

BOARD OF EDUCATION MEETING
AUDUBON HIGH SCHOOL AUDITORIUM
WEDNESDAY, SEPTEMBER 21, 2022
6:30 P.M.
MINUTES

I. **Call to Order:** In accordance with the provisions of the New Jersey Open Public Meeting Act of 1975, the Audubon Board of Education transmitted notice of this meeting, scheduled at 6:30 P.M. in the Audubon Junior-Senior High School Auditorium to the Retrospect newspaper and the Borough Clerk and by postings on the Audubon Public School District website and at the Main and the Pine Street entrance of the Junior-Senior High School.

II. **Roll Call**

SY 2020-2022

Ammie Davis

Joseph Ryan

Tara Sullivan-Butrica

SY 2021-2023

Joseph Miller

Christopher Proulx

Lori Cassidy

SY 2022-2024

James Blumenstein

Allison Cox

Andrea Robinson

SY 2022 Mt. Ephraim Representative

Nancy Schiavo

Motion by Mrs. Cox seconded by Mrs. Schiavo to approve the resolution for board to enter into closed Authorizing Executive session at 6:32pm for the following purposes. Motion approved by unanimous roll call (10-0)

III. **Authorizing Executive Session:**

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 material 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 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.

Motion by Mrs. Cox seconded by Mrs. Schiavo to adjourn closed Authorizing Executive session at 7:06pm.
Motion approved by unanimous roll call (10-0)

IV. Call Meeting to Order

V. Flag Salute

VI. Approval of Board Minutes:

1. Motion by Mr. Ryan and seconded by Mrs. Cox to approve the following minutes:

August 24, 2022 Public Session
August 24, 2022 Executive Session

Motion to Approve: J. Ryan Second: A. Cox

Roll Call

X Ammie Davis X Joseph Ryan X Tara Butrica X Nancy Schiavo
 X Joseph Miller X Christopher Proulx Abs Lori Cassidy
 Abs James Blumenstein X Allison Cox X Andrea Robinson

VOTE FOR ITEM 1

Motion approved by unanimous roll call (8-0-2) Member Cassidy & Blumenstein abstained

VII. District Reports: The following Administrators updated the Board on upcoming events:

Mr. Lebb, AHS Principal
Mr. Corley, AHS Vice Principal Gr.10-12
Mr. Miller, AHS Asst. Principal Gr. 7-9
Mrs. Smeltzer, MAS Principal
Mrs. Ledyard, HAS/Audubon Park Preschool Principal

VIII. Superintendent’s Report: Dr. Davis commented on the following:

AEA Liaison Meetings
Bond Referendum updates
Board Class representative application process
Superintendent Advisory committee update

IX. Participation: (Agenda Items Only):

Ms. Martel, AEA representative asked for clarification on Human Resources item #43

Ms. Leslie Kirsh, Resident, thanked the Board for their support of menstrual products

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

In order to permit the fair and orderly expression of such comment, the Board has set aside two portions of this Board meeting for public comment on any school or school district issue that a member of the public feels may be of interest to the residents of the school district.

For the first portion, public comments are invited on matters pertaining only to the agenda for tonight's meeting. For the second portion, public comments are invited on all matters pertaining to the school district.

Participants should announce their name, address, and any group they may represent, if applicable. The Board reserves the right to limit public discussion. Public discussion of a topic will be limited to fifteen (15) minutes, and individual speakers will be limited to three (3) minutes. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard. Reference bylaws #0167 of the Audubon Public Schools Board of Education Manual.

The Board uses the public comment period as an opportunity to listen to citizen. Not all issues brought to a Board meeting will be resolved at that particular meeting. Complaints stated or actions requested by the public may be taken under advisement by the Board for investigation, discussion, actions, or disposition at a later date or time. The public comments sessions are an opportunity for citizens to share their opinions and remarks with the Board; it is not a question and answer session. The Board may or may not respond to public comments at the time they are made and is under no obligation to do so.

The Board does not endorse public comments nor will the Board be held liable for comments made by members of the public. Any individuals who may be the subject of public comments, including district employees, shall retain all rights against defamation and slander according to the laws of New Jersey.

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

X. GOVERNANCE: Chairperson: Mrs. Davis – Committee Members: Ms. Butrica, Mr. Miller, Mr. Ryan and Alternate: Ms. Robinson

Board of Education Goals

- ❖ To continue to provide equitable access to a rigorous curriculum while focusing on improving student achievement and decreasing the achievement gaps.
- ❖ To maintain a cost-effective budget that provides for educational resources, supports a preventative maintenance program, and encourages and facilitates long-range facility improvements.
- ❖ To foster a positive school climate and culture in order to positively impact student motivation, engagement, and achievement.

