



CLEMENTON BOARD OF EDUCATION  
REGULAR MEETING AGENDA ~



CLEMENTON BOARD OF EDUCATION

REGULAR MEETING  
OCTOBER 17, 2016  
7:00 PM

MISSION STATEMENT

*The Clementon School District is dedicated to a meaningful collaboration among parents, students, administrators, teachers, support staff, board of education members, and the community. Our daily mission is to provide every student with a high-quality education driven by the New Jersey Core Curriculum Content Standards and Common Core State Standards. We are committed to providing a secure, nurturing school climate in order to provide for the educational, social, and emotional needs of students and staff.*

AGENDA

*The Clementon Board of Education welcomes participation of interested organizations and will schedule time as appropriate for the public to speak. The length of time scheduled for public discussion shall be 20 minutes with a three-minute time limit for individual speakers.*

I. CALL TO ORDER

II. OPENING STATEMENT

“Public notice of this meeting pursuant to the Open Public Meetings Act has been given by the Board Secretary in the following manner:

- a. Posting written notice at the Board of Education Office.
- b. Sending written notice to the *Courier-Post* and *Record Breeze* newspapers.
- c. Filing written notice with the Clerk of Clementon.”

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

V. PRESENTATIONS

1. 2016 NJASK Science Scores
2. Character Trait Award- Respect

VI. MINUTES

Approval of the Minutes from the following meetings:

1. September 22, 2016 Regular and Executive Session
2. September 26, 2016 Regular and Executive Session

VII. PUBLIC - AGENDA ITEMS ONLY

VIII. COMMITTEE REPORTS



CLEMENTON BOARD OF EDUCATION  
REGULAR MEETING AGENDA ~



1. Curriculum and Programs  
(Chairperson - William Weyland)
  - a. Community Education Report - September 2016 (Attachment VIII-1.a)
  - b. Camp Clementon Attendance Record - September 2016 (Attachment VIII-1.b)
2. Finance and Facilities  
(Chairperson - William Dilworth)
3. Policy and Personnel  
(Chairperson - Randall Freiling)
4. Negotiations  
(To be determined at the time of negotiations.)

**IX. OTHER REPORTS**

1. Camden County Educational Services Commission  
(Representative - Christopher McKelvey)
2. Camden County School Boards Association  
(Representative - Kathleen Rappold)
3. Legislation  
(Representative - William Weyland)
4. Pine Hill Board of Education  
(Representative - Randall Freiling)
  - a. Minutes from the Worksession/Regular Business Meeting (Attachment IX-4.a)
5. Home and School Association  
(Representative - Katherine Anderson)

**X. CORRESPONDENCE**

1. Nutri-Serve Monthly Update - September 2016 (Attachment X-1)
2. Corrective Action Plan (CAP)- (Attachment X-2)

**XI. OTHER INFORMATION**

1. Discussion Items: None
2. Clementon School Information:
  - a. Enrollment Report - 2016 (Attachment XI-2.a)
  - b. Nurse's Report - None
  - c. Administrative Report - September 2016 (Attachment XI 2.c)
3. Harassment, Intimidation, and Bullying Report - 2016 (Attachment XI-3)
4. Fire and Security Drills - July 2016 through September 2016:



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<b>Drill Type</b>	<b>Date</b>	<b>Time</b>
Fire Drill	7/27/16	9:36 AM
Security Drill (Lockout)	7/28/16	10:38 AM
Shelter in Place w/Instruction	8/1/16	9:35 AM
Fire Drill	8/3/16	9:45 AM
Fire Drill	9/15/16	9:06 AM
Security Drill (Lockout)	9/27/16	2:15 PM

5. Upcoming Events -November 2016 (*Attachment XI-5*)
6. Source 4 Teachers October 2016 Board Approval list. (*Attachment XI-6*)
7. Employment of the following personnel for the 2016-2017 school year, contingent upon satisfactory criminal history review:

- a. POSITION: Part time custodian  
NAME: Mykala Ofsharick  
SALARY: \$10.00 per hour, not to exceed 29 ½ hours  
START DATE: October 24, 2016  
NOTE: Pending finger printing. Support staff hired with a 60 day probationary period.

**XII. SUPERINTENDENT'S REPORT**

Items for Action - The Superintendent recommends approval of the following items:

1. Second Reading of the following revised regulation: (*Attachment XII-1*)

<b>Number</b>	<b>Type</b>	<b>Title</b>
2624	REG	Grading System

2. Employment of the following Source for Teachers and Mission One instructional aide and substitute aide for the 2016-2017 school year:

POSITION: Instructional Aide (Shining Stars)  
NAME: Joyce Britt  
RATE OF PAY: As per existing Mission One contract  
START DATE: September 15, 2016

POSITION: Long Term Sub Teacher- Grade 7 Inclusion  
NAME: Alexa Livanos  
RATE OF PAY: As per existing Mission One contract  
START DATE: September 12, 2016

POSITION: Substitute Instructional Aide  
NAME: Andrea Rambo  
RATE OF PAY: \$8.84 per hour



**CLEMENTON BOARD OF EDUCATION  
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3. Homebound Instructor for the 2016-2017 school year:

STAFF: Tracy Stefan  
RATE OF PAY: \$34.50 per hour

4. Workshop/Meeting Requests:

a. EMPLOYEE: Joanne Clement  
WORKSHOP: Uniform Chart Account, Record Management System  
LOCATION: Mt. Laurel, NJ  
DATE: December 8, 2016  
COST: \$75.00  
SPONSOR: NJASBO

b. EMPLOYEE: Christine Fellona  
WORKSHOP: Strategies for ESL Students  
LOCATION: Camden County College, Blackwood, NJ  
DATE: November 22, 2016  
COST: \$149.00  
SPONSOR: EIRC

5. SCHOOL ACTIVITIES:

a. EVENT: CES Gives Back  
FACULTY SPONSOR: Candice Collins  
DATE: October 19, 2016  
LOCATION: Multi-Purpose Room  
TIME: 3:15 - 4:15 PM  
PARTICIPANTS: 8<sup>TH</sup> Grade  
NOTE: Students will participate in making peanut butter and jelly sandwiches for a local shelter. Students are learning about homelessness and this is an opportunity to give back to their community.

b. EVENT: Yearbook Spirit Wear Sale  
FACULTY SPONSOR: Kimberly Schultz  
DATE: October 31 - November 18, 2016  
PARTICIPANTS: PreK- 8<sup>th</sup> Grade  
NOTE: Fundraiser to raise money for yearbooks.

c. EVENT: 2016-2017 Boy's and Girl's Home Basketball Games  
FACULTY SPONSOR: Denise Brumbach and Michael Rossi  
DATES: December 12 and 14, 2016; January 17, 23, and 26, 2017; February 1, 2016  
TIME: 6:00 PM - 8:00 PM  
LOCATION: Gym  
NOTE: Dates subject to change.

6. COMMUNITY USE OF FACILITIES:



**CLEMENTON BOARD OF EDUCATION  
REGULAR MEETING AGENDA ~**



- a. ORGANIZATION: Trowbridge Condominium Association
- PERSON IN CHARGE: Pat Carston
- SPONSOR: Community Education
- PURPOSE: Community Annual Meeting
- DATE: November 22, 2016
- TIME: 7:00 - 9:00 PM
- LOCATION: Music Room
- PARTICIPANTS: Approx. 15 adults

- 7. 2016-2017 QSAC Statement of Assurance. (*Attachment XII-6*)
- 8. Pilot We R 3C as a character education program during the 2016-2017 school year.
- 9. 2016-2017 Contracted Extra-Curricular Stipend Positions and Personnel:

Stipend Position	Faculty Member	Stipend
Assistant Co-Ed Soccer Coach	Denise Brumbach	\$1,506.00
Safety Patrol	Christine Procopio	\$959.00

**Approval of motions 1 through 9 above:**

**MOVED BY:** \_\_\_\_\_  
**ON ROLL CALL VOTE:**

**SECOND BY:** \_\_\_\_\_  
**MOTION CARRIED:**

**XIII. SECRETARY'S REPORT**

Items for Action - The Superintendent recommends approval of the following items:

- 1. The payment of the following bill lists from the General Account (attachment XIII-1):
 

<u>Bill List and Check Register</u>	<u>Amount</u>
1. List # 1(Payroll)	\$225,893.75
2. List # 2 (Payroll)	\$220,171.40
3. List # 3 (Community Education)	\$2,948.11
4. List # 4 (Bill List)	\$200,228.52
5. List # 5 (Bill List)	\$115,840.82
- 2. Approve transfers in the amount of \$89,000. (*Attachment XIII-2*)
- 3. Homeless tuition for #AC, special education to Black Horse Pike Regional for the 2016-2017 school year \$23,910.00.
- 4. Homeless tuition for #IG, special education to Black Horse Pike Regional for the 2016-2017 school year \$23,910.00.
- 5. Homeless tuition for #NG, special education to Black Horse Pike Regional for the 2016-2017 school year \$23,910.00.



**CLEMENTON BOARD OF EDUCATION  
REGULAR MEETING AGENDA ~**



6. Homeless tuition for #DS, special education to Black Horse Pike Regional for the 2016-2017 school year \$23,910.00.
7. Approval of Kennedy Hospital for drug screening for the 2016-2017 school year. *(Attachment XIII-7)*
8. Annual Maintenance Form as per N.J.A.C. 6A:26A and Comprehensive Maintenance Plan. *(Attachment XIII-8)*
9. 2017-2018 Budget Preparation Calendar *(Attachment XIII-9)*
10. BOARD SECRETARY'S CERTIFICATION AND TREASURER'S REPORT FOR August 31, 2016 and September 30, 2016. *(Attachment XIII-10)*

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, the Board Secretary certifies that as of 2016 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Clementon Board of Education pursuant to N.J.S.A.18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6:23-2.12 (a) 1.

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Clementon Board of Education certifies that as of August 31, 2016 and September 30, 2016 and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a) 1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

**Approval of motions 1 through 7 above:**

**MOVED BY:** \_\_\_\_\_  
**ON ROLL CALL VOTE:**

**SECOND BY:** \_\_\_\_\_  
**MOTION CARRIED:**

**XIV. PUBLIC**

**XV. EXECUTIVE SESSION**

**XVI. UNFINISHED BUSINESS**

1. Estate money discussion.

**XVII. NEW BUSINESS**

**XVIII. ADJOURNMENT**

**CLEMENTON BOARD OF EDUCATION  
WORK SESSION MINUTES~ September 22, 2016**

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**CLEMENTON BOARD OF EDUCATION**

Work Session of the Clementon Board of Education  
Clementon Elementary School Media Center  
September 22, 2016

**MISSION STATEMENT**

*The Clementon School District is dedicated to a meaningful collaboration among parents, students, administrators, teachers, support staff, board of education members, and the community. Our daily mission is to provide every student with a high-quality education driven by the New Jersey Core Curriculum Content Standards and Common Core State Standards. We are committed to providing a secure, nurturing school climate in order to provide for the educational, social, and emotional needs of students and staff.*

**AGENDA**

*The Clementon Board of Education welcomes participation of interested organizations and will schedule time as appropriate for the public to speak. The length of time scheduled for public discussion shall be 20 minutes with a three-minute time limit for individual speakers.*

**I. CALL TO ORDER**

The Work Session of the Clementon Board of Education was called to order at 7:00 p.m. on the above date by Ellen Suckle, President.

**II. OPENING STATEMENT**

“Public notice of this meeting pursuant to the Open Public Meetings Act has been given by the Board Secretary in the following manner:

- a. Posting written notice at the Board of Education Office.
- b. Sending written notice to the *Courier-Post* and *Record Breeze* newspapers.
- c. Filing written notice with the Clerk of Clementon.”

**III. PLEDGE OF ALLEGIANCE**

**IV. ROLL CALL**

Katherine Anderson	7:16 PM	8:55 PM
Danielle Aubry	7:00 PM	8:55 PM
William Dilworth	7:00 PM	8:55 PM
Randall Freiling	7:00 PM	8:55 PM
Christopher McKelvey	7:00 PM	8:55 PM
Kathleen Rappold	7:00 PM	8:55 PM
Ellen Suckle	7:00 PM	8:55 PM
Christy Weaver	Absent	absent
William Weyland	7:00 PM	8:55 PM

Also present were:

Joanne E. Clement, SBA/Board Secretary

**CLEMENTON BOARD OF EDUCATION  
WORK SESSION MINUTES~ September 22, 2016**

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Lynn DiPietropolo, Superintendent/Principal  
Andrew Li, Solicitor

**V. PRESENTATIONS - None**

**VI. MINUTES**

Approval of the Minutes from the following meetings:

1. August 25, 2016 Work Session Meeting
2. August 29, 2016 Regular Meeting
3. August 29, 2016 Executive Session

**VII. PUBLIC - AGENDA ITEMS ONLY**

None present.

**VIII. DISCUSSION**

There was discussion of all agenda items for the September 26, 2016 Regular Meeting by the Board and Administration.

**IX. CORRESPONDENCE**

1. Nutri-Serve Monthly Update - 2016 - None

**X. OTHER INFORMATION**

1. Discussion Items: None
2. Clementon School Information:
  - a. Enrollment Report - None
  - b. Nurse's Report - None
  - c. Administrative Report - None
3. Harassment, Intimidation, and Bullying Report - None
4. Fire and Security Drills - 2016:

<b>Drill Type</b>	<b>Date</b>	<b>Time</b>
Fire Drill	9/15/2016	09:06 AM
Security Drill (      )		

5. Ms. DiPietropolo reported on the evaluation that took place. Evacuation went very well. Students and staff did a great job. Administration met with police department to discuss event.
6. Upcoming Events -October 2016: *(Attachment XI-5)*



**CLEMENTON BOARD OF EDUCATION  
WORK SESSION MINUTES~ September 22, 2016**

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7. Mrs. DiPietropolo reported that we had 150 students participate in the summer reading program.

**XI. PUBLIC - None**

**XII. EXECUTIVE SESSION**

To move into Executive Session at 7:55 p.m. for Personnel for approximately 30 minutes. No action will be taken.

**MOVED BY:       Mrs. Rappold**  
**ON ROLL CALL VOTE:**

**SECOND BY:       Mr. Freiling**  
**MOTION CARRIED: 8-0-0**

**MOTION:** To move out of Executive Session at 8:37 p.m.

**MOVED BY:       Mrs. Aubry**  
**ON ROLL CALL VOTE:**

**SECOND BY:       Mrs. Rappold**  
**MOTION CARRIED: 8-0-0**

**XIII. UNFINISHED BUSINESS**

**XIV. NEW BUSINESS**

Discussion of Teacher evaluation.

**XV. ADJOURNMENT - 8:45 p.m.**

**MOVED BY:       Mrs. Rappold**  
**ON ROLL CALL VOTE:**

**SECOND BY:       Mr. Dilwoth**  
**MOTION CARRIED: 8-0-0**

**MINUTES FROM THE BOARD MEETING REGULAR SESSION OF September 22, 2016**

**CLEMENTON BOARD OF EDUCATION  
MINUTES OF THE  
WORK SESSION BOARD MEETING  
September 22, 2016**

**EXECUTIVE SESSION**

President Suckle read the Open Public Meetings Act notice, as per Resolution N.J.S. A. 10:4-6 et seq), will be going into Executive Session for attorney/client privilege and personnel. No action will be taken 7:55 PM

The following members were in attendance:

Katherine Anderson	7:55 PM	8:37 PM
Danielle Aubry	7:55 PM	8:37 PM
William Dilworth	7:55 PM	7:59 PM
Randall Freiling	7:55 PM	8:37 PM
Christopher McKelvey	7:55 PM	8:37 PM
Kathleen Rappold	7:55 PM	8:37 PM
Ellen Suckle	7:55 PM	8:37 PM
Christy Weaver	Absent	Absent
William Weyland	7:55 PM	7:59 PM

Also in attendance were:

Lynn DiPietropolo, Superintendent  
Joanne E. Clement, SBA/Board Secretary  
Andrew Li, Solicitor

**ITEMS DISCUSSED:**

Discussion of termination of employee.

