

## MINUTES OF THE BOARD OF EDUCATION

July 14, 2015

**Flag Salute** Mrs. Kitchmire called the meeting to order at 7:30 p.m. and started with a moment of silence. Mr. Adams led in the salute to the flag.

**Roll Call** Mrs. Alexander, Mr. Lucia, Mr. Peters, Mr. Quinn, Mrs. Sheilds, Mrs. Shissler, Mrs. Kitchmire; Superintendent, Michael Adams; and Business Administrator, Mark Stratton; Ms. Stuart arrived at 7:35 p.m. and left at 8:00 p.m. Mrs. Long, Mrs. McCauley, and Ms. Venable were absent.

**Approve Minutes** Mrs. Shields moved, seconded by Mr. Quinn, to approve the minutes of the regular session meeting of June 9, 2015.

Roll Call Vote:

YESSES: Mrs. Alexander, Mr. Lucia, Mr. Quinn, Mrs. Sheilds, Mrs. Shissler, Mrs. Kitchmire

NOES: None

ABSTAINS: Mr. Peters

**Information:**

Fire drills were held in all buildings according to statute:

Atlantic Avenue – 6/11  
 Glenview – 6/20  
 Seventh Avenue – 6/6  
 Jr./Sr. High School – 6/23

An Evacuation Drill (Bomb Threat) was held in the following building according to statute:

Glenview – 6/16

Lockdown Drills (Active Shooter) were held in the following buildings according to statute:

Atlantic – 6/20  
 Seventh – 6/9

A Security Check was held in the following building according to statute:

Jr./Sr. High School – 6/19

**Presentations:**

2015-2016 District Goals presented by Mr. Adams.

Board Member Code of Ethics was read by Mrs. Kitchmire.

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**Committee Reports:**

Negotiations – Mr. Peters – Both committees are still in discussions. Approval of contract for Business Administrator on agenda.

Policy – Mrs. Sheilds – Items on agenda tonight for approval.

Mrs. Sheilds moved, seconded by, Mrs. Shissler to approve the following recommendations of the Superintendent.

**RECOMMENDATIONS OF THE SUPERINTENDENT:****Personnel:****Approve Resign  
Marshall**

Accept, with regret, the resignation of Thomas Marshall, Math teacher at the Jr./Sr. High School, retroactive to June 30, 2015.

**Approve Retire  
Vogt**

Accept, with regret, the retirement of Linda Vogt, English teacher at the Jr./Sr. High School, retroactive to June 30, 2015.

**Approve Resign  
Ulrich**

Accept, with regret, the resignation of Julie Ulrich, part-time Math teacher at the Jr./Sr. High School, retroactive to June 30, 2015.

**Approve  
Rutter**

Approve Maureen Rutter as a part-time Special Education teacher at the Jr./Sr. High School, MA, Level 3 (.69), with no medical benefits, at a salary of \$38,274.00, for the 2015-2016 school year.

**Approve  
Mahoney**

Approve Molly Mahoney as a Math teacher at the Jr./Sr. High School, MA, Level 2, at a salary of \$54,870.00, for the 2015-2016 school year.

**Approve  
Macaluso**

Approve Dominick Macaluso as a Math teacher at the Jr./Sr. High School, BA, Level 2, at a salary of \$51,100.00, for the 2015-2016 school year.

**Approve  
Kelsey**

Approve Henry Kelsey as an English teacher at the Jr./Sr. High School, MA, Level 5, at a salary of \$56,670.00, for the 2015-2016 school year.

**Approve  
Seifritz**

Approve Diana Seifritz as a long-term substitute English teacher at the Jr./Sr. High School, with no medical benefits, to be paid at the sub rate pending receipt of substitute certificate, effective September 1, 2015, through October 30, 2015

**Approve  
Sepanic**

Approve Anna Sepanic as a Special Education teacher at the Jr./Sr. High School, BA, Level 4, at a salary of \$52,180.00, for the 2015-2016 school year.

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**Approve Shumway** Approve Sara Shumway as a part-time Italian teacher at the Jr./Sr. High School, BA, Level 3 (.67), with no medical benefits, at a salary of \$34,639.00, for the 2015-2016 school year.

