

BOARD OF EDUCATION MEETING
AUDUBON HIGH SCHOOL LIBRARY MEDIA CENTER
WEDNESDAY, SEPTEMBER 17, 2025
6:30 P.M.
MINUTES

- I. **Call to Order:** In accordance with the provisions of the New Jersey Open Public Meeting Act of 1975, the Audubon Board of Education transmitted notice of the meeting, scheduled at 6:30 pm in the Audubon Junior-Senior High School Media Center to the Retrospect newspaper and the Borough Clerk and by postings on the Audubon Public School District website and at the Main and the Pine Street entrances of the Junior-Senior High School.

II. **Roll Call**

SY 2023-2025

 X Ammie Davis

 X Stephen Wilson

 X Sara Kuhlen

SY 2024-2026

 A Alison Lipsky
(Arrived at 6:40pm)

 X Mark Gatti

 A Bill Wilson
(Arrived at 6:56pm)

SY 2025-2027

 X Danielle DiFrancesco

 A Allison Cox
(Absent)

 X Andrea Robinson

SY 2025 Mt. Ephraim Representative

 X Jonathan Maxson

Student Representative to the Board

 X Helena Kuchmek

Motion by Mr. Maxson, seconded by Mr. S Wilson to approve the resolution for the board to enter into a closed Authorizing Executive session at 6:30pm for the following purposes. Motion approved by unanimous roll call (7-0) Member B. Wilson arrived at 6:56. Member A. Lipsky arrived at 6:40pm. Member A. Cox was absent.

III. **Authorizing Executive Session:**

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-12 et seq.) requires all meetings of the **Audubon Board of Education** to be held in public, N.J.S.A. 10:4-12(b) sets forth nine types of matters that may lawfully be discussed in Executive Session," i.e. without the public being permitted to attend; and

WHEREAS, the **Audubon Board of Education** has deemed it necessary to go into closed session to discuss certain matters that are exempted from the Public; and

WHEREAS, the nine exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box within which the number of issues to be privately discussed that fall

within that exception shall be written, and after each exception is a space where additional information that will disclose as much information about the decision as possible without undermining the purpose of the exception shall be written.

NOW, THEREFORE, BE IT RESOLVED that the **Audubon Board of Education** will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12(b):

 X Any matter which, by express provision of Federal Law, State Statute, or Rule of Court shall be rendered confidential or excluded from discussion in public;

 Any matter in which the release of information would impair a right to receive funds from the federal government;

 X Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly;

 Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body

 Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed;

 Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection;

 X Any investigations of violations or possible violations of the law;

 Any pending or anticipated litigation or negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer;

 X Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public; Specifically the evaluation of the Superintendent

 Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility;

WHEREAS, the length of the Executive Session is undetermined; however, the **Audubon Board of Education** will make every attempt to estimate the time of the session prior to convening the session after which the public meeting shall reconvene and the Audubon Board of Education will proceed with business.

NOW, THEREFORE, BE IT RESOLVED, that the **Audubon Board of Education** will go into Executive Session for only the above-stated reasons;

BE IT FURTHER RESOLVED that the **Audubon Board of Education** hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Audubon Board of Education attorney advises that the disclosure of the discussion will not detrimentally affect any right, interest, or duty of the school district or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the **Board of Education**, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the board secretary to take the appropriate action to effectuate the terms of this resolution.

Motion by Mr. Maxson seconded by Mr. S. Wilson to adjourn the closed Authorizing Executive session at 7:00pm.
Motion approved by unanimous roll call (9-0) Member A. Cox was absent.

IV. Call Meeting to Order

V. Flag Salute

VI. Student Representatives to the Board Report

Helena Kuchmek, 12th Grade

VII. Spotlight Program:

None at this time

VIII. Presentations:

Strategic Plan Summary, presented by Sandra Allen

Acknowledge AP student and teacher accomplishments, presented by AHS Staff

Seal of Biliteracy, presented by Ashley McGuire

2025 District BOE District and School Grade Report HIB, presented by Frank Corley

IX. Superintendent's & District Report(s):

Recognition of Degree Achievement, presented by Sandra Allen

Silveria Galvan - MA

Elizabeth McCurdy - MA + 30

Linda Rizzo - MA

John Walsh - MA + 30

X. Approval of Board Minutes:

1. Motion by Mr. Maxson and seconded by Ms. Lipsky to approve the following minutes:

[August 20, 2025 Executive Session](#)

[August 20, 2025 Public Session](#)

Motion to Approve: J. Maxson

Second: A. Lipsky

Roll Call

X Ammie Davis

X Stephen Wilson

X Sara Kuhlen

X Johnathan Maxson

AB Alison Lipsky
(Abstained)

X Mark Gatti

X Bill Wilson

AB Danielle DiFrancesco
(Abstained)

A Allison Cox
(Absent)

X Andrea Robinson

Motion by Mr. Maxson, seconded by Mr. Gatti to approve the resolution for the board to enter into a closed Authorizing Executive session at 7:50 pm for the following purposes. Motion approved by unanimous roll call (9-0) Member A. Cox absent.

VIIA. Authorizing Executive Session II:

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-12 et seq.) requires all meetings of the **Audubon Board of Education** to be held in public, N.J.S.A. 10:4-12(b) sets forth nine types of matters that may lawfully be discussed in Executive Session," i.e. without the public being permitted to attend; and

WHEREAS, the **Audubon Board of Education** has deemed it necessary to go into closed session to discuss certain matters that are exempted from the Public; and

WHEREAS, the nine exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box within which the number of issues to be privately discussed that fall within that exception shall be written, and after each exception is a space where additional information that will disclose as much information about the decision as possible without undermining the purpose of the exception shall be written.

