

The Regular Meeting of the Haddon Township Board of Education was held on February 21, 2013 at 6:00 pm in the Paul C. Gilligan Media Center, Mrs. Richards, Vice President, presiding.

I. OPENING STATEMENT:

Due notice of this meeting has been provided to *The Retrospect* and the *Courier Post* as legal ads on January 3, 2013.

II. ROLL CALL:

Mrs. Laura Chudd
Mrs. Marie Dezii
Ms. Jill Noller
Mr. James Mulroy
Mrs. Bonnie Richards

Also present: Dr. Cheryl Simone, Interim Superintendent of Schools; Jennifer Gauld, School Business Administrator; Liz Mennig, Supervisor of Teaching and Learning and 27 members of the public.

Mr. Robert Brown, Mr. John Kendall, Mr. William Mann and Mr. Mark Cavallo were absent.

III. FLAG SALUTE

EXECUTIVE SESSION

Motion by Mrs. Chudd and seconded by Mrs. Dezii that the Board move to Executive Session. The Board moved to Executive Session at 6:00 pm.

WORK SESSION

Motion by Mrs. Chudd and seconded by Mrs. Dezii that the Board move to Work Session. The Board moved to Work Session at 6:35 pm.

REGULAR SESSION

Motion by Mrs. Dezii and seconded by Mrs. Chudd that the Board move to Regular Session. The Board moved to Regular Session at 7:30.

IV. APPROVAL OF MINUTES

Motion by Mrs. Chudd and seconded by Mrs. Dezii that the minutes of the Regular Meeting of January 17, 2013 be approved.

ROLL CALL

Mrs. Chudd	Yes
Mrs. Dezii	Yes
Mr. Mulroy	Yes

Mrs. Noller	Yes
Mrs. Richards	Yes

Roll Call	5-0-0
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V. CORRESPONDENCE

Letter from Ellen Hargrove, President, Art Educators of New Jersey requesting that the Haddon Township Board of Education endorse the month of March as Youth Art Month

VI. PRESENTATIONS

- Winter Track Acknowledgement to David Welsh & David Donahue – Mrs. Richards presented both coaches with a plaque for their dedication to the Winter Track Program. Plaques were also given to Katie Schaefer and Roger Houghkirk who were not present.
- School Security Presentation – the administrators from the School Security Committee gave a presentation on school security and the measures Haddon Township School district is taking to improve security.
- 2013-2014 Budget – Dr. Simone gave a presentation on the 2013-2014 school budget.

VII. SUPERINTENDENT’S REPORT

Dr. Simone suggested the Board combine the March 21st Regular Board Meeting with the March 27th Budget Adoption Meeting. Dr. Simone also informed the Board that all administrators have been involved and trained in the Stronge Teacher Evaluation system. Dr. Simone gave an update on the Pre-Kindergarten and Kindergarten roundup held on February 7, 2013. We have 31 Pre-Kindergarten children and 56 Kindergarten children.

Dr. Simone advised the public that the Board would be adopting the calendar for the 2013/2014 school year. This calendar proposes a nice long winter break.

Dr. Simone suggested that March be recognized as Youth Art Month at Haddon Township.

Motion by Mrs. Dezii and seconded by Mrs. Chudd that the Board approve the endorsement of the month of March as Youth Art Month in the Haddon Township School District.

ROLL CALL

Mrs. Chudd	Yes
Mrs. Dezii	Yes
Mr. Mulroy	Yes
Mrs. Noller	Yes
Mrs. Richards	Yes

Roll Call	5-0-0
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VIII. DISCUSSION AND QUESTIONS FROM PUBLIC FOR BOARD OF EDUCATION ON ITEMS INCLUDED ON THE AGENDA and BUDGET PRESENTATION

1. Mr. Mulroy asked about a modified Freshman Sports Program for the 13/14 school year.
2. Joann Bower asked about the Middle School soccer coach since it was not in the current presentation. The Board will be adding the coach.
3. Sally Duva asked about the sound system in the auditorium. Michael Moore responded that a relay had been replaced and the sound system was working fine.
4. Dave Lange asked the Board if they would consider reinstating a wrestling coach at the High School. The Board will take his suggestion under advisement.
5. George Wolfe stated that 12 wrestlers were moving to the High School and there was a great need for another coach.

IX. RECOMMENDATIONS

Motion by Mrs. Dezii and seconded by Mrs. Chudd 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 January, 2013

CASH BALANCES – January 31, 2013

10	General	\$6,499,279.28
20	Special Revenue Funds	(349,105.12)
30	Capital Projects Funds	0.00
40	Debt Service Funds	337,555.68
60	Enterprise Funds	<u>199,848.62</u>
Total:		<u>\$ 6,687,578.46</u>

Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of January, 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 January, 2013

That the Report of the Treasurer as of January 31, 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 January 31, 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

Bills in the General Account in the amount of \$1,147,894.93 and \$13,082.41 in the Student Activities Account. Attachment 1-3

- 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 January 31, 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 changed for the month ending January 31, 2013 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 January 17, 2013 regular meeting up to and including March 21, 2013. Further, that the Board ratifies the approval of the audit committee at the March 21, 2013 Board Meeting.