MOTION TO APPROVE ITEM 1

Motion by Mr. Miller and seconded by Mrs. Cox

1. Motion to approve the second reading and adoption of the following policies and regulations as recommended by the full Governance Committee of the Board.

Policy	Title	New/Revised
0155	Board Committees	Revised
5511	Dress and Grooming	Revised
5517	School District Issued Student Identification Cards	New
2415.50	School Parent and Family Engagement	New

Regulation	Title	New/Revised
5200	Attendance (M)	Revised

Motion to Approve Item 1: J. Miller Second: A. Cox

Roll Call

- X Ammie Davis X Joseph Ryan X Tara Butrica X Nancy Schiavo
 X Joseph Miller X Christopher Proulx X Lori Cassidy
 X James Blumenstein X Allison Cox X Andrea Robinson

VOTE FOR ITEM 1

Motion approved by unanimous roll call (10-0)

XI. OPERATIONS: Chairperson: Mrs. Cox – Committee Members: Ms. Davis, Mr. Proulx, Mr. Ryan and Alternate: Mr. Miller

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MOTION TO APPROVE ITEMS 1-13

Motion by Mrs. Cassidy and seconded by Mrs. Schiavo

1. Board Secretary’s Revised Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of June 2022. 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.

[Revised June Board Secretary’s Report](#)
2. Cash Reconciliation Revised Report in accordance with 18A:17-36 and 18A:17-9 for the month of June 2022. The Cash Reconciliation Report and Secretary’s reports are in agreement for the month of June 2022.

[Revised June Cash Reconciliation Report](#)
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.

5. Motion to approve line item transfers for the month of June 2022.

[June Transfers](#)

6. Motion to approve the bills payable list for August 2022 in the amount of \$795,323.01 when certified.

[August Bill List](#)

7. Motion to approve the bills payable list for September 2022 in the amount of \$470,162.05 when certified.

[September Bill List](#)

8. Motion to acknowledge Safety Drills conducted in the District Schools:

Audubon Park Preschool

August No Drills

Haviland Avenue School

August No Drills

Mansion Avenue School

August No Drills

Audubon Jr./Sr. High School

August No Drills

9. Motion to authorize the Business Administrator to enter into a Health Insurance Consulting Agreement with Brown and Brown, Inc. at a fee of \$1,000.00 per month effective September 16, 2022 through September 15, 2023.
10. Motion to accept the Fiscal year 2020 School Security Grant monies in the amount of \$ 85,952.00.
11. Motion to authorize the Architect, the Board Attorney, and the District staff to take all actions necessary to secure the appropriate approvals and to advertise for Bids in connection with the Audubon Jr. / Sr. High School, Mansion Avenue Elementary School and Haviland Avenue Elementary School 2022 Bond Referendum Renovations. Funds allotted through approved December 2021 Referendum, CRRSA ESSER II, and ARP – ESSER III
12. Motion to accept the donation of and installation of two (2) community benches for the Audubon Junior-Senior High School Basketball courts in memory of Kenneth R. Endt.
13. Motion to approve the submission of the 2022-2023 Statement of Assurance Regarding the Use of Paraprofessional Staff to the Camden County Office of Education.

Statement of Assurance

Motion to Approve Item(s) 1 through 13: L. Cassidy Second: N. Schiavo

Roll Call

- X Ammie Davis X Joseph Ryan X Tara Butrica X Nancy Schiavo
X Joseph Miller X Christopher Proulx X Lori Cassidy
X James Blumenstein X Allison Cox X Andrea Robinson

VOTE FOR ITEMS 1-13

Motion approved by unanimous roll call (10-0)

XII. EDUCATION: Chairperson: Ms. Schiavo - Committee Members: Mr. Blumenstein, Mr. Proulx, Ms. Robinson and Alternate: Ms. Cassidy

Board of Education Goals

- ❖ To continue to provide equitable access to a rigorous curriculum while focusing on improving student achievement and decreasing the achievement gaps.
- ❖ To maintain a cost-effective budget that provides for educational resources, supports a preventative maintenance program, and encourages and facilitates long-range facility improvements.
- ❖ To foster a positive school climate and culture in order to positively impact student motivation, engagement, and achievement.

MOTION TO APPROVE ITEMS 1-13

Motion by Mr. Ryan and seconded by Mrs. Cox

1. Motion to approve the issuance of written decisions affirming, rejecting, or modifying the Superintendent’s determination in regard to incident(s) reported at the August 24, 2022 meeting of the Board of Education.

