

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ January 26, 2009

CLEMENTON BOARD OF EDUCATION Clementon, New Jersey

Regular Meeting of the Clementon Board of Education
Clementon Elementary School Media Center
January 26, 2009

The Regular Meeting of the Clementon Board of Education was called to order at 7:33 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	7:33 PM	8:43 PM
Tracy Dougherty	7:33 PM	8:43 PM
Randall Freiling	7:33 PM	8:43 PM
Harry Gahm	7:33 PM	8:43 PM
Steven Manley	7:33 PM	8:43 PM
Sara Paranzino	Absent	--
Ellen Suckle	7:33 PM	8:43 PM
William Weyland	Absent	--
Irene Buchalter	7:33 PM	8:43 PM

Quorum present.

Also present were:

Michael W. Adams, Superintendent
Lynn Marcus, Principal
Paul Kalac, Esq., Solicitor

Also present in the audience were:

Members of the community and staff.

PRESENTATIONS:

- *Parent/Guardian School Climate Survey Results* – Mr. Michael Adams
- *January 2009 Superstars of the Month* – Ms. Lynn Marcus
 - Krislyn Douglass – First Grade
 - Tiffany Ott – Fifth Grade
 - Kenneth LaCombe – Eighth Grade
- *December 2008 Manner Banner, Class 3A* – Mr. Michael Adams and Ms. Lynn Marcus

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MINUTES:

MOTION: Approve the Minutes of the following meeting:

- December 22, 2008 Regular Meeting and Executive Session

MOVED BY: _____ **Mr. Gahm** _____
ON ROLL CALL VOTE:

SECOND BY: _____ **Mrs. Dougherty** _____
MOTION CARRIED: 7-0-0

PUBLIC - AGENDA ITEMS ONLY:

No comments from the public.

MOTION: To close the public portion of the meeting.

MOVED BY: _____ **Mrs. Suckle** _____
ON ROLL CALL VOTE:

SECOND BY: _____ **Mr. Manley** _____
MOTION CARRIED: 7-0-0

SUPERINTENDENT'S REPORT:

1. Request for leave of absence from employee # 61, beginning April 30, 2009 through May 5, 2009 utilizing uncompensated time under the Family Medical Leave Act.
2. Termination of the employment of employee # 113, Student Supervision Aide, effective January 20, 2009.
3. Employment of the following individuals for the 2008- 2009 school year:
 - a. POSITION: Substitute Teacher
 NAME: Jeffrey Butler
 RATE OF PAY: \$90.00 per day for the first 20 days, then \$233.28 per day thereafter.
 START DATE: March 30, 2009
 - b. POSITION: Substitute Teacher
 NAME: Sabrina Clark
 RATE OF PAY: \$90.00 per day for the first 20 days, then \$233.28 per day thereafter.
 START DATE: February 6, 2009
 - c. POSITION: Substitute Nurse
 NAME: Michele Barranger, RN
 RATE OF PAY: \$125.00 per day
4. Employment of the following individual for the 2009- 2010 school year:
 - a. POSITION: School Nurse (10 Months)
 NAME: Mary Beth Hernandez, RN
 SALARY: \$46,228.00 per year
 STEP: BA+ 30
 START DATE: September 1, 2009
5. Additions (dated January 2009) to the Source 4 Teachers master substitute list.
6. Revision of the DRA Word Analysis Training to reflect utilization of Matrix Grant funds and staff member Charity Knecht.

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7. 2009- 2010 District Professional Development Plan
8. February 13, 2009 staff in- service Suicide Prevention presentation by Barbara Bowles Williams, Ph.D. in the amount of \$500.00.
9. Acceptance of the STARTER Grant from SMARTer Kids Foundation in the amount of \$1,249.00, to assist in the purchase of Smart Boards. (*Background*)
10. Acceptance of the donation of five additional Smart Board stands from the Deptford Township School District.
11. Course Permission/Tuition Reimbursement Requests:
- a. EMPLOYEE: Bonnie Bhasin
 COURSE TITLE 1: Math: Teaching for Understanding (Grades K- 6)
 COURSE TITLE 2: Succeeding with Difficult Students
 UNIVERSITY: Marygrove College
 COURSE TUITION: \$990.00
 COURSE REIMBURSEMENT: \$0.00 as employee has reached the maximum reimbursement per school year.
 SEMESTER: Spring 2009

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

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

- b. EMPLOYEE: Lynn Marcus
 COURSE TITLE: Leadership Theory
 UNIVERSITY: Rowan University
 COURSE TUITION: \$2,336.70
 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: Spring 2009

