

BOARD OF EDUCATION MEETING
AUDUBON HIGH SCHOOL LIBRARY MEDIA CENTER
WEDNESDAY, NOVEMBER 19, 2025
6:30 P.M.
AGENDA

- 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

___ Ammie Davis

___ Stephen Wilson

___ Sara Kuhlen

SY 2024-2026

___ Alison Lipsky

___ Mark Gatti

___ Bill Wilson

SY 2025-2027

___ Danielle DiFrancesco

___ Allison Cox

___ Andrea Robinson

SY 2025 Mt. Ephraim Representative

___ Jonathan Maxson

Student Representative to the Board

Apprentice Student Representative

___ Helena Kuchmek

___ Ryan Wynn

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.

1. Motion to move the Board of Education, by Resolution, to adjourn into Executive Session from which the general public will be excluded from discussing school matters. The results of this session will be made public immediately after or as soon thereafter as a decision is reached.

Motion to Approve: _____ Second: _____

Time: _____ Voice Count: _____

Motion to reconvene the Board of Education, by Resolution.

Motion to Approve: _____ Second: _____

Time: _____ Voice Count: _____

IV. Call Meeting to Order

V. Flag Salute

VI. Student Representatives to the Board Report

Helena Kuchmek, 12th Grade

Ryan Wynn, 11th Grade

VII. Spotlight Program:

The Audubon Board of Education Spotlight Program recognizes the following Students of the Month for October 2025

Pre-Kindergarten

Emelia Squibb

Kindergarten

Eliana Mendez

Grade One

Cecelia Campbell

Grade Two

Shelby Barthol

Grade Three

Olivia Kemner

Grade Four

Elliot Milewski

Grade Five

Melody Burton

Grade Six

Albert "Albie" Sacca

Grade Seven

Americo DaCorte

Grade Eight

Jaidon Rowe

Freshman Class

Braheini Thompson

Sophomore Class

Peyton Brining

Junior Class

Cade Schofield

Senior Class

Theo Kalogiros

The Audubon Board of Education Spotlight Program recognizes the following Teachers of the Month for October 2025

Pre-School / Haviland Avenue

Christine Brady

Mansion Avenue School

Carrie Figueroa

Audubon Jr./Sr. High School

Erica Baumgartner

VIII. Presentations:

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

Recognition of Kim Vencius for Nutri-Serve Award

Recognition of Audubon Preschool Trunk or Treat Volunteers

NJHS

Maria Garvin
Lauryn Dunn
Casey Levin
Chase Fanelli
Julianna Perozzi
Molly Wynn

Finn Davis
Emma Matthews
Mya McCrea
Sophie Lymper
Grayson Pittam

Audubon Intergenerational Club

Suraiya Hasting
Brigid Herron
Kaitlyn Ryan
Keira Ryan

Lauryn Dunn
Adam Sinatra
Sadie Ann McGuckin

Audubon Interact Club

Harper O'Brien
Gianna Hardyman
Bridgit Herron

Sadie Ann McGuckin
Julianna Perozzi
Molly Wynn

Audubon Board of Education

Ammie Davis
Alison Lipsky

Sandy Allen

Audubon Park Fire Department

Haddon Township Police Department

Audubon Mutual AMHC & Maintenance

Audubon Fathers' Association

X. Approval of Board Minutes:

1. Motion to approve the following minutes:

October 15, 2025 Executive Session
October 15, 2025 Public Session

Motion to Approve: _____ Second: _____

Roll Call

___ Ammie Davis	___ Stephen Wilson	___ Sara Kuhlen	___ Johnathan Maxson
___ Alison Lipsky	___ Mark Gatti	___ Bill Wilson	
___ Danielle DiFrancesco	___ Allison Cox	___ Andrea Robinson	

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.
- ❖ conduct a monthly review of the Superintendent's goals.
- ❖ develop a Policy review Calendar.

