



CLEMENTON BOARD OF EDUCATION

REGULAR BUSINESS MEETING

June 22, 2015

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:

- a. May 18, 2015 Regular Meeting and Executive Session
- b. May 27, 2015 Special Joint Meeting with Pine Hill BOE

VI. PUBLIC - AGENDA ITEMS ONLY

VII. SUPERINTENDENT’S REPORT

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

- 1. Accept, with regret, the resignation of employee # 223. (*Attachment VII-1*)
- 2. New resolution for revised medical leave for employee # 172. (*Attachment VII-2*)



3. Request from employee # 120 to return to work effective July 1, 2015. (*Attachment VII-3*)
4. Request from employee # 170 to return to work effective July 1, 2015. (*Attachment VII-4*)
5. Recommend withholding an increment for employee # 102 for the 2015-2016 school year.
6. Source 4 Teachers June 2015 Board Approval List (*Attachment VII-6*)
7. Employment of the following personnel for the 2015-2016 school year, contingent upon satisfactory criminal history review:
 - a. POSITION: Part-Time Instrumental Music Teacher (60%)
 NAME: Bryan Williams
 SALARY: \$27,600.00 per year (To be adjusted upon completion of collective bargaining negotiations.)
 STEP: 1 BA
 START DATE: September 1, 2015
 - b. POSITION: Special Education Teacher (BD Grades 1-4 Silver Stars)
 NAME: Denise Brumbach
 SALARY: \$46,000.00 per year (To be adjusted upon completion of collective bargaining negotiations.)
 STEP: 1 BA
 START DATE: September 1, 2015
 - c. POSITION: Grade 2 Writing Teacher
 NAME: Mary Ann Miles
 SALARY: \$46,000.00 per year (To be adjusted upon completion of collective bargaining negotiations.)
 STEP: 1 BA
 START DATE: September 1, 2015
 - e. POSITION: Grade 3 Writing Teacher
 NAME: Alyson Cunliffe
 SALARY: \$46,000.00 per year (To be adjusted upon completion of collective bargaining negotiations.)
 STEP: 1 BA
 START DATE: September 1, 2015
8. Approval of contract for the 2015-2016 school year:
 - a. EMPLOYEE: Joanne E. Clement
 POSITION: Business Administrator/Board Secretary
 SALARY: \$113,566.00 per year
9. Summer professional development attendance for new staff:
 - a. Denise Brumbach:



1. Eight Mathematical Practices for Grades K-5 Workshop
Date: July 13, 2015
Time: 12:30 PM - 4:00 PM
 2. Modeling in Mathematics for Grades 3-5 Workshop
Date: July 13, 2015
Time: 8:00 AM - 11:30 AM
 3. Teaching to the Rigor of the CCSS in Mathematics Workshop
Date: July 20, 2015
Time: 8:00 AM - 11:30 AM
 4. Reasoning in Mathematics - Type II PARCC Items Workshop
Date: July 20, 2015
Time: 12:30 PM - 4:00 PM
 5. Creating PARCC-Like Assessments for Mathematics Workshop
Date: July 27, 2015
Time: 12:30 PM - 4:00 PM
 6. A Constructivist Approach to the Common Core Base Ten Numeration System for Grades K-5 Workshop
Date: July 27, 2015
Time: 8:00 AM - 11:30 AM
 7. Using Read Alouds in ELA
Date: July 14, 2015
Time: 9:00 AM - 12:00 PM
 8. ELA Higher Order Thinking Skills and PARCC
Date: July 21, 2015
Time: 8:30 AM - 11:30 AM and 12:30 PM - 3:30 PM
- b. Mary Ann Miles:
1. Using Read Alouds in ELA
Date: July 14, 2015
Time: 9:00 AM - 12:00 PM
 2. ELA Higher Order Thinking Skills and PARCC
Date: July 21, 2015
Time: 8:30 AM - 11:30 AM and 12:30 PM - 3:30 PM
- c. Alyson Cunliffe:
1. Using Read Alouds in ELA
Date: July 14, 2015
Time: 9:00 AM - 12:00 PM
 2. ELA Higher Order Thinking Skills and PARCC
Date: July 21, 2015
Time: 8:30 AM - 11:30 AM and 12:30 PM - 3:30 PM
10. Summer 2015 Title I hours, June 23, 2015 through August 31, 2015, for the following staff:
- a. Alyssa Martin - 20 hours at \$33.00 per hour (To be adjusted upon completion of contract negotiations.)
 - b. Katie Agresta - 20 hours at \$33.00 per hour (To be adjusted upon completion of contract negotiations.)



