

**CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ April 27, 2015**

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**CLEMENTON BOARD OF EDUCATION  
Clementon, New Jersey**

Regular Meeting of the Clementon Board of Education  
Clementon Elementary School Media Center  
**April 27, 2015**

**I. CALL TO ORDER:**

The Regular Meeting of the Clementon Board of Education was called to order at 7:50 PM on the above date by President Irene Buchalter.

**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:**

Mrs. Buchalter led the Pledge of Allegiance.

**IV. ROLL CALL:**

The following members answered roll call:

	<u>Arrival</u>	<u>Departure</u>
Virginia de Haan	7:50 PM	8:50 PM
William Dilworth	7:50 PM	8:50 PM
Randall Freiling	7:50 PM	8:50 PM
Kathleen Rappold	7:50 PM	8:50 PM
John Romer	7:50 PM	8:50 PM
Ellen Suckle	7:50 PM	8:50 PM
William Weyland	7:50 PM	8:50 PM
Irene Buchalter	7:50 PM	8:50 PM

Quorum present.

Also present were:

Joanne E. Clement, School Business Administrator/Board Secretary  
Adrienne McManis, Assistant Principal

Also present in the audience were:

Members of the community and staff.

**V. MINUTES:**

Approval of the Minutes from the following meetings:

- March 23, 2015 Regular Meeting and Executive Session

**MOVED BY:** \_\_\_\_\_ **Mr. Romer**  
**ON ROLL CALL VOTE:**

**SECOND BY:** \_\_\_\_\_ **Mrs. de Haan**  
**MOTION CARRIED:** 7-0-1  
**(Mr. Dilworth abstained.)**

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**VI. PUBLIC - AGENDA ITEMS ONLY:**

Open meeting to Public for Agenda items only - no comments.

**MOTION:** To close the public portion of the meeting.

**MOVED BY:**                   Mrs. Suckle                  

**SECOND BY:**                   Mr. Weyland                  

**ON ROLL CALL VOTE:**

**MOTION CARRIED:** 8-0-0

**VII. SUPERINTENDENT'S REPORT:**

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

1. Termination of employee # 272, Title I Clinic Teacher, effective March 24, 2015.
2. Accept, with regret, the resignation of employee # 265. Employee's last day will be June 12, 2015. (*Attachment VII-2*)
3. Request from employee # 230 for four days of leave beginning May 4, 2015 through May 7, 2015. Two available personal days will be used followed by two days uncompensated. (*Attachment VII-3*)
4. Source 4 Teachers April 2015 Board Approval List (*Attachment VII-4*)
5. Source 4 Teachers, together with its employees, to provide substitute services for the 2014-2015 school year.
6. Employment of the following individual for the remainder of the 2014-2015 school year, contingent upon satisfactory criminal history review:
  - a. POSITION: Substitute Custodian  
NAME: Steven Longo  
RATE OF PAY: \$9.00 per hour  
START DATE: TBD
  - b. POSITION: Substitute Camp Clementon Aide  
NAME: Kerri Parks  
RATE OF PAY: \$12.50 per hour  
START DATE: TBD
7. Employment of the following Mission One instructional aide for the remainder of the 2014-2015 school year:
  - a. POSITION: Instructional Aide (Grades 7/8)  
NAME: Mary Polczynski  
RATE OF PAY: As per existing Mission One contract  
START DATE: April 8, 2015
8. Employment of the following Source 4 Teachers substitute teacher for the remainder of the 2014-2015 school year:
  - a. POSITION: Substitute Special Education Inclusion Teacher (Grade 6)  
NAME: Kelsey Quillan  
RATE OF PAY: As per existing Source 4 Teachers contract  
START DATE: March 23, 2015

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9. Employment of the following individuals for the 2014-2015 After-school Title I Tutoring Clinics:

- a. POSITION: After-school Title I Tutoring Clinic Teacher Substitute  
 NAME: Kerri Parks  
 RATE OF PAY: \$33.00 per hour

10. Additional 2014-2015 Softball Volunteers:

- a. Ana Guerrero (former student)  
 b. Sydney Ott (former student)

11. Professional Development from American Reading Company on May 21 and 22, 2015 in the amount of \$5,200.00, funded by Title I.

