

**AUDUBON SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
AUDUBON HIGH SCHOOL MEDIA CENTER
WEDNESDAY, OCTOBER 21, 2009
7:30 P.M.**

CALL TO ORDER

The Formal Action Meeting of the Audubon Board of Education was called to order at 7:30pm prevailing time, on the above date in the Audubon High School Media Center with Mr. Gilmore presiding.

“In accordance with the provisions of the Open Public Meetings Law, the Audubon Board of Education transmitted notice of this meeting, scheduled at 7:30 p.m., in the Audubon High School Media Center, to the *Courier Post* and *Retrospect* newspapers, filed with the Borough Clerk and posted copies on the Chestnut Street and Pine Street entrances to the high school.”

The salute to the flag was led by Mrs. Slack.

ROLL CALL

Present: Mrs. Bentley, Ms. Brown, Mr. Cipolone, Mrs. Cox, Mr. Gilmore, Mr. Harvey, Mrs. Hauske, Mr. Martin, Ms. Slack, Robert Delengowski, Board Secretary, Donald Borden, Superintendent of Schools.

Absent: Mr. Lee

1. Motion by Ms. Brown seconded by Mr. Cipolone to approve the following minutes:

**September 16, 2009
September 20, 2009**

Motion approved by unanimous voice vote.

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

OPEN TO THE PUBLIC

**THE AUDUBON RENAISSANCE PROGRAM RECOGNIZES THE FOLLOWING STUDENTS AS
STUDENTS OF THE MONTH FOR SEPTEMBER**

Grade Seven

Chelsea Olson
Chris Doyle

Grade Eight

Kelsey Gesner
Matt Brandon

Freshman Class

Kessie Farnath
Aaron Holmes

Sophomore Class

Apryle Panyi
Kyle Adams

Junior Class

Heather Richardson
Patrick Tiedeken

Senior Class

Caitlin Porter
Joe Furlong

**RECOGNITION OF THE FOLLOWING STUDENT FOR ACHIEVING THE HONOR OF EAGLE SCOUT, THE
HIGHEST HONOR IN BOY SCOUTING**

Douglas Furness

PRESENTATIONS:

- The New Jersey Department of Education’s “A Conversation with Lucille Davey, Commissioner of Education and Alan November” - Video Presentation
- Challenge Day – Rebecca Leise

REPORT: Student Council Representative: **Michael Villhauer**

- DISCUSSION: QSAC

FINANCE:

MOTION TO APPROVE ITEMS 1-5

Motion by Ms. Brown seconded by Mrs. Cox to approve the following items

1. Motion to approve bills payable when properly certified.
2. Motion to approve the July 31, 2009 financial reports of the Board Secretary/Business Administrator and Treasurer of School Funds. These reports are in agreement.
3. Motion to accept the Board Secretary’s certification, pursuant to NJAC 6A: 23-2.11(c) 3, that as of July 31, 2009, no budgetary line item account has been over expended in violation of NJAC 6A: 2.11(a).
4. Motion to certify, pursuant to NJAC 6A: 23-2.11(c) 4, that as of July 31, 2009 to the best of the board’s knowledge, no major account or fund has been overextended in violation of NJAC 6A: 23-2.11(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 following outstanding checks for Audubon Community Education:

Check #5149	\$10.00	Check #5252	\$35.00
Check #5255	\$30.00	Check #5289	\$ 7.00
Check #5408	\$40.00	Check #5631	\$45.00
Check #5665	\$45.00		

VOTE FOR ITEMS 1-5

Motion approved by unanimous voice vote.