School	Incident Report Number	Board Determination
AHS	N/A	N/A
MAS	N/A	N/A
HAS	N/A	N/A
APPS	N/A	N/A

2. + Student Statistics September 6, 2022

Date	Audubon Preschool	Haviland Avenue	Mansion Avenue	Audubon Jr./Sr. HS	Out of District	Total
9/6/2022	53	229	349	774	23	1,428
6/1/2022	27	246	358	778	21	1,430
9/07/2021	N/A	258	358	781	21	1,418

3. **Approval of Attendance at Conferences and Workshops for the 2022-2023 School Year**

WHEREAS, certain **Audubon Public School District employees** have requested authorization to attend the conference(s)/Workshop(s) listed below, and

WHEREAS, the attendance of each employee at the specified conference/workshop is educationally necessary, fiscally prudent and 1) directly related to and within the scope of the employee’s current responsibilities and the **District’s Professional Learning Plan**, and 2) critical to the instructional needs of the District or furthers the efficient operation of the District;

NOW, THEREFORE BE IT RESOLVED, that the **Audubon Board of Education** authorizes the attendance of the employees at the specified conferences/workshops listed below, and be it

FURTHER RESOLVED, that the **Board** hereby determines that the estimated expenses related to the authorized travel listed below are justified and

THEREFORE, authorizes payment of any registration fees and statutorily authorized travel expenditures to the designated employees, not to exceed District budgetary limitations and to be in accordance with the provisions of *N.J.S.A. 18A:11-12*, the District’s travel policy and procedures, State travel payment guidelines established by the Department of Treasury in NJOMB circular letter 08-13-OMB, and with the guidelines established by the federal Office of Management and Budget:

Participant	Conference Title & Location	Date(s)	Cost
Shamus Burke	NJGPA English Language Arts (ELA) Test Form Verification Meetings	10/4/22 - 10/5/22	No Cost
Christine Fox-Kasilowski	Primary Numeracy (K-3) Live Virtual Workshop Virtual	10/5/22	\$75.00
Christine Fox-Kasilowski	Multiplicative Thinking (3-5) Live Virtual Workshop	10/6/22	\$75.00
Pennie Bigelow	NJALC Fall 2022 Symposium	10/20/22 - Evening 10/21/22 - Day	\$225.00
Silveria Mastalsz	2022-23 New Preschool Instructional Coach Seminar Trenton, NJ	10/20/22, 11/17/22, 12/15/22, 1/12/23, 1/26/23, 2/16/23, 3/9/23, 4/27/23, 5/22/23/6/1/23	No Cost Travel
Cara Novick	Trauma Sensitive Schools New Brunswick, NJ	10/26/22	No Cost Travel
Colleen McFetridge	NJGPA English Language Arts (ELA) Test Form Verification Meetings Virtual	10/31/22 - 11/2/22	No Cost

4. + Motion to approve the following use of facilities requests:

School	Location	Activity	Start/End Date(s)	Time(s)	Contact
HAS	Media Center	PTA	10/25/22, 1/31/23, 3/28/22, 5/30/22	6:00pm - 9:00pm	Raye Martin
AHS	HS Baseball Field	Audubon Avalanche Travel Baseball	9/1/22 - 11/30/22	Weekday evenings when field is not in use and Saturday afternoon	Greg Severance
APP	Main Entrance to Preschool	Pretzel Sale Audubon Pre-K PTA	10/7/22, 11/4/22, 12/2/22, 1/6/23, 2/3/23, 3/3/23, 5/5/23, 6/2/23	2:00pm - 2:30pm	Katherine Davidson

* Location may need to change, date(s) may need to change and/or the camp may be cancelled as a result of referendum work.

5. Motion to follow the presented and any updated NJDOE NJAchieve protocols and procedures for the formal observations of certificated staff using the Danielson and STRONGE observation and evaluation

instruments for certificated faculty/staff and administration respectively as presented at the August meeting of the Board.

6. Motion to approve the following out of district placements for the 2022-2023 school year at the recommendation of Special Services Department:

State ID#	Placement	Tuition \$	ESY \$	Extraordinary Services \$
5339527139	CCC- Garden State Pathways Program	7,000.00		
7030286497	CCC- Garden State Pathways Program	7,000.00		
1969122018	Collingswood Public Schools	17,657.00		
6760789040	YALE School	62,235.00		

7. Motion to revise the 2022-2023 District calendar.

- September 28 (Grade 11), 29 (based on courses), and 30 (Grades 7, 8, 10, 11, 12) changed to late arrival for non-testing High School students

2022-2023 District Calendar Update

8. Motion to approve the Audubon Public School District Virtual or Remote Instructional Plan for the 2022-2023 School Year at the recommendation of the Superintendent of Schools.

