



CLEMENTON BOARD OF EDUCATION

REGULAR BUSINESS MEETING  
December 21, 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:

1. November 23, 2015 Regular Meeting and Executive Session

VI. PUBLIC - AGENDA ITEMS ONLY

VII. PRESENTATIONS

- *November 2015 Manner Banner (Classroom 5C - Mrs. Tropp)*
- *November 2015 Bulldogs Best*
- *Marking Period 1 Honor Roll*
- *2015-2016 District Goals*



VIII. 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. Camp Clementon Attendance Record - November 2015 *(Attachment VIII-5.a)*
  - b. Community Education Board Report - November 2015 *(Attachment VIII-5.b)*
  - c. "Breakfast with Santa" Report *(Attachment VIII-5.c)*
6. Policy  
*(Chairperson - William Weyland)*
7. Common Core Curriculum and Technology  
*(Chairperson - Kathleen Rappold)*
8. Finance  
*(Chairperson - Kathleen Rappold)*
9. Legislation  
*(Representative - William Weyland)*
10. Personnel  
*(Chairperson - William Dilworth)*
11. Pine Hill Board of Education  
*(Representative - Randall Freiling)*
12. Municipal Liaison  
*(Representative - Randall Freiling)*
13. Home and School Association  
*(Representative - Kathleen Rappold)*
14. Negotiations  
*(Chairperson - Ellen Suckle)*

IX. CORRESPONDENCE

1. Nutri-Serve Monthly Update - November 2015



X. OTHER INFORMATION

- 1. Discussion Items:
  - a. Board Member Discussion – Microphones
  - b. Harassment, Intimidation, and Bullying Report – December 2015 (*Attachment X-1.b*)
  - c. January 13, 2016 Joint Board Meeting – Topic Selection
- 2. Clementon School Information:
  - a. Enrollment Report – November 2015 (*Attachment X-2.a*)
  - b. Nurse’s Report – November 2015 (*Attachment X-2.b*)
  - c. Administrative Report – November 2015 (*Attachment X-2.c*)
- 3. Fire and Security Drills – November 2015:

Drill Type	Date	Time
Fire Drill	11/04/15	12:08 PM
Security Drill (Lockout)	11/23/15	10:00 AM

- 4. Upcoming Events – January 2016 (*Attachment X-4*)
- 5. Board of Education Information:
  - a. Press Release from the Burlington County Insurance Pool Joint Insurance Fund (*Attachment X-5*)

XI. SUPERINTENDENT’S REPORT

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

- 1. Request from employee # 229 for medical leave beginning May 16, 2015 through November 27, 2016. Employee will use available sick time followed by uncompensated time under NJFLA/FMLA. (*Attachment XI-1*)
- 2. Employment of the following personnel for the 2015-2016 school year, contingent upon satisfactory criminal history review:
  - a. POSITION: Long Term Reading Specialist – 50%  
 NAME: Anna Marie Santo  
 SALARY: \$134.38 per diem  
 STEP: 1 MA  
 DATES: December 22, 2015 through the end of the school year
  - b. POSITION: Substitute Custodian  
 NAME: Wendy Chambers  
 RATE OF PAY: \$10.00 per hour
- 3. Employment of the following Mission One instructional aides for the 2015-2016 school year:
  - a. POSITION: Instructional Aide – Silver Stars  
 NAME: Haydee Guezada



RATE OF PAY: As per existing Mission One contract  
 START DATE: December 16, 2015

4. Source 4 Teachers, together with its employees, to provide substitute services for the 2015-2016 school year.
5. Source 4 Teachers December 2015 Substitute List (*Attachment XI-5*)
6. Approval to use Title I funds, not to exceed \$35,000.00 for curriculum writing. Staff members selected will receive no more than 20 hours for curriculum writing.
7. Pilot “Just Words” by the Wilson Reading Company in grades 4-8 for the 2015-2016 school year.
8. Approval to use the Marzano Teacher Evaluation System rubric to include the four defined ratings of ineffective, partially effective, effective, and highly effective.
9. 2015-2016 District Goals (*Attachment XI-9*)
10. First Reading of the following revised policies and regulations: (*Attachment XI-10*)

