



CLEMENTON BOARD OF EDUCATION

REGULAR BUSINESS MEETING

April 25, 2016

7:30 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. MINUTES

Approval of the Minutes from the following meetings:

1. March 21, 2016 Regular Meeting
2. March 30, 2016 Special Meeting with Pine Hill and Berlin Township Boards of Education

VI. PUBLIC - AGENDA ITEMS ONLY

VII. PRESENTATIONS

- *March 2016 Bulldogs Best*
- *Marking Period 3 PRIDE Winners*
- *Marking Period 3 Honor Roll*



VIII. COMMITTEE REPORTS

1. Curriculum and Programs
(*Chairperson - William Weyland*)
 - a. Community Education Report - March 2016 (*Attachment VIII-1.a*)
 - b. Camp Clementon Attendance Record - March 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 February 23, 2016 Worksession/Regular Business Meeting
(*Attachment IX-4.a*)
5. Home and School Association
(*Representative - Katherine Anderson*)

X. CORRESPONDENCE

1. Nutri-Serve Monthly Update - March 2016
2. Notification from the NJ Department of Education that the 2016-2017 One-Year Preschool Program Plan Update and Budget Statement has been approved.

XI. OTHER INFORMATION

1. Discussion Items:
2. Clementon School Information:
 - a. Enrollment Report - March 2016 (*Attachment XI-2.a*)
 - b. Nurse's Report - March 2016 (*Attachment XI-2.b*)
 - c. Administrative Report - March 2016 (*Attachment XI-2.c*)



3. Fire and Security Drills – March 2016:

Drill Type	Date	Time
Fire Drill	03/09/16	01:56 PM
Security Drill (Lockout)	03/30/16	01:32 PM

4. Upcoming Events – May 2016 (*Attachment XI-4*)

XII. SUPERINTENDENT’S REPORT

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

1. Request from employee # 110 to take intermittent, uncompensated leave during the remainder of the 2016-2017 school year based on FMLA paperwork. (*Attachment XII-1*)
2. 2016-2017 Certified Staff and Salaries (*Attachment XII-2*)
3. Employment of the following personnel for the 2016-2017 school year:
 - a. POSITION: Supervisor
 NAME: Kathryn Agresta
 SALARY: \$65,750.00
 DATES: September 1, 2016 through the last day of school in June 2017
 NOTE: Included in salary is 10 days for administrative work that can be taken between July 1, 2016 and June 30, 2017, as directed by the Superintendent/Principal.
4. Source 4 Teachers, together with its employees, to provide substitute services for the 2015-2016 school year.
5. Source 4 Teachers April 2016 Substitute List (*Attachment XII-5*)
6. Summer 2016 Student Programs:

- a. PROGRAM: Title I Summer Program
 DATES: Tuesdays, Wednesdays, Thursdays
 July 12, 2016 through August 11, 2016
 STUDENT TIME: 9:15 AM – 11:45 AM
 TEACHER TIME: 9:00 AM – 12:00 PM
 STAFF: K-1 Math teacher: Kim Schultz
 K-1 ELA teacher: Karen Tropp
 2-3 Math teacher: Brenda Falkenstein
 2-3 ELA teacher: Jessica Ballinghoff
 4-5 Math teacher: Lauren Murray
 4-5 ELA teacher: Mike Rossi
 SUBSTITUTES: Cheryl Pataky, Kelly Kolody, Tracy Stefan, Christine Fellona, Ashley McClave
 RATE OF PAY: \$34.50 per hour, per teacher
 FUNDED BY: Title I and/or Title IIA



- b. PROGRAM: Extended School Year
 DATES: Tuesdays, Wednesdays, Thursdays
 July 12, 2016 through August 11, 2016
 STUDENT TIME: 9:15 AM - 11:45 PM
 TEACHER TIME: 9:00 AM - 12:00 PM
 STAFF: 1-4 Special Education MD teacher: Denise Brumbach
 5-8 Special Education MD teacher: Kristyn Vance
 1-4 Aide: Kate Teschner
 SUBSTITUTES: Tracy Stefan, Christine Fellona, Ashley McClave
 RATE OF PAY: \$34.50 per hour, per teacher
 \$12.00 per hour for aide

- c. SUMMER PREPARATION WORK – Each teacher who will be teaching for the Title I Summer Program or Extended School Year programs will be given two hours of preparation time. Preparation time will not exceed 2 hours.