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

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
1140	Affirmative Action Program	Revised
1523	Comprehensive Equity Plan	Revised
1530	Equal Opportunity Opportunities	Revised
1550	Equal Employment/Anti-Discrimination Practices	Revised
2260	Equity in School and Classroom Practices	Revised
2411	Guidance Counseling	Revised

2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries	Revised
3211	Code of Ethics	Revised
5750	Equitable Educational Opportunity	Revised
5841	Secret Societies	Revised
5842	Equal Access of Student Organizations	Revised
9323	Notification of Juvenile Offender Case Disposition	Revised
Regulation	Title	New/Revised
1530	Equal Employment Opportunity Complaint Procedure	Revised
1550	Equal Employment/Anti Discrimination	Revised
2200	Curriculum Content	Revised
2260	Equity in School and Classroom Practices Complaint Procedure	Revised
2431.4	Prevention and Treatment of Sports Related Concussions and Head Injuries	Revised

2. Motion to abolish the following policy as recommended by the full Governance Committee of the Board.

Policy	Title	New/Revised
5755	Equity in Educational Programs and Services	

Motion to Approve items 1 through 2: _____ Second: _____

Roll Call

___ Ammie Davis ___ Stephen Wilson ___ Sara Kuhlen ___ Johnathan Maxson
 ___ Alison Lipsky ___ Mark Gatti ___ Bill Wilson
 ___ Danielle DiFrancesco ___ Allison Cox ___ Andrea Robinson

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

1. Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of September 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.

September Board Secretary's Report

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

September 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 line item transfers for the month of September 2025.

September Transfers

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

Audubon Park Preschool

Oct 6, 2025	Fire Drill
Oct 10, 2025	Bus Evacuation Drill
Oct 28, 2025	Lockdown

Haviland Avenue School

Oct 6, 2025	Fire Drill
Oct 10, 2025	Bus Evacuation Drill
Oct 24, 2025	Lockdown

Mansion Avenue School

Oct 7, 2025	Fire Drill
Oct 22, 2025	Evacuate

Audubon Jr./Sr. High School

Oct 20, 2025	Hold
Oct 31, 2025	Fire Drill

7. Motion to approve the bills payable list for October 2025 in the amount of \$216,013.26 when certified.

October Bill List

8. Motion to approve the bills payable list for November 2025 in the amount of \$508,915.39 when certified.

November Bill List

9. Motion to approve the donation of books to the Mansion Avenue Library in excess of \$500.00 from Lauren Cox.

10. Motion to authorize the submission of the 2026-2027 projected Preschool Enrollment.

Projected Preschool Enrollment

11. Motion to approve and submit the 2026-2027 Annual Preschool Operational Plan Update, including the Statement of Assurances and District Contact chart.

Preschool Operational Plan

12. Motion to approve the 2026-2027 Tentative Budget Calendar

2026-2027 Tentative Budget Calendar

13. Motion to approve the Resolution and Indemnity and Trust Agreement, as attached, to renew membership in the BCIP JIF for the three-year membership term commencing on July 1, 2026 to June 30, 2029.

Resolution to renew membership

Indemnity and Trust Agreement

14. Motion to approve the revised Memorandum of Understanding between the Borough of Audubon Park and the Audubon Board of Education for the purpose of leasing the Audubon Park Preschool for a period of 10 years, effective July 1, 2026.

Memorandum of Understanding

15. Motion to approve contracted services from Amazing Transformations for training for support staff.

Amazing Transformations Contract

16. Motion to approve the updated Organizational Chart for Audubon Public School District.

Organizational Chart

Motion to Approve Item(s) 1 through 16: _____ Second: _____

Roll Call

___ Ammie Davis ___ Stephen Wilson ___ Sara Kuhlen ___ Johnathan Maxson
___ Alison Lipsky ___ Mark Gatti ___ Bill Wilson
___ Danielle DiFrancesco ___ Allison Cox ___ Andrea Robinson

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

1. Motion to approve the issuance of written decisions affirming the Superintendent's determination regarding incident(s) reported at the November 19, 2025 meeting of the Board of Education.

School	Incident Report Number	School District Findings	Board Determination (Affirm/Reject/Modify)
AHS	296811	Confirmed HIB	
MAS	296294	Confirmed HIB	

2. Student Statistics November 1, 2025:

Date	Audubon Preschool	Haviland Avenue	Mansion Avenue	Audubon Jr./Sr. HS	Out of District	Total
11/3/2025	66	226	316	781	25	1,414
10/1/2025	65	226	316	782	24	1,413
11/1/2024	57	228	329	798	25	1,437

3. Motion to approve the following facilities requests:

School	Location	Activity	Start/End Date(s)	Time(s)	Contact
AHS	Gymnasium	Community Ed Basketball	11/3-11/5, 11/10-11/14, 11/17-11/21, 11/24-11/25	6:00 pm - 9:00 pm	Janelle Mueller

