

The Regular Meeting of the Haddon Township Board of Education was held on October 17, 2013 at 7:09 pm in the Paul C. Gilligan Media Center, Mr. Cavallo, President, presiding.

I. OPENING STATEMENT:

Due notice of this meeting has been provided to *The Retrospect* and the *Courier Post* as legal ads on July 30, 2013.

II. ROLL CALL:

Mr. Robert Brown  
Mrs. Laura Chudd  
Mrs. Marie Dezii  
Mr. John Kendall  
Mr. William Mann  
Ms. Jill Noller  
Mr. James Mulroy  
Mrs. Bonnie Richards  
Mr. Mark Cavallo

Also present: Dr. Nancy Ward, Superintendent, Mrs. Jennifer Gauld, Business Administrator/Board Secretary, Mrs. Liz Mennig, Director of Curriculum and Instruction and 9 members of the public.

III. FLAG SALUTE

IV. MINUTES OF THE PREVIOUS MEETING

Motion by Mrs. Chudd and seconded by Mrs. Dezii that the minutes of the Regular Meeting and Work Session of September 19, 2013 be approved.

**ROLL CALL**

Mr. Robert Brown	Yes
Mrs. Laura Chudd	Yes
Mrs. Marie Dezii	Yes
Mr. John Kendall	Yes
Mr. William Mann	Yes
Mr. James Mulroy	Yes
Mrs. Jill Noller	Yes
Mrs. Bonnie Richards	Yes
Mr. Mark Cavallo	Yes

**ROLL CALL** 9-0-0

V. PRESENTATIONS

- Dr. Ward gave a presentation on Electronic Violence and discussed the Vandalism Report for 2012-2013.

VI. CORRESPONDENCE

None

## VII. SUPERINTENDENT'S REPORT

The Superintendent recommends acceptance/approval of the attached Superintendent's Report.

## VIII. DISCUSSION AND QUESTIONS FROM PUBLIC FOR BOARD OF EDUCATION ON ITEMS INCLUDED ON THE AGENDA

None

## IX. RECOMMENDATIONS

Motion by Mrs. Richards and seconded by Mr. Kendall that the following items be approved:

**#1 FINANCE/FACILITIES**

**The Superintendent and the School Business Administrator/Board Secretary recommend acceptance/approval of the following items:**

- 1 Report of the Secretary for the month of September 2013

***CASH BALANCES – September 30, 2013***

10	General	\$5,507,351.25
20	Special Revenue Funds	79,771.47
30	Capital Projects Funds	0.00
40	Debt Service Funds	.93
60	Enterprise Funds	<u>208,672.99</u>
Total:		<u>\$ 5,795,796.64</u>

Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of September 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.

Attachment 1-1

- 2 Report of the Treasurer for the month of September 2013

That the Report of the Treasurer as of September 30, 2013 be accepted. The Treasurer's Report is in agreement with the Secretary's Report.

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Haddon Township Board of Education certifies that as of September 30, 2013, and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a) 1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Attachment 1-2

- 3 Payment of Bills Attachment 1-3

- 4 2013-2014 School Year Budget Amendments Attachment 1-4

Pursuant to N.J.A.C. 6A:23A-16.10(c)3, I certify that as of September 30, 2013, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Haddon Township Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6A:23A-2.12(a)1.  
 In accordance with N.J.A.C. 6A:23A-16.10(c)2, it is certified that the anticipated revenue has not changed for the month ending September 30, 2013 as per the attachment.

- 5 Travel Requests Revised Attachment 1-5

- 6 That the School Business Administrator present bills to the Board for approval after the September 19, 2013 regular meeting up to and including November 21, 2013. Further, that checks be issued, dated September 30, 2013 for said bills, and November 1, 2013 for selected payments for the 2013-2014 School Year budget, and that the Board ratifies the approval of said payments at the September Board Meeting.

- 7 A donation of a birch tree to be planted on the Stoy School grounds, from the Haddon Township Shade Tree Commission.

