

**AUDUBON SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
AUDUBON HIGH SCHOOL MEDIA CENTER
WEDNESDAY, NOVEMBER 17, 2010
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, Mrs. Cox, Mr. Gilmore, Mrs. Hauske, Mr. Lee, Mr. Martin, Mr. McDonough, Ms. Slack, Robert Delengowski, Board Secretary, Donald Borden, Superintendent of Schools.

Absent: Ms. Sullivan

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

October 20, 2010

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 OCTOBER

Grade Seven

Sarah Brophy
Satnam (Nick) Singh

Sophomore Class

Kristyn Young
Nick Trainor

Grade Eight

Katie Grim
Dale Pennock

Junior Class

Lisa Kates
James Meyer

Freshman Class

Ashley Zanetich
Billy Hubbs

Senior Class

Kelly Lewis
Pete Coulter

PRESENTATIONS

MAS Remediation Update: Beth Canzanese
Lisa McGilloway

Challenge Day Report: Becky Leise
Bonnie Smeltzer

REPORT: Student Council Representative: **Gabrielle Pasarella**

FINANCE:

MOTION TO APPROVE ITEMS 1-5

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

1. Motion to approve bills payable when properly certified.
2. Motion to approve the September 30, 2010, 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 September 30, 2010, 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 September 30, 2010, 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 corrective action plan for the 2009-2010 audit as listed:

CORRECTIVE ACTION PLAN

RECOMMENDATION	BOARD APPROVAL DATE	METHOD OF IMPLEMENTATION	RESPONSIBILITY FOR IMPLEMENTATION	DATE OF IMPLEMENTATION
<u>Financial Planning, Accounting & Reporting</u> Retro active pay was not recorded as part of the base salary reported to the TPAF for three employees	11/17/2010	Any salary changes will be reviewed quarterly to ensure total contracted salary is included in the TPAF calculations	Payroll Clerk	12/30/2010
A cash receipt in the amount of \$5,903 was not recorded in the financial records even though the books were reconciled to the bank statement	11/17/2010	The cash receipt in question concerned two voided checks. All voided checks will be reviewed to ensure they are accounted for in the system	Business Administrator/ Treasurer	11/30/2010
The Borough tax levy was not paid in full as of June 30, 2010 as required by R.S. 54:4-75	11/17/2010	The district does make every effort, and will continue to make every effort to collect the entire tax levy prior to year end as required by law	Business Administrator	N/A
<u>Contracts & Agreements Requiring Advertised Bids</u> Sealed bids were not requested for the purchase of maintenance supplies even though the total cost exceeded \$29,000	11/17/2010	Purchases will be reviewed monthly to ensure the bid limit is not exceeded	Business Administrator	11/30/2010
<u>Student Body Activities</u> Gate receipts for February and March 2010 were not deposited until June 2010	11/17/2010	A worksheet will be given to the AD to ensure all deposits are given to the Business Office on a timely basis	Athletic Director	11/30/2010

VOTE FOR ITEMS 1-5

Motion approved by unanimous voice vote

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

MOTION TO APPROVE ITEMS 1-5

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

- 1. Motion to approve hiring for a period of three months beginning November 18, 2010, pending completion of all district and state requirements, the Emergent Hiring of the following:

Darren Hickman, Teacher
Shawn Agnew, Coach

- 2. Motion to approve substitutes/home instruction tutors, as listed, for the 2010-2011 school year:

- 3. + Motion to approve staff members’ leave requests to attend workshops/conferences for the 2010-2011 school year, as follows:

School	Cost	Staff Member	Date of Conference	Name of Conference
MAS	\$164.00	Christine Batra	December 3, 2010	Invitational Grammar & Editing Instruction
MAS	\$164.00	Kelly McShane	December 3, 2010	Invitational Grammar & Editing Instruction
MAS	\$254.00	Kim Brach	December 17, 2010	No More Meltdowns: Handling Challenging Behaviors
MAS	\$164.00	Sharon Mickle	December 3, 2010	Invitational Grammar & Editing Instruction

- 4. Motion to approve the following Rutgers University student to complete his student teaching requirement as follows:

STUDENT	SCHOOL	COOPERATING TEACHER	DATES
Liam James	High School	Michael Tiedeken	1/19/11-5/6/11

- 5. + Motion to approve the following Rowan University student to complete her student teaching requirement as follows:

STUDENT	SCHOOL	COOPERATING TEACHER	DATES
Jessica Levins	HAS	Roberta Ignaczewski	1/18/11-5/6/11

VOTE FOR ITEMS 1-5

Motion approved by unanimous roll call vote for items 1, 2, 4. 9-0

Approved by majority roll call vote for items 3, 5. 8-0-1

Mr. McDonough abstained from voting on these items.

