

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ February 22, 2016

CLEMENTON BOARD OF EDUCATION
Clementon, New Jersey

Regular Meeting of the Clementon Board of Education
Clementon Elementary School Multi-Purpose Room
February 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 Regular Meeting of the Clementon Board of Education was called to order at 7:30 PM 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:

Mrs. Suckle led the Pledge of Allegiance.

IV. ROLL CALL:

The following members answered roll call:

	<u>Arrival</u>	<u>Departure</u>
Katherine Anderson	7:30 PM	9:16 PM
Danielle Aubry	7:35 PM	9:16 PM
William Dilworth	7:30 PM	9:16 PM
Randall Freiling	7:30 PM	9:16 PM
Christopher McKelvey	7:30 PM	9:16 PM
Kathleen Rappold	7:30 PM	9:16 PM
Ellen Suckle	7:30 PM	9:16 PM
Christy Weaver	7:30 PM	9:16 PM
William Weyland	7:30 PM	9:16 PM

Quorum present.

Also present were:

Lynn DiPietropolo, Superintendent/Principal
Joanne E. Clement, School Business Administrator/Board Secretary
Frank Cavallo, Solicitor

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Also present in the audience were:
Members of the community and staff.

Mr. Cavallo administered the Oath of Office to Ms. Danielle Aubry. President Suckle welcomed her as a new board member.

V. MINUTES:

Mrs. Weaver asked that that board minutes from January 25, 2016 reflect several changes. After discussing it, the motion was amended by Mrs. Rappold and Mr. Dilworth to include suggested changes.

MOVED BY: Mrs. Rappold
ON ROLL CALL VOTE:

SECOND BY: Mr. Dilworth
MOTION CARRIED: 4-4-1 (Mr. Dilworth,
Mrs. Rappold, Mr. Weyland, Mrs. Suckle
voted no. Ms. Aubry abstained.)

MOTION FAILED.

Motion to accept the following minutes as presented:

1. January 25, 2016 Regular Meeting and Executive Session

MOVED BY: Mrs. Rappold
ON ROLL CALL VOTE:

SECOND BY: Mr. Dilworth
MOTION CARRIED: 5-3-1 (Mrs. Weaver,
Mr. McKelvey, Mr. Freiling voted no. Ms.
Aubry abstained.)

VI. PUBLIC - AGENDA ITEMS ONLY:

Open meeting to Public for Agenda items only.

There were no public comments.

MOTION: To close the public portion of the meeting.

MOVED BY: Mrs. Rappold
ON ROLL CALL VOTE:

SECOND BY: Mr. Dilworth
MOTION CARRIED: 9-0-0

VII. PRESENTATIONS

- 2015 PARCC Results
- December 2015 Manner Banner (Classroom 2C - Mrs. Ballinghoff)
- December 2015 Bulldogs Best
- January 2016 Manner Banner (Classroom 1A - Mrs. Pettet)
- January 2016 Bulldogs Best
- Marking Period 2 PRIDE Winners

VIII. COMMITTEE REPORTS

1. Curriculum and Programs
(Chairperson - William Weyland)
 - a. Community Education Report - January 2016 (Attachment VIII-1.a)
 - b. Camp Clementon Attendance Record - January 2016 (Attachment VIII-1.b)
 - Mr. Weyland reported on the following items that the committee went through:

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- o PowerSchool – A new student database system
- o Preschool Plan
- o Gifted and Talented
- o Curriculum Policies and Regulations
- o QSAC – This will take place on February 25, 2016.
- o Mr. Weyland has additional information for anyone who would like to review it.

2. Finance and Facilities

(Chairperson – William Dilworth)

- Mr. Dilworth reported on the following items:
 - o Expansion of lobby
 - o Roof resurfacing with 20 year warranty
 - o 2016-2017 Budget review by Committee
 - o Thanked administration for their efforts on the budget
 - o 1% tax increase

The Business Administrator gave an overview of the 2016-2017 budget appropriations and the tax impact. President Suckle asked the board if they would like to approve submission of the budget at this time.