APSD Virtual or Remote Instructional Plan 2022-2023

9. Motion to approve the 2022-2023 School Health Services Standing Orders.

Standing Orders 2022-2023

10. Motion to approve the homebound instruction contract for student #00757 through the Princeton Health Care System not to exceed 10 hours per week at \$65.00 per hour at the recommendation of the Superintendent of Schools.

Princeton Health Care Contract

11. Motion to approve the homebound instruction contract for student #11093 through LearnWell not to exceed 5 hours per week at \$40.25 (instruction) + \$13.42 (preparation) per hour at the recommendation of the Superintendent of Schools.

LearnWell Contract

12. Motion to approve a request from the following staff member for their child to attend school in the Audubon Public School District for the 2022-2023 school year in accordance with the Audubon Board of Education Policy #5111 – Non-Residents, with the provision the staff member is currently employed by and will be employed by the Audubon Public School District in 2022-2023:

Staff Member ID	School	Grade	Student ID
1194	AHS	9	TBD

13. + Motion to approve the following field trip requests for the 2022-2023 school year:

School	Destination of Trip/ Staff in charge	Date	Time(s)	Chaperones & Students	Purpose of Trip	Bus Cost
AHS	Audubon Fire Department	10/15/2 2	Depart: 12:00 pm Return: 4:00 pm	1 chaperone, 15 students	Interact Club	\$323.14

Motion to Approve Items 1 through 13: J. Ryan Second: A. Cox

Roll Call

- X Ammie Davis X Joseph Ryan X Tara Butrica X Nancy Schiavo
X Joseph Miller X Christopher Proulx X Lori Cassidy
X James Blumenstein X Allison Cox X Andrea Robinson

VOTE FOR ITEMS 1-13

Motion approved by unanimous roll call (10-0)

XIII. HUMAN RESOURCES: Chairperson: Mrs. Davis, Committee Members: Ms. Cassidy, Ms. Cox, and Mrs. Schiavo, Alternate: Ms. Butrica

Board of Education Goals

- ❖ To continue to provide equitable access to a rigorous curriculum while focusing on improving student achievement and decreasing the achievement gaps.
- ❖ To maintain a cost-effective budget that provides for educational resources, supports a preventative maintenance program, and encourages and facilitates long-range facility improvements.
- ❖ To foster a positive school climate and culture in order to positively impact student motivation, engagement, and achievement.

MOTION TO APPROVE ITEMS 1-20

Motion by Mrs. Cox and seconded by Mr. Miller

1. + Motion to approve the first-year tenure track Secretary to the Audubon Jr./Sr. High School Principal contract for Jaime Cavallaro, for the 2022-2023 school year prorated 12 month, Step 3, FTE 1.0 effective September 19, 2022 through June 30, 2023, in accordance with the negotiated 2021-2024 contract between the Audubon Board of Education and the Audubon Education Association, at the recommendation of the Superintendent of Schools.
2. + Motion to approve the part-time first-year tenure track Special Education Aide agreement for Thomas Colbert, at the Audubon Jr./Sr. High School, effective September 12, 2022 for the 2022-2023 school year in accordance with the 2021-2024 negotiated contract between the Audubon Board of Education and the Audubon Education Association at Step 1, FTE 0.87, 29.5 hours per week, pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, at the recommendation of the Superintendent of Schools.
3. + Motion to approve the first year tenure track Part-Time Preschool Aide contract for Courtney Eckstadt, at Audubon Park Preschool, effective September 22, 2022 for the 2022-2023 school year in accordance with the 2021-2024 negotiated contract between the Audubon Board of Education and the Audubon

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Education Association at Step 1, FTE 0.87, 29.5 hours per week pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, at the recommendation of the Superintendent of Schools.

