

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

Regular Meeting of the Clementon Board of Education
Clementon Elementary School Media Center
May 27, 2008

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.

“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.”

Mrs. Buchalter led the Pledge of Allegiance.

The following members answered roll call:

	<u>Arrival</u>	<u>Departure</u>
Virginia de Haan	7:30 PM	9:15 PM
Tracy Dougherty	Absent	--
Harry Gahm	7:30 PM	9:15 PM
Randall Freiling	7:30 PM	9:15 PM
Steven Manley	Absent	--
Sara Paranzino	7:30 PM	9:15 PM
Ellen Suckle	7:30 PM	9:15 PM
William Weyland	7:30 PM	8:06 PM
Irene Buchalter	7:30 PM	9:15 PM

Quorum present.

Also present were:

- John F. Bigley, Interim Superintendent
- Joanne E. Clement, SBA/Board Secretary
- Paul Kalac, Solicitor

Also present in the audience were:

Members of the community and staff.

PRESENTATION:

- *May 2008 Superstars of the Month* – Mrs. Lynn Marcus
 - o Kristi Baker – First Grade
 - o Gus Walker – Fourth Grade
 - o Nick Lubas – Eighth Grade

MOTION: Recess to Multi-Purpose Room at 7:35 PM for a special performance.

- CES Jazz Bands, directed by Ms. Kathleen Mitchell, performed for the Board and meeting attendees.

MOVED BY: Mrs. Suckle
ON ROLL CALL VOTE:

SECOND BY: Mr. Weyland
MOTION CARRIED: 7-0-0

RECONVENE – MEDIA CENTER, 7:50 PM

MINUTES:

MOTION: Approve the Minutes of the following meetings:

- April 28, 2008 Reorganization Meeting
- April 28, 2008 Special Meeting (Public Hearing)
- April 28, 2008 Regular Meeting and Executive Session

MOVED BY: Mr. Freiling
ON ROLL CALL VOTE:

SECOND BY: Mrs. Paranzino
MOTION CARRIED: 7-0-0

PUBLIC - AGENDA ITEMS ONLY:

None

MOTION: To close the public portion of the meeting.

MOVED BY: Mrs. Paranzino
ON ROLL CALL VOTE:

SECOND BY: Mrs. Suckle
MOTION CARRIED: 7-0-0

SUPERINTENDENT'S REPORT:

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

1. Job abandonment by Tanya Fatula, Instructional Aide, effective April 28, 2008.
2. Acceptance, with regret, of the retirement notification of Donna Stephan, Technology Director and Webmaster, beginning July 1, 2008.
3. Additions (dated May 2008) to the Source 4 Teachers Master Substitute List for the 2007- 2008 school year.
4. Employment of the following individuals for the remainder of the 2007- 2008 school year:
 - a. POSITION: Homebound Instructor (Special Education)
NAME: Tracy Stefan
RATE OF PAY: \$28.00 per hour; 10 hours a week for the remainder of the 2007- 2008 school year.
 - b. POSITION: Homebound Instructor (Regular Education)
NAME: Candice Collins
RATE OF PAY: \$28.00 per hour, five hours per week, duration to be determined (if needed).
5. Employment of the following individuals for the Extended Year 2008 Title I Summer School Program:
 - a. DATES: Monday through Thursday,
July 7 through July 31, 2008
TIME: 8:30 AM- 12:30 PM
SALARIES: \$29.00 per hour, per teacher
STAFF: Brenda Falkenstein, *Lead Teacher*
Karen Clayton, *Grade 1*
Kelly Kolody, *Grade 2*
Charity Knecht, *Grade 3*
Jamie Kosmaczewski, *Grade 4*
Kathryn Agresta, *Grade 5*
Karen Tropp, *Grade 6*

Michelle Cirrincione, *Grade 7*
 Christine Procopio, *Grade 8*
 Rick Koch, *Math Primary*
 Michelle Theriault, *Math Intermediary*
 Karen Pickering, *Art*
 Candice Collins, *Physical Education*
 Jessica Ballinghoff, *Substitute Teacher*
 Victoria DeVone, *Substitute Teacher*
 Rachael Egan, *Substitute Teacher*
 Payable from the No Child Left Behind Title I grant.

