

MINUTES OF THE BOARD OF EDUCATION
July 12, 2016

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

Approve Minutes Mr. Quinn moved, seconded by Mrs. Shields to approve the minutes of the regular session meeting of June 14, 2016.

Roll Call Vote:

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

NOES: None.

ABSTAINS: None

Approve Minutes Mrs. Shields moved, seconded by Mrs. Shissler, to approve the minutes of the executive session meeting of June 14, 2016.

Roll Call Vote:

YESES: Mrs. Gentile, Mr. Quinn, Mrs. Shields, Mrs. Shissler, Ms. Stuart, Ms. Venable, Mrs. Kitchmire

NOES: None.

ABSTAINS: Mrs. McCauley

Information:

Fire drills were held in all buildings according to statute:

Atlantic Avenue – 6/28

Glenview – 6/15

Seventh Avenue – 6/10

Jr./Sr. High School – 6/6

Evacuation Drills (Bomb Threat) were held in the following buildings according to statute:

Glenview – 6/9

Seventh – 6/7

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A Lockdown Drill (Shelter in Place) was held in the following building according to statute:
 Atlantic – 6/28

A Security Check was held in the following building according to statute:
 Jr./Sr. High School – 6/15

Presentations:

2016-17 District Goals presented by Mr. Adams.
 Board Member Code of Ethics was read by Mrs. Kitchmire.

Public Comments:

Karen Blair – Read a statement concerning the kindergarten program; curious if staff is attending workshop on the issue.

Committee Reports:

Policy – Mrs. Shissler – Met before meeting and discussed policies.

Mrs. Sheilds – Met at Borough Hall concerning the lights on Devon Field; starting in November and should be finished before spring.

Lawnside – Mrs. Venable – Every summer they have an outreach program/day for community, being held on Saturday 8/27.

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

RECOMMENDATIONS OF THE SUPERINTENDENT:

Personnel:

Approve Resign Carson Accept, with regret, the resignation of Dawn Carson, Art teacher at the Jr./Sr. High School, retroactive to June 30, 2016.

Approve Resign Weber Accept, with regret, the resignation of Brett Weber, Special Education teacher at the Jr./Sr. High School, retroactive to June 30, 2016.

Approve Revise Leave George Approve to revise the end date of maternity leave of absence for Kelly George, part-time (.5) Business teacher at the Jr./Sr. High School, to December 23, 2016, returning to work on January 3, 2017.

Approve Revise Patullo Approve to revise the end date for Jaime Patullo, part-time (.5) long-term substitute Business teacher at the Jr./Sr. High School, to December 23, 2016.

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**Approve Leave
Corn** Approve a medical leave of absence for Ron Corn, Jr./Sr. High School Principal, retroactive to June 22, 2016, through July 15, 2016.

**Approve
Kendra** Approve Lauren Kendra as a Biology teacher at the Jr./Sr. High School, MA, Level 3, at a salary of \$55,645.00, for the 2016-2017 school year.

**Approve Title I
AELT Employees** Approve the following employees for Academic Enhancement Leadership Team. Funds to be paid from FY17 Title I:

| Name | Title II | Contracted Rate | # of Hours |
|----------------------------|----------|-----------------|------------|
| Michelle Lubonski | \$700 | \$35.00 | Up to 20 |
| Dannielle Marinella-McGill | \$700 | \$35.00 | Up to 20 |

**Approve Title II
AELT Employees** Approve the following employees for Academic Enhancement Leadership Team. Funds to be paid from FY17 Title II:

| Name | Title II | Contracted Rate | # of Hours |
|-------------------|----------|-----------------|------------|
| Dan Fraga | \$700 | \$35.00 | Up to 20 |
| Caroline Lunsford | \$700 | \$35.00 | Up to 20 |