DATES: June 10 through June 30, 2016, the rate of pay will be \$34.00 per hour, per teacher
 DATES: July 1 through July 11, 2016, the rate of pay will be \$34.50 per hour, per teacher

7. Summer 2016 Child Study Team work (for student evaluations and meetings):

- a. EMPLOYEE: Alison Palma
 POSITION: School Psychologist/CST Coordinator
 HOURS: Not to exceed 20 hours (July and August 2016)
 RATE OF PAY: \$34.50 per hour

8. Summer 2016 Speech extended year services (for special education students, per their IEPs):

- a. EMPLOYEE: Julie Sattinger
 POSITION: Speech Therapist
 HOURS: Not to exceed 15 hours (July and August 2016)
 RATE OF PAY: \$34.50 per hour

9. Harassment, Intimidation, and Bullying Report – February 2016 (*Attachment XII-9*)

10. 2016-2017 School District Calendar (*Attachment XII-10*)

11. 2016-2017 Nursing Plan and Standing Orders (*Attachment XII-11*)

12. First Reading of the following revised policies and regulations: (*Attachment XII-12*)

RECOMMENDED		
Number	Type	Title
1110	POL	Organizational Chart
2110	POL	Mission Statement
2230	POL	Curriculum Unit Plans
2230	REG	Curriculum Unit Plans



13. Second Reading and Adoption of the following revised policies and regulations:
(Attachment XII-13)

MANDATED		
Number	Type	Title
5111	POL	Eligibility of Resident/Nonresident Students
5111	REG	Eligibility of Resident/Nonresident Students
8462	POL	Reporting Potentially Missing or Abused Children
8462	REG	Reporting Potentially Missing or Abused Children

RECOMMENDED		
Number	Type	Title
0131	POL	Bylaws and Policies
0167	POL	Public Participation in Board Meetings
0168	POL	Recording Board Meetings

14. Workshop/Meeting Requests:

- a. EMPLOYEE: Lynn DiPietropolo
 WORKSHOP: NJASA/NJAPSA Spring Leadership Conference
 LOCATION: Atlantic City, NJ
 DATES: May 11, 12, 13, 2016
 COST: \$525.00 plus lodging
 SPONSORS: NJ Association of School Administrators and NJ Association of Pupil Services Administrators

- b. EMPLOYEE: Lynn DiPietropolo
 WORKSHOP: PARCC Data: Conversations That Drive the Cycle of Teaching
 LOCATION: Rowan College at Gloucester County, Sewell, NJ
 DATE: May 25, 2016
 COST: \$0.00
 SPONSOR: NJ Department of Education

- c. EMPLOYEE: Adrienne McManis
 WORKSHOP: PARCC Data: Conversations That Drive the Cycle of Teaching
 LOCATION: Rowan College at Gloucester County, Sewell, NJ
 DATE: May 25, 2016
 COST: \$0.00
 SPONSOR: NJ Department of Education

- d. EMPLOYEE: Alyssa Martin
 WORKSHOP: PARCC Data: Conversations That Drive the Cycle of Teaching
 LOCATION: Rowan College at Gloucester County, Sewell, NJ
 DATE: May 25, 2016
 COST: \$0.00
 SPONSOR: NJ Department of Education

- e. EMPLOYEE: Katie Agresta
 WORKSHOP: PARCC Data: Conversations That Drive the Cycle of Teaching
 LOCATION: Rowan College at Gloucester County, Sewell, NJ



DATE: May 25, 2016
 COST: \$0.00
 SPONSOR: NJ Department of Education

f. EMPLOYEE: Michelle Magilton
 WORKSHOP: PARCC Data: Conversations That Drive the Cycle of Teaching
 LOCATION: Rowan College at Gloucester County, Sewell, NJ
 DATE: May 25, 2016
 COST: \$0.00
 SPONSOR: NJ Department of Education

g. EMPLOYEE: Joanne Clement
 WORKSHOP: PRIMA Conference
 LOCATION: Atlanta, GA
 DATE: June 6 and 7, 2016
 COST: \$0.00
 SPONSOR: Burlington County Insurance Pool

15. Field Trips:

a. TRIP: Life Stars/Gold Stars Walking Trip
 FACULTY SPONSOR: Christine Fellona
 DATE: May 13, 2016
 TIME: 12:00 PM - 1:30 PM
 DESTINATION: Scotto's Pizza, Clementon, NJ
 PARTICIPANTS: Students in Life Stars and Gold Stars
 NOTE: Students will walk to Scotto's to use social skills to order food and money transaction skills to purchase lunch.