NOTE:

6. Professional Development Workshop for the Extended Year 2008 Title I Summer School Program:
 - a. DATE: After school one day at the beginning of June
 - DURATION: Two hours
 - SALARIES: \$28.00 per hour, per teacher
 - STAFF: All Extended Year 2008 Title I Summer School Program staff as noted above.
7. Non-certified staff for the 2008- 2009 school year.
8. Non-contracted stipend positions for the 2008- 2009 school year, staff to be determined:

Activity	Stipend
Stock Room Supervisor	\$ 920
Community Education Director	\$ 8,035
Camp Clementon Director	\$ 8,035
News Media Coordinator	\$ 2,300
Substitute Teacher Service	\$ 2,615

9. Certified staff salary adjustments for the 2009- 2010 school year due to satisfactory completion of graduate courses:
 - a. EMPLOYEE: Candice Collins
 - NEW STEP: 6 BA+ 15
 - NEW SALARY: \$46,040.00 per year
 - b. EMPLOYEE: Clementina Jennetta
 - NEW STEP: 7 BA+ 15
 - NEW SALARY: \$46,740.00 per year
 - c. EMPLOYEE: Bonnie Bhasin
 - NEW STEP: 10 MA
 - NEW SALARY: \$54,650.00 per year
10. Permission for student K.C., who moved out of the district, to attend Clementon Elementary School for the remainder of the 2007- 2008 school year with parents/guardians providing all transportation.
11. Summer office hours – 8:00 AM to 3:00 PM from Monday, June 23, 2008 through Friday, August 22, 2008.
12. Course Permission/Tuition Reimbursement Requests:

- a. EMPLOYEE: Victoria DeVone
COURSE TITLE: Fundamentals of Curriculum Development
UNIVERSITY: Rowan University
COURSE TUITION: \$1,860.00
COURSE REIMBURSEMENT: A maximum of \$1,000.00 for the 2007- 2008 school year upon successful completion and confirmation of acceptable grades, as per negotiated agreement.
SEMESTER: Summer 2008 (The course begins in May 2008.)
- b. EMPLOYEE: Jessica Ballinghoff
COURSE TITLE: Fundamentals of Curriculum Development
UNIVERSITY: Rowan University
COURSE TUITION: \$1,860.00
COURSE REIMBURSEMENT: A maximum of \$1,000.00 for the 2007- 2008 school year upon successful completion and confirmation of acceptable grades, as per negotiated agreement.
SEMESTER: Summer 2008 (The course begins in May 2008.)
- c. EMPLOYEE: Victoria DeVone
COURSE TITLE: Applied Theories of Learning
UNIVERSITY: Rowan University
COURSE TUITION: \$1,860.00
COURSE REIMBURSEMENT: A maximum of \$1,000.00 for the 2008- 2009 school year upon successful completion and confirmation of acceptable grades, as per negotiated agreement.
SEMESTER: Summer 2008 (The course begins in July 2008.)
- d. EMPLOYEE: Jessica Ballinghoff
COURSE TITLE: Applied Theories of Learning
UNIVERSITY: Rowan University
COURSE TUITION: \$1,860.00
COURSE REIMBURSEMENT: A maximum of \$1,000.00 for the 2008- 2009 school year upon successful completion and confirmation of acceptable grades, as per negotiated agreement.
SEMESTER: Summer 2008 (The course begins in July 2008.)

13. Workshop/Meeting Requests:

- a. EMPLOYEE: Janet Thurston
WORKSHOP: Early Childhood Expansion Program
DATE: Monday, May 19, 2008
COST: \$0.00
SPONSOR: NJ Department of Education – Camden County Office
- b. EMPLOYEE: Joanne Clement
WORKSHOP: SBAR End of Year Workshop
DATE: Thursday, July 10, 2008
COST: \$0.00
SPONSOR: Educational Management

14. Field Trips:

- a. TRIP: **Kindergarten Walking Trip**
DATE: Thursday, June 5, 2008
RAIN DATE: Friday, June 6, 2008
TIME 1: 11:45 AM to 1:00 PM = Mrs. Thumm's Class
TIME 2: 12:45 PM to 2:00 PM = Mrs. Clayton's Class
TIME 3: 1:45 PM to 3:00 PM = Mrs. Bhasin's Class
DESTINATION: Clementon Library, Clementon, NJ

STUDENT ADMISSION: \$0.00
CHAPERONE COST: \$0.00
TRANSPORTATION: \$0.00
PARTICIPANTS: Kindergarten students, teachers, aides, and parent volunteers.