**Approve Title I
AEC Employees** Approve the following employees for Academic Enhancement Committee. Funds to be paid from FY17 Title I:

| Name | Title II | Contracted Rate | # of Hours |
|------------------|----------|-----------------|------------|
| Jeff Bravo | \$350 | \$35.00 | Up to 10 |
| Laura Brzyski | \$350 | \$35.00 | Up to 10 |
| Janel Gehring | \$350 | \$35.00 | Up to 10 |
| Janis Gershowitz | \$350 | \$35.00 | Up to 10 |
| Theresa Klawunn | \$350 | \$35.00 | Up to 10 |
| Molly Mahoney | \$350 | \$35.00 | Up to 10 |
| Anna Sapanic | \$350 | \$35.00 | Up to 10 |

**Approve Title II
AEC Employees** Approve the following employees for Academic Enhancement Committee. Funds to be paid from FY17 Title II:

| Name | Title II | Contracted Rate | # of Hours |
|-------------------|----------|-----------------|------------|
| Kristen Boyd | \$350 | \$35.00 | Up to 10 |
| Callie Darroch | \$350 | \$35.00 | Up to 10 |
| Michelle Dzurenda | \$350 | \$35.00 | Up to 10 |
| Dot Egner | \$350 | \$35.00 | Up to 10 |
| Kate Fitzgibbon | \$350 | \$35.00 | Up to 10 |

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| | | | |
|-------------------|-------|---------|----------|
| Shannon Gordon | \$350 | \$35.00 | Up to 10 |
| Kelly Hornbach | \$350 | \$35.00 | Up to 10 |
| April Lindley | \$350 | \$35.00 | Up to 10 |
| Beth Ann Lutz | \$350 | \$35.00 | Up to 10 |
| Stefanie Maro | \$350 | \$35.00 | Up to 10 |
| Marisa Mastascusa | \$350 | \$35.00 | Up to 10 |
| Kiely McAnulty | \$350 | \$35.00 | Up to 10 |
| Neil Ortiz | \$350 | \$35.00 | Up to 10 |
| Scott Ponzetti | \$350 | \$35.00 | Up to 10 |
| Jim Smith | \$350 | \$35.00 | Up to 10 |

Finance:**Approve****Bill List**

Approve the bill list in the amount of \$871,471.27.

Roll Call Vote:

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

NOES: None.

ABSTAINS: None

Mr. Quinn moved, seconded by Ms. Stuart, to approve the following recommendations of the Superintendent:

Personnel:**Approve Resign
Corcoran**

Accept, with regret, the resignation of Maureen Corcoran, 1:1 Instructional Aide/ABA Facilitator at the Jr./Sr. High School, retroactive to June 30, 2016.

**Approve Leave
Lutz**

Approve maternity/family leave of absence for Beth Ann Lutz, 1st grade teacher at Glenview School, effective October 3, 2016, through January 31, 2017, returning to work on February 1, 2017.

**Approve Revise
Leave Greer**

Approve to revise the end date of maternity/family leave of absence for Caleigh Greer, Administrative Assistant at the Jr./Sr. High School, to October 23, 2016, returning to work on October 24, 2016.

**Approve
Kuhlen**

Approve Barbara Kuhlen as a long-term substitute Administrative Assistant at the Jr./Sr. High School, Level 1, at a salary of \$30,378.00 (pro-rated), with no medical benefits, effective August 11, 2016, through November 4, 2016.

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Approve O'Donnell Approve Shana O'Donnell as a long-term substitute Reading Specialist at Atlantic Avenue School, BA, Level 1, with no medical benefits, at a salary of \$50,773.00 (pro-rated), effective September 1, 2016, through December 7, 2016.

Approve Bailey Approve Bernadette Bailey as a 12-month Administrative Assistant at the Jr./Sr. High School, Level 2, at a salary of \$30,778.00 (pro-rated), effective August 22, 2016, through June 30, 2017.

Approve PT Aides Approve the following special education part-time instructional aides listed below at their hourly rate, with no medical benefits, for the 2016-2017 school year:

| Name | Hourly Rate | Up to # of Hours |
|-----------------|--------------------|-------------------------|
| Erica Fox | \$15.40 | 5.75 |
| Jennifer Harker | \$15.75 | 5.75 |
| Kyle Kudatzky | \$15.40 | 5.75 |

Approve Non-Athletic Appointments Approve the following non-athletic extracurricular appointments and their stipends for the 2016-2017 school year:

| | | |
|--------------------------------|--------------------|---------|
| Elementary Instrumental (Band) | Matthew Plevinsky | \$3,175 |
| Elementary Vocal (Choir) | James Whitescarver | \$2,820 |

Approve Ormsby Approve Christopher Ormsby to serve as Principal for both Atlantic Avenue and Seventh Avenue Schools for the 2016-2017 school year.