NOW, THEREFORE, BE IT RESOLVED that the **Audubon Board of Education** will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12(b):

 X Any matter which, by express provision of Federal Law, State Statute, or Rule of Court shall be rendered confidential or excluded from discussion in public;

 Any matter in which the release of information would impair a right to receive funds from the federal government;

 X Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly;

 Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body

 Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed

 Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection;

 X Any investigations of violations or possible violations of the law;

 Any pending or anticipated litigation or negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer;

X Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public; Specifically the evaluation of the Superintendent

_____ Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility;

WHEREAS, the length of the Executive Session is undetermined; however, the **Audubon Board of Education** will make every attempt to estimate the time of the session prior to convening the session after which the public meeting shall reconvene and the Audubon Board of Education will proceed with business.

NOW, THEREFORE, BE IT RESOLVED, that the **Audubon Board of Education** will go into Executive Session for only the above-stated reasons;

BE IT FURTHER RESOLVED that the **Audubon Board of Education** hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Audubon Board of Education attorney advises that the disclosure of the discussion will not detrimentally affect any right, interest, or duty of the school district or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the **Board of Education**, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the board secretary to take the appropriate action to effectuate the terms of this resolution.

Motion by Mr. Maxson, seconded by Mr. Wilson to adjourn closed Authorizing Executive session at 8:34pm. Motion approved by unanimous roll call (9-0) Member A. Cox was absent

XI. Participation: (Agenda Items Only)

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

In order to permit the fair and orderly expression of such comment, the Board has set aside two portions of this Board meeting for public comment on any school or school district issue that a member of the public feels may be of interest to the residents of the school district.

For the first portion, public comments are invited on matters pertaining only to the agenda for tonight's meeting. For the second portion, public comments are invited on all matters pertaining to the school district.

Participants should announce their name, address, and any group they may represent, if applicable. The Board reserves the right to limit public discussion. Public discussion of a topic will be limited to fifteen (15) minutes, and individual speakers will be limited to three (3) minutes. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard. Reference bylaws #0167 of the Audubon Public Schools Board of Education Manual.

The Board uses the public comment period as an opportunity to listen to citizens. Not all issues brought to a Board meeting will be resolved at that particular meeting. Complaints stated or actions requested by the public may be taken under advisement by the Board for investigation, discussion, action, or disposition at a later date or time. The public comment sessions are an opportunity for citizens to share their opinions and remarks with the Board; it is not a question-and-answer session. The Board may or may not respond to public comments at the time they are made and is under no obligation to do so.

The Board does not endorse public comments nor will the Board be held liable for comments made by members of the public. Any individuals who may be the subject of public comments, including district employees, shall retain all rights against defamation and slander according to the laws of New Jersey.

All motions are voted on by all members unless otherwise marked with a +.

Board of Education Goals

Through oversight and advocacy in committee meetings, regular monthly meetings, and through a close review of Superintendent recommendations, the Board will

- ❖ continue to provide equitable access to a rigorous curriculum while focusing on improving student achievement and decreasing achievement gaps.
- ❖ work to maintain a cost-effective budget that provides for educational resources, supports a preventative maintenance program, and encourages & facilitates long-range facility improvements while remaining fiscally responsible.
- ❖ foster a safe and positive school climate and culture in order to positively impact student motivation, engagement, and achievement.

XII. GOVERNANCE: Chairperson – Alison Lipsky; Committee Members – Danielle DiFrancesco, Sara Kuhlen, Jonathan Maxson; and Alternate – Andrea Robinson

MOTION TO APPROVE ITEMS 1 - 3

Motion by Mr. Maxson and seconded by Ms. Lipsky

1. Motion to approve the first reading of the following policies and regulations as recommended by the full Governance Committee of the Board.

Policy	Title	New/Revised
3281	Inappropriate Staff Conduct	Revised
5701	Academic Integrity	Revised
8500	Food Services	Revised
Regulation	Title	New/Revised
5516	Use of Electronic Communication Devices	New
7441	Electronic Surveillance in School Buildings and on School Grounds	Revised

2. Motion to approve the second reading and adoption of the following policies and regulations as recommended by the full Governance Committee of the Board.

Policy	Title	New/Revised
0173	Duties of Public School Accountant	Revised
0174	Legal Services	Revised
0177	Professional Services	Revised
1570	Internal Controls	Revised
1620	Administrative Employment Contracts	Revised
2422	Statutory Curricular Requirements	Revised

3281	Inappropriate Staff Conduct	Revised
5339.01	Student Sun Protection	New
6111	SEMI	Revised
6220	Budget Preparation	Revised
Regulation	Title	New/Revised
1570	Internal Controls	Revised
3281	Inappropriate Staff Conduct	Revised
5117	Interdistrict Public School Choice	Revised
6111	SEMI	Revised
6220	Budget Presentation	Revised

3. Motion to approve the Board of Education Goals for the 2025-2026 school year.

[BOE Goals 2025-2026](#)

Roll Call

 X Ammie Davis X Stephen Wilson X Sara Kuhlen X Jonathan Maxson
 X Alison Lipsky X Mark Gatti X Bill Wilson
 X Danielle DiFrancesco A Allison Cox X Andrea Robinson

VOTE FOR ITEMS 1-3

Motion approved by unanimous roll call (9-0) Member A. Cox was absent.

