

MINUTES OF THE BOARD OF EDUCATION
September 13, 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. Alexander, Mr. Lucia, Mrs. McCauley, Mr. Quinn, Mrs. Sheilds, Mrs. Shissler, Ms. Stuart, Ms. Venable, Mrs. Kitchmire; Superintendent, Michael Adams; and Business Administrator, Mark Stratton; Mr. Beckas and Mrs. Gentile were absent.

Approve Minutes Mrs. Sheilds moved, seconded by Mrs. Shissler to approve the minutes of the regular session meeting of August 3, 2016.

Roll Call Vote:

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

NOES: None.

ABSTAINS: None

Approve Minutes Mrs. Shissler moved, seconded by Mr. Quinn, to approve the minutes of the executive session meeting of August 3, 2016.

Roll Call Vote:

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

NOES: None.

ABSTAINS: Mrs. McCauley, Ms. Venable

Information:

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

Jr./Sr. High School – 8/22

Presentations:

HIB Self-Assessment Presentation; District Enrollment Update; Presentation on Activities going on in Haddon Heights, Barrington, Lawnside, Merchantville; Recognition of Junior High School Students

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Public Comments:

Mary Ann Anderson – Question if board had any plans to extend the kindergarten program to full day.

Kathy Lange – Thank administration and board member for attending meeting on the lighting at Devon; gave an update on the process and timelines to completion.

Committee Reports:

Lawnside – Mrs. Venable – Update on back to school bonanza in August; back to school night coming next week.

Barrington – Mrs. McCauley- School started and is doing well; had some issues with road construction; back to school night next week.

Extra Curricular – Mrs. Shields – Seasons started last week and met prior to meeting to discuss coach positions.

Curriculum – Mr. Lucia – Items will be on agenda for tonight.

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

RECOMMENDATIONS OF THE SUPERINTENDENT:

Personnel:

Approve Resign Ponzetti Accept, with regret, the resignation of Scott Ponzetti, Business teacher and Department Chairperson at Jr. /Sr. High School, retroactive to August 23, 2016.

Approve Maro Approve William Maro as a Business teacher at the Jr./Sr. High School, BA, Level 3, at a salary of \$51,875.00, retroactive to September 1, 2016, for the 2016-2017 school year.

Approve Revise Golden & Goold Approve to revise the start date for Sara Golden and Kirby Goold retroactive to August 1, 2016.

Approve Revise Blundetto Approve to revise the salary of Kristi Blundetto to \$53,773.00 due to teaching an additional semester course during the 2016-2017 school year.

Approve Saturday Monitors Approve for the following teachers as Saturday Credit Reinstatement Monitors for the 2016-2017 school year at the rate of \$35.00 per hour:

Brian Roney
Cheryl Alvin

Kristina Sacco
Michelle Lubonski

Dom Macaluso
Dannielle McGill

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Theresa Marcasciano

Lauren Maunz

**Approve Staff
Co-Curricular**

Approve the following paid non-athletic co-curricular positions and stipends for the 2016-2017 school year:

Class Advisor – Jr.	Melissa DelCollo	\$2,520
Garneteer	Caleigh Greer (replacing Scott Ponzetti)	\$1,525

**Approve Band/CG
Aides**

Approve the following paraprofessional aides for the Band and Color Guard for the 2016-2017 school year:

Lance Boggs	Isha Bah
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**Approve
Subs**

Approve the following substitute personnel for the 2016-2017 school year retroactive to September 1, 2016:

Teachers

Tracy Bryce
Megan Daly
Alissa Juliana
Kristen Moorby
Suzanne Simon

Home Instruction Tutors

Tracy Bryce
Suzanne Simon
Linda Vogt

**Finance:
Approve
Bill List**

Approve the bill list in the amount of \$322,258.20.

Roll Call Vote:

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

NOES: None.

ABSTAINS: None

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

**Personnel:
Approve Retire
Shick**

Accept, with regret, the retirement of Denise Shick, Administrative Assistant at the Jr. /Sr. High School, effective January 2, 2017.

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Approve Resign Gaddis Accept, with regret, the resignation of Mary Kate Gaddis, part-time Special Education teacher at Glenview School, retroactive to August 2, 2016.

Approve Resign Quillan Accept, with regret, the resignation of Kelsey Quillan, part-time Special Education teacher at Glenview School, retroactive to August 16, 2016.

Approve Riley Approve Marguerite Riley as a part-time (.65) Special Education teacher at Glenview School, BA, Level 4, with no medical benefits, at a salary of \$34,031.00, retroactive to September 1, 2016, for the 2016-2017 school year.