- c. Michelle Magilton - 20 hours at \$33.00 per hour (To be adjusted upon completion of contract negotiations.)

11. Revised summer 2015 student program:

- a. PROGRAM: Extended School Year
- REVISED DATES: Tuesdays, Wednesdays, Thursdays
July 7, 2015 through July 30, 2015
- STUDENT TIME: 9:00 AM - 12:00 PM
- TEACHER TIME: 8:45 AM - 12:00 PM
- STAFF: 1-4 Special Education MD Teacher: Andrea DiSalvo
1-4 Aide: Crystal Fair
- SUBSTITUTES: Sandy Rambo and Tracy Stefan
- RATES OF PAY: \$33.00 per hour, per teacher (To be adjusted upon completion of contract negotiations.)
\$10.00 per hour for aide
- NOTE: Grade 5-8 class was cancelled due to lack of enrollment.

12. Revised Science and Social Studies Curriculum Analysis:

Objective: This workshop will help Science and Social Studies teachers take their current curriculum and make adjustments that will help prepare students for PARCC. Teachers should bring lesson plans with them.

Facilitator: Association of Language Arts Teachers of NJ

Teachers: Tina Jennetta, Nancy Gundaker, Jennifer Gregory, Nicole Palermo

Date: July 14, 2015

Time: 1:00 PM - 4:00 PM (1 additional hour added)

Cost: \$1,000.00

Salaries: 4 teachers x 3 hrs. x \$33.00 = \$396.00 (To be adjusted upon completion of Collective Bargaining Negotiations.)

Funding: Title I and/or Title IIA

13. Summer Semester Training for ELA and Mathematics:

Facilitators: American Reading Company and Administration

Teachers: Lauren Murray, Kim Schultz, Karen Tropp, Brenda Falkenstein, Jessica Ballinghoff, Mike Terlizzi, Andrea DiSalvo, Christine Procopio, Tina Jennetta

Date: June 23, 2015

Time: 6 hours per each teacher

Salaries: 9 teachers x 6 hrs. x \$33.00 = \$1,782.00 (To be adjusted upon completion of Collective Bargaining Negotiations.)

Funding: Title I and/or Title IIA

14. Harassment, Intimidation, and Bullying Report - May 2015 (*Attachment VII-14*)

15. Approval to apply and participate in the Innovation Through Observation Pilot Program. (*Attachment VII-15*)

16. First Reading of the following revised policies and regulations: (*Attachment VII-16*)

Number	Type	Title
0152	POL	Board Officers
3218	POL	Substance Abuse



3218	REG	Substance Abuse
4218	POL	Substance Abuse
4218	REG	Substance Abuse
8630	POL	Bus Driver/Bus Aide Responsibility
8630	REG	Emergency School Bus Procedures

17. Tuition Reimbursement Requests:

- a. EMPLOYEE: Kathryn Agresta
 COURSE TITLE: Examining and Applying School Leadership Practices
 UNIVERSITY: Thomas Edison State College (NJ Excel)
 COURSE FEE: \$1,392.00
 SEMESTER: Summer 2015
 NOTE: Course reimbursements shall not exceed \$1,000.00 per individual per year and employees who voluntarily leave employment within two years of receiving tuition reimbursement shall repay the same to the Board of Education.

- b. EMPLOYEE: Alyssa Martin
 COURSE TITLE: School Leadership - Theory and Practice
 UNIVERSITY: Wilmington University
 COURSE FEE: \$1,000.00
 SEMESTER: Summer 2015
 NOTE: Course reimbursements shall not exceed \$1,000.00 per individual per year and employees who voluntarily leave employment within two years of receiving tuition reimbursement shall repay the same to the Board of Education.

