

BOARD OF EDUCATION MEETING
AUDUBON HIGH SCHOOL LIBRARY MEDIA CENTER

WEDNESDAY, JANUARY 17, 2024

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 Library Media Center 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 2022-2024

 X James Blumenstein

 X Allison Cox

 X Andrea Robinson

SY 2023-2025

 A Ammie Davis

 X Stephen Wilson

 X Tara Sullivan-Butrica

Arrived at 6:32pm

SY 2024-2026

 X Alison Lipsky

 X Mark Gatti

 X Bill Wilson

Arrived at 6:35pm

SY 2024 Mt. Ephraim Representative

 X Johnathan Maxson

Student Representative to the Board

 X Monica Coller

Motion by Mr. Maxson seconded by Mr. S. Wilson to approve the resolution for board to enter into closed Authorizing Executive session at 6:31pm for the following purposes. Motion approved by unanimous roll call (8-0), Member Davis arrived at 6:32pm and Member Lipsky arrived at 6:35pm.

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

MINUTES OF MEETING OF THE AUDUBON BOARD OF EDUCATION JANUARY 17, 2024

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 publicly;

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. S. Wilson seconded by Ms. Lipsky to adjourn closed Authorizing Executive session at 7:00pm.
Motion approved by unanimous roll call (10-0)

IV. Call Meeting to Order

V. Flag Salute

VI. Student Representatives to the Board Report Monica Collier, 12th Grade

VII. Spotlight Program:

THE AUDUBON BOARD OF EDUCATION SPOTLIGHT PROGRAM RECOGNIZES THE FOLLOWING STUDENTS OF THE MONTH FOR DECEMBER 2023:

Pre-Kindergarten
River Avallone

Kindergarten
Catalina LaPalomto

Grade One
Abigail McCausland

Grade Two
Cory Porvaznik

Grade Three
Emily Roth

Grade Four
Cecelia McCann

Grade Five
Mia D'Angelo

Grade Six
Reagan Goudy

Grade Seven
Zachary Thompson

Grade Eight
Lauren Hagan

Freshman Class
Annabella Grimaldi

Sophomore Class
Colin Phillippi

Junior Class
Abigail Tole

Senior Class
Ella Martin

VIII. District Reports

IX. Superintendent's Report

X. Presentation(s)

A. New Jersey Educators of the Year Recognition:

District Educational Services Professional – Kyle Shireman
District Paraprofessional of the Year – Robyn Quinn
Audubon Preschool & Haviland Avenue School Educator of the Year – Maria McCutcheon
Mansion Avenue Elementary School Educator of the Year – Kathleen Hueber
Audubon Junior-Senior High School Educator of the Year – Sebastian Marino
District Building/Grounds - Maintenance/Custodial Employee of the Year - Robin Jones

District Administrative Assistant of the Year - Cheryl Kane

B. School Board Ethics Training, Amy Guerin, Esquire

XI. Approval of Board Minutes:

1. Motion by Mr. S. Wilson and seconded by Ms. Lipsky to approve the following minutes:

- November 30, 2023 Public Session
- November 30, 2023 Executive Session
- December 6, 2023 Public Session
- December 6, 2023 Executive Session

Motion to Approve: S. Wilson Second: A. Lipsky

Roll Call

- | | | | |
|----------------------------|----------------------------------|-----------------------------------|--|
| <u>X</u> Ammie Davis | <u>X</u> Stephen Wilson | <u>X</u> Tara Butrica | <u>A</u> Johnathan Maxson Abstained |
| <u>X</u> Alison Lipsky | <u>A</u> Mark Gatti Abstained | <u>A</u> Bill Wilson Abstained | |
| <u>X</u> James Blumenstein | <u>X</u> Allison Cox | <u>X</u> Andrea Robinson | |

VOTE FOR ITEM 1

Motion approved by unanimous roll call for November 30, 2023 Minutes and Executive Session (7-0-3), Members Gatti, B. Wilson and Maxson abstained, December 6, 2023 Minutes and Executive Session were approved by unanimous roll call (8-0-2) Members B. Wilson and J. Maxson abstained.

XII. Participation: (Agenda Items Only) 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 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 +.