Mr. Weyland and Mr. Dilworth left at 7:59 p.m.

Mrs. DiPietropolo discussed her merit goals for the 2016-2017 school year. Mr. McKelvey asked why this information is not given to the public so that they can have input into the goals.

If there are no questions or concerns, the Goals will be placed on the September 26, 2016 agenda for approval to submit to the County Office.

Mr. Weyland and Mr. Dilworth returned at 8:37 p.m.

**OUT OF EXECUTIVE SESSION 8:37 p.m.**

**MOVED BY: Mrs. Aubry      SECONDED BY: Mr. Rappold**  
**ON ROLL CALL VOTE:                      MOTION CARRIED: 6-0-0**

Respectfully Submitted,

**MINUTES FROM THE BOARD MEETING REGULAR SESSION OF September 22, 2016**

Joanne E. Clement, Board Secretary

**CLEMENTON BOARD OF EDUCATION****REGULAR BUSINESS MEETING****7:00 PM****MISSION STATEMENT**

*The Clementon School District is dedicated to a meaningful collaboration among parents, students, administrators, teachers, support staff, board of education members, and the community. Our daily mission is to provide every student with a high-quality education driven by the New Jersey Core Curriculum Content Standards and Common Core State Standards. We are committed to providing a secure, nurturing school climate in order to provide for the educational, social, and emotional needs of students and staff.*

**AGENDA**

*The Clementon Board of Education welcomes participation of interested organizations and will schedule time as appropriate for the public to speak. The length of time scheduled for public discussion shall be 20 minutes with a three-minute time limit for individual speakers.*

**I. CALL TO ORDER**

The Regular Meeting at the Clementon Board of Education was called to order at 7:00 p.m. on the above date by Ellen Suckle, President.

**II. OPENING STATEMENT**

"Public notice of this meeting pursuant to the Open Public Meetings Act has been given by the Board Secretary in the following manner:

- a. Posting written notice at the Board of Education Office.
- b. Sending written notice to the *Courier-Post* and *Record Breeze* newspapers.
- c. Filing written notice with the Clerk of Clementon."

**III. PLEDGE OF ALLEGIANCE****IV. ROLL CALL**

Katherine Anderson	7:00 PM	8:41 PM
Danielle Aubry	7:00 PM	8:41 PM
William Dilworth	Absent	
Randall Freiling	Absent	
Christopher McKelvey	7:00 PM	8:41 PM
Kathleen Rappold	7:00 PM	8:41 PM
Ellen Suckle	7:00 PM	8:41 PM
Christy Weaver	7:00 PM	8:41 PM
William Weyland	7:00 PM	8:41 PM

Also present were:

Joanne E. Clement, SBA/Board Secretary  
Lynn DiPietropolo, Superintendent/Principal  
Andrew Li, Solicitor

V. Also present in the audience were:

V. PRESENTATIONS - None

VI. MINUTES

Approval of the Minutes from the following meetings:

1. August 25, 2016 Work Session Meeting
2. August 29, 2016 Regular Meeting
3. August 29, 2016 Executive Session

MOVED BY: Mr. Weyland SECOND BY: Mrs. Aubry  
ON ROLL CALL VOTE: MOTION CARRIED: 6-0-1(Mrs. Weaver)

VII. PUBLIC - AGENDA ITEMS ONLY

MOVED BY: Mrs. Rappold SECOND BY: Mrs. Anderson  
ON ROLL CALL VOTE: MOTION CARRIED: 7-0-0

No comments

MOVED BY: Mrs. Rappold SECOND BY: Mr. Weyland  
ON ROLL CALL VOTE: MOTION CARRIED: 7-0-0

VIII. COMMITTEE REPORTS

1. Curriculum and Programs  
(*Chairperson - William Weyland*)
  - a. Community Education Report - None
  - b. Camp Clementon Attendance Record - NoneMr. Weyland had nothing to report this month.
2. Finance and Facilities  
(*Chairperson - William Dilworth*)  
Mr. Dilworth was not present for a report.
3. Policy and Personnel  
(*Chairperson - Randall Freiling*)  
Mr. Freiling was not present for a report. Mrs. Weaver asked about evaluation timelines and would like to see the Board be on a schedule. Mrs. DiPietropolo stated that could not complete her evaluation until the end of the school year. Conversation between board members on this subject took place.
4. Negotiations  
(*To be determined at the time of negotiations.*)  
Nothing to report at this time.

IX. OTHER REPORTS

1. Camden County Educational Services Commission  
(*Representative - Christopher McKelvey*)  
Mr. McKelvey reported on the meeting that was held on September 7, 2016. Opening of school went well. Transportation is an issue. You can look at their website to read the minutes.
2. Camden County School Boards Association  
(*Representative - Kathleen Rappold*)  
Mrs. Rappold reported that the first County meeting is scheduled for October 13, 2016. Mr. Weyland, Mrs. Suckle, Ms. DiPietropolo and Mrs. Rappold will be attending. Topic is School Funding.
3. Legislation  
(*Representative - William Weyland*)  
Mr. Weyland attended the Legislative meeting in Trenton. Discussion on bills that the governor is trying to approve for funding, changing pension, etc. He had an extensive report and offered to share all documentation with anyone interested.
4. Pine Hill Board of Education  
(*Representative - Randall Freiling*)
  - a. Minutes from the Worksession/Regular Business Meeting (*Attachment IX-4.a*)  
Mr. Freiling was not present for a report.
5. Home and School Association  
(*Representative - Katherine Anderson*)  
Mrs. Anderson reported that the next meeting is scheduled for October 12, 2016 when they will accept membership and room mothers. Fund raising is on the agenda.

**X. CORRESPONDENCE**

1. Nutri-Serve Monthly Update - 2016 - None

**XI. OTHER INFORMATION**

1. Discussion Items: None
2. Clementon School Information:
  - a. Enrollment Report - None
  - b. Nurse's Report - None
  - c. Administrative Report - None
3. Harassment, Intimidation, and Bullying Report - None
4. Fire and Security Drills - 2016:

Drill Type	Date	Time
Fire Drill	9/15/2016	09:06 AM
Security Drill ( )		

5. Upcoming Events -October 2016: (*Attachment XI-5*)

## **XII. SUPERINTENDENT'S REPORT**

Items for Action - The Superintendent recommends approval of the following items:

1. Source 4 Teachers 2016-2017 Master List. (*Attachment XII-1*)
2. First Reading of the following revised regulation:  
(*Attachment XII-2*)

<b>Number</b>	<b>Type</b>	<b>Title</b>
2624	REG	Grading System

3. Abolish the following policy and regulation: (*Attachment XII-3*)
4. Memorandum of Agreement between Education and Law Enforcement Officials.  
(*Attachment XII-4*)
5. Administration of the National Assessment of Educational Progress (NAEP):  
DATE: February 1, 2017  
SUBJECTS: Math and Reading  
GRADE: 4  
TESTING SESSION: Approximately 90 minutes  
COST: None
6. New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bulling Bill of Rights Act. (*Attachment XII-6*)
7. Homebound Instructor for the 2016-2017 school year:  
STAFF: Andrea Gerrard  
RATE OF PAY: \$34.50 per hour
8. Board approval requested for Community Education Instructor:
  - a. POSITION: Volleyball Instructor  
NAME: Joe Casella  
SALARY: \$12.50 per hour  
START DATE: October 3, 2016  
TIME: Monday nights 7:00 - 8:30 PM  
October through December 2016 and January through March 2017
9. Employment of the following personnel for the 2016-2017 school year, contingent upon satisfactory criminal history review:
  - a. POSITION: Camp Clementon Staff  
NAME: Taylor Warthan  
SALARY: \$12.50 per hour

START DATE: September 30, 2016

b. POSITION: Substitute Custodian  
NAME: David McFeeley  
SALARY: \$10.00 per hour  
START DATE: September 30, 2016

10. Workshop/Meeting Requests:

a. EMPLOYEE: Kim English  
WORKSHOP: AENJ Conference  
LOCATION: Ocean Place Resort and Spa, Long Branch, NJ  
DATE: October 11, 2016  
COST: \$50.00 Membership; \$30.00 classes  
SPONSOR: Art Educators of NJ

b. EMPLOYEE: Joanne Clement  
WORKSHOP: McKinney Vento Homeless Education  
LOCATION: Gloucester County Institute of Technology  
DATE: September 20, 2016  
COST: \$0.00  
SPONSOR: GCSSSD

c. EMPLOYEE: Vanessa Hernandez  
WORKSHOP: McKinney Vento Homeless Education  
LOCATION: Gloucester County Institute of Technology  
DATE: September 20, 2016  
COST: \$0.00  
SPONSOR: GCSSSD

d. EMPLOYEE: Adrienne McManis  
WORKSHOP: McKinney Vento Homeless Education  
LOCATION: Gloucester County Institute of Technology  
DATE: September 20, 2016  
COST: \$0.00  
SPONSOR: GCSSSD

e. EMPLOYEE: Jose Cruz  
WORKSHOP: Lead Sampling in School Facilities  
LOCATION: Hammonton High School, Hammonton, NJ  
DATE: September 27, 2016  
COST: \$0.00  
SPONSOR: State of NJ

f. EMPLOYEE: Steve Boianelli  
WORKSHOP: NJSCA 2016 Fall Conference  
LOCATION: Rider University, Lawrenceville, NJ  
DATE: October 14, 2016  
COST: \$125.00



- SPONSOR: NJSCA
- g. EMPLOYEE: Andrea Gerrard  
WORKSHOP: Delving Deeper: It's More the Just Numbers  
LOCATION: Double Tree by Hilton, Eatontown, NJ  
DATE: October 21, 2016  
COST: \$0.00  
SPONSOR: NJ Association of Learning Consultants
- h. EMPLOYEE: Lynn DiPietropolo  
WORKSHOP: Changes to Funding and Requirements:  
From NCLB to ESSA  
LOCATION: Camden County College, Blackwood. NJ  
DATE: November 17, 2016  
COST: \$0.00  
SPONSOR: NJDOE
- i. EMPLOYEE: Katie Agresta  
WORKSHOP: Changes to Funding and Requirements:  
From NCLB to ESSA  
LOCATION: Camden County College, Blackwood. NJ  
DATE: November 17, 2016  
COST: \$0.00  
SPONSOR: NJDOE
- j. EMPLOYEE: Juleann Sattinger  
WORKSHOP: ASHA Conference  
LOCATION: Philadelphia Convention Center, Philadelphia, PA  
DATE: November 18, 2016  
COST: \$0.00  
SPONSOR: American Speech-Language Hearing Association
- k. EMPLOYEE: Jose Cruz  
WORKSHOP: Association Meetings Facility Manager  
LOCATION: Adelpia's Restaurant, Deptford, NJ  
DATE: 9/15, 10/20, 11/17, 2/16, 3/16, 4/20, 5/18 (2016-2017)  
January date to be determined.  
COST: \$0.00  
SPONSOR: Tom O'Donnell
- l. EMPLOYEE: Joanne Clement  
WORKSHOP: Camden County Business Administration Meetings  
LOCATION: CCESC, Clementon, NJ  
DATE: 9/14, 10/19, 12/14, 1/18, 2/15, 3/15, 4/25, 5/17, 6/14  
(2016-2017)  
COST: \$0.00  
SPONSOR: CCASBO
- m. EMPLOYEE: Lynn DiPietropolo  
WORKSHOP: Data Analysis that Improves Schools

- LOCATION: Camden County College, NJ  
DATE: October 14, 2016  
COST: \$155.00  
SPONSOR: Dr. Tracey Severns
- n. EMPLOYEE: Adrienne McManis  
WORKSHOP: Data Analysis that Improves Schools  
LOCATION: Camden County College, NJ  
DATE: October 14, 2016  
COST: \$155.00  
SPONSOR: Dr. Tracey Severns
- o. EMPLOYEE: Kathryn Agresta  
WORKSHOP: Data Analysis that Improves Schools  
LOCATION: Camden County College, NJ  
DATE: October 14, 2016  
COST: \$155.00  
SPONSOR: Dr. Tracey Severns
- p. EMPLOYEE: Lynn DiPietropolo  
WORKSHOP: Camden County Curriculum Consortium Meetings  
LOCATION: Voorhees BOE Office, Voorhees, NJ  
DATE: 10/20, 11/17, 12/15, 1/19, 2/16, 3/16, 5/18 AND 6/22  
(2016-2017)  
COST: \$0.00
- q. EMPLOYEE: Adrienne McManis  
WORKSHOP: Camden County Curriculum Consortium Meetings  
LOCATION: Voorhees BOE Office, Voorhees, NJ  
DATE: 10/20, 11/17, 12/15, 1/19, 2/16, 3/16, 5/18 AND 6/22  
(2016-2017)  
COST: \$0.00
- r. EMPLOYEE: Kathryn Agresta  
WORKSHOP: Camden County Curriculum Consortium Meetings  
LOCATION: Voorhees BOE Office, Voorhees, NJ  
DATE: 10/20, 11/17, 12/15, 1/19, 2/16, 3/16, 5/18 AND 6/22  
(2016-2017)  
COST: \$0.00
- s. EMPLOYEE: Joanne Clement  
WORKSHOP: Semi Program-Fundamentals, Cost Settlement  
LOCATION: Moorestown High School  
DATE: October 20, 2016  
COST: \$0.00  
SPONSOR: PCG Education

#### 11. 2016-2017 Contracted Extra-Curricular Stipend Positions and Personnel:

Stipend Position	Faculty Member	Stipend
Head Coach Boys Basketball	Michael Rossi	\$2,259.00
Asst. Coach Boys Basketball	Michael Terlizzi	\$1,506.00
Head Coach Girls Basketball	Denise Brumbach	\$2,259.00
Asst. Coach Girls Basketball	Ashley McClave	\$1506.00
Head Coach Co-ed Soccer	Steve Boianelli	\$2,259.00
Asst. Coach Co-ed Soccer	Michael Rossi	\$1,506.00
Head Coach Softball	Kristyn Vance	\$2,259.00
Asst. Coach Softball	Courtney Pettet	\$1,506.00
Head Coach Baseball	Michael Rossi	\$2,259.00
Asst. Coach Baseball	Michael Terlizzi	\$1,506.00
Cheerleading Coach	Anna Marie DeSanto	\$1,506.00
Student Government	Anna Marie DeSanto	\$1,506.00
Band Director	Bryan Williams	\$1369.00

12. 2016-2017 Concert and Music Production Volunteers:

- a. Glenn Johnson (Percussionist)
- b. Dennis Lupchinsky (Choreographer)
- c. Michael Blood (Soundboard/Set Construction)
- d. Alden Wright (Set Construction)

13. School Activities:

- a.
 

EVENT:	1 <sup>st</sup> Marking Period Pride Trip
FACULTY SPONSOR:	Steve Boianelli
DATE:	November 9, 2016
LOCATION:	30 Strikes Bowling, Stratford, NJ
TRANSPORTATION:	None (Transportation provided by 30 Strikes.)
NOTE:	This trip is to recognize those students in 5 <sup>th</sup> -8 <sup>th</sup> grade who earned the most PRIDE points during the 1 <sup>st</sup> marking period.
  
- b.
 

ORGANIZATION:	Community Ed
EVENT:	Adult Volleyball
FACULTY SPONSOR:	Kate Teschner
DATES:	October 3, 2016 through May 22, 2016
TIME:	7:00 -8:30 PM
LOCATION:	Gym
COST:	\$18:00 to \$20.00 per player
NOTE:	Adult Volleyball through Community Ed
  
- c.
 