12. Harassment, Intimidation, and Bullying Report - March 2015 (*Attachment VII-12*)

13. Submittal of Request to Establish a Special Education Program or Service to the NJ Department of Education (Camden County Office) for Behavioral Disabilities Elementary Special Class Program. (*Attachment VII-13*)

14. Certified Staff Listing for the 2015-2016 school year (*Attachment VII-14*)

15. Graduate Compensation Request:

- a. EMPLOYEE: Kristy Taylor  
 UNIVERSITY: University of Cincinnati  
 TOTAL CREDITS: 30  
 DATE OF COMPLETION: August 2015  
 NEW SALARY/STEP: To be determined by collective bargaining agreement  
 EFFECTIVE DATE: September 1, 2016

16. Workshop/Meeting Requests:

- a. EMPLOYEE: Jennifer Gregory  
 WORKSHOP: Science Curriculum Writing for Next Generation Science  
 LOCATION: Voorhees Board of Education, Voorhees, NJ  
 DATES: April 15 and 16, 2015  
 COST: \$0.00  
 SPONSOR: Burlington and Camden County Curriculum Consortiums
- b. EMPLOYEE: Nancy Gundaker  
 WORKSHOP: Science Curriculum Writing for Next Generation Science  
 LOCATION: Voorhees Board of Education, Voorhees, NJ  
 DATES: April 15, April 16, 2015 and June 23, 24, 25, 2015  
 COST: \$0.00  
 SPONSOR: Burlington and Camden County Curriculum Consortiums  
 NOTE: Teacher will be paid \$33.00 per hour (to be adjusted upon completion of contract negotiations) for the June 2015 workshop dates. Funded by Title I and/or Title IIA.
- c. EMPLOYEE: Alison Palma  
 WORKSHOP: Dyslexia: Working Effectively with Students  
 LOCATION: EIRC, Mullica Hill, NJ  
 DATES: April 22, 2015; May 27, 2015; June 9, 2015  
 COST: \$0.00  
 SPONSOR: NJ Department of Education

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- d. EMPLOYEE: Adrienne McManis  
 WORKSHOP: Dyslexia: Working Effectively with Students  
 LOCATION: EIRC, Mullica Hill, NJ  
 DATES: April 22, 2015; May 27, 2015; June 9, 2015  
 COST: \$0.00  
 SPONSOR: NJ Department of Education
- e. EMPLOYEE: Joanne Clement  
 WORKSHOP: IDEA Workshop  
 LOCATION: CCESC, Clementon, NJ  
 DATE: April 24, 2015  
 COST: \$0.00  
 SPONSOR: Camden County Educational Services Commission
- f. EMPLOYEE: Lynn DiPietropolo  
 WORKSHOP: Title I Technical Assistance Session  
 LOCATION: EIRC, Mullica Hill, NJ  
 DATE: May 7, 2015  
 COST: \$0.00  
 SPONSOR: NJ Department of Education

17. School Activities:

- a. EVENT: Free Student Athletic Physicals (*Attachment VII-17.a*)  
 FACULTY SPONSOR: Mary Beth Hernandez, RN  
 SCHOOL PHYSICIAN: Dr. Francis Meeteer  
 DATE: June 5, 2015  
 TIME: 8:15 AM  
 LOCATION: Nurse's Office  
 NOTE: Please see form attached.

18. Community Use of Facilities:

- a. ORGANIZATION: Borough of Clementon  
 PERSON IN CHARGE: Carol Andrews  
 EVENT: **Borough Shredding Event**  
 DATE: Saturday, April 25, 2015  
 TIME: 9:00 AM - 1:00 PM  
 LOCATION: CES Parking Lot

19. Additional 2014-2015 HSA Fundraising Activities:

- a. ITEMS SOLD: Thank You Cards for Teacher Appreciation  
 PERSONS IN CHARGE: Veronica Martinis and Dana Yost  
 DATE: Send home flyer for May 1, 2015 delivery.  
 PURPOSE: Families can purchase thank you cards for teachers for \$1.00 each.

**Approval of motions 1 through 19 above:**

MOVED BY:           Mrs. Suckle            
 ON ROLL CALL VOTE:

SECOND BY:           Mr. Dilworth            
 MOTION CARRIED: 7-0-1  
 (Mr. Dilworth abstained from item # 4, 5, 7,  
 and 8 only.)

