

**CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 27, 2009**

---

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

Regular Meeting of the Clementon Board of Education  
Clementon Elementary School Media Center  
July 27, 2009

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	8:35 PM
Tracy Dougherty	7:43 PM	8:35 PM
Randall Freiling	7:34 PM	8:35 PM
Harry Gahm	7:30 PM	8:35 PM
Sara Paranzino	7:30 PM	8:35 PM
John Romer	Absent	--
Ellen Suckle	7:30 PM	8:35 PM
William Weyland	7:30 PM	8:35 PM
Irene Buchalter	7:30 PM	8:35 PM

Quorum present.

Also present were:

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

Also present in the audience were:

Members of the community and staff.

**EXECUTIVE SESSION I:**

**MOTION:** To move into Executive Session at 7:32 PM.

Mrs. Buchalter read the Open Public Meeting Acts Notice to move into a closed session for the purpose of discussing student residency issues.

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

**SECOND BY:**       Mr. Weyland        
**MOTION CARRIED:** 6-0-0

**Mr. Freiling entered the meeting at 7:34 PM.**

**CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 27, 2009**

---

MOTION: To return from closed session at 7:35 PM.

MOVED BY:       Mrs. Suckle      

SECOND BY:       Mrs. Paranzino      

ON ROLL CALL VOTE:

MOTION CARRIED: 7-0-0

Mrs. Dougherty entered the meeting at 7:43 PM.

**PRESENTATIONS:**

- 2009-2010 District Goals – Mr. Michael Adams
- Discussion: QSAC – Building Inspection and Finance Section – Mr. Michael Adams
- NWEA Measures of Academic Progress Results (MAP) – Mr. Michael Adams and Ms. Lynn Marcus

**MINUTES:**

MOTION: Approve the Minutes of the following meetings:

- June 22, 2009 Special Meeting – Public Hearing
- June 22, 2009 Regular Meeting (No Executive Session held.)
- July 14, 2009 Special Meeting

MOVED BY:       Mr. Weyland      

SECOND BY:       Mrs. Suckle      

ON ROLL CALL VOTE:

MOTION CARRIED: 7-0-1  
(Mrs. de Haan abstained.)

**PUBLIC – AGENDA ITEMS ONLY:**

No public present.

**SUPERINTENDENT'S REPORT:**

1. Acceptance, with regret, of the resignation of employee # 53, School Psychologist/CST Coordinator.
2. Acceptance, with regret, of the resignation of employee # 9, Student Supervision Aide, effective July 14, 2009.
3. Employment of the following individual for the 2009- 2010 school year:
  - a. POSITION: Teacher of Grade Five (10 months)
  - NAME: Alyssa Martin
  - SALARY: \$44,148.00
  - STEP: 1BA
  - START DATE: September 1, 2009

MOVED BY:       Mr. Weyland      

SECOND BY:       Mrs. Suckle      

ON ROLL CALL VOTE:

MOTION CARRIED: 8-0-0

4. Employment of the following individuals for the 2009- 2010 school year:
  - a. POSITION: Part- Time Clerical Aide for Title I Office
  - NAME: Suzette Kohn
  - RATE OF PAY: \$8.00 per hour

## CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 27, 2009

---

- HOURS: 29 hours per week maximum, Monday through Friday  
 START DATE: September 1, 2009
- b. POSITION: Part-Time Clerical Aide for Assistant Principal's Office  
 NAME: Lynne Young  
 RATE OF PAY: \$8.00 per hour  
 HOURS: 29 hours per week maximum, Monday through Friday  
 START DATE: September 1, 2009
5. LEARNING CENTERS FOR EVERYDAY MATH training – addition of new staff member:
- a. EVENT: Learning Centers for Everyday Math Workshop  
 DATE: July 29, 2009  
 TIME: 9:00 AM – 12:00 PM  
 FACILITATOR: Rick Koch  
 ADDITIONAL PARTICIPANT: Alyssa Martin  
 COST: \$31.00 per hour  
 NOTE: Funded by Title I, Title I Carryover, Title IIA, and/or Title IIA Carryover
6. STORY TOWN – THINK CENTRAL training – addition of three staff members:
- a. EVENT: STORY TOWN – THINK CENTRAL Training  
 DATE: August 11, 2009  
 TIME: 9:30 AM – 11:30 AM  
 FACILITATOR: Story Town Representative  
 ADDITIONAL PARTICIPANTS: Alyssa Martin, Candice Collins, Audrey Pape  
 COST: \$31.00 per hour  
 NOTE: Funded by Title I, Title I Carryover, Title IIA, and/or Title IIA Carryover
7. GUIDED READING AND DRA2 training – addition of new staff member:
- a. EVENT: Guided Reading and DRA2 Training  
 DATE: August 18, 2009  
 TIME: 10:00 AM – 12:00 PM  
 FACILITATOR: Jamie Kosmaczewski  
 ADDITIONAL PARTICIPANT: Alyssa Martin  
 COST: \$31.00 per hour  
 NOTE: Funded by Title I, Title I Carryover, Title IIA, and/or Title IIA Carryover
8. 6+ 1 TRAITS OF WRITING training – addition of new staff member:
- a. EVENT: 6+ 1 Traits of Writing Workshop  
 DATE: August 20, 2009  
 TIME: 10:00 AM – 12:00 PM  
 FACILITATOR: Jamie Kosmaczewski  
 ADDITIONAL PARTICIPANT: Alyssa Martin  
 COST: \$31.00 per hour  
 NOTE: Funded by Title I, Title I Carryover, Title IIA, and/or Title IIA Carryover
9. Payment of earned, unused sick pay to Linda Healey in the amount of \$3,500.00 from the 2009- 2010 budget.
10. 2009- 2010 Clementon School District Code of Conduct

**CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 27, 2009**

---

11. 2009- 2010 Clementon School District Goals

12. Second Reading and Adoption of the following bylaws, policies, and regulations:

(Continued on next page.)

---

**CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 27, 2009**

---

0000 BYLAWS

<u>Number</u>	<u>Title</u>
0110	Identification
0120	Authority and Powers
0131	Bylaws and Policies
0132	Executive Authority
0133	Adjudication of Disputes
0134	Board Self Evaluation
0141.1	Board Member and Term - Sending District
0142	Board Member Qualifications, Prohibited Acts and Code of Ethics
0142.1	Nepotism
0143	Board Member Election and Appointment
0144	Board Member Orientation
0145	Board Member Resignation and Removal
0146	Board Member Authority
0148	Board Member Indemnification
0151	Organization Meeting
0152	Board Officers
0153	Annual Appointments
0154	Annual Motions and Designations
0155	Board Committees
0157	Board of Education Website
0161	Call, Adjournment and Cancellation
0162	Notice of Board Meetings
0163	Quorum
0164	Conduct of Board Meetings
0165	Voting
0166	Executive Sessions
0167	Public Participation in Board Meetings
0168	Recording Board Meetings
0169	Board Member Use of Electronic Mail/Internet
0171	Duties of President and Vice President
0172	Duties of Treasurer of School Monies
0173	Duties of Public School Accountant
0174	Legal Services
0175	Contracts with Independent Consultants
0176	Collective Bargaining and Contract Approval/Ratification
0177	Professional Services

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 27, 2009

1000 ADMINISTRATION

<u>Number</u>	<u>Title</u>
1100	District Organization
1110	Organizational Chart
1120	Management Team
1130	Staff Liaison Committees
1210	Board-Superintendent Relations
1220	Employment of Chief School Administrator
1230	Superintendent's Duties
1240	Evaluation of Superintendent
1260	Incapacity of Superintendent
1310	Employment of School Business Administrator/Board Secretary
1320	Duties of the School Business Administrator/Board Secretary
1330	Evaluation of the School Business Administrator
1331	Evaluation of the Board Secretary
1350	Incapacity of School Business Administrator/Board Secretary
1400	Job Descriptions
1510	Rights of Persons With Handicaps or Disabilities/Policy on Non-Discrimination
1522	School-level Planning
1523	Comprehensive Equity Plan
1530	Equal Employment Opportunities
1540	Administrator's Code of Ethics
1550	Affirmative Action Program for Employment and Contract Practices/Employment Practices Plan
1570	Internal Controls
1620	Administrative Employment Contracts

R 1000 ADMINISTRATION

<u>Number</u>	<u>Title</u>
R 1240	Evaluation of Superintendent
R 1330	Evaluation of School Business Administrator
R 1400	Job Descriptions
R 1510	Rights of Persons With Handicaps or Disabilities/Non-Discrimination
R 1530	Equal Employment Opportunity Complaint Procedure
R 1550	Affirmative Action Program for Employment and Contract Practices/Employment Practices Plan Complaint Procedure
R 1570	Internal Controls

## CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 27, 2009

---

### 2000 PROGRAM

<u>Number</u>	<u>Title</u>
2110	Philosophy of Education/District Mission Statement
2132	School District Goals and Objectives
2200	Curriculum Content
2210	Curriculum Development
2220	Adoption of Courses
2230	Curriculum Guides
2260	Affirmative Action Program for School and Classroom Practices
2270	Religion in the Schools
2310	Pupil Grouping
2312	Class Size
2330	Homework
2340	Field Trips
2360	Use of Technology
2361	Acceptable Use of Computer Networks/Computers and Resources
2411	Guidance Counseling
2412	Home Instruction Due to Health Condition
2414	Programs for Pupils At Risk
2415	No Child Left Behind Programs
2415.01	Academic Standards, Academic Assessments and Accountability
2415.02	Title I – Fiscal Responsibilities
2415.03	Highly Qualified Teachers
2415.04	Title I – Parental Involvement
2415.05	Pupil Surveys, Analysis and/or Evaluations
2415.06	Unsafe School Choice Option
2415.20	No Child Left Behind Complaints
2416	Programs for Pregnant Pupils
2417	Pupil Intervention and Referral Services
2422	Health Education
2423	Bilingual and ESL Education
2425	Physical Education
2428.1	Standards-Based Instructional Priorities
2430	Co-Curricular Activities
2431	Athletic Competition
2432	School Sponsored Publications
2460	Special Education
2461	Special Education/Receiving Schools
2464	Gifted and Talented Pupils
2466	Needless Public Labeling of Pupils with Disabilities
2467	Surrogate Parents and Foster Parents
2481	Home or Out-of-School Instruction for General Education Pupils
2510	Adoption of Textbooks
2520	Instructional Supplies
2530	Resource Materials
2531	Use of Copyrighted Materials
2551	Musical Instruments
2560	Live Animals in School
2610	Educational Program Evaluation
2622	Pupil Assessment
2624	Grading System
2631	New Jersey Quality Single Accountability Continuum
2700	Services to Nonpublic School Pupils

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 27, 2009R 2000 PROGRAM

<u>Number</u>	<u>Title</u>
R 2200	Curriculum Content
R 2230	Curriculum Guides
R 2260	Affirmative Action Program for School and Classroom Practices Complaint Procedure
R 2330	Homework
R 2340	Field Trips
R 2361	Acceptable Use of Computer Network/Computers and Resources
R 2411	Guidance and Counseling
R 2412	Home Instruction Due to Health Condition
R 2414	At Risk Pupils
R 2415	Title I Services
R 2415.20	No Child Left Behind Complaints
R 2417	Pupil Intervention and Referral Services
R 2423	Bilingual and ESL Education
R 2430	Co-Curricular Activities
R 2431.1	Emergency Procedures for Athletic Practices and Competitions
R 2431.2	Medical Examination to Determine Fitness for Participation in Athletics
R 2432	School Sponsored Publications
R 2460	Special Education/Sending Districts
R 2461	Special Education/Receiving Districts
R 2464	Gifted and Talented Pupils
R 2481	Home or Out-of-School Instruction for General Education Pupils
R 2510	Adoption of Textbooks
R 2520	Instructional Supplies
R 2531	Use of Copyrighted Materials
R 2560	Live Animals in School
R 2624	Grading System



## CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 27, 2009

### 3000 TEACHING STAFF MEMBERS

<u>Number</u>	<u>Title</u>
3111	Creating Positions
3112	Abolishing Positions
3124	Employment Contract
3125	Employment of Teaching Staff Members
3126	Induction Program for Provisional Teachers
3134	Assignment of Additional Duties
3141	Resignation
3142	Nonrenewal of Nontenured Teaching Staff Member
3143	Dismissal
3144	Certification of Tenure Charges
3146	Conduct of Reduction in Force
3150	Discipline
3152	Withholding an Increment
3160	Physical Examination
3161	Examination for Cause
3211	Code of Ethics
3211.3	Consulting Outside the District
3212	Attendance
3214	Conflict of Interest
3216	Dress and Grooming
3217	Use of Corporal Punishment
3218	Substance Abuse
3221	Evaluation of Nontenured Teaching Staff Members
3222	Evaluation of Tenured Teaching Staff Members
3223	Evaluation of Administrators
3230	Outside Activities
3231	Outside Employment as Athletic Coach
3233	Political Activities
3240	Professional Development
3244	In-Service Training
3245	Research Projects by Staff Members
3270	Professional Responsibilities
3280	Liability for Pupil Welfare
3281	Inappropriate Staff Conduct
3310	Academic Freedom
3321	Acceptable Use of Computer Network(s)/Computers and Resources by Teaching Staff Members
3322	Staff Member's Use of Cellular Telephones
3362	Sexual Harassment
3370	Teaching Staff Member Tenure
3381	Protection Against Retaliation
3410	Compensation
3420	Benefits
3425	Work Related Disability Pay
3425.1	Modified Duty Early Return To Work Program
3431.1	Family Leave
3432	Sick Leave
3433	Vacations
3435	Anticipated Disability
3436	Personal Leave
3437	Military Leave
3439	Jury Duty

**CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 27, 2009**

---

R 3000 TEACHING STAFF MEMBERS

Number	Title
R 3126	Induction Program for Provisional Teachers
R 3142	Nonrenewal of Nontenured Teaching Staff Member
R 3146	Conduct of Reduction in Force
R 3160	Physical Examination
R 3211.3	Consulting Outside the District
R 3212	Professional Staff Attendance Review and Improvement Plan
R 3218	Substance Abuse
R 3221	Evaluation of Nontenured Teaching Staff Members
R 3222	Evaluation of Tenured Teaching Staff Members
R 3223.1	Evaluation of Nontenured Administrators
R 3223.2	Evaluation of Tenured Administrators
R 3230	Outside Activities
R 3232	Tutorial Services
R 3233	Political Activities
R 3240	Professional Development
R 3244	In-service Training
R 3270	Lesson Plans and Plan Books
R 3280	Liability for Pupil Welfare
R 3281	Inappropriate Staff Conduct
R 3321	Acceptable Use of Computer Network(s)/Computers and Resources by Teaching Staff Members
R 3362	Sexual Harassment of Teaching Staff Members Complaint Procedure
R 3425.1	Modified Duty Early Return To Work Program - Teaching Staff Members
R 3432	Sick Leave

---



---

**CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 27, 2009**

---

4000 SUPPORT STAFF MEMBERS

<u>Number</u>	<u>Title</u>
4111	Creating Positions
4124	Employment Contract
4125	Employment of Support Staff Members
4140	Termination
4145	Layoffs
4146	Nonrenewal of Nontenured Support Staff Member
4150	Discipline
4152	Withholding an Increment
4160	Physical Examination
4161	Examination for Cause
4211	Attendance
4211.3	Consulting Outside the District
4214	Conflict of Interest
4215	Code of Ethics
4218	Substance Abuse
4219	Commercial Driver Controlled Substance and Alcohol Use Testing
4220	Employee Evaluation
4230	Outside Activities
4233	Political Activities
4240	Employee Training
4281	Inappropriate Staff Conduct
4321	Acceptable Use of Computer Network(s)/Computers and Resources by Support Staff Members
4322	Staff Member's Use of Cellular Telephones
4340	Grievance
4352	Sexual Harassment
4360	Support Staff Member Tenure
4381	Protection Against Retaliation
4410	Compensation
4413	Overtime Compensation
4415	Substitute Wages
4420	Benefits
4425	Work Related Disability Pay
4425.1	Modified Duty Early Return to Work Program
4431.1	Family Leave
4432	Sick Leave
4433	Vacations
4434	Holidays
4435	Anticipated Disability
4436	Personal Leave
4437	Military Leave
4438	Jury Duty

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 27, 2009

---

R 4000 SUPPORT STAFF MEMBERS

<u>Number</u>	<u>Title</u>
R 4146	Nonrenewal of Nontenured Support Staff Member
R 4160	Physical Examination
R 4211	Support Staff Attendance
R 4211.3	Consulting Outside the District
R 4218	Substance Abuse
R 4220	Evaluation of Support Staff Members
R 4230	Outside Activities
R 4233	Political Activities
R 4240	Employee Training
R 4281	Inappropriate Staff Conduct
R 4321	Acceptable Use of Computer Network(s)/Computers and Resources by Support Staff Members
R 4352	Sexual Harassment of Support Staff Members Complaint Procedure
R 4425.1	Modified Duty Early Return To Work Program
R 4432	Sick Leave

---

**CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 27, 2009**


---

5000 PUPILS

Number	<u>Title</u>
5111	Eligibility of Resident/Nonresident Pupils
5112	Entrance Age
5114	Children Displaced by Domestic Violence
5116	Education of Homeless Children
5120	Assignment of Pupils
5130	Withdrawal From School
5200	Attendance
5230	Arrival/Dismissal Times
5300	Use of Defibrillator(s)
5305	Health Services Personnel
5306	Health Services To Nonpublic Schools
5307	Nursing Services Plan
5308	Pupil Health Records
5310	Health Services
5320	Immunization
5330	Administration of Medication
5331	Management of Life-Threatening Allergies in Schools
5332	Do Not Resuscitate Orders
5335	Treatment of Asthma
5350	Pupil Suicide Prevention
5410	Promotion and Retention
5411	Promotion From Eighth Grade
5420	Reporting Pupil Progress
5440	Honoring Pupil Achievement
5450	Athletic Awards
5460	Commencement Activities
5500	Expectations for Pupil Conduct
5511	Dress and Grooming
5512	Hazing
5512.01	Harassment, Intimidation, and Bullying
5512.02	Cyber-Bullying
5513	Care of School Property
5516	Remotely Activating Communication Devices – Pagers & Cellular Telephones

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 27, 2009

---

<u>Number</u>	<u>Title</u>
5520	Disorder and Demonstration
5530	Substance Abuse
5533	Smoking
5550	Disaffected Pupils
5560	Disruptive Pupils
5570	Sportsmanship
5600	Pupil Discipline/Code of Conduct
5610	Suspension
5611	Removal of Pupils From The General Education Program for Weapons/Firearms Offenses
5612	Assault by Pupils on Board Members or Employees
5615	Suspected Gang Activity
5620	Expulsion
5700	Pupil Rights
5701	Plagiarism
5710	Pupil Grievance
5721	Independent Publications
5750	Equal Educational Opportunity
5751	Sexual Harassment
5752	Marital Status and Pregnancy
5755	Equity in Educational Programs and Services
5770	Pupil Right of Privacy
5820	Student Government
5830	Pupil Fund Raising
5841	Secret Societies
5842	Equal Access of Pupil Organizations
5850	Social Events and Class Trips
5880	Public Performances by Pupils

