



## **HADDONFIELD PUBLIC SCHOOLS**

One Lincoln Avenue • Haddonfield, NJ 08033-1892  
(856) 429-4130 • FAX: (856) 354-2179

**OFFICIAL PUBLIC BOARD MEETING**  
**Haddonfield Middle School Library**  
**August 22, 2013**  
**6:30 P.M.**

**\*\*Revised 8/22/13 @ 9:08 a.m.**

**(Official Public Board Meetings are Taped by the Haddonfield Civic Association)**

### **AGENDA**

#### **A – GENERAL BOARD PROCEDURES – 6:30 pm**

- 1. CALL MEETING TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. READ STATEMENT CONCERNING OPEN PUBLIC MEETINGS**

Public Notice of this meeting pursuant to the Open Public Meetings Act has been given by the Superintendent of Schools in the following manner.

On May 9, 2013 notice of this meeting was posted on the exterior of the School Administration Offices, One Lincoln Avenue, Haddonfield; written notice was submitted and filed with the Haddonfield Borough Clerk and notices were faxed to the Courier Post and mailed to the Retrospect newspaper.

#### **B – EXECUTIVE SESSION: Board meets to discuss legal, personnel, contractual, and confidential items**

#### **C – ITEMS FOR BOARD INFORMATION – 7:30 pm**

- 5. REVIEW ORDER OF AGENDA TOPICS**
- 6. STUDENT REPRESENTATIVES' REPORT**
- 7. CITIZENS' COMMENTS**
- 8. BOARD MEMBER COMMENTS & COMMITTEE REPORTS**
  - a. Board Member Comments
  - b. Buildings & Grounds

- c. Communications
- d. Curriculum
- e. Finance
- f. Liaison
- g. Policy
- h. Student Services
- i. Technology
- j. Haddonfield Education Trust
- k. Alternative Revenue
- l. PTA Reports

**9. SUPERINTENDENT’S REPORT AND DISCUSSION**

- a. \*BOE-District Goals 2013-2014 School Year
- b. BOE Subcommittee Structure
- c. Preschool Update
- d. Drexel – Haddonfield Summer Engineering Program
- e. Status of Summer Facilities Projects
  - Security
  - Turf Fields
- f. HIB Survey
- g. NJ.Com Article

**10. ASSISTANT SUPERINTENDENT’S REPORT**

- a. Update on Summer/Fall Curriculum Projects
- b. Summary of Haddonfield Summer Academy
- c. New Teacher Orientation

**D – ITEMS FOR BOARD OF EDUCATION APPROVAL**

**11. \*APPROVAL OF BOE-DISTRICT GOALS 2013-14 SCHOOL YEAR**

**12. \*APPROVAL OF BOE SUBCOMMITTEE STRUCTURE**

**13. APPROVAL OF NJ DEPARTMENT OF EDUCATION SCHOOL SELF-ASSESSMENT FOR DETERMINING GRADES UNDER THE ANTI-BULLYING BILL OF RIGHTS ACT**

- a. Central Elementary School
- b. Tatem Elementary School
- c. Elizabeth Haddon Elementary School
- d. HMHS
- e. Middle School

**14. APPROVAL OF MINUTES OF REGULAR MEETING OF JUNE 27, 2013 AND MINUTES FROM BOE RETREAT OF 7-16-13**

**15. CURRICULUM & INSTRUCTION – Assistant Superintendent**

Textbook Approval

- a. HMHS – “American Government: Power and Purpose” by Lowi, Ginsberg, et al, to be used in AP U.S. Government

- b. \*To approve payment of teachers for summer and fall curriculum work per the attached list

**16. APPROVAL OF HMHS STUDENTS TO PARTICIPATE IN A GAME AT THE BASEBALL HALL OF FAME IN COOPERSTOWN, NEW YORK**

**17. APPROVAL OF FIRST READING OF POLICIES**

- a. 1140 – Affirmative Action Program – M
- b. 2468 – Independent Educational Evaluations – New Policy
- c. 2415 – No Child Left Behind Programs - M
- d. 2431 – Athletic Competition

**18. APPROVAL OF SECOND READING OF POLICIES**

- a. 6480 – Purchase of Food Supplies - M

**19. APPROVAL OF FIELD TRIPS, CONFERENCES, TRAVEL & OVERNIGHT FIELD TRIPS**

**20. APPROVAL OF THE FOLLOWING PERSONNEL RECOMMENDATIONS**

a. Retirements

Recommend acceptance of the following retirements:

- 1) Ms. Dorothy Resnick, Educational Assistant, Library, Elizabeth Haddon Elementary School, effective September 1, 2013.
- 2) Mr. Edward Manning, Computer Specialist, District, effective July 31, 2013.
- 3) Ms. Marjorie Nickles, Third Grade Teacher, Central Elementary School, effective September 1, 2013.

b. Resignations

Recommend acceptance of the following resignations:

- 1) Ms. Olivia Choi, Educational Assistant, Elizabeth Haddon Elementary School, effective July 1, 2013.
- 2) Ms. Amanda Grube, Educational Assistant in the Computer Lab, Elizabeth Haddon Elementary School, effective July 15, 2013.
- 3) Ms. Susan Greenspan, District Elementary String Instructor, effective July 1, 2013.
- 4) Ms. Meghan McGahey, Educational Assistant, Elizabeth Haddon Elementary School, effective July 18, 2013.
- 5) Ms. Maria Alpizar, Educational Assistant, Tatem Elementary School, effective June 18, 2013.
- 6) Ms. Maureen Palmer, Educational Assistant, Central Elementary School, effective August 1, 2013.
- 7) Ms. Kristie Gray, Educational Assistant, Central Elementary School, effective August 6, 2013.
- 8) Ms. Andrea Carr Tyszka, Occupational Therapist, Elizabeth Haddon Elementary School, effective September 30, 2013.
- 9) Ms. Melissa Brewer, Educational Assistant, Tatem Elementary School, effective August 9, 2013.

- 10) \*Ms. Lauren Schiavo, Educational Assistant, Tatem Elementary School, effective August 18, 2013.
- 11) \*Ms. Carlie Rouh, Jr. Varsity Field Hockey Coach, HMHS, effective August 13, 2013.
- 12) \*Ms. Laura Moore (Byers), Freshman Field Hockey Coach, HMHS, effective August 1, 2013.
- 13) \*Ms. Barbara Young, Middle School Field Hockey Assistant Coach, effective August 6, 2013.
- 14) \*Mr. Nate Parsley, Assistant Swim Coach, HMHS, effective August 11, 2013.
- 15) \*Mr. Drew Spera, Boys Lacrosse Assistant Coach, HMHS, effective August 10, 2013.
- 16) \*Mr. Justin Hawkins, Varsity Boys Lacrosse Assistant Coach, HMHS, effective August 1, 2013.

c. Leave of Absence

- 1) Ms. Jennifer Wagner, Fifth Grade Teacher, Elizabeth Haddon Elementary School, paid leave of absence from September 23, 2013 through November 1, 2013, then NJ Family Leave Act from November 4, 2013 through February 7, 2014 (unpaid).
- 2) Ms. Lisa Masciangelo, Kindergarten Teacher, Tatem Elementary School, family leave of absence, commencing September 16, 2013 through September 2015.
- 3) Ms. Colleen Hadden, 6<sup>th</sup> Grade Teacher, Middle School, family leave of absence, commencing September 3, 2013 through November 22, 2013.
- 4) Ms. Sabrina Dempsey, Educational Assistant, Tatem Elementary School, family leave of absence, commencing September 23, 2013 through June 20, 2014.
- 5) Ms. Elyse Batoff, Guidance Counselor, Tatem Elementary School, medical leave of absence from September 1, 2013 to June 30, 2014.

d. Employment

Recommend employment or contract be granted to the following with salary on scale:

- 1) Ms. Shannon Loyer, Dance Instructor, HMHS, BA Step 1, half-time @\$25,042, effective September 1, 2013 to June 30, 2014, repl. M. Estrada.
- 2) Mr. Joseph Lain, Maintenance, Step 1 @\$51,847 prorated, including stipend for EPA certification, effective July 22, 2013 to June 30, 2014, repl. J. D'Elena.
- 3) Ms. Julie Jellig, 7<sup>th</sup> Grade Mathematics Teacher, Middle School, MA + 30 Step 1 @\$54,931, effective September 1, 2013 to June 30, 2014, repl. K. Durkin.
- 4) Ms. Luzbette Russo, Spanish Teacher, HMHS, MA Step 1 @\$53,315, effective September 1, 2013 to June 30, 2014, repl. J. Duffy.
- 5) Ms. Michelle DeLuca, Mathematics Teacher, HMHS, BA Step 1 @\$50,083, effective September 1, 2013 to June 30, 2014, repl. M. Glavin.
- 6) Ms. Sophia Nelson, Educational Assistant – Computer Lab, Elizabeth Haddon Elementary School, 6.2 hours per day, prorated annual salary of \$11,885, based on Step A, effective September 4, 2013 to June 19, 2014, repl. A. Grube.
- 7) Ms. Peggy Speake, Educational Assistant – Library, Elizabeth Haddon Elementary School, 5.5 hours per day, prorated annual salary of \$9,914, based on Step A, effective September 4, 2013 to June 19, 2014, repl. D. Resnick.
- 8) Mr. Jack Dooley, Information Technology Specialist, District, annual salary of \$50,000, effective August 26, 2013 through June 30, 2014, repl. E. Manning.
- 9) Ms. Kim Custer, Educational Assistant, Kindergarten, Central Elementary School, 6 hours per day, prorated annual salary of \$10,815, including Special Education stipend, effective September 4, 2013 to June 19, 2014, repl. M. Palmer.

- 10) Ms. Barbara Nobel, Educational Assistant, Computer Lab, Central Elementary School, 6.2 hours per day, prorated annual salary of \$11,176, effective September 4, 2013 to June 19, 2014, repl. L. Bucceri.
- 11) Ms. Nancy DeLaura, Educational Assistant, Central Elementary School, 6.2 hours per day, prorated annual salary of \$11,176, including stipends for Special Ed and certification, effective September 4, 2013 to June 19, 2014, repl. K. Gray.
- 12) Ms. Cynthia Abbott-Gaffney, Occupational Therapist, Elizabeth Haddon Elementary School, MA + 15 Step 1, 2 days per week, effective September 1, 2013 to June 30, 2014, repl. A. Tyszka.
- 13) Ms. Gillian Walsh, long-term substitute teacher, 5<sup>th</sup> grade, Elizabeth Haddon Elementary School, \$135 per day, effective September 17, 2013 to February 5, 2014, repl. J. Wagner.
- 14) Mr. William Seaman, Guidance Counselor, HMHS, MA Step 1 @\$53,315, effective September 1, 2013 to June 30, 2014, repl. J. Grimaldi.
- 15) Ms. Connie Brill, Bus Driver, 5 hours per day, effective September 1 2013.
- 16) Ms. Lauren Serenbransky, Educational Assistant, Elizabeth Haddon Elementary School, 6.2 hours per day, prorated annual salary of \$10,543, based on Step A, including Special Education stipend, effective September 4, 2013 to June 19, 2014, repl. M. McGahey.
- 17) Ms. Alison Morrow, Educational Assistant, Elizabeth Haddon Elementary School, 6.2 hours per day, prorated annual salary of \$10,543, based on Step A, including Special Education stipend, effective September 4, 2013 to June 19, 2014, repl. A. DiLorenzo.
- 18) Ms. Leigh Crivaro, String Teacher, Elementary Schools, half-time, MA Step 1 @\$26,658, effective September 1, 2013 to June 30, 2014, repl. S. Greenspan.
- 19) Ms. Jacqueline DeNarie, Substitute Kindergarten Teacher/Intervention Specialist, Tatem Elementary School, BA Step 1 @\$50,083, effective September 1, 2013 to June 30, 2014, repl. L. Masciangelo.
- 20) Ms. Julia Kozak, Educational Assistant, Tatem Elementary School, 6.2 hours per day, prorated annual salary of \$10,543, based on Step A, including Special Education stipend, effective September 4, 2013 to June 19, 2014, repl. M. Alpizar.
- 21) Ms. Ashley Quinn, Teacher, Special Education, Tatem Elementary School, .5 MA Step 1 @\$26,658, effective September 1, 2013 to June 30, 2014, repl. V. Karpman.
- 22) Ms. Mary Ponzio, Teacher, Special Education, Tatem Elementary School, .5 MA Step 1 @\$26,658, effective September 1, 2013 to June 30, 2014, repl. D. Scott.
- 23) \*Mr. Mercet Valenzuela, Buildings and Grounds, annual salary of \$41,000, effective August 26, 2013 to June 30, 2014, repl. T. Jenkinson.
- 24) \*Ms. Leanna Bucceri, Teacher, Third Grade, Central Elementary School, BA Step 1 @\$50,083, effective September 1, 2013 to June 30, 2014, repl. M. Nickles.
- 25) \* Ms. Rebecca Kotlyar, Educational Assistant, Tatem Elementary School, 6.2 hours per day, prorated annual salary of \$11,176, including stipends for Special Ed and certification, effective September 4, 2013 to June 19, 2014, repl. M. Brewer.
- 26) \*Mr. John Steiger, English Teacher, HMHS, BA Step 1 @\$50,083, effective September 1, 2013 to June 30, 2014, repl. S. Glading.

