

BOARD OF EDUCATION MEETING
AUDUBON HIGH SCHOOL LIBRARY MEDIA CENTER

WEDNESDAY, NOVEMBER 15, 2023

6:30 P.M.

MINUTES

- 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 meeting, scheduled at 6:30 P.M. in the Audubon Junior-Senior High School Library Media Center 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 2021-2023

AB Joseph Miller
Absent

X Alison Lipsky

X Mark Gatti

SY 2022-2024

AB James Blumenstein
Arrived at 8:10pm

X Allison Cox

X Andrea Robinson

SY 2023-2025

X Ammie Davis

X Stephen Wilson

AB Tara Sullivan-Butrica
Absent

SY 2023 Mt. Ephraim Representative

X Nancy Schiavo

Student Representative to the Board

AB Monica Coller
Absent

Motion by Mr. Wilson seconded by Mrs. Cox to approve the resolution for board to enter into closed Authorizing Executive session at 6:35pm for the following purposes. Motion approved by unanimous roll call (7-0), Member Blumenstein arrived at 8:10pm and Members Miller and Butrica were absent.

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):

Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public;

Any matter in which the release of information would impair a right to receive funds from the federal government;

Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly;

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 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.

Motion by Mrs. Schiavo seconded by Mrs. Cox to adjourn closed Authorizing Executive session at 7:00pm. Motion approved by unanimous roll call (7-0). Member Blumenstein arrived at 8:10pm Members Miller and Butrica were absent.

IV. **Call Meeting to Order**

V. **Flag Salute**

VI. **Student Representatives to the Board Report:** Monica Coller, 12th Grade- Absent

VII. **Spotlight Program:**

THE AUDUBON BOARD OF EDUCATION SPOTLIGHT PROGRAM RECOGNIZES THE FOLLOWING STUDENTS OF THE MONTH FOR OCTOBER 2023:

Pre-Kindergarten
Ryan Seeberger

Kindergarten
Paolo Mendez

Grade One
Benjamin Callahan

Grade Two
Avery Burrough

Grade Three
Xavier Eagan

Grade Four
Lucy Henderson

Grade Five
Addison Sylvester

Grade Six
Finn Davis

Grade Seven
Camilla Witherington

Grade Eight
Vyenna Silver

Freshman Class
Lauren Haller

Sophomore Class
Grady Myers

Junior Class
Alexa Villarreal

Senior Class
Jocelyn Carter

VIII. **Board President's Comments:** Board President Davis announced the resignation of Board Member Joe Miller effective immediately.

Board President Davis announced that the Board has decided to postpone the Strategic Plan process.

IX. **District Reports:** Principal Barbie Ledyard spoke on the Preschool Program highlighting all activities.

X. Superintendent’s Report:

XI. Approval of Board Minutes:

1. Motion by Mr. Wilson and seconded by Ms. Lipsky to approve the following minutes:

October 18, 2023 Public Session
October 18, 2023 Executive Session

Motion to Approve: S. Wilson Second: A. Lipsky

Roll Call

| | | | |
|--|-------------------------|----------------------------------|--------------------------------------|
| <u>X</u> Ammie Davis | <u>X</u> Stephen Wilson | <u>AB</u> Tara Butrica Absent | <u>Ab</u> Nancy Schiavo Abstained |
| <u>AB</u> Joseph Miller Absent | <u>X</u> Alison Lipsky | <u>X</u> Mark Gatti | |
| <u>AB</u> James Blumenstein Arrived at 8:10pm | <u>X</u> Allison Cox | <u>X</u> Andrea Robinson | |

VOTE FOR ITEM 1

Motion approved by unanimous roll call (6-0) Member Schiavo abstained, Member Blumenstein arrived at 8:10pm and Members Miller and Butrica were absent.

XII. Participation: (Agenda Items Only) –

Resident, Paul Mitros & daughter commented that he is glad to see the first reading for homeschooled children to participate in Athletics.

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

In order to permit the fair and orderly expression of such comment, the Board has set aside two portions of this Board meeting for public comment on any school or school district issue that a member of the public feels may be of interest to the residents of the school district.

For the first portion, public comments are invited on matters pertaining only to the agenda for tonight's meeting. For the second portion, public comments are invited on all matters pertaining to the school district.

Participants should announce their name, address, and any group they may represent, if applicable. The Board reserves the right to limit public discussion. Public discussion of a topic will be limited to fifteen (15) minutes, and individual speakers will be limited to three (3) minutes. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard. Reference bylaws #0167 of the Audubon Public Schools Board of Education Manual.