EVENT:	HSA Meeting
PERSON IN CHARGE:	Jen Rhine
DATE:	10/12, 11/2, 12/7, 1/4, 2/11, 3/1, 4/5, 5/3 (2016-2017)
TIME:	7:00 - 9:00 PM

- LOCATION: Library  
 PARTICIPANTS: HSA Members  
 NOTE: Monthly HAS meeting held to discuss events, funds and other HSA related topics.
- d. EVENT: HSA Meeting  
 PERSON IN CHARGE: Jen Rhine  
 DATES: June 7, 2016  
 TIME: 3:15 -4:45 PM  
 LOCATION: Library  
 NOTE: End of year HSA meeting held to vote in officers, approve budget and other HSA topics.
- e. EVENT: Movie Night  
 PERSON IN CHARGE: Jen Rhine  
 DATE: 10/28, 4/7, 6/2 (2016-2017)  
 TIME: 7:00 - 9:00 PM  
 LOCATION: Multi-Purpose Room  
 COST: \$3.00 per person admission (includes popcorn)  
 PARTICIPANTS: All grade levels invited  
 NOTE: HSA hosted movie nights, age appropriate movie played, concession stand earns funds for HSA.
- f. EVENT: Middle School Movie Night  
 PERSON IN CHARGE: Jen Rhine  
 DATE: March 10, 2017  
 TIME: 7:00 - 9:00 PM  
 LOCATION: Multi-Purpose Room  
 COST: \$3.00 per person  
 PARTICIPANTS: Grade 6<sup>th</sup> - 8<sup>th</sup>  
 NOTE: HSA will host movie night for middle school students, funds raised support HSA events.
- g. EVENT: Art Show  
 FACULTY SPONSOR: Kimberly English  
 DATE: June 1, 2017  
 TIME: 6:45 - 8:30 PM  
 LOCATION: School-wide
- h. ORGANIZATION: Clementon Bureau of Fire Safety  
 EVENT: Fire Prevention Week  
 PERSON IN CHARGE: Troy Bishop  
 DATE: October 6, 2016  
 TIME: TBD  
 LOCATION: Multi-Purpose Room  
 PARTICIPANTS: Grades PreK-5<sup>th</sup>  
 NOTES: Fire Prevention presentation
- i. ORGANIZATION: Clementon Bureau of Fire Safety  
 EVENT: Annual Fire Safety Day  
 PERSON IN CHARGE: Troy Bishop

- DATE: October 8, 2016  
 TIME: 10:00 AM - 1:00 PM  
 LOCATION: Clementon Elementary School parking lot  
 NOTE: Fire Prevention week of activities.
- j. EVENT: Funds for Kids, Thanksgiving Cookies and Cheesecakes  
 PERSON IN CHARGE: Jen Rhine  
 DATE: 10/3 - 10/19 (Delivery 11/17)  
 LOCATION: Multi-Purpose Room (day of delivery)  
 PARTICIPANTS: All grade levels  
 NOTE: Percentage of sales goes to HSA.
- k. EVENT: Welcome Back Candy Bingo  
 FACULTY SPONSOR: Kate Teschner  
 DATE: October 6, 2017  
 TIME: 7:00 - 8:30 PM  
 LOCATION: Multi-Purpose Room  
 PARTICIPANTS: All grade levels invited  
 NOTE: Admission- one candy bar, \$1.00 for each additional card.
- l. EVENT: Breakfast with Santa  
 FACULTY SPONSOR: Kate Teschner  
 DATE: December 9, 2016  
 TIME: 9:00 - 11:00 AM  
 LOCATION: Multi-Purpose Room  
 COST: Breakfast is \$5.00, Pictures are \$3.00  
 NOTE: Free crafts.
- m. EVENT: Legally Blonde Jr.  
 FACULTY SPONSOR: Sal Mazzocca  
 DATE: 3/22, 3/23, 3/24 (2017)  
 TIME: 7:00 - 8:30 PM  
 LOCATION: Multi-Purpose Room  
 PARTICIPANTS: Grades 3<sup>rd</sup> - 8<sup>th</sup>  
 NOTE: School musical production
- n. EVENT: Winter Concert  
 FACULTY SPONSORS: Sal Mazzocca and Bryan Williams  
 DATE: December 15, 2016  
 TIME: 7:00 - 8:30 PM  
 LOCATION: Multi-Purpose Room  
 PARTICIPANTS: Grades 3<sup>rd</sup> - 8<sup>th</sup>  
 NOTE: Features instrumental and choral ensembles.
- o. EVENT: Spring Concert  
 FACULTY SPONSORS: Sal Mazzocca and Bryan Williams  
 DATE: May 24, 2017  
 TIME: 7:00 - 8:30 PM

- LOCATION: Multi-Purpose Room  
 PARTICIPANTS: Grades 3 - 8  
 NOTE: Features instrumental and choral ensembles
- p. EVENT: Holiday Music Concert  
 FACULTY SPONSOR: Sal Mazzocca  
 DATE: December 23, 2016  
 TIME: Part 1 (Grades K - 2) - 9:30 - 10:15 AM  
 Part 2 (Grades 3 -5) - 11:30 AM - 12:15 PM  
 LOCATION: Multi-Purpose Room  
 PARTICIPANTS: Grades K - 5<sup>th</sup>  
 NOTES: Holiday songs to be performed by each classroom in K-5<sup>th</sup> grade.
- q. EVENT: Black History Bee  
 FACULTY SPONSOR: Nicole Palermo  
 DATE: February 24, 2017  
 TIME: 1:45 - 3:00 PM  
 LOCATION: Multi-Purpose Room  
 PARTICIPANTS: Grades 7<sup>th</sup> and 8<sup>th</sup>  
 NOTE: Students will be given a chance to showcase their Black History knowledge in a competition.
14. QSAC District Improvement Plan (*Attachment XII-14*)
15. Termination of employee #305 effective September 9, 2016.
16. American Reading Company to showcase the IRLA program to other school districts on October 12, 2016.

**Approval of motions 1 through 16 above:**

MOVED BY: Mr. Weyland SECOND BY: Mrs. Anderson  
 ON ROLL CALL VOTE: MOTION CARRIED: 7-0-0

**XIII. SECRETARY'S REPORT**

Items for Action - The Superintendent recommends approval of the following items:

1. The payment of the following bill lists from the General Account:

<u>Bill List and Check Register</u>	<u>Amount</u>	
1. List # 1 (Payroll)	\$1,160.45	(Attachment XIII-1.1)
2. List # 2 (Payroll)	\$31,934.37	(Attachment XIII-1.2)
3. List # 3 (Payroll)	\$39,964.21	(Attachment XIII-1.3)
4. List # 4 (Camp Clementon)	\$1,796.79	(Attachment XIII-1.4)
5. List # 5 (Bill List)	\$208,650.01	(Attachment XIII-1.5)
6. List #6 (Bill List)	\$74,065.63	(Attachment XIII-1.6)

2. Approve transfers in the amount of \$60,000. (*Attachment XIII-2*)
3. Contract with Lindenwold Board of Education for homeless student #MR, for the 2016-2017 school year in the amount of \$12,730.
4. Adult lunch price increase for the 2016-2017 school year is \$3.60.
5. Extended School Year Tuition:

Archbishop	\$ 7,416.44
Archway	\$ 6,972.00
Bancroft	\$ 10,189.12
Bancroft	\$ 10,189.12
Bancroft-Aide	\$ 4,928.00
Bancroft-Aide	\$ 5,632.00
GCSSD	\$ 4,060.00
GCSSD	\$ 4,060.00
GCSSD	\$ 4,060.00
GCSSD	\$ 4,060.00
Willowglen	\$ 8,163.90
Yale	\$ 9,007.80
Yale	\$ 7,627.20
<b>TOTAL</b>	<b>\$ 86,365.58</b>

6. Donation of back packs from the Center of Family Services.
7. Attendance at the New Jersey School Boards Convention:
 

DATE: October 25 - 27, 2016  
 COST: \$0.00  
 ATTENDEES: Adrienne McManis  
 Jose Cruz
8. Camden County School Board Meeting:
 

DATE: October 13, 2016  
 TIME: 6:00 PM Registration  
 COST: \$0.00  
 LOCATION: Washington Banquet and Catering  
 ATTENDEES: Mrs. Suckle Mrs. Rappold  
 Mr. Weyland Ms. DiPietropolo
9. Resolution to join ABCO Credit Union. (*Attachment XIII-9*)
10. In accordance with N.J.A.C. 6A:23A-18.5 effective 7/1/07: to continue providing your student(s) lunch at no charge, we are required to obtain from you a resolution from your Board which resolves the district Board of Education does not require Willowglen Academy to charge students for lunch.
11. Resolution to Support Safe Routes to Grant Schools. (*Attachment XIII-11*)

12. Power Supply Agreement with District Energy for 29 months.

13. BOARD SECRETARY'S CERTIFICATION AND TREASURER'S REPORT FOR MONTH OF JULY 31, 2016. (*Attachment XIII-13*)

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, the Board Secretary certifies that as of July 31, 2016 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Clementon Board of Education pursuant to N.J.S.A.18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6:23-2.12 (a) 1.

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Clementon Board of Education certifies that as of July 31, 2016 and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a) 1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

**Approval of motions 1 through 13 above:**

MOVED BY: Mr. Weyland SECOND BY: Mrs. Aubry  
ON ROLL CALL VOTE: MOTION CARRIED: 7-0-0

#### **XIV. PUBLIC**

MOVED BY: Mrs. Rappold SECOND BY: Mr. Weyland  
ON ROLL CALL VOTE: MOTION CARRIED: 7-0-0

Mrs. Nucera asked if the Power School program was working as she did not receive an e-mail yet. The superintendent explained that the program is still being updated with student information.

Mrs. Nucera inquired about the estate money that the Board received. How will the money be spent? Mr. Li responded that there are statutory regulations that the Board must follow. Generally, the money is used for purchase of equipment or construction. The use would be capital improvements.

MOVED BY: Mrs. Rappold SECOND BY: Mrs. Anderson  
ON ROLL CALL VOTE: MOTION CARRIED: 7-0-0

#### **XV. EXECUTIVE SESSION**

Resolution to go into Executive Session at 7:28 p.m. for reasons of Personnel to discuss superintendent goals for approximately 30 minutes. Action will be taken.



MOVED BY:       Mrs. Rappold                          SECOND BY:       Mrs. Weaver        
ON ROLL CALL VOTE:                                    MOTION CARRIED: 7-0-0

Out of Executive Session - 8:10 p.m.

MOVED BY:       Mrs. Anderson                          SECOND BY:       Mrs. Aubry        
ON ROLL CALL VOTE:                                    MOTION CARRIED: 6-0-0

8:10 p.m. Mr. Weyland returned to the meeting.

Motion to approve submission of superintendent's merit goals to the Executive County superintendent for approval.

MOVED BY:       Mrs. Rappold                          SECOND BY:       Mrs. Aubry        
ON ROLL CALL VOTE:                                    MOTION CARRIED: 6-0-1(Mr. Weyland)

#### XVI. UNFINISHED BUSINESS

There was discussion of updates for the website. If you see something out of date, please contact the superintendent.

Discussion of the DARE and LEAD program. Mrs. Weaver spoke to Mr. Freiling about the program. Who is going to run the program? Superintendent is waiting for information from the police department.

Mrs. Weaver asked if we are a board of whole or a board of Committee. Mrs. Suckle read the Policy stating that we are Board of Committee but when necessary we are a Committee of the whole. Discussion among the Board on the subject.

Mr. McKelvey wanted to be assured that correspondence to the Board was received. Discussion on having e-mail addresses on the website for public to send information to board members. Board members were not all in favor of having their e-mails on website due to legal issues. Mr. McKelvey is looking for open communication with community. Discussion on putting the chain of command on the website for parent's information.

Mrs. Suckle stated that one of the board goals was to create a packet for new board members. We are in the process of completing this and will present it to the Board when completed. She reminded everyone that continued education is important. Mrs. Suckle contacted Terry Lewis from school boards to come and do a presentation on Board Goals, District Goals and Lynn's goals. Mr. Weyland stated that anyone can go to the Legislative meetings. He would be happy to take anyone.

#### XVII. NEW BUSINESS

1. Updates on AchieveNJ Evaluations
2. Clean Community October 15<sup>th</sup> and 16<sup>th</sup>.
3. There is a free workshop in October for members who are running for the board. Just let the Business Administrator know.
4. Clementon Park - free educational days.

**XVIII. ADJOURNMENT-8:41 p.m.**

**MOVED BY:       Mrs. Rappold**  
**ON ROLL CALL VOTE:**

**SECOND BY:       Mr. Weyland**  
**MOTION CARRIED:     7-0-0**

**MINUTES FROM THE BOARD MEETING REGULAR SESSION OF September 26, 2016**

**CLEMENTON BOARD OF EDUCATION  
MINUTES OF THE  
WORK SESSION BOARD MEETING  
September 26, 2016**

**EXECUTIVE SESSION**

President Suckle read the Open Public Meetings Act notice, as per Resolution N.J.S. A. 10:4-6 et seq), will be going into Executive Session for attorney/client privilege and personnel. No action will be taken 7:28 PM

The following members were in attendance:

Katherine Anderson	7:28 PM	8:10 PM
Danielle Aubry	7:28 PM	8:10 PM
William Dilworth	Absent	Absent
Randall Freiling	Absent	Absent
Christopher McKelvey	7:28 PM	8:10 PM
Kathleen Rappold	7:28 PM	8:10 PM
Ellen Suckle	7:28 PM	8:10 PM
Christy Weaver	7:28 PM	8:10 PM
William Weyland	7:28 PM	7:28 PM

Also in attendance were:

Lynn DiPietropolo, Superintendent  
Joanne E. Clement, SBA/Board Secretary  
Andrew Li, Solicitor

**ITEMS DISCUSSED:**

Mr. Weyland left at 7:28 p.m.

Mrs. DiPietropolo discussed her merit goals for the 2016-2017 school year. Mr. McKelvey asked why this information is not given to the public so that they can have input into the goals.

Mrs. Weaver had several questions on three goals.

Discussion on each goal and changes agreed upon by all parties.

These adjusted goals will be sent to the Executive County Superintendent for approval.

**OUT OF EXECUTIVE SESSION 8:10 p.m.**

**MOVED BY: Mrs. Anderson**

**SECONDED BY: Mrs. Aubry**

**ON ROLL CALL VOTE:**

**MOTION CARRIED: 6-0-0**

Respectfully Submitted,

Joanne E. Clement, Board Secretary

# Clementon Community Education

## Board Report - September 2016

### Attendance:

- As of September 30, 2016, 1218 students attended Camp Clementon in the morning and afternoon sessions.

### Community Education Upcoming Events:

- October 6, 2016 – Welcome Back Candy Bingo
- October 3, 2016 – Adult Volleyball
- December 3, 2016 – Breakfast With Santa

### Community Education Fall Classes:

- Volleyball for Adults will be held on Monday evenings starting October 3, 2016.
-

**CAMP CLEMENTON  
ATTENDANCE RECORD 2010  
September**

<u>DATE</u>	<u>AM</u>	<u>PM</u>	<u>TOTALS</u>
09/06/16	7	24	31
09/07/16	19	36	55
09/08/16	26	40	66
09/09/16	25	38	63
09/12/16	20	32	52
09/13/16	25	39	64
09/14/16	24	41	65
09/15/16	25	36	61
09/16/16	27	42	69
09/19/16	27	43	70
09/20/16	27	45	72
09/21/16	24	39	63
09/22/16	31	44	75
09/23/16	21	44	65
09/26/16	30	42	72
09/27/16	28	40	68
09/28/16	28	42	70
09/29/16	29	39	68
09/30/16	24	45	69
<b>TOTALS</b>	<b>467</b>	<b>751</b>	<b>1218</b>

# PINE HILL PUBLIC SCHOOLS August 23, 2016 Board Minutes

BOARD MEETING

Attachment IX- 4.a

## OF THE PINE HILL BOARD OF EDUCATION

August 23, 2016  
6:30 PM

- Call to Order I The Board Meeting of the Pine Hill Board of Education was called to order at 6:30PM by Mr. Joseph Keyek, Jr., Board President.
- Flag Salute II All those in attendance were invited to pledge allegiance to the flag. Mr. Keyek to Salute the Flag.
- Open Public Meeting Act III The Board Secretary read the required Open Public Meeting Act Statement: "The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advance notice of and to attend the meeting of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this act, the Pine Hill Board of Education, on August 23, 2016 caused notice of this meeting to be published by having the date, time and place thereof posted at the Board of Education Office, the Dr. Albert M. Bean School, the John H. Glenn School, the Pine Hill Middle School, Overbrook High School, and filed with the Pine Hill Borough Hall. Also notice of this has been sent to the Courier Post."
- Roll Call IV The following members answered roll call:
- |                              |         |
|------------------------------|---------|
| Mr. Len Cavallaro            | absent  |
| Mrs. Lori Corry              | present |
| Mrs. Zipporah Daniels-Browne | present |
| Mr. Randy Freiling           | present |
| Mr. Les Gallagher            | present |
| Mrs. Lois Parker             | present |
| Ms. Kimberly Reed            | present |
| Mr. Roger Schwartz           | present |
| Mrs. Barbara Villari-Peters  | absent  |
| Mr. James Wakeley            | absent  |
| Mr. Joseph Keyek, Jr.        | present |
- Also present were:
- |                     |                               |
|---------------------|-------------------------------|
| Dr. Kenneth Koczur: | Superintendent of Schools     |
| Deborah Piccirillo: | School Business Administrator |
| Amy Guerin          | Board Solicitor               |
- Motion to Caucus Motioned by Mr. Gallagher seconded by Mrs. Daniels-Browne at 6:38pm to go into executive session. Voice vote. All in favor.
- VI Mr. Keyek read Resolution #08232016 authorizing legal and executive session as the issues to be discussed pertained to student matter. **(Attachment VI)**
- Motion to Return from Caucus Motioned by Mrs. Reed, seconded by Mr. Freiling at 6:45pm to come out of executive session. Voice vote. All in favor.
- Presentations

# PINE HILL PUBLIC SCHOOLS August 23, 2016 Board Minutes

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Open Floor to Public Statements

Motioned by Mr. Gallagher, seconded by Mrs. Daniels-Browne to open the floor for public statements. Voice vote. All in favor.

