

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ April 27, 2009

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

Regular Meeting of the Clementon Board of Education
Clementon Elementary School Multi-Purpose Room
April 27, 2009

The Regular Meeting of the Clementon Board of Education was called to order at 7:15 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	7:15 PM	9:20 PM
Tracy Dougherty	Absent	--
Randall Freiling	7:15 PM	9:20 PM
Harry Gahm	7:15 PM	9:20 PM
Sara Paranzino	7:15 PM	9:20 PM
John Romer	7:15 PM	9:20 PM
Ellen Suckle	7:15 PM	9:20 PM
William Weyland	7:15 PM	8:45 PM
Irene Buchalter	7:15 PM	9:20 PM

Quorum present.

Also present were:

Michael W. Adams, Superintendent
Joanne E. Clement, School Business Administrator/Board Secretary
Shannon Klecko, Solicitor
Frank Cavallo, Jr., Esq., Solicitor

Also present in the audience were:

Members of the community and staff.

PRESENTATIONS:

- *Anti-Bullying Program Initiative* – Mr. Al Wagner and Mr. Michael Adams
- *April 2009 Superstars of the Month* – Ms. Lynn Marcus
 - Elijah Lauritsen – First Grade
 - Tiffany Richardson – Fifth Grade
 - Janice Lafferty – Sixth Grade
- *March 2009 Manner Banner, Class 1A* – Mr. Michael Adams, Ms. Lynn Marcus, and Mr. Albert Wagner

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MINUTES:

MOTION: Approve the Minutes of the following meetings:

- March 30, 2009 Special Meeting (Public Hearing for Budget)
- March 30, 2009 Regular Meeting (No Executive Session Held)

MOVED BY: Mr. Weyland
ON ROLL CALL VOTE:

SECOND BY: Mr. Freiling
MOTION CARRIED: 7-0-1
 (Mr. Romer abstained.)

PUBLIC - AGENDA ITEMS ONLY:

Ms. Laura Raymore, 8 Chestnut Lane, addressed the board concerning issues on bullying. Mrs. Buchalter advised her to contact the administration concerning the problem.

Ms. Dina Paradiso, 2 Higgins Avenue, also spoke about her concerns stating that her child is being bullied. Mrs. Buchalter suggested that both parents contact Mr. Wagner to discuss their concerns and perhaps Ms. Raymore and Ms. Paradiso could join the advisory committee that will be discussing the new anti-bullying program.

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

SUPERINTENDENT'S REPORT:

1. Extension of medical leave from the Family Medical Leave Act to Medical Leave for employee # 18 beginning May 5, 2009 and lasting approximately through the end of the school year.
2. Request for medical leave of absence from employee # 27, beginning approximately September 8, 2009 through approximately December 31, 2009 utilizing all available illness days. The remainder of the days shall be compensated by employee's disability plan and the Family Medical Leave Act.
3. Employment of the following individual for the 2009- 2010 school year:
 - a. POSITION: Title I Teacher (10 months)
 - NAME: Jamie Kosmaczewski
 - SALARY: \$49,600.00
 - STEP: 5MA+ 15
 - START DATE: September 1, 2009
 - NOTE: Salary funded by Title I

MOVED BY: Mr. Gahm
ON ROLL CALL VOTE:

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

4. Additions (dated April 2009) to the Source 4 Teachers master substitute list.
5. Extension of employment of the following individual for the remainder of the 2008-2009 school year:
 - a. POSITION: Substitute Teacher
 - NAME: Sabrina Clark

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RATE OF PAY: \$233.28 per diem
 DATES: May 5, 2009 through approximately the last day of school.

6. Employment of the following individuals for the 2009- 2010 school year:

- a. POSITION: Special Education Teacher (10 months)
 NAME: Christine Kremer
 SALARY: \$44,148.00
 STEP: 1BA
 START DATE: September 1, 2009
 NOTE: Employment contingent upon receipt of appropriate New Jersey certification; currently being processed by the New Jersey Department of Education Office of Licensure and Credentials.
- b. POSITION: Teacher of Grade 6, Mathematics (10 months)
 NAME: Michelle Endrizzi
 SALARY: \$44,148.00
 STEP: 1BA
 START DATE: September 1, 2009
- c. POSITION: Teacher of Grade 3 (10 months)
 NAME: Lauren Roberts
 SALARY: \$48,450.00
 STEP: 5MA
 START DATE: September 1, 2009
- d. POSITION: Substitute Teacher
 NAME: Elizabeth Letizia
 RATE OF PAY: \$90.00 per diem for the first 20 days; day 21 and thereafter at Salary Step 1BA, \$44,148.00 (pro-rated) = \$239.93 per diem.
 DATES: September 1, 2009 through December 31, 2009

