

BOARD OF EDUCATION MEETING

VIDEO-CONFERENCING

WEDNESDAY, DECEMBER 16, 2020

6:30 P.M.

AGENDA

I. **Call to Order:** In accordance with the provisions of the New Jersey Open Public Meeting Act of 1975, the Audubon Board of Education transmitted notice of this video-conferencing meeting, scheduled at 6:30 P.M. to the Retrospect newspaper and the Borough Clerk and by postings on the Audubon Public School District website and at the Main and the Pine Street entrance of the Junior-Senior High School.

II. **Roll Call**

SY 2018-2020

___ Pam Chiaradia

___ Jeff Whitman

___ Gina Osinski

SY 2019-2021

___ James Blumenstein

___ Allison Cox

___ Ralph Gilmore

SY 2020-2022

___ Ammie Davis

___ Joseph Ryan

___ Tara Sullivan-Butrica

SY 2020 Mt. Ephraim Representative

___ Nancy Schiavo

III. **Authorizing Executive Session:**

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;

_____ 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;

X 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. Motion to move the Board of Education, by Resolution, adjourn into Executive Session from which the general public will be excluded to discuss school matters. The results of this session will be made public immediately after or as soon thereafter as a decision is reached.

Motion to Approve: _____ Second: _____

Time: _____ Voice Count: _____

2. Motion to reconvene the Board of Education, by Resolution.

Motion to Approve: _____ Second: _____

Time: _____ Voice Count: _____

IV. Call Meeting to Order

V. Flag Salute

VI. Spotlight Program:

THE AUDUBON BOARD OF EDUCATION SPOTLIGHT PROGRAM RECOGNIZES THE FOLLOWING STUDENTS OF THE MONTH FOR NOVEMBER 2020:

<u>Pre-Kindergarten</u> Cooper Allen	<u>Kindergarten</u> Logan Govito	<u>Grade One</u> Sophia Albano
<u>Grade Two</u> Lleyna Sinn	<u>Grade Three</u> Christopher Juarez	<u>Grade Four</u> Gianna Hardymon
<u>Grade Five</u> Brady Malloy	<u>Grade Six</u> James Moran	<u>Grade Seven</u> Rylan Kucharski
<u>Grade Eight</u> Dayton Payne	<u>Freshman Class</u> Christina Whitfield	<u>Sophomore Class</u> Ivee Brooks
<u>Junior Class</u> Tyler Bittner	<u>Senior Class</u> Maeve Loughheed	

VII. Presentation(s):

I. RECOGNITION OF BOARD MEMBERS

Jeffrey Whitman	Board Member	2017 – 2020
Pamela Chiaradia	Board Member	2017 – 2020
Gina Osinski	Board Member	March 2020 – December 2020

II. Recognition of Boys Cross Country Coach Steve Ireland as the South Jersey Track Coaches Association Boys Cross Country Coach of the Year, presented by Adam Cramer.

VIII. Approval of Board Minutes:

1. Motion to approve the following minutes:

November 18, 2020 Public Session

November 18, 2020 Executive Session

Motion to Approve: _____ Second: _____

Roll Call:

___ James Blumenstein ___ Pam Chiaradia ___ Ralph Gilmore ___ Nancy Schiavo
 ___ Allison Cox ___ Joseph Ryan ___ Jeff Whitman
 ___ Tara Butrica ___ Ammie Davis ___ Gina Osinski

IX. 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 +.

X. GOVERNANCE: Chairperson: Mr. Blumenstein – Committee Members: Ms. Butrica, Mr. Ryan, Ms. Schiavo, Alternate: Gina Osinski

Board of Education Goals

- ❖ To continue to provide equitable access to a rigorous curriculum while focusing on improving student achievement and decreasing the achievement gaps.
- ❖ To maintain a cost-effective budget that provides for educational resources, supports a preventative maintenance program, and encourages and facilitates long-range facility improvements.
- ❖ To foster a positive school climate and culture in order to positively impact student motivation, engagement, and achievement.

1. Motion to approve the second reading and adoption of the following policies and regulations as recommended by the full Governance Committee of the Board

Policy	Title	New/Revised
<u>P0155.1</u>	Board Member Participation At Board Meetings Using Electronic Device	New
<u>P0164</u>	Conduct Of Board Meetings	Revised
<u>P0164.6</u>	Remote Public Board Meetings During A Declared Emergency	New
<u>P0167</u>	Public Participation In Board Meetings	Revised

Motion to Approve Item(s) 1 through 1: _____ Second: _____

Roll Call:

___ James Blumenstein ___ Pam Chiaradia ___ Ralph Gilmore ___ Nancy Schiavo
 ___ Allison Cox ___ Joseph Ryan ___ Jeff Whitman
 ___ Tara Butrica ___ Ammie Davis ___ Gina Osinski

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

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- ❖ To foster a positive school climate and culture in order to positively impact student motivation, engagement, and achievement.

1. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of October 2020. 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.

October Board Secretary's Report

2. Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of October 2020. The Cash Reconciliation Report and Secretary's reports are in agreement for the month of October 2020.

October Cash Reconciliation Report

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 line item transfers for the month of October 2020.

Line Item Transfers

6. Motion to approve the bills payable list for December 2020 in the amount of \$568,511.63 when certified.

December Bill List

7. Motion to approve the submission of the Water Infrastructure Improvement Grant Application for the 2020-2021 school year.

8. **Approval of Professional Service Agreement for the 2020-2021 School Year**

WHEREAS, the **Special Education Department** has compiled a list of private providers, qualified to perform professional consultations and services; and

WHEREAS, the **Board**, pursuant to its authority under N.J.S.A. 18A:18A-5(a)(1), may negotiate and award a contract for professional services without the necessity of public advertising for bids and bidding therefor; and

WHEREAS, the **Board** has determined, based upon the recommendation of its **Administration**, that there is a continued need for the professional consultations and services for the 2020/2021 school year and that the award of said contracts will allow for the continued provision of high quality services at a fair and competitive price; and

WHEREAS, the total amount to be paid to any one vendor shall not exceed the rates as listed for the current school year;

NOW, THEREFORE, BE IT RESOLVED by the **Audubon Board of Education**, that the **Board** hereby approves the list of **Approved Private Providers** to perform such professional consultations and services as are determined necessary and prudent by the **Supervisor of Special Education Services** for the 2020/2021 school year; and be it

FURTHER RESOLVED, that the Board authorizes its President and Secretary to execute professional services contracts with Approved Private Providers upon final approval of the form of contracts by the Superintendent of Schools & School Business Administrator and when needed by the School Board Solicitor.

ACES
 Assessments, Counseling & Educational Support
 Provision:
 Evaluation Services for Deaf or Hard of Hearing
 Neuropsychological Evaluations: \$1,500
 Psychological, Educational & S/L Evaluations: TBD

9. Motion to acknowledge Safety Drills conducted in the District Schools:

Haviland Avenue School

November 16, 2020	Fire Drill (Green Cohort)
November 20, 2020	Fire Drill (Gold Cohort)
November 20, 2020	Lockout Drill (Gold Cohort)

Mansion Avenue School

November 10, 2020	Fire Drill (Green Cohort stay in place)
November 12, 2020	Fire Drill (Gold Cohort stay in place)
November 13, 2020	1000 Ft. Evacuation (Gold Cohort stay in place)
November 16, 2020	1000 Ft. Evacuation (Green Cohort stay in place)
November 17, 2020	Fire Drill (Green Cohort)
November 20, 2020	Fire Drill (Gold Cohort)

Audubon High School

November 13, 2020	Lockdown Drill (Gold Cohort)
November 16, 2020	Lockdown Drill (Green Cohort)
November 17, 2020	Fire Drill (Green Cohort)
November 19, 2020	Fire Drill (Gold Cohort)

Motion to Approve Item(s) 1 through 9: _____ Second: _____

Roll Call:

___ James Blumenstein	___ Pam Chiaradia	___ Ralph Gilmore	___ Nancy Schiavo
___ Allison Cox	___ Joseph Ryan	___ Jeff Whitman	
___ Tara Butrica	___ Ammie Davis	___ Gina Osinski	

XII. EDUCATION: Chairperson: Ms. Schiavo - Committee Members: Mr. Blumenstein, Ms. Osinski, Mr. Ryan, Alternate: Ms. Butrica

Board of Education Goals

- ❖ To continue to provide equitable access to a rigorous curriculum while focusing on improving student achievement and decreasing the achievement gaps.
- ❖ To maintain a cost-effective budget that provides for educational resources, supports a preventative maintenance program, and encourages and facilitates long-range facility improvements.
- ❖ To foster a positive school climate and culture in order to positively impact student motivation, engagement, and achievement.

1. Motion to approve the issuance of written decisions affirming, rejecting, or modifying the Superintendent's determination in regard to incident(s) reported at the November 18, 2020 meeting of the Board of Education.