The Board uses the public comment period as an opportunity to listen to citizen. Not all issues brought to a Board meeting will be resolved at that particular meeting. Complaints stated or actions requested by the public may be taken under advisement by the Board for investigation, discussion, actions, or disposition at a later date or time. The public comments sessions are an opportunity for citizens to share their opinions and remarks with the Board; it is not a question and answer session. The Board may or may not respond to public comments at the time they are made and is under no obligation to do so.

The Board does not endorse public comments nor will the Board be held liable for comments made by members of the public. Any individuals who may be the subject of public comments, including district employees, shall retain all rights against defamation and slander according to the laws of New Jersey.

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

XIII. GOVERNANCE: Chairperson: Mr. Blumenstein – Committee Members: Ms. Lipsky, Mr. Gatti, Mr. Wilson and Alternate: Ms. Robinson

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.

MOTION TO APPROVE ITEM 1

Motion by Mr. Wilson and seconded by Mrs. Schiavo

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

| Policy | Title | New/Revised |
|--------|--------------------------|-------------|
| 2431 | Athletic Competition (M) | Revised |

Motion to Approve Item(s) 1 through 1: S. Wilson Second: N. Schiavo

Roll Call

| | | | |
|--|---------------------------|------------------------------------|--------------------------|
| <u> X </u> Ammie Davis | <u> X </u> Stephen Wilson | <u> AB </u> Tara Butrica Absent | <u> X </u> Nancy Schiavo |
| <u> AB </u> Joseph Miller Absent | <u> X </u> Alison Lipsky | <u> X </u> Mark Gatti | |
| <u> AB </u> James Blumenstein Arrived at 8:10pm | <u> X </u> Allison Cox | <u> X </u> Andrea Robinson | |

VOTE FOR ITEM 1

Motion approved by unanimous roll call (7-0) Member Blumenstein arrived at 8:10pm and Members Miller and Butrica were absent.

XIV. OPERATIONS: Chairperson: Mrs. Cox – Committee Members: Ms. Davis, Ms. Butrica, Mr. Miller and Alternate: Mr. Gatti

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MOTION TO APPROVE ITEM 1-14

Motion by Ms. Lipsky and seconded by Mr. Wilson

1. Board Secretary’s Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of August 2023. 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.

[August Board Secretary's Report](#)

2. Revised Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of August 2023. The Cash Reconciliation Report and Secretary’s reports are in agreement for the month of August 2023.

[August 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 August 2023.

[August Transfers](#)

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

Audubon Park Preschool

October 18, 2023 Bus Evacuation Drill

October 23, 2023 Fire Drill

Haviland Avenue School

October 5, 2023 Bus Evacuation Drill

October 23, 2023 Fire Drill

Mansion Avenue School

October 10, 2023 Fire Drill

October 11, 2023 Bus Evacuation Drill

Audubon Jr./Sr. High School

October 4, 2023 Bus Evacuation Drill
October 20, 2023 Fire Drill

7. Motion to approve the bills payable list for November 2023 in the amount of \$1,045,715.71 when certified.

[November Bill List](#)

8. Motion to approve the 2024-2025 Tentative Budget Calendar
2024-2025 Tentative Budget Calendar

9. Motion to approve resolution to submit Comprehensive Maintenance Plan:

**Resolution
Approving Submission of Comprehensive Maintenance Plan
For Years 2022/23, 2023/24 and 2024/25**

Whereas, the Department of Education requires New Jersey School Districts to submit three year maintenance plans documenting "required" maintenance activities for each of its public school facilities, and

Whereas, the required maintenance activities as listed in the attached document for the various school facilities of the Audubon Public School District are consistent with these requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid, and

Now Therefore, Be It Resolved, that the Audubon Public School District hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan for the Audubon Public School District in compliance with Department of Education requirements.

Comprehensive Maintenance Plan

10. Motion to authorize the submission of the 2024-2025 projected Preschool Enrollment.
Projected Preschool Enrollment
11. Motion to approve and submit the Annual Preschool Operational Plan Update.
Preschool Operational Plan
12. Motion to approve Change Order #2 in the decreased amount of (\$4,600.00) to the W.J. Gross Inc contract for the balance of the unused allowance.
Change Order #2
13. Motion to approve the Standard Superintendent Search agreement between the New Jersey School Board Association (NJSBA) and the Audubon Board of Education per contract on file at the recommendation of the Superintendent of Schools.
Superintendent Search Agreement
14. Motion to approve the NJDOE Statement of Assurance submission for the Audubon Public School District's School Safety and Security Plan for the 2023-24 School Year.