- 8 Approve stipends for athletic and co-curricular event duties in the 2013-2014 School Year as follows:

Assistant Student Timer	\$28.00
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FOOTBALL

Ticket Seller/Taker	39.00
Announcer	54.00
Video	54.00

WINTER SPORTS

Ticket Seller/Taker	48.00
Timer/Announcer	48.00
Timer - 7/8 <sup>th</sup> grade	34.00
Site Manager	71.00
Supervisor	39.00

SPRING SPORTS - (ROWLAND RELAYS & CAMDEN COUNTY TRACK MEET)

Ticket Seller/Taker	70.00
Director/Announcer	300.00
Recorder	70.00
Awards	70.00
Grounds	95.00
Pits & Equipment	95.00
Site Manager	160.00
AV Aide	55.00
Trainer	100.00
Work Crew	30.00

Haddon Township Police Regular Officers:	\$150.00 per event
Haddon Township Police Department Special Officers	
who provide security for co-curricular events:	\$30.00 per hour

- 9 Approve the following Three Year Comprehensive Annual Maintenance Plan 2011-2014 resolution:

Whereas, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public facilities, and, Whereas, the required maintenance activities as listed in the attached document for the various school facilities of the Haddon Township Board of Education are consistent with these requirements, and Whereas, all past and planned activities are reasonable to keep the school facilities open and safe for use or in their original condition and to keep their system warranties valid,

Now therefore, be it resolved that the Haddon Township Board of Education hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan for the Haddon Township Board of Education in accordance with Department of Education requirements.

Attachment 1-9

- 10 That VFS Environmental, Inc. (VFS) perform a site investigation of the former 10,000 gallon No. 4 heating oil underground storage tank (UST) at the Haddon Township High School facility. The total estimated cost for this project is \$7,985.00. The following quotes were obtained for this project:

<u>Company</u>	<u>Estimated Cost</u>
VFS Environmental	\$ 7,985.00
TTI Environmental, Inc.	\$13,027.00

**ROLL CALL**

Mr. Robert Brown	Yes
Mrs. Laura Chudd	Yes
Mrs. Marie Dezii	Yes
Mr. John Kendall	Yes
Mr. William Mann	Yes
Mr. James Mulroy	Yes
Mrs. Jill Noller	Yes
Mrs. Bonnie Richards	Yes
Mr. Mark Cavallo	Yes

**ROLL CALL** 9-0-0

Motion by Mrs. Richards and seconded by Mr. Kendall that the following items be approved:

**#2 INSTRUCTION AND PROGRAM**

**The Superintendent and the Director of Curriculum and Instruction recommend the acceptance/approval of the following items:**

- 1 Fire and Security Drill Report

In accordance with Title 18A:41-1 through 41-4, at least one fire drill and one security drill were held in each school during the month of September, 2013. Attachment 2-1

- 2 The 2013-2014 Instructional and Productivity Software List; the Elementary Textbook List; the Middle School Textbook List; and the High School Textbook List. Please note that complete bookroom inventories for each elementary school are on file at the Board Office.

Attachment 2-2

- 3 Approve the submission of the NJ Quality Single Accountability Continuum Statement of Assurance to the Camden County Office of Education. Attachment 2-3
- 4 Adoption of District Goals for 2013-2014 School Year, and direct the Superintendent to develop a commensurate action plan. Attachment 2-4
- 5 Approve the EVVRS Report for 2012-13 as presented. Attachment 2-5
- 6 Approve the PreK-12 Developmental Counseling Program Curriculum for the 2013-2014 School Year. The curriculum addresses national and NJ State Counseling Standards and NJ Core Curriculum Standards relevant to counseling programs.  
(Complete copy of the curriculum is available for review at the Board Office.)