The Superintendent recommends approval of the following item:

BE IT RESOLVED, the Clementon Board of Education adopt the 2016-2017 school district budget for submission to the Executive County Superintendent for approval as follows:

	<u>BUDGET</u>	<u>LOCAL TAX LEVY</u>
General Fund	\$ 11,572,850	\$ 4,159,197
Special Revenue Fund	\$ 502,847	\$
Debt Service	\$ 446,537	\$ 446,537
Total Base Budget	\$ 12,522,234	\$ 4,406,734

Included in the 2016-2017 budget is a withdrawal from the General Fund, Capital Reserve Account in the amount of \$92,840 for other Capital Projects which are in the Long Range Facilities Plan. Projects include security of vestibule and resurfacing of roof.

Travel and Related Expenses Reimbursement 2016-2017

BE IT FURTHER RESOLVED, that Policy #6471 – School District Travel (Travel Policy) and NJAC 6A:23B-1.2(b) provides that the Board of Education shall establish a maximum expenditures that may be allotted for such travel and expense reimbursement including registration fees for professional development workshops and conferences and that for the 2016-2017 school year the maximum is \$27,500; and

BE IT FURTHER RESOLVED that the School Business Administrator shall track and record travel costs to insure that the maximum amount is not exceeded.

BE IT FURTHER RESOLVED that the Board wishes to “bank” the unused 2016-2017 allowable tax levy for use in a subsequent budget year in accordance with N.J.S.A. 18A:7F-39.

MOVED BY: _____ Mr. Freiling _____
ON ROLL CALL VOTE:

SECOND BY: _____ Mr. Weyland _____
MOTION CARRIED: 9-0-0

3. Policy and Personnel

(Chairperson - Randall Freiling)

- Mr. Freiling reported on the following items that the committee went through:
 - Update on administrative evaluations
 - Updates for 0131 Bylaws and Policies and 7510 Use of School Facilities
 - Policies and regulations that are on the agenda for a first reading will include bolds and strikethroughs so the additions and deletions can be seen easily.
 - Regulation 3270 Lesson Plans and Plan Books
 - Policy 2200 Curriculum Content
 - Policy 2230 Curriculum Unit Plans
 - Review of Advisory Opinion A31-15
 - Supervisor position in the 2016-2017 budget
- Mr. Freiling thanked Ms. DiPietropolo for her presentation on the PARCC results and how well our scores were. He is always asking how we can do better.
- Mr. Freiling, and then Ms. DiPietropolo explained the need for a supervisor along with the supervisor's role and expectations. Mrs. Weaver asked how this person would be selected.
- Ms. DiPietropolo listed the school committees and their purposes. Mrs. Weaver asked how the communication from the committees would come to the board level.

4. Negotiations

(Chairperson - To be determined at the time of negotiations.)

- Mrs. Suckle had nothing to report.

IX. OTHER REPORTS

1. Camden County Educational Services Commission

a. *(Representative - Christopher McKelvey)*

- Mr. McKelvey reported on the following items:
 - Approved their budget
 - Start of a new program in Camden City for older students

2. Camden County School Boards Association

(Representative - Kathleen Rappold)

- Mrs. Rappold was unable to attend the meeting and asked Mr. Weyland to report on the following items:
 - Tri-County meeting on February 1, 2016 - Several assemblymen and assemblywomen were present.
 - Meet and greet with board members
 - Question and answer period
 - Advocacy between groups
 - Other Topics: Living wage, funding schools through gas tax
 - Mr. McKelvey and Mrs. Weaver also attended
 - Conversation with Senator Madden and his willingness to attend graduation and other events

3. Legislation

(Representative - William Weyland)

- Mr. Weyland had no additional report.

