

BOARD OF EDUCATION MEETING
AUDUBON HIGH SCHOOL MEDIA CENTER
WEDNESDAY, NOVEMBER 15, 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: November 15, 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):

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

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

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

X Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body

_____ Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed;

_____ Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection;

_____ Any investigations of violations or possible violations of the law;

_____ Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer;

 X Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public; Specifically the evaluation of the Superintendent

_____ Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility;

WHEREAS, the length of the Executive Session is undetermined; however, the **Audubon Board of Education** will make every attempt to estimate the time of the session prior to convening the session after which the public meeting shall reconvene and the **Audubon Board of Education** will proceed with business.

NOW, THEREFORE, BE IT RESOLVED, that the **Audubon Board of Education** will go into Executive Session for only the above stated reasons;

BE IT FURTHER RESOLVED that the **Audubon Board of Education** hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the **Audubon Board of Education** attorney advises that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the school district or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the **Board of Education**, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the board secretary to take the appropriate action to effectuate the terms of this resolution.

1. Call meeting to order
2. Salute to the Flag

THE AUDUBON SPOTLIGHT PROGRAM RECOGNIZES THE FOLLOWING STUDENTS AS STUDENTS OF THE MONTH FOR OCTOBER

Senior Class

Heather LaFrance
Kaitlyn Karwacki

Junior Class

Julianne Brown
Aidan Solano

Sophomore Class

Gabrielle Smith
Cameron Cassidy

Freshman Class

Alyssa Campagna
William Kaluhiokalani

Grade Eight

Hailey Jones
Jacob Stiner

Grade Seven

Mary Kate Owens
Noah Brasteter

REPORT: Student Council Representative: Bailie Rizzo
Briana McNeely

RECESS:

APPROVAL OF BOARD MINUTES:

- 1. Motion to approve the following minutes: October 18, 2017
October 18, 2017 Executive Session
November 1, 2017

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 +.

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

- 1. Board Secretary’s Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of September 2017. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A – 16.10 (c) 3 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.
- 2. Treasurer’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of September 2017. The Treasurer’s Report and Secretary’s reports are in agreement for the month of July 2017.
- 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 the district’s Comprehensive Maintenance Plan and the M-1.
- 6. Motion to approve the 2018-2019 budget calendar.

- **INFORMATION:** **Haviland Avenue School**

October 14, 2017	Lockout Drill
October 19, 2017	Fire Drill

Mansion Avenue School:

October 3, 2017	Bus Evacuation Drill
October 12, 2017	Lockdown Drill
October 23, 2017	Fire Drill

Audubon High School:

October 18, 2017	Fire Drill
October 30, 2017	1000 ft. Drill
October 26, 2017	Bus Evacuation Drill

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

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

11/16/17 HS: Mr. Niglio, 3-6 chaperones and 15-30 students to Haviland Avenue School. Purpose: STEAM Initiative Departure: 11:45 am. Return: 1:15 pm. School bus. **Total Cost: \$65.00 (Paid by ABOE)**

12/1/2017 HS: Ms. Myers-Griffith, Mr. Bantle, three chaperones and 24 students to Atlantic Cape Community College. Purpose: CBI Activity – Visit the culinary academy at the college and experience lunch at Careme’s; career exploration and banquet luncheon. Departure: 9:15 am. Return: 2:30 pm. School bus. **Total Cost: \$193.24. (Paid by ABOE – Breakfast Express Acct.)**

1/24/18 HS: Ms. Georgel, three chaperones and 40 students (French Club) to NYC. Purpose: To see Anastasia, the Musical – depicting an escape of the Russian Empire to Paris. Departure: 7:30 am. Return 7:30 pm. Holcomb bus. **Total Cost: \$775.00 (Paid by Students)**

3/1/18 HS: Mr. Niglio, three chaperones and 32 students to Washington, DC. Purpose: Forensic Science: Learn about forensic principles and applications of forensic techniques at the Museum of Natural History. Departure: 7:00 am. Return: 7:30 pm. School bus. **Total Cost: \$536.61 (Paid by Students)**

3/16/18 HAS: Second Grade Teachers, three chaperones and 101 students to the Franklin Institute. Purpose: To participate in hands-on activities dealing with force and motion. Departure: 8:45 am. Return: 2:00 pm. One Audubon bus and one Holcomb bus. **Total Cost: \$464.03 (Paid by Students)**

4/13/18 HAS: First Grade Teachers, four chaperones and 109 students to the Adventure Aquarium. Purpose: To begin study of animals and their life cycles. Departure: 8:45 am. Return: 2:00 pm. One school bus and two Holcomb buses: **Total Cost: \$551.63 (Paid by Students)**

Total Cost Determined: (Originally approved without total cost.)