**ROLL CALL**

Mr. Robert Brown	Yes
Mrs. Laura Chudd	Yes
Mrs. Marie Dezii	Yes
Mr. John Kendall	Yes
Mr. William Mann	Yes
Mr. James Mulroy	Yes
Mrs. Jill Noller	Yes
Mrs. Bonnie Richards	Yes
Mr. Mark Cavallo	Yes

**ROLL CALL** 9-0-0

Motion by Mrs. Chudd and seconded by Mrs. Richards that the following items be approved:

**#3 PERSONNEL**

**The Superintendent recommends the acceptance/approval of the following items:**

- 1 Summary of Work-related Lost Time Injuries for the month of September. Attachment 3-1
- 2 Student Teachers for the 2012-13 school year Attachment 3-2
- 3 Accept the resignation of Jane Shissler from the position of long-term substitute special education teacher at Rohrer Middle School, effective September 28, 2013. Attachment 3-3
- 4 Appointment of Eric Juliani as long-term substitute language arts teacher at Rohrer Middle School, effective September 24, 2013 through January 24, 2014, at Step 1, B.A., at an annual salary of \$47,572, prorated.
- 5 Stipend revision for the previously approved co-curricular activity:

Barbara Frasco  
HS Honor Society Advisor  
Step 1  
\$ 2,515.00

- 6 Approve the following salary adjustment, retroactive to September 1, 2013:

Charles Mann, HS Spanish teacher  
from Step 18/P, B.A. - \$77,079.00  
to Step 18/P, B+15 - \$79,079.00

- 7 Reimbursement for NJ Leaders to Leaders Program and Residency for Standard Principal Certification:

Don Pullano -- \$1,300.00 (abbreviated 6-mo. residency completed because of out-of-state principal certification)  
Andrew Swiecicki -- \$3,300.00

- 8 Approve additional proctors for the PSATs on Sat., Oct. 19, 2013, at the rate of \$40.00 per hour:

Joseph Turkot -- up to 4.5 hours  
Kelly Winkelspecht -- up to 6 hours

- 9 Appointment of the following Grade Level Reps for the 2013-14 School Year:

Name	Grade/Subject	Hours	Rate
Mimi Sellers	PreKindergarten	20	\$39.65
Sinead Royster	Kindergarten	20	\$39.65
Mae Valenzuela	1 <sup>st</sup> Grade	20	\$39.65
Laura Roberts	2 <sup>nd</sup> Grade	20	\$39.65
Anne McGeehan	3 <sup>rd</sup> Grade	20	\$39.65
Olivia Tramontana	4 <sup>th</sup> Grade	20	\$39.65
Randi Harris	5 <sup>th</sup> Grade	10	\$39.65
Brenda Morrow	5 <sup>th</sup> Grade	10	\$39.65
MaryBeth Warfield	Related Arts	20	\$39.65
Kara Gordon	Special Ed	20	\$39.65

- 10 Appointment of the following substitute teachers at the rate of \$80.00 per day, for the 2013-2014 School Year, effective September 1, 2013 through June 30, 2014, pending completion of paperwork:

Samuel Bonavita  
Amanda Cundiff  
Frank Flood  
Anne Marie Griffith  
Travis Irizarry  
Kellie Konzelman  
Benigna Matthias  
Jillian Winfree

- 11 Appointment of Travis Irizarry as substitute Athletic Trainer for the 2013-14 School Year, at the rate of \$30.00 per hour, pending completion of paperwork.

- 12 That the following teachers be approved to provide after-school tutoring for Paul VI High School for the 2013-2014 school year at the rate of \$35.00 per hour:

Catherine Bidini  
Krista Comito

Maureen Phillips  
 Marie Staley  
 Nancy Brodhead

- 13 Approve Irene Recuber as a professional development consultant for up to 10 days at the rate of \$400 per day. Her work will include supporting the district's Mentoring Plan. Funding will come at no cost to the Board, as Title IIA funds will be used.

- 14 Aide Appointments for the 2013-14 School Year, effective immediately through June 30, 2014:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Rate per hour</u>
Rosemary Abbinanti	substitute aide	Van Sciver	\$15.30
Jennifer DeStefano	child care aide	SACC	\$12.25
Tami Fegley	child care aide	SACC	\$12.25
Kyle Jakubowski	substitute aide	Strawbridge	\$15.30
Maryann Krupinski	child care aide	SACC	\$12.25
Kathleen Tyrell	child care aide	SACC	\$12.25

- 15 Appointment of the following as substitute custodians for the 2013-14 school year, at the rate of \$11.82 per hour, effective immediately pending completion of paperwork:

Robert DeBerardinis  
 Jeff Smith

- 16 Request to Camden County Superintendent for waiver to have one principal cover two schools. Attachment 3-16

**ROLL CALL**

Mr. Robert Brown	Yes
Mrs. Laura Chudd	Yes
Mrs. Marie Dezii	Yes
Mr. John Kendall	Yes
Mr. William Mann	Yes
Mr. James Mulroy	Yes
Mrs. Jill Noller	Yes
Mrs. Bonnie Richards	Yes
Mr. Mark Cavallo	Yes

**ROLL CALL** 9-0-0

Motion by Mr. Kendall and seconded by Mr. Mann that the following items be approved:

**#4 STUDENT SERVICES/ACTIVITIES**

**Administration recommends the acceptance/approval of the following items:**

- 1 Enrollment Report Attachment 4-1
- 2 Suspension Report  
 MS and High School Suspensions during the month of September, 2013  
 (No Elementary Suspensions) Attachment 4-2

- 3 CDS (Controlled Dangerous Substance) Report  
No CDS violations for the month of September 2013.
- 4 Violence, Vandalism, and Substance Abuse (VV-SA) Incident Report      Attachment 4-4
- 5 Harassment, Intimidation, Bullying Report  
September 2013 Incidents (1<sup>st</sup> Reading)      Attachment 4-5
- 6 Approve 2013-14 School Health Nursing Plan.  
(Complete copy of the School Health Nursing Plan is available for review at the Board Office.)
- 7 Approve student #9506132989, a 12th grade classified MD student, to attend Bankbridge Regional School, North Campus, for the remainder of the 2013-2014 school year, effective October 3, 2013. The tuition rate will be pro-rated from the annual rate of \$35,940.00.
- 8 Approve the following tuition revisions:

STUDENT #	SCHOOL	DAYS	TUITION
7589435492	BCSSSD	180	\$41,568.00

Initial approval did not include the out of county surcharge.

6685067923	GCSSSD	204	\$37,560.00
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Initial rate was incorrect for current program.

#### ROLL CALL

Mr. Robert Brown	Yes
Mrs. Laura Chudd	Yes
Mrs. Marie Dezii	Yes
Mr. John Kendall	Yes
Mr. William Mann	Yes
Mr. James Mulroy	Yes
Mrs. Jill Noller	Yes
Mrs. Bonnie Richards	Yes
Mr. Mark Cavallo	Yes

**ROLL CALL**      **9-0-0**

Motion by Mrs. Richards and seconded by Mr. Brown that the following items be approved:

#### #5 POLICY

**The Superintendent recommends the acceptance/approval of the following items:**

- 1 Second Reading of the following state mandated policy and regulation      Attachment 5-1  
5512 HARASSMENT, INTIMIDATION, AND BULLYING (M)  
R 5512 HARASSMENT, INTIMIDATION OR BULLYING  
INVESTIGATION PROCEDURE (M)



- 2 First Reading:

8462. REPORTING POTENTIALLY MISSING OR ABUSED CHILDREN (M):

Attachment 5-2

**ROLL CALL**

Mr. Robert Brown	Yes
Mrs. Laura Chudd	Yes
Mrs. Marie Dezii	Yes
Mr. John Kendall	Yes
Mr. William Mann	Yes
Mr. James Mulroy	Yes
Mrs. Jill Noller	Yes
Mrs. Bonnie Richards	Yes
Mr. Mark Cavallo	Yes

**ROLL CALL** 9-0-0

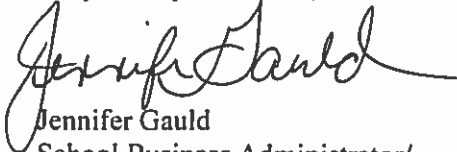
X. DISCUSSION AND QUESTIONS FROM PUBLIC FOR BOARD OF EDUCATION

None

XI. ADJOURNMENT

Motion by Mrs. Richards and seconded by Mrs. Noller that the meeting be adjourned. The meeting adjourned at 7:20 pm.

Respectfully submitted,



Jennifer Gauld  
School Business Administrator/  
Board Secretary