18. Workshop/Meeting Requests:

- a. EMPLOYEE: Lynn DiPietropolo
 WORKSHOP: Student Achievement and Data Summit
 LOCATION: Somerville Middle School, Somerville, NJ
 DATE: May 21, 2015
 COST: \$0.00
 SPONSOR: Somerville Public Schools

- b. EMPLOYEE: Kathy Batchelor
 WORKSHOP: Technology and Gifted/Talented Articulation Meeting
 LOCATION: Pine Hill BOE Office, Pine Hill, NJ
 DATE: June 3, 2015
 COST: \$0.00
 SPONSOR: Pine Hill School District

- c. EMPLOYEE: Lynn DiPietropolo
 WORKSHOP: 2015-2016 NCLB Technical Assistance Session
 LOCATION: Camden County College, Blackwood, NJ
 DATE: June 16, 2015
 COST: \$0.00



- SPONSOR: NJ Department of Education
- d. EMPLOYEE: Adrienne McManis
 WORKSHOP: 2015-2016 NCLB Technical Assistance Session
 LOCATION: Camden County College, Blackwood, NJ
 DATE: June 16, 2015
 COST: \$0.00
 SPONSOR: NJ Department of Education
- e. EMPLOYEE: Lynn DiPietropolo
 WORKSHOP: CAR and CCSS/PARCC Training Session
 LOCATION: FEA, Monroe Township, NJ
 DATE: June 29, 2015
 COST: \$0.00
 SPONSOR: NJ Excel/Foundation for Educational Administration
- f. EMPLOYEE: Adrienne McManis
 WORKSHOP: CAR and CCSS/PARCC Training Session
 LOCATION: FEA, Monroe Township, NJ
 DATE: June 29, 2015
 COST: \$0.00
 SPONSOR: NJ Excel/Foundation for Educational Administration
- g. EMPLOYEE: Joanne Clement
 WORKSHOP: Mold in Our Schools
 LOCATION: Indian Springs Country Club, Marlton, NJ
 DATE: July 22, 2015
 COST: \$0.00
 SPONSOR: Burlington County Insurance Pool
- h. EMPLOYEE: Jose Cruz
 WORKSHOP: Mold in Our Schools
 LOCATION: Indian Springs Country Club, Marlton, NJ
 DATE: July 22, 2015
 COST: \$0.00
 SPONSOR: Burlington County Insurance Pool
- i. EMPLOYEE: Joanne Clement
 WORKSHOP: BCIP Retreat
 LOCATION: Cape May, NJ
 DATES: September 23, 24, and 25, 2015
 COST: \$0.00
 SPONSOR: Burlington County Insurance Pool
- j. EMPLOYEE: Joanne Clement
 WORKSHOP: 2015-2016 BCIP Meetings
 LOCATION: Shamong, NJ or Voorhees, NJ (varies each time)
 DATES: September 9, 2015; November 11, 2015; January 13, 2016;
 March 9, 2016; May 11, 2016
 COST: \$0.00
 SPONSOR: Burlington County Insurance Pool



19. Additional 2014-2015 Home and School Association Fundraiser:

- a. EVENT: Hoagie Sale (Pre-ordered)
- DATE: June 10, 2015
- TIME: 2:00 PM - 4:00 PM
- LOCATION: Multi-Purpose Room

20. Community Use of Facilities:

- a. ORGANIZATION: Community Education
- EVENT: Instrumental Summer Music Camp 2015
- PERSONS IN CHARGE: William Conn and Bryan Williams
- PURPOSE: This program will offer instrumental music students lessons and ensemble rehearsals over the summer. This is offered as an incentive to keep students involved all year round to maintain and increase levels of ability and performance.
- DATES: Tuesdays, Wednesdays, Thursdays
July 14, 2015 through July 30, 2015
- TIME: 9:00 AM - 12:00 PM
- LOCATION: Music room, computer lab 1, and MPR stage
- PARTICIPANTS: CES music students and Pine Hill Middle School music students
- NOTE: Registrants will be charged \$45.00 to attend. Community Education will receive 10% of the total registration fees collected with the balance divided equally between William Conn and Bryan Williams.