Close Floor to Public Statements

There being no further statements, it was motioned by Mr. Freiling seconded by Mrs. Daniels-Browne to close the floor. Voice vote. All in favor.

## VIII COMMITTEE REPORTS

### Curriculum/Technology

None at this time

### Finance

None at this time

### Negotiations

None at this time

### Personnel

None at this time

### Policy

Mr. Gallagher discussed state request on the most of the 1<sup>st</sup> reading??

### Property

- a. Roof project at Overbrook High School 99% complete.
- b. Dry Well at Overbrook High School all complete, some piping left- new walkways by opening are complete.
- c. Locker rooms at Overbrook High School are complete.
- d. Overbrook High School Gym floor and Bleachers are complete.
- e. Playground at John Glenn is complete.
- f. Dr. Albert Bean carpet replacement in two classrooms is complete.
- g. Athletic Director office new flooring complete.
- h. Dr. Albert Bean retaining wall complete.
- i. Administration Building painting and removal of filing cabinets is complete.
- j. Duall Construction at all the buildings is 90% complete.
- k. Change Order #1 for security key pads to be moved
- l. Overbrook High School Gym and Auditorium sidewalk almost complete.
- m. Lead/Water 365-day plan initial testing was complete.
- n. John Glenn carpet replacement
- o. Water fountains installed at Overbrook High School complete.
- p. New phone system complete.
- q. Overbrook High School Trophy cases are installed
- r. Markerspace Room at Overbrook High School will be installed first week in September.

### Student Disciplinary Review

None at this time

## IX LIAISON REPORTS

# PINE HILL PUBLIC SCHOOLS August 23, 2016 Board Minutes

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Camden County Educational Services Commission

None at this time

Camden County School Boards Association

None at this time

DEAC

None at this time

Municipal Alliance

None at this time

NJ School Boards Association

None at this time

Pine Hill Borough Liaison

None at this time

Education Foundation

None at this time

PTO

None at this time

Site Council –

*John Glenn School – Mr. Gallagher*

*Dr. Albert Bean School – Mrs. Corry*

*Pine Hill Middle School – Mr. Schwartz*

*Overbrook High School – Mr. Freiling, Mrs. Villari-Peters – Mr. Freiling*

announced that the HS is testing a new policy with regards to dress codes.

## **SUPERINTENDENT'S REPORT**

**A. PERSONNEL-** The Superintendent recommends approval of the following items:

**Motioned by Mr. Schwartz, seconded by Mr. Freiling Roll Call. All in Favor.**

Substitute List

**XIA1** The motion to approve the 2016-2017 substitute list.

Megan Faltenbacher
Patricia Evans
Helen Sloan

Leave of Absences

**XIA2** The motion to approve the following employees:



**PINE HILL PUBLIC SCHOOLS August 23, 2016 Board Minutes**

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<b>Employee</b>	<b>Leave Requested</b>	<b>Sick, Personal, Vacation</b>	<b>Federal Family Medical Leave</b>	<b>NJ Medical Leave Act</b>	<b>Unpaid</b>
# 296	09/01/16-09/30/16	09/01/16-09/30/16			
# 809	Extended leave 7/11/16 to 9/30/16				7/11/16 - 9/30/16
# 1569	9/01/2016 to 9/26/16	9/01/2016 to 9/26/16			
# 1572	9/5/16 to 1/6/17	None	9/05 to 9/30	10/03 to 1/06/17	9/5/16 to 1/06/17
# 1037	9/01/16 to 1/24/17	9/01/16 to 10/14/16	10/17/16 to 1/24/17		10/17 to 1/24/17

- Resignation                    **XIA3** The motion to approve the resignation of Mrs. Carrie Bickhardt, Secretary, Overbrook High School, effective August 20, 2016.
- Resignation                    **XIA4** The motion to approve the resignation of Mrs. Rosemarie Finn-Torchia, Special Education Teacher, Overbrook High School, effective August 24, 2016.
- Resignation                    **XIA5** The motion to approve the resignation of Ms. Jeanmarie Rossi, Developmental Support Assistant, John Glenn School, effective August 24, 2016
- Resignation                    **XIA6** The motion to approve the resignation of Ms. Nancy Oliver, History Teacher, Pine Hill Middle School, effective August 24, 2016.
- Resignation                    **XIA7** The motion to approve the resignation and request to be released from the 2016-2017 contract of Mr. Daniel Cosenza, History Teacher, Overbrook High School, effective August 24, 2016.
- Resignation                    **XIA8** The motion to approve the resignation and request to be released from the 2016- 2017 contract of Ms. Jessica Vant, English Teacher, Overbrook High School, effective August 17, 2016.

## PINE HILL PUBLIC SCHOOLS August 23, 2016 Board Minutes

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Resignation	<b>XIA9</b> The motion to approve the resignation of Ms. Kelly Smith, Mathematics Teacher, Overbrook High School, effective upon replacement or 60 days (October 17, 2016).
Ratification	<b>XIA10</b> The motion to approve Ms. Janice Pfluger as Transportation Coordinator at a salary of \$37,500.00, effective August 1, 2016.
Ratification Instruction Assistant	<b>XIA11</b> The motion to approve Ms. Theresa Gondolf as Summer Enrichment Instructional Assistant at the rate of \$10.00 per hour, effective July 12, 2016. Salary funded by NCLB/Title I funding.
Long Term Substitute	<b>XIA12</b> The motion to approve Ms. Samantha Trout as Long Term School Psychologist for the Child Study Team, Step 1 MA +60, at a salary of \$58,564.00, prorated without benefits, effective September 1, 2016.
Elementary Teacher	<b>XIA13</b> The motion to approve Ms. Mary Kennedy as First Grade Teacher at the John Glenn Elementary School, Step 1 MA, at a salary of \$54,450.00, effective September 1, 2016.
Elementary Teacher	<b>XIA14</b> The motion to approve Mrs. Debra Otis as Second Grade Teacher at the John Glenn Elementary School, Step 1 BA, at a salary of \$50,336.00, effective September 1, 2016.
Long Term Substitute	<b>XIA15</b> The motion to approve Ms. Denean Chiumento as Long Term Substitute Preschool Disabled Teacher at the John Glenn Elementary School, Step 1 MA, at a salary of \$54,450.00 prorated without benefits, effective September 1, 2016.
Long Term Substitute	<b>XIA16</b> The motion to approve Ms. Chelsea O'Hara as Long Term Substitute First Grade Teacher at the John Glenn Elementary School, Step 1 BA, at a salary of \$50,336.00 prorated without benefits, effective September 1, 2016.
Long Term Substitute	<b>XIA17</b> The motion to approve Ms. Maureen Davis as Long Term Substitute Fourth Grade at the John Glenn Elementary School, Step 1 MA, at a salary of \$54,450.00 prorated without benefits, effective September 1, 2016.
Elementary Teacher	<b>XIA18</b> The motion to approve Ms. Lisa Bariana as Special Education Teacher at the Dr. Albert Bean Elementary School, Step 1 MA, at a salary of \$54,450.00, effective September 1, 2016.
Paraprofessional	<b>XIA19</b> The motion to approve Ms. Lauren Bigos as Paraprofessional at the Pine Hill Middle School, Step 1 BA, at a salary of \$25,268.00, effective September 1, 2016.
Theater Teacher	<b>XIA20</b> The motion to approve Ms. Maria Panvini as Theater Teacher at Overbrook High School, Step 1 BA, at a salary of \$50,336.00, effective September 1, 2016.
Social Studies Teacher	<b>XIA21</b> The motion to approve Ms. Alexis Banner as Social

## PINE HILL PUBLIC SCHOOLS August 23, 2016 Board Minutes

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Studies Teacher at Overbrook High School, Step 1 MA, at a salary of \$54,450.00, effective September 1, 2016.

Special Education Teacher **XIA22** The motion to approve Ms. Jessica Tanski as Special Education Teacher at Overbrook High School, Step 1 MA, at a salary of \$54,450.00, effective September 1, 2016.

Physical Education Teacher **XIA23** The motion to approve Mr. Kenneth Siano as Physical Education Teacher at Overbrook High School, Step 1 BA, at a salary of \$50,336.00, effective September 1, 2016.

English Teacher **XIA24** The motion to approve Ms. Lauren Covaci as English Teacher at Overbrook High School, Step 1 MA, at a salary of \$54,450.00, effective September 1, 2016.

School Secretary **XIA25** The motion to approve Ms. Noel Stio as School Secretary at Overbrook High School, Step 1, at a salary of \$27,916.00, effective August 29, 2016.

Athletic Director Secretary **XIA26** The motion to approve Ms. Kimberly Reily as Athletic Director Secretary at Overbrook High School, Step 1, at a salary of \$27,916.00, effective September 19th, 2016.

District Guidance Supervisor **XIA27** The motion to approve Mrs. Nicole Kerber as District Guidance Supervisor at Overbrook High School pending a negotiated salary with Pine Hill Board of Education, effective October 1, 2016.

Twilight Staff **XIA28** The motion to approve the following staff for Twilight Program at Overbrook High School, at a rate of \$27.00 per hour.

David Poponi	School Psychologist
Patti Israel	Guidance Counselor
Charles Renner	Science Teacher
Mary Gummo	Art Teacher
Jessica McCabe	English Teacher
Jessica Dalessandro	Spanish/Special Education Teacher
Sarah DiBenedetto	Physical Education Teacher
JoAnne Vanderslice	History Teacher

Custodian **XIA29** The motion to approve Ms. Cassandra Montgomery as custodian, at a salary of \$28,546.00, effective September 1, 2016.

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- Salary Adjustment**            **XIA30** The motion to approve the salary adjustment of Ms. Coreen Smith's salary to Step 1 MA, \$54,450.00. Originally approved as Step 1 BA, \$50,336.00, effective September 1, 2016.
- Salary Adjustment**            **XIA31** The motion to approve the salary adjustment of Ms. Leigh Brown, to Step 14, BA+30, at a salary of \$63,793.00, effective September 1, 2016. Ms. Brown has supplied necessary paperwork to warrant this movement.
- Salary Adjustment**            **XIA32** The motion to approve the salary adjustment of Ms. Nicole D. Smith, to Step 12, BA+30, at a salary of \$63,793.00, effective September 1, 2016. Ms. Smith has supplied necessary paperwork to warrant this movement.
- Salary Adjustment**            **XIA33** The motion to approve the salary adjustment of Ms. Lawren Duffy, to Step 11 MA, at a salary of \$65,850.00, effective September 1, 2016. Ms. Duffy has supplied necessary paperwork to warrant this movement.
- Salary Adjustment**            **XIA34** The motion to approve the salary adjustment of Ms. Susan Altringer to Step 7, BA+15, at a salary of \$54,765.00, effective September 1, 2016. Ms. Altringer has supplied the necessary paperwork to warrant this movement.
- Salary Adjustment**            **XIA35** The motion to approve a salary adjustment for Ms. Amanda Redrow to step 6, MA+15, at a salary of \$58,078.00, effective September 1, 2016. Ms. Redrow has supplied the necessary paperwork to warrant this movement.
- Ratification of Summer**        **XIA36** The motion to ratify Mr. Karim Fisher, Assistant Principal, Overbrook High School, to work the month of August at a rate of \$ 358.75 per day.
- Overbrook High School**        **XIA37** The motion to approve the following advisors for the 2016- 2017 school year.

Activity	Employee	Stipend
Freshman Class Advisor	Katie Naccarato	\$1,503.00
Sophomore Class Advisor	Jeff Mack	\$1,853.00
Junior Class Advisor	Nicole Kerber & Nicole Smith	\$1,187.00 per person
Senior Class Advisor	Amanda Redrow & Jennifer Kohri	\$1,187.00 per person

**PINE HILL PUBLIC SCHOOLS August 23, 2016 Board Minutes**

<b>Activity</b>	<b>Employee</b>	<b>Stipend</b>
Audio Visual Aids	Andrew Lomonico	\$2,294.00
Concert Band Director	Brian Height	\$3,967.00
Jazz Band Director	Brian Height	\$2,434.00
Marching Band Director	John Bauman	\$6,989.00
Musical Director for the play	Maura Schwartz	\$1,619.00
Pit Orchestra Conductor for the Musical	Maura Schwartz	\$1,619.00
Choir Director	Maura Schwartz	\$3,967.00
Art Club Advisor	Larissa Danowitz	\$1,175.00
Astronomy Club Advisor	Sharon Scott	\$1,175.00
Academic Challenge Advisor	Suzanne Pomykacz	\$1,175.00
Multi-Cultural Club	Danielle Walker	\$1,175.00
AVA Club Advisor	Andrew LoMonico	\$1,175.00
Interact Club Advisor	Amanda Redrow	\$1,175.00
Model UN Advisor	Nicole Smith	\$1,175.00
Leo Club Advisor	Pia Paolo	\$1,175.00
National Honor Society Advisor	Janine Burpulis	\$1,459.00
Youth and Government Advisor	Nicole Kerber	\$1,175.00
Science League Advisor	Phyllis DeRito	\$1,175.00
Drama Director	Maria Panvini	\$4,862.00
Set Construction	Mike Charboneau	\$1,619.00
Stage Manager	Glenn Davis	\$4,053.00
Newspaper Advisor	Sharon Nadelbach	\$1,459.00
Student Government Advisor	Kelly Smith & Casey Binkley	\$3,967.00
Summer ID Cards	Stephen Angilletta	\$1,493.00
Web Site Manager	Glenn Davis	\$1,126.00
Yearbook Editor	Christopher Callahan	\$2,294.00
Morning Duty	Jeff Mack	\$44.00 per hour
Morning Duty	Mamie Gummoe	\$44.00 per hour
Morning Duty	Michele Dunnet	\$44.00 per hour

**PINE HILL PUBLIC SCHOOLS August 23, 2016 Board Minutes**

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<b>Activity</b>	<b>Employee</b>	<b>Stipend</b>
Morning Duty	Ken Siano	\$44.00 per hour
Morning Duty	Mark Bottino	\$44.00 per hour
Morning Duty	Katie Naccarato	\$44.00 per hour
Morning Duty	Noel Enley	\$44.00 per hour
Morning Duty	Mike Fryer	\$44.00 per hour
Morning Duty	Stephanie Jenetta	\$44.00 per hour
Morning Duty	Jennifer Moore	\$44.00 per hour
Morning Duty	Sharon Nadelbach	\$44.00 per hour
Morning Duty	Carmen Nieves Ocasio	\$44.00 per hour
Morning Duty	Mark Peiffer	\$44.00 per hour
Morning Duty	Lindsey Sampolski	\$44.00 per hour
Morning Duty	Frank Wilczynski	\$44.00 per hour
Detention Proctors	Jennifer Moore	\$33.00 per hour
Detention Proctors	Lauren Delucas	\$33.00 per hour
Detention Proctors	Christopher Callahan	\$33.00 per hour

Overbrook High School  
Facilitators

**XIA38** The motion to approve the following Overbrook High School Academic Facilitators for the 2016-2017 school year at a stipend of \$1,967.00 per contract.