e. \*Reemployment of represented Educational Assistant Staff for 2013-14 SY

Recommend reemployment of the represented Educational Assistant staff for the 2013-14 school year..

f. Salary Upgrade

Recommend approval of the following salary upgrade:

- 1) Laura Norris to MA, effective September 1, 2013.

g. Increase in Hours

1) Ms. Heidi Smith, Educational Assistant, Elizabeth Haddon School, from 3 hours to 4.75 hours daily, effective September 1, 2013.

h. Employment Contract and Employment Contract Approval Letter from County Office for Michael Wilson, Assistant Superintendent

i. Employment Contract and Employment Contract Approval Letter from County Office for Dawn Leary, School Business Administrator

j. 2013 Summer School (ESY) Employment – Revised

Recommend approval of personnel to be appointed for 2013 summer school (ESY) on an hourly basis as listed on the attachment.

k. Update of Extracurricular Assignment Personnel

Recommend that personnel be appointed for the 2013-14 school year to perform extracurricular assignments as listed on the attachment, per negotiated agreement where applicable, and that these appointments be filed in the Minute Book File.

l. Stipend Revision

m. \*\*Mentors

Recommend approval of the mentors on the attached list. Stipend per negotiated agreement based on level.

n. Update of Extracurricular List

o. \*Master Extracurricular List for 2013-14

**21. APPROVAL OF FOLLOWING BUSINESS & FINANCE RECOMMENDATIONS**

a. \*\*To approve the revised contract for Bancroft for the 2013-14 school year in the amount of \$187,236.00. Bancroft will provide consultation and training services.

b. To Approve the Following Special Education Contracts for the 2013-14 SY

c. Approval of contract agreement between the Haddonfield BOE and Gloucester County Special Services School District (“GCSSSD”) for Educational Interpreter, 5 days per week in the amount of \$77,400.00 for the 2013-14 school year.

d. Approval of contract agreement between the Haddonfield BOE and Burlington County Special Services School District (“BCSSSD”) for Professional Services for the 2013-14 school year.

e. Approval of Reduced or Free Lunch Program with Yale School Southeast III Inc. and the Haddonfield BOE for the 2013-14 school year.

- f. Approval to renew the service contract with Med-Flex, medical waste transport company, for the 2013-14 school year.
- g. Approval of directing the Burlington County Insurance Pool (“BCIP”) to apply Haddonfield Board of Education’s surplus share as specified.
- h. \*\*Approval and authorization for Garrison Architects to prepare and submit ROD grant applications for various district projects.
- i. Approval of the Leasing Contract with KDI to provide copies to the Haddonfield School District. The terms of the contract are effective November 15, 2013 through October 15, 2018.
- j. \*Approval of the submission of the IDEA application to the NJDOE for the 2013-14 school year.
- k. \*Approval for renewal of the following with Hardenbergh Insurance Group – Student Accident Insurance for the 2013-14 School Year - \$15,146.
- l. 2013-14 Petty Cash

Recommend that the following Petty Cash Accounts be approved for the 2013-14 school year:

Haddonfield Memorial High School	C. Klaus	\$300
Haddonfield Middle School	G. Priolo	\$300
Haddonfield Central School	S. Simkus	\$200
Elizabeth Haddon School	C. Ogleby	\$200
Tatem School	K. Schultz	\$200
District Petty Cash	D. Leary	\$2000
Board Office Petty Cash	D. Leary	\$300

- m. Financial Reports
  - 1) Transfer Report for May and June 2013
  - 2) \*Payment of Bills

Recommend that the **July 2013** bills be approved for payment as submitted by the Business Administrator/Board Secretary and that a copy of the bill list be made available upon request and be filed in the Minute Book File.

<b>E – ITEMS FOR FUTURE CONSIDERATION BY THE BOARD</b>
--------------------------------------------------------

**22. SUGGESTED AGENDA ITEMS FOR FUTURE MEETINGS**

<b>F – ADJOURNMENT OF PUBLIC MEETING</b>
------------------------------------------