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 27, 2009

R 5000 PUPILS

<u>Number</u>	<u>Title</u>
R 5111	Eligibility of Resident/Nonresident Pupils
R 5116	Education of Homeless Children
R 5130	Withdrawal From School
R 5200	Attendance
R 5230	Arrival/Dismissal Times
R 5240	Tardiness
R 5306	Health Services to Nonpublic Schools
R 5308	Pupil Health Records
R 5310	Health Services
R 5320	Immunization
R 5330	Administration of Medication
R 5331	Management of Life-Threatening Allergies in Schools
R 5350	Pupil Suicide
R 5410	Promotion and Retention
R 5420	Reporting Pupil Progress
R 5500	Expectations for Pupil Conduct
R 5512	Reporting Procedure - Hazing and/or Harassment, Intimidation, or Bullying
R 5513	Care of School Property
R 5530	Substance Abuse
R 5550	Disaffected Pupils
R 5560	Disruptive Pupils
R 5570	Sportsmanship
R 5600	Pupil Discipline/Code of Conduct
R 5610	Suspension Procedures
R 5611	Removal of Pupils From The General Education Program for Weapons/Firearms Offenses
R 5721	Distribution of Independent Publications
R 5750	Equal Educational Opportunity Complaint Procedure
R 5751	Sexual Harassment of Pupils
R 5850	Social Events and Class Trips

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 27, 20096000 FINANCES

<u>Number</u>	<u>Title</u>
6111	Special Education Medicaid Initiative (SEMI) Program
6141	Tax Revenues
6150	Tuition Income
6160	Grants from Private Sources
6162	Corporate Sponsorships
6210	Fiscal Planning
6220	Budget Preparation
6230	Budget Hearing
6320	Purchases Subject to Bid
6340	Multiple Year Contracts
6350	Competitive Contracting
6360	Political Contributions
6362	Contributions to Board Members and Contract Awards
6421	Purchases Budgeted
6422	Budget Transfers
6423	Expenditures for Non-Employee Activities, Meals, and Refreshments
6424	Emergency Contracts
6440	Cooperative Purchasing
6450	Choice of Vendor
6470	Payment of Claims
6471	School District Travel
6510	Payroll Authorization
6520	Payroll Deductions
6620	Petty Cash
6650	Scholarship Fund
6660	Student Activity Fund
6700	Investments
6810	Financial Objectives
6820	Financial Reports
6830	Audit and Comprehensive Annual Financial Report
6831	Withholding or Recovering State Aid
6832	Conditions of Receiving State Aid



CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 27, 2009R 6000 FINANCES

<u>Number</u>	<u>Title</u>
R 6111	Special Education Medicaid Initiative (SEMI) Program
R 6160	Grants from Private Sources
R 6210	Fiscal Planning
R 6220	Budget Preparation
R 6320	Purchases Subject to Bid
R 6340	Multiple Year Contracts
R 6350	Competitive Contracting
R 6421	Purchases Budgeted
R 6422	Budget Transfers
R 6424	Emergency Contracts
R 6470	Payment of Claims
R 6471	School District Travel
R 6620	Petty Cash
R 6810	Financial Objectives

PDF 2

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 27, 20097000 PROPERTY

<u>Number</u>	<u>Title</u>
7100	Long-Range Facilities Planning
7101	Educational Adequacy of Capital Projects
7102	Site Selection and Acquisition
7130	School Closing
7230	Gifts, Grants, and Donations
7243	Supervision of Construction
7250	School and Facility Names
7300	Disposition of Property
7410	Maintenance and Repair
7420	Hygienic Management
7421	Indoor Air Quality Standards
7422	School Integrated Pest Management Plan
7430	School Safety
7432	Eye Protection
7433	Hazardous Substances
7434	Smoking on School Grounds
7435	Alcoholic Beverages on School Premises
7436	Drug Free Workplace
7440	Security of School Premises
7441	Electronic Surveillance In School Buildings and On School Grounds
7450	Property Inventory
7460	Energy Conservation
7480	Motor Vehicles on School Property
7490	Animals on School Property
7510	Use of School Facilities
7513	Recreational Use of Playgrounds
7520	Loan of School Equipment
7610	Vandalism
7650	School Vehicle Assignment, Use, Tracking, Maintenance, and Accounting

