

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ March 23, 2015

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

Regular Meeting of the Clementon Board of Education
Clementon Elementary School Media Center
March 23, 2015

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 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	7:30 PM	8:20 PM
William Dilworth	Absent	---
Randall Freiling	7:30 PM	8:20 PM
Sara Paranzino	7:30 PM	8:20 PM
Kathleen Rappold	7:30 PM	8:20 PM
John Romer	7:30 PM	8:20 PM
Ellen Suckle	7:30 PM	8:20 PM
William Weyland	7:30 PM	8:20 PM
Irene Buchalter	7:30 PM	8:20 PM

Quorum present.

Also present were:

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

Also present in the audience were:

Members of the community and staff.

V. MINUTES:

Approval of the Minutes from the following meetings:

- February 23, 2015 Regular Meeting
- March 16, 2015 Special Meeting (Budget Submittal)

MOVED BY: Mrs. Suckle
ON ROLL CALL VOTE:

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

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ March 23, 2015

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
ON ROLL CALL VOTE:

SECOND BY: Mrs. Paranzino
MOTION CARRIED: 8-0-0

VII. SUPERINTENDENT'S REPORT:

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

1. Accept, with regret, the resignation of employee # 246, effective April 24, 2015. (*Attachment VII-1*)
2. Request for extension of medical leave for employee # 172. (*Attachment VII-2*)
3. Source 4 Teachers, together with its employees, to provide substitute services for the 2014-2015 school year.
4. Source 4 Teachers March 2015 Board Approval List (*Attachment VII-4*)
5. **Gifted and Talented STEM After-school Program**
Teachers:
 Grades 6-8: Jennifer Gregory
 Grades 3-5: Jennifer Melillo
 Substitute: Crystal Fair
Number of Sessions: 14 (plus 2 hours prep per teacher)
Dates: April 1, 2, 8, 9, 15, 16, 22, 23, 29, 30; May 6, 7, 13, 14
Cost: 2 teachers x 16 hrs. x \$33.00 = \$1,056.00 (To be adjusted upon completion of Collective Bargaining Negotiations)
Funding: Community Education
6. Employment of the following individuals for the 2014-2015 After-school Title I Tutoring Clinics:
 - a. **POSITION:** After-school Title I Tutoring Clinic Teacher
NAME: Alexis Hayes
RATE OF PAY: \$33.00 per hour
START DATE: April 1, 2015
NOTE: To replace Jennifer Gregory
 - b. **POSITION:** After-school Title I Tutoring Clinic Teacher Substitute
NAME: Melissa Silver
RATE OF PAY: \$33.00 per hour
7. Harassment, Intimidation, and Bullying Report - February 2015 (*Attachment VII-7*)
8. Revised 2014-2015 School Calendar (*Attachment VII-8*)
9. 2014-2015 Softball Volunteers:
 - a. Rich Hohenberger
 - b. Jeannette Hohenberger
 - c. Jenna Hohenberger

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ March 23, 2015

10. Teacher Apprenticeship (student teaching) Request:

- a. NAME: Courtney Pettet
 COLLEGE: Fairleigh Dickinson University
 COURSE: QUEST Program
 DATES: Fall 2015 semester (75 working days)
 COOPERATING TEACHER: To be determined

11. Workshop/Meeting Requests:

- a. EMPLOYEE: Alison Palma
 WORKSHOP: Providing Educational & Clinical Support to At-risk Students
 LOCATION: Garfield Park Academy, Willingboro, NJ
 DATE: March 6, 2015
 COST: \$0.00
 SPONSOR: The Training Institute
- b. EMPLOYEE: Michelle Panarella
 WORKSHOP: Providing Educational & Clinical Support to At-risk Students
 LOCATION: Garfield Park Academy, Willingboro, NJ
 DATE: March 6, 2015
 COST: \$0.00
 SPONSOR: The Training Institute
- c. EMPLOYEE: Lynn DiPietropolo
 WORKSHOP: Marzano Educator Evaluation Information Session
 LOCATION: Freehold Regional High School, Englishtown, NJ
 DATE CHANGE: April 16, 2015
 COST: \$0.00
 SPONSOR: Learning Sciences
- d. EMPLOYEE: Adrienne McManis
 WORKSHOP: Marzano Educator Evaluation Information Session
 LOCATION: Freehold Regional High School, Englishtown, NJ
 DATE CHANGE: April 16, 2015
 COST: \$0.00
 SPONSOR: Learning Sciences
- e. EMPLOYEE: Christine Procopio
 WORKSHOP: Marzano Educator Evaluation Information Session
 LOCATION: Freehold Regional High School, Englishtown, NJ
 DATE: April 16, 2015
 COST: \$0.00
 SPONSOR: Learning Sciences
- f. EMPLOYEE: Joanne Clement
 WORKSHOP: 2015 MEL & MRHIF Educational Seminar
 LOCATION: East Windsor, NJ
 DATE: April 17, 2015
 COST: \$0.00
 SPONSOR: PERMA
- g. EMPLOYEE: Lynn DiPietropolo
 WORKSHOP: NJASA/NJAPSA Annual Spring Conference
 LOCATION: Caesar's, Atlantic City, NJ
 DATE: May 13, 14, and 15, 2015

