

CLEMENTON BOARD OF EDUCATION

**Regular Business Meeting
August 29, 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

Katherine Anderson	7:30 PM	8:10 PM
Danielle Aubry	7:30 PM	8:10 PM
William Dilworth	7:30 PM	8:10 PM
Randall Freiling	7:30 PM	8:10 PM
Christopher McKelvey	7:30 PM	8:10 PM
Kathleen Rappold	7:20 PM	8:10 PM
Ellen Suckle	7:18 PM	8:10 PM
Christy Weaver	Absent	
William Weyland	7:30 PM	8:10 PM

Also present were:

Lynn DiPietropolo, Superintendent/Principal
Joanne E. Clement, School Business Administrator/Board Secretary
Adrienne McManis, Assistant Principal
Andrew Li, Solicitor

V. PRESENTATIONS - None

VI. MINUTES

Approval of the Minutes from the following meetings:

1. June 20, 2016 Work Session
2. June 27, 2016 Regular Meeting
3. July 7, 2016 Special Meeting

MOVED BY: Mr. Dilworth SECOND BY: Mrs. Aubry
 ON ROLL CALL VOTE: MOTION CARRIED: 6-0-1
 (Mr. Freiling abstained from 6/20 and 6/27/16 only; Mr. McKelvey abstained from 6/27/16 only; Mr. Weyland abstained from 6/20/16 only)

VII. PUBLIC - AGENDA ITEMS ONLY

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

No public comments.

MOVED BY: Mr. Freiling SECOND BY: Mr. Dilworth
 ON ROLL CALL VOTE: 6-0-0 MOTION CARRIED: 6-0-0

VIII. COMMITTEE REPORTS

1. Curriculum and Programs
(Chairperson - William Weyland)
 - a. Community Education Report - June 2016 *(Attachment VIII-1.a)*
 - b. Camp Clementon Attendance Record - June 2016 *(Attachment VIII-1.b)*
 Mr. Weyland reported on Camp Clementon as per attachments.
2. Finance and Facilities
(Chairperson - William Dilworth)
 Mr. Dilworth reported on the completion of several projects including the new vestibule, refinishing of gym floor, cabling and cameras projects. He also stated that the district received a \$50,000 grant for the cabling project. Chrome books were purchased and we are ready for the start of a new school year.
3. Policy and Personnel
(Chairperson - Randall Freiling)
 Mr. Freiling reported that first reading of policies are on the agenda for this evening. We are waiting School Boards to provide us with the results for superintendent's evaluation. Six board members completed the evaluation. Please remember to complete your board self-evaluation.

4. Negotiations
(To be determined at the time of negotiations.)
 No report at this time.

IX. OTHER REPORTS

1. Camden County Educational Services Commission
(Representative - Christopher McKelvey)
 Mr. McKelvey reported that the meeting was very short. They reviewed policies. The minutes are posted on their website if you want more information.
2. Camden County School Boards Association
(Representative - Kathleen Rappold)
 Mrs. Rappold reported that she and Mrs. Suckle attended the last meeting. It was very informative. The next meeting is scheduled for October 13, 2016.
3. Legislation
(Representative - William Weyland)
 Mr. Weyland reported that the governor signed two Bills. One dealing with electronic fund transfers and the other Bill concerned the Fall elections. Mr. Weyland has the information if anyone is interested. He attended the annual school safety meeting and reported that our district is very pro-active with security.
4. Pine Hill Board of Education
(Representative - Randall Freiling)
 - a. Minutes from the May 24, 2016 Worksession/Regular Business Meeting
(Attachment IX-4.a)
 Mr. Freiling gave the board an update on Pine Hill. They did facility upgrades at the high school, security upgrades, roof repairs, Gym floor, and bleachers. Mr. Freiling shared pictures of some of the improvements with board members.
5. Home and School Association
(Representative - Katherine Anderson)
 Mrs. Anderson reported on the meeting that Home and School had on August 25, 2016. The first meeting Oct. 12, 2016 which will be a meet and greet. She also gave examples of fund raising events for the coming year. A meet between the Business Administrator and president will be held in September.

X. CORRESPONDENCE

None at this time.