12/4/17 MAS: Ms. Swinney, one chaperone and 125 students to the Marlton Methodist Church. Purpose: Rehearsal with South Jersey Pops Orchestra for concert. Departure: 5:00 pm. Return: 7:00 pm. Three buses. Total Cost: **\$222.90 (Paid by ABOE)**

12/17/17 MAS: Ms. Swinney, Ms. Moore and 125 students to Lenape High School. Purpose: Performing with South Jersey Pops Orchestra. Departure: 1:00 pm. Return: 4:00 pm. Transportation needed: Two Holcomb buses. Total Cost: **\$603.28 (Paid by ABOE)**

2. Motion to approve the 2017-2018 Chess Club schedule with transportation costs totaling \$991.02.
3. Motion to authorize the superintendent to approve walking/community trips for students, chaperoned by appropriate staff, as a part of the Independent Living, SLE, and LIFE classes as organized by Mr. Dennis Bantle and Mrs. Patricia Myers-Griffith for the 2017-2018 school year.

4. Motion to approve homebound instruction for the following students:

STUDENT ID#	DATE
42679	Effective retroactive to 10/5/17-12/5/17
75021	Effective retroactive to 10/11/17 - TBD
00244	Effective retroactive to 10/3/17 – TBD
75083	Effective retroactive to 9/10/17-1/10/17
01699	Continuation of Instruction effective retroactive to 11/5/17-12/5/17

5. + Motion to approve homebound instruction for the following students:

STUDENT ID#	DATE
00444	Continuation of Instruction effective through 12/11/17

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 October 2017 meeting of the Board of Education.
7. Motion to approve the 2017-2018 Nursing Services Plan.
8. Motion to approve modifications to the following out of district placements:

STUDENT ID#	PLACEMENT	DATE
44530	From Hampton Academy to YALE Program at Camden County College	Retroactive to 10/4/17
00068	From LARC School to HollyDELL School	Retroactive to 11/13/17

9. Motion to approve the revisions to the 2017-2018 Technology Handbook for Parents and Students.
10. Motion to approve a community work site for Special Education students involved in structured learning experiences/cooperative education. This site will comply with all NJ Child Labor laws and all School-to-Work program guidelines.
- **DISCUSSION:** Annual discussion as required by NJAC: School Board Code of Ethics

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

1. + Motion to approve a request from Kristen Rosenberg, Mansion Avenue School teacher, for an extended unpaid leave of absence effective December 22, 2017 through June 19, 2018 or the last day for teachers.
2. + Motion to approve Rebecca Gilbert to continue as long term substitute teacher of grade 5 effective December 22, 2017 through June 19, 2018 or the last day for teachers at the Step 1, BA per diem rate of \$269.00, not to include benefits, nor does time worked count towards the acquisition of tenure.
3. Motion to approve Cory Mueller, certified school psychologist, to conduct psychological evaluations for both elementary and high school students on a per-case basis, at the standard rate of \$250.00 per evaluation effective retroactive to November 7, 2017.
4. + Motion to amend the following Family Learning Nights approval (September 13, 2017) as listed:

Rescind: Motion to approve payment to the following teachers for their participation in Family Learning Night at Haviland Avenue School in October 2017 as follows:

Kindergarten: Shelly Chester, Shannon Druding, Jennifer McClellan, Susan Selby, Blake Zetusky, Beth Crosby

Grade 1: Karen Bowers, Christine Brady, Kim Felix, JoAnne McCarty, Katie Mueller, Chelsea Shupp

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

Each teacher will be compensated for one (1) hour at the AEA contracted agreement instructional rate of \$40.00 per hour, plus ½ hour prep at the AEA contracted agreement non-instructional rate of \$30.00 per hour, for a total of \$55.00 per staff member.

Approve: Motion to approve payment to the following teachers for their participation in Family Learning Night at Haviland Avenue School in October 2017 as follows:

Kindergarten: Shelly Chester, Shannon Druding, Jennifer McClellan, Susan Selby, Blake Zetusky, Beth Crosby

Grade 1: Karen Bowers, Christine Brady, Kim Felix, JoAnne McCarty, Katie Mueller, Chelsea Shupp

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

Each teacher will be compensated for one (1) hour at the AEA contracted agreement instructional rate of \$40.00 per hour, plus 2 hours prep at the AEA contracted agreement non-instructional rate of \$30.00 per hour, for a total of \$100.00 per staff member.

5. Motion to approve the following as district substitutes/home instruction tutors for the 2017-2018 school year, on an emergent basis, pending completion of all district and state requirements.