**Approve Dept. Representative** Approve the following Jr./Sr. High School Department Representative for the 2015-2016 school year:

Matt Martin – Social Studies  
Al Mailahn – Physical Education/Art/Music  
Rob Lynch – Science

**Approve Dept. Coordinators** Approve the following Jr./Sr. High School Department Coordinators for the 2015-2016 school year:

Dan Fraga – English/World Language  
Scott Ponzetti – Business/CTE/Special Education  
Brian Simpson – Mathematics

**Approve Stratton** Approve the contract for Mark J. Stratton, Business Administrator/Board Secretary, at a salary of \$134,527.00 for the 2015-2016 school year.

**Approve Greway** Approve Colleen Greway, Speech Language Specialist, to provide Extended School Year Speech/Language services retroactive to Tuesday, July 7, 2015, through Thursday, August 6, 2015, as assigned per IEP, at the 2015-2016 contractual hourly rate of pay.

**Approve Sacco** Approve Kristina Sacco, Social Worker, to complete evaluations as assigned at \$150/evaluation retroactive to July 1, 2015, through August 30, 2015.

**Approve Hunter** Approve the following consultant to present summer professional development. Funds to be paid from Title II of the FY16 NCLB Grant:

Name	Workshop	Title II	Rate	# of Hours
Kathy Hunter	Classroom Management	\$165.00	\$33.00	Up to 5

**Approve Title II Employees** Approve the following employees for curriculum development. Funds to be paid from Title II of the FY16 NCLB Grant:

Name	Course	Title II	Contracted Rate	# of Hours
Jill Ferry	Go Math 7 <sup>th</sup> & 8th	\$165	\$33.00	5 Add'l Hours
Amanda Applebaum	K--ELA	\$165	\$33.00	5 Add'l Hours
Jen Schuster	K--ELA	\$165	\$33.00	5 Add'l Hours

**Finance:**

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**Approve Bill List** Approve the bill list in the amount of \$584,791.54.

Roll Call Vote:

YESES: Mrs. Alexander, Mr. Lucia, Mr. Peters, Mr. Quinn, Mrs. Sheilds, Mrs. Shissler, Ms. Stuart, Mrs. Kitchmire

NOES: None

ABSTAINS: None

Mr. Peters moved, seconded by, Mrs. Sheilds to approve the following recommendations of the Superintendent.

**Personnel:**

**Approve Resign Greway**

Accept, with regret, the resignation of Colleen Greway, Elementary Speech/Language Specialist, effective August 21, 2015.

**Approve Resign Gregory**

Accept, with regret, the resignation of Lauren Gregory, part-time Kindergarten teacher at Atlantic Avenue School, effective July 1, 2015.

**Approve Campbell**

Approve Tricia Campbell as a part-time (.5) Kindergarten teacher at Glenview School, BA, Level 4, with no medical benefits, at a salary of \$26,090.00, for the 2015-2016 school year.

**Approve Simperts**

Approve Emily Simperts as the 6<sup>th</sup> grade teacher at Seventh Avenue School, BA, Level 1, at a salary of \$50,600.00, for the 2015-2016 school year.

**Approve Stoffel**

Approve Meredith Stoffel as a part-time (.65) Special Education teacher at Glenview School, MA, Level 1, with no medical benefits, at a salary of \$35,341.00, for the 2015-2016 school year.

**Approve Quillan**

Approve Kelsey Quillan as a part-time (.52) Special Education teacher at Glenview School, BA, Level 1, with no medical benefits, at a salary of \$26,312.00, for the 2015-2016 school year.

**Approve Costello**

Approve Tara Costello as a part-time (.65) Special Education teacher at Glenview School, BA, Level 2, with no medical benefits, at a salary of \$33,215.00, for the 2015-2016 school year.

**Approve Merz**

Approve Samantha Merz as a Special Education teacher at Glenview School, BA, Level 3, at a salary of \$51,700.00, for the 2015-2016 school year.

