

**MINUTES OF THE BOARD OF EDUCATION
October 11, 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. Beckas, Mrs. Gentile, Mr. Lucia, Mrs. McCauley, Mr. Quinn, Mrs. Sheilds, Mrs. Shissler, Ms. Stuart, Ms. Venable, Mrs. Kitchmire; Superintendent, Michael Adams; and Business Administrator, Mark Stratton;

Approve Minutes Mr. Quinn moved, seconded by Mrs. Sheilds to approve the minutes of the regular session meeting of September 13, 2016.

Roll Call Vote:

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

NOES: None.

ABSTAINS: Mrs. Gentile

Approve Minutes Mrs. Sheilds moved, seconded by Mrs. Shissler, to approve the minutes of the executive session meeting of September 13, 2016.

Roll Call Vote:

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

NOES: None.

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

Information:

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

Atlantic Avenue – 9/16

Glenview – 9/9

Seventh Avenue – 9/12

Jr./Sr. High School – 9/14

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Evacuation Drills were held in the following buildings according to statute:

Atlantic Avenue – 9/22

Glenview – 9/20

Seventh Avenue – 9/16

Jr. /Sr. High School – 9/20

Presentations:

Partnership for Assessment of Readiness for College and Careers (PARCC) Presentation; District Enrollment Update; Presentation on Activities going on in Haddon Heights, Barrington, Lawnside, Merchantville; Recognition of Glenview School Students

Committee Reports:

Lawnside – Mrs. Venable – Started a program offering free meals to students.

Barrington – Mrs. McCauley- Update of Barrington PARCC results, trick or treat is coming up.

Extra Curricular – Mrs. Shields – Gave updates on records of all teams.

Negotiations – Mrs. Kitchmire - Met before the Board meeting to open negotiations with the principals and supervisors.

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

RECOMMENDATIONS OF THE SUPERINTENDENT:

Personnel:

**Approve Revise
Clark**

Approve to revise the salary of Brian Clark to reflect his new position as the Special Education Department Representative to \$82,460.00 (pro-rated) for the 2016-2017 school year effective October 12, 2016.

**Approve Revise
Dean**

Approve to revise the salary of Carl Dean to reflect his new position as the Business/Technology Department Representative to \$88,089.00 (pro-rated) for the 2016-2017 school year effective October 12, 2016.

**Approve Contracted
Services**

Approve the following provider of contracted services for the 2016-2017 school year:

SPEECH/LANGUAGE

Technology for Education and Communication Consulting, Inc.

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708 Meade Ct.
Williamstown, NJ 08094
Jennifer Drenchek-Cristiano M.A. CCC-SLP/L

**Approve
Staff**

Approve the following staff members to provide after school student supervision of Special Education students on an as-needed basis at the individual aide's contracted hourly rate and at a rate of \$35.00 per hour for teachers:

Aides

Cheryl Alvin
Erica Fox
Jeff Eppright
Rosalie O'Donnell

Teachers

Carl Dean
Dana Grasso
Beth Kovach
Sandra Locke
Cory Mueller

**Approve
Monitors**

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

Maureen Rutter

Stephanie Werner

**Approve
Subs**

Approve the following substitute personnel for the 2016-2017 school year:

Teachers

Chet Churchill
Andrea Crea
William Saul
Olivia Weitzel

Home Instruction

Mysti Specht

**Finance:
Approve
Bill List**

Approve the bill list in the amount of \$1,160,560.97.

Roll Call Vote:

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

NOES: None.

ABSTAINS: None

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

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Personnel:**Approve Leave
Ray**

Approve maternity/family leave of absence for Jennifer Ray, Special Education teacher at Atlantic Avenue School, effective November 28, 2016, through June 30, 2017, returning to work on the first teacher day in September 2017.

**Approve Non-Athletic
Appointments**

Approve the following non-athletic extracurricular appointments for the 2016-2017 school year:

Student Council-Atlantic	Jennifer Ray (9/1/16-11/25/16)	\$379.05 (revised)
Student Council-Atlantic	Joanne Young (11/28/16-6/30/17)	\$950.95

**Approve Revise
Kuhlen**

Approve to revise the end date for Barbara Kuhlen, long-term substitute Administrative Assistant at the Jr./Sr. High School, to October 14, 2016.