XI. OTHER INFORMATION

1. Discussion Items: None
2. Clementon School Information: None
3. Harassment, Intimidation, and Bullying Report - None
4. Fire and Security Drills - Summer 2016:

Drill Type	Date	Time
Fire Drill	07/27/16	09:36 AM
Security Drill (Lockout)	07/28/16	10:38 AM
Security Drill (Shelter in Place w/Instruction)	08/01/16	09:35 AM
Fire	08/03/16	09:45 AM

5. Upcoming Events - (*Attachment XI-5*)

XII. SUPERINTENDENT'S REPORT

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

1. Accept, with regret, the resignation of employee # 6 effective August 31, 2016. Employee requests compensation for earned vacation days unused by August 31, 2016. (*Attachment XII-1*)
2. Accept with regret, the resignation of employee # 279 effective 60 days after July 15, 2016. (*Attachment XII-2*)
3. Request from employee # 10 for medical leave beginning November 14, 2016 through June 1, 2017. Employee will use available sick time followed by uncompensated time under NJFLA/FMLA. (*Attachment XII-3*)
4. Employment of the following personnel for the 2016-2017 school year, contingent upon satisfactory criminal history review:
 - a. POSITION: Part time custodian
 NAME: Dennis Moran
 SALARY: \$10.00 per hour, not to exceed 29 ½ hours
 START DATE: August 15, 2016
 NOTE: Support staff hired with a 60 day probationary period.
 - b. POSITION: Camp Clementon Staff
 NAME: Laniesha David
 SALARY: \$12.50 per hour
 START DATE: September 6, 2016
 - c. POSITION: STEM Teacher
 NAME: Rebecca Lapinson
 SALARY: \$50,060.00 per year
 STEP: 1-2 BA
 START DATE: September 1, 2016
 - d. POSITION: CST Secretary
 NAME: Vannessa Hernandez
 SALARY: \$30,000 per year
 START DATE: Anticipated for September 6, 2016
 NOTE: Support staff hired with a 60 day probationary period.
5. Additional 2016-2017 Title I Salary Allocation:

a. Cheryl Branch - \$12,026.00

6. Additional Camp Clementon 2016-2017 Personnel:

- a. Lauren Murray - Camp Clementon Program Assistant
Rate of Pay: \$13.40 per hour
- b. Brenda Falkenstein - Camp Clementon Program Assistant Substitute
Rate of Pay: \$13.40 per hour

7. Summer 2016 Child Study Team Meetings:

- a. Michael Rossi
Rate of Pay: \$34.50 per hour, not to exceed 10 hours
- b. Denise Brumbach
Rate of Pay: \$34.50 per hour, not to exceed 10 hours
- c. Tracy Stefan
Rate of Pay: \$34.50 per hour, not to exceed 10 hours

8. Salary adjustment for Kristy Taylor to reflect an earned Master's Degree.
Documentation provided: transcript. Adjusted salary and step: \$54,510.00 per year;
Step 3-4 MA for the 2016-2017 school year.

9. Source4Teachers July 2016 Board Approval List (*Attachment XII-4*)

10. Source4Teachers August 2016 Board Approval List (*Attachment XII-5*)

11. Revised 2016-2016 School Calendar (*Attachment XII-6*)

12. 2016-2017 Code of Conduct (*Attachment XII-7*)

13. 2016-2017 Mentoring Plan (*Attachment XII-8*)

14. 2016-2017 Textbooks, Resources, Materials (*Attachment XII- 9*)

15. Approval of the attached supplemental resources to be used as part of the
Clementon Curriculum. (*Attachment XII-10*)

16. First Reading of the following revised policies and regulations:

MANDATED		
Number	Type	Title
3126	POL	District Mentoring Program (<i>Attachment XII-11</i>)
3126	REG	District Mentoring Program (<i>Attachment XII-11</i>)
2624	REG	Grading System (<i>Attachment XII-12</i>)
5420	REG	Reporting Pupil Progress (<i>Attachment XII-13</i>)
2200	POL	Curriculum Content (<i>Attachment XII-14</i>)
2200	REG	Curriculum Content (<i>Attachment XII-14</i>)

17. 2016-2017 Curriculum Unit Plans

18. Workshop/Meeting Requests:

- a. EMPLOYEE: Kathryn Agresta
 WORKSHOP: Marzano New Administrators Observer Academy
 DATES: August 8, 2016 - August 11, 2016
 LOCATION: C. W. Lewis School
 COST: \$349.00
 SPONSOR: Marzano Center

- b. EMPLOYEE: Lynn DiPietropolo
 WORKSHOP: Marzano New Administrators Observer Academy
 DATES: August 8, 2016 - August 11, 2016
 LOCATION: C. W. Lewis School
 COST: \$349.00
 SPONSOR: Marzano Center