21. 2015-2016 School Activity:

- a. EVENT: Grade 8 Camden County Technical School Visit
- FACULTY SPONSOR: Steve Boianelli
- DATE: October 1, 2015
- TIME: 9:00 AM - 12:00 PM
- LOCATION: CCTS, Sicklerville Campus
- NOTE: Transportation will be provided by CCTS at no cost. Students will visit CCTS to learn about their course offerings in order to make an informed decision about their high school options.

22. Request from employee # 090 to return to work effective July 1, 2015. (Attachment VII-22)

Approval of motions 1 through 22 above:

MOVED BY: _____
ON ROLL CALL VOTE:

SECOND BY: _____
MOTION CARRIED:



VIII. 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)	\$192,037.80	<i>(Attachment VIII-1.1)</i>
2. List # 2 (Payroll)	\$193,118.94	<i>(Attachment VIII-1.2)</i>
3. List # 3 (Community Education)	\$4,280.03	<i>(Attachment VIII-1.3)</i>
4. List # 4	\$753,597.22	<i>(Attachment VIII-1.4)</i>
5. List # 5	\$230,570.26	<i>(Attachment VIII-1.5)</i>

2. Approve transfers in the amount of \$95,209.58.
3. Advanced Computer Solutions Group to purchase wireless upgrade solution Ubiquite for classrooms in the amount of \$8,509.15.
4. 2015-2016 IDEA Allocations:
 - IDEA Basic: \$127,531
 - Preschool: \$ 3,014
5. 2015-2016 NCLB Allocations:
 - Title I: \$291,689
 - Title II: \$ 39,139
 - Title III: \$ 1,881
6. In accordance with N.J.A.C. 6A:23A-14.4(a), resolved to deposit anticipated current year surplus not to exceed \$200,000 into Tuition Reserve Account at year end.
7. In accordance with N.J.A.C. 6A:23A-14.4(a), resolved to deposit anticipated current year surplus not to exceed \$200,000 into Capital Reserve Account for projects in our Long Range Facilities Plan.
8. Participate in Middlesex Regional Educational Services Commission for cooperative pricing for the 2015-2016 school year for supplies.
9. Resolve adopting Section 125 Plan to pre-tax employee contributions for all health insurance and to enable cash-in-lieu of benefits.
10. Permission for the Superintendent and Business Administrator to make transfers and pay the bills for the end of the month of June 30, 2015 prior to the July board meeting.
11. Inter-Local Agreement between Clementon Board of Education and Borough of Clementon for IT services for the 2015-2016 school year.
12. 2015-2016 Transportation bids as follows:

	<u>McGough</u>	<u>Hillman</u>
• Soccer	\$315.00	\$279.00



- Basketball \$315.00 \$279.00
- Softball \$315.00 \$399.00
- Baseball \$315.00 \$399.00

13. Willowglen Academy tuition for the 2015-2016 school year for 210 days for student # 2279 in the amount of \$57,283.80.

14. Resolution to release excess surplus to the Board in the amount of \$7,227.00.
(Attachment VIII-14)

15. Camp Clementon rates for the 2015-2016 school year:

	<u>AM or PM Session</u>	<u>AM and PM Sessions</u>
• 1 Child	\$165.00 per month	\$285.00 per month
• Family	\$255.00 per month	\$450.00 per month
• Tickets	\$12.50 - use as needed	

16. Attendance at the New Jersey School Boards Convention.

- Dates: October 27-29, 2015
- Attendees: Irene Buchalter Ellen Suckle
 Virginia de Haan William Dilworth
 Randall Freiling Desiree Pizzo
 Kathleen Rappold John Romer
 William Weyland Lynn DiPietropolo
 Joanne Clement

17. Collingswood School District to install door security system for all existing doors at a cost not to exceed \$17,000.00.