Kevin Quirk	Substitute Teacher	Teaching Certification
Matthew Soult	Substitute Teacher	Substitute Certification
Thomas Therrien	Substitute Teacher	Substitute Certification

6. + Motion to approve the following requests to attend workshops/conferences for the 2017-2018 school year:

School	Cost	Staff Member	Date of Conference	Name of Conference
HAS	\$1499.00	Joy Steel	November 6, 2017 November 7, 2017	Crisis Training
MAS	\$249.00	Kelly Skala	January 18, 2018	Best Practices in Co-Teaching: Increase Students' Success
MAS	\$249.00	Melissa Falkowski	January 18, 2018	Best Practices in Co-Teaching: Increase Students' Success
MAS	\$245.00	Jennifer Battista	January 12, 2018	Strengthen Your Guided Math Instruction

7. Motion to approve the following requests to attend workshops/conferences for the 2017-2018 school year:

School	Cost	Staff Member	Date of Conference	Name of Conference
HS	\$1,499.00	Brenda Gifford	November 6, 2017 November 7, 2017	Crisis Training
CST	\$249.00	Jenna Donahue	December 12, 2017	Strengthening Social Communication Skills
CST	\$249.00	Ilana Ablon	December 12, 2017	Strengthening Social Communication Skills

8. + Motion to approve the following individuals as coaches and assistants for the 2017-2018 Elementary Youth Wrestling Program for kindergarten thru 8th grade students effective November 21, 2017 through March 1, 2018.

Thomas Battillo - Head Coach	Thomas A. Battillo	Troy Tucker	Blaise Lafrance
Kevin Donnelly	Jeffrey Lamancuso	James Bunt	John Patti
Andrew Hauboos	Tom Monteferante	Everett Simpson	Steve Myers

9. Motion to rescind the following extra-curricular contract for the 2017-2018 school year:

Duane Trowbridge Producer – Spring Musical

10. Motion to approve the following extra-curricular contracts for the 2017-2018 school year:

Duane Trowbridge Producer – Spring Musical (1/2 Contract)
 Debbie Waite Producer – Spring Musical (1/2 Contract)
 Chris Harris Winter Weight Training

11. Motion to approve the following student teacher placements for the 2017-2018 school year:

Student	Cooperation Teacher	School	Dates	College
Nicolas D'Angelo	Katherine Wilson	HS	3/5/18-5/4/18	Rutgers University
Thomas Milicia	Donna Stack	HS	1/22/18-5/4/18	Rutgers University

12. + Motion to approve Jen Beebe and Theresa Salamone as the facilitators for the Mansion Avenue School Family Writing Nights on dates to be determined, as listed:

12 total hours non-instructional prep time	\$30.00 per hour	Total: \$360.00
9 total hours non-instructional set-up and clean-up	\$30.00 per hour	Total: \$270.00
16 total hours instructional time	\$40.00 per hour	Total: \$640.00
Total compensation per staff member		Total: \$1270.00

13. + Motion to approve coaching staff and assistants for the 2017-2018 ABC Traveling Basketball season for students in grades 3-6:

Michael Wohlfarth	Diane Bonanno	Tim Trow	John Johnston	Ace King
Charles Pund	Mike Sullivan	Stephanie Sullivan		Karen Felli
Ron Homa	Bridget Garrity-Bantle	Dennis Bantle	Tommy Weick	

14. Motion to appoint Kelly Reising as district 504 coordinator for the 2017-2018 school year.

15. + Motion to approve Rutgers University student, Maria Diamantoukos, to complete her pre-service clinical hours at Haviland Avenue School with Kim Brach serving as cooperating teacher effective November 20, 2017 through November 24, 2017 for a total of 20 hours.

16. + Motion to approve Kathy Giambri to provide an Hour of Code at Haviland Avenue School on Monday, December 4, 2017 and Monday, December 11, 2017 from 2:35 pm to 3:35 pm each day with compensation for two hours at the AEA negotiated agreement non-instructional rate of \$30.00 per hour for a total of \$60.00.

REPORTS:

1. HIB District Report

BULLYING INCIDENTS REPORT			
SCHOOL	Confirmed HIB	Non-HIB	Total
HS #3587 #3610	0	2	2
HAS	0	0	0

MAS #3604	0	1	1
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2. Superintendent's Report
3. Program Representatives:
 - A. CCESC Rep. Rotation: **Mrs. Cox**
 - B. CCSBA Rep. Rotation: **Mr. Blumenstein**
 - C. AEF Representative: **Ms. Brown**
4. Board Member Comments

PUBLIC PARTICIPATION: (Open Discussion)

The board welcomes participation of interested organizations and individuals and will schedule time as appropriate for the public to speak. The board reserves the right to limit public discussion. Public discussion of a topic will be limited to fifteen minutes, and individual speakers will be limited to five minutes. Reference Board Bylaws #0167 of the Audubon Public Schools Board of Education Policy Manual.

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.