4. Pine Hill Board of Education

(Representative - Randall Freiling)

- a. Minutes from the December 15, 2015 Worksession/Regular Business Meeting
(Attachment IX-4.a)

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- Mr. Freiling reported on the following items:
 - Curriculum meeting - Redefining course selections
 - Possible college fair for students
 - Mr. Weyland suggested that the superintendent contact the colleges
 - Rowan and Rutgers have three year course plans
 - Pine Hill is trying to change their image

5. Home and School Association
 (Representative - Katherine Anderson)

- Mrs. Anderson was unable to attend the meeting but reported on the following items:
 - Mrs. Anderson stepped down as Vice President. Lia Cater Allen will assume the Vice President position for the remainder of the school year.
 - Discussion regarding the 8th grade dance. Has the Home and School Association historically paid for both the dance and the trip?
 - 8th grade students will continue to volunteer at events and proceeds of the profits will assist them with the dance.
 - The Home and School has committed to paying for the 8th grade trip.
 - \$500 was given in support of the upcoming school play.
 - Earned \$330 from the Family Night at Scotto's event. Scotto's very generously donated 50% of the profits from the event.
 - \$500 will be given to the Art Show.
 - Discussion on how to use remaining funds after teacher reimbursements, 8th grade activities, and scholarship. Suggested looking into assemblies for the school; Franklin Institute, Discovery Museum, Pitman Play Group. Discussed other possibilities for trips/events to discuss with Ms. DiPietropolo for board approval.
 - Giambri's - The spring candy fundraiser brochures will go out on Tuesday, February 23, 2016. Orders will be due on Monday, February 29, 2016. All final orders must be in by March 1, 2016.
 - Book Fair - May 23, 2016 through May 27, 2016
 - February Night Out - Wednesday, February 24, 2016 at La-China Poblana. 15% of the sales will be donated. Must bring the HSA flyer.
 - March Night Out - Burger King in Stratford
 - Yard Sale - April 30, 2016 at Dougherty Field
 - Teacher Shout Outs - Ready to go, a few last-minute details
 - New idea - Honoring alumni

X. CORRESPONDENCE

1. Nutri-Serve Monthly Update - January 2016

XI. OTHER INFORMATION

1. Discussion Items:
 - a. CES Committees
2. Clementon School Information:
 - a. Enrollment Report - January 2016 (*Attachment XI-2.a*)
 - b. Nurse's Report - January 2016 (*Attachment XI-2.b*)
 - c. Administrative Report - January 2016 (*Attachment XI-2.c*)
3. Harassment, Intimidation, and Bullying Report - January 2016 (*Attachment XI-3*)
4. Fire and Security Drills - January 2016:

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Drill Type	Date	Time
Fire Drill	01/22/16	08:46 AM
Security Drill (Shelter in Place with no instruction)	01/29/16	10:20 AM

5. Upcoming Events - March 2016 (*Attachment XI-4*)

XII. SUPERINTENDENT'S REPORT

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

1. 2015-2016 Contracted Extra-Curricular Stipend Position and Personnel:

Activity	Faculty Member	Stipend
Assistant Coach, Softball	Michael Rossi	\$1,477.00

2. 2015-2016 Gifted and Talented STEM After-school Program

Teachers:

Grades 3-5: Kelly Kolody

Grades 6-8: Stephanie Conti

Substitutes: Candice Wilson, Tina Jenetta

Number of Sessions: 14 (plus 2 hours prep per teacher)