**Approve Resign
Dolan**

Accept, with regret, the resignation of Kaitlin Dolan, long-term substitute Reading Specialist at Atlantic Avenue School, effective October 11, 2016.

**Approve Resign
Riley**

Accept, with regret, the resignation of Marguerite Riley, part-time Special Education teacher at Glenview School, effective December 9, 2016.

**Approve Revise
McAnulty**

Approve to revise the end date of maternity/family leave of absence for Kiely McAnulty, Reading Specialist at Atlantic Avenue School, to December 19, 2016.

**Approve
McGuriman**

Approve Ashley McGuriman 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 October 12, 2016, through December 16, 2016.

**Approve
McBride**

Approve Theresa McBride as a long-term substitute 2nd grade teacher at Seventh Avenue School, BA, Level 1, with no medical benefits, at a salary of \$50,773.00 (pro-rated), effective November 14, 2016, through the last teacher day of 2017.

**Approve RTI
Employee**

Approve the following personnel to provide RTI instruction at the rate of \$35.00 per hour, before or after student hours, with time determined by students' Tier placement requirements for the 2016-2017 school year:

Theresa McBride

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Approve Early Arrival Staff Approve the following personnel as Early Arrival Program monitors to be paid through parent tuition payments at the rate of \$19.90 per hour for the 2016-2017 school year:

Holly Battiste
 Theresa McBride

Approve 2016-17 Coaches Approve the following coaches for the 2016-2017 school year:

Lou Papa – Assistant Wrestling	\$4,325
Matt McDermott – Assistant Wrestling	\$4,325
Tom Betz – Jr. High Wrestling	\$4,055
Tim Taylor – Jr. High Wrestling	\$4,055
Mike Ricci – Head Boys’ Basketball	\$7,635
Rodney Davis – JV Boys’ Basketball	\$4,290
Donny Lang – Boys’ Freshman Basketball	\$4,290
Jim Smith – Jr. High Boys’ Basketball	\$4,055
Lauren Kendra – Head Girls’ Basketball	\$7,635
Charlie Kellogg – JV Girls’ Basketball	\$4,290
Marisa Kinsey – Jr. High Girls’ Basketball	\$4,055
Jill Jeffers – Head Swimming	\$5,425
Brielle Mealey – Assistant Swimming	\$3,190
Butch Gale – Girls’ Indoor Track	\$4,330
Callie Darroch – Boys’ Indoor Track	\$4,330
Molly Mahoney – Assistant Indoor Track	\$4,055
Eboni Goodman – Winter Cheer	\$2,870

Approve Kendra Approve John Kendra to receive a \$500 stipend to scout for the girls’ basketball team during the 2016-2017 season. The \$500 will come from the stipend for freshman girls’ basketball which we will not have a team for this year.

Approve Purdy Approve Ed Purdy as a Boys’ Basketball Coach/Aide for student #183210 for the 2016-2017 school year at the stipend of \$4,290.

Approve Volunteer Coaches Approve the following volunteer coaches for the 2016-2017 school year:

Anita Mills – Winter Cheer
 Matt Martin – Indoor Track
 Alexandra Ridinger - Swimming

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Approve IP/CG Positions Approve the following indoor percussion and color guard positions for the 2016-2017 school year:

Rob Renninger – Indoor Director	\$5,810
Debbie Heller – Indoor Colorguard	\$1,930
Lauryn Heller– Indoor Colorguard	\$1,930

Approve Whitescarver Approve James Whitescarver as a nonpaid adviser for a new club called “Modern Music Ensemble” for the 2016-2017 school year.

Approve Walker Approve William Walker as a volunteer choir accompanist for the 2016-2017 school year.

Approve Personnel Tuition Approve tuition reimbursement for the following personnel for the 2016-2017 school year:

Melissa DelCollo	\$3,000.00
Alissa Grace	3,000.00
Caroline Lunsford	3,000.00
Matthew Martin	3,000.00
Meredith Stoffel	<u>650.00</u>
Total	\$12,650.00

Programs:

Approve PD Requests Approve the following professional development request(s) as well as mileage reimbursement at the approved rate for the 2016-2017 school year:

Richard Reamer	Pesticide Recertification	10/18	\$245.00*
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*Required to maintain license

Approve Revise NSP Approve the Revised 2016-2017 Nursing Service Plan and Standing Orders.

Approve Revise Manual Approve the revised Crisis Response Manual for the 2016-2017 school year.