- b. TRIP: **Camp Clementon Bowling Trip**
DATE: Friday, June 13, 2008
RAIN DATE: None
TIME: 1:30 PM (After school)
DESTINATION: La Martinique Lanes, Stratford, NJ
STUDENT ADMISSION: \$7.00 per student, payable by the student
CHAPERONE COST: \$7.00 per chaperone, payable by the chaperone
TRANSPORTATION: \$0.00; provided by La Martinique at no cost.
PARTICIPANTS: Camp Clementon Program students, staff, and parent volunteers.

15. School Activity:

- a. EVENT: **“Meet Misty, A Seeing Eye Guide Dog” Assembly**
FACULTY SPONSOR: Karen Thumm
DATE: Friday, June 6, 2008
TIME: 2:15 PM to 3:00 PM
LOCATION: Multi-Purpose Room
PARTICIPANTS: Students in grades kindergarten through four.
NOTE: Michael Clendining will demonstrate his guide dog, Misty. Students will have the opportunity to ask questions about blindness and mobility with the use of a guide dog.

SUPERINTENDENT’S REPORT = A D D E N D U M:

Item for Action – The Superintendent recommends approval of the following item:

16. School Activity:

- b. EVENT: **Camden County Educational Services Autism Awareness Fundraiser**
PERSON IN CHARGE: Darlene Laubenstein
DATE: Wednesday, June 11, 2008
TIME: 9:00 AM to 11:00 AM – During Field Day
LOCATION: Outside on school grounds
PARTICIPANTS: Students in grades kindergarten through two.
NOTE: Camden County Educational Services shall set up a bubble-blowing/face painting station outside during Field Day activities for students in grades kindergarten through two. Students would be encouraged to donate a nickel when they participate at this station. Proceeds will benefit Autism Speaks through a lump-sum donation made by Team CCESC in the name of Clementon Elementary School.

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

SECOND BY: Mrs. Suckle
MOTION CARRIED: 7-0-0

17. Other Noteworthy Activities/Accomplishments:

- ♦ EVENT: Visit by Overbrook High School Jazz Bands
FACULTY SPONSOR: Kathleen Mitchell
DATE: Friday, May 23, 2008
TIME: 1:30 PM to 3:00 PM
LOCATION: Multi-Purpose Room

PARTICIPANTS: Students in grades seven and eight.
 NOTE: Overbrook High School's Jazz Bands, under the direction of Mr. Brian Height, will perform for middle school students to recruit future members for Overbrook's instrumental music program.

- ◆ EVENT: "Annie, Jr." Cast Party
 FACULTY SPONSOR: Sal Mazzocca
 DATE: Friday, May 23, 2008
 TIME: 1:30 PM to 3:00 PM
 LOCATION: Media Center
 PARTICIPANTS: Cast members of "Annie, Jr."
 NOTE: Mr. Mazzocca will provide the treats.

- ◆ EVENT: Graduation Activities
 FACULTY SPONSOR: Mary Ellen Haldeman
 DATES: Friday, June 13 and Monday, June 16, 2008
 TIME: 11:00 AM to 1:00 PM
 LOCATION: Outside school building (rear) or Multi-Purpose Room if inclement weather.
 PARTICIPANTS: Students in grades seven and eight will participate in activities following graduation practice.

- ◆ EVENT: Seventh and Eighth Grade Picnic
 FACULTY SPONSOR: Mary Ellen Haldeman
 DATE: Tuesday, June 17, 2008
 TIME: 9:00 AM to 1:00 PM
 LOCATION: Outside school building (rear) or Multi-Purpose Room if inclement weather.
 PARTICIPANTS: Students in grades seven and eight will have a picnic outside to celebrate the end of the year and graduation.
 NOTE: Students will have lunch outside and use the time to socialize, play games, sign yearbooks, and say goodbye.

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	\$81,257.86
2.	List # 2 (Community Education)	\$10,962.60
3.	List # 3	\$21,858.97
4.	List # 4 (Cafeteria)	\$21,237.17
5.	List # 5	\$297,555.46

2. Payment Transactions:

- a. Approve transfers in the amount of \$46,079.00

- b. Payroll transfers:

<u>Date</u>	<u>Transaction</u>	<u>Amount</u>
04/15/08	From: General To: Payroll	\$117,492.24
04/15/08	From: General To: Agency	\$80,988.19
04/30/08	From: General To: Payroll	\$119,596.63

