

MINUTES OF THE BOARD OF EDUCATION
January 6, 2016

Flag Salute Mr. Stratton called the meeting to order at 7:00 p.m. and started with a moment of silence. Mr. Adams led in the salute to the flag.

Oath of Office Mr. Stratton swore in the new members: Ms. Stuart and Mrs. Shields.

Roll Call Mrs. Alexander, Mrs. Gentile, Mrs. Long, Mr. Lucia, Mr. Quinn, Mrs. Shields, Mrs. Shissler, Ms. Stuart, Mrs. Kitchmire; Superintendent, Michael Adams; and Business Administrator, Mark Stratton; Mrs. McCauley and Ms. Venable were absent.

Kitchmire President Mrs. Shields moved, seconded by Ms. Stuart to nominate Mrs. Kitchmire for president. There were no other nominations.

Roll Call Vote:

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

NOES: None.

ABSTAINS: Mrs. Kitchmire

Shields V. President Mr. Quinn moved, seconded by Mrs. Shissler to nominate Mrs. Shields for vice-president. There were no other nominations.

Roll Call Vote:

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

NOES: None.

ABSTAINS: Mrs. Shields

Approve Minutes Mrs. Shissler moved, seconded by Mr. Quinn to approve the minutes of the regular session meeting of December 8, 2015.

Roll Call Vote:

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

NOES: None.

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ABSTAINS: None

Approve Minutes Ms. Stuart moved, seconded by Mrs. Sheilds, to approve the minutes of the executive session meeting of December 8, 2015.

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

Information:

Fire drills were held in all buildings according to statute:

Atlantic Avenue – 12/11

Glenview – 12/8

Seventh Avenue – 12/7

Jr./Sr. High School – 12/1

A Shelter in Place drill was held in the following building according to statute:

Jr./Sr. High School – 12/17

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

Atlantic Avenue – 12/7

Glenview – 12/16

Seventh Avenue – 12/4

Presentations:

Partnership for Assessment of Readiness for College and Careers (PARC) Presentation; Auditor's Report; District Enrollment Update; Presentation on Activities going on in Haddon Heights, Barrington, Lawnside, Merchantville; Recognition of High School students.

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Public Coments:

Maureen Bergion – School District has been wonderful to her and her child. Her daughter has medical issues and the high school has been very accommodating.

Committee Reports:

Finance – Mrs. Long – Budget is continuing to be worked on.

Policy – Mrs. Sheilds – Met November 18th and items are on the agenda tonight.

Extra-Curricular – Mrs. Kitchmire – Reviewed Spring coaches and will be on the February agenda. Gave updates on all current teams.

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

RECOMMENDATIONS OF THE SUPERINTENDENT:**Personnel:****Approve
Smith**

Approve James Smith as the Interim Vice-Principal (grades 10-12) at the Jr./Sr. High School, effective approximately January 7, 2016, to approximately March 23, 2016.

**Approve
McCormick**

Approve Meghan McCormick as a long-term substitute Social Studies teacher at the Jr./Sr. High, BA, Level 1, at a salary of \$50,702.00 (pro-rated), with no medical benefits, effective approximately January 7, 2016, to approximately March 23, 2016.

**Approve Leave
Ferry**

Approve maternity/family leave of absence for Jill Ferry, Math teacher at the Jr./Sr. High School, effective April 11, 2016, through June 30, 2017, returning to work on the first teacher day in September 2017.

**Approve
Sub**

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

Teacher

Benjamin Lefler

Finance:**Approve
Bill List**

Approve the bill list in the amount of \$610,062.49.

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

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

Personnel:

**Approve Resign
Bodziuch**

Accept, with regret, the resignation of Judith Bodziuch, instructional aide at Glenview School, effective January 11, 2016.

**Approve
Benedetti**

Approve the following elementary special education part-time instructional aide listed below, at a rate of \$15.00/hour, with no medical benefits, effective January 12, 2016, for the 2015-2016 school year:

Lisa Benedetti – 5.75 hr./day

**Approve
Maro**

Approve Stefanie Maro as the ACE/Math Support teacher at 7th Avenue School, MA, Level 4, at a salary of \$56,052.00 (pro-rated) effective February 1, 2016, through June 30, 2016.

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

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

**Approve
Burke**

Approve Caitlin Burke as a long-term substitute ACE/Reading Support teacher at 7th Avenue School, MA, Level 1, at a salary of \$54,472.00 (pro-rated), with no medical benefits, effective February 1, 2016, through March 21, 2016.

Roll Call Vote:

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

NOES: Ms. Stuart

ABSTAINS: None

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

**Approve Leave
Applebaum**

Approve maternity/family leave of absence for Amanda Applebaum, 3rd grade teacher at Seventh Avenue School, effective April 4, 2016, through June 9, 2016, returning to work on June 10, 2016.

**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:

Jayne Elfreth

Jennifer Harker

Dana Kahlbom

**Approve
Mehrer**

Approve Howard Mehrer as the Night Supervisor, at a salary of \$42,000.00 (pro-rated), effective January 7, 2016, through June 30, 2016.

**Approve
Reilly**

Approve John Reilly as a part-time night custodian at a rate of \$9.35 per hour, with no medical benefits, effective January 7, 2016, through June 30, 2016.

**Approve
Lysokowsky**

Approve Christopher Lysokowsky as an indoor percussion assistant for the 2015-2016 school year at a stipend of \$1,930.

