

**BOARD OF EDUCATION MEETING  
AUDUBON HIGH SCHOOL MEDIA CENTER  
WEDNESDAY, DECEMBER 19, 2012  
6:30 P.M.  
AGENDA**

The Formal Action Meeting of the Audubon Board of Education was called to order at 6:30pm 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 6:30 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: Ms. Brown, Mrs. Sullivan-Butrica, Mrs. Cox, Mrs. Dawson, Mr. Gilmore, Mrs. Hauske,  
Mr. Ingram, Ms. Slack, Ms. Sullivan, Mr. Yacovelli, Robert Delengowski, Board Secretary, Donald Borden, Superintendent of Schools.

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

**November 14, 2012**

Motion approved by unanimous voice vote.

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

OPEN TO THE PUBLIC

**CLOSED SESSION: Student Matter**

**PRIVATE:**

Motion by Mrs. Hauske seconded by Ms. Brown to move board to closed session at  
approximately  
6:30pm for the following: **Student Matter**

Reconvene at approximately 7:30pm.

**RESOLUTION**

**AUTHORIZING EXECUTIVE SESSION  
Date December 19, 2012**

**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 matter 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;

\_\_\_\_\_ 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.

It is expected that the Board will be in closed session for approximately thirty – forty-five Minutes and action may be taken

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

<b><u>Class</u></b>	<b><u>Grade Seven</u></b>	<b><u>Grade Eight</u></b>	<b><u>Freshman</u></b>
	Matilda Stolte Greg Janney Cipolone	Natalia Guzman Dominic Zerambo	Alexis Hare Dominic
	<b><u>Sophomore Class</u></b>	<b><u>Junior Class</u></b>	<b><u>Senior Class</u></b>
	Pheobe Carlin Jake VanArnam	Carolyn Kirsch Josh Bicking	Kristyn Young Nick Acevedo

**RECOGNITION: THE AUDUBON PUBLIC SCHOOLS WOULD LIKE TO RECOGNIZE THE FOLLOWING STAFF MEMBERS, MRS. ANNE MARIE HARRIS AND MR. MICHAEL STUBBS, FOR OUTSTANDING WORK DONE IN THE ART AND ARCHITECTURE COURSE.**

**FINANCE:**  
**MOTION TO APPROVE ITEMS 1-5**

Motion by Mr. Ingram seconded by Mrs. Dawson approve the following items

1. Motion to approve bills payable when properly certified.
2. Motion to approve the October 31, 2012 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 October 31, 2012, 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 October 31, 2012 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 voiding the following checks due to age:  
Student Activities Account:

#9749	Issued: 2/14/12	\$135.00
#9950	Issued: 6/5/12	\$50.00
#10068	Issued: 6/14/12	\$25.00

**VOTE FOR ITEMS 1-5**

Motion approved by unanimous voice vote.

**PERSONNEL: (All motions are upon Superintendent's recommendation :)**

**MOTION TO APPROVE ITEMS 1-5**

Motion by Ms. Brown seconded by Ms. Sullivan approve the following items

1. Motion to approve staff members' leave requests to attend workshops/conferences for the 2012-2013 school year as follows:

School	Cost	Staff Member	Date of Conference	Name of Conference
HS	\$497.86	Don Borden	Jan.31 – Feb.1,2013	Techspo in Atlantic City (Bally's)
HS	\$497.86	Michael Sloan	Jan. 31- Feb. 1, 2013	Techspo in Atlantic City (Bally's)
HS	\$295.00	Mary Anne Kavanaugh	January 30, 2013	Cutting Edge Technology Tools, etc.
HS	\$295.00	Melissa Wood	January 30, 2013	Cutting Edge Technology Tools, etc.

2. + **Motion to approve staff members' leave requests to attend workshops/conferences for the 2012-2013 school year as follows:**

HAS	\$307.73	JoAnne McCarty	January 24, 2013	Applied Behavior Analysis Seminar
<b>HAS</b>	<b>\$699.00</b>	<b>Bobbi Wescott-Graham</b>	<b>March 5, 2013</b>	<b>Non-Violent Crisis Intervention – 1 Day Training</b>

3. Motion to approve the following mentor for the 2012-2013 school year. Novice teachers will compensate mentors as per state regulations and AEA contract:

Teacher	School/Subject	Mentor	Date
Dustin Stiles	Resource Center Teacher – HS	Michael Stubbs	12/11/12-6/30/13