- 7 Accept the Annual Facilities Checklists and approve submission to the Camden County Office of Education as required. Attachment 1-7

- 8 Approve the addition of carryover funds, and accept the grant award of these funds upon the subsequent approval of the amended Fiscal Year 2013 NCLB Application.

	Total	Haddon Township	Paul VI
Title IA	\$169,685	\$169,685	\$ 0
Title IIA	\$ 48,651	\$ 42,157	\$ 6,494
Title III Immigrant	\$ 16,883	\$ 16,883	\$ 0
Title III	\$ 16,545	\$ 14,977	\$ 1,568

- 9 Approve the tentative budget calendar for the 2013-2014 district budget. Attachment 1-9

ROLL CALL

Mrs. Chudd Yes

Mrs. Dezii	Yes
Mr. Mulroy	Yes
Mrs. Noller	Yes
Mrs. Richards	Yes

Roll Call **5-0-0**

Motion by Mrs. Chudd and seconded by Mrs. Dezii 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 January.
- 2 Approve the AIM Academy training contract for the Wilson Reading System 3 Day Introductory Workshop to be held June 25-27, 2013 in Haddon Township. The cost of the workshop is \$6,000, plus expenses (mileage, lodging and meals, not to exceed \$1,000) for the presenter. Title I funds will be used to pay for the training. Seats have also been sold to other districts to help defray our cost.

ROLL CALL

Mrs. Chudd	Yes
Mrs. Dezii	Yes
Mr. Mulroy	Yes
Mrs. Noller	Yes
Mrs. Richards	Yes

Roll Call **5-0-0**

Motion by Mrs. Dezii and seconded by Mrs. Chudd 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 attached Winter/Spring Adult School Staff for 2012-2013. Attachment 3-3
- 4 Approve the following co-curricular appointments for the 2012-13 school year at the stipends indicated. These positions are to be paid out of student activities accounts #1242 and #1254.

NAME		POSITION	STIPEND
Dave	Schmitt	Music Director (Musical) Middle School	\$ 1,250.00
Bridget	Holmes	Choreography (Musical) Middle School	\$ 1,250.00
Katie	Schafer	Costumes (Musical) Middle School	\$ 1,250.00
Bridget	Holmes	Choreography (Musical) High School	\$ 1,600.00
Katie	Schafer	Costumes (Musical) High School	\$ 1,600.00
Bob	Quaile	Pit Musician (Musical) High School	\$ 800.00
Cheryl	Van Buren	Pit Musician (Musical) High School	\$ 800.00

- 5 Approve the following salary adjustment, retroactive to February 1, 2013:

David Schmitt, HS Music teacher
from Step 8, B+30 - \$53,784.00
to Step 8, M.A. - \$55,184.00

- 6 Approve a date change in the child-rearing leave for Kelly Boris, Van Sciver Grade 3 teacher. Her first day of leave is now January 16, 2013, instead of the previously approved date of April 12, 2013.
- 8 Accept with regret the retirement request of Donna Walker, Accounts Payable Clerk at the board office, effective July 1, 2013. See attached letter. Attachment 3-8
Adopt the resolution for Mrs. Walker. Attachment 3-8.1
- 9 Approve the following hours for preparation to serve as presenters at the March 8, 2013 inservice day:

Name		Hours	Rate/Hour
Rose	Austin	3	39.65
Steve	Cossaboon	3	39.65
Dave	Dale	3	39.65
Joanne	Gattone	3	39.65
Kara	Gordon	3	39.65
Sean	Hengst	3	39.65
Danielle	Jubanyik	3	39.65
Colleen	Koeppel	3	39.65
Sara	Kopacz	3	39.65
Bill	Mann	3	39.65
Judith	Mattson	3	39.65
Kathy	McCutcheon	3	39.65
Maura	McDermott	3	39.65
Christine	Poyatt	3	39.65
Doug	Richardson	3	39.65
Sylvia	Smith	3	39.65
Lois	Staas	3	39.65

- 10 Approve Becky Barbieri for up to 46 hours of secretarial support in preparation for the QSAC curriculum review, to be completed prior to April 19, 2013. Since this represents time beyond the regular workday, compensation shall be at one and half times her hourly rate of pay. Her resulting rate will be \$32.02 per hour for each hour logged after 4:30 PM, not to exceed a total of \$1,500.00.
- 11 Approve the following change in status and pay for custodian Jim Anderson for the remainder of the 2012-13 school year:
 - From substitute custodian position at \$11.50/hour
 - To part-time custodian position at \$12.46/hour.
- 12 Approve the following aides/workers for the 2012-13 school year, effective immediately to June 30, 2013, pending completion of paperwork and fingerprinting.