MOTION TO APPROVE ITEMS 6-10

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

- 6. + Motion to approve the following Rutgers University students to complete a 45 hour practicum experience as follows:

STUDENT	SCHOOL	COOPERATING TEACHER	DATES
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Lauren VanSciver	MAS	Bernadette Brogna	1/24/11-5/6/11
Amanda Lee	HAS	Beth Crosby	1/24/11-5/6/11
Denise Dougherty	MAS	Kelly McShane	1/3/11-1/13/11
Kristen Green	MAS	Ruth Fields	1/3/11-1/13/11

7. Motion to approve staff members' leave requests to attend workshops/conferences for the 2010-2011 school year, as follows:

School	Cost	Staff Member	Date of Conference	Name of Conference
HS	\$164.00	Brian Kulak	December 3, 2010	Invitational Grammar & Editing Instruction
HS	\$164.00	Kate Wilson	December 3, 2010	Invitational Grammar & Editing Instruction
HS	\$164.00	Sue Andrew	December 3, 2010	Invitational Grammar & Editing Instruction
HS	\$164.00	Eileen Willis	December 3, 2010	Invitational Grammar & Editing Instruction
HS	\$199.00	Teresa D'Aprile	November 23, 2010	Making Use of Podcasts, Blogs, and Other Tech Tools
CST	\$254.00	Carrie Figueroa	December 17, 2010	No More Meltdowns: Handling Challenging Behaviors
CST	\$420.00	Jaclyn Drebes	November 18, 19, 2010	ASHA National Convention
CST	\$420.00	Dana Kahlbom	November 18, 19, 2010	ASHA National Convention

8. Motion to rescind Anthony Carbone as high school industrial arts teacher effective November 18, 2010.
9. Motion to approve Darren Hickman as industrial arts teacher at the high school, for Anthony Carbone, at Step 15, MA, prorated, effective November 18, 2010 through June 30, 2011, to include four days overlap with Mr. Carbone at the substitute teacher rate of \$75.00 per day.
10. Motion to approve the request for leave without pay for Jaclyn Drebes, speech therapist, effective January 14, 2011 through January 20, 2011 as follows: (This Does Not Establish Past Practice)

Unpaid Leave of Absence: January 14, 18, 19, 20, 2011

VOTE FOR ITEMS 6-10

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

Approved by majority roll call vote for item 6. 8-0-1

Mr. McDonough abstained from voting on this item.

MOTION TO APPROVE ITEMS 11-15

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

11. Motion to approve the following Camden County College student to complete a 15 hour field experience at the high school effective November 18, 2010:

Student	Cooperation Teacher
Stefanie Taylor	Melissa Wood

12. + Motion to approve the following volunteer coaches/staff for the Audubon Youth Wrestling 2010-2011 season:

COACHING POSITIONS

Tom Monteferrante Todd Weaver Don Hunter Tom Quinn
 Damien Tomeo John Kelleher

NON-COACHING POSITIONS

Jennifer Monteferrante Jennifer Hart
 Barbara McDonald Ed Simpson
 John Clark

13. + Motion to rescind the following coaching/staff positions for the 2010/2011 school year effective November 18, 2010:

Anthony Carbone Middle School Wrestling Coach

14. Motion to approve the following as chaperones for the 2011 Senior Class trip to Disney World:

Sue Andrew Wendy VanFossen

15. Motion to approve the following Rutgers University student to complete a 45 hour practicum experience as follows:

STUDENT	SCHOOL	COOPERATINGTEACHER	DATES
Joseph Sabatino	HS	William Scully	1/24/11-5/6/11

VOTE FOR ITEMS 11-15

Motion approved by unanimous roll call vote for items 11, 14, 15.

Approved by majority roll call vote for items 12, 13. 8-0-1

Mr. McDonough abstained from voting on these items.

MOTION TO APPROVE ITEMS 16-20

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

16. + Motion to approve the following staff members as after school tutoring supervisors at the elementary schools as follows: (Four staff members will share two positions.)

Alycia Colucci Beth Crosby Gail Erney Donna Stack

Thirty-seven one (1) hour sessions from 3:15 pm to 4:15 pm effective retroactive to November 1, 2010 through May 2011 at the non-instructional rate as per the AEA negotiated agreement.

17. Motion to approve the following staff members to conduct after school workshops to district staff members at \$55.00 per hour at the AEA professional development rate and \$25.00 prep time as follows:

Rich Wilson – Two (2) one-hour workshops: Differentiated Instruction - January 6 and 12, 2011 for a total of \$135.00 (2 hours at \$55.00 per hour, plus \$25.00 prep)

Chris Sylvester - Two (2) one-hour workshops: Windows 2007 – December 2010 & January 2011 for a total of \$135.00 (2 hours at \$55.00 per hour, plus \$25.00 prep)

18. Motion to rescind the following winter/spring coaching/staff positions for the 2010-2011 school year effective November 18, 2010:

Anthony Carbone Spring Assistant Athletic Director
 Anthony Carbone Fall Assistant Athletic Director
 Jonathan Battillo Assistant Varsity Wrestling Coach
 Mark Valentine Assistant Varsity Wrestling Coach

Tom Diaz Assistant Varsity Football Coach

19. Motion to approve the following winter coaching/staff positions for the 2010-2011 school year:

Assistant Varsity Wrestling Coach	Sean Agnew
Assistant Varsity Wrestling Coach	Randy Marr
Volunteer Winter Track and Field Coach	Steve Ireland
Volunteer Winter Track and Field Coach	David Niglio
Clock and/or Security for Basketball and Wrestling	Joseph Furlong

20. Motion to approve the following Rowan University student to complete her student teaching requirement as follows:

STUDENT	SCHOOL	COOPERATING TEACHER	DATES
Lisa Benedetti	High School	Kay Azar/Health & PE	3/14/11-5/6/11

VOTE FOR ITEMS 16-20

Motion approved by unanimous roll call vote for items 17-20.