PERSONNEL: (All motions are upon Superintendent’s recommendation :)

MOTION TO APPROVE ITEMS 1-6

Motion by Mrs. Bentley seconded by Ms. Brown to approve the following items

1. Motion to approve hiring for a period of three months beginning October 22, 2009, pending completion of all district and state requirements, the Emergent Hiring of the following:

Catherine Skrabonja, Teacher

2. **Motion to approved substitutes, as listed, for the 2009-2010 school year:**

3. **+ Motion to approve staff members’ leave requests to attend workshops/conferences for the 2009-2010 school year, as follows:**

School	Cost	Staff Member	Date of Conference	Name of Conference
MAS	\$1,827.00	Jaclyn Drebes	November 2-4, 2009	Lindamood Phoneme Sequencing (LIPS Conference)
HAS	\$179.00	Lorraine Gaffney	October 29, 2009	Workshop-Guided Reading without Centers
HAS	\$179.00	Debra Costello	October 29, 2009	Workshop-Guided Reading

				without Centers
HAS	\$179.00	Shelly Chester	October 29, 2009	Workshop-Guided Reading without Centers
HAS	\$179.00	Joyce Eaton	October 29, 2009	Workshop-Guided Reading without Centers

4. Motion to approve staff members' leave requests to attend workshops/conferences for the 2009-2010 school year, as follows:

School	Cost	Staff Member	Date of Conference	Name of Conference
CST	\$190.00	Barbara Reeves	October 29-30, 2009	CEDS Annual Conference
HS	\$199.00	Karen Dyer	November 19, 2009	Read It..... Understand It! Workshop

5. + Motion to approve Mark Oberg to provide printing services, for up to three (3) hours, for elementary report cards for the 2009-2010 school year at the non-instructional rate as per the AEA negotiated agreement.
6. + Motion to approve payment to the following part-time BSI staff for a total of three (3) hours each at the AEA non-instructional hourly rate for working additional hours on September 2, 2009 for the purpose of attending faculty meetings and workshops in preparation for the opening of the 2009-2010 school year.

Rose Lang Deborah Illuminati Denise Murphy

VOTE FOR ITEMS 1-6

Motion approved by unanimous roll call vote for items 1, 2, 4. 9-0
 Approved by majority roll call vote for items 3, 5, 6. 8-1-0
 Mr. Cipolone abstained from voting on these items.

MOTION TO APPROVE ITEMS 7-12

Motion by Ms. Brown seconded by Mr. Martin to approve the following items

7. + Motion to approve Diane Snyder as Chess Club supervisor at Mansion Avenue School for the Audubon Community Education chess program which consists of two sessions of seven (7) one hour meetings each, effective retroactive to October 1, 2009 at \$250.00 per session for a total of \$500.00.
8. **Motion to approve request to invoke the Federal Family Leave Act for Wendy VanFossen, high school guidance counselor, effective retroactive to September 16, 2009 through October 30, 2009 to include a four day work week beginning November 2, 2009 through January 31, 2010.**
9. Motion to approve the following winter 2009 coaching positions:

NAME	SPORT	POSITION
Dave Ricci	Boys' Basketball	Varsity Coach
Rich Del Vecchio	Boys' Basketball	Junior Varsity Coach
Ryan Gilmore	Boys' Basketball	Freshman Coach
Chris DelVecchio	Boys' Basketball	7/8 Coach (Shared Stipend)
Josh Simonetti	Boys' Basketball	7/8 Coach (Shared Stipend)
Cheryl Clark	Girls' Basketball	Varsity Coach
Denise McGettigan	Girls' Basketball	Junior Varsity Coach
Amanda Brown	Girls' Basketball	Freshman Coach
Jack Coyle	Girls' Basketball	7/8 Coach
Kim Rotter	Swimming	Varsity Coach
Chris Sylvester	Swimming	Assistant Varsity Coach
Don Seybold	Wrestling	Varsity Coach
Tony Carbone	Wrestling	Assistant Varsity Coach
Chris Scannel	Wrestling	Assistant Varsity Coach
John Gragilla	Wrestling	Assistant Varsity Coach
Kristen Tegan	Cheerleading	Varsity Coach
Mandy Reis	Cheerleading	Assistant Varsity Coach
Scott LaPayover	Winter Athletic Trainer	
Eric Miller	Winter Assistant Athletic Director	

