

MINUTES OF THE BOARD OF EDUCATION
December 8, 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, Mrs. Gentile, Mrs. Long, Mr. Lucia, Mrs. McCauley, Mr. Quinn, Mrs. Shields, Mrs. Shissler, Ms. Stuart, Ms. Venable, Mrs. Kitchmire; Superintendent, Michael Adams; and Business Administrator, Mark Stratton.

Oath of Office Mrs. Gentile was sworn in by Mark Stratton as a board member.

Approve Minutes Mrs. Long moved, seconded by Mr. Quinn, to approve the minutes of the regular session meeting of November 10, 2015.

Roll Call Vote:

YESES: Mrs. Alexander, Mrs. Long, Mrs. McCauley, Mr. Quinn, Mrs. Shields, Mrs. Shissler, Ms. Stuart, Ms. Venable, Mrs. Kitchmire

NOES: None.

ABSTAINS: Mrs. Gentile, Mr. Lucia

Approve Minutes Mrs. Shissler moved, seconded by Mrs. Shields, to approve the minutes of the executive session meeting of November 10, 2015.

Roll Call Vote:

YESES: Mrs. Alexander, Mrs. Long, Mr. Quinn, Mrs. Shields, Mrs. Shissler, Ms. Stuart, Mrs. Kitchmire

NOES: None.

ABSTAINS: Mrs. Gentile, Mr. Lucia, Mrs. McCauley, Ms. Venable

Information:

Fire drills were held in the following buildings according to statute:

Atlantic Avenue – 11/16

Glenview – 11/24

Seventh Avenue – 11/16

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Jr./Sr. High School – 11/20

A Shelter in Place With Instruction was held in the following building according to statute:
Seventh Avenue – 11/14

A Lockdown (Active Shooter) Drill was held in the following building according to statute:

Jr./Sr. High School- 11/19

A Lockout Drill (Secure the Perimeter) was held in the following building according to statute:

Atlantic 11/23

An Evacuation Drill was held in the following building according to statute:

Glenview 11/16

Presentations:

Update on District Goals; District Enrollment Update; Presentation on Activities going on in Haddon Heights, Barrington, Lawnside, Merchantville; Recognition of Atlantic Avenue School students.

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Committee Reports:

Barrington – Mrs. McCauley – Holiday concerts are coming up. New breakfast for students and parents on principals list.

Finance - Mrs. Long – Working on budget and will continue to be working on budget.

Policy – Mrs. Shields – Met on November 18th and the items discussed are on the agenda.

Curriculum – Mrs. Shissler – Met on November 19th; will be adding some new classes at the High School and changes will be made to some current courses. Approval of the program of studies will be in January; Discussed next generation science standards and some changes in different course levels.

Mrs. Shields moved, seconded by Ms. Venable, to approve the following recommendations of the Superintendent.

RECOMMENDATIONS OF THE SUPERINTENDENT:

Personnel:

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**Approve Resign
Guerrasio** Approve to revise the resignation date for Naomi Guerrasio retroactive to November 13, 2015.

**Approve Leave
Klawuun** Approve a medical leave of absence for Theresa Klawuun, Special Education teacher at the Jr./Sr. High School, effective February 22, 2016, through April 5, 2016, returning to work on April 6, 2016.

**Approve
Subs** Approve the following substitute personnel for the 2015-2016 school year:

Teachers

Jennifer Harker (retro to 11/12/15)
Louis Papa

Aide/Admin.Asst.

Jennifer Harker (retro to 11/12/15)

Finance:

**Approve
Bill List** Approve the bill list in the amount of \$221,139.56.

Roll Call Vote:

YESES: Mrs. Alexander, Mrs. Gentile, Mrs. Long, Mr. Lucia, Mrs. McCauley, Mr. Quinn, Mrs. Sheilds, Mrs. Shissler, Ms. Stuart, Ms. Venable, Mrs. Kitchmire

NOES: None.

ABSTAINS: None

Mrs. Long moved, seconded by Mr. Quinn, to approve the following recommendations of the Superintendent.

