

**BOARD OF EDUCATION MEETING
AUDUBON HIGH SCHOOL MEDIA CENTER
WEDNESDAY, NOVEMBER 14, 2012
7:30 P.M.
AGENDA**

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, Robert Delengowski, Board Secretary, Donald Borden, Superintendent of Schools.

Absent: Ms. Sullivan, Mr. Yacovelli

1. Motion by Ms. Tara Sullivan-Butrica seconded by Ms. Brown to approve the following minutes:

October 17, 2012

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 Libby
Andrew Barnhardt

Grade Eight

Molly Furlong
Evan Nakamoto

Freshman Class

Ariana Stefanopoulos
Nick Livecchi

Sophomore Class

Ngozi Nwadiogbu
Matt Walker

Junior Class

Lindsay DelDuke
Ediegeo Vanterpool

Senior Class

Amber Syndyer
Danielle Smalley
Mariah Thomas
Adam Cox
Eric Ingram
Allen Lex

REPORT:

Election Results:	Allison Cox	1,872
	Cheryl Hauske	1,761
	Tara Sullivan-Butrica	1,503
	Pasquale Yacovelli	899

PRESENTATIONS

- **2012 Audubon School District Statement of Assurance and District Performance Review: Beth Canzanese**

- **2011-2012 Testing Report: Frank Corley and Patricia Martel**

FINANCE:

MOTION TO APPROVE ITEMS 1-7

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

1. Motion to approve bills payable when properly certified.

2. Motion to approve the September 30, 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 September 30, 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 September 30, 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 an inter-local services agreement with the Somerdale Board of Education to provide a school psychologist to the Audubon Board of Education for the 2012-2013 school year, at the annual sum of \$30,000, prorated.

6. Motion to approve the FY 2013 IDEA Grant application submission as follows:
 - Basic: \$316,531.00
 - Preschool: \$ 11,750.00

7. Motion to approve the corrective action plan for the 2012 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> Purchase orders were charged to the 2010-2011 IDEA Pre-school and ARRA IDEA Pre-school Grants after the period of availability had ended	11/14/2012	Going forward all final grant reports will be compared to general ledger reports to ensure that all expenditures were made within the grant period	School Business Administrator CST Director	12/1/2012
The Borough tax levy was not paid in full as of June 30, 2012 as required by R.S. 54:4-75	11/14/2012	The Borough had been contacted and the funds requested prior to year end.	School Business Administrator	12/1/2012

Certain employees charged to the Education Jobs Fund and IDEA Grants and their related salaries were not documented in the minutes of the BOE. In addition, supporting documentation was not maintained to verify the time and the activity of staff charged to federal grants	11/14/2012	Going forward all employees charged to federal Grants will be Board approved and time sheets maintained for each employee	School Business Administrator	12/1/2012
<u>Student Body Activities</u> <u>Athletic Activity Account</u> Not all cash receipts were promptly deposited	11/14/2012	One deposit for a weekend athletic event had been locked in a file cabinet and was not deposited within the proper time frame. Going forward the Athletic Director will track each event to ensure deposits are made promptly	School Business Administrator Athletic Director	12/1/2012

VOTE FOR ITEMS 1-7

Motion approved by unanimous voice vote.

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

MOTION TO APPROVE ITEMS 1-8

Motion by Mrs. Hauske seconded by Mrs. Cox 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	\$258.00	Mary Knoll	12/6/2012	Writing with Spice
HS	\$258.00	Sue Andrew	12/6/2012	Writing with Spice

2. + Motion to approve the following as classroom volunteers at the elementary schools for the 2012-2013 school year:

<u>MAS</u> Cindy Janney	<u>HAS</u> Linda Keyek
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3. + Motion to approve a request from Cara Novick, guidance counselor at Mansion Avenue School, for an extended unpaid leave of absence effective January 1, 2013 through June 30, 2013.

4. Motion to approve the following as ticket takers for the 2012-2013 winter sports season at \$40.00 per event as per the negotiated agreement:

Susan Clune	Dolores Cogliser	Lillian Mierkowski	Patricia Coyle
Meg Murray	Debbie Horan	Joan Nolan	Joan Jackson
Betsy Scully	Christina Flynn	Luann Cross	

5. + Motion to approve the following Rutgers University student to complete her student teaching requirement effective January 23, 2013, as follows:

Student	School	Subject/Grade	Cooperating Teacher	Dates
Julie Blake	HAS	Grade 1	Michelle Castagna	1/23/2013 -

6. Motion to approve the following Camden County students to complete a 15 hour observation requirement at the high school as follows:

STUDENT	COOPERATING TEACHER	DATE
Ryan Brewer	Christopher Sylvester	Retroactive to October 31, 2012
Beske Kol	Adam Cramer	Retroactive to October 31, 2012
Mary McGBenu	William Scully	Retroactive to October 31, 2012

7. + Motion to approve the following Rowan University students to complete their student teaching requirement effective January 22, 2013, as follows:

Student	School	Subject/Grade	Cooperating Teacher	Dates
Andrea Denise Racz	HAS	Grade 1	Shelly Chester	1/22/2013-5/10/2013
Christina Curtis	HAS	Grades 1 & 2	Catherine Olivieri (General Education) Lesley Rybacki (Special Education)	1/22/2013-5/10/2013

8. + Motion to approve Amy Phillips as long-term substitute teacher of grade one at Haviland Avenue School, for Alycia Colucci, at the Step 2 BA, per diem rate of \$244.00, not to include benefits, effective January 2, 2013 through April 26, 2013; to include five overlap days at the district substitute teacher rate of \$75.00 per day- December 13, 14, 17, 18 & 19.

