

BOARD OF EDUCATION MEETING
AUDUBON HIGH SCHOOL MEDIA CENTER
WEDNESDAY, SEPTEMBER 12, 2018
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 12, 2018

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 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;

 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 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: Zachary Olswzeski

PRESENTATION: SSDS (Student Safety Data System) Period 2 Report: Mr. Goldschmidt

APPROVAL OF BOARD MINUTES:

1. Motion to approve the following minutes:
August 22, 2018 Executive Session
August 22, 2018 Public Session

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: Ms. Brown – Committee Members: Mr. Simpson, Mr. Ryan, Mr. Blumenstein, Alternate: Ms. Schiavo

- Motion to approve the second reading and adoption of the following policies:

POLICY NUMBER	POLICY NAME	STATUS
1613	Disclosure and Review of Applicant's Employment History	New
5512	Harassment, Intimidation and Bullying (HIB)	Revised

OPERATIONS: Chairperson: Mrs. Cox – Committee Members: Mrs. Osinski, Mrs. Chiaradia, Mrs. Davis, Alternate: Mr. Whitman

- Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of June 2018. 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 2018. The Treasurer's Report and Secretary's reports are in agreement for the month of June 2018.
- 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 the following use of facilities requests:
AHS - Rm.C111 – Audubon Alumni Assoc. – 9/5/18, 11/7/18, 3/6/19, 5/1/19 ... 7:00 pm – 9:00 pm
- Motion to approve an addendum to the bills payable list for September 2018 in the amount of \$59,742.64, when certified.
- Motion to approve a modification the 2018-2019 district calendar as listed:
From: Half Day Classes: January 22nd through January 25th, 2019 to Full Day Classes January 22nd through January 25th, 2019.
- Motion to approve Camden County College Transition to College Program effective September 13, 2018 until June 30, 2021.

INFORMATION:

Haviland Avenue School

August 2, 2018 Fire Drill
August 2, 2018 Shelter in Place

Mansion Avenue School

August 14 Fire drill
August 29 Lockdown

EDUCATION: Chairperson: Mr. Blumenstein, Committee Members: Mrs. Osinski, Ms. Schiavo. Mrs. Chiaradia, Alternate: Mr. Simpson

1. Motion to approve the following field trip request for the 2018-2019 school year:

10/10/18 HAS: Ms. Morales, Ms. Holland, Ms. Sounder, Ms. May, Ms. Terlingo and 96 students to Audubon Fire House. Departure: 9:00 am and 12:00 am. Return: 10:00 am and 1:00 pm. School bus. Total Cost: \$66.38
2. Motion to approve up to fourteen staff members to facilitate Professional Learning during the October 8, 2018 District In Service:

Up to 2 hours 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.
3. 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.

Student Assistance Counselor – provides substance abuse education, prevention education, support groups for students in grades 7-12; services offered 5 days/week, approx. 5 hours per day and additional time before or after the school day.

4. Motion to approve the SSDS Semi Annual Report for Period 2 for the 2017-2018 school year as presented, and for submission of the report and related documents to the New Jersey Department of Education.
5. Motion to approve Home Instruction for the Physical Education requirement for high school student ID #42804 through Ark Educational Online Services, beginning 9/6/18. Online instruction will take place for three marking periods only. The student will take Health in the classroom.

HUMAN RESOURCES: Chairperson: Mrs. Davis, Committee Members: Mrs. Cox, Ms. Brown, Mr. Whitman, Alternate: Mr. Ryan

