

The Regular Meeting of the Haddon Township Board of Education was held on December 20, 2012 at 6:00 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 April 27, 2012 and May 19, 2012, respectively.
- II. ROLL CALL: Mr. Albino
Mr. Brown
Mrs. Caputi
Mrs. Chudd
Mr. Kendall
Mr. Mann
Mr. Mulroy
Mrs. Richards
Mr. Cavallo

Also present: Dr. Cheryl Simone, Interim Superintendent of Schools; Jennifer Gauld, School Business Administrator; Liz Mennig, Supervisor of Teaching and Learning and 12 members of the public.

III. FLAG SALUTE

EXECUTIVE SESSION

Motion by Mrs. Caputi and seconded by Mr. Kendall that the Board move to Executive Session. The Board moved to Executive Session at 6:05 pm.

Unanimous Voice Vote

REGULAR SESSION

Motion by Mrs. Caputi and seconded by Mr. Kendall that the Board move to Regular Session. The Board moved to Regular Session at 7:30 pm.

Unanimous Voice Vote

IV. APPROVAL OF MINUTES

Motion by Mr. Kendall and seconded by Mrs. Caputi that the minutes of the Executive Session and Regular Meeting of November 15, 2012 be approved.

ROLL CALL

Mr. Albino	Yes
Mr. Brown	Yes
Mrs. Caputi	Yes
Mrs. Chudd	Yes
Mr. Kendall	Yes
Mr. Mann	Yes
Mr. Mulroy	Yes

Mrs. Richards	Yes
Mr. Cavallo	Yes

Roll Call	9-0-0
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Motion by Mrs. Caputi and seconded by Mr. Kendall that the minutes of the Executive Sessions of the Special Meetings of December 4, 2012, December 5, 2012 and December 11, 2012 and December 12, 2012 be approved.

ROLL CALL

Mr. Albino	Abstain
Mr. Brown	Yes
Mrs. Caputi	Yes
Mrs. Chudd	Yes
Mr. Kendall	Yes
Mr. Mann	Yes
Mr. Mulroy	Abstain
Mrs. Richards	Abstain
Mr. Cavallo	Yes

Roll Call	6-0-3
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V. CORRESPONDENCE

1. Mr. Cavallo read a letter from Governor Christie regarding a statewide moment of silence for the victims of the Sandy Hook Connecticut shooting.
2. Letter from Mayor Pennock of Audubon Park thanking the Haddon Township School District for its dedication and hard work during the Hurricane Sandy crises.

See Attached

3. Two letters from Middle School parents concerning middle school sports.

See Attached

VI. PRESENTATIONS

1. 2011-12 School Year Assessments – Liz Mennig gave a presentation on the school year assessments.
2. Recognition of Board Members Albino and Caputi – Mark Cavallo awarded plaques to the two outgoing board members, Wendy Caputi and Chuck Albino for their years of service and dedication.

VII. SUPERINTENDENT'S REPORT

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

1. Dr. Simone thanked Mr. Albino for his years of service and dedication. Dr. Simone described Mr. Albino as having a calming effect on the board. Dr. Simone then thanked Mrs. Caputi for her years of service and dedication. She described Mrs. Caputi as a passionate board member who gave great insight to the Board.
2. Dr. Simone gave an update on our children and the effect the Sandy Hook shooting had on

them. She complimented our teachers for their handling of the children’s questions and reported that our children are doing well.

3. Dr. Simone wished everyone the happiest of holidays!
4. Mrs. Gauld publicly thanked her staff for their part in a great audit.

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

NONE

IX. RECOMMENDATIONS

Motion by Mrs. Caputi and seconded by Mrs. Richards 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 November, 2012

CASH BALANCES – November 30, 2012:

10	General	\$6,609,477.97
20	Special Revenue Funds	(271,777.04)
30	Capital Projects Funds	0.00
40	Debt Service Funds	337,555.68
60	Enterprise Funds	<u>37,773.37</u>
Total:		<u>\$ 6,713,029.98</u>

- 2 Report of the Treasurer for the month of November, 2012 Attachment 1-2

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 November 30, 2012, 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.

- 3 Payment of Bills

Bills in the General Account in the amount of \$1,448,929.31 and \$55,449.49 in the Student Activities Account.

- 4 2012-2013 School Year Budget Amendments Attachment 1-4

Pursuant to N.J.A.C. 6A:23A-16.10(c)3, I certify that as of November 30, 2012, 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 changed for the month ending November 30, 2012 as per the attachment.

- 5 Approve Travel Requests Attachment 1-5

- 6 Approve the School Business Administrator to present bills to the audit committee for approval after the November 15, 2012 regular meeting up to and including January 20, 2013. Further, that the Board ratifies the approval of the audit committee at the January 20, 2013 Board Meeting.