XIII. GOVERNANCE: Chairperson – Alison Lipsky; Committee Members – James Blumenstein, Mark Gatti, William Wilson; and Alternate – Andrea 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. Maxson and seconded by Mrs. Cox

1. Motion to approve the following board members to serve on committees as listed:

| Committee | Governance | Operations | Education | Human Resources |
|-------------------------|-------------------|----------------|-------------------|------------------|
| BOE Chair | Alison Lipsky | Allison Cox | Andrea Robinson | Ammie Davis |
| District Lead | Andy Davis | Debbie Roncace | Shamus Burke | Andy Davis |
| Committee Member | James Blumenstein | Tara Butrica | James Blumenstein | Tara Butrica |
| Committee Member | Mark Gatti | Ammie Davis | Alison Lipsky | Alison Cox |
| Committee Member | William Wilson | Stephen Wilson | Johnathan Maxson | Stephen Wilson |
| Alternate | Andrea Robinson | Mark Gatti | William Wilson | Johnathan Maxson |

Motion to Approve Item(s) 1 through 1: J. Maxson Second: A. Cox

Roll Call

- X Ammie Davis X Stephen Wilson X Tara Butrica X Johnathan Maxson
X Alison Lipsky X Mark Gatti X Bill Wilson
X James Blumenstein X Allison Cox X Andrea Robinson

VOTE FOR ITEM 1

Motion approved by unanimous roll call (10-0)

XIV. OPERATIONS: Chairperson – Allison Cox; Committee Members – Tara Butrica, Ammie Davis, Stephen Wilson; and Alternate – Mark Gatti.

Board of Education Goals

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MOTION TO APPROVE ITEMS 1-11

Motion by Mr. S. Wilson and seconded by Mr. Maxson

1. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of October 2023. 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.

[October Board Secretary's Report](#)

2. Revised Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of October 2023. The Cash Reconciliation Report and Secretary's reports are in agreement for the month of October 2023.

[October 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 October 2023.

[October Transfers](#)

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

Audubon Park Preschool

December 20, 2023 Fire Drill

December 21, 2023 Shelter in Place

Haviland Avenue School

December 21, 2023 Shelter in Place

December 19, 2023 Fire Drill

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. Maxson and seconded by Mr. S. Wilson

1. Motion to approve the issuance of written decisions affirming the Superintendent’s determination in regard to incident(s) reported at the December 6, 2023 meeting of the Board of Education.

| Item | School | Incident Report Number | Board Determination |
|------|--------|------------------------|---------------------|
| 1 | AHS | 254513 | Not HIB |
| N/A | MAS | N/A | N/A |
| N/A | HAS | N/A | N/A |
| N/A | APS | N/A | N/A |

Motion to Approve Item(s) 1: J. Maxson Second: S. Wilson

Roll Call

- X Ammie Davis X Stephen Wilson X Tara Butrica X Johnathan Maxson
- X Alison Lipsky X Mark Gatti X Bill Wilson
Abstained
- X James Blumenstein X Allison Cox X Andrea Robinson

VOTE FOR ITEM 1

Motion approved by unanimous roll call (9-0-1) Member B. Wilson abstained.

MOTION TO APPROVE ITEMS 2-9

Motion by Mr. S. Wilson and seconded by Mrs. Cox

2. + Student Statistics January 2, 2023

| Date | Audubon Preschool | Haviland Avenue | Mansion Avenue | Audubon Jr./Sr. HS | Out of District | Total |
|-----------|-------------------|-----------------|----------------|--------------------|-----------------|-------|
| 1/2/2024 | 56 | 240 | 325 | 778 | 27 | 1,426 |
| 12/1/2023 | 55 | 240 | 323 | 781 | 27 | 1,426 |
| 1/2/2024 | 54 | 237 | 355 | 776 | 26 | 1,448 |

