

The Regular Meeting of the Haddon Township Board of Education was held on September 19, 2013 at 7:04 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
Mr. James Mulroy
Ms. Jill Noller
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 16 members of the public.

III. FLAG SALUTE

IV. MINUTES OF THE PREVIOUS MEETINGS

Motion by Mrs. Richards and seconded by Mr. Kendall that the minutes of the Regular Meeting and Work Session of August 29, 2013 be approved.

ROLL CALL

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

ROLL CALL

5-0-4

V. PRESENTATIONS

- Dr. Ward gave a presentation on district data and the development of district goals as part of the Superintendent's report.

VI. CORRESPONDENCE

- The Board discussed correspondence from a parent regarding courtesy transportation and directed the Superintendent to respond to the parent and advise that the Board will follow current Board Policy. The Board is not prepared to change or amend Board Policy at this time.

Attachment VI

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

- Mr. Brown asked about benchmark assessment. In particular, he asked how the benchmark assessment is being created.

Dr. Ward responded that the benchmark assessments are aligned with the common core curriculum standards and will start with baseline testing. This will enable the teachers to pre-assess the needs of their students and give them a good starting point for the development of the benchmark assessments. The testing will be done at the beginning of the school year and at the end of the school year.

Mrs. Mennig gave a further explanation of the benchmark assessments and the process by which the benchmarks are being created.

IX. RECOMMENDATIONS

Motion by Mr. Mann and seconded by Mrs. Dezii 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 August 2013

CASH BALANCES – August 31, 2013

10	General	\$5,687,445.18
20	Special Revenue Funds	215,118.95
30	Capital Projects Funds	0.00
40	Debt Service Funds	.93
60	Enterprise Funds	<u>151,847.67</u>
Total:		<u>\$ 6,054,412.73</u>

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

That the Report of the Treasurer as of August 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 August 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

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 August 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 not changed for the month ending August 31, 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 August 29, 2013 regular meeting up to and including October 17, 2013. Further, that checks be issued, dated August 31, 2013 for said bills, and October 1, 2013 for selected payments for the 2013-2014 School Year budget, and that the Board ratifies the approval of said payments at the August Board Meeting.

- 7 School Bus Emergency Evacuation Drill Report

Attachment 1-7

- 8 Adopt the attached resolution and appoint Phoenix Advisors as the District's Financial Advisor to provide specialized financial advisory services necessary in connection with the preparation of a bond referendum and the issuance of school bonds.

Attachment 1-8

- 9 That Kennedy Memorial Hospital provide student substance abuse screening services for the 2013-2014 School Year. Rates for basic services are as follows:

Urine alcohol/drug screen	\$90.00
Alcohol/drug assessment	\$50.00
Medical examination	\$87.00
Service fee	\$50.00

Additional tests and information are available per the attached agreement.

- 10 Tuition contract with Camden County Technical Schools for the 2013-2014 school year at a cost of \$2,958.00 per student. Current enrollment is 5 students for a total cost of \$14,790.00.

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

#2 INSTRUCTION AND PROGRAM

The Superintendent and the Supervisor of Teaching and Learning recommend the acceptance/approval of the following items:

- 1 State Board of Education QSAC Certification. (Information) Attachment 2-1

Motion by Mrs. Richards and seconded by Mr. Kendall 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 August. Attachment 3-1
- 2 Approve the following salary adjustment, retroactive to September 1, 2013:
 - Aileen Fallon, RMS math teacher
 - from Step 6, B+15 - \$50,855.00
 - to Step 6, B+30 - \$52,055.00
- 3 Appoint Lori Laundra for the position of School Accountant/Assistant Board Secretary for the 2013-2014 School Year, effective no later than October 7, 2013, at an annual salary of \$49,000.00 (pro-rated)
- 4 Appoint Kristen Layton as a Speech Language Specialist for the 2013-2014 School Year, effective September 16, 2013, through June 30, 2014, Step 1, M.A., at a salary of \$52,172.00, prorated, pending the confirmation of appropriate NJ Certification and criminal history clearance. Kristen replaces Sara Phillips who is on a leave of absence for the 2013-14 school year.
- 5 Appoint Dawn Piscopio for the position of Director of School Age Child Care for the 2013-2014 School Year, at a salary of \$34,500.00 (pro-rated) effective September 9, 2013, through June 30, 2014.
- 6 Compensate mentor teachers for the 2013-14 School Year, in accordance with policy 4155: Nelson Epley will mentor Theresa Brown
 - The Alternate Route first year teacher will pay the mentor teacher the prorated fee for the intensive initial mentoring fee of \$90, plus the fee for the 30 week mentor of \$110, for the 2013-14 School Year, as required by NJAC 6:11-5.3.