XIII. OPERATIONS: Chairperson – Allison Cox; Committee Members – Ammie Davis, Stephen Wilson, Mark Gatti; and Alternate – Danielle DiFrancesco

MOTION TO APPROVE ITEMS 1 - 10

Motion by Mr. S. Wilson and seconded by Ms. Lipsky

1. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of July 2025. The Board Secretary certifies that no line item account has been over-expended in violation of N.J.A.C. 6A: 23A – 16.10 (c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

[July Board Secretary's Report](#)

2. Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of July 2025. The Cash Reconciliation Report and the Secretary's reports are in agreement for the month of July 2025.

[July Cash Reconciliation Report](#)

3. Board Secretary in accordance with N.J.A.C. 6A:23A – 16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.
4. Board of Education Certification – pursuant to N.J.A.C. 6A:23A – 16.10 (c) 4 We certify that after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge, no major accounts or fund has been over expended in

violation of N.J.A.C. 6A:23A – 16.10 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

5. Motion to approve additional line-item transfers for the month of July 2025.

July Transfers

6. Motion to acknowledge Safety Drills conducted in August in the District Schools:

Audubon Park Preschool

No drills

Haviland Avenue School

No drills

Mansion Avenue School

No drills

Audubon Jr./Sr. High School

No drills

7. Motion to approve the bills payable list for August 2025 in the amount of \$1,725,828.59 when certified.

August Bill List

8. Motion to approve the bills payable list for September 2025 in the amount of \$754,607.39 when certified.

September Bill List

9. Motion to approve the submission of the 2025-2026 Statement of Assurance Regarding the Use of Paraprofessional Staff to the Camden County Office of Education.

Paraprofessional SOA

10. Motion to approve the Memorandum of Understanding lease agreement between the Borough of Audubon Park and the Audubon Board of Education.

MOU Audubon Park

Motion to Approve Item(s) 1 through 10 : S Wilson Second: A. Lipsky

Roll Call

<u>X</u> Ammie Davis	<u>X</u> Stephen Wilson	<u>X</u> Sara Kuhlen	<u>X</u> Jonathan Maxson
<u>X</u> Alison Lipsky	<u>X</u> Mark Gatti	<u>X</u> Bill Wilson	
<u>X</u> Danielle DiFrancesco	<u>A</u> Allison Cox	<u>X</u> Andrea Robinson	

VOTE FOR ITEMS 1-10

Motion approved by unanimous roll call (9-0) Member A. Cox was absent

XIV. EDUCATION: Chairperson – **Andrea Robinson**; Committee Members – Sara Kuhlen, Johnathan Maxson, Bill Wilson; and Alternate – Alison Lipsky.

MOTION TO APPROVE ITEMS 1-12

Motion by Mr. Maxson and seconded by Mr. S. Wilson

1. Student Statistics September 2, 2025:

Date	Audubon Preschool	Haviland Avenue	Mansion Avenue	Audubon Jr./Sr. HS	Out of District	Total
9/4/2025	65	225	317	777	23	1,407
6/2/2025	59	231	329	799	25	1,443
9/3/2024	53	228	328	791	26	1,426

2. Motion to approve the following facilities requests:

School	Location	Activity	Start/End Date(s)	Time(s)	Contact
HAS	Cafeteria	Learn to Dance: Social Dances for Weddings	Tuesdays 10/7/25 - 10/28/25	7:00 pm - 8:00 pm	Janelle Mueller
HAS	Cafeteria	Learn to Dance: Salsa Meringue	Tuesdays 10/7/25 - 10/28/25	8:00 pm - 9:00 pm	Janelle Mueller
HAS	Cafeteria	Yoga Intermediate	Mondays 10/6/25 - 12/8/25	6:30 pm - 8:00 pm	Janelle Mueller
HAS	Cafeteria	Yoga Beginners	Tuesdays 10/7/25 - 12/9/25	6:30 pm - 8:00 pm	Janelle Mueller
HAS	Cafeteria	Learn to Dance: Fitness Line Dancing	Thursdays 10/9/25 - 12/11/25	7:00 pm - 8:00 pm	Janelle Mueller
HAS	Cafeteria	Learn to Dance: Dance to Exer"cize"	Thursday 10/9/25 - 12/11/25	8:00 pm - 9:00 pm	Janelle Mueller
HAS	Cafeteria	Learn to Dance: Jutterbig/Swing	Tuesdays 11/4/25 - 11/25/25	7:00 pm - 8:00 pm	Janelle Mueller
HAS	Cafeteria	Learn to Dance: Country Line Dancing	Tuesdays 11/4/25 - 11/25/25	8:00 pm - 9:00 pm	Janelle Mueller
AHS	Media Center	Project Graduation Parent Meeting	10/1/25, 11/5, 12/3, 1/8/26, 3/4, 4/1, 5/6, 6/3	7:00 pm - 8:00 pm	Nicole Phillippi