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3. + Motion to approve the following field trip requests for the 2023-2024 school year:

| School | Destination of Trip/ Staff in charge | Date | Time(s) | Chaperones & Students | Purpose of Trip | Bus Cost |
|--------|--|----------|----------------------------------|-------------------------------|--|-----------------------------------|
| MAS | HAS C. Ellinwood | 12/22/23 | Start: 8:45am Return: 10:00am | 2 chaperones, 35 students | HAS Sing Around the Tree | \$45.00 Paid by BOE |
| HAS | Philadelphia Art Museum J. McClellan | 1/2/24 | Start 9:00am Return: 1:45pm | 12 chaperones, 78 students | Guided Tour; admire and learn about different types of Art | \$400.00 Paid by Students |
| HAS | Philadelphia Zoo B. Henderson | 1/10/24 | Start: 8:30am Return: 2:00pm | 16 chaperones, 77 students | Actively engage and enhance lessons students learned during nonfiction animal unit of writing | \$1,875.00 Paid by Students |
| HAS | Philadelphia Zoo R. Ignaczewski | 1/10/24 | Start: 9:00am Return: 2:00pm | 9 chaperones, 80 students | Extend & enhance learning of science topics | \$1,702.00 Paid by Students |
| HAS | Legoland Discovery Center Plymouth Meeting S. Chester | 1/10/24 | Start: 9:15am Return: 2:15pm | 15 chaperones, 80 students | Engage students in the exploration of physical science | \$415.00 Paid by Students |
| APPS | Storybook Land C. McNellis | 1/11/24 | Start: 8:25am Return: 1:30pm | 63 chaperones, 63 students | To engage student's senses and to spark their curiosity in a safe and fun environment | \$680.00 Paid by APPS |
| AHS | Audubon Senior Center R. Latini | 1/23/24 | Start: 6:00pm Return: 8:00pm | 1 chaperone, 11 students | Bingo night meet and greet w/Audubon Senior Citizens for Intergenerational Club | No Cost |
| MAS | Audubon High School C. Ellinwood | 1/31/24 | Start 8:40am Return: 12:15pm | 3 chaperones, 55 students | Attend the MAS/AHS Winter Choral Festival | \$115.00 Paid by BOE |
| AHS | Sterling High School D. Manskopf | 2/5/24 | Start: 2:40pm Return: 5:30pm | 1 chaperone, 14 students | Academic Challenge | \$110.00 Paid by BOE |
| MAS | Franklin Institute K. Cain | 2/21/24 | Start: 9:30am Return 2:30pm | 3 chaperones, 25 students | Health Careers Club | \$185.00 Paid by MAS |
| MAS | Cinemark Somerdale S. Jenkinson | 3/22/24 | Start: 9:30am Return: 12:30pm | 8 chaperones, 100 students | Positive Behavior Interventions and Supports | \$205.00 Paid by PBIS |
| MAS | Franklin Institute K. Cain | 3/26/24 | Start 9:30am Return: 2:30pm | 3 chaperones, 25 students | Health Careers Club | \$185.00 Paid by MAS |
| MAS | University of Penn Museum E. Englehart | 4/17/24 | Start: 9:15am Return: 2:30pm | 9 chaperones, 40 students | Ancient Civilization Trip | \$195.00 Paid by Students |
| MAS | University of Penn Museum | 4/24/24 | Start: 9:15am Return: 2:30pm | 9 chaperones, 40 students | Ancient Civilization Trip | \$195.00 Paid by |

| | | | | | | |
|-----|--|---------|--------------------------------|---|----------|----------|
| | R. Gilbert | | | | | Students |
| AHS | Freedom Hope Church J. Mueller, C. Burton | 5/30/24 | Start 6:30pm Return: 8:00pm | 2 chaperones, all art class students | Art Show | No Cost |

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

| School | Location | Activity | Start/End Date(s) | Time(s) | Contact |
|--------|---------------|--------------------------------------|-------------------------------------|-----------------|-------------|
| AHS | Room C-111 | Audubon Band Boosters Parent Meeting | 1/18/24 | 6:30pm - 8:30pm | Jaime Perry |
| AHS | Track & Field | St. Rose of Lima Track Team | 3/1/24 - 6/15/24 Monday - Friday | 5:30pm - 7:30pm | Carole Fesi |