4. **Motion to approve the following as substitutes and/or homebound instruction tutors for the 2012-2013 school year, pending completion of all district and state requirements:**

Bernadette Kaluhiokalani	Substitute Nurse	K-12
Fred Hess	Substitute Teacher	K-12
Meighan McCann	Substitute Teacher	K-8
Ethan Casey	Substitute Teacher	7-12
Douglas Taylor	Substitute Teacher	K-12
Jim Callista	Substitute Teacher	7-12
<b>Faye Johnson</b>	<b>Substitute Teacher</b>	<b>7-12</b>

5. + Motion to approve Roberta Hanson to continue as long-term substitute vocal music teacher at Haviland Avenue School, for Kate Hayden, at the Step 1 BA per diem rate of \$240.00, not to include benefits, effective January 2, 2013 through June 20, 2013 or the last day for teachers.

**VOTE FOR ITEMS 1-5**

Motion approved by unanimous roll call vote for items 1, 3, 4. 10-0

Approved by majority roll call vote for items 2, 5. 9-0-1

Mr. Ingram abstained from voting on these items.

**MOTION TO APPROVE ITEMS 6-10**

Motion by Ms. Brown seconded by Ms. Sullivan approve the following items

6. Motion to approve Brian Kulak to write curriculum for the Journalism and Creative Writing Class at the contractual rate of \$600.00 as per the AEA negotiated agreement.

7. + Motion to approve Lynn Lehner to continue as long-term substitute guidance counselor at Mansion Avenue School, for Cara Novick, at the Step 1, MA, per diem rate of \$257.00, not to include benefits, effective January 1, 2013 through June 20, 2013 or the last day for teachers.

8. Motion to approve the following extracurricular contracts for the 2012-2013 school year:

Duane Trowbridge	½ Play Director
Nicole Corigliano	½ Play Director

9. **Motion to approve Melissa Wood to write curriculum for 12<sup>th</sup> Grade English at the contractual rate of \$600.00 as per the AEA negotiated agreement.**

10. Motion to approve payment to the following HS staff members for up to an additional 2 hours of Danielson framework turnkey payment, at the contractual rate of \$55.00 per hour:

Betsy Kirkbride	Chris Sylvester	Kevin Greway
Andrea Collazzo	Brian Kulak	Eric Miller
Deborah Waite	Nicole Szymanski	Patricia Martel
Ashley McGuire		

**VOTE FOR ITEMS 6-10**

Motion approved by unanimous roll call vote for items 6, 8, 9, 10. 10-0

Approved by majority roll call vote for item 7. 9-0-1

Mr. Ingram abstained from voting on this item.

**MOTION TO APPROVE ITEMS 11-17**

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

- 11. Motion to approve the following winter coaching positions for the 2012-2013 sports season:

NAME	SPORT	POSITION
Luke Sturgis	Winter Track	Volunteer
Dustin Stiles	Winter Track	Volunteer
Kristen Tegan	Cheerleading	Assistant Varsity Coach

- 12. Motion to approve Ilana Ablon, who will be returning from her maternity leave at the end of December, as a speech/language consultant for up to 20 hours per week, at a compensation rate of \$70.00 per hour, effective January 2, 2013 through June 20, 2013 or the last day for teachers.
- 13. + Motion to approve, Amanda Williams, as a part time aide in the SHAPE A.M. preschool class at Haviland Avenue School, effective January 2, 2013 through June 19, 2013 or the last day for students, up to 15 hours per week at an hourly rate of \$11.30, Step 8, not to include benefits, on an emergent basis.
- 14. + Motion to approve Francesca Eagan, to assume Heather Ruoff's part-time kindergarten aide position at Haviland Avenue School, effective January 2, 2013 through June 19, 2013 or the last day for students, for up to 17 hours per week, not to include benefits.
- 15. + Motion to rescind Heather Ruoff as part-time kindergarten aide at Haviland Avenue School, effective December 21, 2013.
- 16. + Motion to approve Heather Ruoff as an aide in the Resource Center at Haviland Avenue School, Step 8, \$11.30 per hour, for up to 29.5 hours per week, not to include benefits effective January 2, 2013 through June 19, 2013 or the last day for students.
- 17. Motion to rescind Alycia Colucci as winter Cheerleading Assistant Varsity Coach for the 2012 -2013 season.