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
Kristen Rosenberg	Strengthening Students' Writing Skills While Decreasing Grading Time Virtual	12/2/25	\$295.00
Elizabeth McCurdy	Strengthening Students' Writing Skills While Decreasing Grading Time Virtual	12/2/25	\$295.00
Theresa Salamone	Inclusion Institute 2026 Beyond Barriers: Moving Inclusive Education Forward Glassboro, NJ	3/17/26	No Cost + Travel
Alexis Miller	Inclusion Institute 2026 Beyond Barriers: Moving Inclusive Education Forward Glassboro, NJ	3/17/26	No Cost + Travel
Denise Allman	Multi-Tiered System of Support: Screening and Data-based Decision Making at the Secondary Level PSEL: 3,5,6 Virtual	12/5/25	No Cost
Samantha Costill	I&RS to MTSS - Implementing MTSS to Meet NJ Intervention and Referral Services Requirements PSEL: 4,5, and 6 Virtual	12/15/25	\$125.00
Samantha Costill	An MTSS Professional Series: Designing, Implementing, and Sustaining a Multi-Tiered System of Supports PSEL 3, 4, and 10 1/16/26 - Monroe, NJ 3/9/26 - Virtual	1/16/26, 3/9/26	\$400.00 + Travel

Shamus Burke	School Climate for Adults: The Elephant in the Room Virtual	1/5/26	\$195.00
Sandra Allen	School Climate for Adults: The Elephant in the Room Virtual	1/5/26	\$195.00
Larae Drinkhouse	Multi-Tiered System of Support: Screening and Data-based Decision Making at the Secondary Level Virtual	12/5/25	No Cost
Erica Baumgartner	Multi-Tiered System of Support: Screening and Data-based Decision Making at the Secondary Level Virtual	12/5/25	No Cost
Francine Bechtel	I&RS to MTSS - Implementing MTSS to Meet NJ Intervention & Referral Services Virtual	12/15/25	\$150.00
Kelly Angelone	I&RS to MTSS - Implementing MTSS to Meet NJ Intervention & Referral Services Virtual	12/15/25	\$150.00
Colleen McFetridge	I&RS to MTSS - Implementing MTSS to Meet NJ Intervention & Referral Services Virtual	12/15/25	\$150.00
Melissa Wasson	Art Goes To School (AGTS) Haddon Heights, NJ	11/13/25	\$20.00 + Travel
Dawn Bentley	Provisional Educator Process Virtual Training Session for School District Certification Staff Virtual	11/12/25	No Cost
Deborah Roncace	2025 Rutgers Governmental Accounting and Auditing Update Conference Virtual	12/4/25	\$150.00
Yael Shemesh Lewandowski	CCTS Middle School Workshop Pennsauken, NJ	12/5/25	No Cost + Travel
Ana del Rosario	CCTS Middle School Workshop Pennsauken, NJ	12/5/25	No Cost + Travel
Palak Arora	Occupational Therapists: Reducing Problematic, Challenging Behaviors to Increase Student Success Virtual	12/8/25	\$295.00
Sierra Keyes	SJBODA Fall Meeting Sewell, NJ	10/8/25	No Cost + Travel
Nancy Scully	Understanding Aggressive Behavior for Those with Intellectual/Developmental Disabilities Virtual	12/9/25	No Cost

5. 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
AHS	Rec Center	11/12/25	Depart: 4:00 pm	10 students,	Game night with	No Cost