7. SMART Board Staff Training Session:

- a. DATE: Thursday, May 14, 2009
 TIME: 3:45 PM – 4:45 PM
 LOCATION: Science Lab
 RATE OF PAY: \$29.00 per hour, per teacher
 PARTICIPANTS: Eileen Swan, Bonnie Bhasin, Dawn Egan, Michelle Theriault, and Karen Stiles (presenter)
 NOTE: Funded by Title I

8. Certified personnel for the 2009- 2010 school year:

Agresta, Kathryn	\$	48,450.00
Anderson, Dawn	\$	50,800.00
Ballinghoff, Jessica	\$	46,040.00
Bare, Catherine	\$	67,225.00
Batchelor, Kathleen	\$	52,240.00
Bhasin, Bonnie	\$	55,800.00
Boone, Traci	\$	50,240.00
Breon, Janice	\$	79,270.00
Butz, James	\$	45,000.00

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Cirrincione, Michelle	\$	45,000.00
Clayton, Karen	\$	61,750.00
Collins, Candice	\$	48,450.00
Detwiler, Ruth Anne(80%)	\$	62,836.00
Dougherty, Teresa	\$	73,895.00
Eckhardt, Chelesa	\$	45,515.00
Egan, Dawn	\$	67,225.00
Egan, Maryann	\$	74,935.00
Falkenstein, Brenda	\$	70,491.00
Gundaker, Nancy	\$	52,240.00
Haldeman, Mary	\$	54,900.00
Heverly, Alicia (50%)	\$	22,237.50
Jennetta, Clementina	\$	49,150.00
Koch, Frederick (Rick)	\$	48,450.00
Kolody, Kelly	\$	45,000.00
Kosmaczewski, Jamie	\$	49,600.00
Levine, Lauren	\$	61,750.00
Martinez, Elsie	\$	44,475.00
Mason, Lisa (50%)	\$	22,757.50
Mazzocca, Salvatore	\$	48,450.00
Monacella, Dawn	\$	64,086.00
O'Brien, Michael	\$	52,650.00
Palermo, Nicole	\$	51,200.00
Pape, Audrey	\$	48,450.00
Pataky, Cheryl	\$	67,525.00
Pickering, Karen	\$	70,491.00
Pollock, Lynne	\$	73,895.00
Prescott, Cheryl	\$	73,895.00
Procopio, Christine	\$	49,150.00
Rambo, Sandra	\$	73,941.00
Roberts, Lauren	\$	48,450.00
Roemer, Ryan (50%)	\$	23,962.50
Schultz, Kimberly	\$	49,200.00
Small, Michele	\$	56,986.00
Stefan, Tracy	\$	50,240.00
Stiles, Karen	\$	45,000.00
Swan, Eileen	\$	70,491.00
Taylor, Priscilla	\$	49,150.00
Theriault, Michelle	\$	47,725.00
Thumm, Karen	\$	70,491.00
Thurston, Janet	\$	73,895.00
Tropp, Karen	\$	54,650.00
Williams, Marianne	\$	61,750.00
Winters, Lorraine	\$	73,941.00