School Safety & Security Plan SOA

Motion to Approve Item(s) 1 through 14: A. Lipsky Second: S. Wilson

Roll Call

X Ammie Davis X Stephen Wilson AB Tara Butrica Absent X Nancy Schiavo
AB Joseph Miller Absent X Alison Lipsky X Mark Gatti
AB James Blumenstein Arrived at 8:10pm X Allison Cox X Andrea Robinson

VOTE FOR ITEMS 1-14

Motion approved by unanimous roll call (7-0) Member Blumenstein arrived at 8:10pm and Members Miller and Butrica were absent.

XV. EDUCATION: Chairperson: Ms. Schiavo - Committee Members: Mr. Blumenstein, Ms. Robinson, Ms. Lipsky and Alternate: Mr. Miller

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.

MOTION TO APPROVE ITEMS 1-13

Motion by Mrs. Schiavo and seconded by Ms. Lipsky

1. Motion to approve the issuance of written decisions affirming the Superintendent’s determination in regard to incident(s) reported at the October 18, 2023 meeting of the Board of Education.

| Item | School | Incident Report Number | Board Determination |
|------|--------|------------------------|---------------------|
| N/A | | | |
| N/A | | | |
| N/A | | | |
| N/A | | | |

2. + Student Statistics November 1, 2023

| Date | Audubon Preschool | Haviland Avenue | Mansion Avenue | Audubon Jr./Sr. HS | Out of District | Total |
|---------|-------------------|-----------------|----------------|--------------------|-----------------|-------|
| 11/1/23 | 56 | 241 | 323 | 781 | 19 | 1,420 |

MINUTES OF MEETING OF THE AUDUBON BOARD OF EDUCATION NOVEMBER 15, 2023

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| 10/2/23 | 56 | 239 | 323 | 789 | 16 | 1,423 |
| 11/1/22 | 54 | 237 | 356 | 782 | 26 | 1,455 |

3. + Motion to approve the following field trip requests for the 2023-2024 school year:

| School | Destination of Trip/ Staff in charge | Date | Time(s) | Chaperones & Students | Purpose of Trip | Bus Cost |
|--------|--|----------|---------------------------------|-------------------------------|---|---------------------------------|
| MAS | Revolutionary War Museum B. Rehn, C. McFetridge | 2/7/24 | Start: 8:45am Return: 2:30pm | 9 chaperones, 41 students | 5th grade SS curriculum | \$210.00 Paid by Students |
| MAS | Revolutionary War Museum K. Rosenberg, E. Cavanaugh | 2/8/24 | Start: 8:45am Return: 2:30pm | 9 chaperones, 43 students | 5th grade SS curriculum | \$210.00 Paid by Students |
| AHS | Exit 4 Escape Room Glassboro, NJ E. Root | 2/9/24 | Start: 9:00am Return: 2:00pm | 1 chaperone, 27 students | Team building for student council | \$185.00 Paid by BOE |
| MAS | Trenton - Capital Building Z. Bentley | 3/21/24 | Start: 8:45am Return: 1:30pm | 10 chaperones, 83 students | To connect | \$460.00 Paid by Students |
| AHS | Audubon Towers R. Latini | 11/28/23 | Start: 3:15pm Return: 4:15pm | 1 chaperone, 18 students | Making Holiday Cards with the residents | No Cost |

4. Motion to approve the following out of district placements for the 2023-2024 school year at the recommendation of Special Services Department.

| State ID# | Placement | Tuition \$ | ESY \$ | Extraordinary Services \$ |
|------------|--------------------------------------|---------------|-----------|------------------------------|
| 2303527617 | Archway Program Effective 11-1-23 | 36,753.06 | | 25,380.00 |
| 1969122018 | Collingswood BOE | 24,947.00 | | |
| 2235617672 | LARC School | 61,765.20 | | 39,900.00 |

5. Motion to approve the following out of district DCP&P placements for the 2023-2024 school year at the recommendation of the Superintendent of Schools:

| ID# | Placement | Tuition \$ | ESY \$ | Extraordinary Services \$ |
|------------|--|---------------|-----------|------------------------------|
| 5340755288 | Washington Township Public Schools | 19,457.00 | | |
| 5197585790 | Washington Township Public Schools | 18,949.00 | | |