<b>Content Area</b>	<b>Employee</b>
Math	Susan Levy
Science	Morgan Zielinski
Language Arts	Amanda Redrow
Social Studies/ World Language	Nicole Smith
Physical Education/Special Area	Danielle Anari

Substitute Athletic

**XIA39** The motion to approve the following substitute athletic trainers for the 2016-2017 school year. At a rate of \$30.00 per hour.

Katherine Fucetola
Michele Ferguson
Chad Scott
Lawrence Jones

**PINE HILL PUBLIC SCHOOLS August 23, 2016 Board Minutes**

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Coaching

**XIA40** The motion to approve the following fall coaches:

<b>Name</b>	<b>Position</b>	<b>Stipend</b>
Dontay Stokes	Overbrook High School - Football Assistant Coach	\$6,473.00
Mark Bottino	Overbrook High School - Volunteer Football Assistant Coach	N/A
Thomas Wilczynski	Overbrook High School - Volunteer Football Assistant Coach	N/A
Matthew Torbik	Pine Hill Middle School - Soccer Official	\$53.00 per game
Alexis Banner	Pine Hill Middle School - Soccer Official	\$53.00 per game
James Law	Pine Hill Middle School - Soccer Official	\$53.00 per game

Marching Band

**XIA41** The motion to approve the following Marching Band Staff:

<b>Name</b>	<b>Position</b>	<b>Stipend</b>
Elizabeth Burian	Color Guard Designer	\$1,300.00
Lisa Harkisheimer	Marching Band Volunteer	N/A

Resignation

**XIA42** The motion to approve the resignation of Mr. Daniel Cosenza as Assistant Football coach for the 2016-2017 School year.

**B. POLICY -**

The Superintendent recommends approval of the following items:

1. The motion to approve the following Policies:

2nd reading	2415.04	Parent Involvement - <b>Attachment XI-B1a</b>
1st reading	P1220	Employment of Chief School Administrator - Attachment XI-B2b
1st reading	P1310	Employment of School Business Administrator/Board Secretary - Attachment XI-B2c
1st reading	P3111	Creating Positions - Attachment XI-B2e

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1st reading	P3124	Employment Contract - Attachment XI-B2f
1st reading	P3125	Employment of Teaching Staff Members - Attachment XI-B2g
1st reading	P3125.2	Employment of Substitute Teachers - Attachment XI-B2h
1st reading	P3126	District Mentoring Program - Attachment XI-B2i
1st reading	R3126	District Mentoring Program - Attachment XI-B2j
1st reading	P3141	Resignation - Attachment XI-B2k
1st reading	P3144	Certification of Tenure Charges - Attachment XI-B2l
1st reading	R3144	Certification of Tenure Charges - Attachment XI-B2m
1st reading	P3159	Teaching Staff Members/School District Reporting Responsibilities- Attachment - Attachment XI-B2n
1st reading	P3231	Outside Employment as Athletic Coach - Attachment XI-B2o
1st reading	P3240	Professional Development for Teachers and School Leaders - Attachment XI-B2p
1st reading	R3240	Professional Development for Teachers and School Leaders - Attachment XI-B2q
Abolishment	P3244	In-Service Training - Attachment XI-B2r
Abolishment	R3244	In-Service Training - Attachment XI-B2s
1st reading	P4159	Support Staff Member/School District Reporting Responsibilities - Attachment XI-B2t
1st reading	P5305	Health Services Personnel - Attachment XI-B2u
1st reading	R5330	Administration of Medication - Attachment XI-B2v
1st reading	P5350	Student Suicide Prevention - Attachment XI-B2w
1st reading	R5350	Student Suicide Prevention - Attachment XI-B2x
1st reading	P9541	Student Teachers/Interns - Attachment XI-B2y
1st reading	P1140	Affirmative Action Program - Attachment XI-B2z
1st reading	P1523	Comprehensive Equity Plan - Attachment XI-B2aa
1st reading	P1530	Equal Employment Opportunities - Attachment XI-B2bb
1st reading	R1530	Equal Employment Opportunity Complaint Procedure - Attachment XI-B2cc



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1st reading	P1550	Affirmative Action Program for Employment and Contract Practices - Attachment XI-B2dd
1st reading	P2200	Curriculum Content - Attachment XI-B2ee
1st reading	R2200	Curriculum Content - Attachment XI-B2ff
1st reading	P2260	Affirmative Action Program for School and Classroom Practices - Attachment XI-B2gg
1st reading	P2411	Guidance Counseling - Attachment XI-B2hh
1st reading	R2411	Guidance Counseling - Attachment XI-B2ii
1st reading	P2423	Bilingual and ESL Education - Attachment XI-B2jj
1st reading	R2423	Bilingual and ESL Education - Attachment XI-B2kk
1st reading	P2610	Educational Program Evaluation - Attachment XI-B2ll
1st reading	P2622	Student Assessment - Attachment XI-B2mm
1st reading	P5750	Equal Educational Opportunity - Attachment XI-B2nn
1st reading	P5755	Equity in Educational Programs and Services - Attachment XI-B2oo
1st reading	P5339	Screening for Dyslexia - Attachment XI-B2pp
1st reading	P5460	High School Graduation - Attachment XI-B2qq
1st reading	P5514	Student Use of Vehicles on School Grounds - Attachment rr
Abolishment	R5514	Student Use of Vehicles
1st reading	P7481	Unmanned Aircraft Systems (UAS also known as Drones) - Attachment XI-B2ss
1st reading	P8441	Care of Injured and Ill Persons - Attachment XI-B2tt
1st reading	R8441	Care of Injured and Ill Persons - Attachment XI-B2uu
1st reading	P8454	Management of Pediculosis - Attachment XI-B2vv
1st reading	P8630	Bus Driver/Bus Aide Responsibility - Attachment XI-B2ww
1st reading	R8630	Emergency School Bus Procedure - Attachment XI-B2xx

**C. FINANCE** – The Superintendent recommends approval of the following items:

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Professional Days                    **XIC4** The motion to approve professional days. **See Attachment XI C2**

Fund Raisers                        **XIC5** The motion to approve the following fundraisers:

Group	Event	Purpose	Date
Overbrook Football	Discount Card Sale	Raise funds to support Overbrook Football	August 23, 2016
Overbrook Football	Rita's Night	Raise funds to support Overbrook Football	August 30, 2016
Overbrook Football	Advertising Space along Field	Raise funds to support Overbrook Football	Ongoing
Staff Renaissance	School Spirit Days	Raise funds to support Renaissance Club	One day per month Sept - June
Student Government	School Spirit Day	Raise funds to support Go 4 the Goal Kids with cancer research	September 30, 2016

**Motion by Mrs. Reed seconded by Mrs. Corry Roll Call. All in favor**

**D. CURRICULUM** – The Superintendent recommends approval of the following items:

Guest Speaker                    **XID1** The motion to approve guest speaker, Mr. Ty Drago, to speak to Pine Hill Middle School 6th Grade Reading Classes about his fiction books and the importance of good decision making at a cost of \$250.00.

Delayed Openings                **XID2** The motion to approve for Overbrook High School to operate on a delayed opening schedule on April 25, 26, 28, May 2, 3, 4, 2017 during PARCC testing.

Practicum Students               **XID3** The motion to approve the following students from Rutgers University to complete practicum hours September 2016 with Kathy Benton, School Nurse, at Overbrook High School to fulfill requirements of the Rutgers Nursing Program.

Laura Henry
Kyung Lee
Jenna Morrison
Erica Norris

Equivalency Wavier               **XID4** The motion to approve the submission of application for

## PINE HILL PUBLIC SCHOOLS August 23, 2016 Board Minutes

the AchieveNJ teacher evaluation equivalency waiver for the 2016-2017 school year.

2016-2017 Professional Development Plans

**XID5** The motion to approve the school and district Professional Development Plans for the 2016-2017 school year. **See Attachment XI-D7a-e**

Teacher Mentoring

**XID6** The motion to approve the following teacher mentoring partnerships for the 2016-2017 school year.

Mentee	School	Position	Mentor
Chelsea O'Hara	John Glenn	LTS - 1st Grade	Joanne Brown
Maureen Davis	John Glenn	LTS - 4th Grade	Nancy Gudknecht
Lauren Bigos	Middle School	Paraprofessional	Lisa Short
Kenneth Siano	Overbrook High School	Physical Education	Mark Bottino
Alexis Banner	Overbrook High School	Social Studies	Danielle Franchetti
Sara DiBenedetto	Overbrook High School	LTS - Physical Education	TBD
Jessica Tanski	Overbrook High School	Special Education	Danielle Anari
Lauren Covaci	Overbrook High School	English	TBD

Field Trips

**XID7** The motion to approve the following Field Trips:

Date	Group	Event	Cost to Board
9/17/16	Overbrook Choir	All State Rehearsal- East Brunswick High School	\$464.72
10/1/16	Overbrook Choir	All State Rehearsal- Edison High School	\$464.72
10/29/16	Overbrook Choir	All State Rehearsal- Edison High School	\$464.72
11/9/16	Overbrook Choir	All State Mixed Performance- Claridge Hotel, AC	\$174.27
11/19/16	Overbrook	All South Jersey Auditions –TBD	\$58.00/hr

**PINE HILL PUBLIC SCHOOLS August 23, 2016 Board Minutes**

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	Choir		
11/20/16	Overbrook Choir	All State Mixed Performance-NJPAC Newark, NJ	\$464.72
12/3/16	Overbrook Choir	All South Jersey Rehearsal-Lenape High School	\$348.54

**E. MISCELLANEOUS**

- High School Grounds      **XIE1** The motion to approve the use of Overbrook High School grounds for the Pine Hill Borough New Year's Eve celebration and fireworks.
- Memorandum of              **XIE2** The motion to approve the Memorandum of Agreement between Pine Hill Board of Education and Pine Hill Police Department as required by the New Jersey Department of Education. **See Attachment XI E2**
- Bowling Facility              **XIE3** The motion to approve the use of 30 strikes Bowling Alley for all Bowling practices and home matches for the 2016-2017 season. Cost is \$6.95 per bowler, per day. Approximate season cost to board \$4,500.00.

**F. ITEMS OF GENERAL INTEREST**

**SCHOOL BUSINESS ADMINISTRATOR'S REPORT**

**A. INFORMATION**

**B. CORRESPONDENCE**

**C. MINUTES**

- Work session Minutes      **XIIC1** August 23, 2016 Work session/Regular Meeting Minutes  
**XIIC2** August 23, 2016 Caucus Minutes

**Motioned by Mrs. Corry, seconded by Mrs. Daniels-Browne Roll Call Vote. All in favor.**

**D. FINANCE**

- Secretary's Report        **XIID1** Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of June 2016. 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. **See Attachment XIID1**
- Treasurer's Report        **XIID2** Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of June 2016. The Treasurer's Report and Secretary's Report are in agreement for the month of June 2016. **See Attachment XIID2**

**PINE HILL PUBLIC SCHOOLS August 23, 2016 Board Minutes**

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Board Secretary **XIID3** Board Secretary Certification 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.

Board of Education Certification **XIID4** Pursuant to N.J.A.C 6A:23A – 16.10 (c), the Pine Hill Board of Education certifies that after review of the June Secretary’s Monthly Financial Report and the June Treasurer’s Monthly Financial Report and upon consultation with the appropriate district officials, that to be the best of the Board’s knowledge, no major account or fund had 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.

Line Item Transfers **XIID5** Transfers for June 2016 **See Attachments XIID5**

Payment of Bills June 2016 **XIID6 See Attachments XIID6a**

- a. Bill List- June 23 \$383,905.66
- b. Bill List- June 25 \$177,958.82
- c. Bill List- June 29 \$197,644.05

Total out of General Account: \$759,508.53

Payment of Bills July-August 2016 **XIID7 See Attachments XIID7a-b**

- a. Bill List- July 13 \$667,586.90
- b. Bill List- July 29 \$686.10
- c. Bill List- August 1 \$643,907.01
- d. Bill List- August 8 \$1,046,989.94
- e. Bill List- August 18 \$1,127,977.75

Total Out of General Account: \$3,487,147.70

- a. Nutri-Serve – Check # 1270 \$1,562.12
- b. Nutri-Serve – Check #1271 \$10.80
- c. Nutri-Serve – Check # 1272 \$2,214.10
- d. Nutri-Serve – Check #1273 \$1,940.25
- e. Nutri-Serve – Check # 1275 \$2,265.05
- f. Nutri-Serve – Check #1276 \$1,873.37
- g. American Kitchen Machinery – Check #1274 \$912.46
- h. Advanced Restaurant Technologies – Check #1277 \$2,625.00
- i. Nutri-Serve – Check #1278 \$3,029.82
- j. Nutri-Serve – Check #1279 \$313.68

Total Out of Cafeteria Account: \$16,746.65

**Motioned by Mr. Freiling seconded by Mrs. Corry Roll Call Vote. All in favor.**

IDEA Grant **XIID8** The motion to approve IDEA Application and submit the grant application for FY 2017 funding in the following amounts:

	Allocation
Basic Grant Award (Ages 3-21)	\$431,616
Preschool Grant Award ( Ages 3-5)	\$14,985

## PINE HILL PUBLIC SCHOOLS August 23, 2016 Board Minutes

**Wrestling Room**                      **XIID9** The motion to approve and accept a donation from Larry Mauriello in the amount of \$20,201.70 to purchase new wrestling mats for the new Paul Mauriello wrestling room.

**Homebound Instruction**                      **XIID10** The motion to approve the Daytime Solution by WALSHLEGACY, INC for home instruction/tutoring the 2016-2017 school year at a rate of %55.00 per hour per student.

**Serve Trade**                                      **XIID11** The motion to approve the retirement of (4) servers to Advanced Computer Solutions Group for a total of 20 hours at a proposed rate of \$95 per hour to have the work completed.

**NJSBA Workshop**                              **XIID12** The motion to approve the following board members to attend the 2016 Workshop being held in Atlantic City from October 25 - 27, 2016. The hotel stay is \$92.00 per night. Unforeseen fees/expenses which qualify for reimbursement in accordance with Board policy will be allowed for payment/reimbursement.

Joseph Keyek Jr	\$184.00
Zipporah Daniels-Browne	\$184.00
Les Gallagher	\$184.00
Barbara Villari-Peters	\$184.00
Lois Parker	\$184.00
Greg Sawyer	\$184.00
Deborah Piccirillo	\$184.00

**Delta-T Group**                                      **XIID13** The motion to approve Delta T and Education Services Commission for Educational Specialist services which includes LDTC at a rate of \$249.00 for half day and \$476.00 full day. There is a minimum half day commitment.

**Security System Change**                      **XIID14** The motion to approve the following Charge Order 1 for each school listed below.

Overbrook High School	\$1,169.00
Albert Bean	\$2,186.00
John Glenn	\$7,552.00

**Student Tuition Contracts**                      **XIID15** The motion to approve the following McKinney Vento students, out of district

Student#/Grade	Sending District (Fiscally Responsible)	Receiving District	Effective Date	Amount

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N.W. - 7th	Pine Hill	Gloucester Township	4/16/2016	\$5,214.80
K.B. - 5th	Pine Hill	Gloucester Township	4/16/2016	\$2,824.40
C.B. - 3rd	Pine Hill	Gloucester Township	4/16/2016	\$8,778.40
F.B. - T1	Pine Hill	Gloucester Township	4/16/2016	\$5,042.40

The Pine Hill Board of Education welcomes and values input from the community. The public comment portion of the Board meeting is the time where any member of the public can share their thoughts directly with the Board. At the same time, the Board encourages members of the public to bring specific, individual issues to the attention of the Administration first. Anyone who wishes to speak has five minutes to make their comments. Please keep your comments respectful, not defamatory, and suitable for a meeting of a public body. When you approach the podium, please begin by stating your name and address.