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9. Permission to utilize Clementon School District certified staff members to conduct homebound instruction services for the 2009- 2010 school year at \$31.00 per hour.
10. First Reading of the following policies/regulation:
- a. 5512 Hazing
 - b. R 5512 Reporting Procedure – Hazing and/or Harassment, Intimidation, or Bullying
 - c. 5512.01 Harassment, Intimidation, and Bullying
11. Student Teacher Clinical Practice Request for the 2009- 2010 school year:
- a. NAME: Daina M. Viola
UNIVERSITY: Rowan University
DATES: September 8, 2009 through December 18, 2009
COOPERATING TEACHER: Kelly Kolody, Grade 1
12. Offer Clementon Overbrook High School students the opportunity to participate in the Summer 2009 Upward Bound Program from Camden County College. will speak with eighth grade students about a national college- prep academy held at over 700 U.S. colleges. It is sponsored by the U.S. Department of Education. If any of our students qualify, they can take advantage of this program starting this summer and continuing during their four years of high school. This academy offers students a six week summer program in which students take informal classes in foreign languages, Math, English, SAT preparation, and computer science. They also will enjoy recreational events, field trips to museums, science centers, and cultural events. During the academic year, students would attend English and Math labs at Camden County College. There is no cost to the students.
13. Workshop/Meeting Requests:
- a. EMPLOYEE: Michael Adams
WORKSHOP: NJQSAC Training Session
LOCATION: Camden County College, Blackwood, NJ
DATE: Tuesday, April 28, 2009
COST: \$0.00
SPONSOR: NJ Department of Education
 - b. EMPLOYEE: Joanne Clement
WORKSHOP: NJQSAC Training Session
LOCATION: Camden County College, Blackwood, NJ
DATE: Tuesday, April 28, 2009
COST: \$0.00
SPONSOR: NJ Department of Education
 - c. EMPLOYEE: Dawn Anderson
WORKSHOP: McKinney- Vento Homeless Education Grant
LOCATION: NJ Department of Education, Trenton, NJ
DATE: Wednesday, April 29, 2009
COST: \$0.00
SPONSOR: NJ Department of Education
 - d. EMPLOYEE: Diane Palogruto
WORKSHOP: McKinney- Vento Homeless Education Grant
LOCATION: NJ Department of Education, Trenton, NJ
DATE: Wednesday, April 29, 2009

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COST: \$0.00
 SPONSOR: NJ Department of Education

e. EMPLOYEE: Lynn Marcus
 WORKSHOP: NJQSAC Training Session
 LOCATION: Camden County College, Blackwood, NJ
 DATE: Tuesday, April 28, 2009
 COST: \$0.00
 SPONSOR: NJ Department of Education

f. BOARD MEMBER: Irene Buchalter
 WORKSHOP: NJQSAC Training Session
 LOCATION: Camden County College, Blackwood, NJ
 DATE: Tuesday, April 28, 2009
 COST: \$0.00
 SPONSOR: NJ Department of Education

g. EMPLOYEE: Lisa Mason
 WORKSHOP: Follett Spring "Book Look"
 LOCATION: Whitman Square Fire Hall, Blackwood, NJ
 DATE: Wednesday, May 6, 2009
 COST: \$0.00
 SPONSOR: Follett Library Resources

14. School Activities:

a. EVENT: **Arbor Day Celebration**
 DATE: Thursday, April 30, 2009
 TIME: 2:30 PM
 LOCATION: Outside; front of school
 PARTICIPANTS: Students in grades preschool through two

b. EVENT: **NJHS Service Project – *Shoebox Personal Care Collection***
 FACULTY SPONSOR: Cathe Bare
 DATES: May 1 through May 31, 2009
 NOTE 1: Every homeroom from preschool through grade eight will be given two shoeboxes (one for a male recipient and one for a female recipient). Students in the homerooms can donate personal care items to fill the shoeboxes. (Instructions and a list of appropriate items to choose from will be provided to the homerooms.)
 NOTE 2: The beneficiaries of the shoebox collection will be clients of My Father's House, a counseling center for both men and women.

15. Community Use of Facilities:

a. ORGANIZATION: Community Education
 PERSON IN CHARGE: Kate Teschner
 EVENT: 2009 Penny Party Committee Meetings
 DATES: At least one time each month from May 4, 2009 through November 19, 2009
 TIME: 3:15 PM – 4:00 PM
 LOCATION: Multi-Purpose Room, Media Center, or Science Lab, depending upon room availability.

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NOTE: Meetings held to plan and execute the annual Penny Party. As the November 2009 date nears, the frequency of the meetings will increase.

- b. ORGANIZATION: Original Garden State Corvette Club
 PERSON IN CHARGE: Tina Jennetta
 SPONSORED BY: Community Education and D.A.R.E.
 EVENT: Original Garden State Corvette Club Car Show
 DATE: Saturday, May 2, 2009
 RAIN DATE: TBA Fall 2009
 TIME: 1:00 PM – 3:00 PM
 LOCATION: CES Staff Parking Lot
 NOTE: The Original Garden State Corvette Club will showcase their classic Corvettes (approximately 24 cars) at CES for the community's viewing pleasure. There is no charge to attend the event but donations will be accepted. All donations received shall benefit Community Education and the D.A.R.E. program.

