

BOARD OF EDUCATION MEETING
AUDUBON HIGH SCHOOL MEDIA CENTER

WEDNESDAY, JULY 26, 2017

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: July 26, 2017

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 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;

_____ 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

APPROVAL OF BOARD MINUTES:

1. Motion to approve the following minutes: June 21, 2017
Meeting Minutes:
Executive Session Minutes:

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: Mr. Ryan – Committee Members: Ms. Brown, Mr. Yacovelli, Mrs. Cox, Alternate: Mr. Blumenstein

- Motion to approve the second reading and adoption of the following policy as recommended by the Governance Committee of the Board:

POLICY NUMBER	POLICY NAME	STATUS	FINAL
#0155	Board Committees	Rewritten	

OPERATIONS: Chairperson: Mrs. Davis – Committee Members: Mr. Yacovelli, Mr. Ryan, Mrs. Osinski, Alternate: Mrs. Greenwood

- Motion to approve bills payable for the remainder of June 2017 in the amount of \$95,740.86, when certified.
- Motion to approve bills payable for July 2017 in the amount of \$95,186.14, when certified.
- Motion approve the voiding of the following outstanding checks due to age:

#012167	\$75.00
#012192	\$50.00
#012228	\$25.00

- Motion to revise the 2016-2017 budget for the following revenue:

• 10-3131 Extraordinary Aid	\$159,016
• 10-1320 Tuition Revenue	<u>\$ 86,000</u>
Total	\$245,084

- Motion to approve the lease purchase for the MAS HVAC Project and the Chromebook purchase through SHI. The lease purchase will be underwritten through TD Bank at 2.29% per annum. The HVAC Project is for \$300,000 with a 5 year payout, the Chromebook Lease is for \$80,000 with a three year payout.
- Motion to approve granting authorization to the interim superintendent to offer any necessary employment contracts for the 2017-18 school year to be ratified and affirmed at the next regular Board of Education meeting, August 23, 2017.

- INFORMATION:

Mansion Avenue School

June 6, 2017 Fire Drill
 June 13, 2017 Lockout Drill

Haviland Avenue School:

June 8, 2017 Fire Drill
 June 12, 2017 Lockdown Drill

EDUCATION: Chairperson: Mrs. Osinski, Committee Members: Mrs. DiVietro, Mr. Blumenstein, Mrs. Greenwood, Alternate: Mr. Simpson

- Motion to approve up to 30 staff members for MAP training on August 30, 2017, for up to 8 hours at the AEA contractual rate of \$30.00 per hour per staff member.
- Motion to approve the Comprehensive Equity Plan Statement of Assurance for the 2017-2018 school year.
- + Motion to approve homebound instruction for the following student:

STUDENT ID#	DATE
01201	Effective retroactive to July 11, 2017 through August 11, 2017

- Motion to approve the following field trip requests for the 2017-2018 school year:

10/5/2017, 12/17/2017, 1/5/2018, 2/1/2018, 3/7/18

High School: Ms. Castaldi, 2-3 chaperones per trip, 25 students per trip to Cooper University Hospital and Chick-fil-A for lunch. Purpose: To attend the Traumatic Injury Prevention Program with 10th grades driver education students. Departure: 9:15 am. Return: 2:00 pm. School bus. **Total Cost: \$138.76 per trip. (Paid by ABOE)**

5. Motion to approve the Audubon School District to provide busing for field trips for the Brooklawn and Mount Ephraim School Districts for the 2017–2018 school year.
6. Motion to affirm that the Audubon Board of Education is in receipt of the district Harassment, Intimidation and Bullying monthly report as presented by the superintendent, and is in agreement with all actions taken in regard to the incidents reported at the June 2017 meeting of the Board of Education.
7. Motion to rescind the approval of the following staff members to support the implementation of Genesis Lesson Planner: (original approval 6/21/17)

Two staff members from Haviland Avenue School
Two staff members from Mansion Avenue School
Four staff members from Audubon High School

Up to eight hours at the non-instructional AEA contractual rate of \$30.00 per hour for the purposes of training and planning.

Up to four hours at the AEA Professional Development contractual rate of \$60.00 per hour for facilitating training for staff during in service, department, or grade level meetings.