Dates: April 5, 6, 12, 13, 19, 20, 26, 27; May 3, 4, 10, 11, 17, 18

Cost: 2 teachers x 16 hrs. x \$34.00 = \$1,088.00

Funding: Community Education

3. Revised 2014-2015 certified staff salaries as per the 2014-2015 Collective Bargaining Agreement (*Attachment XII-3*)
4. Revised 2014-2015 certified staff stipends as per the 2014-2015 Collective Bargaining Agreement (*Attachment XII-4*)
5. Revised 2015-2016 certified staff salaries as per the 2015-2018 Collective Bargaining Agreement (*Attachment XII-5*)
6. Revised 2015-2016 certified staff stipends as per the 2015-2018 Collective Bargaining Agreement (*Attachment XII-6*)
7. Source 4 Teachers, together with its employees, to provide substitute services for the 2015-2016 school year.
8. Source 4 Teachers February 2016 Substitute List (*Attachment XII-8*)
9. 2016-2017 One-Year Preschool Plan Update and Budget (*Attachment XII-9*)
10. First Reading of the following revised policies and regulations: (*Attachment XII-10*)

Number	Type	Title
0131	POL	Bylaws and Policies
7510	REG	Use of School Facilities

Policy 0131 was sent back to the committee for additional revisions.

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11. Workshop/Meeting Requests:

- a. EMPLOYEE: Adrienne McManis
 WORKSHOP: 2016 PARCC Training
 LOCATION: Monroe Township, NJ
 DATE: March 1, 2016
 COST: \$0.00
 SPONSOR: NJ Department of Education
- b. EMPLOYEE: Cheryl Pataky
 WORKSHOP: Google for Education
 LOCATION: Mullica Hill, NJ
 DATES: February 29, 2016 and March 1, 2016
 COST: \$300.00
 SPONSOR: EIRC
 NOTE: Tentative; registration is closed but staff member is on a waiting list.

12. School Activities:

- a. EVENT: Musical Production "Once Upon a Mattress" - Additional Performance Date
 FACULTY SPONSOR: Sal Mazzocca
 ADDITIONAL DATE: March 29, 2016
 TIME: 7:00 PM - 8:30 PM
 LOCATION: MPR
 NOTE: Admission tickets will be sold at \$4.00 per person.
- b. EVENT: Preschool Dental Awareness (Classroom Visitor)
 FACULTY SPONSOR: Mary Beth Hernandez, RN
 VISITOR: Dentist from Dentistry for Special People (Cherry Hill, NJ)
 DATE: March 16, 2016
 TIMES: 9:30 AM - 10:00 AM (AM preschool)
 2:00 PM - 2:30 PM (PM preschool)
 LOCATION: Preschool classroom
 NOTE: Local pediatric dentist will teach preschool students about dental health.
- c. EVENT: NJHS Fundraiser - Snack Stand at "Once Upon a Mattress" Performances
 FACULTY SPONSOR: Nicole Palermo
 DATES: March 29, 30, 31, and April 1, 2016
 TIME: 7:00 PM - 8:30 PM
 NOTE: Funds raised will help pay for their Heroes Luncheon.
- d. EVENT: NJHS Fundraiser - Snack Stand at Spring Concert
 FACULTY SPONSOR: Nicole Palermo
 DATES: May 27, 2016
 TIME: 7:00 PM - 8:30 PM
 NOTE: Funds raised will help pay for their Heroes Luncheon.

13. Additional Home and School Association Fundraiser:

- a. EVENT: Family Night Out at La-China Poblana
 PERSON IN CHARGE: Jamie Messenger

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DATE: February 24, 2016
 TIME: 4:00 PM – 7:00 PM
 LOCATION: La-China Poblana Mexican Restaurant, 10 Berlin Road, Clementon, NJ
 NOTE: 15% of meal checks will be donated to the HSA with accompanying HSA flyer/certificate. (*Attachment XII-14.a*)

14. Community Use of Facilities:

- a. ORGANIZATION: Community Education
 PERSON IN CHARGE: Kate Teschner
 PURPOSE: Clementon “Clean Communities” Weekend – Spring
 DATES: April 16 and 17, 2016
 TIME: 9:00 AM – 12:00 PM
 LOCATION: Town-wide
 NOTE: CES extra-curricular clubs and sports are encouraged to participate to raise funds for their activities. (Participating groups receive \$200.00 from the Borough of Clementon.)

