

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ March 29, 2010

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

Regular Meeting of the Clementon Board of Education
Clementon Elementary School Media Center
March 29, 2010

The Regular Meeting of the Clementon Board of Education was called to order at 7:36 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	7:36 PM	8:35 PM
Randall Freiling	7:36 PM	8:35 PM
Harry Gahm	Absent	---
Sara Paranzino	7:36 PM	8:35 PM
Kathleen Rappold	7:36 PM	8:35 PM
John Romer	7:36 PM	8:35 PM
Ellen Suckle	7:36 PM	8:35 PM
William Weyland	7:36 PM	8:35 PM
Irene Buchalter	7:36 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.

MINUTES:

MOTION: Approve the Minutes of the following meetings:

- February 22, 2010 Regular Meeting and Executive Session
- March 22, 2010 Special Meeting and Executive Session

MOVED BY: Mr. Weyland
ON ROLL CALL VOTE:

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

PUBLIC - AGENDA ITEMS ONLY:

MOTION: To open the public portion of the meeting.

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

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

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No comments made by the public.

MOTION: To close the public portion of the meeting.

MOVED BY: Mrs. Paranzino **SECONDED BY:** Mr. Weyland
ON ROLL CALL VOTE: **MOTION CARRIED:** 8-0-0

SUPERINTENDENT'S REPORT:

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

1. Request for an extension of medical leave from employee # 110 beginning May 17, 2010 (the original return date) through June 1, 2010 utilizing earned/unused illness days.
2. Employment of the following individual for the 2009- 2010 school year:
 - a. POSITION: Long-Term Substitute Teacher
 GRADE LEVEL: Fifth
 NAME: Kelly Froio
 RATE OF PAY: \$90.00 per day for the first 20 days, then at Step 1 BA (pro-rated) for days 21 and later.
 DATES: May 17, 2010 through June 1, 2010.
3. Request for payment of earned/unused illness days upon employee # 92's retirement.
4. Contract non-renewal of employee # 169 for the 2010- 2011 school year.
5. Additions (March 2010) to the Source 4 Teachers Master Substitute List for the 2009-2010 school year.
6. 2009- 2010 District Professional Development Plan
7. 2010- 2011 Professional Learning Communities (same guidelines as 2009- 2010).
8. Permission for Ms. Mary Beth Hernandez, RN (school nurse) to pursue 2010- 2011 grant funds from the State of New Jersey for a voluntary dental Fluoridation program in the school.
9. Field Experience Request:
 - a. NAME: Chelsea Burrows
 UNIVERSITY: Grove City College
 COOPERATING TEACHERS: TBD (Special Education)
10. Workshop/Meeting Requests:
 - a. EMPLOYEE: Joanne Clement
 WORKSHOP: Critical Issues Concerning Tenure Rights
 LOCATION: Mount Laurel, NJ
 DATE: Wednesday, March 17, 2010
 COST: \$100.00
 SPONSOR: NJ Association of School Business Officials
 - b. EMPLOYEE: Diane Palogruto
 MEETING: SEMI Regional Meeting

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LOCATION: Ann Mullen Middle School, Gloucester Twp., NJ
 DATE: Tuesday, April 13, 2010
 COST: \$0.00
 SPONSOR: NJ Department of Education

- c. EMPLOYEE: Joanne Clement
 MEETING: SEMI Regional Meeting
 LOCATION: Ann Mullen Middle School, Gloucester Twp., NJ
 DATE: Tuesday, April 13, 2010
 COST: \$0.00
 SPONSOR: NJ Department of Education
- d. EMPLOYEE: Matt Duffield
 MEETING: Real Time Users' Group Meeting
 LOCATION: CES Science Lab
 DATE: Tuesday, April 13, 2010
 COST: \$0.00
 SPONSOR: Real Time Information Technology
- e. EMPLOYEE: Kathleen Batchelor
 MEETING: Real Time Users' Group Meeting
 LOCATION: CES Science Lab
 DATE: Tuesday, April 13, 2010
 COST: \$0.00
 SPONSOR: Real Time Information Technology
- f. EMPLOYEE: Chelsea Butler
 WORKSHOP: Data- Driven Decision Making for Teams of Intervention
 and Referral Services
 LOCATION: Mays Landing, NJ
 DATE: Thursday, April 22, 2010
 COST: \$0.00
 SPONSOR: Southern Regional Institute and ETTC

11. Field Trips (Date Changes):

- a. TRIP: **Galaxy 5-6 Trip**
 DATE CHANGE: *Monday, May 17, 2010*
 RAIN DATE: N/A
 TIME: 9:00 AM – 3:00 PM
 DESTINATION: Cape May County Zoo
- b. TRIP: **Preschool Class Trip**
 DATE CHANGE: *Wednesday, June 16, 2010*
 RAIN DATE: N/A
 TIME: 9:15 AM – 1:00 PM
 DESTINATION: Paws Farm Nature Center, Mount Laurel, NJ