Open Floor to Public

**XIII.** Motioned by Mr. Freiling, seconded by Mr. Gallagher to open the floor Statements for public

Close Floor to Public Statements

**XIII.** There being no further statements, it was motioned by Mr. Freiling, seconded by Mr. Schwartz to close the floor. Voice vote. All in favor.

### **XV. OLD BUSINESS- None**

### **XVI. NEW BUSINESS-**

1. Next Board Meeting - Tuesday, September 27, 2016
2. District Mentoring Plan – The motion to approve the 2016-2017 Mentoring Plan – **See Attachment SVI-2a&b**
3. Classroom Grant – The motion to approve Ms. Amanda Natalie, Middle School Science Teacher to apply for the Petsmart Pets in the Classroom Grant.
4. Mathematics Teacher – The motion to approve Ms. Adrienne Barrett as Mathematics Teacher at Overbrook High School, Step 1 BA, at a salary of \$50,336.00 effective September 1, 2016.
5. Volunteer Coach – The motion to approve Ms. Megan Becker as volunteer Field Hockey Coach at Overbrook High School for the 2016 season.
6. Special Education Teacher – The motion to approve Ms. Denise Rogers as BD Special Education Teacher at Overbrook High School, Step 5 MA+45, at a salary of \$59,485.00, effective September 1, 2016.

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7. Special Education Teacher – The motion to approve Ms. Stephanie Evans as Special Education Teacher at Overbrook High School, Step 1 BA, at a salary of \$50,336.00.
8. Student – The motion to approve student to attend Alternative Program.
9. LOGO Project – The motion to approve the new Logo Project at Dr. Albert Bean School.
10. TAPS – The motion to approve the Tragedy Assistant Program for Survivors after complete care to all lost loved ones in Armed Forces. Stickers to be placed on Overbrook High School Football Helmets.
11. Board Meeting Time Change – The motion to approve the time change to start at 6:30pm for Board of Education meetings.

### **Motion by Mr. Schwartz, seconded by Mrs. Reed**

Motion to Adjourn

**XV** Motioned by Mr. Schwartz, seconded by Mr. Freiling to adjourn the meeting. Voice vote. All in favor. The Worksession/Regular Business Meeting of the Pine Hill Board of Education was adjourned at 8:07pm.

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Deborah A. Piccirillo, School Business Administrator

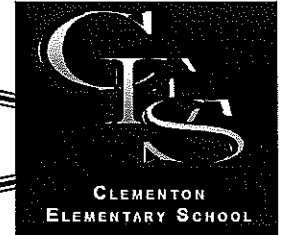
Date





# Clementon School District

## September 2016 Monthly Update



### WHAT IF? JUST IMAGINE! What Do You Do With An Idea?

Over the last 30 years, Nutri-Serve has held a 3 day summer training for food service directors and book keepers as a kick off to a new school year. Each year the meeting has a different theme featuring motivational speakers and trainings by Nutri-Serve supervisors and the support team on a variety of topics.

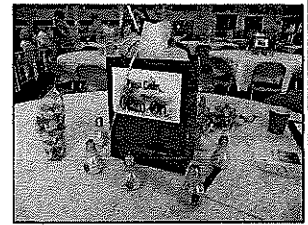
In celebration of our 30th year we focused our attention on ideas and creativity, the mindset that we believe makes us stand apart from other food service companies.



### Creative Ways To Increase Sales & Maximize Food Production

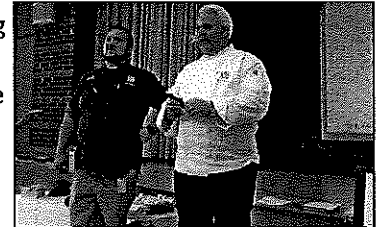
#### Part 1– Production Record Training as a Management Tool

Food Service Directors rotated in groups to various supervisors and trainers who focused on various aspects of the production record including: *proper meal counting, Point of Sale (POS) meal accountability, and completing the details of production records in Microsoft Excel.*



#### Part 2– Creating New Recipes

We held our own Nutri-Serve Top Chef Competition like the popular show on Food Network. Directors were given a list of ingredients, using the most commonly leftover items, Pizza, breakfast sandwiches and beans. They were to design a child nutrition compliant recipe with these items as well as market this item to the customer.



#### Part 3– Display, Food Presentation, and Branding

Food Service Directors were introduced to an array of new packaging options and branding. Great for High School Block Lunch. They were also shown different display pieces that can be found reasonably priced in local stores like TJ Maxx and Christmas Tree Shops.



#### Part 4: Customer Service to Increase Sales

Suggestive Selling, New Menu & Marketing Options, Nutri-Serve Top 10 Tactics to Increase Sales, Professional Standards Update, How Wawa Markets Its Products, Best Ordering Practices, REMIND– A free software program using customers' smart phones to send menu blasts.

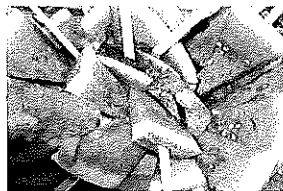
### September Fun Days (Highlighted on Menu)

#### September 13: Celiac Awareness Day!

On September 13, we served an option with gluten-free ingredients– Tacos made with ground Turkey and served with corn shells.

#### September 15: Wacky Watermelon Day!

Lunch was served with a watermelon Wedge.



#### September 22: First Day of Fall!

To celebrate the first fall of fall, we made Harvest pudding which is blended sweet potatoes mixed with vanilla pudding and spices. We garnished it with a dollop of whipped topping. It's a sweet potato pie type dessert.



*This institution is an equal opportunity provider and employer.*



# September 2016 Happenings!



The kitchen was decorated for "Back to School". Apples, "Welcome Back" decorations, "Balloons for a Balanced Lunch" flags and posters were displayed. Cathy Macaluso, Food Service Director, attended Back-to-School Nights on September 8th and 9th. She answered parent questions, discussed the healthy offerings, and explained the Point of Sale system. Samples, handouts, and "Got Milk" promotional items were available.



## Check out what's cooking in Your School District!

### Kitchen Staff Pep Talk

Food Service Director, Cathy Macaluso met with the staff Friday, September 2nd to prepare for the 2016-2017 school year.

## INTRODUCING... Staff Promotion

To "Welcome Back!" and promote our offerings to the staff at CES, the cafeteria offered a free Snack Coupon with the purchase of an Adult Lunch.



Please Detach and Return to Food Service Director

### **We Want Your Opinion:**

Name: \_\_\_\_\_

Date: \_\_\_\_\_

I would like more information on: \_\_\_\_\_

I would like to suggest: \_\_\_\_\_

I am concerned about: \_\_\_\_\_

**Food Service Contact: Cathy Macaluso, Food Service Director 856-783-2300 X1023, cle@nsfm.com**



# State of New Jersey

DEPARTMENT OF EDUCATION  
PO Box 500  
TRENTON, NJ 08625-0500

CHRIS CHRISTIE  
*Governor*  
KIM GUADAGNO  
*Lt. Governor*

DAVID C. HESPE  
*Commissioner*

July 14, 2016

Mrs. Lynn DiPietropolo, Superintendent  
Clementon Elementary School District  
4 Audubon Avenue  
Clementon, NJ 08021

Dear Mrs. DiPietropolo:

SUBJECT: Follow-up Review - Case #CM-016-13

The Elementary and Secondary Education Act (ESEA) and other federal laws require that state education agencies such as the New Jersey Department of Education (NJDOE) monitor the implementation of federal programs by sub recipients and determine whether the funds are being used by the school for their intended purpose and achieving the overall objectives of the funding initiatives. In May 2014, the NJDOE issued a Consolidated Monitoring Report to the Clementon Elementary School District. Your district subsequently submitted a Corrective Action Plan (CAP) outlining the steps to be taken to rectify the deficiencies noted in the report. As part of our required oversight, the NJDOE must monitor the district's progress in implementing these corrective actions.

On July 14, 2016, the NJDOE conducted a follow-up review of your district's CAP submitted in response to the Consolidated Monitoring Report. The purpose of the follow-up review was to determine if the district has successfully implemented the agreed upon corrective actions in accordance with the time line established by the CAP.

Based on the results of our follow-up review, all corrective actions had been successfully implemented. Accordingly, the review file will be closed.

The NJDOE appreciates your time and cooperation during the follow-up visit. If you have any questions, please contact Kathryn Holbrook via phone at (609) 292-0198 or via email at [kathryn.holbrook@doe.state.nj.us](mailto:kathryn.holbrook@doe.state.nj.us).

Sincerely,

Robert J. Cicchino, Director  
Office of Fiscal Accountability and Compliance

RJC:KH: Clementon Follow-up Letter

c: David Hespe	Karen Campbell
Robert Bumpus	John Worthington
Susan Martz	Kathryn Holbrook
Michael Yapple	Lovell Pugh-Bassett
Anne Corwell	

School: Clementon Public School Term: 16-17 Marking Period 1

# Enrollment Summary: Scheduling/Reporting Ethnicity as of 09/30/2016 (D1) Clementon Public School


View: Scheduling/Reporting Ethnicity      Students:  All Active Enrollments      Date: 9/30/2016

Current Selection

Grade Level	Total in Grade	Asian	African-American	Caucasian	Hispanic	American Indian	Other	Pacific Islander	Unclassified
-2	1 1/0	0 0/0	0 0/0	1 1/0	0 0/0	0 0/0	0 0/0	0 0/0	0 0/0
-1	28 14/14	0 0/0	4 4/0	7 5/2	6 2/4	0 0/0	0 0/0	0 0/0	11 3/8
0	62 32/30	0 0/0	5 2/3	19 9/10	10 7/3	0 0/0	0 0/0	0 0/0	28 14/14
1	51 29/22	0 0/0	13 4/9	23 15/8	8 5/3	0 0/0	0 0/0	0 0/0	7 5/2
2	40 26/14	2 2/0	5 2/3	14 7/7	11 9/2	0 0/0	0 0/0	0 0/0	8 6/2
3	45 25/20	1 0/1	8 4/4	24 13/11	6 5/1	0 0/0	0 0/0	0 0/0	6 3/3
4	55 31/24	2 0/2	12 6/6	25 17/8	14 6/8	1 1/0	0 0/0	0 0/0	1 1/0
5	41 21/20	2 2/0	9 3/6	14 5/9	9 6/3	0 0/0	0 0/0	0 0/0	7 5/2
6	46 24/22	3 0/3	8 3/5	22 11/11	11 8/3	0 0/0	0 0/0	0 0/0	2 2/0
7	42 21/21	0 0/0	13 7/6	17 9/8	9 3/6	0 0/0	0 0/0	0 0/0	3 2/1
8	42 28/14	1 1/0	13 10/3	18 10/8	7 5/2	0 0/0	0 0/0	0 0/0	3 2/1
Total	453 252/201	11 5/6	90 45/45	184 102/82	91 56/35	1 1/0	0 0/0	0 0/0	76 43/33

The Scheduling/Reporting Ethnicity view displays student ethnicity data that is used in scheduling and preconfigured reporting. See the help for more information.

### Legend

Icons  - Date Entry

# CLEMENTON SCHOOL DISTRICT ADMINISTRATIVE REPORT

Attachment XI-2.c













School: Clementon Elementary

Month: September 2016

1. Student attendance percentage (days present divided by days possible) : 97.24
2. Number of letters sent due to pupil absence/tardies:  
Tardy Letters: 0; 4-Day Letters: 0; 7-Day Letters: 0; 10 Day Letters: 0; Over 10: 0
3. Number of pupil suspensions: (Out of School: 2; In School: 1) Total: 3  
Number of incidents total: 3  
Number of students total: 3 (Number of Special Education students: 3)  
Number and type of incident: Harassment, Intimidation, Bullying (1)  
Physical Contact of a Staff Member (2)
4. Number of faculty meetings: 1
5. Fire/Security Drills held (2 per month): Dates: 1. 09/15/16 – 9:06 am (Fire)  
2. 09/27/16 – 2:15 pm (Lockout)
6. Lunch Program: Free Meals: 232 Reduced Meals: 67
7. Vandalism to School/Grounds: Number: 0 Estimated Cost: N/A
8. Number of I&RS meetings held: 0
9. Number of pupils that attended the current session after-school Title I program: 0
10. As of September 30, 2016:  
Total number of students that transferred in: 10 (Number of Special Education students: 1)  
Total number of students that transferred out: 4 (Number of Special Education students: 0)
11. Total number of students enrolled as of September 30, 2016: 451

**CLEMENTON ELEMENTARY SCHOOL**  
**HIB BOARD REPORT**  
September 2016

<b>CASE:</b> 2016-2017-1 <b>DATE:</b> 9/25/16 <b>GRADE:</b> 4th <b>HIB:</b> Yes
<b>CASE:</b> 2016-2017-2 <b>DATE:</b> 9/30/16 <b>GRADE:</b> 8th <b>HIB:</b> No

EMERGENCY CLOSING NUMBER 634 RADIO - KYW 1060 TV - NBC 10, FOX 29, ABC 6, CBS 3 CABLE - Local Channel 19		CLEMENTON ELEMENTARY SCHOOL <b>NOVEMBER 2016</b> (Dates and times are subject to change)			IMPORTANT To sign-out students you must be at least 18, have photo ID, and be listed on students emergency card. <b>Keep Emergency Cards updated.</b>	
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY		
<b>SUNDAY, NOVEMBER 6, 2016</b> Turn your clocks back one hour! 	<b>1</b> Election Day Vote at Clementon Fire Hall  Concert Band 3:15pm-4:00pm CES Choir 3:15pm-4:30pm (Day 4)	<b>2</b> HSA Meeting 7:00pm-9:00pm (Library)  (Day 5)	<b>3</b> I Can Club 3:15pm-4:30pm  Concert Choir 3:15pm-5:00pm (Day 6)	<b>4</b> Jazz Band 3:15pm-4:15pm  Burgundy & Gray Choir 3:15pm-4:30pm (Day 1)		
<b>7</b> Volleyball for Adults 7:00pm-8:30pm  (Day 2)	<b>8</b> Concert Band 3:15pm-4:00pm CES Choir 3:15pm-4:30pm (Day 3)	<b>9</b> <b>END OF FIRST MARKING PERIOD</b> MP1 PRIDE Trip  (Day 4)	<b>10</b> <b>SCHOOL CLOSED</b> NJEA Convention 	<b>11</b> <b>SCHOOL CLOSED</b> NJEA Convention 		
<b>14</b> American Education Week Classroom Visitations Art Challenge 3:15pm-3:55pm Concert Band 3:15pm-4:00pm Burgundy & Gray Choir 3:15pm-4:30pm Volleyball for Adults 7:00pm-8:30pm (Day 5)	<b>15</b> CES Choir 3:15pm-4:30pm (Day 6)	<b>16</b> Picture Day Make-ups  American Education Week Classroom Visitations (Day 1)	<b>17</b> <b>12:40 DISMISSAL</b> Parent-Teacher Conferences Teacher Professional Development 	<b>18</b> <b>12:40 DISMISSAL</b> Parent-Teacher Conferences Teacher Professional Development 		
<b>21</b> <b>2 HOUR DELAYED OPENING</b> Parent-Teacher Conferences Teacher Professional Development Concert Band 3:15pm-4:00pm (Day 4)	<b>22</b> <b>2 HOUR DELAYED OPENING</b> Parent-Teacher Conferences Teacher Professional Development CES Choir 3:15pm-4:30pm (Day 5)	<b>23</b> <b>SCHOOL CLOSED</b> Staff In-Service 	<b>24</b> <b>SCHOOL CLOSED</b>  <i>Happy Thanksgiving! To You And Your Family</i>	<b>25</b> <b>SCHOOL CLOSED</b>  <i>Unless you're the turkey...be thankful</i>		
<b>28</b> Art Challenge 3:15pm-3:55pm  Concert Band 3:15pm-4:00pm  Burgundy & Gray Choir 3:15pm-4:30pm  Volleyball for Adults 7:00pm-8:30pm (Day 6)	<b>29</b> CES Choir 3:15pm-4:30pm (Day 1)	<b>30</b> <b>WEEKEND EVENTS</b> Sunday, November 27, 2016 6:00pm Clementon Holiday Parade (Sponsored by the Borough of Clementon) 	<b>IMPORTANT INFORMATION</b> Students not staying afterschool for detention or to participate in an activity are <b>not permitted</b> to stay in the building to wait for friends or siblings. Crossing guards are on duty until 4:00 pm. After 4:00 pm students are not permitted to walk home from any afterschool event and <b>must</b> be picked up.			