3. Motion to approve the following field trip and curriculum trip requests for the 2025-2026 school year:

School	Destination of Trip / Staff in charge	Date	Time(s)	Chaperones & Students	Purpose of Trip	Trip/Bus Cost
HAS	Audubon Firehouse Audubon, NJ J. McClellan	9/26/25	Group 1: Depart: 11:15 am Return: 12:30 pm Group 2: Depart: 12:00 pm Return: 1:15 pm	76 students, 15 chaperones	To teach fire safety	No Cost
MAS	Haviland Avenue School Audubon, NJ C. Ellinwood	12/23/25	Depart: 8:40 am Return: 10:10 am	50 students, 3 chaperones	HAS Sing Around the Tree	\$60.00 Paid for by BOE
MAS	Audubon Jr./Sr. High School Audubon, NJ C. Ellinwood	1/28/26	Depart: 8:40 am Return: 1:10 pm	50 students, 2 chaperones	MAS/AHS Winter Choral Festival	\$170.00 Paid for by BOE
MAS	NJ State House & Museum Trenton, NJ Z. Bentley	3/31/26	Depart: 8:45 am Return: 2:30 pm	83 students, 18 chaperones	To connect students to the government unit	\$540.00 Paid for by students
MAS	University of Penn Philadelphia, PA B. Gilbert	4/15/26	Depart: 9:15 am Return: 2:30 pm	41 students, 9 chaperones	Ancient Civilization Trip	\$232.50 Paid for by students
MAS	University of Penn Philadelphia, PA M. Meehan	4/22/26	Depart: 9:15 am Return: 2:30 pm	39 students, 9 chaperones	Ancient Civilization Trip	\$232.50 Paid for by students
MAS	Gettysburg & Hershey Park Pennsylvania B. Rehn	5/14/26 - 5/15/26	Depart: 7:00 am Return: 8:30 pm	32 students, 8 chaperones	6th grade appreciation trip for 6th grade safety patrol	\$935.00 Paid for by students

4. **Approval of Attendance at Conferences and Workshops for the 2025-2026 School Year**

WHEREAS, certain **Audubon Public School District employees** have requested authorization to attend the conference(s)/Workshop(s) listed below, and

WHEREAS, the attendance of each employee at the specified conference/workshop is educationally necessary, fiscally prudent and 1) directly related to and within the scope of the employee's current responsibilities and the **District's Professional Learning Plan**, and 2) critical to the instructional needs of the District or furthers **RESOLVED**, that the **Audubon Board of Education** authorizes the attendance of the employees at the specified conferences/workshops listed below, and be it

FURTHER RESOLVED, that the **Board** hereby determines that the estimated expenses related to the authorized travel listed below are justified and

THEREFORE, authorizes payment of any registration fees and statutorily authorized travel expenditures to the designated employees, not to exceed District budgetary limitations and to be in accordance with the provisions of *N.J.S.A. 18A:11-12*, the District's travel policy and procedures, State

travel payment guidelines established by the Department of Treasury in NJ OMB circular letter 08-13-OMB, and the efficient operation of the District;

NOW, THEREFORE BE IT

with the guidelines established by the federal Office of Management and Budget:

Participant	Conference Title & Location	Date(s)	Cost
Deborah Roncace	NJASBO Workshops for School Business Administrators Mt. Laurel, NJ	9/16/25, 11/18/25, 12/16/25, 1/20/26	\$580.00 + Travel
Tricia Martel	Leadership in Action: Styles, Skills & Team Synergy Trenton, NJ	9/26/25	No Cost Travel
Bonnie Smeltzer Barbie Ledyard	Camden County Elementary Principals Blackwood, NJ	11/18/25, 2/3/26, 4/14/26	No Cost Travel
Barbie Ledyard	Using Protocols to Unlock the Power of Collaborative Leadership Through Meetings Monroe, NJ	10/1/25	\$195.00 + Travel
Jeff Lebb	New Jersey Leadership Academy Monroe, NJ	9/25/25, 11/20/25, 12/4/25	\$450.00 + Travel
Jeff Lebb	Understanding Legal Obligations Related to LGBTQIA+ Students and Staff Virtual	9/29/25	No Cost
Cherie McNellis	NJ DOE OSE Community of Practice Preschool Virtual	9/9/25, 12/9/25, 2/10/26, 5/12/26	No Cost
Cherie McNellis	NJ DOE OSE Community of Practice Preschool Trenton, NJ	6/3/26	No Cost Travel
Eliana Pitts	Introduction for Creative Curriculum for Preschool Virtual	9/17/25 - 9/18/25	No Cost
Eliana Pitts	Introduction to GOLD for Preschool Virtual	9/24/25 - 9/25/25	No Cost
Ammie Davis Allison Cox Danielle DiFrancesco Mark Gatti Sara Kuhlen Alison Lipsky Andrea Robinson Stephen Wilson Bill Wilson Sandra Allen Noelle Bisinger Shamus Burke Jeff Lebb Deborah Roncace James Hollander	NJSBA Workshop Conference 2025	10/20/25 - 10/23/25	\$2,200.00+ Travel
Sierra Keyes	2026 NJMEA State Conference Atlantic City, NJ	2/19/26 - 2/20/26	\$225.00 + Travel
Stacey Augustine	MKV Homeless Education Countywide Fall Workshop RCSJ - Gloucester Campus	10/21/25	No Cost Travel

Ilana Ablon	Intro to CAS (1.5 hrs.) / Diagnosis & Treatment of CAS Using DTTC (4.5 hrs.) Virtual	9/29/25	No Cost
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5. Motion to retroactively extend the approved homebound instruction for the following Audubon Jr./Sr. High School student(s):

Student ID#	Date
00068	Effective through June 22, 2025

6. Motion to retroactively approve homebound instruction for the following Audubon Jr./Sr. High School student(s):

Student ID#	Date
10338	Effective September 4, 2025 through November 4, 2025

7. Motion to approve professional development with Handle with Care training and licensing up to 8 hours for the special education department and Child Study Team (up to 20 participants) on October 10, 2025 at a cost of \$3,000.00, excluding expenses.