- 7 Approve the Comprehensive Annual Financial Report (CAFR) and the Auditor’s Management Report on Administrative Findings – Financial, Compliance and Performance for the 2011-2012 school year as prepared by Bowman and Company. There are no findings of non-compliance. Distributed to Board on 12-14-12

- 8 Approve the disposal of obsolete items which are no longer in a condition to be used in classrooms. Items are currently being stored in the shed at the high school near the maintenance truck parking area and are of no value to the district and in most cases a hazard:

- 20 trapezoid tables, damaged
- 25 old grade-school style wood top desks nonadjustable w/ rust or damaged tops
- 3 old rolling carts, damaged
- 1 small 2 door cabinet, damaged
- 6 old typewriter desks, no longer used
- 2 old steel office desks, bad condition

- 9 Approve the authorization of the submission of the 2013 IDEA grant and acceptance of the grant award of these funds upon the subsequent approval of the 2013 IDEA application as listed:

	Public HTSD	Non-Public Paul VI	Total
Basic	\$505,326.00	\$79,939.00	\$585,265.00
Pre-School	\$ 17,047.00	\$0	\$ 17,047.00
Total	\$522,373.00	\$79,939.00	\$602,312.00

ROLL CALL

Mr. Albino Yes
Mr. Brown Yes

Mrs. Caputi Yes
 Mrs. Chudd Yes
 Mr. Kendall Yes
 Mr. Mann Yes
 Mr. Mulroy Yes
 Mrs. Richards Yes
 Mr. Cavallo Yes

Roll Call 9-0-0

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

2. INSTRUCTION AND PROGRAM

The Superintendent and the Supervisor of Teaching and Learning 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 November.
- 2 Adopt the James Stronge Leader Effectiveness Performance Evaluation System.
- 3 Approve the following No Child Left Behind salaries for the 2012-13 school year:

Name	Title I	Title IIA	Title III - Immigrant
Lois Maynard – VS	\$ 7,766		
Sharonne Ravid-Litz – JNGS	\$15, 329		
Sharonne Ravid-Litz – VS	\$36,789		
Victoria Karpman – RMS	\$29,066		
Darlene Sorensen – VS			\$ 4,910
Pam Fitzgerald – EDIS		\$24,810	

- 4 Approve the following addition to the 2012-2013 textbook list for Paul VI.

Subject Area	Title	Author(s)	Publisher	Year of Publication
Mathematics	Algebra II – Aligned to the Common Core Standards	Carter, et al	McGraw Hill	2012
Social Studies	The Americans	Danzer, et al	Houghton Mifflin Harcourt for Holt McDougal	2012
Social Studies	World History - Patterns of Interaction	Beck, et al	Houghton Mifflin Harcourt for Holt McDougal	2012

ROLL CALL

Mr. Albino Yes
 Mr. Brown Yes
 Mrs. Caputi Yes
 Mrs. Chudd Yes
 Mr. Kendall Yes
 Mr. Mann Yes
 Mr. Mulroy Yes
 Mrs. Richards Yes
 Mr. Cavallo Yes

Roll Call 9-0-0

Motion by Mrs. Caputi 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 Attachment 3-1
- 2 Student teachers for the 2012-13 school year. Attachment 3-2
- 3 Approve the following co-curricular appointments for the 2012-13 school year:

First	Last	Club	Location	Step	Salary
Marilyn	McCabe	Bowling Team Sponsor (50%)	HS	3	\$ 360.50
Bill	Schmidt	Bowling Team Sponsor (50%)	HS	3	\$ 360.50
Janet	Hanlon	Friends of Rachel Club	HS	3	\$ 721.00
Janice	Guarino	Literary Magazine	RMS	1	\$ 616.00

- 4 Approve a childrearing leave for Kelly Boris, Van Sciver Grade 3 teacher, beginning approximately April 12, 2013. She will be using her available sick days, up to one month before, and up to six weeks after delivery. Following that, she is requesting approval for Family Medical Leave, and returning to work on January 2, 2014. Attachment 3-4
- 5 Approve the following extra events for Theresa Brown, Athletic Trainer, at the rate of \$41.05 per hour:
 - 10/31/2012 Colonial Conference Tennis Tournament – 7 hours
 - 12/29/2012 Bart Payne Memorial Wrestling Tournament – 6 hours
 - 04/06/2013 Rohrer Memorial Baseball Tournament – 5 hours
 - 04/27/2013 George Rowland Relays – 7 hours
 - 05/11/2013 Camden County Relays – 7 hours
- 6 Approve the appointment of the following as a tutor for classified students at Pope Paul VI High School as mandated in the student’s Service Plans as indicated:
 - Bharati Shah for 4 hours per week
 - At the rate of \$35.00 per hour, not to exceed grant allocation (Account # 20-250-100-100-12-P13)

- 7 Accept with regret the retirement request of Karen Bleming, secretary to the Superintendent of Buildings and Grounds, effective August 1, 2013. Attachment 3-7

Adopt the resolution for Mrs. Bleming. Attachment 3-7.1

- 8 Approve the appointment of Lance Stock Sr. for the open Utility Maintenance position, for the 2012-13 school year, from January 1, 2013 through June 30, 2013, at a starting salary of \$35,000.00, prorated.