	Audubon, NJ R. Latini		Return: 6:00 pm	1 chaperone	senior citizens	
AHS	Clearview Regional Mullica Hill, NJ R. Swinney	11/15/25	Depart: 8:15 am Return: 11:30 am	40 students, 1 chaperone	All South Jersey Chorus Auditions	\$150.00 Paid for by BOE
AHS	Acme Audubon, NJ D. Bantle	11/21/25 Raindate 11/24/25	Depart: 8:20 am Return: 11:00 am	7 students, 4 chaperones	CBI Experience at a food store	No Cost
AHS	Audubon Shopping Center Audubon, NJ B. Bantle	12/8/25	Depart: 9:00 am Return: 1:00 pm	26 students, 3 chaperones	Unified students working together to purchase gifts for teens in domestic violence safe houses	\$175.00 Paid for by WAVE Acct.
AHS	Audubon Towers & APS Audubon, NJ R. Swinney	12/10/25	Depart: 9:15 am Return: 10:30 am	40 students, 1 chaperone	Community outreach - perform at Audubon Towers and APS	\$50 Paid for by BOE
AHS	Mt. Ephraim Senior Housing Mt. Ephraim, NJ R. Latini	12/11/25	Depart: 4:30 pm Return: 8:00 pm	10 students, 1 chaperone	Set up, serve food for seniors annual holiday party	No Cost
AHS	Audubon Towers Audubon, NJ R. Latini	12/16/25	Depart: 3:15 pm Return: 4:45 pm	10 students, 1 chaperone	Making Christmas cards with Senior Citizens	No Cost
AHS	Haddonfield HS/ Downtown Haddonfield Haddonfield, NJ B. Bantle/L. Drinkhouse	12/18/25 Raindate 12/19/25	Depart: 9:30 am Return: 1:30 pm	10 students, 2 chaperones	NJ Transit Experience - Audubon Unified and Haddonfield Unified come together to plan projects/events	No Cost
AHS	Pennco Tech Blackwood, NJ Warren / Tomasetti	1/7/26	Depart: 8:30 am Return: 11:00 am	20 students, 2 chaperones	Trade school visit, career exploration	\$115.00 Paid for by BOE
AHS	Haddon Heights HS Haddon Heights, NJ D. Manskopf	1/6/26	Depart: 2:45 pm Return: 5:30 pm	12-20 students, 1 chaperones	Academic Challenge team match	\$130.00 Paid for by student activity fees
AHS	Highland HS Blackwood, NJ D. Manskopf	1/13/26	Depart: 2:45 pm Return: 5:30 pm	12-20 students, 1 chaperones	Academic Challenge team match	\$130.00 Paid for by student activity fees
AHS	Eastern Regional HS Voorhees, NJ	2/3/26	Depart: 2:45 pm Return: 5:30 pm	12-20 students, 1 chaperones	Academic Challenge team	\$130.00 Paid for by

	D. Manskopf				match	student activity fees
AHS	Haddon Twp HS Haddon Township, NJ D. Manskopf	2/10/26	Depart: 2:45 pm Return: 5:30 pm	12-20 students, 1 chaperones	Academic Challenge team match	\$130.00 Paid for by student activity fees

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

Student ID#	Date
00068	Effective September 1, 2025 through November 1, 2025
00872	Effective November 15, 2025 through December 15, 2025

7. Motion to approve the following out-of-district placements for the 2025-2026 school year at the recommendation of Special Services Department:

State ID#	Placement	Tuition \$	ESY \$	Extraordinary Services \$
3739304846	GCSSSD	43,540.00		42,410.00
3927379210	GCSSSD	43,540.00		
8496839626	GCSSSD	43,540.00		
7395025763	GCSSSD	65,360.00		
9030517456	GCSSSD	43,540.00		
9311644887	GCSSSD	65,360.00		
7474173912	GCSSSD	43,540.00		42,410.00
2482339911	GCSSSD	43,540.00		

8. Motion to approve the Medical Clearance Procedure for the Audubon Jr./Sr. High School Athletic Department.

Medical Clearance Procedure

Motion to Approve Items 1 through 8: _____ Second: _____

Roll Call

___ Ammie Davis ___ Stephen Wilson ___ Sara Kuhlen ___ Johnathan Maxson
 ___ Alison Lipsky ___ Mark Gatti ___ Bill Wilson
 ___ Danielle DiFrancesco ___ Allison Cox ___ Andrea Robinson

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

1. Motion to accept the letter of resignation from Trish McHugh, Special Education Paraprofessional at Haviland Avenue School, effective October 21, 2025.
2. Motion to accept the letter of resignation from Michela Carr, Part-Time Administrative Assistant at Mansion Avenue School, effective November 3, 2025.
3. Motion to accept the letter of resignation from Morgan Cavallo, Instructional Paraprofessional at Haviland Avenue School, effective December 15, 2025.
4. Motion to release employee #2466, effective December 18, 2025.
5. +Motion to approve the first year tenure track Instructional Paraprofessional agreement for Jessica Holland for Mansion Avenue School, effective on December 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, sub cert, 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.
6. +Motion to approve the first year tenure track Instructional Paraprofessional (4 hours/day, 5 days/week) agreement for Kathleen Zelinsky for Audubon Preschool, effective on or about December 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 1, FTE 0.592, 20 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.
7. Motion to approve the first year tenure track Special Education Teacher agreement for Natalie Boyle for Audubon Jr./Sr. High School, effective on or about January 20, 2026, 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 5, MA, 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.
8. Motion to create the following position for the Audubon Public School District at the recommendation of the Superintendent of Schools.