Number	Type	Title
3322	POL	Staff Member's Use of Personal Cellular Telephones/Other Communication Devices
4322	POL	Staff Member's Use of Personal Cellular Telephones/Other Communication Devices
5330	POL	Administration of Medication
5330	REG	Administration of Medication
5339	POL	Screening for Dyslexia
5615	POL	Suspected Gang Activity
8540	POL	School Nutrition Programs
8550	POL	Outstanding Food Service Charges
8820	POL	Opening Exercises/Ceremonies
1240	POL	Evaluation of Superintendent
1240	REG	Evaluation of Superintendent
3221	POL	Evaluation of Teachers
3221	REG	Evaluation of Teachers
3222	POL	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
3222	REG	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
3223	POL	Evaluation of Administrators. Excluding Principals, Vice Principals, and Assistant Principals
3223	REG	Evaluation of Administrators. Excluding Principals, Vice Principals, and Assistant Principals
3224	POL	Evaluation of Principals, Vice Principals, and Assistant Principals
3224	REG	Evaluation of Principals, Vice Principals, and Assistant Principals
3431.1	POL	Family Leave
4431.1	POL	Family Leave
5337	POL	Service Animals
5516	POL	Use of Electronic Communication and Recording Devices (ECRD)



11. Abolish Regulation 8540 Free and Reduced Rate Meals (*Attachment XI-11*)

12. Workshop/Meeting Requests:

- a. EMPLOYEE: Alison Palma  
WORKSHOP: NJASP Winter Conference  
LOCATION: East Windsor, NJ  
DATE: December 4, 2015  
COST: \$175.00  
SPONSOR: NJ Association of School Psychologists
  
- b. EMPLOYEE: Lynn DiPietropolo  
WORKSHOP: Conversations Around PARCC  
LOCATION: Sewell, NJ  
DATE: December 8, 2015  
COST: \$0.00  
SPONSOR: NJ Department of Education
  
- c. EMPLOYEE: Michelle Panarella  
WORKSHOP: Building Effective IEPs Within Guidelines of NJ Law  
LOCATION: Bordentown, NJ  
DATE: December 11, 2015  
COST: \$129.00  
SPONSOR: Rutgers School of Social Work
  
- d. EMPLOYEE: Lynn DiPietropolo  
WORKSHOP: Efficiency Meeting with County Office  
LOCATION: Blackwood, NJ  
DATE: December 14, 2015  
COST: \$0.00  
SPONSOR: NJ Department of Education - Camden County Office
  
- e. EMPLOYEE: Adrienne McManis  
WORKSHOP: Efficiency Meeting with County Office  
LOCATION: Blackwood, NJ  
DATE: December 14, 2015  
COST: \$0.00  
SPONSOR: NJ Department of Education - Camden County Office
  
- f. EMPLOYEE: Joanne Clement  
WORKSHOP: Efficiency Meeting with County Office  
LOCATION: Blackwood, NJ  
DATE: December 14, 2015  
COST: \$0.00  
SPONSOR: NJ Department of Education - Camden County Office
  
- g. EMPLOYEE: Katie Agresta  
WORKSHOP: Teacher Academics  
LOCATION: Somerdale, NJ  
DATE: January 15, 2016  
COST: \$0.00



- SPONSOR: Microsoft
- h. EMPLOYEE: Cheryl Pataky  
 WORKSHOP: Teacher Academics  
 LOCATION: Somerdale, NJ  
 DATE: January 15, 2016  
 COST: \$0.00  
 SPONSOR: Microsoft
- i. EMPLOYEE: Jim Butz  
 WORKSHOP: NJAHPERD Annual Convention  
 LOCATION: Long Branch, NJ  
 DATE: February 23, 2016  
 COST: \$110.00  
 SPONSOR: NJAHPERD

13. Walking Trip:

- a. TRIP: Wooster Towers Holiday Caroling Trip  
 FACULTY SPONSOR: Tina Jennetta  
 DATE: December 22, 2015  
 RAIN DATE: N/A  
 TIME: 10:30 AM - 12:00 PM  
 DESTINATION: Wooster Towers, Clementon, NJ  
 PARTICIPANTS: Students in grade 5  
 TRANSPORTATION: Provided by Pine Hill School District at no cost.  
 NOTE: To promote good will and to act as responsible and contributing citizens of the Clementon community.