- 7 Appoint Joseph Burke as high school detention supervisor for the 2013-14 School Year, at the rate of \$41.05 per hour, pro-rated, as daily detentions are forty-five minutes in duration. Further, approve all HS certificated teaching staff members as substitute detention supervisors.
- 8 Approve the reappointment of the entire district certificated staff plus the following, as homebound tutors for the 2013-14 School Year at the rate of \$41.05 per hour:
 - Ann Baldyga
 - Karen Carr
 - Barbara Mack
 - Thomas Priory
- 9 Medical leave of absence for employee #90023961 commencing February 7, 2014. The employee is also eligible for FMLA during leave period and will be returning on September 1, 2014.

- 10 Middle School Co-Curricular Appointments for the 2013-2014 School Year:

FIRST	LAST	CLUB	STEP	SALARY
Brian	Agnew	Fall Play Director (Middle School)	3	\$3,157.00
Brian	Agnew	Yearbook (Middle School)	3	\$1,971.00
Andrea	Dill	Arts & Crafts (Middle School)	2	\$ 685.00
Alana	Albano	Friends of Rachel Club (Middle School)	1	\$ 631.00
Janice	Guarino	Literary Magazine (Middle School)	2	\$ 685.00
Mike	Engel	MASK (Math and Science Klub) (Middle School)	3	\$ 739.00
Doug	Richardson	Bowling Club (Middle School)	3	\$ 739.00
Bob	Meng	Broomball (co-ed)	3	\$ 739.00
Jill	Fyfe	Volleyball (co-ed)	3	\$ 739.00
Tabitha	Rivas	Court Club (Middle School)	2	\$ 685.00
Judy	Monahan	Student Council, Middle School	3	\$ 1,895.00
Linda	Webb	Drama Director (Musical) Middle School	3	\$ 1,700.00
Margaret	Morganelli	Music Director (Musical) Middle School	STA	\$ 1,250.00
Bridget	Holmes	Choreography (Musical) Middle School	STA	\$ 1,250.00
Katie	Schafer	Costumes (Musical) Middle School	STA	\$ 1,250.00

STA = paid out of Student Activities Account

- 11 High School Co-Curricular Appointments for the 2013-2014 School Year:

FIRST	LAST	CLUB	STEP	SALARY
Marilyn	McCabe	Class Advisor -- 9/10	3	\$ 1,684.00
Ron	Wister	Class Advisor --11/12	3	\$ 3,175.00
Carla	DiBenedetto	Class Advisor --11/12	3	\$ 3,175.00
Joe	Burke	Class Advisor --11/12	3	\$ 3,175.00
Ellen	Hargrove	Yearbook	3	\$ 5,940.00
Karen	Kiick	Yearbook Assistant/Business Manager	3	\$ 1,971.00
Brielle	Fredericks	Student Council, High School	2	\$ 4,145.00
Patricia	McNamee	Knowledge Bowl Advisor	3	\$ 739.00
Linda	Zanella	Knowledge Bowl Advisor	3	\$ 739.00
Barbara	Frasco	Debate Club Sponsor	3	\$ 739.00
Rose	Austin	FBLA	3	\$ 739.00
Carla	DiBenedetto	Personal Achievement Card Sponsor	3	\$ 1,478.00