Approve Juliana Approve Alissa Juliana as a part-time (.52) Special Education teacher at Glenview School, BA, Level 1, with no medical benefits, at a salary of \$26,402.00, for the 2016-2017 school year.

Approve Revise Celli Approve to revise the salary of Michael Celli to \$61,125.00 due to teaching an additional course for the 2016-2017 school year.

Approve Rainear Approve Annette Rainear as a long-term substitute 1st grade teacher at Glenview School, BA, Level 1, at a salary of \$50,773 (pro-rated), with no medical benefits, effective October 1, 2016, through January 31, 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 3, 2016, returning to work on October 4, 2016.

Approve PT Aides Approve the following special education part-time instructional aides, with no medical benefits, retroactive to September 1, 2016, for the 2016-2017 school year:

Name	Hourly Rate	Up to # of Hours
Holly Battiste	\$15.00	3.75
Megan Daly	\$15.00	5.75
Joanne Young	\$15.40	2.00

Approve Title II Staff Approve the following employees for curriculum development. Funds to be paid from Title II of the FY17 NCLB Grant:

Name	Course	Title I	Contracted Rate	# of Hours
Mary White	K ELA	\$70.00	\$35.00	Up to 2
Mary White	K – 6 Math	\$350.00	\$35.00	Up to 10

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Dan Fraga	Curr Docs	\$175.00	\$35.00	Up to 5
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Approve Leave Roney Approve a medical leave of absence for Mark Roney, night custodian at the Jr./Sr. High School, retroactive to August 4, 2016, through October 31, 2016.

Approve Binder Approve Cory Binder as a temporary full-time custodian effective September 14, 2016, through October 31, 2016.

Approve Lanza Approve Michael Lanza as a part-time custodian at a rate of \$9.75 per hour, with no medical benefits, effective September 14, 2016, through June 30, 2017.

Approve Lunsford Approve Caroline Lunsford, a student at Rowan University, to complete two practicum internships in administration with Sam Sassano, Principal at Glenview School, effective September 2016, for a total of 300 hours.

Approve McBride Approve Theresa McBride, a student at Rowan University, to complete 20 observational hours with Jessica Shaw, Special Education teacher at Seventh Avenue School, effective September 2016.

Programs:

Approve Prof Development Approve the following professional development requests as well as mileage reimbursement at the approved rate for the 2016-2017 school year:

J. Gallimore; D. Grasso	NJ Autism Conference	10/27	\$275.00*
Mark Stratton	NJSBA Workshop 2016	10/25-26	\$275.00^
Shannon Gordon	Lindamood-Bell Workshops	11/1-4	\$1,358.00*
Jessica Faigle	Lindamood-Bell Workshop	11/3-4	\$679.00*
Dana Kahlbom	ASHA National Convention	11/17-18	\$425.00*+

*Paid from IDEA grant fund; not from general fund

^Paid for with Administrator's budgeted Professional Development money as per contract

+Pending County Approval

Approve Guides Curricula Approve the following pacing guides and curricula:

Kindergarten ELA	5 th Grade ELA
1 st Grade ELA	6 th Grade ELA
2 nd Grade ELA	Kindergarten Math
3 rd Grade ELA	1 st Grade Math
4 th Grade ELA	2 nd Grade Math

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3 rd Grade Math	8 th Grade Science
4 th Grade Math	7 th Grade Science
5 th Grade Math	World History & Cultures Honors, CP, Essentials
6 th Grade Math	United States History I Essentials & CP
	Abnormal Psychology
Biology Essentials	Italian I
Biology CP & Honors	Italian II
Chemistry CP & Honors	Google Practices
Environmental Science	Physics CP
Marine Biology	English A (Resource Center & TAP)

Approve Curricula Approve the following curricula:

Physical Science	United States History II Essentials
English III Honors	United States History II CP
English III CP	

Approve K-5 Report Cards Approve the K-5 report cards.

Approve State Memorandum Approve the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials for the 2016-2017 school year.

Approve Self-Assessment Approve the School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act for the Jr./Sr. High School, Atlantic Avenue School, Seventh Avenue School and Glenview School.

Approve Teacher Evaluation System Approve the Marzano Teacher Evaluation System for the 2016-2017 school year.

Approve PTG Listing & Budget Approve PTG's 2016-2017 Proposed School Assembly Listing and Budget.

Approve Submission Request Approve the request for the submission of the alternate method of compliance for N.J.A.C.6A: 26-6-3 (h) 4ii and iii (providing toilet rooms adjacent outside the classroom in lieu of individual toilet rooms in each classroom).