6. + Motion to approve the following use of facilities requests:

| School | Location | Activity | Start/End Date(s) | Time(s) | Contact |
|--------|----------|----------|-------------------|---------|---------|
|--------|----------|----------|-------------------|---------|---------|

MINUTES OF MEETING OF THE AUDUBON BOARD OF EDUCATION NOVEMBER 15, 2023

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| AHS | Auxiliary Gym | Lukes Place | TBD | TBD | William Jensen |
| HAS | Cafeteria & Bathrooms | Holiday Movie Night | 12/8/23 | 4:30pm - 8:20pm | Carrie Fegley HAS PTA |
| HAS | Media Center/Gym/Steam Room/Art Room | PTA Sponsored Haviland Avenue Musical | 12/18/23, 12/19/23, 1/10/24, 1/12/24, 1/17/24, 1/19/24, 1/24/24, 1/26/24, 1/31/24, 2/6/24, 2/7/24, 2/9/24, 2/14/24, 2/16/24, 2/21/24, 2/23/24, 2/28/24, 3/1/24, 3/6/24, 3/8/24, 3/13/24, 3/15/24, 3/20/24, 3/22/24, 3/27/24, 4/10/24 | 245pm - 4:30pm | Carrie Fegley HAS PTA |

7. Motion to approve homebound instruction for the following Audubon Jr./Sr. High School student(s):

| STUDENT ID# | DATE |
|-------------|---|
| 00068 | Effective retroactive to September 5, 2023 through October 23, 2023 |
| 10764 | Effective retroactive to October 1, 2023 through TBD |
| 10453 | Effective retroactive to October 20, 2023 through October 24, 2023 |

8. **Approval of Attendance at Conferences and Workshops for the 2023-2024 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 |
|-----------------|-----------------------------------|----------|----------|
| Christine Batra | Deconstructing Anxiety Virtual | 10/20/23 | \$500.00 |

MINUTES OF MEETING OF THE AUDUBON BOARD OF EDUCATION NOVEMBER 15, 2023

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|---------------------|--|-----------------------------|--------------------|
| Nancy Scully | NJ CIE Community of Practice On-Site Meeting Glassboro, NJ | 10/27/23, 1/26/24 & 4/26/24 | No Cost Travel |
| Deborah Roncace | NJASBO - Policy Review and Update Mt. Laurel, NJ | 10/31/23 | \$125.00 Travel |
| Stacey Augustine | Marketing Matters: Making the most of CBI through Community Partnership Virtual | 11/1/23 | No Cost |
| Denise Allman | An Overview of the 2023 NJ Student Learning Standards for English Language Arts Virtual | 11/8/23 | No Cost |
| Christine Brady | An Overview of the 2023 NJ Student Learning Standards for English Language Arts Virtual | 11/28/23 | No Cost |
| Roberta Ignaczewski | An Overview of the 2023 NJ Student Learning Standards for English Language Arts Virtual | 11/28/23 | No Cost |
| JoAnne McCarty | An Overview of the 2023 NJ Student Learning Standards for Math | 11/28/23 | No Cost |
| JoAnne McCarty | An Overview of the 2023 NJ Student Learning Standards for English Language Arts Virtual | 12/5/23 | No Cost |
| Jen McClellan | An Overview of the 2023 NJ Student Learning Standards for English Language Arts Virtual | 11/28/23 | No Cost |
| Amy Phillips | An Overview of the 2023 NJ Student Learning Standards for English Language Arts Virtual | 11/28/23 | No Cost |
| Amy Phillips | An Overview of the 2023 NJ Student Learning Standards for Math | 11/28/23 | No Cost |
| Amy Phillips | Defusing Anger, Anxiety, and Aggression: Improving Student Behavior Virtual | 1/26/24 | \$279.00 |
| Debra Costella | An Overview of the 2023 NJ Student Learning Standards for Math | 11/28/23 | No Cost |
| Debra Costello | An Overview of the 2023 NJ Student Learning Standards for English Language Arts Virtual | 12/5/23 | No Cost |
| Alycia Colucci | An Overview of the 2023 NJ Student Learning Standards for English Language Arts Virtual | 12/5/23 | No Cost |
| Erica Baumgartner | Mathematical routines that Encourage Discourse for Skill Building Glassboro, NJ | 12/6/23 | No Cost Travel |
| Gwen Klaus | An Overview of the 2023 NJ Student Learning Standards for Math | 11/28/23 | No Cost |