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

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

16. Clementon PTA Event:

- a. EVENT: Spring Fundraiser
 DATES: April 28 through May 8, 2009
 ITEMS TO BE SOLD: Nuts and candles from Monkey Joe's Big Nut Company

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

SECOND BY: Mrs. Suckle
 MOTION CARRIED: 7-0-1
 (Mr. Weyland abstained.)

17. Request from Clementon Police Chief David Kunkel to distribute Clementon Police Department/National Association of Chiefs of Police K-9 Matching Gift Project flyers to students to take home to parents/guardians.

MOVED BY: Mr. Gahm
 ON ROLL CALL VOTE:

SECOND BY: Mrs. Suckle
 MOTION CARRIED: 7-0-1
 (Mr. Freiling abstained.)

18. Discussion Items:

- a. Informal Observations
 b. School Leadership Team Meeting
 c. Title I

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	\$276,798.85
2. List # 2	\$41,206.00
3. List # 3 (Community Education)	\$8,624.03
4. List # 4	\$481,411.97
5. List # 5	\$431,301.39

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2. Payment Transactions:

a. Approve transfers in the amount of \$19,000.00.

b. Payroll transfers:

<u>Date</u>	<u>Transaction</u>	<u>Amount</u>
03/15/09	From: General To: Payroll	\$127,862.99
03/15/09	From: General To: Agency	\$60,599.72
03/30/09	From: General To: Payroll	\$126,562.94
03/30/09	From: General To: Agency	\$60,661.88

3. Wire Transactions:

<u>Date</u>	<u>Transaction</u>	<u>Amount</u>
03/15/09	To: First Niagara Bank For: Tax Sheltered Annuities	\$5,896.65
03/30/09	To: First Niagara Bank Special For: Tax Sheltered Annuities	\$5,896.65

4. Investment Report:

a. Construction Bond Funds Activity:

Balance as of 02/28/09	\$338,043.07
Interest Earned as of 03/30/09	\$157.91
Deposits	\$0.00
Withdrawn for Expenses	\$0.00
Balance as of 03/30/09	\$338,200.98

5. Accept \$500.00 donation from TD Bank for the Soccer Program.

6. Resolution for Educational Services Commission to provide the following services for the 2009- 2010 school year:

- a. Special Education Transportation
- b. Vocational Transportation
- c. Non- Public Transportation
- d. PL 192- 103
- e. Aid in Lieu of Transportation
- f. I.D.E.I.A. Services
- g. Occupational Therapy Services

7. Participation in the Camden County Elementary League for the following 2009- 2010 sports:

- a. Girls'/Boys' Soccer
- b. Boys' Basketball
- c. Girls' Basketball
- d. Girls' Softball

8. Payment of full PERS payment with reduction of 50% of state aid.

9. Out of district placement for student # 2099 to Archway Schools beginning April 1, 2009 through June 30, 2009 at a tuition rate of \$32,220.00 (pro-rated).

10. William Weyland to attend Delegate Assembly on May 16, 2009.

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11. School breakfast and lunch prices for the 2009- 2010 school year (no increase from last year):

<u>Breakfast</u>		<u>Lunch</u>	
Paid:	\$1.00	Paid	\$2.00
Reduced:	\$.30	Reduced:	\$.40
Adult:	\$1.50	Adult:	\$3.00

12. Pine Hill tuition for the 2009- 2010 school year is \$13,000.00 per student.
13. Nursing services for White Horse Academy for the 2009- 2010 school year at a contracted cost of \$415.00.
14. Acceptance of 2008- 2009 No Child Left Behind (NCLB) grant funds as follows:
- Title I: \$209,863
 - Title IIA: \$ 49,776
 - Title IID: \$ 1,743
 - Title IV: \$ 3,336
15. Source 4 Teachers contract for substitute teacher services for the 2009- 2010 school year. Daily rate: \$120.00, which is a 3% increase over last year.
16. Bid results from bid opening on April 23, 2009 for the Solar Project Phase II:
- Ray Angelini, Inc. \$322,000.00
 - Joseph R. Delgado, Inc. \$378,984.00

Award contract to Ray Angelini, Inc. for \$322,000.00

17. 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 **March 2009**. 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 **March 31, 2009**, 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. Suckle
ON ROLL CALL VOTE:

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

CORRESPONDENCE:

- March 2009 Food Service Update from Nutri-Serve Food Management, Inc.
- Apology letter from student.