Approve Ice Cream Social Approve an ice cream social event to be organized by the SEPEG group and staff as a fundraiser/awareness event for the William's Syndrome Association.

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Approve Elfreth-Wells Scholarship Approve a graduation award, the Elfreth–Wells Scholarship. This yearly scholarship in the amount of \$1,000 will be awarded to a graduating high school senior who plans to attend a four-year college or university and who has a GPA of 93 or above and is involved in at least one (1) extracurricular activity.

Approve Elementary Goals Approve the Elementary Schools Goals for the 2016-2017 school year.

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

Approve Delayed Opening Approve a delayed opening (10:40 am) at the Jr./Sr. High School on Wednesday, October 19, 2016, so all 10th and 11th grade students can take the PSAT. Seniors have the opportunity to also take the PSAT if they have not fulfilled their graduation requirement.

Approve MB/CG Schedule Approve the 2016 Marching Band and Color Guard Ensemble competition schedule.

Approve Wrestling Club Approve a Wrestling Club at Atlantic Avenue School supervised by Christopher Ormsby on a volunteer basis for Haddon Heights, Barrington, Lawnside and Merchantville students in grades K-6 one day a week for one hour starting in mid-October and ending on November 19, 2016.

Approve SPUD Base Club Approve a SPUD Base Club at Atlantic Avenue School supervised by Dana Grasso, Jessica Faigle and Laura Goodfriend on a volunteer basis for students in grades 1-6, meeting after school twice per month weather permitting for the 2016-2017 school year.

Approve Suspend Bylaw Approve to suspend Bylaw 0131 to permit the Board of Education to revise Policy 5460 High School Graduation on first reading.

Approve Revise Policy Approve to revise Policy 5460 High School Graduation on first reading.

Facility Use:

Approve Facility Use Approve the following facility use requests:

Girl Scouts of Southern & Central New Jersey to hold their Daisy Troop meetings at Seventh Avenue School cafeteria from 6-7:30 p.m. on the 2nd and 4th Thursdays of the month From September 22, 2016, through June 8, 2017.

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Surge Independent Color Guard/High Voltage Color Guard to use Atlantic Avenue School gym for fundraisers on 9/25 and 10/9 from 9am-4pm.

Finance:**Approve**

Approve transfers.

Transfers

11-190-100-590-01-MAT (387.73)	11-190-100-610-01-MAT	2,937.73
11-190-100-640-01-MAT (750.00)		
11-000-223-580-01-MAT (1,800.00)		
11-212-100-610-06-EL	11-213-100-610-06-EL	1,838.33
11-215-100-610-06-REG	11-000-216-610-06-REG	20.64

**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 \$6,534.84.

**Approve
Jointure**

Approve a transportation jointure with Haddon Township Board of Education as the host district at a cost of \$8,150.

**Approve
Reports**

Approve the Treasurer's and Secretary's Reports for the month of June 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 June 30, 2016, 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 June 30, 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

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Roll Call Vote:

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

NOES: None.

ABSTAINS: None

Board Member Comments:

Mr. Lucia – Haddon Heights Cross Country beat Haddon Township today.

Mr. Quinn moved, seconded by Mrs. Sheilds, and approved by unanimous voice vote to adjourn to executive session at 8:00pm to discuss the Superintendent’s proposed 2016-2017 Merit Goals, the Business Administrator’s proposed 2016-2017 Merit Goals and the legal aspects and insurance information regarding fundraising under the attorney/client privilege. Returned from executive session at 8:50pm.

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

Mr. Quinn moved, seconded by Mrs. Sheilds, to approve, by unanimous vote, the merit goals for Michael W. Adams, Superintendent, for the 2016-2017 school year.

Roll Call Vote:

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

NOES: None.

ABSTAINS: None

Mrs. Shissler moved, seconded by Mrs. Sheilds, to approve, by unanimous vote, the merit goals for Mark J. Stratton, Business Administrator, for the 2016-2017 school year.

Roll Call Vote:

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

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NOES: None.

ABSTAINS: None

Mrs. Sheilds moved, seconded by Mrs. Shissler, to approve, by unanimous vote, a coin drop fundraiser for the Girls' Basketball team on Saturday, October 1, 2016, from 10 am – 2 pm at the intersection of Clements Bridge Road and Gloucester Pike. Only parents and coaches will be collecting money. Students will be on the sidewalk with signs.

Roll Call Vote:

YESES: Mrs. Alexander, Mr. Lucia, 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 9:20pm.

Mark J. Stratton
Business Administrator/Board Secretary