[Handle with Care Contract](#)

8. Motion to approve professional development for the special education department and Child Study Team by Comegno Education Institute on October 13, 2025 at a cost of \$3,000.00.

[Comegno Educational Institute Contract](#)

9. Motion to approve the Audubon Public School District Mentoring Plan 2025–2026 and for submission of the Plan to the New Jersey Department of Education.

[APSD Mentoring Plan 2025-2026](#)

10. Motion to approve the Audubon Public School District Professional Development Plan 2025-2026 and for submission of the Plan to the New Jersey Department of Education.

[APSD Professional Development Plan 2025-2026](#)

11. Motion to approve the Statement of Assurance for the Audubon Public School District Mentoring Plan and Professional Development Plan for the 2025-2026 School Year.

[SOA APSD Mentoring Plan & PDP 2025-2026](#)

12. Motion to approve the 2025-2026 Department of Nursing Student Internship Agreement between Audubon Public School District and Rowan University.

[Rowan University Dept of Nursing Agreement](#)

Motion to Approve Items 1 through 12: J. Maxson Second: S. Wilson

Roll Call

X Ammie Davis X Stephen Wilson X Sara Kuhlen X Jonathan Maxson
X Alison Lipsky X Mark Gatti X Bill Wilson
X Danielle DiFrancesco A Allison Cox X Andrea Robinson

VOTE FOR ITEMS 1-12:

Motion approved by unanimous roll call (9-0) with the exception of item #4 Full Board NJSBA Workshop Conf. 2024 (9-0-1) each Member abstained from voting for themselves. Member A. Cox was absent.

- XV. HUMAN RESOURCES: Chairperson – Ammie Davis; Committee Members – Allison Cox, Stephen Wilson, Mark Gatti and Alternate - Bill Wilson**

MOTION TO APPROVE ITEMS 1 - 41

Motion by Ms. Lipsky and seconded by Mr. Maxson

1. Motion to update the effective date to August 28, 2025 for the accepted letter of resignation from Colleen Cuneo, Special Education Teacher at Audubon Jr./Sr. High School.
2. Motion to accept the letter of resignation, effective September 3, 2025, from Cathy Lowe, Special Education Paraprofessional at Mansion Avenue School.
3. Motion to accept the letter of resignation, effective September 2, 2025, from Jennifer Sands, Special Education Paraprofessional at Mansion Avenue School.
4. Motion to accept the letter of resignation, effective August 28, 2025, from Claire Watson, Special Education Paraprofessional at Haviland Avenue School.
5. Motion to accept the letter of resignation, effective October 28, 2025, includes a 60-day employment hold, Gwen Klaus, Part-Time Basic Skills Teacher at Haviland Avenue School.
6. Motion to retroactively approve the Assistant Superintendent of Curriculum & Instruction contract for Shamus Burke, for the 2025-2026 school year, at an annual salary of \$145,000.00, effective July 1, 2025 through June 30, 2026, at the recommendation of the Superintendent of Schools.

[Contract](#)

7. +Motion to retroactively approve the first year tenure track Special Education Paraprofessional agreement for Steven McCormack for Mansion Avenue School, effective September 4, 2025, for the 2025-2026 school year in accordance with the 2024-2027 negotiated contract between the Audubon Board of Education and the Audubon Education Association at Step 7, FTE 0.87, 29.5 hours per week, pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, at the recommendation of the Superintendent of Schools.

[Resume](#)

8. +Motion to approve the first year tenure track Instructional Paraprofessional agreement for Elaine Carlisle for Mansion Avenue School, effective on or about October 1, 2025, for the 2025-2026 school year in accordance with the 2024-2027 negotiated contract between the Audubon Board of Education and the Audubon Education Association at Step 4, FTE 0.87, 29.5 hours per week, pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, at the recommendation of the Superintendent of Schools.

[Resume](#)

9. +Motion to approve the first year tenure track Instructional Paraprofessional agreement for Morgan Cavallo for Haviland Avenue School, effective on or about October 1, 2025, for the 2025-2026 school year in accordance with the 2024-2027 negotiated contract between the Audubon Board of Education and the Audubon Education Association at Step 6, FTE 0.87, 29.5 hours per week, pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, at the recommendation of the Superintendent of Schools.

[Resume](#)

10. +Motion to approve the first year tenure track Instructional Paraprofessional agreement for Nancy Knoll-Kraus for Haviland Avenue School, effective on or about October 1, 2025, for the 2025-2026 school year in accordance with the 2024-2027 negotiated contract between the Audubon Board of Education and the Audubon Education Association at Step 6, FTE 0.87, 29.5 hours per week, pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, at the recommendation of the Superintendent of Schools.

[Resume](#)

11. Motion to approve the first year tenure track Maintenance Mechanic agreement for Michael Weaver for the Audubon School District, effective on or about October 1, 2025, for the 2025-2026 school year in accordance with the 2024-2027 negotiated contract between the Audubon Board of Education and the Audubon Education Association at Step 9, FTE 1.00, pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, at the recommendation of the Superintendent of Schools.

[Resume](#)

12. +Motion to retroactively approve the first year tenure track Part Time Special Education Teacher agreement for Jane Paixao for Mansion Avenue School, effective September 4, 2025, for the 2025-2026 school year in accordance with the 2024-2027 negotiated contract between the Audubon Board of Education and the Audubon Education Association at Step 2, FTE 0.87, 29.5 hours per week, pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, at the recommendation of the Superintendent of Schools.

