

**BOARD OF EDUCATION MEETING  
AUDUBON HIGH SCHOOL MEDIA CENTER  
WEDNESDAY, MARCH 20, 2013  
7:30 P.M.  
MINUTES**

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: Ms. Brown, Mrs. Sullivan-Butrica, Mrs. Cox, Mrs. Dawson, Mr. Gilmore, Mrs. Hauske, Mr. Ingram, Ms. Slack, Mr. Yacovelli, Robert Delengowski, Board Secretary, Donald Borden, Superintendent of Schools.

Absent: Ms. Sullivan

1. Motion by Ms. Brown seconded by Mrs. Dawson to approve the following minutes:

**February 20, 2013  
March 2, 2013**

Motion approved by majority 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 FEBRUARY**

**Grade Seven**

Yoania Aparicio  
Tyler Joyce

**Grade Eight**

Alicia LaFrance  
Jarred Hertfelder

**Freshman Class**

Karley Trow  
Shaun Fitzgerald

**Sophomore Class**

Juliana May  
Mark MacGarvey

**Junior Class**

Emma Stowell  
Michael Cameron

**Senior Class**

Anastasia Janco  
Frank McIntosh

**PRESENTATION**

**FINAL DRAFT OF THE PROGRESS TARGETS PLAN:**

**Principals, Beth Canzanese and Eric Miller**

**FINANCE:**

**MOTION TO APPROVE ITEMS 1-4**

Motion by Ms. Brown seconded by Mr. Ingram approve the following items

1. Board Secretary’s Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of January 2013. 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 January 2013. The Treasurer’s Report and Secretary’s report are in agreement for the month of January 2013.
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.

**VOTE FOR ITEMS 1-4**

Motions approved by unanimous voice vote.

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

**MOTION TO APPROVE ITEMS 1-5**

Motion by Mrs. Slack seconded by Mrs. Dawson -approve the following items

1. 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:

Diana Trasatti	Substitute Teacher	Grades K-12
William Taulane	Substitute Teacher	Grades 7-12

2. + Motion to approve the following Rowan University students to complete their student teaching requirements effective September 3, 2013 as follows:

Student Teacher	School	Grade/Subject	Dates	Cooperating Teacher
Angelena Julia Pellegrino	HAS	Grade 1	9/3/13-12/19/13	Blake Marchese
Eric Otero	MAS	Grade 4	9/3/13-12/19/13	Kelly McShane

3. + Motion to approve the following Rutgers University students’ practicum requirements effective May 2013 as follows:

Student Teacher	School	Grade/Subject	Dates	Cooperating Teacher
Rebecca Scattergood	HAS	Grade 2	5/28/13-5/29/13	Debra Costello
Maria Smith	MAS	Art K-12	5/14/13-5/24/13	Judy Gabardi

4. Motion to approve the following additions to the spring coaching positions for the 2012-2013 school year, pending completion of all district and state requirements:

:

Bryant Bozarth	Tennis	Assistant Varsity Coach
R.J. Callaway	Baseball	Volunteer
Diane Bay	Tennis	Volunteer
Monika Waniek	Tennis	Volunteer

5. Motion to approve Teresa D'Aprile to write AP Spanish Language curriculum, during the 2012-2013 school year, to align to the new College Board requirements at the contractual rate of \$600.00.

**VOTE FOR ITEMS 1-5**

Motions approved by unanimous roll call vote for items 1, 4, 5. 10-0  
 Approved by majority roll call vote for items 2, 3. 9-0-1  
 Mr. Ingram abstained from voting on these items.

**MOTION TO APPROVE ITEMS 6-11**

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

6. Motion to approve Kevin Greway to write 7<sup>th</sup> Grade Life Science curriculum aligned to the Common Core Standards and the Next Generation Science Standards at the contractual rate of \$600.00.
7. + Motion to approve the following staff members as proctors/substitute proctors for the Homework Club for the remainder of the 2012-2013 school year at Mansion Avenue School:
- Kim Brach      Jennifer Beebe
8. Motion to approve Madalyn Brown as part-time, long-term substitute English teacher at the high school for Sharon Carroll, at the Step 1, BA, ½ time per diem rate of \$121.50, to include no benefits, effective April 8, 2013 through June 24, 2013, or the last day for teachers, also to include an overlap at the ½ time substitute teacher per diem rate of \$37.50 for up to 5 days.
9. + Motion to approve a request for an unpaid leave of absence for Kelly McShane effective May 9, 2013 and May 10, 2013. **(This does not establish past practice.)**
10. + Motion to approve Jessica Holland as a parent volunteer in the Haviland Avenue School library one day per week for the remainder of the 2012-2013 school year.
11. + Motion to approve Laura DeFilippo as a volunteer in the Mansion Avenue School library for the remainder of the 2012-2013 school year, based on her availability.