Personnel:

**Approve Revise
Grace** Approve to revise the end date of maternity/family leave of absence for Alissa Grace, 1st grade teacher at Atlantic Avenue School, to March 7, 2016, returning to work on March 8, 2016.

**Approve Revise
Dolan** Approve to revise the end date for Kaitlin Dolan, long-term substitute 1st grade teacher at Atlantic Avenue School, to March 7, 2016.

**Approve
Sussman** Approve Amy Sussman as the ACE/Reading Support teacher at Seventh Avenue School effective February 1, 2016.

**Approve RTI
Staff** Approve the following employee to provide RTI instruction at the 2015-2016 contractual hourly rate of pay before or after student hours,

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with time determined by students' Tier placement requirements for the
 2015-2016 school year:

Stacy Murphy

Approve EAP Monitors Approve the following personnel as Early Arrival Program monitors to be paid through parent tuition payments at a rate of \$19.50 per hour for the 2015-2016 school year:

Kaitlin Dolan

Kiely McAnulty

Theresa McBride

Approve Binder Approve Dave Binder as a full-time Director of Facilities at a salary of \$68,000.00 (pro-rated) effective December 14, 2015.

Approve Amme Approve Robert A. Amme as a full-time day custodian at the Jr./Sr. High School effective December 14, 2015.

Approve Burgess Approve Michael Burgess as full-time skilled maintenance, Level 13, at a salary of \$41,080.00 (pro-rated), effective December 14, 2015.

Approve Subs Approve the following substitute personnel for the 2015-2016 school year:

Teachers

Jennifer Clarke (retro to 9/1/15)

Theresa Meininger

Kelsey Quillan

Approve Solomon Approve Candace Solomon as a para-professional aide for winter cheerleading for the 2015-2016 school year.

Approve Papa Approve Louis Papa as a volunteer wrestling coach for the 2015-2016 school year.

Approve Purdy Approve Ed Purdy as an assistant boys' basketball coach for the 2015-2016 school year at the stipend of \$4,290 retroactive to December 1, 2015.

Approve Ballinger Approve William Ballinger, a student from Rutgers University, to complete his clinical internship under the supervision of Debra Lischak, an employee of Rehab Connection providing Physical Therapy services to Haddon Heights School District, effective February 15, 2016, through May 6, 2016.

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Approve Stump Approve Ashley Stump, a student from LaSalle University, for her field experience with Jessica Faigle, Speech/Language Specialist, effective January 25, 2016, through May 6, 2016.

Programs:

Approve Prof. Development Approve the following professional development requests as well as mileage reimbursement at the approved rate for the 2015-2016 school year:

Christopher Ormsby	Common Core & PARCC Aligned	1/14	\$199.00
Paid for with Administrator's budgeted Professional Development money as per contract			

Christopher Lina	TECHSPO	1/28-29	\$420.00
	Hotel cost for one night		\$140.66
Paid through Title II funds; not from general fund			

Approve Club Approve a Girls' Club at Atlantic Avenue School supervised by Heather Weil on a volunteer basis for the 2015-2016 school year. The club will meet one day a month after school at Atlantic Avenue School. Students in grades 4, 5 and 6 may join the club with permission from their parents.

Approve Fitness Club Approve the Insanity Fitness Club to be run by Michelle Dzurenda or Alison Myers. The position is paid \$15/hour funded by the Haddon Heights Drug Commission. Insanity Club will meet Monday and Wednesday from 3-4 pm beginning December 14, 2015.

Approve GCIT Approve the swim team to practice at GCIT from Nov 16th to the middle of February. The practices are daily from 8:30 pm – 10 pm. The cost of the rental is \$7,500 for the season.

Approve Track Schedule Approve the 2015-2016 winter track schedule.

Approve Alumni Game Approve the boys' basketball alumni game to be played on Saturday, December 26, 2015, at 5 pm in the HS gym.

Roll Call Vote:

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

NOES: None.