**VOTE FOR ITEMS 11-17**

Motion approved by unanimous roll call vote for items 11, 12, 17. 10-0

Approved by majority roll call vote for items 13, 14, 15, 16. 9-0-1

Mr. Ingram abstained from voting on these items.

**PROGRAM:**

**MOTION TO APPROVE ITEMS 1-3**

Motion by Mrs. Slack seconded by Ms. Brown approve the following items

- 1. + Motion to approve Gloucester County SSSD to provide a teacher of the deaf consultative services to an incoming three year old student in the SHAPE program for 2 to 4 one hour sessions per month at \$120.00 per hour effective January 2, 2013 through June 30, 2013.
- 2. Motion to approve Bancroft to provide consultative services to special education students on an as-needed basis effective retroactive to December 1, 2012 through June 30, 2013.

3. + Motion to approve a contract with the Bancroft Consultation Department to provide services to the SHAPE Preschool program effective January 7, 2013 through June 30, 2013 with costs not to exceed \$4,000.00. IDEA preschool grant money will be utilized for funding the consultation service.

**VOTE FOR ITEMS 1-3**

Motion approved by unanimous voice vote for items 1, 3.  
 Approved by majority voice vote for items 1, 3.  
 Mr. Ingram abstained from voting on these items.

- **DISCUSSION:** School Choice

**STUDENTS:**

1. Motion by Mr. Ingram seconded by Mrs. Dawson to approve the following field trip requests:  
 Motion approved by unanimous voice vote.

**BUILDINGS AND GROUNDS:**

1. Motion by Ms. Brown seconded by Mrs. Slack to approve the following use of facilities requests:  
 Motion approved by unanimous voice vote.

**REPORTS:**

1. Mansion Avenue School  
 2. Haviland Avenue School  
 3. High School  
 4. Child Study Team  
 5. RTI Report: Haviland and Mansion Avenue Schools (Separate Attachments)  
 6. Harassment, Intimidation and Bullying Report (Separate Attachment)

BULLYING INCIDENTS REPORT		
SCHOOL	# INCIDENTS	# CONFIRMED
HS	0	0
MAS	1	1
HAS	0	0

**BOARD COMMITTEES:**

- A. Buildings and Grounds: **Mr. Gilmore**, Chairperson, Mrs. Slack, Mrs. Dawson, Mr. Yacovelli, Alternate, Ms. Sullivan  
 B. Community Relations: **Mrs. Hauske**, Chairperson, Mrs. Slack, Mr. Ingram, Mr. Yacovelli, Alternate, Mrs. Dawson  
 C. Curriculum: **Ms. Brown**, Chairperson, Ms. Sullivan, Mrs. Sullivan-Butrica, Mrs. Cox, Alternate, Mrs. Hauske  
 D. Finance: **Mr. Gilmore**, Chairperson, Mrs. Hauske, Mrs. Sullivan-Butrica, Mrs. Cox, Alternate, Mr. Yacovelli  
 E. Negotiations: **Mrs. Slack**, Chairperson, Mrs. Hauske, Mrs. Cox, Mr. Gilmore, Alternate, Mrs. Sullivan-Butrica  
 F. Policy: **Mrs. Slack**, Chairperson, Ms. Brown, Mrs. Cox, Ms. Sullivan, Alternate, Mrs. Dawson  
 G. Scholarship: **Ms. Brown**, Chairperson, Mr. Gilmore, Ms. Sullivan, Mrs. Sullivan-Butrica, Alternate, Mrs. Dawson  
 H. CCESC Rep. Rotation: **Mr. Borden**  
 I. CCSBA Rep. Rotation: **Mrs. Dawson**  
 J. AEF Representative: **Mrs. Hauske**

- K. 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 Mrs. Hauske seconded by Mrs. Dawson to adjourn meeting at approximately 8:30pm. Motion approved by unanimous voice vote.

*Robert Delengowski*

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**Robert Delengowski,  
Business Administrator/Board Secretary**



**AUDUBON BOARD OF EDUCATION  
CLOSED SESSIONS  
DECEMBER 19, 2012**

**CALL TO ORDER**

Motion by Mrs. Hauske seconded by Ms. Brown to go into a Closed Session Meeting of the Audubon Board of Education was called to order at 6:30pm prevailing time, on the above date in the high school media center with Mr. Gilmore presiding.

**DISCUSSION**

**Student Matter**

**RECONVENE**

Reconvene to public session at approximately 8:30pm.

*Robert Delengowski*

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**Robert Delengowski  
Business Administrator/Board Secretary**