16. School Activities:

- a. EVENT: Yearbook Sale
 PERSON IN CHARGE: Kim Schultz
 DATES: March 29, 2016 - April 22, 2016
 NOTE: Yearbook pre-order sale.
- b. EVENT: Yearbook Fundraiser - "Class of 2016" T-shirt Sale
 PERSON IN CHARGE: Kim Schultz
 DATES: April 25, 2016 - May 13, 2016
 NOTE: Proceeds will be used to offset yearbook production costs.
- c. EVENT: Art Show
 PERSON IN CHARGE: Kim English
 DATE: May 19, 2016
 TIME: 6:45 PM - 8:30 PM
 LOCATION: Schoolwide
 NOTE: Annual event to showcase students' artwork.
- d. EVENT: School Sports Physicals
 PERSON IN CHARGE: Mary Beth Hernandez, RN



DATE: TBD - May 31, 2016, June 1, 2016, or June 3, 2016 (Pending confirmation from school physician.)
 TIME: 7:45 AM - 9:00 AM
 LOCATION: Nurse's Office
 PARTICIPANTS: Interested student athletes
 NOTE: Sports physicals offered to student athletes at no cost to parents.

e. EVENT: Athletic Awards Assembly
 PERSON IN CHARGE: Nicole Palermo
 DATE: June 7, 2016
 TIME: 1:30 PM - 3:00 PM
 LOCATIONS: Media Center 1:30 PM-2:00 PM; MPR 2:00 PM-3:00 PM
 PARTICIPANTS: Student athletes in grades 6-8 and their families. Grades 5-8 invited to attend.
 NOTE: Annual athletic awards to honor the student athletes of CES for their hard work and dedication to their team throughout the season.

17. 8th Grade Dance Committee Events:

- a. EVENT: Family Night at Scotto's
 PERSON IN CHARGE: Jen Rhine
 DATE: May 4, 2016
 TIME: 3:30 PM - 7:00 PM
 LOCATION: 16 Berlin Road, Clementon, NJ
 NOTE: Families can order dine-in and 50% of the sales will be donated to support the 8th grade dance.

- b. EVENT: "Love It Again" Dress/Semi-Formal Wear Event
 PERSON IN CHARGE: Jen Rhine
 DATE: May 13, 2016
 TIME: 3:30 PM - 5:00 PM
 LOCATION: CES MPR.
 ALTERNATE LOCATION: If MPR not available, then location will be Church of the Atonement Hall, 233, Fairmont Ave., Laurel Springs, NJ
 NOTE: 8th grade students can browse donated dresses from previous 8th grade students to find a dress for the 8th grade dance.

- c. EVENT: Hoagie Sale
 PERSON IN CHARGE: Jen Rhine
 DATE: May 20, 2016
 TIME: 3:15 PM - 3:30 PM
 LOCATION: MPR
 NOTE: Flyers will be sent home the week of May 9, 2016. Orders will be due on May 16, 2016 with pick-up after school on May 20, 2016. A portion of the sales will be donated to the 8th grade dance.

Approval of motions 1 through 17 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:

<u>Bill List and Check Register</u>	<u>Amount</u>	
1. List # 1 (Payroll)	\$205,056.00	<i>(Attachment XIII-1.1)</i>
2. List # 2 (Payroll)	\$102,783.14	<i>(Attachment XIII-1.2)</i>
3. List # 3 (Payroll)	\$204,682.55	<i>(Attachment XIII-1.3)</i>
4. List # 4 (Community Education)	\$5,377.86	<i>(Attachment XIII-1.4)</i>
5. List # 5	\$120,641.51	<i>(Attachment XIII-1.5)</i>
6. List # 6	\$1,025,280.05	<i>(Attachment XIII-1.6)</i>