8. Motion to approve the following staff members to support the implementation of Genesis Lesson Planner:

Six staff members from Audubon High School
One staff member from Mansion Avenue School
One staff member from Haviland Avenue School

Up to eight hours at the non-instructional AEA contractual rate of \$30.00 per hour for the purposes of training and planning.

Up to four hours at the AEA Professional Development contractual rate of \$60.00 per hour for facilitating training for staff during in service, department, or grade level meetings.

9. Motion to approve the following revision to the 2017-2018 district calendar:

April 17, 18, and 19 – Half Days for high school students only – PARCC Testing

HUMAN RESOURCES: Chairperson: Mr. Simpson, Committee Members: Mrs. Davis, Mrs. Cox, Ms. Brown, Alternate: Mrs. Osinski

1. Motion to accept, with best wishes, the letter of resignation from Anna Muessig, Supervisor of Curriculum and Instruction, effective August 30, 2017.
2. Motion to accept, with best wishes, the letter of resignation from Simone Miliareisis, school psychologist, effective retroactive to June 30, 2017.
3. + Motion to accept, with best wishes, the letter of resignation, with the intent to retire, from Eileen Campbell, Keys caregiver, effective retroactive to June 30, 2017.
4. Motion to approve the employment contract for Mr. Robert H. Goldschmidt, Interim Superintendent, as approved by the County Executive Superintendent.
5. Motion to approve Erica Venuti as full time tenure track math teacher at the high school at Step 1, BA, \$50,000.00 effective September 1, 2017 through June 30, 2018, pending completion of all district and state requirements.

6. + Motion to approve a modification in the employment status of Amy Phillips effective September 1, 2017, as follows:

From part time basic skills teacher at Haviland Avenue School at Step 5 BA+30
To full time teacher of grade 2 at Haviland Avenue School at Step 5 BA+30

7. Motion to approve Johanna Urban as part time school secretary at the high school for 20 hours per week, four hours per day, not to include benefits, effective September 1, 2017 through June 30, 2018 at Step 4, 20 hours per week, 50%, \$16,666.50 as per the AEA 10 month secretary guide.

8. + Motion to approve Lauren Dougherty as part time preschool coordinator/nurse at a salary of \$36,826.00 for 29.5 hours per week, 87.4%, to include no benefits, as follows, effective September 1, 2017 through June 30, 2018 also to include summer hours (TBD) at an hourly rate of \$19.12.

Nurse: Step 1, BA – 52% - \$26,000.00
Secretarial/Clerical: Step 1, 10-month 35.4% - \$10,826.00

9. Motion to approve Ryan Schafer as long term substitute math teacher at the high school at the Step 1, BA per diem rate of \$250.00, not to include benefits, or sick or personal days and time worked does not count towards the acquisition of tenure, effective on September 18, 2017 through November 8, 2017, to include two overlap days at the daily substitute rate, pending completion of all district and state requirements.

10. + Motion to approve the following staff members to provide five hours of new teacher support for the 2017-18 school year at the non-instructional contractual rate of \$30.00 per hour for a total of \$150.00 per staff member:

Staff Member	New Teacher
Brad Rehn	Colleen Clark
Francine Bechtel	Pam Niglio

11. Motion to approve the following staff members to provide five hours of new teacher support for the 2017-18 school year at the non-instructional contractual rate of \$30.00 per hour for a total of \$150.00 per staff member:

Staff Member	New Teacher
Dennis Bantle	Brenda Gifford

12. Motion to approve the following mentors for the 2017-18 school year. Novice teacher will compensate mentor as per state regulations and AEA contract:

Novice Teacher	School/Subject	Mentor	Date
Erica Venuti	Math	Ron Latham	9/1/17-6/30/18

13. + Motion to approve the following mentors for the 2017-18 school year. Novice teacher will compensate mentor as per state regulations and AEA contract:

Novice Teacher	School/Subject	Mentor	Date
Becky Gilbert	Grade 5	Eunice Englehart	9/1/17-12/14/17
Jordan Daminger	5/6 Self Contained Class	Kelly Miller	9/1/17-6/30/18

14. Motion to approve an adjustment in the salary status of Debra Costello for obtaining 30 credits beyond her bachelor's degree as follows:

From Step 7 BA to Step 7 BA+30 effective September 1, 2017

15. + Motion to rescind the following approval of staff (approved June 21, 2017) for the Special Education 2017 Extended School Year program as listed:

Staffing Needs:

Preschool Disabled ESY Teacher

Cherie McNellis

19 days x 5.5 hours/day - \$40/hour

Preschool Disabled ESY Classroom Aides
19 days x 2.5 hours/day - \$12/hour

Nicole Racite
Olivia Shreeves
Stephanie Deacon
Hailey Carbone

Elementary Special Ed Teacher (Grades K-2 ESY)
19 days x 3.5 hours/day - \$40/hour

Beth Crosby

Elementary Special Ed Teacher (Grades 3-6 ESY)
19 days x 4.5 hours/day - \$40/hour

Jane Byrne

Elementary Summer School Classroom Aide (Grades K-2 ESY)
19 days x 3.5 hours/day- \$12/hour

Patrice Kilvington

Elementary Summer School Classroom Aide (Grades 3-6 ESY)
19 days x 4.5 hours/day - \$12/hour

Connor Stockton

Preschool and/or Elementary Substitute Special Ed Teacher
\$40/hour

Leah Brown

Preschool and/or Elementary Substitute Classroom Aides
\$12/hour

Leah Brown
Janine Masciantonio

Supplemental Reading Instruction Teacher Grades 3-6
15 hours between July 3 and August 3, 2017 - \$40/hour

Kate Lin

Related Services Personnel:
Hours based on student need - \$40/hour
Speech Language Specialist
Occupational Therapist
Physical Therapist

Jenna Donahue
TBD
TBD

Nurse
19 days x 5.5 hours per day - \$40/hour

Ann Alston

16. + Motion to approve the following staff for the Special Education 2017 Extended School Year program as listed: (Funded through IDEA Grant)

Preschool Disabled ESY Teacher
One Position – 19 days, Monday through Thursday
Effective dates: July 3, 2017 through August 3, 2017,
Excluding July 4 and running Monday to Thursday
5.5 hours per day at \$40.00 per hour.

Cherie McNellis

Elementary (K-2) Special Education Teacher
One Position – 19 days, Monday through Thursday
Effective dates: July 3, 2017 through August 3, 2017,
Excluding July 4 and running Monday to Thursday
3.5 hours per day at \$40.00 per hour.

Beth Crosby

Elementary (3-6) Special Education Teacher
One Position – 19 days, Monday through Thursday
Effective dates: July 3, 2017 through August 3, 2017,
Excluding July 4 and running Monday to Thursday
4.5 hours per day at \$40.00 per hour.

Jane Byrne

Supplemental Reading Teacher Grades 3-6 (1 – 15 hours)
Effective dates: July 3, 2017 through August 3, 2017,
Excluding July 4 and running Monday to Thursday

Kate Lin

\$40.00 per hour, for a total of 15 hours

Preschool Disabled ESY Aides (3)
 19 days, Monday through Thursday
 Effective dates: July 3, 2017 through August 3, 2017,
 Excluding July 4 and running Monday to Thursday
 5 hours per day at \$12.00 per hour.

Leah Brown
 Stephanie Lewis-Deacon
 Nicole Racite

Preschool Disabled ESY Aides (1)
 19 days, Monday through Thursday
 Effective dates: July 3, 2017 through August 3, 2017,
 Excluding July 4 and running Monday to Thursday
 2.5 hours per day at \$12.00 per hour.

Johanna Urban

Elementary (K-2) ESY Aide (1)
 3.5 hours per day at \$12.00 per hour

Patrice Kilvington

Elementary (3-6) ESY Aide (1)
 4.5 hours per day at \$12.00 per hour

Kelly Skala

Substitute ESY Teachers (2)
 \$40.00 per hour.

Sharon Selby
 Dana Zipkin

Substitute ESY Aides (3)
 \$12.00 per hour.

Dana Zipkin
 Andy Rizzo
 Sarah Urban

R.S. Personnel: Occupational Therapy, Physical Therapy, Speech Therapy
 Hours based on student need at the contract rate of intervention.
 \$40.00 per hour

Jenna Donahue (S/L)
 Voorhees Peds (P.T.)
 Voorhees Peds (O.T.)