## October 2016 Board Approval

Full Name		
Abarca, Vanessa	Gaspar, Veronica	Occhicone, Jennifer
Abay, Rosemarie	Gerber, Marla	O'Connor, Casey
Abbott, Matthew	Gibbs, Leila	O'Neill, Mary
Abreu, Amaris	Gillenson, Joshua	Ormrod, Haley
Ackerman, Stephanie	Glickman, Alexa	Ortiz, Rossiris
adams, kashma	Goldstein, Jerry	Pagan, Crystal
Adams, Taneeka	Gonzalez, Megan	Pantano, Diane
Adl, Marjaneh	Gooley, Bonnie	Papa, Angelica
Alexis, Winifred	gordon, nikita	Papa, Brittney
Allen, Benjamin	Graham-Colucci, Karen	Papandrew, George
Almeida, Sergio	Grau, Kerren	Parks, Quishana
Alvarez Otero, Jennifer	Green, Latiesha	Patel, Kush
Amaro, Obed	Griffin, Chloe	Pavlik, Ryan
Ames, Patricia	Grim, Meaghan	Pearson, Edgar
Amponsah, Kingsley	Grynberg, Henry	Pela, Esther
Andersen, Brianna	Gyurk, Michelle	Perez, Jacqueline
Andrews, Chanelle	Hagemeister, Sarah	Perez, Lisa
Antonelli, Robin	Hagmann, Kathryn	Perrotta, Angela
Applegate, Tara	Hancock, Robyn	Piccolo, Tina
Arango, Alexandra	Hannaford, Amanda	Pineda, Flor
Archer, Ken	Harbison, Jennifer	Pizzo, Jessica
Argano, Maya	Harney, Kayla	Preziosi, Sarah
Arroyo, Latonya	Harpster, Michelle	Puglia, Diana
Ash, Danielle	Hatcher, Laura	Pugliese, Antonio
Aslam, Nazish	Hawkins, Judy	Quinn, Kenneth
asoegwu, dompatrick	Hayes, Jennifer	Ramos, Daisy
Asrani, Gayatri	Healy-Pizzuti, Patricia	Reaves, Christina
Avella, Maria	Hemwall, Jane	Rebyak, Hailey
Awad, Amany	hendrix, hilda	Regn, Bryan
Badami, Brianna	Hernandez, Ericka	Ricci, Michele
Bahor, Margaret	Hoffman, Monica	Ridgway, Dawn
Bain, Mireille	Hoops, Catherine	Roberts, Lauren
baker, harryce	Hornlein, Brian	Rocha, Cheryl
Balmer, Andrew	Huber, Christine	Rodriguez, Alissa
Baniowski, Christine	Hughey, Robert	Rodriguez, Cindy
Barbosa, Cindy	Humm, Shayna	Rodriguez, Kassandra
Barnhill, Ronald	Incremona, Samantha	Rosolie, Jeannine
Bauseman, Jamal	Jackmon, Marie	Ross, Vito
Bedford, Joyce	Jackson, Darryl	Roy, Jamila
Bell, Victoria	James - Frison, Allison	Rozembersky, Robin
Bencosme, Maria	James-Elebyary, Haidira	Rudnick, Beth
Boody, Meredith	Jastrow, Audrey	Ryan, Jennifer
Boyce, Daria	Jencik, Miroslav	Ryder, Teresa
Boyd, Melissa	Jenkins-Lucas, Christine	Sabba, Vincent
Boyd-Roberts, Jerome	Jerez, Wilcania	Sachdeva, Rakhi
Boyer, Nicholas	Johnson, Celia	Saldida, Sheryl
Brand, Jonathan	Johnson, Julius	Sample, Whitney
Brewer, Beverly	johnson, karen	samra, Christian
Brockman, Rosemary	Johnson, Kyara	San Martin, Margarita
Brown, Brian	Johnson, Ondrietta	Sander, Lauren
Brown, Caitlin	Jones, Imani	Sarullo, Dally
Brown, Edina	Jones, Suzanne	Saunders, Lesley
Brown, Linda	Jones-Burton, Tijuana	Schuler, Jana-lyn
Brown, Nathaniel	Jones-Champion, Tyla	Segreaves, Emilee
Bucher, Regina	Jordan, George	Seidel, Melissa
Bull, Kevin	Kaplan, Deborah	Settle, Brian
Burrell, Michele	Kaufman, Amanda	Shackleford, Charleen - Anne
Bush, Megan	Kehoe, Brian	Shaffern, Amanda
Butler, Rebekah	Kennett, Joseph	Shah, Ameer
Calderon, Jessica	Kilbourn, Meghan	Shamroukh, Mervette
Capozzolo, Rachel	Knox, Roderick	Shin, Samantha
Caruso, Virginia	Komm, Gail	Sidhom, Marina
carvalho, Helena	Korintus, Alexander	Siegel, Bruce
Chatman, Colleen	Kristol, Tori	Sivaprakasam, Shoba
Ciccolella, Terrence	Kulcsar, Brittany	Smith, Danielle
Clee, Juliet	Kvyat, Vilan	Smith, Judith
Cole, Marci	kwisz, karen	Smith, Shelly
Cooper, Marlene	Lafferty, Carolyn	Snyder, Haley
Coppola, Mary Lyn	Lail, Christopher	Sommeling, Karen
Cozart, Arnell	Lazicki, Danielle	Sommerville, Desiree
Creagh, Antonio	Leonard, Brittany	Sorvino, Paul



Crehan-Friedmann, Nancy	LePoidevin, Denise	Soto, Crystal
Crimi, Maria	Levine, Andrea	Soulouque, Gervens
Crofton, Brianna	LeVine, Danielle	Southland, Ruth
Cronce, Leah	Lewis, Stephanie	Spreitzer, Lauren
Cruz, Edwin	Lineman, Carrie	Steele, Lindsey
Dadgostar, Ashley	Lloyd, Markesha	Steward, Robin
D'Anna, Melissa	Loeffler, Laura	SURIEL, ANDREA
David, Grace	Lorenc, David	Suro, Denise
Del Beni, Jennifer	Lugo, Yarimar	Szabo, Audrey
DeLuise, Christine	Mabe, Faren	Tadros, Mona
Dockray, Nicole	Mackey, Donna	Taliercio, Michael
Donaldson, Stephanie	Mansfield, Albie	Tamashunas, Liza
Dortch, Donald	Marasa, Robert	Taylor, Jane
Dougherty, Tonianne	Marks, Deborah	Tellis, Annette
Drazen, Steven	Martin, Cody	Thatcher, Monica
Duggi, Sriatha	Martin, Delores	Thompson, Anthony
Dunay, Elizabeth	Martin, Shelby	Thompson, Darrell
Dussan, Mariana	Martinez, Shianne	Torres, Licefery
Echavarry, Melanie	Mayers, Asha	Tuckman-Crohn, Bonnie
Eckel, DeAnna	Mazhar, Bushra	Valenti, Kristen
Edman-Sutton, Hajeema	McGoy, Asia	Valentin, Marianne
Eim, Amyrakyung	Megally, Nevine	Valera, Rupande
Elkhoul, Sherine	Meleo, Matthew	Van Duyne, Kevin
Erdi, Julianne	Mencher, Jesse	Varela, Michelle
Espinal, Jose	Metzinger, Alison	Vazquez, Christina
Ewais, Ranya	Meza, Max	Venere, Sarah
Ewers, Kyle	Mingo, Tamara	versace, Deborah
Ewing, Taylor	Mohammed, Wifag	Vinchur, Angela
Fergone, Natalie	Moore, Kristy	virgo, shayna
Fichera, Dawn	Morrison, Kimberly	Voorhees, Dareth
Figueroa, Christie	Muia-Masucci, Dolores	Voytko, Debra
Finger, Alicia	Munoz, Carina	Wakelee, Benjamin
Flores, Matthew	Murphy, Courtney	Walsh, Jillian
Flynn, Jennifer	Murray, Patricia	Webster, Justine
Fontanez, Edwin	Myers, Jeanette	Whelan, Kimberly
Fore, Michaela	Myers, Latisha	Wiley, Gina
Fox, Kenzie	Nelson, Byron	Wittmer, Jeanette
Frazier, James	Nelson, Wayne	Womack, Frank
Galicchio, Vasiliki	Nguyen, Erika	Yabar, Teresa
Garrett, Neil	Nkansah, Joseph	Yopez-Alvear, David
Gasper, Veronica	Nolan, Theresa	Zavodnick, Lauren
Gerber, Marla	Nwatu, Scott	Zeilman, Jessica

# REGULATION

## Clementon School District

Section: Program  
2624. GRADING SYSTEM  
Date Created: July, 2009  
Date Edited: June, 2014

### 2624. GRADING SYSTEM

#### A. Purpose of Grading

1. The purpose of grading is to assist pupils in the process of learning; all grading systems will be subject to continual review and revision to that end.
2. Grades acknowledge a pupil's demonstrated proficiency in the adopted New Jersey State Standards, and/or locally established learning goals and objectives:
  - a. Active participation in and attention to daily lessons,
  - b. Frequent contribution to discussions,
  - c. Prompt, thorough, accurate, and neat preparation of assignments,
  - d. Thorough preparation and performance on tests and assessments,
  - e. Display of an eagerness to learn and an inquisitive approach to lessons,
  - f. Attention to the need for proper materials,
  - g. Cooperation with the teacher's efforts, and
  - h. Willingness to work to the best of his/her ability and to do more than the minimum expected.

#### B. Preparation for Grading

1. Each pupil must be informed of the behavior and achievements expected of him/her at the outset of each course of study or unit of study.
2. Each pupil must be kept informed of his/her progress during the course of a unit of study. Pupils who so request are entitled to see the grades resulting from their performance during the grading period.
3. Each method of grading shall be appropriate to the course of study and the maturity and abilities of the pupils.
4. Pupils should be encouraged to evaluate their own achievements.

5. The process of review and revision will involve teaching staff members, parent(s) or legal guardian(s), and, as appropriate, pupils.

#### C. Grading Periods

1. Grades will be awarded at the end of four marking periods in each school year.
2. Progress reports will be provided to pupils and parents of students in grades 3-8 at mid-point of each marking period.
4. Grades will be recorded on report cards for parent(s) or legal guardian(s) notification in accordance with Policy No. 5420 and Regulation No. 5420.

#### D. Basis for Grading

The teacher responsible for assigning a grade should take into consideration the pupil's:

1. Completion of written assignments prepared in the classroom or elsewhere;
2. Oral contributions in class, including discussion responses, observations, panel participation, presentations, initiation of topics;
3. Performance on oral and written tests and quizzes;
4. Research into standard references and other background materials;
5. Oral and written reports on materials read by the pupil;
6. Laboratory work;
7. Term papers;
8. Special oral or written reports;
9. Other evidences of the pupil's constructive efforts and achievements in learning; and
10. For the final grade, the pupil's attendance record, in accordance with Policy Nos. 5200, 5410, and 5460.

#### E. Meaning of Grades

1. The following grades will be given in each academic subject at the end of each marking period:
  - a. A grade of A indicates superior performance. It may be given to a pupil whose achievement is significantly above and/or exceeds or meets grade level standards; whose work achieves a quality and quantity that consistently excels; and who demonstrates a high degree of initiative, application, and purpose.

- b. A grade of B indicates above average performance. It should be given to a pupil whose achievement is meeting or exceeding grade level standards; whose work frequently excels; and who generally demonstrates strength in the subject.
- c. A grade of C indicates average performance. It should be given to a pupil whose achievement in most areas of the subject are average; whose work is acceptable; and who demonstrates a satisfactory degree of proficiency, who is developing proficiency on grade level standards.
- d. A grade of D indicates below average performance. It should be given to a pupil whose achievement in the subject is barely passing; whose work is the minimum acceptable for credit; and who demonstrates only weak proficiencies in the subject, who developing and/or not meeting proficiency on grade level standards.
- e. A grade of F indicates failing performance and that no credit can be given for the subject. It should be given to a pupil who has not met the minimum requirements of the course; who has demonstrated an inability or unwillingness to master the basic elements of the course; or who has failed to meet the minimum attendance standards necessary to pass a course of study, is not meeting grade level proficiency standards.

2. The following grading scales and indicators shall be used:

Pre-School: Narrative and/or Skill Based

Kindergarten through Eight: Scales

4 = Exceeds grade level standards

3 = Meets grade level standards

2 = Developing proficiency on grade level standards

1 = Not yet meeting grade level standards

NA = Not assessed

Grades One through Eight: Grading Scale (Percent)

93 – 100 = A

85 – 92 = B

75 – 84 = C

65 – 74 = D

64 and below = F

Special Areas: Expectations Scale

O = Outstanding – Exceeding and/or meeting expectations

S = Satisfactory – Meeting and/or developing expectations

N = Needs Improvement – Developing and/or not yet meeting expectations

U = Unsatisfactory – Not meeting expectations

Rubric Scores - Custom Grades

- 4 = 100%
- 3.5 = 95%
- 3 = 90%
- 2.5 = 85%
- 2 = 80%
- 1.5 = 75%
- 1 = 70%
- 0.5 = 65%
- 0 = 60%

Grades K through Eight: Categories (Percent)

Categories	K	1	2	3	4	5	6	7	8
Homework	5%	5%	5%	10%	10%	15%	15%	15%	15%
Assessments/Projects	55%	55%	55%	50%	50%	50%	50%	50%	50%
Classwork	40%	40%	40%	40%	40%	35%	35%	35%	35%

F. Grade Validation

In order that he/she may justify a grade, each teacher is directed to retain in his/her possession the following records to validate grades awarded to pupils. The records should be kept for a minimum of six years after the end of the school year in which the grades were awarded.

1. The daily attendance and tardiness record;
2. All grades earned for classroom activities such as quizzes, tests, reports, and class recitations;
3. All grades earned for activities conducted elsewhere, such as homework assignments and term papers;
4. Any notation regarding the meaning of each grade and its relation to the type of activity or material covered;
5. Any notation of discussions with the pupil on a grade or the pupil's cumulative grade average;
6. Any referrals for guidance, discipline, and the like; and
7. Any notations recording communications between the teacher and the parent(s) or legal guardian(s), the Assistant Principal, or other teaching staff members.

G. Appeal

1. Each teacher is responsible for the determination of the grade a pupil receives for participation in the teacher's course of study.
2. Each teacher may be required to furnish reasons, supported by evidence (see paragraph E above) to substantiate any grade earned.

3. If a grade is challenged by a pupil or a parent(s) or legal guardian(s), the teacher will convene a conference and will explain the grading system and the reasons for the final grade.
4. If the parent(s) or legal guardian(s) or pupil is not satisfied by the teacher's explanations, he/she may appeal the grade to the Principal, who will consult with the teacher and the pupil in an attempt to resolve the dispute. The Assistant Principal will give every reasonable deference to the teacher's professional judgment.
5. If the Assistant Principal determines that the grade should be changed, he/she will alter the grade on all records and indicate by whose authority the grade has been changed.
6. No reprisals will be taken in any form against a teacher who remains determined in his/her belief that the grade originally given is fair and correct.
7. The Superintendent/Principal may hear an appeal from the Assistant Principal's determination. Only in the most extraordinary circumstances will the Superintendent/Principal alter a grade determined at the school building level.