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**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)	\$198,499.10	<i>(Attachment VIII-1.1)</i>
2.	List # 2 (Payroll)	\$196,097.53	<i>(Attachment VIII-1.2)</i>
3.	List # 3	\$94,179.00	<i>(Attachment VIII-1.3)</i>
4.	List # 4 (Community Education)	\$5,570.98	<i>(Attachment VIII-1.4)</i>
5.	List # 5	\$573,462.90	<i>(Attachment VIII-1.5)</i>
6.	List # 6	\$495,795.71	<i>(Attachment VIII-1.6)</i>

2. Approve transfers in the amount of \$80,632.70. *(Attachment VIII-2)*
3. Request from Ms. Kelly Kolody to release funds in the amount of \$503.85 to the Home and School Association. *(Attachment VIII-3)*
4. Contract for the Camden County Educational Services Commission for the 2015-2016 school year for the following services: *(Attachment VIII-4)*
- Transportation Services
  - 192-193 Program
  - CST Services
  - Psycho-Educational Evaluation and Eligible Conference
  - IEP/Service Plan Development
  - Substitute Nursing
  - Public Home Instruction
  - Camden County School Crisis Response Team

5. In accordance with the requirement of the New Jersey Administrative Code, Section 6A:23-4.5(a)(20), the Clementon Board of Education agrees and consents to the following:

**IT IS RESOLVED**, that the Clementon Board of Education does not require the private school, YALE SCHOOL, Williamstown Campus, Inc., ("YALE"), to charge students for reduced and/or paid meals provided as part of their education program in compliance with the NJ Department of Agriculture's Child Nutrition Program regulation effective for the school year beginning September 1, 2015 and ending June 30, 2016.

6. In accordance with the requirement of the New Jersey Administrative Code, Section 6A:23-4.5(a)(20), the Clementon Board of Education agrees and consents to the following:

**IT IS RESOLVED**, that the Clementon Board of Education does not require the private school, ARCHWAY, ("ARCHWAY"), to charge students for reduced and/or paid meals provided as part of their education program in compliance with the NJ Department of Agriculture's Child Nutrition Program regulation effective for the school year beginning September 1, 2015 and ending June 30, 2016.

7. In accordance with the requirement of the New Jersey Administrative Code, Section 6A:23-4.5(a)(20), the Clementon Board of Education agrees and consents to the following:

**IT IS RESOLVED**, that the Clementon Board of Education does not require the private school, LARC., ("LARC"), to charge students for reduced and/or paid meals provided as part of their education program in compliance with the NJ Department of Agriculture's Child Nutrition Program regulation effective for the school year beginning September 1, 2015 and ending June 30, 2016.

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8. In accordance with the requirement of the New Jersey Administrative Code, Section 6A:23-4.5(a)(20), the Clementon Board of Education agrees and consents to the following:

**IT IS RESOLVED**, that the Clementon Board of Education does not require the private school, PINELAND, ("Pineland"), to charge students for reduced and/or paid meals provided as part of their education program in compliance with the NJ Department of Agriculture's Child Nutrition Program regulation effective for the school year beginning September 1, 2015 and ending June 30, 2016.

9. In accordance with the requirement of the New Jersey Administrative Code, Section 6A:23-4.5(a)(20), the Clementon Board of Education agrees and consents to the following:

**IT IS RESOLVED**, that the Clementon Board of Education does not require the private school, Willowglen Academy, ("Willowglen"), to charge students for reduced and/or paid meals provided as part of their education program in compliance with the NJ Department of Agriculture's Child Nutrition Program regulation effective for the school year beginning September 1, 2015 and ending June 30, 2016.

10. Shared Service Agreement with Pine Hill Board of Education for Business Services for the 2015-2016 school year not to exceed \$19,104.00.

11. Pupil Transportation Jointure with Pine Hill Board of Education for the 2015-2016 school year.

12. 2015-2016 School Breakfast and Lunch Prices (no increase):

• Student Breakfast:	\$1.00	Student Lunch:	\$2.45
• Student Reduced Breakfast:	\$.30	Student Reduced Lunch:	\$.40
• Faculty Breakfast:	\$1.50	Faculty Lunch:	\$3.50

13. Amend the No Child Left Behind Grant for the 2015-2016 school year to include summer school.

14. Resolution for participating in the Camden County Elementary League for Boys and Girls Soccer for the 2015-2016 school year. (*Attachment VIII-14*)

15. Resolution for participating in joint transportation for extended year and yearly transportation for high school special education student for the 2015-2016 school year.

