2016 or the last day for students 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, not to include benefits.
8. + Motion to approve Christopher Maxwell as part time long term substitute BSI instructional assistant at Mansion Avenue School at the per diem substitute aide rate of \$60.00 effective retroactive to September 3, 2015 through September 16, 2015 and 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 17, 2015 through December 23, 2015, not to include benefits.
9. Motion to approve the changes in the employment status of the following staff members:
- Tina Fortunato - From 15 hours per week to 29.5 hours per week as instructional assistant in the SHAPE preschool program effective September 17, 2015, not to include benefits
  - Ilana Ablon – From part time - 3 days per week to full time - five days per week, to include benefits, as speech/language specialist effective retroactive to September 1, 2015
  - Jenna Donahue – From part time - 4 days per week to full time - five days per week, to include benefits, as speech/language specialist effective retroactive to September 1, 2015
  - Deborah Nanni– From part time - 3 days per week to full time - five days per week, to include benefits, as speech/language specialist effective September 17, 2015
10. + Motion to approve the following part time position:
- Position: Part time supervisor of students each day at Mansion Avenue School from 8:00 am to 8:20 am – five days per week - for the morning breakfast program – yearly stipend - \$1,250.00, prorated, effective September 17, 2015 through June 16, 2016 or the last day for students.
11. Motion to approve a correction in the step for Matthew Cecchini, high school special education social studies teacher from Step 1, BA to Step 1, MA effective retroactive to September 1, 2015 through June 30, 2016.
12. Motion to approve the following extracurricular contacts for the 2015-2016 school year:
- |                    |                            |
|--------------------|----------------------------|
| Nicole Szymanski   | Saturday Detention Proctor |
| Laurie Georgel     | Office Detention Proctor   |
| Catherine Gidjunis | Published Mind/Parrot      |
13. Motion to approve payment to the following staff members for seven hours of work on “Standards Aligned Grading” in Lindenwold with a consortium of teachers on August 19, 2015 as listed:
- Lori Miller        Seven hours at the non instructional rate of \$25.00 per hour for a total of \$175.00

Larae D'Angelo Seven hours at the non instructional rate of \$25.00 per hour for a total of \$175.00

14. Motion to approve payment to the following staff members for their presentation of the ELA curriculum on September 3, 2015 as follows: 1 hour prep at the AEA contractual rate of \$25.00 per hour and 3 hours of professional development at the AEA contractual rate of \$55.00 per hour for a total of \$190.00 per staff member:

Jane Byrne Lisa McGilloway

15. Motion to approve payment to the following staff members for facilitating the Google Classroom training on September 3, 2015 as follows: 1 hour prep at the AEA contractual rate of \$25.00 per hour and 3 hours of professional development at the AEA contractual rate of \$55.00 per hour for a total of \$190.00 per staff member:

Alvina LaCasse Nancy Wolgamot

16. + Motion to approve payment to the following teachers for participation in Family Learning Night during the 2015-2016 school year as listed:

**Grade 1 October 6, 2015**

Christine Brady Kim Felix Sue Selby Chelsea Shupp

**Grade 2 October 15, 2015**

Debra Costello Rose Lang Roberta Ignaczewski  
Michele Mizia Lauren VanSciver

**Kindergarten November 12, 2015**

Karen Bowers JoAnne McCarty Jen McClellan  
Katie Mueller Blake Zetusky Bobbi Cherkas

Compensation: one hour at \$35.00 per hour (Instructional Rate) plus \$12.50 for ½ hour preparation (non-instructional rate, for a total of \$47.50 per teacher, as per AEA negotiated agreement)

17. Motion to approve the following fall coaching recommendations for the 2015-2016 school year:

**RESCIND:**

Donald Seybold Flag Football  
Donald Seybold Weight Room (2/5 Stipend Tuesday and Thursday)

**APPROVE:**

**Coaches:**

Meredith Stocklin Assistant Field Hockey  
Stephanie Enos Assistant Cheerleading  
Matt Cecchini Flag Football  
Matt Cecchini Weight Room (2/5 stipend Tuesday and Thursday)  
Stacy Caltagirone Weight Room (3/5 stipend Monday, Wednesday and Friday)  
Patrice Kilvington Elementary Field Hockey