5. **Approval of Attendance at Conferences and Workshops for the 2023-2024 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 |
|------------------|--|--------------------------------|--------------------|
| Maria McCutcheon | Winter Conference NJ School Counselor Association Glassboro, NJ | 1/5/24 | \$35.00 |
| Wendy VanFossen | Winter Conference NJ School Counselor Association Glassboro, NJ | 1/5/24 | \$35.00 |
| Sierra Keyes | Olympic Honors Band Millville, NJ | 1/05/24 ½ day 1/30/24 ½ day | No Cost Travel |
| Sierra Keyes | 2024 NJMEA State Conference Atlantic City, NJ | 2/22/24 - 2/24/24 | \$195.00 Travel |
| Daniel Howey | NJASA TECHSPO 2024 Atlantic City, NJ | 1/25/24 | \$345.00 Travel |
| Michael Chisholm | NJASA TECHSPO 2024 Atlantic City, NJ | 1/24/24 – 1/26/24 | \$540.00 Travel |

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| | | | |
|-------------------------|---|------------------------------------|-----------------|
| Dennis Bantle | CBI for Younger Students: Building a Foundation for the Future Virtual | 3/7/24 | No Cost |
| Patricia Myers-Griffith | CBI for Younger Students: Building a Foundation for the Future Virtual | 3/7/24 | No Cost |
| Tony Carbone | Director of Athletics Association of New Jersey Atlantic City, NJ | 3/12/24, 3/13/24, 3/14/24, 3/15/24 | \$450.00 Travel |
| Carl Ellinwood | New Jersey Music Educators Association Convention Atlantic City, NJ | 2/22/24 - 2/23/24 | \$195.00 |
| Grace Morris | Camden County ESC-Southern Region Early Childhood Collaborative (SRECC) Clementon, NJ | 2/13/24 | \$315.00 |
| Courtney Hanejko-Snell | Camden County ESC-Southern Region Early Childhood Collaborative (SRECC) Clementon, NJ | 2/13/24 | \$315.00 |
| Ceili O'Donnell | Camden County ESC-Southern Region Early Childhood Collaborative (SRECC) Clementon, NJ | 2/13/24 | \$315.00 |
| Linda Rizzo | Camden County ESC-Southern Region Early Childhood Collaborative (SRECC) Clementon, NJ | 2/13/24 | \$315.00 |
| Nicole Allison | Camden County ESC-Southern Region Early Childhood Collaborative (SRECC) Clementon, NJ | 2/13/24 | \$315.00 |

6. Motion to approve the revised homebound instruction for the following Audubon Jr./Sr. High School student:

| STUDENT ID# | DATE |
|-------------|--|
| 00068 | Effective retroactive to September 5, 2023 through November 23, 2023 |

7. Motion to approve teacher Caitlin Alvarado from the Somerdale Park School to conduct supervised classroom observations in Ms. Rybacki's and Ms. Daminger's classrooms at Haviland Avenue Elementary School on January 26, 2024, at the recommendation of the Superintendent of Schools.
8. Motion to approve Audubon High School to continue the cooperative sports swim program with Collingswood High School for the 2024-2025 and 2025-2026 school year.
9. Motion to approve the revised 2023-2024 Audubon Public School Calendar. The revised calendar includes the following changes:

January 16, 2024 – School Closed for Inclement Weather
 February 16, 2024 – Changed from a Full Day Inservice to an Early Dismissal Day

Audubon PSD Revised 2023-2024 Calendar

Motion to Approve Items 2 through 9: S. Wilson Second: A. Cox

Roll Call

- X Ammie Davis X Stephen Wilson X Tara Butrica X Johnathan Maxson
- X Alison Lipsky X Mark Gatti X Bill Wilson
- X James Blumenstein X Allison Cox X Andrea Robinson

VOTE FOR ITEMS 2-9

Motion approved by unanimous roll call (10-0)

XVI. HUMAN RESOURCES: Chairperson – Ammie Davis; Committee Members – Tara Butrica, Alison Cox, Stephen Wilson; and Alternate – Johnathan Maxson.