Don Seybold	Assistant Athletic Trainer	
Jonathan Caputo	Winter Weight Training	
Mike Eksterowicz	Boys' Basketball	Volunteer
Ryan Boland	Boys' Basketball	Volunteer
Chris Zetusky	Boys' Basketball	Volunteer
Fred McCurry	Boys' Basketball	Volunteer
Jason Seeburger	Boys' Basketball	Volunteer
Richard Snyder	Girls' Basketball	Volunteer
Randy Marr	Wrestling	Volunteer
Andrew Manning	Wrestling	Volunteer
Dave Chambers	Wrestling	Volunteer
Joe Arensberg	Wrestling	Volunteer
David Niglio	Wrestling	Volunteer
Mark Brandon	Wrestling	Volunteer
Dave Lang	Wrestling	Volunteer
Pat Rich	Wrestling	Volunteer
Ashley Alibrando	Cheerleading	Volunteer
Lillian Mierkowski	Swimming	Volunteer
Anthony Pugliese	Winter Track	Volunteer
Steve Beyer	Winter Weight room	Volunteer
Pat Carletti	Winter Weight room	Volunteer
Tom Diaz	Winter Weight room	Volunteer
Rich Horan III	Winter Weight room	Volunteer
Dom Koehl	Winter Weight room	Volunteer
Tim O'Brien	Winter Wrestling Announcer	Volunteer

10. + Motion to approve Rowan University student, Michael Bittner, to complete a six (6) hour field experience requirement at Haviland Avenue School effective October 22, 2009 with Mr. Bundens serving as cooperating teacher.

11. Motion to approve the following students from Camden County College to complete a fifteen hour field experience at the high school effective October 22, 2009 as follows:

STUDENT	SUBJECT	COOPERATING TEACHER
Mary Donnelly	Science	David Niglio
Lisette Baselice	Spanish	Teresa D'Aprile
Sarah Picknally	Social Studies	Mike Tiedeken

12. Motion to approve St. Joseph's University student, Jason O'Shea, to complete a thirty hour field experience at the high school with Kevin Clements serving as cooperating teacher.

VOTE FOR ITEMS 7-12

Motion approved by unanimous roll call vote for items 7, 10. 9-0

Approved by majority roll call vote for items 8, 9, 11, 12. 8-0-1

Mr. Cipolone abstained from voting on these items.

MOTION TO APPROVE ITEMS 13-18

Motion by Mr. Cipolone seconded by Mrs. Cox to approve the following items

13. Motion to approve Catherine Skrabonja as half-time BSI teacher at Haviland Avenue School at Step 3, BA, \$24,300 (prorated), to include no benefits, effective retroactive to October 5, 2009 through June 30, 2010.

14. + Motion to approve Drexel University student, Joanna DeMayo, to complete an eighteen hour field experience at Haviland Avenue School effective October 22, 2009 with Shelly Chester serving as cooperating teacher.

15. + Motion to approve Camden County College student, Christina Bohrer, to complete a fifteen hour field experience at Haviland Avenue School effective October 22, 2009 with Deborah Costello serving as cooperating teacher.

16. + Motion to approve the following staff members to conduct four (4) 1.5 hour Family Math Workshops, on dates to be determined, as follows:

Bernadette Brogna

Claudia Kirby

Four 1½ hour workshops – instructional rate - \$35.00 per hour:	\$210.00
1½ hour prep per workshop – non-instructional rate - \$25.00:	<u>\$150.00</u>
Total compensation per staff member:	\$360.00

17. + Motion to approve Eric Miller and Mike Stubbs to conduct one A.P.P.L.E. Science program – one program for grades three through six with programs consisting of five (5) 1.5 hour classes each for a total of \$463.00 per program per facilitator on dates as listed:

3:15 pm – 4:45 pm

Tuesday, November 10, 2009
 Tuesday, November 17, 2009
 Tuesday, November 24, 2009

Thursday, November 12, 2009
 Thursday, November 19, 2009

18. + Motion to approve Eric Miller to conduct eight (8) Family Science Workshops as follows:

Workshop program consists of four 1.5 hour sessions for grade 3 and four 1.5 hour sessions for grade 4, dates and payment as listed:

2 Hour prep per session at \$25.00/hour non-instructional rate:	\$ 50.00
.75 Hour set-up per session at \$25.00/hour non-instructional rate:	\$ 18.75
1.5 Hours instructional time per session at \$35.00/hour instructional rate:	\$ 52.50
.5 Hour clean-up per session at \$25.00/hour non-instructional rate:	<u>\$ 12.50</u>
Total Per Session:	\$133.75

4 Sessions grade 3 @ \$133.75/session: \$535.00	11/9, 16, 23, 30, 2009	6:30 pm – 8:00 pm
4 Sessions grade 4 @ \$133.75/session: <u>\$535.00</u>	11/11, 18, 25, 2009 12/1, 2009	6:30 pm – 8:00 pm

Total Payment to Facilitator: \$1070.00

VOTE FOR ITEMS 13-18

Motion approved by unanimous roll call vote for item 13. 9-0
 Approved by majority roll call vote for items 14-19. 8-0-1
 Mr. Cipolone abstained from voting on these items.

MOTION TO APPROVE ITEMS 19-24

Motion by Mrs. Hauske seconded by Mrs. Cox to approve the following items

19. Motion to approve Wilmington University student, Brittany Gregor, to complete a NUR 423 – Global Health Practicum at the high school every Monday for approximately 6-8 weeks effective November 9, 2009 with Jackie Castaldi serving as cooperating nurse.
20. Motion to approve Alvina LaCasse to conduct a one hour technology workshop (Smartboard) in November 2009 at the AEA negotiated agreement professional hourly rate of \$55.00 for a total of \$55.00.
21. + Motion to approve Teresa Weichmann to write 8th grade science curriculum at the AEA negotiated agreement rate of \$600.00 per curriculum for a total of \$600.00.
22. Motion to accept, with best wishes, the letter of retirement from Barbara Reeves, school learning disabilities teacher consultant, effective February 1, 2010.
23. Motion to accept, with best wishes, the letter of retirement from Vivian Gubbings, high school special education teacher, effective January 1, 2010.
24. + Motion to approve the following Rutgers University student to complete her student teaching requirements as follows:

STUDENT	SCHOOL/SUBJECT	COOPERATING TEACHER	DATES
Lauren Van Sciver	Elementary Education	Roberta Ignaczewski	1/20/10-5/7/10

VOTE FOR ITEMS 19-24

Motion approved by unanimous roll call vote for items 19, 20, 22-24. 9-0
 Approved by majority roll call vote for item 21. 8-0-1
 Mr. Cipolone abstained from voting on this item.

MOTION TO APPROVE ITEMS 25-31

Motion by Ms. Brown seconded by Mr. Cipolone to approve the following items

25. + Motion to approve Beth Crosby and Alycia Gibboni to share the after school tutoring supervisor position of thirty-seven one (1) hour sessions at Haviland Avenue School effective November 1, 2009 through May 2010 at the non-instructional rate as per the AEA negotiated agreement.

26. Motion to approve the following staff members to serve on the 2009-2010 Instructional Council as per the AEA negotiated agreement:

Jane Byrne	Lisa McGilloway	Beth Canzanese	Jill Mulford
Sebastian Marino	Eric Miller	Bruce Dyer	Curtis Finnegan
Annette Hartstein	Andi Collazzo	Trish Martel	Ashley McGuire
Alvina LaCasse	Bonnie Smeltzer		

27. + Motion to approve the following staff members to conduct Family Literacy Night (formerly Bedtime Story Hour), compensation as per AEA negotiated agreement, as follows: (Funded through NCLB)