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 27, 2009R 7000 PROPERTY

<u>Number</u>	<u>Title</u>
R 7100	Long-Range Facilities Planning
R 7101	Educational Adequacy of Capital Projects
R 7230	Gifts, Grants, and Donations
R 7300.1	Disposition of Instructional Property
R 7300.2	Disposition of Real Property
R 7300.3	Disposition of Personal Property
R 7300.4	Disposition of Federal Property
R 7410	Maintenance and Repair
R 7420	Handling and Disposal of Body Wastes and Fluids
R 7420.1	Bloodborne Pathogen Exposure Control Plan
R 7420.2	Chemical Hygiene
R 7421	Indoor Air Quality Standards
R 7422	School Integrated Pest Management Plan
R 7430	School Safety
R 7432	Eye Protection Practices
R 7440	School Security
R 7441	Electronic Surveillance In School Buildings and On School Grounds
R 7510	Use of School Facilities
R 7610	Vandalism
R 7650	School Vehicle Assignment, Use, Tracking, Maintenance, and Accounting

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 27, 20098000 OPERATIONS

<u>Number</u>	<u>Title</u>
8130	School Organization
8140	Pupil Enrollments
8210	School Year
8220	School Day
8310	Public Records
8311	Managing Electronic Mail
8320	Personnel Records
8330	Pupil Records
8335	Family Educational Rights and Privacy Act
8420	Emergency Evacuation
8431	Preparedness for Toxic Hazard
8441	Care of Injured and Ill Persons
8442	Reporting Accidents
8451	Control of Communicable Disease
8453	HIV/AIDS
8461	Reporting Violence, Vandalism, Alcohol, and Other Drug Abuse
8462	Reporting Potentially Missing or Abused Children
8465	Hate Crimes and Bias-Related Acts
8467	Weapons
8468	Crisis Response
8470	Response to Concerted Job Action
8500	Food Services
8505	School Nutrition
8506	School Lunch Program Biosecurity Plan
8540	Free and Reduced Rate Meals
8600	Transportation
8601	Pupil Supervision After School Dismissal
8630	Bus Driver Responsibility
8660	Transportation by Private Vehicle
8670	Transportation of Disabled Pupils
8710	Property Insurance
8740	Bonding
8750	Employee Indemnification
8760	Pupil Accident Insurance
8770	School Board Insurance Group
8810	Religious Holidays
8820	Opening Exercises
8860	Memorials

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 27, 2009R 8000 OPERATIONS

<u>Number</u>	<u>Title</u>
R 8140	Enrollment Accounting
R 8220	School Closings
R 8310	Public Records
R 8320	Personnel Records
R 8330	Pupil Records
R 8420	Emergency Evacuation Plan
R 8420.1	Fire and Fire Drills
R 8420.2	Bomb Threats
R 8420.3	Natural Disasters and Man-made Catastrophes
R 8420.4	Kidnapping
R 8420.5	Asbestos Release
R 8420.6	Accidents To and From School
R 8420.7	Lockdown Procedures
R 8431	Toxic Hazard Preparedness Program
R 8441	Care of Injured and Ill Persons
R 8451	Control of Communicable Disease
R 8461	Reporting Violence, Vandalism, Alcohol, and Other Drug Abuse
R 8462	Reporting Potentially Missing or Abused Children
R 8465	Hate Crimes and Bias-Related Acts
R 8467	Weapons
R 8468	Crisis Response
R 8540	Free and Reduced Rate Meals
R 8600	Pupil Transportation
R 8630	Emergency School Bus Procedures

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 27, 2009

---

9000 COMMUNITY

<u>Number</u>	<u>Title</u>
9100	Public Relations
9120	Public Relations Program
9130	Public Complaints and Grievances
9140	Citizens Advisory Committees
9150	School Visitors
9180	School Volunteers
9181	Volunteer Athletic Coaches
9190	Community Organizations
9191	Booster Clubs
9200	Cooperation Between Parents and School
9210	Parent Organizations
9230	Parental Responsibilities
9240	Rights of Parents
9260	Parental Liability for Vandalism
9270	Home Schooling and Equivalent Education
9280	Parent Conferences
9320	Cooperation with Law Enforcement Agencies
9321	Fingerprinting Pupils
9323	Notification of Juvenile Offender Case Disposition
9324	Sex Offender Registration and Notification
9340	Cooperation with Public Library
9400	News Media Relations
9500	Cooperation With Educational Agencies
9541	Student Teachers/Interns
9550	Educational Research Projects
9560	Administration of School Surveys
9700	Special Interest Groups
9713	Recruitment by Special Interest Groups
9720	Solicitations by Vendors

R 9000 COMMUNITY

<u>Number</u>	<u>Title</u>
R 9120	Public Information Program
R 9130	Public Complaints and Grievances
R 9150	School Visitors
R 9180	School Volunteers
R 9190	Community Organizations
R 9270	Home Schooling and Equivalent Education
R 9320	Cooperation with Law Enforcement Agencies
R 9324	Sex Offender Registration and Notification

## CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 27, 2009

13. Bylaws, policies, and regulations listed in item 12 to replace existing bylaws, policies, and regulations from series 1000, 2000, 3000, 4000, 5000, 6000, 7000, 8000, 9000, and any lettered policies.