**Approve
Lysokowsky**

Approve Christopher Lysokowsky as a volunteer advisor for the volleyball club for the 2015-2016 school year.

**Approve
Wilson**

Approve Mike Wilson as a para-professional aide for boys' basketball for the 2015-2016 school year.

Programs:

**Approve Prof
Development**

Approve the following professional development request(s) as well as mileage reimbursement at the approved rate for the 2015-2016 school year:

S. Sassano; D. McGill	Standards Based Assessment & Grading	2/23-24	\$413.00*#+
Lisa Owen	Standards Based Assessment & Grading	2/23-24	N/C*#
*Out of State	#Pending county Approve		
+Paid from Title II funds; not from general fund			

Richard Reamer	Surface Selection & Management	2/23	\$175.00^
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^In order to apply fertilizers to our fields, the district is required to have a person with a current fertilizer certification. This course is for continuing Ed. Units to maintain his license.

**Approve IP/CG
Schedule**

Approve the 2016 Indoor Color Guard and Percussion Competition schedule.

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Approve Renaissance Reward Approve a 3rd Quarter Renaissance Reward for students in grades 9-12 who earn a Renaissance card for 3rd Quarter be permitted to attend a field trip to Morey's Pier in Wildwood, New Jersey, on a weekday during the months of either May or June 2016. Cost to be determined depending on the number of students who earn Renaissance cards, but there will be no cost to the district. All funds will be provided through fundraising activities.

Approve Renaissance Reward Approve a 3rd Quarter Renaissance Reward for students in grades 7-8 who earn a Renaissance card for 3rd Quarter be permitted to attend a field trip to Funplex in Mt. Laurel, New Jersey, on a weekday during the months of either May or June 2016. Cost to be determined depending on the number of students who earn Renaissance cards, but there will be no cost to the district. All funds will be provided through fundraising activities.

Approve Program Studies Approve the 2016-2017 Program of Studies for the Senior HighSchool.

Approve Scholarship Approve for The Class of 1958 to present a graduation scholarship in the amount of \$150 to a member of the senior class as selected by the Haddon Heights High School Faculty Graduation Awards Committee. The student should be committed to a career path he/she has chosen and be planning to attend a 4-year college, 2-year community college, or an accredited trade institution. The award will be given for five years beginning with the Class of 2016.

Approve SAW Dates Approve the following dates for the 2016 Elementary SAW program:
 Tuesdays 3/1, 3/8, 3/15, 3/22, 4/5, 4/12, 4/19, 4/26

Approve Revise Policies Approve revisions to the following Policies: (2nd 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
- P5111 Eligibility of Resident/Nonresident Students
- P5516 Use of Electronic Communication and Recording Devices (ECRD)

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Approve Revise Regulations Approve revisions to the following Regulations: (2nd 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 Policy: (2nd reading)

- 5337 Service Animals

Approve HIB Resolution Approve the following resolution:
Be it resolved that the Board of Education has reviewed the HIB incident report from 11/11/15 through 12/8/15 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 requests:

Planned Financial Programs-Ready College Planning to use a classroom at the Jr./Sr. High School for a College Educational Planning Seminar from 6-8:30 p.m. on February 11, 2016. User fee applies.

Finance:

Approve Transfers Approve transfers.

11-000-218-610-01-GUI (4,600)	11-000-211-610-01-AOF	5,968.01
11-000-218-320-01-GUI (1,368.01)		
20-250-200-101-06-REG	20-250-100-610-06-REG	1,571.00
11-190-100-640-01-SOC	11-190-100-610-01-SOC	10.00
11-402-100-890-01-TRA	11-000-270-503-00-REG	11,005.99
11-190-100-590-02-TEC	11-190-100-610-02-REG	11,200.00
11-000-100-565-00-REG	11-000-100-566-00-REG	3,634.10
11-000-270-420-00-REG	11-000-270-503-00-REG	2,652.00
11-402-100-890-01-OFF	11-402-100-610-01-REG	602.46
11-000-218-320-01-GUI	11-000-211-610-01-AOF	1,226.51
11-402-100-890-01-TRA	11-000-270-162-00-REG	5,404.00

Approve Audit Reports Approve the Comprehensive Annual Financial Report for the 2014-2015 school year as submitted by the firm of Bowman & Company.

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The audit was discussed and copies of the audit synopsis were made available to the public. There were no audit recommendations.

Approve #CN4 Jointure Approve a transportation jointure with Haddon Township Board of Education as the host district, route #CN4, in the amount of \$5,727.85.

Approve #CS1 Jointure Approve a transportation jointure with Haddon Township Board of Education with Haddon Heights as the host district, route #CS1, in the amount of \$6,335.64.

Approve Tuition Student Approve the following students for out of district placement and required transportation for the 2015-2016 school year:

#189025	Collingswood BOE	\$15,082 (pro-rated)
#240010	Collingswood BOE	\$14,411 (pro-rated)

Approve Reports Approve the Treasurer's and Secretary's Reports for the month of November, 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 November 30, 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 November 30, 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.

Mark J. Stratton, Business Administrator/Board Secretary

Date

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. Shields moved, seconded by Ms. Stuart, and approved by unanimous voice vote to adjourn to executive session at 7:45 p.m. to discuss a potential legal issue. Returned from executive session at 8:40 p.m.

On the motion of Mr. Quinn, seconded by Mrs. Shissler, the meeting was adjourned at 8:45 p.m.

Mark J. Stratton
Business Administrator/Board Secretary