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- Approve Giorgio** Approve Linda Giorgio as a 12-month Administrative Assistant at the Jr./Sr. High School, Level 19, at a salary of \$48,350.00 (pro-rated), effective July 15, 2015, through June 30, 2016.
- Approve Pelouze** Approve Carol Pelouze as a 10-month Administrative Assistant at the Jr./Sr. High School, Level 10, at a salary of \$29,200.00, for the 2015-2016 school year.
- Approve Koppen & Siktar** Approve Jennifer Koppen and April Siktar to provide home carryover services for students as assigned per their IEP retroactive to July 1, 2015, through June 30, 2016, at the 2015-2016 contractual hourly rate of pay.
- Approve McIntyre** Approve Jennifer McIntyre to replace Colleen Greway as the Student Council advisor at Atlantic Avenue School for the 2015-2016 school year.
- Approve Non-Athletic Appointments** Approve the following non-athletic extracurricular appointments for the 2015-2016 school year:
- |                                |                    |
|--------------------------------|--------------------|
| Elementary Instrumental (Band) | Matthew Plevinsky  |
| Elementary Vocal (Choir)       | James Whitescarver |
- Approve Principal Ormsby** Approve Christopher Ormsby to serve as Principal for both Atlantic Avenue and Seventh Avenue Schools for the 2015-2016 school year.
- Approve O'Donnell** Approve Tim O'Donnell to work an additional 40 hours in the summer before his contract begins on August 15<sup>th</sup> at the 2015-2016 contractual hourly rate of pay in order to conduct physicals and due to practices beginning prior to August 15<sup>th</sup>.
- Approve Resign Lunsford** Accept, with regret, the resignation of Caroline Lunsford as the Jr. High Field Hockey Coach for the 2015-2016 school year.
- Approve Logan** Approve Heather Logan as the Jr. High Field Hockey Coach for the 2015-2016 school year.
- Approve Resign McLean** Accept, with regret, the resignation of Jeff McLean as the JV Boys' Soccer Coach for the 2015-2016 school year.
- Approve Soccer Coaches** Approve Ryan Yaniak and Charlie Kellogg as the JV Boys' Soccer Coaches for the 2015-2016 school year.
- Approve Nelan** Approve Ray Nelan as a volunteer coach for Girls' Soccer for the 2015-2016 school year.

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**Approve Hovern** Approve Dayna Hovern as a paraprofessional aide for Field Hockey for the 2015-2016 school year:

**Approve Snyder** Approve student Justina Snyder as a volunteer student assisting with the Summer Bridge Program on July 7, 14, 21, and 28, 2015.

**Approve Johnson** Approve Britt Johnson, a student at Rutgers University, for her four hours of pre-service observation at Seventh Avenue School during the 2015-2016 school year.

**Students:**

**Approve Preschool Students** Approve the following students to attend the Haddon Heights Inclusive Preschool Program for the 2015-2016 school year. These preschoolers without disabilities will attend at a tuition cost of \$2,500.00 per year, payable to the Haddon Heights Board of Education:

9653

9654

9655

9656

**Programs:**

**Approve Elem. Code Of Conduct** Approve the Jr./Sr. High School Code of Conduct for the 2015-2016 school year.

**Approve Jr./Sr. Code Of Conduct** Approve the Elementary Handbook/Code of Conduct for the 2015-2016 school year.

**Approve Teacher Sub Rate** Approve the substitute teacher rates for the 2015-2016 school year of \$85.00 per day and \$90.00 per day after 10 consecutive days for the same teacher (retro to day 1). Long-term substitutes (more than 60 days) paid at approved guide under a contract with no medical benefits.

**Approve Secty. Sub Rate** Approve the substitute secretary and substitute aide rates for the 2015-2016 school year of \$85.00 per day. Long-term substitutes (more than 60 days) paid at approved guide under a contract with no medical benefits.

**Approve Custodian Sub Rate** Approve the substitute custodian rate for the 2015-2016 school year of \$9.00 per hour. Long-term substitutes (more than 60 days) paid at approved guide under a contract with no medical benefits.

**Approve Nurse Sub Rate** Approve the substitute nurse rate for the 2015-2016 school year of \$95.00 per day. Long-term substitutes (more than 60 days) paid at approved guide under a contract with no medical benefits.

**Approve District Goals** Approve the 2015-2016 District Goals.

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**Approve Wrestling Camp** Approve "Garnet and Gold Week" which is a week-long wrestling camp for wrestlers entering grades 6-8 the week of July 27-30, 2015.

**Approve Field Hockey Car Wash** Approve a field hockey car wash fundraiser on Saturday, September 26<sup>th</sup> from 8 am-12 pm at Haddon Savings Bank. Student-athletes, coaches and parents will all participate.