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.
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MOTION TO APPROVE ITEMS 1-26

Motion by Mrs. Butrica and seconded by Mrs. Cox

1. Motion to revise the start date for Twelve-Month (FTE 1.0) Maintenance Department Evening Supervisor contract for Kevin Stuart, for the 2023-2024 school year, effective January 16, 2024 at the salary of \$62,000.00 (prorated), pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, at the recommendation of the Superintendent of Schools.
2. + Motion to approve Rachel Coombs as Substitute Secretary, at Haviland Avenue School, effective January 22, 2024 through February 15, 2024, at \$120.00 per diem through the digital absence management portal, no benefits; time worked does not count towards the acquisition of tenure, as recommended by the Superintendent of Schools.
3. + Motion to approve the Teacher of Special Education contract for Stephanie Berenato, at Mansion Avenue School effective January 16, 2024 through June 30, 2024 for the 2023-2024 school year in accordance with the 2021-2024 negotiated contract between the Audubon Board of Education and the Audubon Education Association at Step 3, BA, FTE 1.0, at the recommendation of the Superintendent of Schools.
4. Motion to approve the Long-Term Substitute Special Education Science Teacher agreement for Paul Frantz, at the Audubon Jr./Sr. High School, for the 2023-2024 school year, from effective January 29, 2024 through March 22, 2024, with three articulation days on January 18, 19, and 26, 2024 at \$270.00 plus longevity \$20, BA +30 \$9 (\$299.00) per diem, no benefits; time worked does not count towards the acquisition of tenure, as recommended by the Superintendent of Schools.
5. Motion to approve the Long-Term Substitute Teacher of Mathematics agreement for Karen Cumbo, at the Audubon Jr./Sr. High School, for the 2023-2024 school year, from effective January 16, 2024 through March 26, 2024, at \$270.00 per diem, no benefits; time worked does not count towards the acquisition of tenure, pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, as recommended by the Superintendent of Schools.

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6. Motion to approve a request from employee #1816, to invoke the Federal Family Medical Leave Act, effective March 4, 2024 through June 14, 2024.

| | |
|--------------------------------------|---------------------------|
| March 4, 2024 through May 31, 2024 | Federal FMLA (12 weeks) |
| March 4, 2024 through April 19, 2024 | Paid Leave (29 days) |
| April 22, 2024 through June 14, 2024 | Unpaid Leave (8 weeks) |
| May 10, 2024 through June 14, 2024 | NJ Family Leave (5 weeks) |

7. Motion to approve a request from employee #2219, to take a Medical Leave of Absence (leave not eligible for FMLA), effective retroactive to November 30, 2023 through December 14, 2023.

| | |
|---|-----------------------|
| November 30, 2023 through December 14, 2023 | Paid Leave (9.5 days) |
|---|-----------------------|

8. Motion to approve a request from employee #2219, to take an Unpaid Medical Leave of Absence (leave not eligible for FMLA), effective March 5, 2024 through May 28, 2024.

| | |
|------------------------------------|------------------------|
| March 5, 2024 through May 28, 2024 | Unpaid Leave (54 days) |
|------------------------------------|------------------------|

9. + Motion to approve a request from employee #1386, to extend their Unpaid Leave of Absence, effective January 16, 2024 through March 28, 2024.

10. Motion to revise a request from employee #1472, to take Family and Medical Leave of Absence, effective January 16, 2024 to June 14, 2024.

| | |
|--|----------------------------|
| January 16, 2024 through February 27, 2024 | Paid Leave (30 sick days) |
| February 28, 2024 through June 14, 2024 | Unpaid Leave (71 days) |
| January 16, 2024 through April 16, 2024 | Federal FMLA (12 weeks) |
| February 28, 2024 through May 29, 2024 | NJ Family Leave (12 weeks) |

11. Motion to approve a request for employee #1810, Classroom Teacher at Audubon Jr./Sr. High School, to invoke a Family and Medical Leave Act, with intermittent leave, effective January 8, 2024 through January 7, 2025; maximum of 60 days over a 12-month period; available sick days may fall under FMLA; if sick days are exhausted, additional days within the available 60 FMLA days will be unpaid; at the recommendation of the Superintendent of Schools.