Roll Call Vote:

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

NOES: None.

ABSTAINS: None

Mr. Quinn moved, seconded by Ms. Stuart, to approve the following recommendations of the Superintendent:

Approve Sheilds Approve Sam Sheilds as a volunteer for fall and winter cheerleading for the 2016-2017 school year.

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Roll Call Vote:

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

NOES: None.

ABSTAINS: Mrs. Sheilds

Mr. Quinn moved, seconded by Ms. Stuart, to approve the following recommendations of the Superintendent:

Approve McDermott Approve Matt McDermott as a volunteer coach for the summer session effective July 13, 2016, through August 31, 2016.

Approve McDermott Approve Matt McDermott to supervise open weight room for the 2016-2017 school year at a rate of \$15.00 per hour.

Programs:

Approve District Goals Approve the 2016-2017 District Goals.

Approve Jr. /Sr. Code of Conduct Approve the Jr./Sr. High School Code of Conduct for the 2016-2017 school year.

Roll Call Vote:

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

NOES: None.

ABSTAINS: None

Mr. Quinn moved, seconded by Ms. Stuart, to approve the following recommendations of the Superintendent:

Approve Elem. Code of Conduct Approve the Elementary Handbook/Code of Conduct for the 2016-2017 school year.

Roll Call Vote:

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

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NOES: None.

ABSTAINS: Mrs. Gentile

Mr. Quinn moved, seconded by Ms. Stuart, to approve the following recommendations of the Superintendent:

Approve Jr. /Sr. HS Calendar Approve the Jr./Sr. High School Calendar/Handbook for the 2016-2017 school year.

Approve Jr. /Sr. HS Handbook Approve the Jr./Sr. High School Student Handbook for the 2016-2017 school year.

Approve Coding Club Approve a Swift Basic Coding Club for students at Seventh Avenue School supervised by Amy Sussman on a volunteer basis for the 2016-2017 school year. The purpose of the club is to teach students basic coding language through the Apple language Swift. Meetings will be held monthly after school from 3:00-4:00 pm.

Approve Teacher Sub Rate Approve the substitute teacher rates for the 2016-2017 school year of \$90.00 per day and \$95.00 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 Admin Asst. Sub Rate Approve the substitute administrative assistant and substitute aide Aide rates for the 2016-2017 school year of \$90.00 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 2016-2017 school year of \$9.35 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 2016-2017 school year of \$125.00 per day. Long-term substitutes (more than 60 days) paid at approved guide under a contract with no medical benefits.

Approve NCLB App. & Grant Approve the submission of the NCLB application for Fiscal Year 2017 and accept the grant award of these funds upon subsequent Approve the FY 2017 NCLB application. Allocations are as follows:
 Title IA: \$104,112
 Title IIA: \$26,524
 District will refuse funds for Title III of \$970

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Approve Education Act Grant Approve to authorize the submission of the Individuals with Disabilities Education Act grant for the Fiscal Year 2017.

Approve School Musical Approve the 1968 version of the musical “Anything Goes” by Cole Porter as the school musical for the 2016-2017 school year.

Approve Policies Regulations Approve all existing Board of Education policies and regulations. (1st reading)

Approve Revise Regulation Approve the revision to the following Regulation: (1st reading)
R5600 Student Discipline-Code of Conduct

Roll Call Vote:

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

NOES: None.

ABSTAINS: None

Mr. Quinn moved, seconded by Ms. Stuart, to approve the following recommendations of the Superintendent:

Approve HIB Incident Report Approve the following resolution:
Be it resolved that the Board of Education has reviewed the HIB incident report from 5/4/16 through 6/14/16 as informed by the Superintendent. The Board hereby affirms the Superintendent’s decision of these incidents.

Roll Call Vote:

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

NOES: None.