15. Workshop/Meeting Requests:

- a. EMPLOYEE: Lynn DiPietropolo
 WORKSHOP: Marzano Teacher Evaluation Walkthrough Training
 LOCATION: Millville and Vineland Public Charter Schools
 DATE: February 22, 2016
 COST: \$0.00
 SPONSOR: Millville and Vineland Public Charter Schools
- b. EMPLOYEE: Jose Cruz
 WORKSHOP: Homeland Security and Code Compliance Update
 LOCATION: Atlantic City, NJ
 DATE: March 14, 2016
 COST: \$125.00
 SPONSOR: NJ School Buildings and Grounds Association

16. Additional Home and School Association Fundraisers:

- a. EVENT: Giambri’s Spring Fundraiser
 PERSON IN CHARGE: Meghan Milano
 DATES: February 19, 2016 or February 23, 2016 through February 29, 2016
 ITEMS SOLD: Chocolate Pretzels/Candy
 NOTE: A flyer will be sent home with students.
- b. EVENT: Yankee Candle Fundraiser
 PERSON IN CHARGE: Jen Rhine
 DATES: April 4, 2016 through April 11, 2016
 ITEMS SOLD: Yankee Candles
 NOTE: A flyer will be sent home with students.

Approval of motions 1 through 16 above:

MOVED BY: Mr. Dilworth
 ON ROLL CALL VOTE:

SECOND BY: Mr. Weyland
 MOTION CARRIED: 8-0-1 (Ms. Aubry abstained. Mr. Dilworth abstained from #7 and # 8 only.)

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8. Utilize Powerschool Student Information System for the 2016-2017 school year in the amount of \$14,800.00. (*Attachment XIII-8*)
9. Special Board of Education meeting on Monday, March 7, 2016 at 7:00 PM. The 2016-2017 school budget will be reviewed for submittal to the Camden County Office of Education.

ITEM # 9 REMOVED.

10. Public Hearing for the 2016-2016 school budget will be April 25, 2016. The regular Board of Education meeting will immediately follow.

11. BOARD SECRETARY'S CERTIFICATION AND TREASURER'S REPORT FOR JANUARY 2016

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, the Board Secretary certifies that as of January 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 January 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 8 and 10, 11 above:

MOVED BY: Mr. Dilworth
ON ROLL CALL VOTE:

SECOND BY: Mrs. Anderson
MOTION CARRIED: 8-0-1 (Ms. Aubry
abstained.)

XIV. PUBLIC

- Jennifer Rhine, Home and School President, addressed the Board about the 8th grade dinner dance at Wedgewood Country Club and the rationale for having this event outside of Clementon. The date is June 3, 2016 from 6:00 PM - 10:00 PM. The cost is \$18 per student. Fundraising events will cover the cost. The Committee would also like to hold a promenade prior to this event. Parents would volunteer to drive the students to the dinner. Mrs. Clement explained that a certificate of insurance would be needed for this event.
- Ernest Whyte, resident, asked who he should speak to about fundraiser ideas. Ms. DiPietropolo suggested he speak to Mrs. Rhine and attend a Home and School meeting.

MOTION: To close the public portion of the meeting.

MOVED BY: Mrs. Rappold
ON ROLL CALL VOTE:

SECOND BY: Mr. Dilworth
MOTION CARRIED: 9-0-0

XV. EXECUTIVE SESSION - None

XVI. UNFINISHED BUSINESS - None

XVII. NEW BUSINESS - None

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XVIII. ADJOURNMENT

MOTION: To adjourn the meeting at 9:16 PM.

MOVED BY: _____ Mr. Weyland _____
ON ROLL CALL VOTE:

SECOND BY: _____ Mr. Freiling _____
MOTION CARRIED: 9-0-0

Respectfully submitted,

Joanne E. Clement, Board Secretary
March 21, 2016