MINUTES OF MEETING OF THE AUDUBON BOARD OF EDUCATION NOVEMBER 15, 2023

| | | | |
|--------------|--|----------------------------|--------------------|
| Gwen Klaus | An Overview of the 2023 NJ Student Learning Standards for English Language Arts Virtual | 11/28/23 | No Cost |
| Gwen Klaus | Differentiated Math Center/Assessment Virtual | 12/14/23, 1/25/23, 3/14/23 | No Cost |
| Nancy Scully | NJ CIE Inclusion Leadership Conference Winter 2024 Williamstown, NJ | 1/19/24 | \$175.00 Travel |

9. Motion to approve professional development in the area of special education law to the special education department and Child Study Team by Comegno Law Group on January 16th at a cost of \$1,750.00.
10. Motion to approve Puzzles Education Services, LLC to provide specialized Child Study Team Evaluations and services, as per attached contract and rates.

Contract
11. + Motion to approve the following student(s) from Camden County for a field observation experience, at the recommendation of the Superintendent of Schools.

| Student | Grade/Subject | Dates | Cooperating Teacher |
|----------------|----------------------------|--------------------|---------------------|
| Rebecca Martel | <u>Grade 6</u> | TBD One Hour | Eunice Englehart |
| Quinn Davey | <u>History Grades 7-12</u> | TBD 15 Hours Total | Mike Tiedeken |

12. Motion to approve Community Based Instruction (CBI). Instruction in the community involves specific individualized student learning objectives, in order to meet the needs of students with disabilities who require CBI for the 2023-2024 school year. A portion of the program involves off-site experiences at community environments. Parents are informed of each of these off-site experiences in advance. Community Based Instruction is not a field trip as directed by NJDOE.
13. Motion to approve the following list of Community-Based Instruction (CBI) experiences for identified special education students (within the WAVE program) during the 2023-24 school year:

Acme, Audubon (11/21/23)
Public Transportation to the Mall/Lunch on a Budget (Jan/Feb 2024)
AWA, Voorhees (1/12/24)
Atlantic Cape Community College (February 2024)
Rowan College of South Jersey (Feb/March 2024, date TBD)
Cinemark Somerdale #1 Movie Theater (March 2024)
Audubon Shopping Center (4/12/24) to include the Post Office, Pep Boys, Municipal Building, and Goodwill. Other businesses may be included.
Westbrook Lanes Bowling (June 2024)

Motion to Approve Items 1 through 13: N. Schiavo Second: A. Lipsky

Roll Call

X Ammie Davis X Stephen Wilson AB Tara Butrica X Nancy Schiavo
Absent

AB Joseph Miller
Absent

X Alison Lipsky

X Mark Gatti

AB James Blumenstein
Arrived at 8:10pm

X Allison Cox

X Andrea Robinson

VOTE FOR ITEMS 1-13

Motion approved by unanimous roll call (7-0) Member Blumenstein arrived at 8:10pm and Members Miller and Butrica were absent

XVI. HUMAN RESOURCES: Chairperson: Mrs. Davis - Committee Members: Ms. Cox, Mrs. Schiavo, Ms. Butrica and Alternate: Mr. Wilson

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.
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MOTION TO APPROVE ITEMS 1-25