14. Workshop/Meeting Requests:

- a. EMPLOYEE: Joanne Clement  
 WORKSHOP: School Safety and Security Conference  
 LOCATION: Washington Township High School  
 DATE: July 29, 2009  
 COST: \$5.00  
 SPONSOR: The Prosecutor's Office

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

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

15. Purchase laptop computers from the lowest bidder to be paid with Title I funds.

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

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

16. Purchase 11 SMART boards from the lowest bidder, not to exceed \$29,000.00, to be paid with Title I funds.

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

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

17. Send final residency determination to parent/guardian.

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

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

### 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	\$224,266.66
2.	List # 2	\$367,549.00
3.	List # 3	\$155,253.63
4.	List # 4 (Community Education)	\$7,865.96
5.	List # 5	\$60,219.38

2. Payment Transactions:

a. Approve transfers in the amount of \$1,256.67.

b. Payroll transfers:

<u>Date</u>	<u>Transaction</u>	<u>Amount</u>
06/15/09	From: General To: Payroll	\$123,824.31
06/15/09	From: General To: Agency	\$78,908.45
06/26/09	From: General	\$102,883.17

## CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 27, 2009

---

	To: Payroll	
06/26/09	From: General	\$65,429.85
	To: Agency	
06/30/09	From: General	\$36,942.01
	To: Payroll	
06/30/09	From: General	\$17,865.05
	To: Agency	

### 3. Wire Transactions:

<u>Date</u>	<u>Transaction</u>	<u>Amount</u>
06/15/09	To: First Niagara Bank	\$5,721.62
	For: Tax Sheltered Annuities	
06/26/09	To: First Niagara Bank Special	\$4,980.15
	For: Tax Sheltered Annuities	
06/30/09	To: First Niagara Bank Special	\$741.50
	For: Tax Sheltered Annuities	

### 4. Investment Report:

#### a. Construction Bond Funds Activity:

Balance as of 05/31/09	\$338,435.31
Interest Earned as of 06/30/09	\$118.22
Deposits	\$0.00
Withdrawn for Expenses	\$0.00
Balance as of 06/30/09	\$338,553.53

### 5. 2009- 2010 No Child Left Behind (NCLB) Grant allocations as follows:

Title I Basic:	\$206,023
Title II A:	\$ 48,037
Title II D:	\$ 2,073
Title III:	\$ 2,811
Title IV:	\$ 3,188

### 6. 2009- 2010 Individuals with Disabilities Education Act (IDEA) allocations as follows:

Basic:	\$161,316
Preschool:	\$ 3,508

### 7. American Recovery and Reinvestment Act (ARRA) of 2009:

Title I:	\$ 89,943
IDEA Basic:	\$185,462
IDEA Preschool	\$ 6,682

These funds are to be used for a two year period. We have not received the grant applications yet.

8. 2009- 2010 Non- Public Textbook Notice for Children of Promise in the amount of \$3,255.00.
9. 2009- 2010 Non- Public Nursing for Children of Promise in the amount of \$3,860.00.
10. Final eligible costs for state project # 0880- 010- 09- 1001 in the amount of \$225,014.00.



## CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 27, 2009

11. Regular business travel for the Superintendent, Business Administrator, Principal, and Assistant Principal for all regular business travel during the 2009- 2010 school year. (State and County meetings, Curriculum meetings, QSAC meetings, in- state professional development activities for which the registration fee does not exceed \$150.00 per employee.)
12. Change of Use for room D- 104 from a resource room to Title I Office.
13. 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 **June 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 **June 30, 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. de Haan        
ON ROLL CALL VOTE:

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

### CORRESPONDENCE:

1. May/June 2009 Nutri- Serve Food Service Update.
2. Notification from the Executive County Superintendent that the employment contract for employee # 20 is in compliance with state regulations.

### COMMITTEE REPORTS:

1. Administrative Evaluation  
(Chairperson - Randall Freiling)
  - Mr. Freiling reported that the Board Self- Evaluation was received. The committee will review the findings. Mrs. Clement will forward a copy of the report to each board member.
2. Building and Maintenance  
(Chairperson - Harry Gahm)
  - Mr. Gahm reported that Dr. Hanna from the Camden County Office Education went on a tour of the building today for QSAC. Dr. Hanna was impressed with our facility. We will be installing an eight foot fence around the inverter at no extra cost. Waiting for one more quote for a security camera. Final costs for the 7<sup>th</sup> and 8<sup>th</sup> grade wing project were approved. Mrs. Clement will contact the architect concerning the project.
3. Camden County Educational Services Commission  
(Representative - Virginia de Haan)
  - Mrs. de Haan reported that they do not have a July meeting.