MOTION: **ITEM 11.b TABLED**

MOVED BY: Mr. Manley
 ON ROLL CALL VOTE:

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

12. Teacher Workshop – Smart Board Training

DATE: Friday, February 6, 2009
 TIME: 8:45 AM – 10:45 AM Training; 10:45 AM – 12:15 PM Smart Board application
 LOCATION: Clementon Elementary Science Lab
 ATTENDEES: Kimberly Schultz, Karen Stiles, Michele Small, Candice Collins, Victoria DeVone, Mary Ellen Haldeman, Jamie Kosmaczewski, Kathleen Batchelor, Charity Knecht, Rick Koch, Cheryl Pataky, Matthew Duffield, Albert Wagner, Lynn Marcus

13. Workshop/Meeting Requests:

- a. EMPLOYEE: Michael Adams
 WORKSHOP: Regional EWEG Payment System Training
 LOCATION: Washington Township High School, Sewell, NJ
 DATE: Thursday, January 29, 2009

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- COST: \$0.00
SPONSOR: NJ Department of Education
- b. EMPLOYEE: Lynn Marcus
WORKSHOP: Regional EWEG Payment System Training
LOCATION: Washington Township High School, Sewell, NJ
DATE: Thursday, January 29, 2009
COST: \$0.00
SPONSOR: NJ Department of Education
- c. EMPLOYEE: Albert Wagner
WORKSHOP: 504 Workshop
LOCATION: Toms River, NJ
DATE: Wednesday, February 11, 2009
COST: \$0.00
SPONSOR: Institute for Prevention
- d. EMPLOYEE: Jamie Kosmaczewski
WORKSHOP: Creating and Managing the Writer's Workshop
LOCATION: Clarion Hotel, Cherry Hill, NJ
DATE: Thursday, February 19, 2009
COST: \$199.00
SPONSOR: SDE
- e. EMPLOYEE: Cheryl Pataky
WORKSHOP: Using Learnia to Meet all Students' Needs (Middle School)
LOCATION: Delsea Regional High School
DATE: Monday, February 23, 2009
COST: \$0.00
SPONSOR: Pearson Education
- f. EMPLOYEE: Rick Koch
WORKSHOP: Using Learnia to Meet all Students' Needs (Middle School)
LOCATION: Delsea Regional High School
DATE: Monday, February 23, 2009
COST: \$0.00
SPONSOR: Pearson Education
- g. EMPLOYEE: Albert Wagner
WORKSHOP: Electronic Violence and Vandalism Reporting Training
LOCATION: Mount Laurel Marriot
DATE: Wednesday, February 25, 2009
COST: \$0.00
SPONSOR: NJ Department of Education
- h. EMPLOYEE: Michelle Theriault
WORKSHOP: Differentiated Instruction for Grades 6- 12
LOCATION: Crowne Plaza Hotel, Jamesburg, NJ
DATE: Thursday, February 26, 2009
COST: \$150.00
SPONSOR: Association of Mathematics Teachers of NJ
- i. EMPLOYEE: Victoria DeVone
WORKSHOP: Differentiated Instruction for Grades 6- 12
LOCATION: Crowne Plaza Hotel, Jamesburg, NJ
DATE: Thursday, February 26, 2009

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COST: \$150.00
 SPONSOR: Association of Mathematics Teachers of NJ

- j. EMPLOYEE: Mary Ann Egan
 WORKSHOP: Using Guided Reading, Literature Circles, and Explicit Skills Instruction for Successful Reading in Grades 3-6
 LOCATION: The Mansion, Voorhees, NJ
 DATE: Monday, March 30, 2009
 COST: \$199.00
 SPONSOR: Bureau of Education and Research

14. Field Trips:

- a. TRIP: **2009 Memorial A.A. Invitational Basketball Tournament**
 DATES: Wednesday, March 11 through Sunday, March 15, 2009
 TIMES: 3:15 PM to approximately 7:30 PM
 DESTINATION: Gloucester City High School, Gloucester City, NJ
 TOURNAMENT FEE: \$75.00 per team
 TRANSPORTATION: Not to exceed \$300.00 per bus
 PARTICIPANTS: Boys and Girls Basketball Teams and Cheerleaders
 NOTE: Should the team(s) progress past the third day (into the weekend) it will be the parents' responsibility to provide transportation.