**Approve Policies & Regulations** Approve all existing Board of Education policies and regulations. (1<sup>st</sup> reading)

**Approve Revise Policy** Approve revisions to the following Policies: (1<sup>st</sup> reading)  
5200 Attendance  
5511 Dress and Grooming

**Approve Revise Regulations** Approve revisions to the following Regulations: (1<sup>st</sup> reading)  
5200 Attendance  
5600 Student Discipline-Code of Conduct

**Approve Resolution** Approve the following resolution:  
Be it resolved that the Board of Education has reviewed the HIB incident report from 5/7/15 through 6/9/15 as informed by the Superintendent. The Board hereby affirms the Superintendent's decision of these incidents.

**Facilities Use:**

**Approve Facility Use** Approve the following facility use requests:

Haddon Heights Borough, Department of Parks and Recreation, to use the Seventh Avenue Multi-Purpose Room for rainy day backup for the Summer Rec Program from 8:15-11:30 a.m. on Tuesdays, Wednesdays, and Thursdays, from July 15, 2015, through July 23, 2015.

Hoopstars Basketball to use the Jr./Sr. High School Gym for their games on Saturdays from July 18, 2015, through September 5, 2015, anywhere from 3-9 p.m. User fee and custodian fees apply.

**Finance:**

**Approve Transfers** Approve transfers.

11-000-218-105-00-REG	11-150-100-101-00-REG	452.25
11-209-100-101-00-HS (486.20)	11-209-100-106-00-HS	599.17
11-212-100-101-00-JHS (112.97)		
11-000-218-105-00-REG	11-212-100-106-00-EL	4,086.81
11-213-100-101-00-EL (7,078.35)	11-212-100-106-00-HS	11,523.69
11-213-100-101-00-SUB (2,248.00)		

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11-213-100-101-00-HS (1,992.01)		
11-213-100-101-00-JHS (205.33)		
11-213-100-101-00-JHS (838.86)	11-212-100-106-00-JHS	1,370.99
11-215-100-101-00-REG (344.75)		
11-215-100-101-00-SUB (187.38)		
11-402-100-110-00-HS	11-401-100-110-00-HS	2,000.00
11-402-100-110-00-HS	11-403-100-110-00-REG	285.00
11-000-218-105-00-REG	11-000-218-104-00-REG	1,883.70
11-000-222-105-00-REG	11-000-221-105-00-REG	.06
11-000-222-104-00-REG	11-000-223-104-00-REG	87.42
11-000-230-110-00-REG	11-000-230-105-00-REG	.08
11-000-240-105-00-REG	11-000-240-103-00-REG	24.96
11-000-251-580T-00-REG	11-000-251-105-00-REG	.12
11-000-270-610-00-REG (209.29)	11-000-270-163-00-REG	867.17
11-000-270-890-00-REG (657.91)		
11-215-100-101-00-SUB (212.62)	11-212-100-106-00-SUB	1,533.75
11-215-100-106-00-REG (837.38)		
11-215-100-106-00-SUB (100.00)		
11-230-100-101-00-REG (383.75)		
11-212-100-101-00-JHS (1,391.57)	11-213-100-106-00-HS	4,324.08
11-000-213-104-00-REG (3,187.94)		
11-000-213-104-00-SUB (982.00)		
11-000-218-105-00-REG (154.14)		
11-000-222-104-00-REG	11-140-100-101-01-REG	905.45
11-000-230-530-07-REG(5835.72)	11-140-100-101-01-SUB	7,429.40
11-130-100-101-11-SUB (1,593.68)		
11-000-262-110-00-PT (2,237)	11-120-100-101-11-SUB	5,963.15
11-000-266-110-00-REG (3,361)		
11-402-100-110-00-HS (365.15)		
11-209-100-101-00-HS	11-209-100-106-00-HS	112.97
11-212-100-106-00-EL	11-212-100-101-00-SUB	50.08
11-000-219-105-00-SUB	11-000-218-105-00-SUB	244.96
11-000-240-105-00-REG	11-000-240-580-00-REG	287.06
11-000-270-610-00-REG	11-000-270-518-00-REG	9,483.39
11-000-216-101-00-REG (1,919)	11-150-100-590-00-REG	2,041.99
11-000-216-101-00-SUB (100)		
11-000-211-105-00-SUB (22.99)		
11-000-218-105-00-REG	11-212-100-106-00-HS	154.66
11-213-100-106-00-EL	11-150-100-590-00-REG	232.00
11-230-100-101-00-REG	11-190-100-340-00-REG	154.66
11-000-240-105-00-REG	11-000-240-580-00-REG	232.72
11-000-270-503-00-REG	11-000-270-420-00-REG	1,982.43
11-000-270-503-00-REG (227.57)	11-000-270-350-00-REG	347.85
11-000-270-890-00-REG (113.31)		
11-000-262-110-00-PT (6.97)		
11-000-270-890-00-REG	11-000-270-518-00-REG	.03