14. School Activities:

- a. EVENT: Classroom Visitor - Mr. Kremer and Certified Therapy Dog  
 FACULTY SPONSOR: Christine Fellona  
 VISITOR: Rick Kremer and Charlie, Certified Therapy Dog  
 Comfort Caring Canines Therapy Dogs, Inc.  
 DATES: January 28, 2016; March 31, 2016; May 26, 2016  
 LOCATION: Life Stars classroom  
 NOTE: Mr. Kremer, a Comfort Caring Canines volunteer (and the teacher's father) and Charlie will visit the classroom on three dates at no cost to the district. Insurance information will be obtained prior to the visits.
- b. EVENT: Musical Production DVD Sale  
 FACULTY SPONSOR: Sal Mazzocca  
 VENDOR: Frank Collins (FCollins@GBcollects.com)  
 DATES: January 1, 2016 - January 31, 2016  
 NOTE: The cost for the school will be \$7.00 or \$8.00 per shirt. Each shirt will be sold for \$20.00, resulting in a \$10.00 profit for the Student Activity Fund.
- c. EVENT: Musical Production T-shirt Sale



FACULTY SPONSOR: Sal Mazzocca  
 VENDOR: Craig's Cosmic Tees, Williamstown, NJ  
 DATES: January 2016 - March 2016  
 NOTE: The cost for the school will be \$10.00 per DVD. Each DVD will be sold for \$15.00, resulting in a \$7.00 or \$8.00 profit for the Student Activity Fund.

d. EVENT: Grade 8 Promotion Ceremony  
 FACULTY SPONSOR: Nancy Gundaker  
 DATE: June 7, 2016 (Tentative)  
 TIME: 6:00 PM - 9:00 PM  
 LOCATION: Gym

15. Clementon Home and School Activities:

a. EVENT: Snack Sales at Basketball Home Games  
 PERSON IN CHARGE: Home and School Association  
 DATES: December 2015 - January 2016  
 TIME: 4:00 PM - 7:00 PM  
 LOCATION: Hallway outside of the gym

b. EVENT: Holiday Shop  
 PERSON IN CHARGE: Jen Rhine  
 DATES: December 7, 2015 - December 12, 2015  
 LOCATION: MPR Stage  
 NOTE: Holiday Shop for families will be held during Breakfast with Santa on Saturday, December 12, 2015.

Approval of motions 1 through 15 above:

MOVED BY: \_\_\_\_\_  
 ON ROLL CALL VOTE: \_\_\_\_\_

SECOND BY: \_\_\_\_\_  
 MOTION CARRIED: \_\_\_\_\_

XII. 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)	\$188,426.44	<i>(Attachment XII-1.1)</i>
2. List # 2 (Payroll)	\$4,924.99	<i>(Attachment XII-1.2)</i>
3. List # 3 (Payroll)	\$198,245.15	<i>(Attachment XII-1.3)</i>
4. List # 4 (Community Education)	\$6,390.35	<i>(Attachment XII-1.4)</i>
5. List # 5	\$4,709.83	<i>(Attachment XII-1.5)</i>
6. List # 6	\$455,984.81	<i>(Attachment XII-1.6)</i>
7. List # 7	\$710.91	<i>(Attachment XII-1.7)</i>

2. Approve transfers in the amount of \$26,450.00. *(Attachment XII-2)*

3. Reorganization meeting of the Board of Education will be held on January 4, 2016 at 7:30 PM.



- 4. Joint Board of Education meeting with Pine Hill and Berlin Township on January 13, 2016 at Pine Hill Middle School at 6:30 PM.
- 5. Board of Education meeting dates for 2016. (*Attachment XII-5*)
- 6. Accept the Comprehensive Annual Financial Plan Report (CAFRA) for the fiscal year ending June 30, 2015 and the auditor's Management Report - Financial, Compliance, and Performance, for the fiscal year ending June 30, 2015. (A copy of the audit synopsis is available for the public.)
- 7. Accept Corrective Action Plan - no findings.
- 8. Workshop: Governance I  
Attendee: Mrs. Christy Weaver  
Location: Princeton, NJ  
Dates: January 8-10, 2016  
Cost: \$0.00  
Sponsor: NJ School Boards Association

- 9. 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 November 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 XII-9*)  
(Secretary's report) (*Board Book*)

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

Approval of motions 1 through 9 above:

MOVED BY: \_\_\_\_\_  
ON ROLL CALL VOTE:

SECOND BY: \_\_\_\_\_  
MOTION CARRIED:

XIII. PUBLIC

XIV. EXECUTIVE SESSION

XV. ADJOURNMENT