

**MINUTES OF THE BOARD OF EDUCATION  
December 13, 2016**

**Flag Salute** Mrs. Sheilds 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** Mr. Beckas, Mrs. Gentile, Mrs. McCauley, Mr. Quinn, Mrs. Shissler, Ms. Stuart, Ms. Venable, Mrs. Sheilds; Superintendent, Michael Adams; and Business Administrator, Mark Stratton; Mrs. Alexander, and Mr. Lucia were absent.

**Approve Minutes** Ms. Venable moved, seconded by Mrs. Shissler to approve the minutes of the regular session meeting of November 2, 2016.

Roll Call Vote:

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

NOES: None.

ABSTAINS: Mrs. McCauley

**Approve Minutes** Mr. Quinn moved, seconded by Mrs. Shissler, to approve the minutes of the executive session meeting of November 2, 2016.

Roll Call Vote:

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

NOES: None.

ABSTAINS: Mrs. McCauley

**Information:**

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

Atlantic Avenue – 11/3

Glenview – 11/29

Seventh Avenue – 11/2

Jr./Sr. High School – 11/18

**MINUTES OF THE BOARD OF EDUCATION**  
**December 13, 2016**

**A Shelter In Place With Instruction Drill** was held in the following building according to statute:

Seventh Avenue – 11/29

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

Jr./Sr. High School – 11/18

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

Atlantic – 11/15

**A Shelter In Place Without Instruction Drill** was held in the following building according to statute:

Glenview – 11/16

**Presentations:**

Budget/Auditor's Report; District Enrollment Update; Presentation on Activities going on in Haddon Heights, Barrington, Lawnside, Merchantville; Recognition of Atlantic Avenue School Students.

**Public Comments:**

Patrick Duff – Spoke about transfer of custodian from Seventh Avenue School. Request he be moved back to Seventh Avenue.

Cindy Melonow – Spoke on behalf of custodian at Seventh Avenue.

Cara Blair – Spoke on behalf of custodian at Seventh Avenue and asked to be moved back. He was a welcoming spirit for the school.

Kathy Lange – Update on light project at Devon Avenue.

**Committee Reports:**

Barrington – Mrs. McCauley-Holiday concert today; Christmas functions going on.

Curriculum – Mrs. Shields – Met prior to meeting to discuss some potential new courses, dual credits, etc.

Extra Curricular – Mrs. Shields – Start of season – update on current teams.

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

**MINUTES OF THE BOARD OF EDUCATION  
December 13, 2016**

**RECOMMENDATIONS OF THE SUPERINTENDENT:**

**Personnel:**

**Approve  
Mailahn**

Approve Al Mailahn as the 2017 Senior Trip chaperone as a 1:1 with a student, with Brian Clark as the alternate. The trip costs will be paid by Barrington.

**Approve  
Churchill**

Approve Chet Churchill as a 79-day substitute teacher for the 2016-2017 school year at the rate of \$90/day with no medical benefits.

**Approve  
Subs**

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

**Teacher**

Sarah Keane

**Finance:**

**Approve  
Bill List**

Approve the bill list in the amount of \$561,586.30.

Roll Call Vote:

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

NOES: None.

ABSTAINS: None

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

**Personnel:**

**Approve Retire  
Daugherty**

Accept, with regret, the retirement of Anna Daugherty, Administrative Assistant to the Superintendent, effective August 1, 2017.

**Approve Resign  
DelPalazzo**

Accept, with regret, the resignation of Marissa DelPalazzo, part-time elementary school nurse, effective December 22, 2016.

**Approve  
Filippello**

Approve Michele Filippello as a 12-month Administrative Assistant at the Jr./Sr. High School, Level 1, at a salary of \$30,378.00 (pro-rated), effective January 3, 2017, through June 30, 2017.

**Approve Revise  
Resign Riley**

Approve to revise the resignation date of Marguerite Riley retroactive to November 3, 2016.