16. New Jersey School Board Dinner:

When:	May 5, 2015		
Where:	Villari's Lakeside, Sicklerville, NJ		
Cost:	\$0.00		
Attendees:	Irene Buchalter	Sara Paranzino	
	Ellen Suckle	Kathleen Rappold	
	Randall Freiling	Lynn DiPietropolo	
	Virginia de Haan	William Dilworth	
	John Romer	William Weyland	

17. Renewal for Ameri-Health Insurance (monthly rates) as follows:

	<u>Patriot V</u>	<u>POS 5</u>
Single	\$ 915.81	\$ 745.76
Parent/Child	\$1,345.32	\$1,320.00
Employee/Spouse	\$2,037.48	\$1,566.10
Family	\$2,376.09	\$2,203.75

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Public Sector Trust Amerihealth POS \$15/\$30 for the 2015-2016 school year for non-union employees only with the following rates:

Single	\$ 853.27
Husband/Wife	\$ 1,260.49
Parent/Child	\$ 1,898.90
Family	\$ 2,212.18

Public Sector Trust Amerihealth HMO Select \$15/\$25 for the 2015-2016 school year for non-union employees with the following rates:

Single	\$ 691.55
Husband/Wife	\$1,224.05
Parent/Child	\$1,452.26
Family	\$2,043.56

18. Ameri-Health Prescription Plan monthly rates for the 2015-2016 school year.

Single	\$140.97
Parent/Child	\$188.25
Employee/Spouse	\$330.66
Family	\$338.39

19. Horizon Dental for July 1, 2014 - June 30, 2016. The rates stayed the same.

20. Burlington County Special Services School District for Child Study Team Services.  
(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 March 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-21)  
(Secretary's report) (Board Book)

Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of March 31, 2015. The Treasurer's Report and Secretary's report are in agreement for the month of March 31, 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 21 above:**

MOVED BY:           Mrs. Suckle            
ON ROLL CALL VOTE:

SECOND BY:           Mrs. de Haan            
MOTION CARRIED: **8-0-0**

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**IX. PRESENTATIONS:**

- *March 2015 Manner Banner (Classroom 1B - Mrs. Rambo)*
- *March 2015 Bulldogs Best: Classroom (1C - Mrs. Kolody)*
- *March 2015 Bulldogs Best: Individual Students (Grades K-4)*
- *Marking Period 3 PRIDE*

**X. CORRESPONDENCE:**

1. March 2015 Nutri-Serve Update
2. Notification from the New Jersey School Boards Association that Sara Paranzino has earned the Certificated Board Member award.
3. Notification from the New Jersey School Boards Association that Kathleen Rappold has earned the Certificated Board Member award.
4. Notification from the New Jersey School Boards Association that William Weyland has earned the Master Board Member award.

**XI. COMMITTEE REPORTS:**

1. Administrative Evaluation  
(*Chairperson - Randall Freiling*)
  - Mr. Freiling is requesting that all board members complete the evaluation for the superintendent.
2. Building and Maintenance  
(*Chairperson - William Dilworth*)
  - Mr. Dilworth reported that Mrs. Clement and Mr. Cruz met with the architects to discuss our summer capital projects. They will be meeting with SJTP on April 28, 2015 to discuss shared services.
3. Camden County Educational Services Commission  
(*Representative - Virginia de Haan; Alternate - William Weyland*)
  - Mrs. de Haan reported on negotiations for some shared services for other towns. The superintendent is working with speech teachers and their new certifications.
4. Camden County School Boards Association  
(*Representatives - John Romer and William Weyland*)
  - Mr. Romer reported the next meeting is May 7, 2015 at 6:30 PM. Awards will be presented to three of our board members.
5. Community Education and Extra-Curricular Information  
(*Chairperson - John Romer*)
  - a. Community Education Report - March 2015 (*Attachment XI-5.a*)
  - b. Camp Clementon Attendance Record - March 2015 (*Attachment XI-5.b*)
  - Mr. Romer reported that the ice cream social was held on April 2, 2015 and Community Clean Up was on April 25, 2015.
6. Policy  
(*Chairperson - Irene Buchalter*)
  - Mrs. Buchalter had nothing to report.
7. Common Core Curriculum and Technology  
(*Chairperson - Kathleen Rappold*)



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- Mrs. Rappold had nothing to report.