VOTE FOR ITEMS 1-8

Motion approved by unanimous roll call vote for items 1, 4, 6. 8-0

Approved by majority roll call vote for items 2, 3, 5, 7, 8. 7-0-1

Mr. Ingram abstained from voting on these items.

MOTION TO APPROVE ITEMS 9-16

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

9. 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:

David Gould	Substitute Teacher	Grades 5-12
Dawn Bentley	Substitute Secretary/Aide	All Schools
Dawn Coleman	Substitute Secretary/Aide	All Schools
Daniel Strasle	Substitute Teacher	Grades 7-12
Courtney Flynn	Substitute Teacher	Grades K-12
Christina Rivera	Substitute Teacher	Grades K-12

10. Motion to approve Noelle Bisinger, current part-time school psychologist at Mansion Avenue School, to perform up to three per case Child Study Team evaluations monthly, at the standard rate of \$250.00 per evaluation, funded through IDEA.

11. + Motion to approve the following as volunteers for the Audubon Adult Basketball Club for the 2012-2013 school year:

Conduct Clinic:

Alice Borden	Girls grades 3 through 6
Cheryl Clark	Girls grades 3 through 6
Ryan Gilmore	Boys grades 3 through 6

Coaches:

Ed Butrica
Bridget Bantle
Lorri Connelly
Peter Tait
AJ Olszewski

Jeff Whitman
Dan Driscoll
Steve Connelly
Vince Lavecchio

Tom DeFrates
Tim Trow
Randy Grim
Larry Frockawick

12. Motion to approve additional winter coaching positions for the 2012-2013 school year:

NAME	SPORT	POSITION
Gregg Francis		Winter Weight Training 2/5 Stipend
Keith Allen		Winter Weight Training 3/5 Stipend
R. J. Callaway	Boys' Basketball	Volunteer Coach
Mark Wiltsey	Boys' Basketball	Volunteer Coach
Joseph Whylings	Boys' Basketball	Volunteer Coach
Michael Whylings	Boys' Basketball	Volunteer Coach

13. + Motion to approve Jamie Bertini to continue as long-term substitute speech/language therapist at Mansion Avenue School, for Jaclyn Sloan, at the Step 1, MA, per diem rate of \$257.00, not to include benefits, effective January 2, 2013 through June 19, 2013 or the last day for students.

14. + Motion to approve the following volunteer coaches for the Audubon Youth Wrestling 2012-2013 season:

Supervisor: Ed Simpson

COACHING POSITIONS

Tom Monteferrante
Damien Tomeo
Tom Quinn

Blaze LaFrance
Mike Killean
John Leary

Steve Myers
Tom Kelleher

15. Motion to approve Anna Muessig as long-term substitute high school English teacher, for Kate Wilson, at the Step 5, MA per diem rate of \$278.00, to include no benefits, effective January 2, 2013 through June 20, 2013 (or the last day for teachers) to include three overlap days at the substitute teacher rate of \$75.00 per day, December 17, 18 & 19.

16. + Motion to approve the following staff members to conduct four (4) two hour Family Writing Workshops, on dates to be determined, as follows: (Funded through NCLB)

Theresa Salamone

Jennifer Beebe

6 Total hours non-instructional prep time - \$25.00 per hour:	\$150.00
4.5 Total hours non-instructional set-up and clean-up - \$25.00 per hour:	\$112.50
8 hours total instructional time - \$35.00 per hour:	\$280.00
Total compensation per staff member:	\$542.00

VOTE FOR ITEMS 8-16

Motion approved by unanimous roll call vote for items 9, 10, 12, 15. 8-0

Approved by majority roll call vote for items 13, 14, 16. 7-0-1

Mr. Ingram abstained from voting on these items.

Approved by majority roll call vote for item 11. 6-0-2

Mr. Gilmore and Mr. Ingram abstained by voting on this item.

PROGRAM:

MOTION TO APPROVE ITEMS 1-5

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

1. Motion to approve the 2012 Audubon School District Statement of Assurance and District Performance Review.
2. Motion to approve the 2012 Uniform State Memorandum of Agreement between law enforcement and the district.
3. Motion to approve the 2012-2013 Comprehensive Guidance and Academic Counseling Program.
4. Motion to approve the 2012-2013 Nursing Services Plan.
5. Motion to approve the number of new students to be accepted into the School Choice Program for the 2013-2014 School Year by the grade level as indicated:

Grade 9	33 students
Grade 10	10 students
Grade 11	6 students
Grade 12	5 students

VOTE FOR ITEMS 1-5

Motion approved by unanimous voice vote.

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

STUDENTS:

MOTION TO APPROVE ITEMS 1-2

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

1. Motion to approve the following field trip requests:
2. Motion to approve the following out of district placement:

Student ID#	Placement	Date
#44079	Collingswood's "Twilight" program	The remainder of the first semester. (District is responsible for tuition costs; transportation will be the responsibility of the parents.)

VOTE FOR ITEMS 1-2

Motion approved by unanimous voice vote.

BUILDINGS AND GROUNDS:

MOTION TO APPROVE ITEMS 1-2

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

1. Motion to approve the following use of facilities requests:
2. Motion to approve the Comprehensive Maintenance Plan.

VOTE FOR ITEMS 1-2

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	# INCIDENTS	# CONFIRMED
HS	3	1
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 Ms. Brown seconded by Mr. Ingram to adjourn meeting at approximately 9:20pm. Motion approved by unanimous voice vote.

Robert Delengowski

**Robert Delengowski,
Business Administrator**