4. + Motion to revise the first year tenure track Part-Time Preschool Aide contract for Christine Eagan, at Audubon Park Preschool, effective September 1, 2022 for the 2022-2023 school year in accordance with the 2021-2024 negotiated contract between the Audubon Board of Education and the Audubon Education Association at Step 1, FTE 0.87, 29.5 hours per week pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, at the recommendation of the Superintendent of Schools.
5. + Motion to approve the long-term full-time substitute Special Education Teacher agreement for Sharon McLaren at Mansion Avenue School, retroactive to September 1, 2022 through November 23, 2022 for an additional FTE of 0.336 at her contractual rate with executed time sheets; Final approval is pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, as recommended by the Superintendent of Schools.
6. + Motion to approve the long-term substitute Part-Time Basic Skills Teacher agreement for Lisa Buzby at Mansion Avenue School, retroactive to September 1, 2022 through November 23, 2022, Step 1, BA, FTE 0.664, with executed time sheets; Final approval is pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, as recommended by the Superintendent of Schools.
7. + Motion to approve the long-term substitute Part-Time Instructional Assistant agreement for Kathleen Ritchie at Mansion Avenue School, retroactive to September 1, 2022 through June 30, 2023, Step 1, FTE 0.87, 29.5 hours; Final approval is pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, as recommended by the Superintendent of Schools.
8. + Motion to approve the long-term substitute Part-Time Instructional Assistant agreement for Rachel Simonetti at Mansion Avenue School, retroactive to September 1, 2022 through November 23, 2022, Step 1, FTE 0.87, 29.5 hours per day with executed timesheets; Final approval is pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, as recommended by the Superintendent of Schools.
9. Motion to revise the effective date for the first-year tenure track Audubon Jr./Sr. High School Principal contract for Jeffrey Lebb, for the 2022-2023 school year, at an annual salary of \$139,000.00 prorated, effective September 6, 2022 through June 30, 2023, in accordance with the negotiated 2021-2024 contract between the Audubon Board of Education and the Audubon Education Association, at the recommendation of the Superintendent of Schools.
10. + Motion to revise the effective date for the first-year tenure track Elementary Teacher contract for Kristina Jakubowski, at Haviland Avenue for the 2022-2023 school year prorated Step 2, BA + 30, FTE 1.0 effective September 1, 2022 through June 30, 2023, in accordance with the negotiated 2021-2024 contract between the Audubon Board of Education and the Audubon Education Association, at the recommendation of the Superintendent of Schools.
11. + Motion to approve the long-term substitute part-time Elementary Teacher agreement for Carole Phillippi at Haviland Avenue School, retroactive to September 1, 2022 through June 30, 2023, Step 1, FTE 0.615; Final approval is pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, as recommended by the Superintendent of Schools.
12. Motion to approve the first-year tenure track part-time General Aide (Hallway/Bathroom Monitor) agreement for Stephen Bellis, at the Audubon Jr./Sr. High School effective October 3, 2022 through June 30, 2023 for the 2022-2023 school year in accordance with the 2021-2024 negotiated contract between the Audubon Board of

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Education and the Audubon Education Association at Step 1, FTE 0.87, 29.5 hours per week, pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, at the recommendation of the Superintendent of Schools.

- 13. Motion to approve the part-time General Aide (Hallway/Bathroom Monitor) agreement for Sharon Borman, at the Audubon Jr./Sr. High School effective September 26, 2022 through June 30, 2023 for the 2022-2023 school year in accordance with the 2021-2024 negotiated contract between the Audubon Board of Education and the Audubon Education Association at Step 1, FTE 0.87, 29.5 hours per week, pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, at the recommendation of the Superintendent of Schools.
- 14. + Motion to accept the notice of resignation from Larry Pennock, part-time custodian at Audubon Park Preschool, effective September 16, 2022.
- 15. + Motion to approve the Part-Time Custodian contract for Colleen Spatola, at Audubon Park Preschool for the 2022-2023 school year Step 1, FTE 0.625, 5 hours per day, no benefits, effective September 19, 2022 through June 30, 2023, in accordance with the negotiated 2021-2024 contract between the Audubon Board of Education and the Audubon Education Association, at the recommendation of the Superintendent of Schools.
- 16. Motion to appoint Frank Corley, Audubon Jr./Sr. High School Vice-Principal, as the Harassment, Intimidation, and Bullying District Coordinator for a term commencing September 22, 2022 through June 30, 2023, as recommended by the Superintendent of Schools.
- 17. + Motion to rescind the following KEYS employee for the 2022-2023 school, at the recommendation of the Superintendent of Schools.

Emma Rittman	HAS/MAS	\$15.50	Caregiver
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- 18. + Motion to accept, with best wishes, the letter of resignation with intent to retire, from Susan Moore, Elementary Instrumental Music Teacher at Mansion Avenue School, effective January 1, 2023.
- 19. + Motion to accept, with best wishes, the letter of resignation with intent to retire, from Christina Flynn, Payroll/Benefits Clerk, effective December 1, 2022.
- 20. Motion to accept, with best wishes, the letter of resignation from Ronald Latham, Teacher of Mathematics at the Audubon Jr./Sr. High School, effective November 9, 2022.