8. Finance

*(Chairperson - Ellen Suckle)*

- Mrs. Suckle reported that the business office is working on requests for qualifications for the 2015-2016 school year. Bills were paid.

9. Legislation

*(Representative - William Weyland)*

- Mr. Weyland reported that the delegate's assembly is on the 16<sup>th</sup>. Resolution sub-committee.

10. Personnel

*(Chairperson - TBD)*

- A meeting is scheduled for Wednesday at 1:30 PM.

11. Pine Hill Board of Education

*(Representative - Randall Freiling)*

- Mr. Freiling reported that their next meeting is on April 28, 2015.
  - a. Minutes from the February 24, 2015 Worksession/Regular Business Meeting  
*(Attachment XI-11.a)*

12. Municipal Liaison

*(Representative - Randall Freiling)*

- Mr. Freiling had nothing to report.

13. Home and School Association

*(Representative - Kathleen Rappold)*

- Mrs. Rappold had nothing to report.

14. Negotiations

*(Chairperson - Ellen Suckle)*

- Mrs. Suckle reported that we are still waiting for a meeting date with the fact-finder and hopefully something will come in June.

**XII. OTHER INFORMATION:**

1. Discussion Items:

- a. Harassment, Intimidation, and Bullying Report - April 2015 *(Attachment XII-1.a)*

2. Clementon School Information:

- a. Enrollment Report - March 2015 *(Attachment XII-2.a)*
- b. Nurse's Report - March 2015 *(Attachment XII-2.b)*
- c. Administrative Report - March 2015 *(Attachment XII-2.c)*

3. Fire and Security Drills:

<b>March 2015 - Drill Type</b>	<b>Date</b>	<b>Time</b>
Security (Lockdown)	03/27/15	09:30 AM
Fire	03/31/15	08:47 AM

4. Upcoming Events - May 2015 (Please see calendar.)

**XIII. PUBLIC:**

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Mrs. Bay asked for an update on negotiations. Mrs. Bay asked for clarification of what a fact-finder is. Mrs. Clement responded.

**MOTION:** To close the public portion of the meeting.

**MOVED BY:** \_\_\_\_\_ **Mrs. Suckle** \_\_\_\_\_  
**ON ROLL CALL VOTE:**

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

**XIV. EXECUTIVE SESSION:**

The Clementon Board of Education will go into Executive Session in accordance with Resolution 42715 for Board of Education member interviews. Action will be taken.

**MOTION:** To move into Executive Session at 8:00 PM for Board of Education member interviews. Action will be taken.

**MOVED BY:** \_\_\_\_\_ **Mr. Dilworth** \_\_\_\_\_  
**ON ROLL CALL VOTE:**

**SECOND BY:** \_\_\_\_\_ **Mrs. de Haan** \_\_\_\_\_  
**MOTION CARRIED:** 8-0-0

**MOTION:** To move out of Executive Session at 8:45 PM.

**MOVED BY:** \_\_\_\_\_ **Mr. Dilworth** \_\_\_\_\_  
**ON ROLL CALL VOTE:**

**SECOND BY:** \_\_\_\_\_ **Mr. Romer** \_\_\_\_\_  
**MOTION CARRIED:** 8-0-0

**MOTION:** To recommend Desiree Pizzo to fill the unexpired term as Board Member until December 2015.

**MOVED BY:** \_\_\_\_\_ **Mr. Freiling** \_\_\_\_\_  
**ON ROLL CALL VOTE:**

**SECOND BY:** \_\_\_\_\_ **Mr. Romer** \_\_\_\_\_  
**MOTION CARRIED:** 8-0-0

**XV. ADJOURNMENT:**

**MOTION:** To adjourn the meeting at 8:50 PM.

**MOVED BY:** \_\_\_\_\_ **Mrs. Suckle** \_\_\_\_\_  
**ON ROLL CALL VOTE:**

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

Respectfully submitted,

Joanne E. Clement, Board Secretary  
May 18, 2015