

**BOARD OF EDUCATION MEETING  
AUDUBON HIGH SCHOOL MEDIA CENTER  
WEDNESDAY, SEPTEMBER 19, 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, Mr. Yacovelli, Robert Delengowski, Board Secretary, Donald Borden, Superintendent of Schools.

Absent: Ms. Sullivan

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

**August 15, 2012**

Motion approved by unanimous voice vote.

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

OPEN TO THE PUBLIC

**REPORT:** Student Council Representative: **Madison Reilly**

**FINANCE:**

**MOTION TO APPROVE ITEMS 1-6**

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

1. Motion to approve bills payable when properly certified.
2. Motion to approve the July 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 July 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 July 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 a shared services agreement with the Brooklawn Board of Education effective retroactive to July 1, 2012 through June 30, 2013 as follows:

Board Office Services: \$1,500.00

- 6. Motion to approve a contract with Xerox for all district printers, under NJ State Contract 51-500 at a cost of \$546 per month for the 2012-2013 school year.

**VOTE FOR ITEMS 1-6**

Motion approved by unanimous voice.

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

**MOTION TO APPROVE ITEMS 1-6**

Motion by Ms. Brown seconded by Mrs. Slack to 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
MAS	\$225.00	Annette Hartstein	November 16, 2012	Technology Conference
HAS	\$189.00	Beth Crosby	October 4, 2012	Using Apps for Play Skills, Intervention, & Lesson Plans in Early Childhood Special Education
HAS	\$189.00	Dana Kahlbon	October 4, 2012	Using Apps for Play Skills, Intervention, & Lesson Plans in Early Childhood Special Education
MAS	\$350.00	Eunice Englehart	October 9, 2012	Foundations Level I Training

- 2. + Motion to approve the following as classroom volunteers at Mansion Avenue School for the 2012-2013 school year:

Kelly Colon	Marge Tomaselli	John Daly	Leah Barnhardt
Dana Wells	Sharon Sweeten	Mindy Ruoff	Jessica Johnson
Tina Mickles			

- 3. Motion to approve a salary adjustment for Eric Miller for obtaining his Master of Arts in Education degree, from Step 16 BA to Step 16 MA, effective retroactive to September 1, 2012.
- 4. Motion to approve a salary adjustment for Brian Kulak for obtaining 30 credits towards his Master of Arts in Education degree, from Step 11 BA to Step 11 BA+30, effective retroactive to September 1, 2012.
- 5. Motion to approve a salary adjustment for Angela DiFilippo for obtaining her Master of Arts in Education degree from Step 2, BS to Step 2, MA, effective retroactive to September 1, 2012.
- 6. + Motion to approve an amendment to the leave of absence request from Cara Novick, elementary guidance counselor, as follows:

Original Approval: Paid Leave of Absence effective 9/4/12 through 9/7/12 – 4 sick days  
 Revised Approval: Paid Leave of Absence effective 9/4/12 through 9/14/12 - 9 sick days and 1 comp day  
 Original Approval: NJ Family Leave Act for the Purpose of Child Rearing from 9/10/12 through 11/30/12  
 Revised: NJ Family Leave Act for the Purpose of Child Rearing from 9/17/12 through 12/7/12  
 Original Approval: Unpaid Leave of Absence effective 9/10/12 through 12/21/12  
 Revised: Unpaid Leave of Absence effective 9/17/12 through 12/21/12

**VOTE FOR ITEMS 1-6**

Motion approved by unanimous roll call vote for items 3, 4, 5. 9-0

Approved by majority roll call vote for items 1, 2, 6. 8-0-1

Mr. Ingram abstained from voting on these items.



Mary Anne Kavanaugh Common Core Curriculum for 12 Grade CP English \$600.00

14. Motion to approve payment to the following staff members for training and turnkey training of the teacher evaluation system, as follows:

Training	Two Days	\$25.00 p/hr. for 14 hours each staff member
Turnkey Training	One Day	\$55.00 p/hr. for 6 hours each staff member

Total: \$680.00 per staff member

Lisa McGilloway	Beth Canzanese	Kelly McShane	Roberta Ignaczewski
Kim Felix	Brian Kulak	Chris Sylvester	Ashley McGuire
Nicole Szymanski	Andi Collazzo	Betsy Kirkbride	

15. Motion to accept, with best wishes, the letter of resignation from Deborah Illuminati, part-time BSI teacher at Mansion Avenue School, effective retroactive to August 24, 2012.
16. Motion to approve Eunice DeJesus-Englehart as 62% tenure track BSI teacher at Mansion Avenue School, for Deborah Illuminati, at Step 2, MA, \$32,364.00 effective retroactive to September 1, 2012 through January 31, 2013 and at Step 2, MA, \$32,736.00, not to include benefits, effective February 1, 2013 through June 30, 2013.
17. Motion to approve the following extra-curricular contracts for the 2012-2013 school year with compensation as per the negotiated agreement:

Adam Cramer	Saturday Detention Proctor
Teresa Weichmann	Saturday Detention Proctor
Susan Cain	Band Assistant/Front

18. + Motion to amend the previous approval of Annette Hartstein as Gifted Student Program Instructor as follows:

Original Approval:	Two hours per week of instruction at the contractual rate of \$55.00 per hour
Revised Approval:	Two hours per week of instruction at the contractual rate of \$55.00 per hour
	Three hours prep time per month at the contractual rate of \$25.00 per hour

### **VOTE FOR ITEMS 13-18**

Motion approved by unanimous roll call vote for items 13-17. 9-0

Approved by majority roll call vote for item 18. 8-0-1

Mr. Ingram abstained from voting on this item.

### **MOTION TO APPROVE ITEMS 19-24**

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

19. + Motion to approve an additional two hours per week for part-time BSI teacher at Haviland Avenue School, Joan Maguire, effective retroactive to September 4, 2012 through June 30, 2013.

20. Motion to approve a request from Mary Knoll, high school special education teacher, for an unpaid leave of absence as follows: (This does not establish past practice.)

April 19, 2013 and April 22, 2013          2 Days

21. Motion to approve the following revisions to the original approval of the following fall 2012 coaching positions:

Rescind: Volunteer – Blair MacMinn – Girls' Soccer  
Approve: Volunteer – Keighley Kilvington – Field Hockey

22. Motion to approve the following staff member for set up, communication and supervision of the virtual training for the MyAccess Online Writing Program for the 2012-2013 school year:

Mike Tiedeken 3 hours at the contractual rate of \$25.00 per hour

23. + Motion to approve the following additional staff members for the 6<sup>th</sup> grade Theater Club for the 2012-2013 school year:

Roberta Hanson                      Assistant Director/Vocals                      \$20.00 per hour

Students: Augustus Stolte                      Helper                      \$7.50 per hour  
                 Anne Busarello                      Helper                      \$7.50 per hour

24. Motion to approve an additional ticket taker for the 2012 fall sports season at the rate of \$40.00 per home event as per the negotiated agreement:

Luanne Cross

**VOTE FOR ITEMS 19-24**

Motion approved by unanimous roll call vote for items 20-22, 24. 9-0

Approved by majority roll call vote for items 19, 23. 8-0-1

Mr. Ingram abstained from voting on these items.

**MOTION TO APPROVE ITEMS 25-33**

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

25. Motion to rescind the following extra-curricular contracts for the 2012-2013 school year:

Joan Jackson                      Graduation (1/2 contract)  
Lillian Mierkowski                      Graduation (1/2 contract)

26. Motion to approve district substitutes and home instruction tutors for the 2012-2013 school year, as listed:

Carmen Bowman	Substitute Teacher	Grades 1-5
Marybeth Foyle	Substitute Teacher	Grades 7-12
Ukiah Carbone-Gambon	Substitute Teacher	Grades K-12
Sean O'Connor	Substitute Teacher	Grades K-12
Francis Lee	Substitute Teacher	Grades K-12

27. Motion to approve Digits Training for district staff at a cost of \$2200.00 for 4 hours of onsite training for seven teachers, as listed:

Pearson Digits Online Math Program for Grades 7-8  
Pearson Environmental Online Program for Grade 9

28. + Motion to approve the following overload at Mansion Avenue School effective retroactive to September 1, 2012 through June 30, 2013:

Cheryl Bortz                      Full Overload

29. + Motion to approve the following staff members as RTI Coordinators for the 2012-2013 school year for a total of \$2500.00 each staff member:

Jane-Byrne – Haviland Avenue School  
Lisa McGilloway – Mansion Avenue School

30. + Motion to approve an adjustment in the hours for Karen Berghof, classroom aide at Mansion Avenue School, from 25 hours per week to up to 29.5 hours per week effective retroactive to September 4, 2012 through June 30, 2013.

31. Motion to approve hiring for a period of three months beginning September 20, 2012, pending completion of all district and state requirements, the Emergent Hiring of the following:

32. Motion to approve the following former Child Study Team personnel to serve as providers of CST coordination and support services in the absence of Pat Porreca, at the rate of \$375.00 per diem for one day per week for a total of 15 days each effective October 1, 2012 through December 2012:

Barbara Reeves                  Nancy Oberlander

33. Motion to approve Debbi Nanni-Zacher, district speech/language therapist, to provide six (6) hours of supervision (one hour every other week) to newly hired long-term substitute speech/language therapist, Jamie Bertini, in the absence of Pat Porreca, at a rate of \$400,00 total effective October 1, 2012 through December 2012.