**Approve Resign**

Approve the resignation of Megan Daly as a Part-time

**MINUTES OF THE BOARD OF EDUCATION  
December 13, 2016**

- Daly** Instructional Aide effective, December 13, 2016.
- Approve  
Daly** Approve Megan Daly as a part-time (.65) Special Education teacher at Glenview School, BA, Level 1, with no medical benefits, at a salary of \$33,002.00 (pro-rated), effective December 14, 2016, through June 30, 2017.
- Approve  
Canestri** Approve an increase in hours for Nicole Canestri, Instructional Aide, from 3.0 to 5.75 hours daily effective December 14, 2016.
- Approve Aides  
Transfer** Approve a transfer for the following instructional aides:  
Gina Skilton from Glenview and the High School to Glenview and Atlantic Avenue  
Jennifer Harker from the High School to the High School and Seventh Avenue  
Paula Caraballo from Atlantic Avenue to the High School and Glenview
- Approve  
Schaub** Approve to transfer Steve Schaub from day custodian at Seventh Avenue School to night custodian at the Jr./Sr. High School, retroactive to November 28, 2016.
- Approve  
Aaron** Approve Jason Aaron as Head Custodian at Seventh Avenue School, Level 10, at a salary of \$33,913.00 (pro-rated), retroactive to November 28, 2016, through June 30, 2017.
- Approve  
Royal Fitness** Approve Leticia Abuschinow and/or designee from Royal Fitness as a volunteer to provide yoga instruction in the Elementary REACH classrooms for the 2016-2017 school year.
- Approve  
Subs** Approve the following substitute personnel for the 2016-2017 school year:
- | <u>Teacher</u> | <u>Administrative Assistant</u> |
|----------------|---------------------------------|
| Holly Battiste | Teresa D'Ottavi                 |
| Gina Crea      |                                 |
- Approve  
McDermott** Approve to change Matt McDermott from a paid assistant wrestling coach to a volunteer wrestling coach for the 2016-2017 school year.
- Approve  
Lynch** Approve to change Padric Lynch from a para-professional aide to a paid assistant wrestling coach with a stipend of \$4,325 for the 2016-2017 school year.
- Approve  
Connolly** Approve Brian Connolly, a student from Rutgers University, to complete his student teaching with Jennifer Ellis, 2<sup>nd</sup> grade teacher at Atlantic Avenue School, effective January 18, 2017, through May 5, 2017.

**MINUTES OF THE BOARD OF EDUCATION  
December 13, 2016**

**Approve Kleinman** Approve Jessica Kleinman, a student from LaSalle University, for her field experience with Jessica Faigle, Speech/Language Specialist, effective January 23, 2017, through May 5, 2017.

**Students:  
Approve OOD  
Placement**

Approve the following Out-of-District Placement for the remainder for the 2016-2017 school year for the following student with transportation:

<u>Student</u>	<u>School</u>	<u>Tuition</u>	<u>Effective</u>
9671	YALE - Ellisburg Campus	\$54,046.80 (prorated)	12/12/16

**Approve Student Services Cost** Approve the following updated related services cost for the 2016-2017 school year for the following student:

9599 Dwight D. Eisenhower Middle School- Berlin School District	9/7/16 - 6/15/17
\$1,843.20 Speech	
\$2,809.08 Occupational Therapy	
\$3,330.00 Physical Therapy	
\$19,665.00 Educational Interpreter	

**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:

Anna Sapanic	OSHA 10 & Course	2/1-2	\$228.00*
Anna Sapanic	D&I Student Plans Training Course	2/14-16	\$330.00*
Jessica Faigle	Teaching Social Thinking to Early Learners	5/10	\$196.00*
Paid through IDEA funds; not from general fund			

**Approve NHS** Approve the National Honor Society selection process for the 2017-2018 school year.

**Approve Garnet's Café** Approve the initiation of a Garnet's Café, run by the Elementary and High School Multiply Disabled Classes, to promote exposure to and generalization of skills in the school environment. Funds generated by the Café will be used to create more opportunities to apply skills in the community setting.

**Approve HS Career Classes** Approve the High School Career classes to complete service projects throughout the school year, including but not limited to collection of items for local organizations.