---

**CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 27, 2009**

---

4. Camden County School Boards Association  
(*Representatives - Harry Gahm and Ellen Suckle*)
  - The Board attended the June meeting where Mrs. Buchalter and Mrs. Paranzino were recognized for 30 years of service to the children of Clementon.
  
5. Community Education  
(*Chairperson - John Romer*)
  - Mr. Romer was not present.
    - a. Camp Clementon Attendance - June 2009
    - b. Camp Clementon Attendance - Year End 2009- 2010
  
6. Policy  
(*Chairperson - Irene Buchalter*)
  - All policies were approved.
  
7. Core Curriculum and Technology  
(*Chairperson - Ellen Suckle*)
  - The Technology Department is ready to proceed on several summer projects, including continuing to work on network documentation, finishing the new Technology Plan, setting up our new notification service, and several more. We have a busy summer planned, but should be able to complete major goals with the lack of interruption that summer provides.
  - Our network documentation is much more comprehensive than it was when our Technology Coordinator started with the district last year. Over the next two months, we will be able to finish labeling all of our network connections. With this information, we can further improve network responsiveness and flexibility.
  - The draft of the 2010- 2013 Technology Plan will be completed by the end of the month, which will enable the district to continue to receive E- Rate funding.
  - Several months ago, we investigated a new notification service to replace Global Connect. Global Connect does not offer the features, scalability, or management capabilities that we require, so we are replacing their service with School Messenger. We will begin to configure and test School Messenger in July, and are confident that this new service will meet our needs and help to keep our parents, students, and staff informed about important events.
  - Finally, our department has an array of other projects, ranging from tiny to large and from unimportant to game- changing. One of the more important endeavors will be transitioning our Internet service from Camnet to Comcast Business Services. The new service will be identical in price, including no setup fees, and will provide us with a faster, more robust connection, better customer service, and the freedom to introduce more advanced technologies at our Internet gateway. This won't be a pain- free switch, as there are a few non- trivial changes that will need to be made to our IP addressing and DNS settings, but the benefits will more than outweigh these temporary inconveniences.
  - Another project, which will take less effort but will yield solid benefits, will be the research into a new hosting solution for the district website. The site is currently hosted by IPower Inc., but their ability to keep their equipment operational has been shown to be suspect. This is particularly true in light of the 4- hour outage we experienced on July 15, which is not the first major outage we have experienced with them this year. There are many hosting providers in the market who offer superior service. Another option is to host the website in- house. That is attractive not only because of the obvious cost benefits, but also because we would have dedicated hardware and full control over the software environment.

## CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 27, 2009

- We will inventory all of the computing equipment in the district so that we have accurate information as to what our current situation is and how that impacts our technology needs for the coming school year.
8. Finance  
(Chairperson - Randall Freiling)
    - Short term loan was paid by the state on July 9, 2009.
  9. Legislation  
(Representative - William Weyland)
    - Nothing to report.
  10. Personnel – Executive Session  
(Chairperson - Sara Paranzino)
  11. 7<sup>th</sup> and 8<sup>th</sup> Grade Committee  
(Chairperson - William Weyland)
    - Nothing to report.
  12. Pine Hill Board of Education  
(Representative - Irene Buchalter)
    - There is no meeting in July.
      - a. Minutes from the May 26, 2009 Worksession/Regular Business Meeting
  13. Municipal Alliance  
(Representative - William Weyland)
    - Nothing to report.
  14. Leadership Committee  
(Representative - Irene Buchalter)
    - Meetings will resume in September.

### OTHER INFORMATION:

1. Candice Collins's teaching assignment for the 2009-2010 school year has been changed from Teacher of Fifth Grade to Teacher of Sixth Grade Language Arts.
2. There will be a New Staff Orientation on Thursday, August 13, 2009 from 9:00 AM – 12:00 PM in Lab 1. New staff members invited to attend are Mary Beth Hernandez, Christine (Kremer) Fellona, Michelle Endrizzi, Elizabeth Letizia, Christopher Yoder, and Alyssa Martin.
3. Clementon School Information:
  - a. Principal's Report – June 2009
    - i. Suspensions – 26 Total (11 Out-of-School; 15 In-School)  
(Contained in the Principal's Report)
    - ii. Fire Drill Data (Contained in the Principal's Report)

### PUBLIC:

No public present.

**MOTION:** To close the public portion of the meeting.

**CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 27, 2009**

---

---

MOVED BY:       Mrs. Suckle        
ON ROLL CALL VOTE:

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

**EXECUTIVE SESSION II:**

Not needed.

Mrs. Buchalter presented a gift to Mr. Adams for a successful first year. He thanked the Board for their thoughtfulness.

**ADJOURNMENT:**

MOTION: To adjourn the meeting at 8:35 PM.

MOVED BY:       Mrs. Suckle        
ON ROLL CALL VOTE:

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

Respectfully submitted,

Joanne E. Clement, Board Secretary  
August 24, 2009