12. + Motion to rescind the following staff member to serve on the Instructional Council for the 2023-2024 school year, effective January 26, 2024 through June 30, 2024, with compensation as per the AEA negotiated agreement (\$1,973.43 prorated), at the recommendation of the Superintendent of Schools.

| Staff Member | Grade Level |
|-----------------|--------------|
| Ellen Trombetta | Basic Skills |

13. Motion to approve the following as district substitute teachers, secretaries, and custodians for the 2023-2024 school year, on an emergent basis, pending completion of all district and state requirements, at the recommendation of the Superintendent of Schools.

Michael Cipolla - Substitute Teacher
 John Ferry - Substitute Teacher

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Chloe Lin - Substitute Teacher
 Elizabeth Nobbs - Substitute Nurse

14. + Motion to revise the following Mansion Avenue School extracurricular contracts for the 2023-2024 school year 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.

| Name | Position/Activity | Contractual Rate |
|------------------|----------------------------------|--------------------------------------|
| Erica Cavanaugh | Intervention & Referral Services | \$675.71 prorated 1/15/24 - 6//30/24 |
| Bridget Bialecki | Intervention & Referral Services | \$675.71 prorated 8/30/23 - 1/14/24 |

15. Motion to recognize Anthony Marchiano to be the ABC Traveling Liaison at the Audubon Jr./Sr. High School main and auxiliary gym, effective January 7, 2024 and every Sunday through February 25, 2024, 11:00am - 4:00pm, \$25.00 per hour payable by Audubon Community Education.
16. Motion to approve the following individuals as chaperones for the Senior Trip on March 18, 2024 to March 22, 2024, at the recommendation of the Superintendent of Schools.

Tony Carbone - Administrator
 Mike Tomasetti – Class Advisor
 Dawn Ewing
 Steve Ireland
 Andria Morrison
 Catherine Gidjunis
 Matt Harter
 Debbie Waite
 Danielle Powers – Nurse
 Patrice Kilvington – Special Education Aide

17. + Motion to approve the following staff members to serve on the Instructional Council for the 2023-2024 school year, with compensation as per the AEA negotiated agreement (\$1,973.43 to be shared evenly), effective January 26, 2024, at the recommendation of the Superintendent of Schools.

| Staff Member | Grade Level | Prorated Compensation |
|----------------|-------------|-----------------------|
| Brittany Green | 1st Grade | 0.5 (\$493.36) |
| Blake Zetusky | 1st Grade | 0.5 (\$493.36) |

18. Motion to rescind the following staff member to serve on the Equity Council for the 2023-2024 school year, effective August 30, 2023 through June 30, 2024, with compensation as per the AEA negotiated agreement (\$1,973.43), at the recommendation of the Superintendent of Schools.

| Staff Member | Grade Level |
|--------------------------|--------------|
| Christine Kasilowski-Fox | Basic Skills |

19. Motion to approve the updated the Administrative Assistant (General) job description as reviewed by administration and the Audubon Education Association, at the recommendation of the Superintendent of Schools:

Secretarial: Administrative Assistant - General Job Description

- 20. Motion to create a part-time (FTE 0.87) tenure track special education aide at the Haviland Avenue Elementary school for the 2023-2024 school year at the recommendation of the Superintendent of Schools.
- 21 +. Motion to rescind the following Haviland Avenue School extracurricular contract, for the 2023-2024 school, effective January 1, 2024 through June 30, 2024, with compensation as per the negotiated 2021-2024 contract between the Audubon Board of Education and the Audubon Education Association at the recommendation of the Superintendent of Schools.

| Name | Position/Activity | Contractual Rate |
|----------------|----------------------------------|------------------|
| Chelsea Rohner | Intervention & Referral Services | \$810.86 (60%) |

- 22 +. Motion to approve the following Haviland Avenue School extracurricular contract for the 2023-2024 school year 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.

| Name | Position/Activity | Contractual Rate |
|-----------------|----------------------------------|------------------|
| Rose Lang | Intervention & Referral Services | 1,351.43 |
| Patricia Martel | Website Manager | \$2,090.43 |

- 23. Motion to approve the following Audubon Jr./Sr. High School extracurricular contract for the 2023-2024 school year 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.

| Name | Position/Activity | Contractual Rate |
|------------------------|---------------------|-------------------|
| Roberta Hanson-Swinney | Choral - Activities | \$2,860.50 (7/10) |
| Roberta Hanson-Swinney | Choral - Ensemble | \$845.90 (7/10) |

- 24. Motion to approve the tenure tract Teacher of Mathematics contract for Amy Wiltsey, at the Audubon Junior-Senior High School effective March 18, 2024 through June 30, 2024 for the 2023-2024 school year in accordance with the 2021-2024 negotiated contract between the Audubon Board of Education and the Audubon Education Association at Step 16, BA, FTE 1.0, at the recommendation of the Superintendent of Schools.