Motion to Approve Items 1 through 20: A. Cox Second: J. Miller

Roll Call

- X Ammie Davis X Joseph Ryan X Tara Butrica X Nancy Schiavo
- X Joseph Miller X Christopher Proulx X Lori Cassidy
- X James Blumenstein X Allison Cox X Andrea Robinson

VOTE FOR ITEMS 1-20

Motion approved by unanimous roll call (10-0)

MOTION TO APPROVE ITEMS 21-44

Motion by Mr. Proulx and seconded by Mrs. Robinson

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- 21. Motion to terminate the contract with Family First Consulting, LLC (Elizabeth Scotto Di Perta, Student Assistance Coordinator) effective October 4, 2022.
- 22. Motion to approve the following as district substitute teachers, secretaries, and custodians for the 2022-2023 school year, on an emergent basis, pending completion of all district and state requirements, at the recommendation of the Superintendent of Schools.

Babani, Radha - Substitute Teacher
 Celest Givens – Substitute Teacher
 Bruce Landers-Miller - Substitute Teacher
 Paul Mitros - Substitute Teacher
 Mark Mungello - Substitute Teacher
 Brianna O'Malley - Substitute Teacher
 Elijah Phillips - Substitute Teacher
 Justin Pajic - Substitute Teacher

- 23. Motion to rescind the following 2022-2023 Fall Athletic Department/Coaching Staff position.

Name	Sport/Activity	Position	Contractual Rate
Wendy VanFossen	Coed Junior High Cross Country	Coach	\$2,628.00

- 24. Motion to approve the following paid fall coaching positions for the 2022-2023 school year in accordance with the negotiated 2021-2024 contract between the Audubon Board of Education and the Audubon Education Association, pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, at the recommendation of the Superintendent of Schools.

As a result of the health-related closures due to COVID-19, payments and stipends may be impacted by cancellation of events, school closures, hybrid schedules, etc. The following stipends will be compensated as follows for the 2022-2023 school year:

Cancelation of Season/Event	
When notified; one week or more prior to the start of the season or three days prior to the event	0.0%
School Closure & Hybrid Schedules	
Greater Than 50% of Season or Event Occurred	100.0%
Greater Than or Equal to 25% and Less Than or Equal to 50%	50.0%
Greater than 7 practices and Less Than 25%	25.0%

- Athletic Season = First official practice to sectional start or school closure
- Extracurricular Season = First official practice to culminating event or school closure

Name	Sport/Activity	Position	Contractual Rate
Paul Frantz	Girls Tennis	Assistant Coach	\$4,025.00
Ryan Boland	Coed Junior High Cross Country	Coach	\$2,628.00

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Chris Sylvester	Middle School Tennis	Coach	\$1,855.00
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25. Motion to approve the following staff members as ticket takers for the 2022-2023 fall sports season at a rate of \$40.00 per home event in accordance with the negotiated 2021-2024 contract between the Audubon Board of Education and the Audubon Education Association, at the recommendation of the Superintendent of Schools.

Johanna Urban Barbara Swain Heather Weil Kelly Burns

26. Motion to rescind the following mentors for the 2022-23 school year, at the recommendation of the Superintendent of Schools.

Novice Teacher	School	Mentor	Date	Payment
Christa Timpano	Haviland Avenue School	Lesly Rybacki	9/1/22 - 6/30/23	\$550.00
Dante Acerbo	Mansion Avenue School	Carrie Figueroa	9/1/22 - 6/30/23	\$550.00
Alexis Miller	Mansion Avenue School	Melissa Falkowski	9/1/22 - 6/30/23	\$550.00
Stephanie Berenato	Mansion Avenue School	Terri Salamone	9/1/22 - 6/30/23	\$1,000.00

27. Motion to approve the following mentors for the 2022-23 school year; the novice teacher will compensate the mentor as per state regulations, at the recommendation of the Superintendent of Schools.

Novice Teacher	School	Mentor	Date	Payment
Alexis Miller	Mansion Avenue School	Melissa Falkowski	9/1/22 - 6/30/23	\$330.00
Stephanie Berenato	Mansion Avenue School	Terri Salamone	9/1/22 - 12/31/22	\$500.00

28. Motion to approve the following staff member to provide six hours of new teacher support and mentoring for the 2022-23 school, year, at the non-instructional contractual rate of \$30.00 per hour for a total of \$180.00 per staff member, at the recommendation of the Superintendent of Schools.

New Teacher	School	Mentor	Payment
Christa Timpano	Haviland Avenue school	Lesley Rybacki	\$180.00
Dante Acerbo	Mansion Avenue School	Carrie Figueroa	\$180.00
Liam Korbul	Audubon High School	Scott LaPayover	\$180.00
Gwendolyn Klaus	Haviland Avenue School	Amy Phillips	\$180.00

29. Motion to approve the following out-of-district Principal Mentorship through the NJ Excel Program/School, at the recommendation of the Superintendent of Schools.