Issued: 27 July 2009  
Revised: 23 June 2014  
Revised:

# NJ Quality Single Accountability Continuum (NJQSAC)

## Statement of Assurance - School Year 2016-17

### District Information and Score Summary Page

Attachment XII-6

<b>District Name</b>	Clementon School District
<b>County Name</b>	Camden
<b>District Superintendent Name</b>	Lynn DiPietropolo
<b>District Mailing Address</b>	4 Audubon Avenue, Clementon, NJ 08021
<b>Superintendent Email</b>	<a href="mailto:dipietropolo@clementon.k12.nj.us">dipietropolo@clementon.k12.nj.us</a>

<b>SOA Area</b>	<b>Score* # of Yes Responses</b>	<b>Score* % of Yes Responses</b>
<b>Instruction and Program</b>	5	100%
<b>Fiscal Management</b>	10	100%
<b>Governance</b>	10	100%
<b>Personnel</b>	5	100%
<b>Operations</b>	20	100%

\* Note: Scores will calculate automatically, based on responses to QSAC indicators.

# NJQSAC Statement of Assurance - School Year 2016-17

District Name:		Instruction and Program	Yes or N/A = 1 No = 0	Comments
1. Reports to the district board of education and the public on the performance of all students on the New Jersey standardized testing system (N.J.A.C. 6A:8-3.1).			<b>1</b>	
2. Communicates district graduation requirements to all high school students, their families, and the community annually (N.J.A.C. 6A:8-5.1).			<b>1</b>	This is not applicable since we are a PK-8 school district.
3. Implements board-approved new and/or revised curricula that clearly and specifically align with the most recent State Board adopted version of the New Jersey Common Core Curriculum Standards (NJCCCS) and Common Core State Standards (CCSS) and with the timeline for implementation of curriculum for each content standard (N.J.A.C. 6A:3-3.1).				
<b>Content Area and Date Standards Were Adopted by the State Board of Education:</b>			<b>Yes or N/A = 1 No = 0</b>	<b>In the boxes below, enter the district board adoption date for each content area. If the content area has not been aligned to the standards, provide an explanation.</b>
English Language Arts: (June 2010)				September 2012
Math (June 2010)				K-2 = 9/2011, 3-5 = 9/2012, 6-8 = 9/2013
Science (June 2009)				September 2011
Social Studies (September 2009)				September 2012
World Languages (June 2009)			<b>1</b>	September 2012
Technology (June 2009)				September 2012
21st Century Life and Careers (June 2009)				September 2012
Visual and Performing Arts (June 2009)				September 2012
Comprehensive Health and Physical Education (June 2009)				September 2012
<b>Instruction and Program</b>			<b>Yes or N/A = 1 No = 0</b>	<b>Comments</b>



## NJQSAC Statement of Assurance - School Year 2016-17

<b>District Name:</b>		
4. Aligns the approved career and technical education program with the State Plan for Career and Technical Education and evaluates the program annually, including the required safety and health program ( <i>N.J.A.C. 6A:19 et seq.</i> ).	<b>1</b>	

# NJQSAC Statement of Assurance - School Year 2016-17

District Name:		
Instruction and Program	Yes or N/A = 1 No = 0	Comments
<p>5. Has a preschool program plan approved by NJDOE Div. of Early Childhood Education, as per <i>N.J.A.C. 6A:13A-3.1</i> (if district receives State preschool education aid). For those school districts receiving full State funding under the School Funding Reform Act (SFRA) funded per pupil amount determined by the formula, the preschool Self-Assessment Validation System is complete, per <i>N.J.A.C. 6A:13A-8.1</i>.</p>	<b>1</b>	
<b>Instruction &amp; Program Subtotal</b>	<b>5</b>	
Fiscal Management		
The district:	Yes or N/A = 1 No = 0	Comments
1. Follows a budget calendar that was developed and shared with the board annually and that reflects all applicable legal and management requirements.	<b>1</b>	
2. Bases the tuition estimate on an analysis of prior year expenditures and the current year schedule of out-of-district placements from existing contracts.	<b>1</b>	
3. Bases appropriations for capital projects on the district's Long Range Facilities Plan ( <i>N.J.A.C. 6A:26-2.1</i> ) and the comprehensive maintenance plan ( <i>N.J.A.C. 6A:26-20</i> ).	<b>1</b>	
4. Supports other budget lines by a trend analysis of historical expenditures.	<b>1</b>	
5. Includes only line-item transfers or appropriations of surplus for new programs and initiatives contained in the original budget certified for taxes (excluding transfers for health and safety related items and awards of additional state aid or grants for new purposes.	<b>1</b>	

# NJQSAC Statement of Assurance - School Year 2016-17

District Name:	Fiscal Management	Yes or N/A = 1 No = 0	Comments
	6. Submits initial applications, revisions and final reports for all entitlement and discretionary grants in a timely manner.	<b>1</b>	
	7. Maintains separate accounts and keeps records, by grant (IDEA, Title I, IDEA-ARRA, Education Jobs Funds, etc.) and location as required (Title I, etc.), and/or consolidates accounts for approved school-wide programs as allowed in accordance with the approved budget.	<b>1</b>	
	8. Expends federal funds consistent with the approved indirect cost rate.	<b>1</b>	
	9. At a minimum, performs a semi-monthly review of the budget status (budget to actual) to ensure that sufficient appropriations are available.	<b>1</b>	
	10. Approves purchase orders approved only by the purchasing agent and issued in advance of goods received or services rendered and encumbered for the full contractual amount. There are no confirming orders.	<b>1</b>	
	<b>Fiscal Management Subtotal</b>	<b>10</b>	
	<b>Governance</b>	<b>Yes or N/A = 1 No = 0</b>	<b>Comments</b>
	The district:		
	1. Establishes policies and procedures for the provision of educational programs and services to all students (N.J.A.C. 6A:7 et seq).	<b>1</b>	
	2. Establishes a nepotism policy (N.J.A.C. 6A:23A-6.2)	<b>1</b>	
	3. Follows all requirements for the annual organization meeting (N.J.S.A. 18A:10-3 et seq. and 15-1 et seq.).	<b>1</b>	

## NJQSAC Statement of Assurance - School Year 2016-17

District Name:		
Governance	Yes or N/A = 1 No = 0	Comments
<p>4. Drafts minutes of all meetings, including executive sessions, that reflect all board actions and makes the minutes publicly available within two weeks or by the next board meeting (N.J.S.A. 18A:17-7). When appropriate, the board obtains public input and provides information to district staff as it relates to community expectations. The board also implements the Open Public Records Act (OPRA) pursuant to N.J.S.A. 47:1A-1 et seq.).</p>	<b>1</b>	
<p>5. Requires each board member and administrator to file a timely and properly completed financial and personal/relative disclosure statement each year (N.J.S.A. 18A:12-26). Annually discusses the School Ethics Act and has not been found in violation of the School Ethics Act (N.J.S.A. 18A:12-22).</p>	<b>1</b>	
<p>6. Establishes a travel and related expense reimbursement policy and ensures school board members and all employees operate in accordance with that policy (N.J.S.A. 18A:11-12 and N.J.A.C. 6A:23A-7).</p>	<b>1</b>	
<p>7. Submits new, renegotiated, amended, altered or extended contracts for superintendents, deputy superintendents, assistant superintendents and school business administrators to the Executive County Superintendent (ECS) for review and approval. Takes no formal action to approve or implement such contracts prior to ECS review and approval (N.J.S.A. 18A:7-8, N.J.A.C. 6A:23A-3.1).</p>	<b>1</b>	

# NJQSAC Statement of Assurance - School Year 2016-17

District Name	Governance	Yes or N/A = 1 No = 0	Comments
	8. Approves appointments and transfers, and removes or renews certificated and non-certificated officers and employees only by a roll call majority vote of the full membership of the board upon the recommendation of the Chief School Administrator and acts within 60 days of the CSA's recommendation (N.J.S.A. 18A:27-4.1).	1	
	9. Approves the monthly board secretary's and treasurer's reports within 60 days of month's end and certifies in the minutes that the major funds (general fund, special revenue and capital projects fund) have not been over-expended (N.J.A.C. 6A:23A-16.10).	1	
	10. Conducts a public hearing on the proposed budget and formally adopts the budget at a public meeting (N.J.A.C. 18A:22-7 et seq. and N.J.A.C. 23A:8-1).	1	
	<b>Governance Subtotal</b>	<b>10</b>	
	<b>Operations</b>	Yes or N/A = 1 No = 0	Comments
	The district:		
	1. Conducts all required trainings for school district employees (N.J.S.A. 18A and N.J.A.C. 6A).	1	
	2. Submits all required NJSMAART files by the due dates and has an error rate of less than 2% for each file.	1	
	3. Adopts and distributes to all school staff, students and parents a code of student conduct that contains all required elements (N.J.A.C. 6A:16-7.1).	1	

# NJQSAC Statement of Assurance - School Year 2016-17

District Name:	Operations	Yes or N/A = 1 No = 0	Comments
	4. Collects and reports annually, incidents of violence, vandalism, substance abuse and disruptive behavior to the NJDOE on the Electronic Violence and Vandalism Reporting System (EVVRS). Reports to the board all incidents from the previous year, annually at a public hearing. Analyzes these incidents and identifies activities to address them ( <i>N.J.A.C. 6A:16-5.3</i> ).	<b>1</b>	
	5. Develops and implements policies and procedures prohibiting harassment, intimidation and bullying (HIB); distributes them to students, parents and staff; and posts the policies and procedures on the district's website ( <i>N.J.S.A. 18A:37-14-18 and N.J.A.C. 6A:16-7.7</i> ).	<b>1</b>	
	6. Satisfies all requirements of the Gun-Free Schools Act, 20 USC 7151 and the Title IV Section 4141 of NCLB ( <i>N.J.S.A. 18A:37-7-12 and N.J.A.C. 6A:16-5.5</i> ).	<b>1</b>	
	7. Provides for the safety and protection of students through the annual review, development and implementation of a memorandum of agreement (MOA) with law enforcement and implementation of board-approved policies to facilitate cooperation between school staff and law enforcement ( <i>N.J.A.C. 6A:16-6.2</i> )	<b>1</b>	
	8. Implements procedures to review and resolve transportation incidents to avoid safety violations and ensures the safety of children including but not limited to meeting Motor Vehicle Commission requirements for bus driver inspections before loading and after drop-off and evacuation drills ( <i>N.J.A.C. 6A:27-11 and 12.1(g)</i> ).	<b>1</b>	

## NJQSAC Statement of Assurance - School Year 2016-17

District Name:		Operations	Yes or N/A = 1 No = 0	Comments
		9. Adopts and implements policies and procedures designed to report missing and abused children to law enforcement and child welfare authorities. Appoints and school district liaison and provides training to district employees, volunteers and interns working in the school district (N.J.A.C. 6A:16-11).	<b>1</b>	
		10. Provides school health services, screenings and examinations to identify the need for medical services for public and nonpublic students. Maintains student health records (N.J.A.C. 6A:16-2.1 et seq).	<b>1</b>	
		11. Implements the NJDOE-approved school health nursing services plan (N.J.A.C. 6A:16-2.1(b)).	<b>1</b>	
		12. Implements a board-approved comprehensive guidance and academic counseling program for all students (N.J.A.C. 6A:8-3.2).	<b>1</b>	
		13. Coordinates a comprehensive career education and counseling program with transition services for students with disabilities beginning at age 14 or younger as determined by the Individualized Education Program team (N.J.A.C. 6A:14-3.7(e)11-13).	<b>1</b>	
		14. Ensures that each school building has a multidisciplinary team (such as Intervention and Referral Services Team, Pupil Assistance Team and School Resource Committee) as part of its coordinated system for the planning and delivery of intervention and referral services (NJAC 6A:16-8.	<b>1</b>	
		15. Provides educational services, either in school or out of school, within five days of the student's removal for disciplinary reasons or absence due to chronic or temporary illness (N.J.A.C. 6A:16-7.2; 7.3 and 10). If the district is a County Special Services School District, it develops and implements procedures for notifying resident district of disciplinary removals or absences due to chronic or temporary illness.	<b>1</b>	

## NJQSAC Statement of Assurance - School Year 2016-17

District Name:	Operations	Yes or N/A = 1 No = 0	Comments
	16. Forwards all student records, including disciplinary records, to the school district to which the student has transferred within 10 school days after the transfer has been verified by the requesting school district. Forwards disciplinary records, with respect to suspensions and expulsions, to nonpublic schools ( <i>N.J.A.C. 6A:32-7.5(f)10iii and 6A:16-7.10</i> ).	<b>1</b>	
	17. Provides services and programs to nonpublic school students in accordance with Chapter 192 Auxiliary Services ( <i>N.J.S.A. 18A:46A-1 et seq. and N.J.A.C. 6A:14-6.1 et seq</i> ) and Chapter 193 Remedial Services for the Handicapped ( <i>N.J.S.A. 18A:46-19.1 et seq and N.J.A.C. 6A:14-6.1</i> ).	<b>1</b>	
	18. Disseminates information about and implements a comprehensive alcohol, tobacco and other drug abuse program. Adopts and disseminates to all school staff, students and parents policies and procedures for the prevention, assessment, intervention, referral for evaluation referral for treatment, discipline for students using alcohol or other drugs and continuity of care ( <i>N.J.S.A. 18A:40A-B and N.J.A.C. 6A:16-1.4(a)18; 6A:16-3-4</i> ).	<b>1</b>	
	19. Annually reviews, revises or develops, and implements safety and security plans, procedures and mechanisms in consultation with law enforcement, health, social service and emergency management agencies and other community members, including parents ( <i>N.J.A.C. 6A:16-5.1 et seq</i> ).	<b>1</b>	
	20. Implements the NJDOE-approved Comprehensive Equity Plan (CEP) designed to eliminate discrimination according to race, age, creed, color, national original, ancestry, marital status, affectional or sexual orientation, gender, religion, disability, socioeconomic status, pregnancy or parenthood ( <i>N.J.A.C. 6A:7-1.4</i> ).	<b>1</b>	
	<b>Operations Subtotal</b>	<b>20</b>	



## NJQSAC Statement of Assurance - School Year 2016-17

District Name:	Personnel	Yes or N/A = 1 No = 0	Comments
The district:			
1. Utilizes board-approved job descriptions and standards for appointment of each teaching staff member, substitute teacher and other staff including paraprofessional positions. Ensures that all staff are appropriately certified and credentialed for their assignment ( <i>N.J.A.C. 6A:32-4 and N.J.A.C. 6A:9-6.5</i> ).		<b>1</b>	
2. Confirms that new employees have a successful criminal history record check within three months of employment and that they have not been disqualified for employment ( <i>N.J.S.A. 18A:6-7.1 et. seq., 18A:39-19.1 and 18A:6-4.13 et. seq.</i> ).		<b>1</b>	
3. Adopts written policies and procedures for the physical examination of new and existing employees and maintains personnel health records in a secure separate location from personnel files ( <i>N.J.A.C. 6A:32-6.2 and 6.3</i> ).		<b>1</b>	
4. Adopts policies and procedures for the annual evaluation of all tenured and non-tenured teaching staff members by appropriately certified personnel. Distributes the policies to all tenured teaching staff members, including administrators and supervisor, by October 1 ( <i>N.J.A.C. 6A:10</i> ).		<b>1</b>	
5. Uses multiple data sources, (e.g., test scores, needs assessments, attendance data, violence reports) to address current and projected needs and priorities for all school/district staff when providing professional development opportunities. Uses the data sources to analyze the alignment of the district's Professional Development Plan with teaching staff needs ( <i>N.J.A.C. 6A:9-15 et.seq.</i> ).		<b>1</b>	
<b>Personnel Subtotal</b>		<b>5</b>	

# NJ QUALITY SINGLE ACCOUNTABILITY CONTINUUM STATEMENT OF ASSURANCE - SCHOOL YEAR 2016-17

## DECLARATION PAGE

**TYPE COUNTY NAME**

**TYPE DISTRICT NAME**

By signing below, the Chief School Administrator and Board President are affirming the accuracy of this document.

POSITION	NAME	SIGNATURE
Chief School Administrator	Lynn DiPietropolo	
Board of Education President	Ellen Suckle	
Board Resolution Date:		