**Volunteers:**

Kyle Muckley Football

**Game Personnel:**

John McShane	Chain Crew
Jillian Hixon	Tickets and/or Security
Stacy Caltagirone	Tickets and/or Security

18. + Motion to approve the following individuals as KEYS substitutes at Mansion and Haviland Avenue Schools for the 2015-2016 school year:

Shannon Horan	Becky Lenny	Robyn Quinn
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19. 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:

Sandra Johnston	Substitute Teacher
Jennifer O'Donnell	Substitute Teacher
Kevin McGuire	Substitute Teacher
Michael Wasienko	Substitute Teacher
Gianna Pedone	Substitute Teacher
Michael Sheridan	Substitute Teacher
Lynne Rogers	Home Instruction Tutor
Philip Batista	Substitute Custodian
Denise Pooley	Substitute Custodian

20. Motion to approve following request to attend workshops/conferences for the 2015-2016 school year as follows:

School	Cost	Staff Member	Date of Conference	Name of Conference
District	\$250.00 PP	BOE Members	October 27-29, 2015	School Board Association Convention
District	\$250.00	Steve Crispin	October 27-29, 2015	School Board Association Convention
CST	\$219.99	Jeanne Kernoschak	October 9, 2015	Special Education Law in NJ Workshop

21. + Motion to approve following request to attend workshops/conferences for the 2015-2016 school year as follows:

School	Cost	Staff Member	Date of Conference	Name of Conference
HAS	\$199.99	Christine Brady	October 1, 2015	Pediatric Yoga and Mindfulness

22. + Motion to approve the following mentor for the 2015-2016 school year. Novice teacher will compensate mentor as per state regulations and AEA contract:

Novice Teacher	School/Subject	Mentor	Date
Shannon Horan	Special Education – MAS	Bernadette Brogna	9/1/15-6/30/16

23. Motion to approve the following staff members to provide five hours of new teacher support for the 2015-2016 school year at the contractual rate of \$25.00 per hour for a total of \$125.00 per staff member:

Staff Member	New Teacher/Educational Staff Personnel
Ron Latham	Lory Roberts
Nancy Wolgamot	Erika Miliarisis
Wendy VanFossen	Emily Warren

24. Motion to approve the following overload at the high school for the 2015-2016 school year:

**Full Overload:** Matthew Webb

25. + Motion to approve the following adult volunteers at Haviland Avenue School for the 2015-2016 school year:

Donna Bunnell	June Jones	Margaret Metzler
Doris Schopfer	William Simpson	Mary Tharon

26. Motion to approve Camden County College student, Mickayla Gregory, to complete a 15 hour social studies field experience at the high school with Amy Bulskis serving as cooperating teacher.
27. Motion to approve payment to Jackie Castaldi, high school nurse, in the amount of \$2550.00 to administer medication to 17 YALE students (\$150.00 per student) through the 2015-2016 school year - district to be reimbursed by the YALE School.
28. Motion to approve payment to Pat Snyder, Mansion Avenue School nurse, in the amount of \$1800.00 to administer medication to 12 YALE students (\$150.00 per student) through the 2015-2016 school year - district to be reimbursed by the YALE School.
29. + Motion to approve the following Camden County College students to complete 15 hour field experiences at Haviland Avenue School during the 2015-2016 school year as listed:

**Student Teacher**

Colleen Devine  
Alexis Thompson

**Cooperating Teacher**

Susan Selby  
Kindergarten and Grade 1 classroom teachers

**STUDENTS:**

1. + Motion to approve the following out of district placement:

<b>STUDENT ID#</b>	<b>PLACEMENT</b>	<b>EFFECTIVE DATES</b>
02224	Auditorily Impaired Preschool Program at the JFK Elementary School in West Berlin	Effective September 21, 2015 All tuition and transportation costs are the responsibility of the Audubon School District.

2. Motion to approve the State BOE Settlement Agreement in the matter of T.O. o/b/o/ S.C. vs. the Audubon Board of Education.
3. Motion to accept tuition student from the following district for the 2015-2016 school year:
- Camden: A.M.

**POLICY:**

- INFORMATION: Policy Alert – Strauss Esmay

**BUILDINGS AND GROUNDS:**

- **DISCUSSION:** Use of the Audubon Park School

**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
MAS	0	0	0
HAS	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. CCEC 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**

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)

**PRIVATE:** (Executive Session if Necessary)

**ADJOURNMENT**

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