- c. EMPLOYEE: Adrienne McManis
 WORKSHOP: Marzano New Administrators Observer Academy
 DATES: August 8, 2016 - August 11, 2016
 LOCATION: C. W. Lewis School
 COST: \$349.00
 SPONSOR: Marzano Center

- d. EMPLOYEE: Jose Cruz
 WORKSHOP: Asbestos Awareness and HasCom
 DATE: August 10, 2016
 LOCATION: Gateway Regional High School
 COST: \$0.00
 SPONSOR: Gateway School District

- e. EMPLOYEE: Arthur Ballinghoff
 WORKSHOP: Facilities Evaluation 2016
 DATE: August 17, 2016
 LOCATION: Deptford Township High School
 COST: \$0.00
 SPONSOR: Cumberland County Office of Education

- f. EMPLOYEE: Jose Cruz
 WORKSHOP: Facilities Evaluation 2016
 DATE: August 17, 2016
 LOCATION: Deptford Township High School
 COST: \$0.00
 SPONSOR: Cumberland County Office of Education

- g. EMPLOYEE: Joanne Clement
 WORKSHOP: Education for Homeless Children and Youth Statewide
 Technical Assistance
 DATE: October 21, 2016
 LOCATION: Princeton Marriott at Forrestal

COST: \$0.00
 SPONSOR: NJ Department of Education

h. EMPLOYEE: Adrienne McManis
 WORKSHOP: Education for Homeless Children and Youth Statewide
 Technical Assistance
 DATE: October 21, 2016
 LOCATION: Princeton Marriott at Forrestal
 COST: \$0.00
 SPONSOR: NJ Department of Education

i. EMPLOYEE: Kimberly English
 WORKSHOP: AENJ Conference
 DATE: October 11, 2016
 LOCATION: Ocean Place Resort and Spa
 COST: \$135.00
 SPONSOR: Art Educators of NJ

19. Community Use of Facilities:

- a. ORGANIZATION: Love Apple Quilters
 PERSON IN CHARGE: Barbara Jakubowski
 SPONSOR: Community Education
 PURPOSE: Quilting Workshops
 DATES: Saturdays: September 24, 2016; November 19, 2016; January 21, 2017; March 25, 2017; May 20, 2017
 TIME: 8:30 AM - 3:00 PM
 LOCATION: Gym and possibly one classroom
 PARTICIPANTS: 20 adults
- b. ORGANIZATION: Solid Rock Baptist Church
 PERSON IN CHARGE: Kelli Barsony
 SPONSOR: Community Education
 PURPOSE: iCan Club
 DATES: Thursdays from September 29, 2016 through May 25, 2017
 TIME: 3:15 PM - 4:30 PM
 LOCATION: Media Center

20. Field Trips:

- a. TRIP: 7th Grade STEM Trip - Millennium Skate World
 FACULTY SPONSOR: Rebecca Lapinson
 DATE: September 23, 2016
 TIME: 10:00 AM - 1:00 PM
 DESTINATION: Millennium Skate World, Camden, NJ
 PARTICIPANTS: Students in Grade 7
 FUNDED: The trip was won by a parent, Chrissy Botterbrodt, and the Home and School Association will be funding the bus. Cost to district = \$0

21. Home and School Association Fundraiser:

10.	List #10 (Board Payment)	\$220,300.94	(Attachment XIII-1.10)
11.	List #11 (Board Payment)	\$172,002.23	(Attachment XIII-1.11)

2. Payment Transactions:

- a. Approve transfers in the amount of \$36,308.40 (Attachment 2.a)

3. 2016-2017 IDEA Allocations:

IDEA \$124,551
 PRESCHOOL \$ 3,084

4. Tuition Contract with Department of children and Family Regional School for student HJ for the 2016-2017 school year at \$146.8455 per day for a total of \$32,086.

5. WORKSHOP: Superintendent Merit Goals
 LOCATION: Camden County College
 DATE: August 24, 2016
 COST: \$ 0.00
 ATTENDING: Ellen Suckle
 Kathleen Rappold
 Christy Weaver

6. Change order for School Vestibule for carpeting not to exceed \$2,076.00. (Attachment XIII-6)

7. In accordance with N.J.A. C. 6A:23-8.4, approved transfer from the Executive County Superintendent. (Attachment XIII-7a)

Tuition	11-000-100-566-00	(3,453)
To		
Charter School	10-000-100-56x-00	\$3,453

8. BOARD SECRETARY'S CERTIFICATION AND TREASURER'S REPORT FOR JUNE 30, 2016 (Attachment XIII-8)

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, the Board Secretary certifies that as of June 30, 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 June 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 8 above:

MOVED BY: Mr. Dilworth SECOND BY: Mr. Weyland
 ON ROLL CALL VOTE: MOTION CARRIED: 8-0-0

XIV. PUBLIC

MOVED BY: Mr. Freiling SECOND BY: Mr. Weyland
 ON ROLL CALL VOTE: MOTION CARRIED: 8-0-0

No public comments.