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3. Letter from Michael Adams to parents/guardians regarding the April 1, 2009 incident.

COMMITTEE REPORTS:

1. Administrative Evaluation – Executive Session
(*Chairperson - Randall Freiling*)
2. Building and Maintenance
(*Chairperson - Harry Gahm*)
 - Mr. Gahm reported on the solar bids. We are still waiting to hear from the state concerning the 7th and 8th grade renovations.
3. Camden County Educational Services Commission
(*Representative - Virginia de Haan*)
 - Reorganization took place this week.
4. Camden County School Boards Association
(*Representatives - Harry Gahm and Ellen Suckle*)
 - Meeting in May to be announced.
5. Community Education
(*Chairperson - John Romer*)
 - Mrs. Clement read the report.
 - a. Camp Clementon Attendance – March 2009
6. Policy
(*Chairperson - Irene Buchalter*)
 - 5000, 6000, 7000 series; three more sets this week.
7. Core Curriculum and Technology
(*Chairperson - Ellen Suckle*)
 - This month, the Technology Department made some more improvements to network consistency and security, identified some potential trouble spots, began documenting the network, and installed new Smart Boards.
 - Over the spring break, our department configured the main student Windows account to have a “roaming” user profile. This means that all of the student account’s settings are stored centrally, on a server, providing a uniform user experience. This also enables us to have tighter control over what the students can do on the district machines, easing the job of administering them.
 - Another spring break change was to physically go around to all of the remaining Windows 98 computers in the district and ensure that they are accessing the Internet through the school’s web filter. Windows 98, unlike Windows XP, does not provide a centralized way to enforce those settings, so they had to be configured manually. This was far easier to accomplish without students or the majority of the staff in the building. All district machines are now configured to go through the web filter; subsequently, direct web access has now been disabled. If a tech-savvy user attempts to access the web directly, bypassing the filter, they will now be blocked from doing so.
 - A potential problem has been identified in the district’s router, which is owned and operated by Comcast. The district has experienced three or four outages of this device in the past school year, not counting those caused by general power failure. The device is also 10- 12 years old, which is obviously considered ancient by today’s pace of technology change. Comcast’s support

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team has been made aware of the problem, but the service we currently subscribe to (Camnet) is being phased out, so they will not be upgrading the equipment. They are monitoring the router and will swap it for another one of the same model, but not provide better equipment under this service. Comcast has suggested we look into transitioning the district's service to Comcast's Commercial Division, which can provide a more efficient solution and allow us to use our own router instead of having to rely on theirs. We do not currently own a suitable router, but can purchase one over the summer with the money that has been budgeted for network upgrades. This project would not begin until the summer anyway, as other disruptive changes would have to be made to our IP addressing and DNS records.

- Finally, the Technology Department has begun documenting the district network and mapping out, physically, where different cables and connections go throughout the building. Documentation is a slow process and is never truly complete, but having that information can be of vital assistance in quickly resolving infrastructure problems.

8. Finance

(Chairperson - Randall Freiling)

- Grant with Borough of Clementon for security.

9. Legislation

(Representative - William Weyland)

- Next month.

10. Personnel

(Chairperson - Sara Paranzino)

- Personnel Committee met with Administration. We discussed the addition of a part-time clerk position from Title I funds. Also, employee # 150 must begin family/medical leave immediately.

MOTION: To allow the family leave/medical leave of employee # 150 to begin immediately due to complications.

MOVED BY: Mrs. Suckle
ON ROLL CALL VOTE:

SECOND BY: Mrs. de Haan
MOTION CARRIED: 8-0-0

11. 7th and 8th Grade Committee

(Chairperson - William Weyland)

- Nothing to report.

12. Pine Hill Board of Education

(Representative - Irene Buchalter)

- Mrs. Buchalter reported that for the first time in seven years the Pine Hill BOE's budget passed.
 - a. Minutes from the February 24, 2009 Worksession/Regular Business Meeting

13. Municipal Alliance

(Representative - William Weyland)

- Nothing to report.