Staff Member	School	Date	Time	Compensation
Christine Brady - K	Haviland Avenue	October 1, 2009	6:30 - 7:30 p.m.	\$52.50
Sue Selby - K	Haviland Avenue	October 1, 2009	6:30 - 7:30 p.m.	\$52.50
Kim Felix - K	Haviland Avenue	October 1, 2009	6:30 - 7:30 p.m.	\$52.50
Beth Crosby - K	Haviland Avenue	October 1, 2009	6:30 - 7:30 p.m.	\$52.50
Betty Drolet – Gr. 1	Haviland Avenue	October 15, 2009	6:30 - 7:30 p.m.	\$52.50
JoAnne McCarty – Gr. 1	Haviland Avenue	October 15, 2009	6:30 - 7:30 p.m.	\$52.50
Roberta Ignaczewski – Gr. 1	Haviland Avenue	October 15, 2009	6:30 - 7:30 p.m.	\$52.50
Blake Marchese – Gr. 1	Haviland Avenue	October 15, 2009	6:30 - 7:30 p.m.	\$52.50
Alycia Gibboni	Haviland Avenue	October 15, 2009	6:30 - 7:30 p.m.	\$52.50
Shelly Chester - Gr. 2	Haviland Avenue	October 29, 2009	6:30 - 7:30 p.m.	\$52.50
Joyce Eaton – Gr. 2	Haviland Avenue	October 29, 2009	6:30 - 7:30 p.m.	\$52.50
Lorraine Gaffney – Gr. 2	Haviland Avenue	October 29, 2009	6:30 - 7:30 p.m.	\$52.50
Debra Costello – Gr. 2	Haviland Avenue	October 29, 2009	6:30 - 7:30 p.m.	\$52.50

28. + Motion to approve the following extracurricular position for the 2009-2010 school year:

POSITION	STAFF MEMBER	STIPEND
Parakeet	Ashley McGuire Sharon Selby	Shared Stipend as per AEA Negotiated Agreement

29. + Motion to approve the following as mentor for the 2009-2010 school year. Novice teacher will compensate mentor as per state regulations and AEA contract:

MENTOR	TEACHER
Sue Selby	Catherine Skrabonja

30. Motion to approve the following as clock and/or security personnel for the 2009-2010 basketball and wrestling seasons with compensation at \$40.00 per home event:

Bill Beecher	Erin Buthusiem	Frank Corley	Tony Carbone
Casey Clements	Gregg Francis	Paul Frantz	Brian Kulak
Steve Laughlin	Lillian Mierkowski	Harry Reeves	Thea Ricci
Mike Tanier	Mike Tomasetti	Joe Whylings	Teresa Weichmann
Eileen Willis	Dave Niglio		

31. + **Motion to approve the request for an extension of an unpaid leave of absence for Theresa Salamone, elementary teacher, effective January 1, 2010 through June 30, 2010.**

VOTE FOR ITEMS 25-31

Motion approved by unanimous roll call vote for items 26, 30, 31. 9-0

Approved by majority roll call vote for items 25, 27, 28, 29. 8-0-1

Mr. Cipolone abstained from voting on these items.

PROGRAM:

- **PRESENTATIONS**

2008-2009 - Violence, Vandalism, and Substance Abuse Report – Donald A. Borden

2008-2009 Test Report – Frank Corley/Carleene Slowik/Don Borden

MOTION TO APPROVE ITEMS 1-3

Motion by Mrs. Hauske seconded by Mrs. Bentley to approve the following items

1. Motion to approve the Violence, Vandalism and Substance Abuse Report for the 2008-2009 school year as presented, and submission of the report and related documents to the Department of Education.
2. Motion to approve the Comprehensive Maintenance Plan for the 2009-2010 school year.
- DISCUSSION H1N1 Clinic – December 8, 2009 - 1:00 pm – 7:00 pm sponsored by the Camden County Health Department
3. Motion to approve a revision to the 2009-2010 school calendar to reflect half day session for students on Tuesday, December 8, 2009 for the purpose of conducting the H1N1 Clinic.

VOTE FOR ITEMS 1-3

Motion approved by unanimous voice vote

STUDENTS:

MOTION TO APPROVE ITEMS 1-2

Motion by Ms. Brown seconded by Mr. Martin to approve the following items

1. **Motion to approve field trips as listed.**
2. Motion to approve a student's request for senior privilege effective retroactive to September 3, 2009 through June 2010.