Position	Location
Certified Nursing Assistant (CNA)	Audubon Jr./Sr. High School
Special Education Paraprofessional - (2 positions)	Mansion Avenue School
Special Education Paraprofessional	Haviland Avenue School

9. Motion to approve the first year tenure track Certified Nursing Assistant (CNA) agreement for Katelyn Burns at Audubon High School, effective on or about November 20, 2025, for the 2025–2026 school year, at Step 6 on the Paraprofessional salary guide with a \$2.25 differential, FTE 0.87 (29.5 hours per week), pending completion of all Audubon Board of Education and New Jersey Department of Education requirements, at the recommendation of the Superintendent of Schools. This is a non-union position that will follow the Paraprofessional Terms and Conditions of the 2024–2027 negotiated agreement between the Audubon Board of Education and the Audubon Education Association.
10. Motion to retroactively approve the long-term Substitute Teacher of Special Education agreement for Eileen Willis, at the Audubon Jr./Sr. High School, effective November 1, 2025 through November 14, 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.
11. Motion to retroactively approve the part-time (3 day/per week) long-term Substitute Teacher of Special Education agreement for Eileen Willis, at the Audubon Jr./Sr. High School, effective November 17, 2025 through January 19, 2026 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.

12. Motion to retroactively approve the long-term substitute Social Studies Teacher agreement for Patrick Crowell at Audubon Jr./Sr. High School, effective November 3, 2025 through November 30, 2026 at \$275.00 per diem, no benefits, time worked does not count towards the acquisition of tenure, as recommended by the Superintendent of Schools.
13. +Motion to approve the following Keys employees for the 2025-2026 school year, with executed time sheets, not to exceed 29.5 hours per week, not to include benefits, at the recommendation of the Superintendent of Schools.

Name	School	Hourly Rate	Title
Hannah Bryzewski	HAS/MAS	\$15.50	Caregiver
Brittany Green	HAS/MAS	\$15.50	Substitute Caregiver

14. Motion to retroactively update request from employee #1695, to take a Family and Medical Leave of Absence, effective November 10, 2025 to April 2, 2026 at the recommendation of the Superintendent of Schools.

November 10, 2025 through February 9, 2026	Federal FMLA (12 weeks)
January 13, 2026 through April 2, 2026	NJFLA (12 weeks)
November 10, 2025 through January 12, 2026	Paid Leave (36 sick days)
January 13, 2026 through April 2, 2026	Unpaid Leave (56 days)

15. Motion to retroactively approve a request from employee #102, to take a Family and Medical Leave of Absence effective November 3, 2025 to December 1, 2025 at the recommendation of the Superintendent of Schools.

November 3, 2025 through December 1, 2025	Federal FMLA (4 weeks)
November 3, 2025 through December 1, 2025	Paid Leave (16 sick days)

16. Motion to approve a request from employee #768, to take a Medical Leave of Absence, which does not qualify under FMLA, effective December 9, 2025 to February 3, 2026 at the recommendation of the Superintendent of Schools.

December 9, 2025 through February 3, 2026	Paid Leave (43 sick days)
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17. Motion to approve the request from employee #933 to invoke a Medical Leave of Absence, which does not qualify under FMLA, with intermittent leave, effective retroactively to November 18, 2025 through November 17, 2026 - 60 days maximum/12 months, using remaining paid sick and personal time, then unpaid days, at the recommendation of the Superintendent of Schools.

18. 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.

Brady Gilbert - Substitute Teacher
Emma Myers - Substitute Teacher
Natalie Sylvester - Substitute Teacher
Katelyn Harris - Substitute Teacher

Olivia Scully - Substitute Teacher
 Elena Woolley - Substitute Teacher
 Kelly Coulter - Substitute Nurse
 Denise Watson - Substitute Custodian