1. + Motion to rescind the approval (June 2018) of Rebecca Lenny, PT cafeteria aide at Haviland Avenue School.
2. + Motion to accept, with best wishes, the letter of resignation from Jessica Gigantino, classroom aide at Mansion Avenue School, effective retroactive to September 7, 2018.
3. + Motion to rescind the approval (August 2018) of Natalie Collazo, non-tenured special education aide at Haviland Avenue School.
4. + Motion to accept with best wishes, the letter of retirement from Bobbi Graham, Guidance Counselor at Haviland Avenue School, effective December 1, 2018.
5. + Motion to approve leave of absence without pay for Bobbi Graham, on September 21 and October 15, 16, 17, 18, & 19, 2018.
6. Motion to approve Nicholas McClernan as a part time instructional assistant at the high school at Step 4, \$15.34 per hour, for 29.5 hours per week, not to include benefits, on an emergent basis, retroactive to September 4, 2018 through June 19, 2019 or the last day for students.
7. +. Motion to approve Kacie Curran as a part time special education aide at Mansion Avenue School at Step 4, \$15.34 per hour, for 29.5 hours per week, not to include benefits, on an emergent basis, retroactive to September 5, 2018 through June 19, 2019 or the last day for students.
8. + Motion to approve Corey Swan as a long term substitute teacher of Grade 1 at Haviland Avenue School at the Step 1 BA, per diem rate of \$253.00 not to include benefits, time worked does not count towards the acquisition of tenure, on an emergent basis, retroactive to September 6, 2018 to at least September 30, 2018.
9. Motion to approve Stephanie Hall as a part time instructional assistant at the high school at Step 3, \$14.91 per hour, for 29.5 hours per week, not to include benefits, on an emergent basis, retroactive to September 10, 2018 through June 19, 2019 or the last day for students.
10. + Motion to approve Elizabeth Thorn as a part time cafeteria aide at Haviland Avenue School at \$9.00 per hour for 2.5 hours per day, effective September 25, 2018 through June 13, 2019, on days when lunches are served.
11. Motion to rescind Kate Watson, current district Occupational Therapist contracted through the Camden County Educational Services Commission, to continue to provide occupational therapy services two days per week to students throughout the 2018-2019 school year.
12. Motion to approve Palak Arora, current district Occupational Therapist contracted through the Camden County Educational Services Commission, to continue to provide occupational therapy services two days per week to students throughout the 2018-2019 school year
13. Motion to rescind and approve the following extra-curricular contract for the 2018-2019 school year:

RESCIND

Mike Tomasetti Advisor – Senior Class (3/4 contract)
Amy Bulskis Advisor – Senior Class (1/4 contract)

APPROVE

Mike Tomasetti Advisor – Senior Class
Amy Bulskis Prom Advisor

14. Motion to approve Michelle Marchiano as Director of Community Education for the 2018-2019 school year, 15 hours per week, not to exceed 630 hours, at a rate of \$22.00 per hour (\$13,860.00).
15. Motion to approve an adjustment in the salary status of Erika Miliarexis for obtaining her Master's degree as follows:

From Step 8 BA to Step 8 MA effective retroactive to September 1, 2018.
16. Motion to approve an adjustment in the salary status of Kelly Rowello for obtaining her Master's degree as follows:

From Step 7 BA to Step 7 MA effective retroactive to September 1, 2018.
17. Motion to approve an adjustment in the salary status of Erin Whitescarver for obtaining her Master's degree as follows:

From Step 8 BA +30 to Step 8 MA effective retroactive to September 1, 2018.
18. + Motion to approve an adjustment in the salary status of Christine Batra for obtaining her Master's degree as follows:

From Step 11 to Step 11 MA effective retroactive to September 1, 2018.
19. Motion to approve an adjustment in the salary status of Larae Drinkhouse for obtaining her Master's degree as follows:

From Step 4 BA+30 to Step 4 MA effective retroactive to September 1, 2018.
20. + Motion to approve an adjustment in the salary status of Christine Fox for obtaining 30 credits in addition to her Master's degree as follows:

From Step 4 MA to Step 4 MA+30 effective retroactive to September 1, 2018.
21. + Motion to approve an adjustment in the salary status of Sharon McLaren for obtaining her Master's degree as follows:

From Step 12 BA+30 to Step 12 MA effective retroactive to September 1, 2018.
22. + Motion to approve an adjustment in the salary status of Rosemary Lang for obtaining 30 credits in addition to her Bachelor's degree as follows:

From Step 12 BA to Step 12 BA +30 effective retroactive to September 1, 2018.
23. Motion to approve an adjustment in the salary status of Daniel Carter for obtaining 30 credits in addition to his Bachelor's degree as follows:

From Step 3 BA to Step 3 BA +30 effective retroactive to September 1, 2018.
24. Motion to approve the following rescissions and approvals of fall 2018 additional coaching positions:

RESCIND:

Fall	Flag Football	Pat Moran
Fall	Assistant Athletic Director	Kevin Greway

Fall Girls' Soccer Andrea DiCarlo

APPROVE:

Fall	Boys' Soccer Varsity Assistant	Pat Moran
Fall	Girls' Soccer Varsity Assistant	Bridget Garrity-Bantle
Fall	Assistant Athletic Director	Kelly Rowello
Fall	Football Chain Crew	Austin Rampolia
Spring	Spring Assistant Athletic Director	Don Seybold

25. Motion to approve the following as district substitutes/home instruction tutors for the 2018-2019 school year, on an emergent basis, pending completion of all district and state requirements.

Greg Francis	Substitute Teacher	Teaching Certification
Carrie Rogers	Substitute Teacher	Substitute Certification

26. Motion to approve previously employed substitutes/home instruction tutors to continue as substitutes/ home instruction tutors for the 2018-2019 school year.

Carly Burton	Substitute Teacher	Teaching Certification
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27. Motion to approve the following mentor for the 2018-19 school year. Novice teacher will compensate mentor as per state regulations and AEA contract:

Novice Teacher	School/Subject	Mentor	Date
Kirstyn Heller	Academic Support Teacher	Donna Stack	9/1/18 – 6/30/19

28. + Motion to approve the following mentor for the 2018-19 school year. Novice teacher will compensate mentor as per state regulations and AEA contract:

Novice Teacher	School/Subject	Mentor	Date
Jillian Long	Teacher of Art	Amanda Brown	9/1/18 – 6/30/19

29. Motion to approve the following staff member to provide five hours of new teacher support for the 2018-19 school year, at the high school, at the non-instructional contractual rate of \$30.00 per hour for a total of \$150.00 per staff member:

Staff Member	New Teacher
David Niglio	Cheryl Fisher

30. + Motion to approve payment to the following teachers for their participation in Family Learning Nights at Haviland Avenue School during the months of October 2018 and January 2019, one (1) hour at the AEA contracted agreement instructional rate of \$40.00 per hour, plus two (2) hours prep at the AEA contracted agreement non-instructional rate of \$30.00 per hour, for a total of \$100.00 per staff member.

Kindergarten: Karen Bowers, Christine Brady, Kim Felix, JoAnne McCarty, Katie Mueller

Grade 1: Shelly Chester, Shannon Drudling, Jennifer McClellan, Susan Selby, Blake Zetusky, Beth Crosby

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

31. **Motion to approve and rescind the following Overloads for 2018-2019 school year.**

RESCIND:

Full Overloads:

Mary Anne Kavanaugh

APPROVE:

PE Partial Overloads:

Stacy Caltagirone	.25 overload
Angela DiFilippo	.25 overload
Dan Reed	.25 overload
Thea Ricci	.50 overload
Don Seybold	.25 overload

Special Education:

Brenda Gifford

- 32. + Motion to approve the following support staff members to provide childcare for the Mansion Avenue School Family Learning Nights, with compensation as per staff members' hourly rate.

Sue Amorosi	Francesca Eagan	Nicole Ward
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- 33. + Motion to approve the Mansion Avenue School Running Club for the 2018-2019 school year as follow::

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.

- 34. Motion to approve Patricia Coyle as District Homeless Liaison for the 2018-2019 school year with a stipend in the amount of \$2000.00 effective retroactive to July 1, 2018 through June 30, 2019.
- 35. + Motion to approve the graduate study project, through St. Joseph's University, for Nicole Racite, at Mansion Avenue School, subject to individual percent/guardian permission as attached.

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

- 2. Superintendent's Report
- 3. Program Representatives:
 - A. CCESC Rep. Rotation: **Ms. Brown**
 - B. CCSBA Rep. Rotation: **Mr. Blumenstein**
 - C. AEF Representative: **Mr. Whitman**
- 4. Board Member Comments

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.

CLOSED SESSION: (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.