Motion by Mrs. Cox and seconded by Mr. Wilson

1. + Motion to approve the long-term Substitute Instructional Aide agreement for Gail Erney, at Haviland Avenue School, for the 2023-2024 school year, retroactive to November 6, 2023 through February 8, 2024, FTE 0.87, at \$125.00 per diem, no benefits; time worked does not count towards the acquisition of tenure, as recommended by the Superintendent of Schools.
2. + Motion to approve the long-term Substitute Secretary to the Principal agreement for Rachel Coombs, at Haviland Avenue School, effective October 23, 2023 through December 8, 2023, FTE 1.0, at Step 1, no benefits; time worked does not count towards the acquisition of tenure, pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, as recommended by the Superintendent of Schools.
3. + Motion to approve the long-term Substitute Elementary Teacher agreement for Walter Westfield, at Mansion Avenue School, for the 2023-2024 school year, effective November 8, 2023 through February 9, 2024, FTE 1.0, at \$270.00 per diem, no benefits; time worked does not count towards the acquisition of tenure, as recommended by the Superintendent of Schools.
4. + Motion to approve Nancy Scully as a part time General Education Aide at Mansion Avenue School, Step 1, \$17.00 per hour upon the execution and approval of timesheets, not to include benefits, effective Tuesdays, one hour, beginning November 7, 2023 through the December 19, 2023, during Role Playing Game (RPG) Club, at the recommendation of the Superintendent of Schools.
5. + Motion to approve the Substitute Cafeteria Aide agreement for Natalie Todd at the Mansion Avenue School, effective November 16, 2023 through June 4, 2024 at \$16.27 per hour, no benefits; pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, as recommended by the Superintendent of Schools.
6. + Motion to approve the (FTE 0.37) Cafeteria Aide agreement for Elaine McAndrews at the Mansion Avenue School, effective November 16, 2023 through June 9, 2023 at \$16.50 per hour, no benefits; pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, as recommended by the Superintendent of schools.

MINUTES OF MEETING OF THE AUDUBON BOARD OF EDUCATION NOVEMBER 15, 2023

- 7. Motion to revise a request from employee #2041, to extend an Unpaid Leave of Absence, effective January 2, 2023 through June 30, 2024.
- 8. Motion to approve a request from employee #1472, to take Family and Medical Leave of Absence, effective January 31, 2024 to June 14, 2024.
 - January 31, 2024 through March 14, 2024 Paid Leave (30 sick days)
 - March 15, 2024 through June 14, 2023 Unpaid Leave
 - January 31, 2024 through May 2, 2024 Federal FMLA (12 weeks)
 - March 15, 2024 through June 14, 2024 NJ Family Leave (12 weeks)
- 9. Motion to approve a request from employee #1169, to take Family and Medical Leave of Absence, effective November 1, 2023 to December 13, 2023.
 - November 1, 2023 through December 13, 2023 Paid Leave
 - November 1, 2023 through December 13, 2023 Federal FMLA
- 10. Motion to approve a request for employee #1618, to invoke the Family and Medical Leave Act, with intermittent leave, effective retroactive to October 21, 2023 - 60 days maximum/12 months, using remaining paid sick and personal time, then unpaid days, at the recommendation of the Superintendent of Schools.
- 11. + Motion to accept the notice of resignation from Michael Fager, part-time evening custodian at Haviland Avenue School, effective November 20, 2023.
- 12. Motion to accept the notice of resignation from Robin Jones, Evening Custodial Supervisor, effective January 12, 2024.
- 13. Motion to rescind the following paid winter coaching position for the 2023-2024 school year in accordance with the negotiated 2021-2024 contract between the Audubon Board of Education and the Audubon Education Association, 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 | Position | Contractual Rate |
|-----------------|-------------------|-------------------|------------------|
| Bailie Rizzo | Girls' Basketball | Jr. HS Coach | \$4,257.00 |
| Hailey Schwegel | Swimming | Assistant Varsity | \$2,272.67 |

- 14. Motion to revise the following paid winter coaching positions for the 2023-2024 school year in accordance with the negotiated 2021-2024 contract between the Audubon Board of Education and the Audubon Education Association, 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 | Position | Contractual Rate |
|---------------------|----------------|-------------------|--------------------|
| Joshua Atkins | Swimming | Varsity Coach | \$6,250.00 (86.2%) |
| William Taguwa | Swimming | Assistant Varsity | \$2,784.00 (1.22%) |
| Ronald Franceschini | Swimming | Assistant Varsity | \$2,784.00 (1.22%) |

- 15. Motion to approve the following paid winter coaching positions for the 2023-2024 school year in accordance with the negotiated 2021-2024 contract between the Audubon Board of Education and the

Audubon Education Association, 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 | Position | Contractual Rate |
|--------------------|-------------------|-----------------------------|--------------------|
| Patrice Kilvington | Athletic Director | Assistant Athletic Director | \$4,301.17 (42.7%) |
| Maddie Whalen | Girls' Basketball | Jr. HS Coach | \$4,257.00 |

16. Motion to approve the following volunteer (un-paid) winter coaching positions for the 2023-2024 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 |
|--------------|------------------|
| Dan Driscoll | Boys' Basketball |

17. Motion to approve the following as district substitute teachers, secretaries, and custodians for the 2023-2024 school year, on an emergent basis, pending completion of all district and state requirements, at the recommendation of the Superintendent of Schools.