04/30/08 From: General \$81,241.15
To: Agency

3. Wire Transactions:

<u>Date</u>	<u>Transaction</u>	<u>Amount</u>
04/15/08	To: First Niagara Bank For: Tax Sheltered Annuities	\$7,324.65
04/30/08	To: First Niagara Bank Special For: Tax Sheltered Annuities	\$7,324.65

4. Investment Report:

a. Construction Bond Funds Activity:

Balance as of 03/31/08	\$770,596.51
Interest Earned as of 04/30/08	\$1,067.47
Deposits	\$0.00
Withdrawn for Expenses	\$0.00
Balance as of 03/31/08	\$771,663.98

5. Outside evaluation for student # 1984 by Liezl Smith at a cost not to exceed \$500.00.

6. Title I Extended Year 2008 trip to Clementon Lake Park in the amount of \$1,405.00 utilizing the No Child Left Behind grant.

7. Program: MAP Assessment
Cost: \$5,387.50
Funding: Title II

8. Student R.F. attending Eastern Regional High School. State placement cost is \$5,273.04.

9. Resolution from Yale School for Free and Reduced Meals.

MOVED BY: Mrs. Paranzino
ON ROLL CALL VOTE:

SECOND BY: Mrs. Suckle
MOTION CARRIED: 7-0-0

10. Attendance at the October 28- 30, 2008 Annual NJ School Boards Association's Workshop for a total cost of \$1,100.00 for the following individuals:

- a. Michael Adams
- b. Joanne Clement

MOVED BY: Mrs. Paranzino
ON ROLL CALL VOTE:

SECOND BY: Mrs. Suckle
MOTION CARRIED: 7-0-0

- c. Irene Buchalter

MOVED BY: Mrs. Suckle
ON ROLL CALL VOTE:

SECOND BY: Mr. Freiling
MOTION CARRIED: 6-0-1
(Mrs. Buchalter abstained.)

- d. Virginia de Haan

MOVED BY: Mrs. Suckle
ON ROLL CALL VOTE:

SECOND BY: Mr. Freiling
MOTION CARRIED: 6-0-1
(Mrs. de Haan abstained.)

- e. Tracy Dougherty

MOVED BY: Mrs. Suckle
ON ROLL CALL VOTE:

SECOND BY: Mr. Freiling
MOTION CARRIED: 7-0-0

f. Randall Freiling

MOVED BY: Mrs. Suckle
ON ROLL CALL VOTE:

SECOND BY: Mr. Freiling
MOTION CARRIED: 6-0-1
(Mr. Freiling abstained.)

g. Harry Gahm

MOVED BY: Mrs. Suckle
ON ROLL CALL VOTE:

SECOND BY: Mr. Freiling
MOTION CARRIED: 6-0-1
(Mr. Gahm abstained.)

h. Steven Manley

MOVED BY: Mrs. Suckle
ON ROLL CALL VOTE:

SECOND BY: Mr. Freiling
MOTION CARRIED: 7-0-0

i. Sara Paranzino

MOVED BY: Mrs. Suckle
ON ROLL CALL VOTE:

SECOND BY: Mr. Freiling
MOTION CARRIED: 6-0-1
(Mrs. Paranzino abstained.)

j. Ellen Suckle

MOVED BY: Mrs. Suckle
ON ROLL CALL VOTE:

SECOND BY: Mr. Freiling
MOTION CARRIED: 6-0-1
(Mrs. Suckle abstained.)

k. William Weyland

MOVED BY: Mrs. Suckle
ON ROLL CALL VOTE:

SECOND BY: Mr. Freiling
MOTION CARRIED: 6-0-1
(Mr. Weyland abstained.)

11. Board Member: William Weyland
Workshop: Spring School Law Forum
Date: June 4, 2008
Cost: \$150.00

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

SECOND BY: Mrs. Suckle
MOTION CARRIED: 6-0-1
(Mr. Weyland abstained.)

12. Board Member: Irene Buchalter
Workshop: Spring School Law Forum
Date: June 4, 2008
Cost: \$150.00

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

SECOND BY: Mrs. Suckle
MOTION CARRIED: 6-0-1
(Mrs. Buchalter abstained.)

13. Board Member: Randall Freiling
Workshop: Spring School Law Forum
Date: June 4, 2008
Cost: \$150.00

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

SECOND BY: Mrs. Suckle
MOTION CARRIED: 6-0-1
(Mr. Freiling abstained.)