**VOTE FOR ITEMS 6-11**

Motions approved by unanimous roll call vote for items 6, 8. 10-0  
 Approved by majority roll call vote for items 7, 9, 10, 11. 9-0-1  
 Mr. Ingram abstained from voting on these items.

**MOTION TO APPROVE ITEMS 12-17**

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

12. Motion to approve Nancy Ruth Wainwright, contractor and retired district speech/language therapist, as substitute high school speech/language therapist contractor for Debbie Nanni-Zacher, effective April 8, 2013 through June 14, 2013 at the hourly rate of \$80.00 for up to 15 hours per week.
13. Motion to approve the following mentor for the remainder of the 2012-2013 school year. Novice teacher will compensate mentor as per state regulations and AEA contract:

Teacher	School/Subject	Mentor	Date
Madalyn Brown	English	Brian Kulak	April 8, 2013 – June 24, 2013

14. Motion to approve Camden County College student, Yasmine Kashan, to complete a 15 hour observation requirement effective March 21, 2013 with Kevin Greway serving as cooperating teacher.
15. + Motion to approve payment of a stipend to the following staff members for facilitating the 6<sup>th</sup> Grade Parent Book Club for the 2012-2013 school year as follows:

Lead Teacher:	Mrs. McGilloway	\$250.00
Supporting Teachers:	Bernadette Brogna	\$125.00
	Sharon Mickle	\$125.00
	Christy Rehn	\$125.00
	Terri Gornowski	\$125.00
	Maddy Boulden	\$125.00

16. + 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
HAS	\$195.00	Beth Crosby	4/17-18/13	Young Child Expo & Conference
HAS	\$195.00	Dana Kahlbom	4/17-18/13	Young Child Expo & Conference
HAS	\$195.00	Lesley Rybacki	4/17-18/13	Young Child Expo & Conference

17. Motion to approve payment to Dirk Manskopf, high school science teacher, for completing 70 hours of a teacher training module for the AP Environmental Science VHS effective retroactive to March 20, 2013 through May 1, 2013 at the contractual rate of \$25.00 per hour for a total of \$1750.00.

**VOTE FOR ITEMS 12-17**

Motions approved by unanimous roll call vote for items 12, 13, 14, 17. 10-0

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

Mr. Ingram abstained from voting on these items.

**PROGRAM:**

**MOTION TO APPROVE ITEMS 1-5**

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

- Motion to approve an agreement between the Audubon Board of Education and AppliTrack to provide an online application and applicant tracking system for the district effective March 21, 2013, at no cost for six (6) months and effective September 1, 2013 at an annual cost of \$1,360.00.
- Motion to approve the 2012-2013 Progress Targets Plan.
- Motion to approve the policy of the Larc School not to charge students for lunches for the 2013-2014 school year.
- + Motion to approve a 6<sup>th</sup> Grade Parent Book Club at Mansion Avenue School for the 2012-2013 school year with the following staffing requirements:  
  
One Lead Teacher: Stipend: \$250.00  
Five Supporting Teachers: Stipend: \$125.00 each
- Motion to approve Duane Trowbridge to provide transportation to three students to the All-Eastern Chorus at the Music Educator's Convention in Hartford Ct. on April 4, 2013 through Sunday, April 7, 2013.

**VOTE FOR ITEMS 1-5**

Motions approved by unanimous voice vote for items 1, 2, 3, 5.

Approved by majority voice vote for item 4.

Mr. Ingram abstained from voting on this item.

- **INFORMATION:** Mansion Avenue School:

February 15, 2013	Armed Assault Lock-Down Drill
February 25, 2013	Fire Drill
Haviland Avenue School:	
February 6, 2013	Fire Drill
February 25, 2013	Active Shooter Drill
Audubon High School:	
February 8, 2013	Lock-Down Drill
February 25, 2013	Fire Drill

**STUDENTS:**

**MOTION TO APPROVE ITEMS 1-2**

Motion by Mrs. Slack seconded by Ms. Butrica to approve the following items

1. Motion to approve the following field trip requests:
2. + Motion to approve homebound instruction for the following students:

STUDENT ID#	DATE
42679	Effective February 28, 2013 on an as needed basis

**VOTE FOR ITEMS 1-2**

Motions approved by unanimous voice vote for item 1.  
 Approved by majority voice vote for item 2.  
 Mr. Ingram abstained from voting on this item.

**BUILDINGS AND GROUNDS:**

1. Motion by Mrs. Slack seconded by Ms. Brown 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. Harassment, Intimidation and Bullying Report

BULLYING INCIDENTS REPORT			
SCHOOL	Confirmed HIB	NON-HIB	Total
HS	1	3	4
MAS	0	1	1
HAS	0	1	1

**BOARD COMMITTEES:**

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

- 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. Cox seconded by Mr. Ingram to adjourn meeting at approximately 8: 27 pm. Motion approved by unanimous voice vote.

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