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11-000-222-610-01-LIB	11-000-218-590-01-GUI	479.94
11-190-100-610-03-REG	11-190-100-320-03-REG	99.00
11-190-100-610-04-REG	11-190-100-320-04-REG	100.00
11-190-100-610-05-COM	11-190-100-320-05-REG	169.00
11-000-219-320-06-REG	11-000-219-592-06-REG	26.97
11-000-230-890-00-REG	11-000-100-566-00-REG	4,318.62
11-000-262-621-01-REG (12,000)	11-000-100-565-00-REG	37,156.40
11-000-262-622-01-REG (6,000)		
11-000-262-621-03-REG (3,900)		
11-000-262-621-04-REG (1,900)		
11-000-262-621-05-REG (2,700)		
11-000-222-610-05-REG (3,114.35)		
11-000-261-610-05-REG (3,000)		
11-000-223-580-01-ENG (2,000)		
11-000-223-580-01-MOF (3,835.72)		

**Approve  
Reports**

Approve the Treasurer's and Secretary's Reports for the month of May, 2015. Reports are in agreement. In addition, pursuant to N.J.A.C. 6A:23A-16/10 (c) 4, the Haddon Heights Board of Education certifies that as of May 31, 2015, 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 Boards' knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a) 1 and the sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

**Approve  
Resolution**

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of May 31, 2015, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Haddon Heights 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. 6:23-2.12 (a) 1.

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 Mark J. Stratton, Business Administrator/Board Secretary

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 Date

## Roll Call Vote:

YESES: Mrs. Alexander, Mr. Lucia, Mr. Peters, Mr. Quinn, Mrs. Sheilds, Mrs. Shissler, Ms. Stuart, Mrs. Kitchmire

NOES: None

ABSTAINS: None

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**Board Comments:**

Mr. Peters – Thank the administration for a great graduation ceremony.

Mrs. Kitchmire – Reminded members about mandated training.

Mr. Peters moved, seconded by Mrs. Sheilds, and approved by unanimous voice vote to adjourn to executive session at 8:00pm to discuss the Superintendent's evaluation, Superintendent's 2014-2015 completed Merit Goals, and the Superintendent's proposed 2015-2016 Merit Goals. Returned from executive session at 9:20pm.

It was discussed that on May 14, 2013, the BOE approved sending the Superintendent's three year 2013-2016 contract (with the merit goals) to the County Office. On May 21, 2013, the Executive County Superintendent approved the contract and the merit goals. On June 11, 2013, the BOE approved the three year contract and the specific merit goals for the 2013-2014 school year.

It was also discussed that since there is a state imposed salary cap for Superintendent's (not for other administrators or staff) Merit Goals are legally permitted to be formed, although it is not pensionable.

Mr. Peters moved, seconded by Mrs. Sheilds, to approve, by unanimous vote, the submission to the County Superintendent the approved and completed merit goals for Michael W. Adams, Superintendent, for the 2014-2015 school year as per approved contract.

Roll Call Vote:

YESES: Mr. Lucia, Mr. Peters, Mrs. Sheilds, Mrs. Kitchmire, Mrs. Shissler, Mr. Quinn, Mrs. Alexander

NOES: None

ABSTAINS: None

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Mr. Quinn moved, seconded by Mrs. Shissler, to approve, by unanimous vote, the submission of 2015-2016 merit goals for Michael Adams, Superintendent, to the county office for review/approval.

Roll Call Vote:

YESES: Mr. Lucia, Mr. Peters, Mrs. Sheilds, Mrs. Kitchmire, Mrs. Shissler, Mr. Quinn, Mrs. Alexander

NOES: None

ABSTAINS: None

On the motion of Mr. Peters, seconded by Mrs. Long, the meeting was adjourned at 9:25.

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Mark J. Stratton  
Business Administrator/Board Secretary