Last	First	Position	Location	Rate
Ewasko	Shannon	volunteer aide	Jennings	
Krupinski	Maryann	substitute bus aide	Transportation	\$ 14.90
Krupinski	Maryann	substitute bus aide - wheelchair bus	Transportation	\$ 15.40
Trasatti	Diana	child care aide/worker	School Age Child Care	\$ 12.25
Trasatti	Diana	sub. site supervisor	School Age Child Care	\$ 15.60

- 13 Appointment of the following substitute teachers at the rate of \$80.00 per day, for the 2012-13 school year, pending completion of paperwork:
 - David Gould
 - Kyle Hering
 - Diana Trasatti
- 14 Approve a date change in the child-rearing leave for Tracie Dodd, Jennings Grade 5 teacher. Her return date from leave is now the beginning of the 2013-14 school year, instead of the previously approved date of March 25, 2013. Attachment 3-14
- 15 Approve an extension of the appointment of Michelle Steward as a long-term substitute teacher during the 2012-13 school year, for Tracie Dodd, grade 5 teacher at Jennings School, at a rate of \$90.00 per day, through June 20, 2013, instead of the previously approved date of March 22, 2013.
- 16 Approve the resignation of Ellen Corleto as Substitute Teacher Caller, effective February 28, 2013 or until a replacement can be found. Attachment 3-16

ROLL CALL

Mrs. Chudd Yes
 Mrs. Dezii Yes
 Mr. Mulroy Yes
 Mrs. Noller Yes
 Mrs. Richards Yes

Roll Call 5-0-0

- 10 Approve student #3057026526, a classified MD student, continue placement at Burlington County Special Services School District, for the remainder of the 2012-2013 school year, effective January 24, 2013. Tuition rate will be prorated from the annual amount of \$40,322.00.
- 11 Approve student #3291363904, a classified Preschool Disabled student, to attend Kingsway Learning Center, for the remainder of the 2012-2013 school year, effective January 2, 2013. Tuition will be prorated from the annual rate of \$54,366.90.
- 12 Approve a change in placement for student #4027325634, 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.
This is a revision of a board agenda item approved on December 20, 2012, in which the student was incorrectly identified as #3676834575.
- 13 Approve contracts from the Commission for the Blind for the following students, both at Level 1, and both pro-rated for the 2012-2013 school year:

Student:	To be Effective:	Amount:
#2431672570	1/2/13 through 6/30/13	\$1,009.90
#3291363904	2/4/13 through 6/30/13	\$825.00
- 14 Extend services for student #3397885998 through the remainder of the 2012 – 2013 school year.
- 15 Approve Homebound Instruction provided by Brookfield Academy for student #2760409094, effective 2/6/13 through 3/8/13.

ROLL CALL

Mrs. Chudd	Yes
Mrs. Dezii	Yes
Mr. Mulroy	Yes
Mrs. Noller	Yes
Mrs. Richards	Yes

Roll Call 5-0-0

Motion by Mrs. Noller and seconded by Mrs. Dezii that the following items be approved:

#5 POLICY

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

- 2 Second Reading of the following state mandated regulations: ATTACHMENT 5-1
 - R 1240 EVALUATION OF SUPERINTENDENT (M)
 - R 1400 JOB DESCRIPTIONS (M)
 - R 2460.9 SPECIAL EDUCATION - TRANSITION FROM EARLY INTERVENTION PROGRAMS TO PRESCHOOL PROGRAMS (M)
 - R 2460.16 SPECIAL EDUCATION - INSTRUCTIONAL MATERIAL TO BLIND OR PRINT-DISABLED PUPILS (M)
 - R 3160 PHYSICAL EXAMINATION (M)
 - R 3221 EVALUATION OF NONTENURED TEACHING STAFF MEMBERS (M)
 - R 3222 EVALUATION OF TENURED TEACHING STAFF MEMBERS (M)
 - R 4160 PHYSICAL EXAMINATION (M)

R 7430 SCHOOL SAFETY (M)
 R 8420.1 FIRE AND FIRE DRILLS (M)
 R 8420.2 BOMB THREATS (M)
 R 8420.3 NATURAL DISASTERS AND MAN-MADE CATASTROPHES (M)
 R 8420.4 KIDNAPPING (M)
 R 8420.5 ASBESTOS RELEASE (M)
 R 8420.6 ACCIDENTS TO AND FROM SCHOOL (M)
 R 8420.7 LOCKDOWN PROCEDURES (M)
 R 8420.10 ACTIVE SHOOTER (M)
 R 8451 CONTROL OF COMMUNICABLE DISEASE (M)

ROLL CALL

Mrs. Chudd	Yes
Mrs. Dezii	Yes
Mr. Mulroy	Yes
Mrs. Noller	Yes
Mrs. Richards	Yes

Roll Call	5-0-0
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X. DISCUSSION AND QUESTIONS FROM PUBLIC FOR BOARD OF EDUCATION

NONE

IX. ADJOURNMENT

Motion by Mr. Mulroy and seconded by Mrs. Noller that the meeting be adjourned. The meeting adjourned at 9:05 pm.

Respectfully Submitted,

Jennifer Gauld
 School Business Administrator