**MINUTES OF THE BOARD OF EDUCATION**  
**December 13, 2016**

**Approve Buddy Program**                      Approve a program in which selected students will participate in a Buddy Program, pairing High School students with Preschool students.

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

Rowan University Center for Behavior Analysis      856-256-5470  
 201 Mullica Hill Road  
 Glassboro, New Jersey 08028

**Approve Yoga Club**                      Approve a Yoga Club at Seventh Avenue School run by Emily Simpers on a volunteer basis for the 2016-2017 school year. The club will meet during recess and lunch time at Seventh Avenue School. Students in grades 5 and 6 may join the club with permission from their parents.

**Approve Elementary Honors Band**                      Approve an Elementary School Honors Band run by the band directors from Haddon Heights, Mt. Ephraim and Audubon. Students would be nominated by their music teacher and would perform one time in January. Parents are responsible for their student's transportation.

**Approve Glenview Service Projects**                      Approve for Glenview School students and staff to participate in school and classroom service learning projects from January through June and sponsor a Dance-A-Thon in February to help raise money for the chosen organizations.

**Approve Track Schedule**                      Approve the 2016-2017 winter track schedule.

**Approve CG/Perc Schedule**                      Approve the 2016-2017 indoor color guard and percussion competition schedule.

**Approve Suspend Bylaw**                      Approve to suspend Bylaw 0131 to permit the Board of Education to adopt Policy 2415.30 Title I – Educational Stability for Children in Foster Care on first reading retroactive to December 9, 2016.

**Approve Adopt Policy**                      Approve to adopt Policy 2415.30 Title I – Educational Stability for Children in Foster Care on first reading retroactive to December 9, 2016.

**Approve HIB Resolution**                      Approve the following resolution:  
 Be it resolved that the Board of Education has reviewed the HIB incident report from 10/12/16 through 10/24/16 as informed by the Superintendent. The Board hereby affirms the Superintendent's decision of this incident.

**MINUTES OF THE BOARD OF EDUCATION**  
**December 13, 2016**

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

Approve the following facility use request:

Haddon Heights Field Hockey Club to use Glenview School multi-purpose room for their Field Hockey Skills and Drills, from 5:50-9 pm on Thursdays effective January 3, 2017, through February 16, 2017.

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

Approve transfers.

**Approve Telecom  
Alliance**

Approve to participate in the Alliance for Competitive Telecommunications with the Educational Services Commission of New Jersey (ESCNJ) Cooperative Pricing System and the New Jersey Association of School Business Officials (NJASBO).

**Approve Audit  
Reports**

Approve the Comprehensive Annual Financial Report for the 2015-2016 school year as submitted by the firm of Bowman & Company. The audit was discussed and copies of the audit synopsis were made available to the public. There were no audit recommendations.

**Approve  
Reports**

Approve the Treasurer's and Secretary's Reports for the month of October, 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 October 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 October 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

**MINUTES OF THE BOARD OF EDUCATION**  
**December 13, 2016**

Roll Call Vote:

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

NOES: None.

ABSTAINS: None

**Board Member Comments:**

Ms. Stuart – Attended Jr. High School choir concert and it was a great event.

Ms. Stuart moved, seconded by Ms. Venable, and approved by unanimous voice vote to adjourn to executive session at 8:04pm to interview candidate for open position on the board and discuss an employee who violated Policy and Regulation 3218. Returned from executive session at 8:45pm.

Mr. Quinn moved, seconded by Ms. Stuart, to approve Mr. Beckas for the open position on the Board.

Roll Call Vote:

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

NOES: None.

ABSTAINS: Mr. Beckas

Mrs. Shissler moved, seconded by Ms. Stuart, to terminate employee 1178 due to violation of Policy and Regulation 3218.

Roll Call Vote:

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

NOES: None.

ABSTAINS: None



**MINUTES OF THE BOARD OF EDUCATION  
December 13, 2016**

On the motion of Ms. Stuart, seconded by Mr. Beckas, the meeting was adjourned at 8:50pm.

---

Mark J. Stratton  
Business Administrator/Board Secretary