New Teacher	School	Mentor	Payment
Kyle Jakubowski	Audubon Jr./Sr. High School	Jeff Lebb	160 hours September 2022 - June 2024

30. Motion to approve the following overload for the Audubon Jr. /Sr. High School for the 2022-2023 school year, at the recommendation of the Superintendent of Schools.:

Name	Position	Partial/Full	Salary
Manskopf, Dirk	General Education	Full	\$4,000.00

31. Motion to approve the following Substitute Student Maintenance Assistants Student workers at the hourly rate of \$13.00, retroactive to September 1, 2022 through June 30, 2023 with executed time sheets at the recommendation of the Superintendent of Schools:

1. Connor Payne
2. Elizabeth Scott
3. Logan Wilson

32. + Motion to approve an adjustment in the salary status of the following staff members in accordance with the negotiated 2021-2024 contract between the Audubon Board of Education and the Audubon Education Association, retroactive to September 1, 2022, at the recommendation of the Superintendent of Schools.

Name	Step	Degree (Previous)	Degree (Current)
Ronald Latham	9	BA	MA
Denise Allman	15	BA	MA

33. + Motion to approve the following Student(s) for a fifteen-hour Field Experience (classroom observation), at the recommendation of the Superintendent of Schools.

School/Grade/Subject	Dates	Cooperating Teacher	Requesting Program	Student Teacher(s)
MAS Grades 3	TBD	Katie Huber Shannon Horan	Camden County College	Maria Reilly
HAS Kindergarten	TBD	Jennifer McClellan	Camden County College	Jennifer Guerrero Ortiz
MAS Grade 3	TBD	Jennifer Beebe	Camden County College	Skylar Ervin

34. Motion to approve a modification in the title of John McMichael as listed:

From: Assistant Principal for Student Personnel Services
 To: Assistant Principal of School Counseling

35. Motion to approve the following staff member to serve as Academic Coaches for the 2022-2023 school year with compensation of \$3,000 Stipend per staff member, at the recommendation of the Superintendent of Schools.

Adam Cramer	Mathematics
Andrea Collazo	Social Studies
Roberta Hanson-Swinney	Fine Arts

36. Motion to approve Hillman's Bus Company to transport students to and from athletic events and field trips as need for the 2022-2023 school year, at the recommendation of the Superintendent of Schools.
37. Motion to approve the long-term substitute Special Education Teacher contract for Darian Coleman at Audubon Jr./Sr. High School, retroactive from September 6, 2022 through December 23, 2022 at \$260.00 per day; Final approval is pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, as recommended by the Superintendent of Schools.
38. Motion to approve the first-year tenure track part-time General Aide (Hallway/Bathroom Monitor) agreement for Elijah Smarrito, at the Audubon Jr./Sr. High School effective September 19, 2022 through June 30, 2023 for the 2022-2023 school year in accordance with the 2021-2024 negotiated contract between the Audubon Board of Education and the Audubon Education Association at Step 1, FTE 0.87, 29.5 hours per week, pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, at the recommendation of the Superintendent of Schools.
39. Motion to approve the first-year tenure track Administrative Assistant to the Athletic Director and Transportation Coordinator contract for Caitlyn Coombs, for the 2022-2023 school year prorated 12 month, Step 3, FTE 1.0 effective September 26, 2022 through June 30, 2023, in accordance with the negotiated 2021-2024 contract between the Audubon Board of Education and the Audubon Education Association, at the recommendation of the Superintendent of Schools.
40. Motion to approve the first-year tenure track Teacher of Science agreement for Tamara Egner, at the Audubon Jr./Sr. High School effective December 12, 2022 through June 30, 2023 for the 2022-2023 school year in accordance with the 2021-2024 negotiated contract between the Audubon Board of Education and the Audubon Education Association at Step 16, MA, FTE 1.0, pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, at the recommendation of the Superintendent of Schools.
41. Motion to approve the following Audubon Junior-Senior High School PBIS Committee member for the 2022-2023 school year. Duties include but are not limited to the analysis of longitudinal data, creation of and refinement of student supports and Tier II interventions for struggling and/or at-risk students, staff training, and parent supports. Compensation based on the execution of time sheets at the non-Instructional AEA contractual rate of \$30.00 per hour not to exceed \$1,200.00 per individual member. The initiation and creation of the program is supported through ESSER funds and is at the recommendation of the Superintendent of Schools.