School	Incident Report Number	Board Determination
HS	N/A	N/A
HAS	N/A	N/A
MAS	7223	Not HIB

2. + Student Statistics December 2020

Date	Haviland Avenue	Mansion Avenue	Audubon Jr./Sr. HS	Out of District	Total
12/1/20	246	370	813	22	1451
11/2/20	245	370	815	22	1452
12/2/19	275	388	804	24	1491

3. **Approval of Attendance at Conferences and Workshops for the 2020-2021 School Year**

WHEREAS, certain **Audubon Public School District employees** have requested authorization to attend the conference(s)/Workshop(s) listed below, and

WHEREAS, the attendance of each employee at the specified conference/workshop is educationally necessary, fiscally prudent and 1) directly related to and within the scope of the employee's current responsibilities and the **District's Professional Learning Plan**, and 2) critical to the instructional needs of the District or furthers the efficient operation of the District;

NOW, THEREFORE BE IT RESOLVED, that the **Audubon Board of Education** authorizes the attendance of the employees at the specified conferences/workshops listed below, and be it

FURTHER RESOLVED, that the **Board** hereby determines that the estimated expenses related to the authorized travel listed below are justified and

THEREFORE, authorizes payment of any registration fees and statutorily authorized travel expenditures to the designated employees, not to exceed District budgetary limitations and to be in accordance with the provisions of *N.J.S.A. 18A:11-12*, the District's travel policy and procedures, State travel payment guidelines established by the Department of Treasury in NJOMB circular letter 08-13-OMB, and with the guidelines established by the federal Office of Management and Budget:

Participant	Conference Title & Location	Date(s)	Cost
Noelle Bisinger	Online PD – Creative Curriculum	12/20–06/21	\$155.77
Jillian Long	Say it with Clay	01/06/2021	\$150.00
Judy Ottiano	Say it with Clay	01/06/2021	\$150.00

Bonnie Smeltzer	Defining Roles for Successful Restorative Practices Initiative Webinar)	01/25/2021	\$95.00
Christine Batra	Partnering with Parents to Hold Students Accountable (Webinar)	01/27/2021	\$95.00
Cara Novick	Partnering with Parents to Hold Students Accountable (Webinar)	01/27/2021	\$95.00
Kelly Reising	Stand Tall Leadership Summit	01/29/2020–01/31/2021	\$1,500.00
Bonnie Smeltzer	Creating a Restorative Practices Implementation Plan (Webinar)	02/01/2021	\$95.00
Cara Novick	Creating a Restorative Practices Implementation Plan (Webinar)	02/01/2021	\$95.00

4. Motion to approve homebound instruction for the following student(s):

STUDENT ID#	DATE
10694	Home Instruction effective retroactive to November 19, 2020 – November 25, 2020

5. Motion to approve an extension for the contracted occupational therapy services through Camden County Educational Services Commission, to continue to provide two days per week to students during the extended leave of district therapist #666; 2 days per week, 36 days total @ \$476.00 per day = \$17,136.00.

CCESC Proposal

6. Motion to approve the following out of district DCP&P placements for the 2020-2021 school year at the recommendation of the Superintendent of Schools:

ID#	Placement	Tuition \$	ESY \$	Extraordinary Services \$
10016298	Gloucester Township Public Schools	20,685.00		

7. Motion to approve 2020-2021 High School Plus Program Agreement reflecting policies and procedures of Camden County College.

High School Plus Program Agreement

8. Motion to approve the 2021 Senior Class Trip to Walt Disney World, Florida on March 17, 2021 through March 21, 2021 at a per student cost of \$1,515.00 which includes ground and air transportation, hotel and Disney passes.

Motion to Approve Items 1 through 8: _____ Second: _____

Roll Call:

___ James Blumenstein ___ Pam Chiaradia ___ Ralph Gilmore ___ Nancy Schiavo

___ Allison Cox ___ Joseph Ryan ___ Jeff Whitman

___ Tara Butrica ___ Ammie Davis ___ Gina Osinski

- XIII. **HUMAN RESOURCES:** Chairperson: Mrs. Davis, Committee Members: Mrs. Cox, Mr. Gilmore, Mr. Whitman, Alternate: Mrs. Chiaradia

Board of Education Goals

- ❖ To continue to provide equitable access to a rigorous curriculum while focusing on improving student achievement and decreasing the achievement gaps.
- ❖ To maintain a cost-effective budget that provides for educational resources, supports a preventative maintenance program, and encourages and facilitates long-range facility improvements.
- ❖ To foster a positive school climate and culture in order to positively impact student motivation, engagement, and achievement.