Mr. Stock has been a part-time custodial employee for the district for the last four years. He has over 30 years of experience in the building trade. He has taken and passed his test to acquire his Black Seal Boilers license, for which he will receive a \$925 stipend, prorated, upon receipt of license.

- 9 Approval the appointment of the following for Fall/Winter athletic events:

NAME	POSITION	RATE OF PAY
Ed Powell:	Ticket Seller	\$39.00 per game
Dominic Olivo:	Video	\$54.00 per game

- 10 Appointment of the following substitute teachers at the rate of \$80.00 per day, and substitute nurse at the rate of \$125 per day, for the 2012-13 school year, pending completion of paperwork:

Joseph O'Neill
Emily Richardson
Coleen Otremsky, RN

- 11 Approve the following aide appointments for the 2012-13 school year, effective immediately through June 30, 2013.

Last	First	Position	Location	Rate/hr.
Carberry	Debora	substitute aide/worker	Jennings	\$ 14.90
DiCamillo	Christina	sub. lunch supervisor	Jennings	\$ 41.05
Dash	Janet	substitute aide/worker	RMS	\$ 14.90
Harris	Gail	substitute aide/worker	Stoy	\$ 14.90
Kugler	Beth	substitute aide/worker	Stoy	\$ 14.90
Lori	Romach	from substitute to part-time aide/worker	Van Sciver	\$ 14.90
Ruta	Amy	from substitute to part-time aide/worker	Strawbridge	\$ 14.90
Cosenza	Sue	substitute aide/worker	Stoy	\$ 14.90
Cosenza	Sue	volunteer aide	Strawbridge	
Jennifer	Aylmer	volunteer aide	Stoy	

- 12 Accept the resignation of Melissa Blatcher from her position as a one-on-one part-time aide, effective December 22, 2012. See attached letter. Attachment 3-12

- 13 Accept the termination of employee M.V., for cause, from the position as Grounds Personnel, effective January 20, 2013.

ROLL CALL

Mr. Albino	Yes
Mr. Brown	Yes
Mrs. Caputi	Yes
Mrs. Chudd	Yes
Mr. Kendall	Yes
Mr. Mann	Yes
Mr. Mulroy	Yes
Mrs. Richards	Yes
Mr. Cavallo	Yes

Roll Call 9-0-0

Motion by Mrs. Caputi and seconded by Mrs. Richards 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
 No Elementary or Middle School Suspensions during the month of November, 2012.
 High School Suspensions: Attachment 4-2
- 3 CDS (Controlled Dangerous Substance) Report
 No CDS violations for the month of November, 2012.
- 4 Vandalism Report Attachment 4-4
- 5 Harassment, Intimidation, Bullying Report
 No incidents for the month of November, 2012.
- 6 Harassment, Intimidation, Bullying Report
 (October Incidents – 2nd Reading) Attachment 4-6
- 7 Approve the Haddon Township Nursing Services Plan for 2012-13.
 (Complete report/plan available for review in the Board Office)
- 8 Approve stipends for athletic, co-curricular event duties, and substitute teachers and nurses in the 2012-2013 school year as follows:

ASST. STUDENT TIMER	\$28.00	<i>(Formerly AV Duty)</i>
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 th 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
Work Crew	30.00

POLICE (Haddon Township)	\$150.00/event	Regular Officers
	\$30.00/hour	Special Officers who provide security for events
Athletic Coach who drives a team bus to a practice, scrimmage or game	\$30.00 per event	
Daily Substitute Teachers	\$80.00 per day	
Intermediate-term Substitute Teachers	\$85.00 per day	(10 to 39 consecutive days)
Long-term Substitute Teachers	\$90.00 per day	(40 or more consecutive days)
Highly Qualified substitute teachers and substitute nurses	\$125.00 per day	

- 9 Approve a change in placement for student #3676834575, a classified Emotionally Disturbed (ED) student, to attend Burlington County Special Services School District, for the remainder of the 2012-2013 school year, effective January 2, 2013. Tuition rate will be prorated from the annual amount of \$38,220.00. Transportation will be included.