Erin Kabo

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- 42. + Motion to approve the part-time first-year tenure track Special Education Aide agreement for Cara Cornatzer, at the Haviland Ave. School, effective September 29, 2022 for the 2022-2023 school year in accordance with the 2021-2024 negotiated contract between the Audubon Board of Education and the Audubon Education Association at Step 2, Substitute Certification, FTE 0.87, 29.5 hours per week, pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, at the recommendation of the Superintendent of Schools.
- 43. + Motion to approve the following staff members for the position of Lego Club Advisor at Haviland Avenue School for the 2022-2023 school year, 1 day per week for 8 weeks per trimester, up to 24 days, plus three 1 hour parent sessions; at the non-instructional negotiated rate (\$30/hour) for prep time, instructional rate of (\$40/hour) for contact time up to \$50.00 per week per staff member to include up to 1 hour for prep time and 1 thirty minute instructional session each week; paid through ESSER, at the recommendation of the Superintendent of Schools.

Kimberly Brach
Chelsea Rohner

- 44. Motion to rescind Bonnie Smeltzer, Mansion Avenue Principal, as the Harassment, Intimidation, and Bullying District Coordinator, effective September 22, 2022, recommended by the Superintendent of Schools.

Motion to Approve Items 21 through 44: C. Proulx Second: A. Robinson

Roll Call

- X Ammie Davis X Joseph Ryan X Tara Butrica X Nancy Schiavo
- X Joseph Miller X Christopher Proulx X Lori Cassidy
- X James Blumenstein X Allison Cox X Andrea Robinson

VOTE FOR ITEMS 21-44

Motion approved by unanimous roll call (10-0)

XIV. REPORTS:

XV. HIB District Report

September 2022	BULLYING INCIDENTS REPORT		
SCHOOL	Confirmed HIB	Non-HIB	Total
AHS	0	0	0
MAS	0	0	0
HAS	0	0	0
APPS	0	0	0

- XVI. Special Program Representatives:**
 - A. CCESC Rep. Rotation: **Joseph Miller**

- B. CCSBA Rep. Rotation: **Ammie Davis**
- C. Audubon Education Foundation: **Lori Cassidy**

XVII. Board Member Comments: Comments were made by Mr. Miller, Mr. Blumenstein, Mrs. Davis and Mr. Proulx

XVIII. **Public Participation:** (Open Discussion): None

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

In order to permit the fair and orderly expression of such comment, the Board has set aside two portions of this Board meeting for public comment on any school or school district issue that a member of the public feels may be of interest to the residents of the school district.

For the first portion, public comments are invited on matters pertaining only to the agenda for tonight's meeting. For the second portion, public comments are invited on all matters pertaining to the school district.

Participants should announce their name, address, and any group they may represent, if applicable. The Board reserves the right to limit public discussion. Public discussion of a topic will be limited to fifteen (15) minutes, and individual speakers will be limited to three (3) minutes. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard. Reference bylaws #0167 of the Audubon Public Schools Board of Education Policy Manual.

The Board uses the public comment period as an opportunity to listen to citizen. Not all issues brought to a Board meeting will be resolved at that particular meeting. Complaints stated or actions requested by the public may be taken under advisement by the Board for investigation, discussion, actions, or disposition at a later date or time. The public comments sessions are an opportunity for citizens to share their opinions and remarks with the Board; it is not a question and answer session. The Board may or may not respond to public comments at the time they are made and is under no obligation to do so.

The Board does not endorse public comments nor will the Board be held liable for comments made by members of the public. Any individuals who may be the subject of public comments, including district employees, shall retain all rights against defamation and slander according to the laws of New Jersey.

Motion by Mr. Miller seconded by Mrs.Cox to approve the resolution for board to enter into closed Authorizing Executive session II at 8:27pm for the following purposes. Motion approved by unanimous roll call (10-0)

XIX. **Authorizing Executive Session II:**

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 material 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 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.

Motion by Mr. Miller seconded by Mrs. Cox to adjourn closed Authorizing Executive session at 11:15pm.
Motion approved by unanimous roll call (10-0)

XX. ADJOURNMENT

1. The next Regular Board of Education meeting is scheduled for Wednesday, October 19, 2022 at 6:30 PM in the Audubon Junior-Senior High School Auditorium.
2. Motion by Mr. Miller seconded by Mrs. Cox to adjourn meeting at approximately 11:15pm. Motion approved by unanimous roll call (10-0).

Motion to Approve: J. Miller Second: A. Cox

Roll Call

<u>X</u> Ammie Davis	<u>X</u> Joseph Ryan	<u>X</u> Tara Butrica	<u>X</u> Nancy Schiavo
<u>X</u> Joseph Miller	<u>X</u> Christopher Proulx	<u>X</u> Lori Cassidy	
<u>X</u> James Blumenstein	<u>X</u> Allison Cox	<u>X</u> Andrea Robinson	

The Audubon Board of Education reserves the right to add and/or delete motions or make changes to motions in this agenda up to the time of the meeting and during the actual meeting.

Deborah Roncace
Business Administrator/Board Secretary