Linda Chase - Substitute Teacher
 Celeste Givens - Substitute Teacher
 Joni Noe - Substitute Teacher
 Bailie Rizzo - Substitute Teacher
 Samantha Ruoff - Substitute Teacher
 Annabel Smart - Substitute Teacher
 Annette Hartstein - Substitute Teacher

18. + Motion to rescind Christine Fox-Kasilowski for the Positive Behavior in Schools (PBIS) team at Mansion Avenue School, effective November 1, 2023 through December 22, 2023. The PBIS team will meet for up to 20 hours total for each member during, staff members will be paid at the negotiated non-instructional rate of (\$30/hour), at the recommended by the Superintendent of Schools.
19. + Motion to approve the following Christine Fox-Kasilowski for the Positive Behavior Interventions and Supports (PBIS) team at Mansion Avenue School, effective January 2, 2024 through June 30, 2024. The PBIS team will meet for up to 20 hours total for each member during, staff members will be paid at the negotiated non-instructional rate of (\$30/hour), at the recommended by the Superintendent of Schools.
20. + Motion to approve the following Nicole Lombardi for the Positive Behavior Interventions and Supports (PBIS) team at Mansion Avenue School, effective November 1, 2023 through January 2, 2024. The PBIS team will meet for up to 20 hours total for each member during, staff members will be paid at the negotiated non-instructional rate of (\$30/hour), at the recommended by the Superintendent of Schools.
21. + Motion to approve the following staff members for the Positive Behavior Interventions and Supports (PBIS) team at the Audubon Jr./ Sr. High School. The PBIS team will meet for up to 20 hours during the school year and up to 12.5 hours during the summer, staff members will be paid at the negotiated non-instructional rate of (\$30/hour), at the recommended by the Superintendent of Schools.

Andrea Collazo Brenda Gifford Matt Harter
 Erin Kabo Jillian Matysik

22. + Motion to approve the following staff member to provide six hours of new teacher support and mentoring for the 2023-2024 school year, at the non-instructional contractual rate of (\$30/hour) for a total of \$180.00 per staff member, at the recommendation of the Superintendent of Schools.

| New Teacher | School/Subject | Mentor |
|-------------|----------------|--------|
|-------------|----------------|--------|

| | | |
|------------------|-----------------------|------------------|
| Walter Westfield | Mansion Avenue School | Eunice Englehart |
|------------------|-----------------------|------------------|

23. Motion to approve the Audubon Public School District Administrative Assistant Performance Evaluation Instrument at the recommendation of the Superintendent of Schools.

APSD Administrative Assistant Performance Evaluation Instrument

24. Motion to acknowledge the following volunteer (un-paid), Community Education adult volunteers, as coaches, assistant coaches and helpers for the 2023-2024 ABC Traveling Basketball Program, for Board edification at the request of the Superintendent of Schools:

| | |
|------------------|--|
| Jason Seeberger | Co-Liaison for Girls Program 3rd - 6th Grade Girls Coach |
| Joel Roth | 3rd//4th Grade Girls Coach |
| Stacy Williamson | 3rd/4th Grade Girls Assistant Coach |
| Ken Delio | Coach if needed for 2nd team 3rd/4th grade girls (depending on number of players) |
| Denise Allman | 3rd/4th Grade Girls Assistant Coach |
| Ace King | Possible head coach if needed for 2nd team 5th/6th Grade Girls |
| Matt Martin | 5th/6th Grade Assistant Girls Coach |
| Michael Chappel | Co-Liaison for Boys Program 3rd - 6th Grade and also the 3rd/4th Grade Boys Coach |
| Ryan Watkins | 3rd/4th Grade Boys Assistant Coach Team 1 |
| George Shierman | 3rd/4th Grade Boys Asst. Coach |
| Brent Wilson | 3rd/4th Grade Boys Coach (depending on number of players) |
| Maura DeMedio | 3rd/4th Grade Boys Asst. Coach |
| Americo DaCorte | 5th/6th Grade Boys Coach |

25. Motion to acknowledge the following volunteers (un-paid) Community Education 2023-2024 Elementary Youth Wrestling Program to assist Tom Battillo, for Board edification at the request of the Superintendent of Schools.