[Resume](#)

13. +Motion to approve the first year tenure track Part Time Basic Skills Teacher agreement for Christina Laneader for Haviland Avenue School, effective on or about November 16, 2025, for the 2025-2026 school year in accordance with the 2024-2027 negotiated contract between the Audubon Board of Education and the Audubon Education Association at Step 10, BA, FTE 0.87, 29.5 hours per week, pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, at the recommendation of the Superintendent of Schools.

[Resume](#)

14. Motion to retroactively approve the long-term Substitute Teacher of Special Education agreement for Eileen Willis, at the Audubon Jr./Sr. High School, effective September 2, 2025 through October 31, 2025 at \$275.00 per diem, up to 5 hours/day, no benefits; time worked does not count towards the acquisition of tenure, pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, at the recommendation of the Superintendent of Schools.
15. +Motion to retroactively approve the long-term (FTE .87) Instructional Paraprofessional agreement for Annette Hartstein at Mansion Avenue School, effective September 2, 2025 through November 21, 2025 at \$125.00 per diem, no benefits; time worked does not count towards the acquisition of tenure at the recommendation of the Superintendent of Schools.
16. Motion to approve the Daily Substitute Teacher agreement for Jacob Ciurlino, at the Audubon Jr./Sr. High School, for the 2025–26 school year at \$135.00 per diem, via time sheets, no benefits; time worked does not count towards the acquisition of tenure, pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, at the recommendation of the Superintendent of Schools.
17. Motion to retroactively approve Matthew Pursglove as a Student Technology Assistant at the hourly rate of \$15.63 per hour effective September 2, 2025 for the 2025-2026 school year, with executed time sheets on an as-needed basis, not to exceed 200 hours at the recommendation of the Superintendent of Schools.
18. Motion to approve Grady Myers as a Student Volunteer, unpaid, 1 period per day (1:45 pm - 2:32 pm), effective September 18, 2025 for the 2025–2026 school year at the recommendation of the Superintendent of Schools.

19. Motion to approve the following voluntary transfer and position changes for the 2025-2026 school year.

Name	2024-2025 Original Position	2025-2026 Position
Kelli Jenkinson	Instructional Paraprofessional - HAS	Instructional Paraprofessional (MAS)
Jacob Hueber	Special Ed Paraprofessional (MAS)	Special Ed Paraprofessional (AHS)

20. +Motion to approve a request from employee #1695, to take a Family and Medical Leave of Absence, effective November 17, 2025 to February 16, 2026 at the recommendation of the Superintendent of Schools.

November 17, 2025 through February 16, 2026	Federal FMLA (12 weeks)
January 13, 2025 through April 2, 2025	NJFLA (12 weeks)
November 17, 2025 through January 12, 2026	Paid Leave (31 sick days)
January 13, 2026 through April 2, 2026	Unpaid Leave (56 days)

21. Motion to approve the request from employee #2258 to invoke a Family and Medical Leave of Absence with intermittent leave, effective retroactively to September 10, 2025 through September 9, 2026 - 60 days maximum/12 months, using remaining paid sick and personal time, then unpaid days, at the recommendation of the Superintendent of Schools.
22. Motion to approve the following new district substitute teachers, secretaries, and custodians for the 2025-2026 school year, on an emergent basis, pending completion of all district and state requirements, at the recommendation of the Superintendent of Schools.

Keighley Calderone - Substitute Nurse
Kelsey Niglio - Substitute Teacher
Robin Jones - Substitute Custodian
Randi Hultch - Substitute Teacher

23. +Motion to approve an adjustment in the salary status of the following staff members in accordance with the negotiated 2024-2027 contract between the Audubon Board of Education and the Audubon Education Association, retroactively effective September 2, 2025, for the 2025-2026 school year, at the recommendation of the Superintendent of Schools.

Name	Step	Degree (Previous)	Degree (Current)
Silveria Galvan	9	BA + 30	MA
Elizabeth McCurdy	12	MA	MA + 30
Linda Rizzo	10	BA + 30	MA
John Walsh	16	MA	MA+30

24. Motion to rescind the following approved fall coaching positions for the 2025-2026 school year in accordance with the negotiated 2024-2027 contract between the Audubon Board of Education and the Audubon Education Association at the recommendation of the Superintendent of Schools.

Name	Sport/Activity	Position	Contractual Rate
John Walsh	Wrestling	Varsity Coach	\$8,179.00

25. +Motion to revise the hours for the approved following employees for the screening of newly registered students at Haviland Avenue School for the 2025-2026 school year to be paid at the AEA non-instructional rate of \$30/hour for a maximum of 20 hours from July 16, 2026 to August 29, 2025, with executed

timesheets at the recommendation of the Superintendent of Schools.

Kim Brach	Francine Bechtel
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26. +Motion to approve Francine Bechtel to provide DIBELS training to all K-3 teachers in Haviland Avenue School and Mansion Avenue School on September 3, 2025 to be paid at the AEA contract professional rate of \$60.00 for 2 hours of preparation, and a rate of \$30.00 will be provided for one 1-hour presentation for a total of \$90.00.
27. Motion to approve Chris Sylvester to provide Pacing Guide training all 7-12 teachers in Audubon Jr/Sr High School on September 3, 2025 to be paid at the AEA contract professional rate of \$60.00 for 2 hours of preparation and a rate of \$30.00 will be provided for two 1-hour presentations for a total of \$120.00
28. Motion to approve Dan Cosenza to provide Pacing Guide training all 7-12 teachers in Audubon Jr/Sr High School on September 3, 2025 to be paid at the AEA contract professional rate of \$30.00 for two 1-hour presentations for a total of \$60.00
29. Motion to approve payment for the following staff members to facilitate Professional Learning on Pacing Guides during the September 3, 2025 District In-Service. Payment per the AEA contract professional rate of \$30.00 will be provided for a 1-hour presentation for a total of \$30.00 per staff member.