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ March 23, 2015

COST: \$475.00 plus lodging
 SPONSOR: NJASA and NJAPSA

- h. EMPLOYEE: Sandra Rambo
 WORKSHOP: Meet & Exceed the Rigorous CCSS for Reading K-2
 LOCATION: Voorhees, NJ
 DATE: May 4, 2015
 COST: \$235.00
 SPONSOR: Bureau of Education and Research
 NOTE: Funded by Title I

12. Field Trips:

- a. TRIP: Grade 8 Class Trip
 FACULTY SPONSOR: Nicole Palermo
 DATE: June 2, 2015
 RAIN DATE: N/A
 TIME: 9:30 AM - 3:00 PM
 DESTINATION: Funplex, Mount Laurel, NJ
 PARTICIPANTS: Students in grade 8
 ADMISSION: To be paid for by the HSA
 TRANSPORTATION: To be booked and paid for by the HSA
 NOTE: Students will celebrate their promotion to high school. They will participate in various team-building activities.
- b. TRIP: Kindergarten Walking Trip - Clementon Library
 FACULTY SPONSOR: Bonnie Bhasin
 DATE: May 19, 2015
 RAIN DATE: May 26, 2015 (tentative)
 TIMES: KB = 9:15 AM - 10:30 AM
 KA = 10:00 AM - 11:15 AM
 KC = 1:10 PM - 2:20 PM
 DESTINATION: Clementon Library
 PARTICIPANTS: Kindergarten students, teachers, and instructional aides.
- c. TRIP: NJHS/Student Council Trip
 FACULTY SPONSORS: Andrea DiSalvo and Nicole Palermo
 DATE: May 28, 2015
 RAIN DATE: N/A
 TIME: 8:30 AM - 3:30 PM
 DESTINATION: Cape May Zoo/Ripley's Believe It or Not Museum
 PARTICIPANTS: Students in NJHS and Student Council
 ADMISSION: \$215.74
 TRANSPORTATION: \$350.00 (T & L Transportation; 1 bus)
 NOTE: Students will attend an educational field trip in celebration of their participation in NJHS and Student Council.

13. Additional 2014-2015 HSA Fundraising Activities:

- a. EVENT: Community Yard Sale & Clothing Drive
 PERSON IN CHARGE: Veronica Martinis
 DATE: Saturday, April 25, 2015
 TIME: 8:00 AM - 12:00 PM
 LOCATION: Dan Dougherty Field, Berlin Road, Clementon, NJ
 PURPOSE: To host a community-wide yard sale and clothing drive while raising money for school activities. The class that donates the most bags of clothes will win an ice cream or pizza party.

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ March 23, 2015

- b. EVENT: Color Run
 PERSON IN CHARGE: Veronica Martinis
 DATE: Saturday, May 16, 2015
 TIME: 9:00 AM - 1:00 PM
 LOCATION: School parking lots
 PURPOSE: To host a fun family event while raising money for school activities.

Approval of motions 1 through 13 above:

MOVED BY: Mrs. de Haan
 ON ROLL CALL VOTE:

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

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)	\$195,108.06	<i>(Attachment VIII-1.1)</i>
2. List # 2 (Payroll)	\$203,199.47	<i>(Attachment VIII-1.2)</i>
3. List # 3	\$3,276.11	<i>(Attachment VIII-1.3)</i>
4. List # 4 (Community Education)	\$5,457.52	<i>(Attachment VIII-1.4)</i>
5. List # 5	\$82,129.97	<i>(Attachment VIII-1.5)</i>
6. List # 6	\$1,604.54	<i>(Attachment VIII-1.6)</i>
7. List # 7	\$643,921.17	<i>(Attachment VIII-1.7)</i>
2. Approve transfers in the amount of \$32,506.00. *(Attachment VIII-2)*
3. Transportation Jointure with Gloucester City Board of Education for transportation in the amount of \$741.00. *(Attachment VIII-3)*
4. Transportation Jointure with Sussex County Regional Cooperative for special education student from March 2, 2015 until June 30, 2015. *(Attachment VIII-4)*
5. Advanced Computer Solutions Group for IT services until June 30, 2015 in the amount of \$15,812.50. *(Attachment VIII-5)*
6. Renew food service management contract for the 2015-2016 school year with Nutri-Serve Food Management, Inc. in the amount of \$13,324.62, which is a 1.5% increase. *(Attachment VIII-6)*
7. Resolution with Camden County Cooperative for purchase of copy paper, computer paper, and envelopes under the Camden County Cooperative Pricing System, ID CCCP-57. *(Attachment VIII-7)*
8. Regular April board meeting changed from April 27, 2015 to April 20, 2015. Public Hearing will still take place on April 27, 2015 at 7:30 PM.
ITEM #8 REMOVED
9. Agreement for professional services with Burlington County Special Services School District for the 2014-2015 school year.
10. 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 February 28, 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

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ March 23, 2015

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-10*)

(Secretary's report) (*Board Book*)

Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of February 28, 2015. The Treasurer's Report and Secretary's report are in agreement for the month of February 28, 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 7, 9, and 10 above:

MOVED BY: Mrs. Suckle

SECOND BY: Mrs. de Haan

ON ROLL CALL VOTE:

MOTION CARRIED: 8-0-0

IX. PRESENTATIONS:

- *February 2015 Manner Banner (Classroom 2A - Mrs. Miles)*
- *Bulldogs Best (KA - Mrs. Clayton)*

X. CORRESPONDENCE:

1. February 2015 Nutri-Serve Update

XI. COMMITTEE REPORTS:

1. Administrative Evaluation
(*Chairperson - Randall Freiling*)
 - Mr. Freiling discussed the evaluation process for the superintendent. He will be sending everyone a copy of the evaluation document and asks that everyone complete this on time.
2. Building and Maintenance
(*Chairperson - William Dilworth*)
 - Mr. Dilworth was not present for a report.
3. Camden County Educational Services Commission
(*Representative - Virginia de Haan; Alternate - William Weyland*)
 - Mrs. de Haan introduced Mr. Del Vecchio, Superintendent of the Commission. Mr. Del Vecchio thanked the Board for giving him the opportunity to explain the programs that the Commission provides to school districts.
4. Camden County School Boards Association
(*Representatives - John Romer and William Weyland*)
 - Ms. DiPietropolo attending the meeting.
5. Community Education and Extra-Curricular Information
(*Chairperson - John Romer*)
 - a. Community Education Report - February 2015 (*Attachment XI-5.a*)

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ March 23, 2015

- b. Camp Clementon Attendance Record – February 2015 (*Attachment XI-5.b*)
 - Mr. Romer reported that Camp Clementon has been busy with daily activities, including the decorating of the MPR and making Irish potatoes for Saint Patrick’s Day. Upcoming events include the Ice Cream Social which will be held on April 2, 2015 at 7:00 PM. Additional activities are the upcoming STEM program for gifted and talented students.

- 6. Policy
(*Chairperson – Irene Buchalter*)
 - The Policy Committee will be meeting shortly.

- 7. Common Core Curriculum and Technology
(*Chairperson – Kathleen Rappold*)
 - Mrs. Rappold reported that the superintendent had a recommendation for Advanced Computer Solutions Group to handle all of our technology needs. They have already been here to assess our needs.
 - In addition, we are starting the Gifted and Talented STEM Afterschool Program in April as a pilot.
 - Teachers are still utilizing the different resources for their curriculum needs. A meeting will be held before the end of the school year to determine our needs and items that need purchasing to support the curriculum.
 - Before the April board meeting, I will schedule a curriculum meeting to discuss how the STEM program is going and our curriculum ideas for next year.

- 8. Finance
(*Chairperson – Ellen Suckle*)
 - Mrs. Suckle reported that the County approved our budget for the 2015-2016 school year. A public hearing will be held on April 27, 2015 at 7:30 PM. Bills were paid.

- 9. Legislation
(*Representative – William Weyland*)
 - Mr. Weyland reported that the meeting is in May.