ABSTAINS: Mrs. Gentile

Mr. Quinn moved, seconded by Ms. Stuart, to approve the following recommendations of the Superintendent:

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Facilities Use:**Approve****Facility Use**

Approve the following facility use request:

Haddon Heights Field Hockey Club to use Haddon Heights Jr./Sr. High School for their Color Run from noon-3:00 p.m. on September 11, 2016.

Finance:**Approve****Transfers**

Approve transfers.

| | | |
|--------------------------------|------------------------|-----------|
| 11-000-222-340-01-LIB | 11-000-222-610-01-LIB | 365.00 |
| 11-000-223-580-01-LIB | 11-000-222-610-01-LIB | 370.00 |
| 11-000-240-610-01-MOF | 11-000-222-610-01-LIB | 130.00 |
| 11-190-100-590-01-VMU | 11-190-100-610-01-VMU | 2,100.00 |
| 11-000-100-562-00-REG | 11-000-100-563-00-REG | 10.00 |
| 11-000-291-273-00-REG | 11-000-100-566-00-REG | 1,335.00 |
| 11-000-219-610-06-REG | 11-000-219-320-06-REG | 3,400.00 |
| 11-000-222-104-00-REG | 11-000-222-610-01-AVA | 12.20 |
| 11-000-251-610-00-REG | 11-000-251-580T-00-REG | 37.38 |
| 11-000-261-420-01-REG | 11-000-262-610-01-REG | 1,750.00 |
| 11-000-270-610-00-REG | 11-000-270-512-00-REG | 2,636.00 |
| 11-000-270-610-00-REG | 11-000-270-513-00-REG | 4,477.92 |
| 11-000-291-272-00-REG | 11-402-100-890-01-TRA | 15,200.00 |
| 11-000-270-610-00-REG | 11-000-270-420-00-REG | 122.04 |
| 11-000-213-610-05-REG | 11-000-213-104-00-REG | 110.00 |
| 11-000-223-580-01-NUR | 11-000-221-102-00-REG | 109.53 |
| 11-000-219-105-00-REG | 11-000-222-105-00-SUB | 170.00 |
| 11-000-240-580-00-REG | 11-000-240-105-00-REG | 24.01 |
| 11-000-262-621-01-REG | 11-000-262-110-00-OT | 4,614.25 |
| 11-000-291-273-00-REG | 11-000-266-110-00-REG | 5,561.36 |
| 11-401-100-930-01-REG | 11-402-100-101-01-REG | 59.00 |
| 11-401-100-930-01-REG | 11-403-100-110-00-REG | 158.00 |
| 11-000-291-241-00-REG | 11-215-100-106-00-REG | 5,193.46 |
| 11-402-100-610-01-REG(1660.50) | 11-402-100-110-00-HS | 1,845.00 |
| 11-401-100-930-01-REG (184.50) | | |
| 11-000-270-161-00-REG (5,000) | 11-000-270-162-00-REG | 9,838.07 |
| 11-000-270-163-00-REG (4,839) | | |

**Approve
Reports**

Approve the Treasurer's and Secretary's Reports for the month of May, 2016. 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, 2016, and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report and upon

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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, 2016, 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. Gentile, Mr. Quinn, Mrs. Sheilds, Mrs. Shissler, Ms. Stuart,
 Mrs. Kitchmire

NOES: None.

ABSTAINS: None

Board Member Comments:

Ms. Stuart – Mr. Plevinsky and students did a fabulous job at the concert.

Mrs. Kitchmire- Attended graduation; was a wonderful evening.

Mrs. Sheilds moved, seconded by Ms. Venable, and approved by unanimous voice vote to adjourn to executive session at 7:50pm to discuss potential Board of Education candidate. Returned from executive session at 8:05pm.

Mrs. Shissler moved, seconded by Mrs. Sheilds, to approve, by unanimous vote, Steve Beckas to the vacant board seat with the term expiring on December 31, 2016.

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Roll Call Vote:

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

NOES: None.

ABSTAINS: None

On the motion of Mr. Quinn, seconded by Mrs. Sheilds, the meeting was adjourned at 8:10pm.

Mark J. Stratton
Business Administrator/Board Secretary