15. School Activities:

- a. EVENT: **Student Government Fundraiser - Candy Gram Sale**
 FACULTY SPONSOR: Karen Stiles
 DATES: February 2 through February 6, 2009
 NOTE: Students will be selling candy grams that will be delivered to students on February 12, 2009 to raise funds for Student Government.
- b. EVENT: **Student Government Valentine's Day Dance**
 FACULTY SPONSOR: Karen Stiles
 DATE: Thursday, February 5, 2009
 TIME: 3:15 PM - 5:15 PM
 LOCATION: Multi-Purpose Room
 ATTENDEES: Eligible students in grades six, seven, and eight.

16. Community Use of Facilities:

- a. ORGANIZATION: Community Education
 PERSON IN CHARGE: Kate Teschner
 SPONSOR: Community Education
 PURPOSE: Annual Penny Party
 DATE: November 19, 2009
 TIME: 7:00 PM
 LOCATION: Gym and Multi-Purpose Room
 NOTE: This event is being submitted ahead of time as the fundraising efforts should begin as early as possible.
- b. ORGANIZATION: Barrington Basketball
 PERSON IN CHARGE: Charles Kellogg
 SPONSOR: Community Education
 PURPOSE: Basketball practice for fifth grade girls
 DATES: Mondays or Thursdays, or when available;

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January 27, 2009 through March 1, 2009
 TIME: 6:30 PM – 8:00 PM or even just one hour a week
 LOCATION: Gym and Multi- Purpose Room
 NOTE: Other organization(s) have already reserved these rooms.
 Barrington Basketball may use the rooms only if they are available.

MOVED BY: Mr. Gahm
 ON ROLL CALL VOTE:

SECOND BY: Mrs. de Haan
 MOTION CARRIED: 7-0-0

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

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

17. Employment of the following individuals for the 2008-2009 school year:

- a. POSITION: Part-Time Student Supervision Aide
 NAME: Glorimar Novoa
 RATE OF PAY: \$7.15 per hour
 HOURS: Two hours per day, five days a week
 START DATE: January 27, 2009
- b. POSITION: Substitute Secretary
 NAME: Amanda Reiser
 RATE OF PAY: \$7.50 per hour

18. Workshop Request Correction:

- a. EMPLOYEE: Albert Wagner
 WORKSHOP: 504 Workshop
 LOCATION: Toms River, NJ
 DATE: Wednesday, February 11, 2009
 COST: \$75.00
 SPONSOR: Institute for Prevention

MOVED BY: Mrs. Suckle
 ON ROLL CALL VOTE:

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

19. Discussion Items:

- a. Professional Learning Community proposal

MOTION: Approve the Professional Learning Community Proposal

MOVED BY: Mr. Gahm
 ON ROLL CALL VOTE:

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

- b. Video equipment proposal for Access Channel (Channel 19)
 c. New Jersey School Boards Association's 2008-2011 Strategic Plan Survey
 d. Title I Extended Year (Summer) Program
 e. Informal Observations
 f. School Leadership Team
 g. Computers/Smart Boards

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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	\$175,289.59
2. List # 2 (Community Education)	\$7,899.01
3. List # 3	\$106,982.78

2. Payment Transactions:

- a. Approve transfers in the amount of \$48,002.00.

- b. Payroll transfers:

<u>Date</u>	<u>Transaction</u>	<u>Amount</u>
12/15/08	From: General To: Payroll	\$83,081.31
12/15/08	From: General To: Agency	\$126,004.09
12/16/08	From: General To: Payroll	\$700.92
12/16/08	From: General To: Agency	\$1,990.33
12/23/08	From: General To: Payroll	\$86,186.21
12/23/08	From: General To: Agency	\$136,616.37

3. Wire Transactions:

<u>Date</u>	<u>Transaction</u>	<u>Amount</u>
12/15/08	To: First Niagara Bank For: Tax Sheltered Annuities	\$6,056.65
12/30/08	To: First Niagara Bank Special For: Tax Sheltered Annuities	\$6,056.65

4. Investment Report:

- a. Construction Bond Funds Activity:

Balance as of 11/30/08	\$188,080.66
Interest Earned as of 12/30/08	\$107.88
Deposits	\$149,650.40
Withdrawn for Expenses	\$0.00
Balance as of 12/31/08	\$337,838.94

5. Out of district placement for student # 1817 to Pineland Learning Center for the 2008- 2009 school year beginning December 18, 2008 at a tuition rate of \$38,298.60 (pro-rated).
6. One-on-one aide for student # 147 attending Holly Dell at a cost of \$15,452.85.
7. Drawing for school board candidate ballot positions will take place on March 16, 2009.
8. School Election on Tuesday, April 21, 2009 with polling to be held at Clementon Elementary School from 2:00 PM to 9:00 PM (unless otherwise advised by the Commissioner of Education).