14. Attendance at the Camden County School Boards Association's Annual Spring Dinner located at Kunkel's Seafood and Steakhouse at no cost for the following individuals:
- a. Irene Buchalter
 - b. Harry Gahm
 - c. William Weyland
 - d. Ellen Suckle
 - e. Joanne Clement

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

SECOND BY: Mr. Freiling
MOTION CARRIED: 7-0-0

SECRETARY'S REPORT = A D D E N D U M:

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

15. Acceptance of the Treasurer's Report and Secretary's Report in accordance with N.J.A.C. 6A:23- 2.11(c)3 and N.J.A.C. 6A23- 2.11(a) for the months of April 2008. The Treasurer's Report and the Secretary's Report are in agreement for the months. The Board Secretary certifies that no line account has been overexpended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
- (Treasurer's Report)
(Secretary's Report)

Pursuant to N.J.A.C. 6A:23- 2.11(c)4), the Board certifies that as of April 30, 2008, after review of the Secretary's monthly financial report (appropriation section) and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been overexpended in violation of N.J.A.C. 6A:23- 2.11(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

MOVED BY: Mrs. Paranzino
ON ROLL CALL VOTE:

SECOND BY: Mr. Freiling
MOTION CARRIED: 7-0-0

CORRESPONDENCE

1. Letter from parent regarding T.G.
2. Notification from the New Jersey Department of Education that the Camden County Professional Development Board has approved the 2008- 2009 Professional Development Plan.
3. Notification from the New Jersey Department of Education that the district's Long-Range Facilities Plan submittal is complete and is now presenting the Long- Range Facilities Plan Final Determination.

COMMITTEE REPORTS:

1. Administrative Evaluation – Steve, Tracy, and Virginia
(Chairperson – Randall Freiling)
2. Building and Maintenance – Solar, parking lot, lighting in gym
(Chairperson – Harry Gahm)
3. Camden County Educational Services Commission
(Representative – Virginia de Haan)

4. Camden County School Boards Association – Gave report on student recognition meeting.
(Representatives – Harry Gahm and Ellen Suckle)
5. Community Education – No report given.
(Chairperson – Steven Manley)
 - a. Camp Clementon Attendance – April 2008
6. Policy
(Chairperson – Tracy Dougherty)
7. Core Curriculum and Technology – Mapping workshop
(Chairperson – Ellen Suckle)
8. Finance – Auditors are in all week.
(Chairperson – Randall Freiling)
9. Legislation – Mr. Weyland gave report on delegate assembly.
(Representative – William Weyland)
10. Personnel – Executive Session
(Chairperson – Sara Paranzino)
11. 7th and 8th Grade Committee – No report given.
(Chairperson – Steven Manley)
12. Pine Hill Board of Education – Gave report.
(Representative – Irene Buchalter)
 - a. Minutes from the March 19, 2008 Budget Hearing Meeting
 - b. Minutes from the March 19, 2008 Worksession/Regular Business Meeting
13. Municipal Alliance – Nothing at this time.
(Representative – William Weyland)

OTHER INFORMATION:

1. District Special Safety Survey
2. Clementon School Information:
 - a. Fire Drill Data – April 2008
 - b. Suspension Report – April 2008 (10 Suspensions)
 - c. Nurse's Board Report – April 2008
 - d. Enrollment Report – April 30, 2008

PUBLIC:

- Ms. Deanna M. Schuenemann requests permission to address the Board of Education regarding the Joanne Dereskewicz Memorial Scholarship Fund. She would like the board to apply for raffle licenses. Board will research and get back to her at next meeting.
- Mr. Faltenbacher, parent, addressed the board about his concerns regarding bullying in the school.

MOTION: To close the public portion of the meeting.

MOVED BY: Mr. Gahm
ON ROLL CALL VOTE:

SECOND BY: Mr. Freiling
MOTION CARRIED: 7-0-0

DISCUSSION:

Mr. Bigley discussed having Strauss Esmay Associates prepare our policy manual. After much discussion, it was decided that Mrs. Clement would contact School Boards for a proposal. Both companies will give a brief presentation at the June meeting. Mr. Bigley will set up a meeting with the Policy Committee.

EXECUTIVE SESSION:

None

ADJOURNMENT:

MOTION: To adjourn the meeting at 8:40 PM.

MOVED BY: Mrs. Suckle
ON ROLL CALL VOTE:

SECOND BY: Mr. Freiling
MOTION CARRIED: 7-0-0

Respectfully submitted,

Joanne E. Clement, Board Secretary
June 23, 2008