19. Motion to revise the approval of Jaclyn Sloan to provide Speech Therapy services for up to 9 half-days (not to exceed 4 hours per day) at her hourly rate from October 21, 2025 to December 2, 2025.
20. Motion to approve the assignment of any paid paraprofessional to serve as a 1:1 aide for students participating in morning, afternoon, and evening extracurricular activities and clubs for the 2025-2026 school year. Compensated at the employee's hourly rate, contingent upon the submission and approval of timesheets. Benefits will not be included, in accordance with the recommendation of the Superintendent of Schools.
21. Motion to approve the following tenure contracts for the following certificated personnel effective from January 1, 2026 through June 30, 2026 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	Date of Tenure	Degree	Step	FTE	Location
Berenato, Stephanie	1/28/2026	BA	4	1	MAS

22. Motion to approve the following paid winter 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
Patrice Kilvington	Athletic Director	Winter Assistant	\$4,346.01
Chris Harris	Weight Training	Winter (%)	\$1,019.40
Dan Reed	Weight Training	Winter (%)	\$1,529.10
Will Taguwa	Swimming	Assistant Coach (½ stipend)	\$2,598.00
RJ Franceschini	Swimming	Assistant Coach (½ stipend)	\$2,598.00
Ethan Casey	Girls' Basketball	Middle School Coach	\$4,442.00

23. Motion to approve the following volunteer (unpaid) winter coaching positions for the 2025-2026 school year pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements at the recommendation of the Superintendent of Schools.

Name	Sport/Activity
Dylan Bushby	Wrestling
Jared Muckley	Wrestling
Tim Eddis	Wrestling
Mark Bergman	Wrestling
John Barnett	Wrestling

24. Motion to approve the following staff members as volunteers for the elementary school musical pilot at Mansion Avenue School for the 2025-2026 school year at the recommendation of the Superintendent of Schools (pending approval of the AEF grant application).

Tyler Baker	Stephanie Berenato	Kayla Cain
Marisol DiFrancesco	Steven McCormack	

25. Motion to approve the following Audubon Junior-Senior High School extracurricular contracts for the 2025-2026 school year in accordance with the negotiated 2024-2027 contract between the Audubon Board of Education pending the completion of all Audubon Board of Education and New Jersey Department of Education requirements, at the recommendation of the Superintendent of Schools.

Name	Position/Activity	Contractual Rate
Elaine Root	AHS Graduation Coordinator (½ stipend)	\$768.71
Larae Drinkhouse	AHS Graduation Coordinator (½ stipend)	\$768.71
Mike Stubbs	Yearbook Business (Effective 9/2/25 - 11/18/25)	\$910.47
Amy Wiltsey	Yearbook Business (Effective 11/19/25 - 6/30/25)	\$2,302.96

26. Motion to retroactively appoint Ryan Latini as the Audubon Public School District Intergenerational Advisor for the term commencing September 2, 2025 through June 30, 2026 at a stipend of \$1,400.00. Compensation for duties will be paid in two equal installments on January 15, 2026 and June 15, 2026, at the recommendation of the Superintendent of Schools.
27. Motion to approve the following staff member as the Municipal Alliance Grant Coordinator for the Audubon School District at the recommendation of the Superintendent of Schools.

Name	Position/Activity	Rate - from Grant
Rachel Nugent	Municipal Alliance Grant Coordinator	\$1,500.00

28. +Motion to approve the allocation of two (2) comp days for a room assignment change 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. The days are to be used at the teacher's request, with administrator approval per the agreement, at the recommendation of the Superintendent of Schools.

Jordan Daminger	Lesley Rybacki
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29. Motion to approve the following staff members to serve on the Instructional Council for the 2025-2026 school year, with compensation as per the AEA negotiated agreement (\$2,062.43 per person), at the recommendation of the Superintendent of Schools.

Name	Position
Kelly Angelone	Multi-Tiered System of Support
Larae Drinkhouse	Multi-Tiered System of Support
Denise Allman	Multi-Tiered System of Support
Francine Bechtel	Multi-Tiered System of Support
Kelly O'Donnell	Social Emotional Learning
Silvy Galvan	Social Emotional Learning
Maria McCutcheon	Social Emotional Learning
Cara Novick	Social Emotional Learning

30. Motion to update the following approved staff members to facilitate Professional Learning during the September 3, 2025 In-Service at the AEA negotiated rate of \$60 for 2 hours of preparation and \$60 for 1 hour of presentation.