Andy Burrough
Mike Casey
Steve Urbano

Chris Meccariello
Kevin King
Andrew Haubois

Andy Manning
Anthony Casale

Motion to Approve Items 1 through 25: A. Cox Second: S. Wilson

 X Ammie Davis

 X Stephen Wilson

 AB Tara Butrica
Absent

 X Nancy Schiavo

 AB Joseph Miller
Absent

 X Alison Lipsky

 X Mark Gatti

 AB James Blumenstein
Arrived at 8:10pm

 X Allison Cox

 X Andrea Robinson

VOTE FOR ITEMS 1-25

Motion approved by unanimous roll call (7-0) Member Blumenstein arrived at 8:10pm and Members Miller and Butrica were absent.

XVII. REPORTS:

XIIX. HIB District Report

| November 2023 | BULLYING INCIDENTS REPORT | | |
|---------------|---------------------------|---------|-------|
| SCHOOL | Confirmed HIB | Non-HIB | Total |
| AHS | #254202 | 0 | 0 |
| MAS | 0 | #253459 | 1 |
| HAS | 0 | 0 | 0 |
| APPS | 0 | 0 | 0 |

XIX. Special Program Representatives:

- A. CCESC Rep. Rotation: **Joseph Miller**
- B. CCSBA Rep. Rotation: **Ammie Davis**
- C. Audubon Education Foundation:
- D. Audubon Board of Education Community Outreach: **Andrea Robinson**
- E. Audubon/Mt. Ephraim Ad-Hoc: 10/30/23 meeting
- F. Board Member Orientation Committee:

*Member Blumenstein enter meeting at 8:10pm

XX. Board Member Comments

XXI. Public Participation: (Open Discussion) - None

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

In order to permit the fair and orderly expression of such comment, the Board has set aside two portions of this Board meeting for public comment on any school or school district issue that a member of the public feels may be of interest to the residents of the school district.

For the first portion, public comments are invited on matters pertaining only to the agenda for tonight's meeting. For the second portion, public comments are invited on all matters pertaining to the school district.

Participants should announce their name, address, and any group they may represent, if applicable. The Board reserves the right to limit public discussion. Public discussion of a topic will be limited to fifteen (15) minutes, and individual speakers will be limited to three (3) minutes. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard. Reference bylaws #0167 of the Audubon Public Schools Board of Education Policy Manual.

The Board uses the public comment period as an opportunity to listen to citizen. Not all issues brought to a Board meeting will be resolved at that particular meeting. Complaints stated or actions requested by the public may be taken under advisement by the Board for investigation, discussion, actions, or disposition at a later date or time. The public comments sessions are an opportunity for citizens to share their opinions and remarks with the Board; it
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is not a question and answer session. The Board may or may not respond to public comments at the time they are made and is under no obligation to do so.

The Board does not endorse public comments nor will the Board be held liable for comments made by members of the public. Any individuals who may be the subject of public comments, including district employees, shall retain all rights against defamation and slander according to the laws of New Jersey.

Motion by Mrs. Cox seconded by Ms. Lipsky to approve the resolution for board to enter into closed Authorizing Executive session II at 8:45pm for the following purposes. Motion approved by unanimous roll call (8-0) Members Miller and Butrica were absent.

XXII. Executive Session

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):

Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public;

Any matter in which the release of information would impair a right to receive funds from the federal government;

Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual’s personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly;

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 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.

Motion by Mrs. Cox seconded by Ms. Lipsky to adjourn closed Authorizing Executive session at 10:10pm. Motion approved by unanimous roll call (8-0) Members Miller and Butrica were absent.

XXIII. ADJOURNMENT

1. The next regular meeting of the Board of Education is scheduled for Wednesday, December 6, 2023 at 6:30 pm in the Audubon Junior-Senior High School Library Media Center.
2. Motion by Mrs. Cox seconded by Ms. Lipsky to adjourn meeting at approximately 10:10pm. Motion approved by unanimous roll call (8-0) Members Miller and Butrica were absent.

Motion to Approve: A. Cox Second: A. Lipsky

Roll Call

| | | | |
|-------------------------------------|---------------------------|------------------------------------|--------------------------|
| <u> X </u> Ammie Davis | <u> X </u> Stephen Wilson | <u> AB </u> Tara Butrica Absent | <u> X </u> Nancy Schiavo |
| <u> AB </u> Joseph Miller Absent | <u> X </u> Alison Lipsky | <u> X </u> Mark Gatti | |

X James Blumenstein X Allison Cox X Andrea Robinson

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.

Deborah Roncace
Business Administrator/Board Secretary