**VOTE FOR ITEMS 25-33**

Motion approved by unanimous roll call vote for items 25-27, 31-33. 9-0  
Approved by majority roll call vote for items 28-30. 8-0-1  
Mr. Ingram abstained from voting on these items.

**PROGRAM:**

**MOTION TO APPROVE ITEMS 1-3**

Motion by Mr. Ingram seconded by Mrs. Slack to approve the following items

1. Motion to approve the revised District Mentoring Plan for years 2008 through 2013.
2. Motion to approve the following curriculum as recommendation by the Curriculum Committee of the Board:  
  

AHSA Math – New  
AHSA English – New
3. Motion to approve the resolution authorizing Hampton Academy to include cost of meals provided in the annual tuition rate charged to students for the 2012-2013 school year.

**VOTE FOR ITEMS 1-3**

Motion approved by unanimous voice.

- **Discussion:** School Choice

**STUDENTS:**

**MOTION TO APPROVE ITEMS 1-4**

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

1. Motion to approve the following out-of-district placements, as listed:

Student ID#	Placement	Date
#1208	(Placement for student who recently transferred into the district – continuation of previous out-of-district placement) Gloucester County Institute of Technology's 18-21 (post graduate) program	Effective 9/1/12- 6/30/13 Tuition and Transportation Costs - responsibility of Audubon Public Schools
44177	(Placement for student who recently transferred into the district – continuation of previous out-of-district placement) Y.A.L.E. School, Cherry Hill	Effective 9/1/12-6/30/13 Tuition and Transportation costs responsibility of Audubon Public Schools
1144	(Original approval for a continuation of placement at	Effective 9/1/12-6/30/13

	Katzenbach School for the Deaf – 8/15/12.) Revised to include weeknight boarding at the school. Audubon will be responsible for the additional cost.	
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2. + Motion to approve the following out-of-district placements, as listed:

Student ID#	Placement	Date
1201	(Placement for student who recently transferred into the district – continuation of previous out-of-district placement) Archway School, to include one-on-one nurse for bus and classroom – Bayada Nurse	Effective 9/1/12-6/30/13 Tuition and Transportation costs responsibility of Audubon Public Schools

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

STUDENT ID#	DATE
00112	Effective retroactive to September 13, 2012 - ongoing

4. Motion to approve the following field trip requests:

**VOTE FOR ITEMS 1-4**

Motion approved by unanimous voice for items 1, 3, 4.  
 Approved by majority voice vote for item 2.  
 Mr. Ingram abstained from voting on this item.

**BUILDINGS AND GROUNDS:**

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

**POLICY:**

**MOTION TO APPROVE ITEMS 1-2**

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

1. Motion to approve revisions to the following policies as recommended by the Policy Committee of the Board:

4121	Substitute Teachers
4111, 4211	Recruitment, Selection and Hiring
3541.1	Transportation Routes and Services
5131.6	Drugs, Alcohol and Tobacco (Substance Abuse)
9270	Conflict of Interest
1330	Use of School Facilities
6142.10	Internet, Safety and Technology
4251	Attendance Patterns

2. Motion to approve the following job description as recommended by the Policy Committee of the Board:

Technology Support

**VOTE FOR ITEMS 1-2**

Motion approved by unanimous voice.

**REPORTS:**

1. Mansion Avenue School
2. Haviland Avenue School
3. High School
4. Child Study Team
5. RTI Report (September)

**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:
- 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.**

**PRIVATE:**

1. Motion by Ms. Brown seconded by Ms. Dawson to move board to closed session at approximately 8:31 pm for the following:

Negotiations

Reconvene at approximately 8:44 pm.

**PUBLIC PARTICIPATION:**

1. Motion by Ms. Brown seconded by Mrs. Dawson to adjourn meeting at approximately 8:45 pm. Motion approved by unanimous voice vote.

*Robert Delengowski*

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**Robert Delengowski, Business Administrator**

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

**CALL TO ORDER**

Motion by Ms. Brown seconded by Mrs. Dawson to go into a Closed Session Meeting of the Audubon Board of Education was called to order at 8:31pm prevailing time, on the above date in the high school media center with Mr. Gilmore presiding.

**DISCUSSION**

**Negotiations**

**RECONVENE**

Reconvene to public session at approximately 8:44pm.

*Robert Delengowski*

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**Robert Delengowski  
Business Administrator/Board Secretary**