Name	Topic	Preparation Hours	Presentation Hours	Total Payment
Cara Novick	Handle with Care Training	2 hour (\$60.00)	1 hour (\$60.00)	\$120.00
Francine Bechtel	DIBELS Training	2 hours (\$60.00)	1 hour (\$60.00)	\$120.00
Chris Sylvester	Pacing Guide Training	2 hours (\$60.00)	3 hours (\$180.00)	\$240.00
Dan Cosenza	Pacing Guide Training		2 hours (\$120.00)	\$120.00
Erica Baumgartner	Pacing Guides		1 hour (\$60.00)	\$60.00
Nick Rienstra	Pacing Guides		1 hour (\$60.00)	\$60.00
Denise Allman	Pacing Guides		1 hour (\$60.00)	\$60.00
Kelsey Abram	Pacing Guides		1 hour (\$60.00)	\$60.00
Andi Collazzo	Pacing Guides		1 hour (\$60.00)	\$60.00

31. Motion to approve payment to the following staff members for Professional Learning at the AEA negotiated rate of \$60 for 2 hours of preparation and \$60 for 1 hour of presentation.

Name	Topic	Preparation Hours	Presentation Hours	Total Payment
Chris Sylvester	Lesson Planner: Build Administrator interface and associated file updates	5 hours (\$150.00)		\$150.00
Chris Sylvester	Lesson Planner: Build standard-based interface and associated file updates	5 hours (\$150.00)		\$150.00
Chris Sylvester	Ongoing troubleshooting and onboarding of new staff	1 hour (\$30.00)	1 hour (\$60.00)	\$90.00

32. Motion to approve the following staff members to facilitate Professional Learning during the December 2, 2025 New Teacher Orientation at the AEA negotiated rate of \$60 for 2 hours of preparation and \$60 for 1 hour of presentation.

Name	Topic	Preparation Hours	Presentation Hours	Total Payment
Cara Novick	Handle with Care: Verbal De-escalation	2 hours (\$60.00)	1 hour (\$60.00)	\$120.00

33. Motion to approve the following staff members to facilitate training on December 2, 2025 New Teacher Orientation and December 11, 2025, High School Inservice, at \$60 for 2 hours of preparation and \$60 for 1 hour of presentation.

Name	Topic	Preparation Hours	Presentation Hours	Total Payment
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Jeff Lebb	Handle with Care: Verbal De-escalation	2 hours (\$60.00)	1 hour (\$60.00)	\$120.00
Jeff Lebb	Handle with Care: Verbal De-escalation	2 hours (\$60.00)	6 hours (\$360.00)	\$420.00

34. Motion to approve Carl Ellinwood to work on Components 1 and 4 of the National Board Teacher Certification. Focus will be working with 3rd grade students to become proficient in the Lines and Spaces of the Treble Clef along with learning the recorder. The goal is for students to learn songs and become proficient in playing recorder. It also serves as a prerequisite in playing Band in 4th grade.
35. Motion to approve the following staff members to provide six (6) hours of new teacher support and mentoring for the 2025-2026 school year, at the non-instructional contractual rate of (\$30/hour) for a total of \$180.00 per staff member, at the recommendation of the Superintendent of Schools.

Novice Teacher	School	Mentor
Kristie Salciunas	Audubon High School	Ann Rossi-Alston
Christina Laneader	Haviland Avenue School	Patty Marsh

36. 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
Amy Bulskis	General Education w/ICS	Full	\$4,000.00
Krista Little	General Education w/ICS	Partial ($\frac{3}{4}$)	\$3,000.00
Janelle Mueller	General Education w/ICS	Partial ($\frac{3}{4}$)	\$3,000.00

37. Motion to approve the following class size overload compensations - 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	Salary
Sharon Selby	General Education w/ICS	\$1,025.00

38. Motion to rescind Ro Hudson as a nurse assistant in Audubon Jr./Sr. High School Nurse's Office, at a rate of \$200 per day, not to exceed \$8,600, with executed time sheets for the 25-26 school year, to assist with screenings and other nursing responsibilities.
39. Motion to approve Kelly Coulter as a nurse assistant in Audubon Jr./Sr. High School Nurse's Office, at a rate of \$200 per day, not to exceed \$8,600, with executed time sheets for the 25-26 school year, to assist with screenings and other nursing responsibilities.
40. Motion to approve Gavin Corley to serve as a Patient Care Volunteer with the nurse and athletic trainer from December 1, 2025, through January 31, 2026, for the purpose of obtaining patient care hours required for admission to a Physician Assistant (PA) program following his graduation. Gavin currently holds both a valid Substitute Certificate and a Certified Nurse Assistant (CNA) license.
41. Motion for the following administrators to buy back vacation days as follows at their per diem rate of pay for the 2025-2026 school year in accordance with the negotiated 2024-2028 contract between the Audubon Board of Education and the Audubon Administrators Association at the recommendation of the Superintendent of Schools.