Marilyn	McCabe	Bowling Team Sponsor (50%)	3	\$ 369.50
Bill	Schmidt	Bowling Team Sponsor (50%)	3	\$ 369.50
Nina	Scully	Interact Club Sponsor	3	\$ 739.00
Tyler	Tomashek	World Affairs Club	3	\$ 739.00
Barbara	Mathews-Bowen	Crew	3	\$ 739.00
Bill	Schmidt	Green Thumbs	3	\$ 739.00
Janet	Hanlon	Friends of Rachel Club	3	\$ 739.00
Maryellen	Russell	Right-to-Know Coordinator		\$ 2,550.00
Dave	Schmitt	Marching Band	3	\$ 7,330.00
Lisa	Schmitt	Marching Band Assistant	2	\$ 3,324.00
Bridget	Holmes	Marching Band Dance Team Coach	3	\$ 3,361.00
Katie	Schafer	Fall Play Director	1	\$ 2,485.00
Katie	Schafer	Scenery/Props (Fall Play)	3	\$ 1,579.00
Linda	Webb	Musical Drama Director (Spring)	3	\$ 3,643.00
Dave	Schmitt	Orchestra Director (Musical) High School	2	\$ 3,324.00
Katie	Schafer	Scenery/Props (Musical) High School	2	\$ 1,545.00
Linda	Webb	Stage Crew	3	\$ 1,478.00
Cheryl	Van Buren	Orchestra	3	\$ 3,643.00
Dave	Schmitt	Stage Band/Jazz Band	3	\$ 1,813.00
Cheryl	Van Buren	Elementary 4th Grade Orchestra	3	\$ 1,578.00
Cheryl	Van Buren	Elementary 5th Grade Orchestra	3	\$ 1,578.00
Abigail	Bazzel	Elementary Beginning Band	1	\$ 1,578.00
Abigail	Bazzel	Elementary Advanced Band	1	\$ 1,578.00
Lorna	Klimas	Elementary Chorus	3	\$ 1,578.00
Tyler	Tomashek	Bowling Club Advisor	1	\$ 631.00
Margaret	Morganelli	Madrigals	1	\$ 3,021.00
Margaret	Morganelli	Vocal Director (Musical) High School	1	\$ 3,021.00
Barbara	Frasco	Honor Society	1	\$ 1,018.00

- 12 Approve the following people who will proctor the PSATs on Sat., Oct. 19, 2013, at the rate of \$40.00 per hour.

PSAT Proctors, up to 4.5 hours:

Elissa Ginsburg
 Judith Mattson
 Nina Scully
 Kelly Winkelspecht
 Brielle Fredericks
 Alexis Fisher

PSAT Test Administrator, up to 6.5 hours

Cristin Campbell

- 13 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:

Danielle Aaron
 Julie Dengler
 Susan Flamminio
 Verdina Pryor
 Amy Ruta
 Mary Stiltz

- 14 The attached Adult School Staff for 2013-2014.

Attachment 3-14

- 15 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>
Dolores Kuenzel	part-time aide	Strawbridge	\$15.30
Kim Johnston	part-time aide	Strawbridge	\$15.30
Veronica Bayruns	part-time one-on-one aide	Van Sciver	\$15.30
Stephanie Mattoccia	part-time one-on-one aide	Van Sciver	\$15.30
Karen Reid	substitute one-on-one aide	Van Sciver	\$15.30

STATUS CHANGES:

Sarah Betts	from part-time aide to substitute aide	Strawbridge	@ \$16.60 to \$15.30
Kim Johnston	from substitute aide to part-time aide	Strawbridge	no change

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:

#4 STUDENT SERVICES/ACTIVITIES

Administration recommends the acceptance/approval of the following items:

- 1 The following change to the Out of District list for the 2013-2014 school year:

<u>STUDENT #</u>	<u>SCHOOL</u>	<u>DAYS</u>	<u>TUITION</u>
1798431958	YALE-North Campus	210	\$54,890.10

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

#5 POLICY

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

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

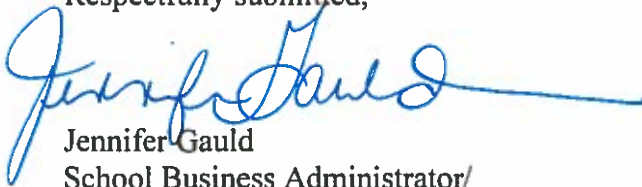
X. DISCUSSION AND QUESTIONS FROM PUBLIC FOR BOARD OF EDUCATION

None

XI. ADJOURNMENT

Motion by Mrs. Richards and seconded by Mrs. Noller that the meeting be adjourned. The meeting adjourned at 7:46 pm.

Respectfully submitted,



Jennifer Gauld
School Business Administrator/
Board Secretary