-10 Approve that student #3397885998 receive the following services provided by New Behavioral Network at their contracted rate, from December 21, 2012 through April 1, 2013:

- Behavior Interventionist: 6 hours per week
- BCBA Consult hours: 2 hours per month

Student is also to be given an Assistive Technology Evaluation to be provided by Advancing Opportunities. The following are the complete breakdown of charges:

(see next page)

- Consult: \$295.00 flat rate
- Evaluation \$880.00 flat rate
- Support and Training \$110.00 hourly
- Travel \$ 55.00 hourly

- 11 Approve that Gregory Garcia and Anna M. Giusti-Garcia do a psychological evaluation and a learning evaluation in Italian as part of an initial evaluation for a student that has been referred to the Child Study Team. For both evaluations the total will be \$750.00.

- 12 Approve Invo-Healthcare Associates to provide Speech and Language Therapy to cover the maternity leave of Sarah Phillips from January 3, 2013 to May 13, 2013 at the rate of \$82.00 per hour, not to exceed 33 hours per week.

- 13 Approve that as of December 10, 2012, student #8057762442 be placed on Homebound Instruction due to medical reasons. Instruction will be provided by Steve Cossaboon at the rate of \$41.05 for a total of 10 hours per week.
- 14 Approve a change in placement for general education student #20155045. Student will be placed on Homebound Instruction from December 12 through December 21, 2012. Student will attend Gloucester County Alternative School, for the remainder of the 2012-2013 school year, effective January 2, 2013 through June 30, 2013.
- 15 Approve a One-on-One Nursing Contract with Newborn Nurses for the 2012-13 school year at an hourly rate of \$45.00/RN and \$35.00/LPN for medically fragile student #3291363904.

ROLL CALL

Mr. Albino	Yes
Mr. Brown	Yes
Mrs. Caputi	Yes
Mrs. Chudd	Yes
Mr. Kendall	Yes
Mr. Mann	Yes
Mr. Mulroy	Yes
Mrs. Richards	Yes
Mr. Cavallo	Yes

Roll Call 9-0-0

Motion by Mrs. Caputi and seconded by Mrs. Richards 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 policies: ATTACHMENT 5-1

- 4219 COMMERCIAL DRIVER CONTROLLED SUBSTANCES AND ALCOHOL USE TESTING (M)
- 5460 HIGH SCHOOL GRADUATION (M)
- 6111 SPEC ED MEDICAID INITIATIVE (SEMI) PROGRAM (M)
- 6112 REIMBURSEMENT OF FEDERAL AND OTHER GRANT EXPENDITURES (M)
- 6220 BUDGET PREPARATION (M)
- 6230 BUDGET HEARING (M)
- 6360 POLITICAL CONTRIBUTIONS(M)
- 6362 CONTRIBUTIONS TO BD MEMBERS AND CONTRACT AWARDS (M)
- 6422 BUDGET TRANSFERS (M)
- 6470 PAYMENT OF CLAIMS (M)
- 6480 PURCHASE OF FOOD SUPPLIES (M)
- 6510 PAYROLL AUTHORIZATION (M)
- 6620 PETTY CASH (M)
- 6660 STUDENT ACTIVITY FUND (M)
- 6810 FINANCIAL OBJECTIVES (M)
- 6820 FINANCIAL REPORTS (M)
- 6830 AUDIT AND COMPREHENSIVE ANNUAL FINANCIAL REPORT (M)

8461 REPORTING VIOLENCE, VANDALISM, HARASSMENT, INTIMIDATION,
 BULLYING, ALCOHOL, AND OTHER DRUG ABUSE (M)
 9120 PUBLIC RELATIONS PROGRAM (M)

- 2 First Reading of the following mandated policy:

2415.04 TITLE I – DISTRICT-WIDE PARENTAL INVOLVEMENT (M)

ATTACHMENT 5-2

ROLL CALL

Mr. Albino	Yes
Mr. Brown	Yes
Mrs. Caputi	Yes
Mrs. Chudd	Yes
Mr. Kendall	Yes
Mr. Mann	Yes
Mr. Mulroy	Yes
Mrs. Richards	Yes
Mr. Cavallo	Yes

Roll Call 9-0-0

X. DISCUSSION AND QUESTIONS FROM PUBLIC FOR BOARD OF EDUCATION

1. Sally Duva asked why the Board was approving Newborn Nurses. Bonnie Edwards, Child Study Team Director answered that the nursing agency covers school aged children as well as newborns.
2. Jill Noller asked if the audit could be made public. Jennifer Gauld stated she would check with the auditors.
3. Jim Mulroy asked if there was a possibility that the basketball games could start later than 5:30pm. Dr. Simone said she would look into this.

XI. ADJOURNMENT

Motion by Mrs. Richards and seconded by Mrs. Caputi that the meeting be adjourned. The meeting adjourned at 8:42 pm.

Respectfully Submitted,

Jennifer Gauld
 School Business Administrator/Board Secretary