Name	Number of Days
Chris Baker	3
Noelle Bisinger	3
Frank Corley	3
Dan Howey	3
Eric Miller	3

42. Motion to approve the following individuals as chaperones for the Senior Trip on March 23, 2026 to March 27, 2026, at the recommendation of the Superintendent of Schools.

Administrator – Chris Baker	Matt Harter
Mike Tomasetti	Danielle Powers- Nurse
Dawn Ewing	Elaine Root
Steve Ireland	Tamara Egner
Andria Morrison	Pat Polimeni
Catherine Gidjunis	Chris Callahan

43. Motion to approve all Audubon Jr./Sr. High School certified staff members as alternate chaperones for the Senior Trip on March 23, 2026 to March 27, 2026, at the recommendation of the Superintendent of Schools.
44. Motion to acknowledge the following volunteers (unpaid), Community Education adult volunteers, as coaches or assistant coaches for the 2025-2026 ABC Traveling Basketball Program, for Board edification at the request of the Superintendent of Schools.

Name	Sport/Activity
Rachel Henderson	3rd Grade Girls Coach
Tara McManus	3rd Grade Girls Assistant Coach
Nicole Cannon	4th Grade Girls Coach
Denise Allman	4th Grade Girls Assistant Coach
Bill Chester	4th Grade Girls Assistant Coach
Joel Roth	5th Grade Girls Coach
Steve Davis	5th Grade Girls Assistant Coach
Kenny Delio	6th Grade Girls Coach/Liaison
Stacey Williamson	6th Grade Girls Assistant Coach
Jason Seeberger	3rd Grade Boys Coach
Chris Callahan	3rd Grade Boys Assistant Coach
Sean Carmack	4th Grade Boys Coach
Michael McHugh	4th Grade Boys Assistant Coach
Brent Wilson	5th Grade Boys Coach
Maura DiMedio	5th Grade Boys Assistant Coach
Kyle Shireman	6th Grade Boys Coach

Ryan Watkins	6th Grade Boys Assistant Coach
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45. Motion to acknowledge the following volunteers (un-paid) Community Education 2025-2026 Elementary Youth Wrestling Program to assist Andy Burrough, for Board edification at the request of the Superintendent of Schools.

Andrew Burrough	Mike Casey	Kevin King
Andrew Manning	Chris Meccariello	Matt Miles
Anthony O'Brien		

Motion to Approve Items 1 through 45: _____ Second: _____

Roll Call

___ Ammie Davis ___ Stephen Wilson ___ Sara Kuhlen ___ Johnathan Maxson
 ___ Alison Lipsky ___ Mark Gatti ___ Bill Wilson
 ___ Danielle DiFrancesco ___ Allison Cox ___ Andrea Robinson

XVI. REPORTS:

XVII. HIB District Report

NOVEMBER 2025	BULLYING INCIDENTS REPORT		
SCHOOL	Confirmed HIB	Non-HIB	Total
AHS	298529 298215	0	2
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

XX. Public Participation: (Open Discussion)

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.

XXI. Authorizing Executive Session

1. Motion to move the Board of Education, by Resolution, to adjourn into Executive Session from which the general public will be excluded from discussing school matters. The results of this session will be made public immediately after or as soon thereafter as a decision is reached.

Motion to Approve: _____ Second: _____

Time: _____ Voice Count: _____

2. Motion to reconvene the Board of Education, by Resolution.

Motion to Approve: _____ Second: _____

Time: _____ Voice Count: _____

XXII. ADJOURNMENT

1. The next meeting of the Board of Education is scheduled for Wednesday, December 17, 2025 at 6:30 pm in the Audubon Junior-Senior High School Media Center.
2. Motion to adjourn meeting at approximately _____ pm.

Motion to Approve: _____ Second: _____

Roll Call

___ Ammie Davis ___ Stephen Wilson ___ Sara Kuhlen ___ Johnathan Maxson

___ Alison Lipsky

___ Mark Gatti

___ Bill Wilson

___ Danielle DiFrancesco

___ Allison Cox

___ 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.