2. Approve transfers in the amount of \$45,632.00. *(Attachment XIII-2)*

3. Transfer approved by County Office for purchases of switches:

From: 12-000-400-450-00	\$12,000.00
To: 12-000-252-730-00	\$12,000.00

4. Transfer approved by County Office for purchases of installation of Cat-6 wiring for wireless accessibility to all classrooms:

From: 12-000-400-450-00	\$62,000.00
To: 12-000-252-730-00	\$62,000.00

5. Workshops/Meetings:

- a. WORKSHOP: iSTEAM NASA Field Trip
 DATE: May 6, 2016
 LOCATION: Greenbelt, MD
 COST: \$99.00
 ATTENDEE: Kathleen Rappold
- b. MEETING: Camden/Gloucester County School Boards Meeting
 DATE: May 3, 2016
 TIME: 6:30 PM - 9:00 PM
 LOCATION: Villari's Lakeside, Sicklerville, NJ
 COST: \$0.00
 ATTENDEES: Ellen Suckle William Weyland
 Katherine Anderson Danielle Aubry
 William Dilworth Randall Freiling
 Christopher McKelvey Kathleen Rappold
 Christy Weaver Lynn DiPietropolo
- c. MEETING: Delegate Assembly
 DATE: May 14, 2016
 LOCATION: West Windsor, NJ



COST: \$0.00
 ATTENDEES: William Weyland and Kathleen Rappold

6. Membership Resolution to participate in the Camden County Elementary League for the 2016-2017 school year. (*Attachment XIII-6*)
7. Educational Business Services for the purchase of equipment (switches) in the amount of \$21,782.00. (District receives E-Rate funding for this project.)
8. Transportation Bid for homeless transportation for the 2015-2016 school year awarded to:
 - a. Delaware City Bus Company

1-15 miles:	\$ 74.20
15-30 miles:	\$ 96.70
30-50 miles:	\$124.20
Over 50 miles:	\$146.70
 - b. McGough No Bid
 - c. T & L No Bid
 - d. Hillman No Bid
 - e. Durham National Express No Bid
 - f. Starr Tours No Bid
9. Waste/Recycling services with Gloucester Township Public Schools for the 2016-2017 school year. (*Attachment XIII-9*)
10. Joint Resolution for Participation of Transportation services with Sussex County Regional Transportation for the 2016-2017 school year for special education student.
11. Resolution authorizing the use of contracts with approved Pennsylvania Education Purchasing Program for IPVIDEO (PEPPM) vendors, not to exceed \$62,000.00. (*Attachment XIII-11*)
12. Agreement with Newfield Board of Education for construction of main office, not to exceed \$37,500.00.
13. 2015-2016 agreement for the provision of instruction with the Brookfield Educational Services program at the rate of \$34.00 per hour.
14. Camp Clementon rates for the 2016-2017 school year:
 (Rates reflect a \$5.00 increase for single child and \$10.00 increase for family.)

Single Child, AM or PM:	\$170.00 per month
Single Child, AM and PM:	\$290.00 per month
Family, AM or PM:	\$265.00 per month
Family, AM and PM:	\$460.00 per month
Tickets (10):	\$125.00 per 10
15. 2016-2017 General Services Contract with Camden County Educational Services Commission for the following services: (*Attachment XIII-15*)



Transportation
 Aid in Lieu of Transportation
 192-193 Services for Nonpublic Schools
 Child Study Team Services
 Related Services
 Educational Services
 Substitute Nursing Services
 Public Home Instruction

- 16. Adoption of the New Jersey School Boards Self-Evaluation Tool.
- 17. 2016-2017 management fee for Nutri-Serve Food Management, Inc. in the amount of \$13,324.62. (Third year of a five year contract; increase of \$196.92.)
- 18. BOARD SECRETARY’S CERTIFICATION AND TREASURER’S REPORT FOR MARCH 2016
(Attachment XIII-18)

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, the Board Secretary certifies that as of March 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 February 29, 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 18 above:

MOVED BY: _____
 ON ROLL CALL VOTE:

SECOND BY: _____
 MOTION CARRIED:

- XIV. PUBLIC
- XV. EXECUTIVE SESSION
- XVI. UNFINISHED BUSINESS
- XVII. NEW BUSINESS
- XVIII. ADJOURNMENT