1. + Motion to approve the Custodian agreement for Michelle Madden from November 9, 2020 through November 13, 2020 at Step 1, \$14.32 per hour, 29.5 hours, no benefits; Final approval is pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, as recommended by the Superintendent of Schools; employment to cease as of November 14, 2020.
2. + Motion to accept, with best wishes, the letter of resignation, with intent to retire, from Joy Steel, Special Education Aide at Haviland Avenue School, effective January 1, 2021.
3. Motion to accept, with best wishes, the letter of resignation, with intent to retire, from Lillian Mierkowski, Secretary to the Athletic Director, Attendance Officer, and Transportation Coordinator at the high school, effective August 1, 2021.
4. + Motion to approve a request from Employee #965, to invoke a Leave of Absence, effective December 3, 2020, 2020 to February 26, 2021, at the recommendation of the Superintendent of Schools as described below:

December 3, 2020 through December 15, 2020	Paid Leave (9 Sick Days)
December 16, 2020 through February 26, 2020	Unpaid Leave

5. Motion to approve the following paid fall coaching positions for the 2021-2022 school year based on the negotiated agreement between the Audubon Education Association and the Audubon Board of Education, pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, at the recommendation of the Superintendent of Schools.

As a result of the health-related closures due to COVID-19, payments and stipends may be impacted by cancellation of events, school closures, hybrid schedules, etc. The following stipends will be compensated as follows for the 2020-2021 school year:

Cancellation of Season/Event	
When notified; one week or more prior to the start of the season or three days prior to the event	0.0%
School Closure & Hybrid Schedules	
Greater Than 50% of Season or Event Occurred	100.0%
Greater Than or Equal to 25% and Less Than or Equal to 50%	50.0%
Greater than 7 practices and Less Than 25%	25.0%

- Athletic Season = First official practice to sectional start or school closure
- Extracurricular Season = First official practice to culminating event or school closure

Name	Sport/Activity	Position	Contractual Rate
Daniel Reed	Varsity Football	Varsity Coach	TBD

6. Motion to approve the following volunteer (un-paid) winter coaching positions for the 2020-2021 school year pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements at the recommendation of the Superintendent of Schools:

Name	Sport/Activity
Danielle Nicklas	Winter Track

7. Motion to approve the revised overload at the Junior-Senior High School for the 2020-2021 school year, as per contract retro to October 15, 2020, at the recommendation of the Superintendent of Schools.

Name	Position	Partial/Full	Salary
Angela DiFilippo	General Education	1 st Quarter	\$1,281.25
Angela DiFilippo	General Education	4 th Quarter	\$1,000.00

8. Motion to approve the following as district substitute teachers for the 2020-2021 school year, on an emergent basis, pending completion of all district and state requirements at the recommendation of the Superintendent of Schools:

Esther Ortiz	Substitute Teacher
Vincent Rodgers Jr.	Substitute Teacher
Bailey Warren	Substitute Teacher

Motion to Approve Items 1 through 8: _____ Second: _____

Roll Call:

___ James Blumenstein	___ Pam Chiaradia	___ Ralph Gilmore	___ Nancy Schiavo
___ Allison Cox	___ Joseph Ryan	___ Jeff Whitman	
___ Tara Butrica	___ Ammie Davis	___ Gina Osinski	

XIV. REPORTS:

XV. HIB District Report

November 2020	BULLYING INCIDENTS REPORT		
SCHOOL	Confirmed HIB	Non-HIB	Total
AHS	0	0	0
HAS	0	0	0
MAS	0	0	0

XVI. Superintendent's Report

XVII. Special Program Representatives:

- A. CCESC Rep. Rotation: **James Blumenstein**
- B. CCSBA Rep. Rotation: **Ammie Davis**
- C. AEF Representative: **Pam Chiaradia**

XVIII. Board Member Comments

XIX. 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.

XX. Executive Session

1. Motion to move the Board of Education, by Resolution, adjourn into Executive Session from which the general public will be excluded to discuss school matters. The results of this session will be made public immediately after or as soon thereafter as a decision is reached. **Action may/may not be taken.**

Motion to Approve: _____ Second: _____

Time: _____ Voice Count: _____

2. Motion to reconvene the Board of Education, by Resolution.

Motion to Approve: _____ Second: _____

Time: _____ Voice Count: _____

XXI. ADJOURNMENT

1. The next Board of Education meeting is scheduled for Wednesday, January 6, 2020 Reorganization Meeting via video-conferencing at 6:30 PM.
2. Motion to adjourn meeting at approximately _____ pm.

Motion to Approve: _____ Second: _____

Roll Call:

___ James Blumenstein	___ Pam Chiaradia	___ Ralph Gilmore	___ Nancy Schiavo
___ Allison Cox	___ Joseph Ryan	___ Jeff Whitman	
___ Tara Butrica	___ Ammie Davis	___ Gina Osinski	

The Audubon Board of Education reserves the right to add and/or delete motions or make changes to motions in this agenda up to the time of the meeting and during the actual meeting.