Erica Baumgartner	Nick Rienstra	Denise Allman
Kelsey Abram	Andi Collazzo	

30. +Motion to approve the following staff members for the position of Lego Club Advisors at Haviland Avenue School for the 2025-2026 school year, 1 day per week for 8 weeks per trimester, in the Fall, Winter and Spring, for a maximum of 24 total days, in addition up to 1 hour parent session at the end of each cycle; AEA negotiated instructional rate of \$40.00/hour plus 1 hour of prep and Non-Instructional rate of \$30/hour for each meeting held for Advisor, at the recommendation of the Superintendent of Schools.

Name	Parent meetings	Instructional time	prep/non-instructional
Kim Brach - Advisor	1 hour at \$30/hour	24 hours at \$40/hour	24 hours at \$30/hour
Lori Cassidy - Support	1 hour at hourly rate	24 hours at hourly rate	

31. +Motion to approve the following staff members as RTI Coordinator for the 2025-2026 school year between the Audubon Education Association and the Audubon Board of Education, as recommended by the Superintendent of Schools.

School	Name	FTE	Stipend
Haviland Avenue	Alycia Colucci	0.50	\$1,344.21
Haviland Avenue	Francine Bechtel	0.50	\$1,344.21

32. Motion to authorize the following Haviland Avenue School cafeteria aides to work additional hours for school-sponsored events for the 2025-2026 school year, to be paid at their hourly rate for a maximum of 1.5 hours each person per month, not to exceed 10 events per year, with executed timesheets and at the

recommendation of the Superintendent of Schools. (11-401-100-100-00-440)

Geraldine Bilson	Esther Coombs	Constance DiVencenzo
Mary Klein	Roseann Scarborough	

33. Motion to approve the following additional staff members as evening chaperones at Mansion Avenue School for the 2025-2026 school year.

Alexis Miller	Terri Salamone
Cara Novick	Kristen Rosenberg

34. Motion to approve Cara Novick to provide Handle with Care De-escalation Training to Mansion Avenue School on September 3, 2025 to be paid at the AEA contract instructional rate of \$60.00 for 2 hours of preparation and a rate of \$30.00 will be provided for 1 1-hour workshop for a total of \$90.00.

35. +Motion to rescind the following Haviland Avenue School extracurricular contracts for the 2025-2026 school year in accordance with the negotiated 2024-2027 contract between the Audubon Board of Education and the Audubon Education Association at the recommendation of the Superintendent of Schools.

Name	Position/Activity	Contractual Rate
Gwen Klaus	I&RS	\$1,440.43

36. +Motion to approve the following Haviland Avenue School extracurricular contracts for the 2025-2026 school year in accordance with the negotiated 2024-2027 contract between the Audubon Board of Education and the Audubon Education Association at the recommendation of the Superintendent of Schools.

Name	Position/Activity	Contractual Rate
Ann Rossi-Alston	I&RS	\$1,440.43

37. Motion to update the approved timeline and payment for the 2024-2025 and 2025-2026 school year. Novice teachers will compensate mentors as per state regulations:

Novice Teacher	School	Mentor	Timeline	Payment
Shannon Mavros	Mansion Avenue School	Kelly Angelone	30 weeks (5/5/25-6/18/25) (9/1/25-2/9/26)	\$550.00

38. Motion to approve the following mentors for 2025-2026 school year. Novice teachers will compensate mentors as per state regulations:

Novice Teacher	School	Mentor	Timeline	Payment
Jane Paixao	Mansion Avenue School	Jane Byrne	30 weeks	\$550.00

39. Motion to approve the following overloads as 6th period compensation - pensionable at the rate established which shall be prorated based on services performed at the Audubon Jr./Sr. High School for the 2025-2026 school year.

Name	Position	Partial/Full	Salary
Bantle, Dennis	Special Education	Full	\$4,000.00
Carter, Daniel	General Education w/ICS	Full	\$4,000.00
Cavanaugh, Kristi	Special Education	Full	\$4,000.00
Drinkhouse, Larae	General Education w/ICS	Full	\$4,000.00
Ewing, Dawn	Special Education	Full	\$4,000.00
Gifford, Brenda	Special Education	Full	\$4,000.00
Henkel, Valeria	General Education w/ICS	Full	\$4,000.00
Kolodzey, Catherine	Special Education	Full	\$4,000.00
Miliaresis, Erika	General Education w/ICS	Full	\$4,000.00
Moran, Patrick	Special Education	Full	\$4,000.00
Selby, Sharon	General Education w/ICS	Full	\$4,000.00
Stubbs, Michael	General Education w/ICS	Full	\$4,000.00
Walsh, John	Special Education	Full	\$4,000.00
Egner, Tamara	General Education w/ICS	Partial ($\frac{1}{5}$)	\$800.00
LaCasse, Alvina	General Education w/ICS	Partial ($\frac{2}{5}$)	\$1,600.00
Root, Elaine	General Education w/ICS	Partial ($\frac{4}{5}$)	\$3,200.00
Sylvester, Christopher	General Education w/ICS	Partial ($\frac{1}{5}$)	\$800.00
Baumgartner, Erica	General Education w/ICS	Pro-rated up to Oct 17th	\$666.60
Cramer, Adam	General Education w/ICS	Pro-rated up to Oct 17th	\$666.60
Garrity-Bantle, Bridget	Special Education	Pro-rated up to Oct 17th	\$666.60
Rehn, Christy	Special Education	Pro-rated up to Oct 17th	\$666.60
Tanenbaum, LoriAnn	General Education w/ICS	Pro-rated up to Oct 17th	\$666.60

40. Motion to approve the following extra-curricular contracts for the 2025-2026 school year in accordance with the negotiated 2024-2027 contract between the Audubon Board of Education and the Audubon Education Association at the recommendation of the Superintendent of Schools.