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ABSTAINS: None

Mrs. Long moved, seconded by Mr. Quinn, to approve the following recommendations of the Superintendent.

Approve Suspend Bylaw Approve to suspend Bylaw 0131 to permit the Board of Education to adopt revised Policy 5111 Eligibility of Resident/Nonresident Students on first reading.

Approve Revise Policy Approve to adopt revised Policy 5111 Eligibility of Resident/Nonresident Students on first reading.

Approve Revise Policies Approve revisions to the following Policies: (1st reading)

- P1240 Evaluation of Superintendent
- P3221 Evaluation of Teachers
- P3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
- P3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
- P3224 Evaluation of Principals, Vice Principals, and Assistant Principals
- P3431.1 Family Leave
- P4431.1 Family Leave
- P5516 Use of Electronic Communication and Recording Devices (ECRD)

Approve Revise Regulations Approve revisions to the following Regulations: (1st reading)

- R1240 Evaluation of Superintendent
- R3221 Evaluation of Teachers
- R3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
- R3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
- R3224 Evaluation of Principals, Vice Principals, and Assistant Principals

Approve New Policy Approve the following new Policies: (1st reading)

- P5337 Service Animals

Approve QSAC Approve to apply for an equivalency to extend the district's QSAC certification as a high performing district for an additional three years.

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**Approve HIB
Resolution**

Approve the following resolution:
Be it resolved that the Board of Education has reviewed the HIB incident report from 10/14/15 through 11/10/15 as informed by the Superintendent. The Board hereby affirms the Superintendent's decision of this incident.

**Facility Use:
Approve
Facility Use**

Approve the following facility use request:

Hoopstars Basketball to use the Jr./Sr. High School Gym for their games on Saturdays and Sundays 4:45-9:30 p.m. effective December 12, 2015, through February 28, 2016. User and custodian fees apply.

**Finance:
Approve
Transfers**

Approve transfers.

11-213-100-101-00-EL	11-209-100-106-00-HS	3,000.00
11-212-100-106-00-HS	11-213-100-106-00-HS	9,000.00
11-000-216-101-00-ESY	11-000-222-105-00-SUB	850.00
11-000-262-110-00-REG	11-000-261-110-00-REG	10,778.31
11-000-262-610-01-REG	11-000-262-490-01-REG	3,000.00
11-000-262-610-00-REG	11-000-263-610-01-REG	6,000.00
11-000-219-320-06-REG	11-000-219-610-06-REG	1,950.00
11-190-100-590-01-SCI	11-190-100-610-01-SCI	500.00
11-000-223-580-01-ENG	11-190-100-610-01-ENG	350.43
11-000-223-580-01-ENG	11-190-100-640-01-ENG	528.00
11-190-100-610-01-MAT	11-190-100-640-01-MAT	94.84

**Approve
Reports**

Approve the Treasurer's and Secretary's Reports for the month of October, 2015. Reports are in agreement. In addition, pursuant to 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 October 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

Date

Roll Call Vote:

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

NOES: None.

ABSTAINS: Mrs. Gentile

Mrs. Sheilds moved, seconded by Mr. Quinn, and approved by unanimous voice vote to adjourn to executive session at 8:05 p.m. to discuss a student hearing and settlement agreement 06746. Returned from executive session at 8:45 p.m.

Mrs. Long moved, seconded by Mrs. Sheilds, to approve, by unanimous vote, to permit student # 176310 to return to school following the completion of the suspension. Student #176310 is also required to attend counseling sessions twice a month for the remainder of the 2015-2016 school year.

Roll Call Vote:

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

NOES: None

ABSTAINS: None

Mrs. Shissler, moved, seconded by Mrs. Long, to approve, by unanimous vote, the execution of settlement agreement 06746 related to a special education matter.

Roll Call Vote:

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

NOES: None

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ABSTAINS: None

On the motion of Mr. Quinn, seconded by Mrs. Sheilds, the meeting was adjourned at 8:50 p.m.

Mark J. Stratton
Business Administrator/Board Secretary