- 10. Personnel
(*Chairperson – Sara Paranzino*)
 - Mrs. Paranzino reported that Bill Conn has resigned. He was our instrumental music teacher. We will be searching for a replacement for the 2015-2016 school year. He will be with us for the Spring Concert in April.
 - The Gifted and Talented STEM Program will take place after school in April and May. Students were selected based on the criteria listed in the policy and regulation. This is a pilot program and we will see how it goes.
 - Administration interviewed for a new technology coordinator. They decided on Advanced Computer Solutions Group. This will consist of a few technology people who will be handling all of our technology needs in the district.

- 11. Pine Hill Board of Education
(*Representative – Randall Freiling*)
 - Mr. Freiling reported that Pine Hill had many challenges for their budget. The budget has not been submitted yet. Contract negotiations are not going well. They are very close to a settlement with administrators.
 - a. Minutes from the February 2, 2015 Worksession/Regular Business Meeting
(*Attachment XI-11.a*)

- 12. Municipal Liaison
(*Representative – Randall Freiling*)

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ March 23, 2015

- Mr. Freiling stated that the rules have changed for municipal alliance funds. The borough will be giving the district money to use for their programs. The district will be required to write something into their curriculum in order to use these funds.

13. Home and School Association

(Representative - Kathleen Rappold)

- Mrs. Rappold reported that the HSA met on March 12, 2015. They currently have \$3,000.00 in the bank. Book Fair is scheduled for April 2, 2015. Community yard sale will take place on April 25, 2015. They received \$700.00 from Box Tops. Scholarship letter will be going out soon.

14. Negotiations

(Chairperson - Ellen Suckle)

- Mrs. Suckle reported that the board and the association met on March 19, 2015. Both parties have a fundamental disagreement about the health benefit contribution law, Chapter 78. In an effort to move this process along, the board filed a petition with Public Employment Relations Commission and is awaiting a decision. All parties, the board and the association, have an interest in following the law. The board is ready and willing to settle this contract.

XII. OTHER INFORMATION:

1. Discussion Items:

- a. Harassment, Intimidation, and Bullying Report - March 2015 *(Attachment XII-1.a)*
- b. 2015-2016 School Calendar *(Attachment XII-1.b)*

MOTION: To approve the 2015-2016 School Calendar

MOVED BY: _____ **Mrs. Suckle** _____ **SECOND BY:** _____ **Mrs. Rappold** _____
ON ROLL CALL VOTE: _____ **MOTION CARRIED:** 8-0-0

- c. Presentation - Merit Goals Update

2. Clementon School Information:

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

3. Fire and Security Drills:

February 2015 - Drill Type	Date	Time
Fire	02/04/15	01:24 PM
Security (Lockout)	02/23/15	09:11 AM

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

XIII. PUBLIC:

Mrs. Falkenstein, staff member and Chairperson of Negotiations, stated that they met on March 19, 2015. They are interested in following the law also. The CEA is looking for some relief for their members and looking for a salary increase to offset the health care contributions. They too are also looking forward to a fair and equitable settlement.

MOTION: To close the public portion of the meeting.

MOVED BY: _____ **Mrs. Paranzino** _____ **SECOND BY:** _____ **Mr. Romer** _____

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ March 23, 2015

ON ROLL CALL VOTE:

MOTION CARRIED: 8-0-0

XIV. EXECUTIVE SESSION:

The Clementon Board of Education will go into Executive Session in accordance with Resolution 32315 for personnel reasons. No action will be taken.

MOTION: To move into Executive Session at 8:05 PM for legal reasons. Action will not be taken.

MOVED BY: Mr. Freiling
ON ROLL CALL VOTE:

SECOND BY: Mrs. Rappold
MOTION CARRIED: 8-0-0

MOTION: To move out of Executive Session at 8:15 PM.

MOVED BY: Mr. Weyland
ON ROLL CALL VOTE:

SECOND BY: Mr. Romer
MOTION CARRIED: 8-0-0

Mrs. Paranzino told the board that she has moved out of Clementon and must resign from the Board of Education. Mrs. Buchalter thanked her for her 35 years of service to the children of Clementon. Mrs. Paranzino shared with the board her experiences as a board member and said to remember that your mission is the welfare of the students in Clementon. She enjoyed her time of service.

XV. ADJOURNMENT:

MOTION: To adjourn the meeting at 8:20 PM.

MOVED BY: Mr. Freiling
ON ROLL CALL VOTE:

SECOND BY: Mrs. Rappold
MOTION CARRIED: 8-0-0

Respectfully submitted,

Joanne E. Clement, Board Secretary
April 27, 2015