Approved by majority roll call vote for item 16. 8-0-1

Mr. McDonough abstained from voting on this item.

PROGRAM:

MOTION TO APPROVE ITEMS 1-2

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

1. Motion to approve the following curriculum as recommended by the Curriculum Committee of the Board:

Advanced Sculpture and Ceramics
Creative Technology
Senior High Band
Accounting
Skills for Living
What's Art About?
Portfolio Preparation
Sp/Fr 3: Intermediate Low

2. + Motion to approve the following curriculum as recommended by the Curriculum Committee of the Board:

K-2 21st Century Life and Careers

- Annual discussion as required by NJAC: School Board Code of Ethics

VOTE FOR ITEMS 1-2

Motion approved by unanimous roll call vote for item 1. 9-0

Approved by majority roll call vote for item 2. 8-0-1

Mr. McDonough abstained from voting on this item.

STUDENTS:

MOTION TO APPROVE ITEMS 1-3

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

1. Motion to approve the following field trips as listed.

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

STUDENT ID#	DATE
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44203	Retroactive to October 6, 2010 through TBD – Ongoing
42393	Retroactive to September 13, 2010 through October 1, 2010
42604	Retroactive to October 28, 2010 - Ongoing

3. Motion to approve homebound instruction for the following student:

STUDENT ID#	DATE
00204	Retroactive to October 22, 2010 through TBD – Ongoing
00408	Retroactive to November 8, 2010 through - Ongoing

VOTE FOR ITEMS 1-3

Motion approved by unanimous voice vote

BUILDINGS AND GROUNDS:

1. Motion by Mr. Martin seconded by Mr. Lee to approve the following facility use requests, as Listed. Motion approved by unanimous voice vote.

POLICY:

1. Motion by Ms. Brown seconded by Mrs. Hauske to approve the following policies as recommended by the Policy Committee of the Board of Education:

POLICY NUMBER	POLICY
1120	Board of Education Meetings
2240	Research, Evaluation and Planning
2255	Action Planning for T & E Certification
3100	Budget Planning, Preparation and Adoption
3220/3230	State and Federal Funds
3326	Payment for Goods and Services
5131.5	Vandalism/Violence
5131.6	Drugs, Alcohol and Tobacco
5141	Health
6114	Emergencies and Disaster Preparedness
6142.10	Acceptable Use of Technology – Staff
6142.11	Acceptable Use of Technology – Students

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: **Mr. Jon Martin**, Chairperson, Mr. Lee, Ms. Sullivan, Mrs. Bentley, **Alternate, Ms. Brown**
- B. Buildings and Grounds: **Mr. Gilmore**, Chairperson, Mrs. Slack, Mr. Martin, Ms. Brown, **Alternate, Mrs. Cox**
- C. Community Relations: **Mrs. Hauske**, Chairperson, Mrs. Slack, Mr. McDonough, Ms. Sullivan, **Alternate, Mrs. Bentley**
- D. Curriculum: **Ms. Brown**, Chairperson, Mrs. Bentley, Mr. Lee, Mrs. Cox, **Alternate, Ms. Sullivan**
- E. Finance: **Mr. Gilmore**, Chairperson, Mrs. Hauske, Mrs. Bentley, Mr. Martin, **Alternate, Mr. Lee**

- F. Negotiations: **Mrs. Slack**, Chairperson, Mrs. Hauske, Mrs. Cox, Mr. Gilmore,
Alternate, Mrs. Bentley
- G. Policy: **Mrs. Slack**, Chairperson, Ms. Brown, Mrs. Cox, Mrs. Hauske,
Alternate, Mr. Martin

- H. Scholarship: **Mr. Gilmore**, Chairperson, Mr. Lee, Mrs. Bentley
- I. CCEC Rep. Rotation: **Mr. Borden**, Alternate, Jon Martin
- J. CCSBA Rep. Rotation: **Mrs. Hauske**
- K. AEF Representative: **Mrs. Bentley**
- L. 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.

PRIVATE:

- 1. Motion by Mr. Martin seconded by Mr. Lee to move board to closed session at approximately 8:57 pm for the following:

Personnel

Reconvene at approximately 9:50 pm.

PUBLIC PARTICIPATION:

- 1. Motion by Mr. Lee seconded by Mr. Martin o adjourn meeting at approximately 9:52 pm. Motion approved by unanimous voice vote.

Robert Delengowski

**Robert Delengowski
Business Administrator/Board Secretary**