Resume

- 25. Motion to approve the part-time tenure tract Teacher of Basic Skills for Kristina Miller, at the Haviland Avenue Elementary School effective February 14, 2024 through June 30, 2024 for the 2023-2024 school year in accordance with the 2021-2024 negotiated contract between the Audubon Board of Education and the Audubon Education Association at Step 3, BA, FTE 0.87, no benefits, at the recommendation of the Superintendent of Schools.

Resume

- 26. Motion to approve unpaid leave of absence for Mellissa Chisholm Haviland Avenue Elementary School Administrative Assistant on February 23 and 26, 2024, at the recommendation of the Superintendent of Schools.

Motion to Approve Items 1 through 26: T. Butrica Second: A. Cox

Roll Call

- X Ammie Davis X Stephen Wilson X Tara Butrica X Johnathan Maxson
- X Alison Lipsky X Mark Gatti X Bill Wilson
Abstained Item #7
- X James Blumenstein X Allison Cox X Andrea Robinson

VOTE FOR ITEMS 1-26

Motion approved by unanimous roll call (10-0) with the exception of Item #7 (9-0-1) Member B. Wilson abstained.

XVII. REPORTS:

XVIII. HIB District Report

XIX.

| January 2023 | BULLYING INCIDENTS REPORT | | |
|--------------|---------------------------|---------|-------|
| SCHOOL | Confirmed HIB | Non-HIB | Total |
| AHS | 0 | #256848 | 1 |
| MAS | 0 | #257580 | 1 |
| HAS | 0 | 0 | 0 |
| APPS | 0 | 0 | 0 |

Special Program Representatives:

- A. CCESC Rep. Rotation: Stephen Wilson
- B. CCSBA Rep. Rotation: Johnathan Maxson
- C. Audubon Education Foundation: Jim Blumenstein
- D. Audubon Board of Education Community Outreach: Andrea Robinson
- E. Audubon/Mt. Ephraim Ad-Hoc: Mark Gatti
- F. Board Member Orientation Committee: Alison Lipsky

XX. Board Member Comments:

Ammie Davis commented that there is a Special Board Meeting scheduled for Jan. 29, 2024 At 6:00pm for the purpose of personnel matters – Superintendent Search

Jim Blumenstein would like to thank Board Member Lipsky and Board Member Robinson for volunteering as a chairperson for a Board Committee.

XXI. 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. S. Wilson seconded by Mrs. Cox to approve the resolution for board to enter into closed Authorizing Executive session II at 9:10pm for the following purposes. Motion approved by unanimous roll call (10-0)

XXII. 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 publicly;

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;

X 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;

X 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. S. Wilson seconded by Mrs. Cox to adjourn closed Authorizing Executive session II at 9:50pm.
Motion approved by unanimous roll call (10-0)

XXIII. ADJOURNMENT

1. The next special meeting of the Board of Education is scheduled for Saturday, January 20, 2024 at 9:00 AM in the Audubon Junior-Senior High School Media Center for the Annual Winter Board Retreat.
2. The next meeting of the Board of Education is scheduled for Wednesday, February 21, 2024 at 7:00 pm in the Audubon Junior-Senior High School Media Center.
3. Motion by Mr. S. Wilson seconded by Mr. Gatti to adjourn meeting at approximately 9:50pm.
Motion approved by unanimous roll call (10-0)

Motion to Approve: S. Wilson Second: M. Gatti

Roll Call

X Ammie Davis X Stephen Wilson X Tara Butrica X Johnathan Maxson
X Alison Lipsky X Mark Gatti X Bill Wilson
X James Blumenstein X Allison Cox X 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