VOTE FOR ITEMS 1-2

Motion approved by unanimous voice vote

POLICY:

- DISCUSSION HIB Policy Revision

MOTION TO APPROVE ITEMS 1-4

Motion by Mrs. Hauske seconded by Mr. Martin to approve the following items

1. Motion to approve the following new policy: (Second Reading)
 - 5141.23 Policy for the Emergency Administration of Epinephrine

2. Motion to approve the following revised policies as reviewed and recommended by the Policy Committee of the Board of Education:

#3000/3010	Concepts and Roles in Business and Noninstructional Operations
#3510	Operation and Maintenance of Plant
#3451	Petty Cash Funds
#4112.8	Neptotism
#4212.8	Neptotism
#5131	Conduct and Discipline
#5145.12	Search and Seizure
#6173	Home Instruction
#9270	Conflict of Interest

3. Motion to approve the following new policy: (First Reading)

- 3600 Evaluation of Business and Noninstructional Operations

4. Motion to approve the revisions to the following job descriptions as reviewed and recommended by the Policy Committee of the Board of Education:

Accounts Payable Specialist - Revision	Assistant Principal - Revision
Treasurer of School Monies - Revision	K-12 Teacher - Revision
Attorney – Revision	K-12 Art Teacher - New
Athletic Director – Revision	Maintenance Secretary - Revision
Head Athletic Coach - Revision	Bus Driver - Revision
Assistant Athletic Coach – New	Special Education Aide - Revision
Volunteer Assistant Coach - New	Guidance Counselor - Revision
Principal – Revision	Learning Disabilities Teacher – Consultant - Revision

VOTE FOR ITEMS 1-4

Motion approved by unanimous voice vote

BUILDINGS AND GROUNDS:

1. **Motion by Mr. Cipolone seconded by Mrs. Bentley to approve use of facilities as listed. Motion approved by unanimous voice vote.**

REPORTS:

1. Mansion Avenue School
2. Haviland Avenue School
3. Audubon High School
4. Child Study Team

BOARD COMMITTEES:

- A. Alternate Sources of Funding: **Mrs. Bentley**, Chairperson, Mr. Lee, Mrs. Hauske, Mr. Harvey, Alternate, Mr. Martin
- B. Buildings and Grounds: **Mr. Gilmore**, Chairperson, Mrs. Cox, Mr. Martin, Mrs. Bentley, Alternate, Mrs. Slack
- C. Community Relations: **Mrs. Slack**, Chairperson, Mrs. Hauske, Mr. Martin, Mrs. Bentley, Alternate, Mr. Cipolone
- D. Curriculum: **Ms. Brown**, Chairperson, Mrs. Bentley, Mr. Lee, Mrs. Cox, Alternate, Mrs. Slack
- E. Finance: **Mr. Gilmore**, Chairperson, Mr. Harvey, Mrs. Cox, Mr. Lee, Alternate, Mrs. Bentley
- F. Negotiations: **Mrs. Slack**, Chairperson, Mrs. Hauske, Mrs. Cox, Mr. Harvey, Alternate, Mrs. Bentley
- G. Policy: **Mrs. Slack**, Chairperson, Ms. Brown, Mrs. Cox, Mrs. Hauske, Alternate, Mr. Martin
- H. Scholarship: **Ms. Brown**, Chairperson, Mr. Lee, Mr. Gilmore, Mr. Harvey, Alternate, Mr. Martin
- I. Employee Recognition: **Mrs. Cox**, Chairperson, Mrs. Hauske, Ms. Brown, Mr. Martin, Alternate, Mrs. Bentley

- J. CCESC Rep. Rotation: **Mr. Borden**
- K. CCSBA Rep. Rotation: **Mr. Martin**
- L. AEF Representatives: **Mrs. Bentley**
- M. State/Federal Programs: **Mr. Borden**
Affirmative Action Officer: **Mr. Delengowski**
Public Agency Compliance Officer: **Mr. Delengowski**

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 Policy #9322 of the Audubon Public Schools Board of Education Policy Manual.

PUBLIC PARTICIPATION:

1. Motion by Mr. Martin seconded by Mrs. Cox to adjourn meeting at approximately 9:50pm. Motion approved by unanimous voice vote.

Robert Delengowski
Business Administrator/Board Secretary