Nurse
 19 days x 5.5 hours per day - \$40/hour

Ann Alston

17. Motion to approve the following as substitutes for the 2017-2018 school year, on an emergent basis, pending completion of all district and state requirements:

Frank Ciurlino	Substitute Teacher
Francesca Eagan	Substitute Teacher
Michael Leonchuck	Substitute Teacher
Robert Leonchuck	Substitute Teacher
Rosalie Hudson	Substitute Nurse
Holly Wright	Substitute Secretary
Martha Erdbrink	Substitute Cafeteria Aide
Elaine Holmes	Substitute Cafeteria Aide

18. Motion to approve payment to the following staff members for conducting independent study programs throughout the 2016-2017 school year:

TEACHER	NUMBER OF STUDENTS	AMOUNT
Carter, D	2	\$200
DeLoach, L	7	\$700
Harris, A	1	\$100
LaCasse, A	1	\$100

McGuire, A	4	\$400
Miliaresis, E	1	\$100
Mueller, J	2	\$200
Niglio, D	1	\$100
Pounds, J	1	\$100
Selby, S.	1	\$100
Stubbs, M	1	\$100
Trowbridge, D	2	\$200

19. Motion to approve the following staff members to attend Genesis Lesson Planner training on August 8, 2017 and facilitate the training of staff during in-service, department, or grade level meetings:

Kathy Giambri
Andi Morrison
Chris Sylvester

Roberta Ignaczewski
Lori Miller
Debbie Waite

Alvina LaCasse
Nicole Szymanski

Up to eight hours at the non-instructional AEA contractual rate of \$30.00 per hour for the purposes of training and planning.

Up to four hours at the AEA Professional Development contractual rate of \$60.00 per hour for facilitating training for staff during in service, department, or grade level meetings.

20. + Motion to approve Kathy Marshall as web manager for Haviland Avenue School for the 2017-18 school year as per the AEA negotiated agreement.

21. + Motion to approve payment to Bobbi Graham for additional hours for coordinating Municipal Alliance activities during the 2016-17 school year, as listed:

20.25 hours at the AEA negotiated agreement instructional rate of \$40.00 per hour

22. Motion to approve Gregory Cesare, school social worker, to conduct social evaluations for both elementary and high school students on an as-needed basis during the summer of 2017, at the standard rate of \$250 per evaluation.

23. + Motion to approve a modification to the original approval for the 2017 Summer Assessment Committee:

Original Approval

K-6 Math Assessment Committee

Jen Beebe
Natalie Busarello
Nicole Racite

Karen Bowers
Christine Fox
Kelly Skala

Christine Brady
Katie Hueber

Up to 10 hours each at the non-instructional AEA contractual rate of \$30.00 per hour per staff member to begin the process of writing grade level benchmark assessments

Jane Byrne
Lisa McGilloway
Amy Phillips

Alycia Colucci
Sharon McLaren
Chelsea Shupp

Shannon Horan
Denise Murphy

Up to 10 hours each at the non-instructional AEA contractual rate of \$30.00 per hour per staff member to begin the process of writing grade level benchmark assessments

MODIFICATION

K-6 Math Assessment Committee

Karen Bowers
Nicole Racite

Christine Fox
Chelsea Shupp

Katie Hueber
Kelly Skala

Up to 10 hours each at the non-instructional AEA contractual rate of \$30.00 per hour per staff member to begin the process of writing grade level benchmark assessments

K-6 ELA Assessment Committee

Jen Beebe
Jane Byrne
Lisa McGilloway
Amy Phillips

Christine Brady
Alycia Colucci
Sharon McLaren

Natalie Busarello
Shannon Horan
Denise Murphy

Up to 10 hours each at the non-instructional AEA contractual rate of \$30.00 per hour per staff member to begin the process of writing grade level benchmark assessments

REPORTS:

- 1. HIB District Report

BULLYING INCIDENTS REPORT			
SCHOOL	Confirmed HIB	Non-HIB	Total
HS	0	0	0
HAS	0	0	0
MAS #3244	0	1	1

- 2. Superintendent’s Report:

- 3. Program Representatives:

- A. CCEC Rep. Rotation: **Mrs. Cox**
- B. CCSBA Rep. Rotation: **Mr. Blumenstein**
- C. AEF Representative: **Ms. Brown**

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.

PRIVATE: (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.