Approve NHS Selection Process Approve the National Honor Society selection process for the 2016-2017 school year.

Approve Report Approve the 2016-2017 Violence, Vandalism, and Substance Abuse Incident Report form and the Report of Suspension of Students with Disabilities form.

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Approve Biology Award

Approve a graduation award, the Martin J. Schoettler, Jr. Biology Award. This yearly scholarship in the amount of \$250.00 will be awarded to a graduating high school senior who plans to attend a four-year college or university to pursue a degree in the biological or environmental sciences.

Approve Band Coin Toss

Approve the Haddon Heights Band Auxiliary coin toss fundraiser for the Haddon Heights marching band and color guard on Saturday, November 26, 2016, from 9:00 am-1:00 pm at the intersection of Clements Bridge Rd. and Gloucester Pike. Only parents and staff will be collecting money. Any student volunteers will be on the sidewalk with signs.

Approve Johnson's Farm Trip

Approve to combine the AM and PM Preschool classes on Wednesday, October 19, 2016, for a field trip to Johnson's Farm.

Approve Atlantic Fact Club

Approve a Multiplication Fact Club at Atlantic Avenue School supervised by Brenda Baals on a volunteer basis for students in grades 4-5 meeting during recess a few times a month for the 2016-2017 school year

Approve Home Instruction Rate

Approve the Home Instruction rate for the 2016-2017 school year of \$35.00 per hour.

Approve HIB Incident Report

Approve the following resolution:
Be it resolved that the Board of Education has reviewed the HIB incident report from 8/4/16 through 9/13/16 as informed by the Superintendent. The Board hereby affirms the Superintendent's decision of these incidents.

**Facility Use:
Approve
Facility Use**

Approve the following facility use requests:

Garnet Varsity Fall Basketball League to use the Atlantic Avenue School Gym from 4:30-10:00 p.m., Mondays and Wednesdays, effective October 12, 2016, through November 14, 2016.

Girl Scouts of Southern & Central New Jersey to hold their troop meetings at Glenview School from 3-4:30 p.m. effective October 13, 2016, through June 1, 2017.

Daisy and Brownie Girl Scouts of Southern & Central New Jersey to hold their troop meetings at Atlantic Avenue School cafeteria from 3:00-4:15 p.m. one Wednesday each month from November 2, 2016, through June 7, 2017.

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Haddon Heights Soccer Club to use the gym at any of the schools for their soccer practices from 5-8 p.m. beginning November 2016 with the schedule to be determined by the Athletic Director.

HHBL Wrestling to use the Jr./Sr. High School Wrestling Room or gym for their wrestling practices and tournament effective December 1, 2016, through February 19, 2017. Custodian fees will apply.

HHYA Basketball to use the Jr./Sr. High School, Atlantic Avenue School, or Glenview School 10/2016 through 3/2017. with the schedule to be determined by the Athletic Director. Custodial fees will apply.

Finance:

**Approve Maint.
Plan**

Approve the Comprehensive Maintenance Plan for the 2016-2017 school year.

**Approve Budget
Calendar**

Approve the 2017-2018 Budget Preparation Calendar.

**Approve
Jointure**

Approve a transportation jointure with Haddon Township Board of Education as the host district at a cost of \$11,707.

**Approve Garrison
Architects**

Approve to authorize Garrison Architects to prepare and file an NJDOE OCP involving a change in use for conversion of a portion of the computer classroom into a teacher work room at the Atlantic Avenue School. The district acknowledges that it will receive no state aid for this project and further authorizes Garrison Architects to amend the district Long Range Facility Plan to include this project.

**Approve
Reports**

Approve the Treasurer's and Secretary's Reports for the months of July and August, 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 July 31, 2016, and August 31, 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 July 31, 2016, and August 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

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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, Mr. Beckas, Mrs. Gentile, Mr. Lucia, Mr. Quinn,
Mrs. Sheilds, Mrs. Shissler, Ms. Stuart, Mrs. Kitchmire

NOES: None.

ABSTAINS: None

Board Member Comments:

Mrs. Kitchmire - General statement that board receives information the Thursday before the Board meeting and has ample time to review and ask questions prior to the meeting.

On the motion of Mrs. Sheilds, seconded by Mr. Quinn, the meeting was adjourned at 8:15pm.

Mark J. Stratton
Business Administrator/Board Secretary