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9. Hourly rate for school election workers will be \$10.00.
10. 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 **November 2008 and December 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 **November 30, 2008** and **December 31, 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: Mr. Manley
ON ROLL CALL VOTE:

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

CORRESPONDENCE:

1. December 2008 Food Service Update from Nutri-Serve Food Management, Inc.
2. Letter from Michael Adams to parent/guardian regarding a discipline issue.

COMMITTEE REPORTS:

1. Administrative Evaluation
(*Chairperson - Randall Freiling*)
 - Mr. Freiling met with Mr. Bigley to discuss the evaluation of the superintendent.
2. Building and Maintenance
(*Chairperson - Harry Gahm*)
 - Mr. Gahm reported on the progress of the second phase of the solar project. Mr. Gahm and Mrs. Clement met with the auditor to discuss the limited funding for the second phase of the system. Mrs. Clement did an analysis of electrical usage and increase in rates.
3. Camden County Educational Services Commission
(*Representative - Virginia de Haan*)
 - Mrs. de Haan reported that there are only five students attending White Horse Academy.
4. Camden County School Boards Association
(*Representatives - Harry Gahm and Ellen Suckle*)
 - Mrs. Buchalter reported that a special board meeting will be held on March 17, 2009 with Pine Hill and Berlin Township to discuss consolidation.

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5. Community Education
(*Chairperson - Steven Manley*)
 - Mr. Manley gave a report on various programs.
 - a. Camp Clementon Attendance - December 2008
6. Policy
(*Chairperson - Tracy Dougherty*)
 - No report
7. Core Curriculum and Technology
(*Chairperson - Ellen Suckle*)
 - Mrs. Suckle gave a report of curriculum meeting for the seventh and eighth grade textbooks and the new Learnia program.
8. Finance
(*Chairperson - Randall Freiling*)
 - Mr. Freiling reported that Pine Hill will be increasing tuition rates for the 2009-2010 school year by \$1,000 per student.
9. Legislation
(*Representative - William Weyland*)
 - No report - Mr. Weyland was absent.
10. Personnel - Executive Session
(*Chairperson - Sara Paranzino*)
11. 7th and 8th Grade Committee
(*Chairperson - Steven Manley*)
 - Mr. Manley reported on classroom assessments and the Learnia program.
12. Pine Hill Board of Education
(*Representative - Irene Buchalter*)
 - Mrs. Buchalter reported on the first paperless board meeting in Pine Hill.
 - a. Minutes from the November 25, 2008 Worksession/Regular Business Meeting
13. Municipal Alliance
(*Representative - William Weyland*)
 - No report - Mr. Weyland was absent

OTHER INFORMATION:

1. Clementon School Information:
 - a. Enrollment Report - December 23, 2008
 - b. Nurse's Report - December 2008
 - c. Principal's Report - December 2008
 - i. Suspensions - 21 Total (15 Out-of-School; 6 In-School)
(Contained in the Principal's Report)
 - ii. Fire Drill Data (Contained in the Principal's Report)
2. Clementon Board of Education candidate packets are available in the Business Office. The DEADLINE for nominating file petitions is March 2, 2009.

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3. Clementon Board of Education members who are up for election in April 2009 are Mrs. de Haan, Mr. Manley, and Mrs. Suckle.

PUBLIC:

No comments from the public.

MOTION: To close the public portion of the meeting.

MOVED BY: Mr. Manley

SECOND BY: Mr. Gahm

ON ROLL CALL VOTE:

MOTION CARRIED: 7-0-0

EXECUTIVE SESSION:

MOTION: To move into Executive Session at 8:36 PM.

Mrs. Buchalter read the Open Public Meeting Acts Notice to move into a closed session for the purpose of discussing potential litigation and potential impairment of the right to receive governmental funds.

MOVED BY: Mrs. Dougherty

SECOND BY: Mr. Gahm

ON ROLL CALL VOTE:

MOTION CARRIED: 7-0-0

MOTION: To return from closed session at 8:42 PM.

MOVED BY: Mrs. de Haan

SECOND BY: Mrs. Suckle

ON ROLL CALL VOTE:

MOTION CARRIED: 7-0-0

ADJOURNMENT:

MOTION: To adjourn the meeting at 8:43 PM.

MOVED BY: Mr. Gahm

SECOND BY: Mrs. Suckle

ON ROLL CALL VOTE:

MOTION CARRIED: 7-0-0

Respectfully submitted,

Joanne E. Clement, Board Secretary
February 23, 2009