Name	Activity	Contractual Rate
Raquela Fine	World Language	\$1,489.00

41. +Motion to approve the first year tenure track Special Education Paraprofessional agreement for Brandi Gentile for Mansion Avenue School, effective on or about October 1, 2025, for the 2025-2026 school year in accordance with the 2024-2027 negotiated contract between the Audubon Board of Education and the Audubon Education Association at Step 10, FTE 0.87, 29.5 hours per week, pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, at the recommendation of the Superintendent of Schools.

Motion to Approve Items 1 through 41: A. Lipsky Second: J. Maxson

Roll Call

X Ammie Davis X Stephen Wilson X Sara Kuhlen X Jonathan Maxson
X Alison Lipsky X Mark Gatti X Bill Wilson
X Danielle DiFrancesco A Allison Cox X Andrea Robinson

VOTE FOR ITEMS 1-41

Motion approved by unanimous roll call (9-0) Member A. Cox was absent.

XVI. REPORTS:

XVII. HIB District Report

SEPTEMBER 2025	BULLYING INCIDENTS REPORT		
SCHOOL	Confirmed HIB	Non-HIB	Total
AHS	0	0	0
MAS	0	0	0
HAS	0	0	0
APPS	0	0	0

XVIII. Special Program

Representatives:

- A. **Camden County Educational Services Commission:** Stephen Wilson
alt: Allison Cox, Andrea Robinson
- B. **Camden County School Boards Association:** Johnathan Maxson
alt: Andrea Robinson, Danielle DiFrancesco
- C. **Audubon Education Foundation:** Stephen Wilson
alt: Sara Kuhlen, Bill Wilson
- D. **Audubon Board of Education Community Outreach:** Sara Kuhlen
alt: Danielle DiFrancesco, Alison Lipsky
- E. **Audubon/Mt. Ephraim Ad-Hoc Committee:** Mark Gatti
members: Allison Cox, Ammie Davis, Bill Wilson
- F. **Board Member Orientation Committee:** Alison Lipsky
members: Allison Cox, Ammie Davis, Mark Gatti

XIX. Board Member Comments:

Board President Davis reminded the Board of the special board meeting on October 8, 2025 for NJSBA training.

Board member S. Wilson commented that the AEF are looking for sponsors for the Festival of Lights celebration.

Board member Kuhlen commented on upcoming community outreach events.

Board member Maxson congratulated Mr. Burke on his new position.

XX. Public Participation: (None)

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

In order to permit the fair and orderly expression of such comment, the Board has set aside two portions of this Board meeting for public comment on any school or school district issue that a member of the public feels may be of interest to the residents of the school district.

For the first portion, public comments are invited on matters pertaining only to the agenda for tonight's meeting. For the second portion, public comments are invited on all matters pertaining to the school district.

Participants should announce their name, address, and any group they may represent, if applicable. The Board reserves the right to limit public discussion. Public discussion of a topic will be limited to fifteen (15) minutes, and individual speakers will be limited to three (3) minutes. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard. Reference bylaws #0167 of the Audubon Public Schools Board of Education Policy Manual.

The Board uses the public comment period as an opportunity to listen to citizens. Not all issues brought to a Board meeting will be resolved at that particular meeting. Complaints stated or actions requested by the public may be taken under advisement by the Board for investigation, discussion, action, or disposition at a later date or time. The public comment sessions are an opportunity for citizens to share their opinions and remarks with the Board; it is not a question-and-answer session. The Board may or may not respond to public comments at the time they are made and is under no obligation to do so.

The Board does not endorse public comments nor will the Board be held liable for comments made by members of the public. Any individuals who may be the subject of public comments, including district employees, shall retain all rights against defamation and slander according to the laws of New Jersey.

XXII. ADJOURNMENT

1. The next meeting of the Board of Education is scheduled for Wednesday, October 15, 2025 at 6:30 pm in the Audubon Junior-Senior High School Media Center.
2. Motion by Mr. Maxson, seconded by Mr. S Wilson to adjourn meeting at approximately 9:23pm. Motion approved by unanimous roll call (9-0) Member A. Cox was absent.

Motion to Approve: J. Maxson Second: S. Wilson

Roll Call

<u>X</u> Ammie Davis	<u>X</u> Stephen Wilson	<u>X</u> Sara Kuhlen	<u>X</u> Johnathan Maxson
<u>X</u> Alison Lipsky	<u>X</u> Mark Gatti	<u>X</u> Bill Wilson	
<u>X</u> Danielle DiFrancesco	<u>A</u> Allison Cox	<u>X</u> Andrea Robinson	

The Audubon Board of Education reserves the right to add and/or delete motions or make changes to motions in this agenda up to the time of the meeting and during the actual meeting.

Deborah Roncace
Business Administrator/Board Secretary