MOVED BY: Mr. Freiling SECOND BY: Mrs. Rappold
 ON ROLL CALL VOTE: MOTION CARRIED: 8-0-0

XV. UNFINISHED BUSINESS

Revised Dates and Times for Work Sessions and meetings for the 2016 school year.

MOVED BY: Mr. Weyland SECOND BY: Mrs. Rappold
 ON ROLL CALL VOTE: MOTION CARRIED: 8-0-0

XVI. NEW BUSINESS

1. Informal Appearance regarding Non-renewal of employee #238.

Mrs. Clement read the following Statement.

Mrs. Dragon has requested that this informal appearance be held in public. The board has allotted a half hour for this informal appearance. We ask that all witnesses be brief and efficient so that everyone who wants to speak may with the time given. Witnesses shall be called one at a time into the meeting

Mr. Li stated that the purpose of this informal appearance is for an employee who has been non-renewed to present her case to the Board. Witnesses do not have to be sworn in.

Mr. Staab, a NJEA representative, stated that he would provide the board with information including evaluations and letters after Mrs. Dragon's statement.

Mrs. Dragon read a statement concerning her disappointment in not being offered a contract for the 2016-2017 school year. It has been an honor to teach in Clementon and she loved her students. Mrs. Dragon discussed several meetings she had with the superintendent during the year concerning her personal days for religious holiday. .

Mrs. Dragon was a kindergarten aide her first year in the district. She read her evaluation scores for the past three years as a kindergarten teacher and feels they were effective.

Mrs. Dragon felt she was discriminated against because of her religious beliefs and put the board on notice that her rights had been violated. She thanked the Board for their time.

Mr. Staab presented the Board with folders of information for their review. He stated that the folders contained performance records, letters from parents and copies of e-mails and the absent request form used by district employees. He stated that the reason for non-renewal was generic. Mr. Staab ask the board to give serious consideration to the matter and reject the non-renewal.

Mr. Li thanked him for your time and asked if they had any witnesses. He responded no.

Mrs. DiPietropolo reviewed with the Board the New Jersey Department Education standards for evaluation of teaching staff. Mr. DiPietropolo stated her reason on April 25th 2016, was over all work performance which is below the expectations of the district. In each evaluation, teachers receive a summative evaluation, emphasizing the teaching practices that effect the score. Scoring system is as follows: Highly effective 3.5 - 4.0; effective: 2.65 - 3.09; partial effective: 2.64 - 1.85; and ineffective: 1.84 - 1.0.

At the end of the first year, Mrs. Dragon's instructional scored a 2.73. The second year, her score was a 2.92. In the third year, her instructional score was a 2.5, which is in lower end of effective. Mrs. Dragon's score decreased from the previous years. The third year is critical when determining if a teacher should be offered employment. The Board and administration expect higher than average evaluations from the staff. Thank you.

Mrs. Suckle asked the board if they had any questions or motions. Mr. McKelvey made the motion to offer Mrs. Dragon re-employment. There was no second to the motion. The motion died on the floor.

2. Discussion of Estate of Zawinski

XVII. EXECUTIVE SESSION - 7:55 p.m.

Personnel and matters involving investments of public funds for approximately twenty minutes. 7:55 p.m.

MOVED BY: Mr. Freiling SECOND BY: Mr. Dilworth
ON ROLL CALL VOTE: MOTION CARRIED: 8-0-0

Out of Executive Session 8:07 pm

MOVED BY: Mr. Dilworth SECOND BY: Mr. Weyland
ON ROLL CALL VOTE: MOTION CARRIED: 8-0-0

Resolution to authorize the Business Administration to sign consent and release of the funds from the Estate of John Zawinski.

MOVED BY: Mr. Dilworth SECOND BY: Mr. Weyland
ON ROLL CALL VOTE: MOTION CARRIED: 8-0-0

XVIII. ADJOURNMENT - 8:10 p.m.

MOVED BY: Mrs. Rappold

SECOND BY: Mrs. Aubry

ON ROLL CALL VOTE:

MOTION CARRIED: 8-0-0

Respectfully submitted,

Joanne E. Clement, Board Secretary
September 26, 2016