18. Partners in Pediatrics for Occupational Therapy for the 2015-2016 school year at \$68.00 per hour.

19. Rehab Connection for Physical Therapy for the 2015-2016 school year at \$75.00 per hour.

20. Pursuant to PL 2015, Chapter 47 the Clementon Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part200. (Attachment VIII-20)

21. Acceptance of the Treasurer's Report and Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of April 30, 2015. 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.

(Treasurer's report) (Attachment VIII-21)
(Secretary's report) (Board Book)



Treasurer’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of April 30, 2015. The Treasurer’s Report and Secretary’s report are in agreement for the month of April 30, 2015.

Board Secretary in accordance with N.J.A.C. 6A:23A - 16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

Board of Education Certification - pursuant to N.J.A.C. 6A:23A - 16.10 (c) 4 We certify that after review of the secretary’s monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major accounts or fund has been over expended in violation of N.J.A.C. 6A:23A - 16.10 (b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

- 22. Acceptance of the Treasurer's Report and Board Secretary’s Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of May 31, 2015. 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.

(Treasurer’s report) (*Attachment VIII-22*)
(Secretary’s report) (*Board Book*)

Treasurer’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of May 31, 2015. The Treasurer’s Report and Secretary’s report are in agreement for the month of May, 2015.

Board Secretary in accordance with N.J.A.C. 6A:23A - 16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

Board of Education Certification - pursuant to N.J.A.C. 6A:23A - 16.10 (c) 4 We certify that after review of the secretary’s monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major accounts or fund has been over expended in violation of N.J.A.C. 6A:23A - 16.10 (b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

Approval of motions 1 through 22 above:

MOVED BY: _____
ON ROLL CALL VOTE:

SECOND BY: _____
MOTION CARRIED:

IX. PRESENTATIONS - None

X. CORRESPONDENCE

- 1. May 2015 Nutri-Serve Update
- 2. Notification from the Camden County Office of Education that the 2015-2016 contract for Joanne Clement, School Business Administrator, has been approved.

XI. COMMITTEE REPORTS

- 1. Administrative Evaluation



(Chairperson - Randall Freiling)

2. Building and Maintenance
(Chairperson - William Dilworth)
3. Camden County Educational Services Commission
(Representative - Virginia de Haan; Alternate - William Weyland)
4. Camden County School Boards Association
(Representatives - John Romer and William Weyland)
5. Community Education and Extra-Curricular Information
(Chairperson - John Romer)
 - a. Community Education Report - May 2015 *(Attachment XI-5.a)*
 - b. Camp Clementon Attendance Record - May 2015 *(Attachment XI-5.b)*
6. Policy
(Chairperson - Irene Buchalter)
7. Common Core Curriculum and Technology
(Chairperson - Kathleen Rappold)
8. Finance
(Chairperson - Ellen Suckle)
9. Legislation
(Representative - William Weyland)
10. Personnel
(Chairperson - TBD)
11. Pine Hill Board of Education
(Representative - Randall Freiling)
 - a. Minutes from the April 28, 2015 Worksession/Regular Business Meeting
(Attachment XI-11.a)
12. Municipal Liaison
(Representative - Randall Freiling)
13. Home and School Association
(Representative - Kathleen Rappold)
14. Negotiations
(Chairperson - Ellen Suckle)

XII. OTHER INFORMATION

1. Discussion Items:
 - a. Harassment, Intimidation, and Bullying Report - June 2015 *(Attachment XII-1.a)*



2. Clementon School Information:

- a. Enrollment Reports - May 2015 and June 12, 2015 (*Attachment XII-2.a*)
- b. Nurse's Report - May 1, 2015 through June 12, 2015 (*Attachment XII-2.b*)
- c. Administrative Report - May 2015 (*Attachment XII-2.c*)

3. Fire and Security Drills:

May 2015 - Drill Type	Date	Time
Security Drill (Evacuation)	05/28/15	01:50 PM
Fire Drill	05/29/15	01:20 PM

XIII. PUBLIC

XIV. EXECUTIVE SESSION

XV. ADJOURNMENT