12. School Activities:

- a. EVENT: **Vision Screening for Amblyopia**
 FACULTY SPONSOR: Mary Beth Hernandez RN
 DATE: Wednesday, May 19, 2010
 TIME: 9:00 AM to 3:00 PM
 PARTICIPANTS: Preschool and Kindergarten students
 SPONSOR: Greater Clementon Lion's Club in conjunction with the
 Camden Optometric Eye Center

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- b. **EVENT:** **Dental Presentation**
FACULTY SPONSOR: Mary Beth Hernandez, RN
DATE: Wednesday, March 31, 2010
LOCATION: Third grade classrooms
PARTICIPANTS: Students in grade three
NOTE: Three Rowan University Associate Degree nursing students, in pursuit of Bachelor's Degrees, would like to perform a 15 minute dental care presentation and pass out information regarding an upcoming Virtua Health Fair. Third grade teachers are agreeable to this proposal.
- c. **EVENT:** **Athletic Awards Ceremony**
FACULTY SPONSORS: Rick Koch and Tina Jennetta
DATE: Tuesday, June 1, 2010
TIME: 1:30 PM
LOCATION: Multi- Purpose Room
PARTICIPANTS: Athletes in grades six, seven, eight and their families
- d. **EVENT:** **School Play - "Seussical, Jr."**
FACULTY SPONSOR: Salvatore Mazzocca
DATE CHANGES: *June 1, 2, and 3, 2010*
TIME: 7:00 PM - 8:30 PM
- e. **EVENT:** **Field Day**
FACULTY SPONSOR: Jim Butz
DATE: Wednesday, June 9, 2010
RAINDATE: Wednesday, June 10, 2010
TIMES: 9:00 AM - 11:00 AM (Grades K- 3)
1:00 PM - 3:00 PM (Grades 4- 6)
LOCATION: Back field, playgrounds, gymnasium
PARTICIPANTS: Students in grade K- 6, teachers, and parent volunteers.
- f. **EVENT:** **NJHS Service Project - *Shoebox Personal Care Collection***
FACULTY SPONSOR: Cathe Bare
DATES: May 1 through May 31, 2010
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.
- g. **EVENT:** **CES Carnival**
FACULTY SPONSOR: Kelly Kolody
DATE: Saturday, June 5, 2010
RAINDATE: N/A
TIMES: 10:30 AM - 1:30 PM
LOCATION: Clementon Elementary School parking lots
NOTE: No cost to attend but donations are welcome. Funds raised shall benefit the Student Activity account.
- h. **EVENT:** **Author Visit**
FACULTY SPONSOR: Lisa Mason

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DATE: Thursday, June 3, 2010
 TIME: 9:00 AM – 11:00 AM
 LOCATION: Multi-Purpose Room
 PARTICIPANTS: Students in preschool through grade four.
 NOTE: Chrysa Smith, an author, will discuss how she gathers ideas, writes books, and has them published.

- i. **EVENT:** **Real Time Users' Group Meeting**
PERSON IN CHARGE: Matt Duffield
DATE: Tuesday, April 13, 2010
TIME: 8:30 AM – 1:00 PM
LOCATION: Science Lab
PARTICIPANTS: Real Time users from various districts invited to attend a presentation by Real Time Technology.

13. Community Use of Facilities:

- a. **ORGANIZATIONS:** Clementon Elementary School and Clementon Borough Special Events Committee
SPONSOR: Community Education
PERSON IN CHARGE: Kate Teschner
EVENT: Clementon "Clean Community" Days
DATES: Saturday, April 17 and Sunday, April 18, 2010
TIME: 9:00 AM
LOCATION: Town-wide
PARTICIPANTS: Softball team, basketball teams, soccer team, Student Council, National Junior Honor Society, etc.
NOTE: Various school sports teams/organizations will participate in Clementon "Clean Community" Days. Each group that participates receives \$200.00 to benefit their team/group.
- b. **ORGANIZATION:** CYAA
SPONSOR: Community Education
PERSON IN CHARGE: Wayne Lemma, Sr.
EVENT: Softball training and drills
DATES: Whenever the previously reserved rooms are available, beginning April 1, 2010 through May 30, 2010.
TIME: 6:00 PM – 7:30 PM
LOCATION: Gym or Multi-Purpose Room
PARTICIPANTS: CYAA team members; approximately 9- 12 girls.
- c. **ORGANIZATION:** New Jersey School Boards Association
SPONSOR: Community Education
PERSONS IN CHARGE: Kate Teschner and Michael Adams
EVENT: Annual "8th Grade Dialogue" Program
DATE: Wednesday, May 5, 2010
TIME: 6:00 PM – 9:00 PM
LOCATION: Multi-Purpose Room
PARTICIPANTS: Selected 8th grade students from area districts, their parents/guardians, and local board members
NOTE: One 8th grade student is selected from each district to meet with local boards of education. NJSBA has asked Clementon to host the event this year. There will be approximately 130 attendees.

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14. Clementon Home and School Association Fundraiser date change:

- a. EVENT: HSA "Night at Jump Zone"
 DATE CHANGE: Thursday, April 1, 2010
 TIME: 6:00 PM – 8:00 PM
 NOTE: A percentage of the proceeds during this time period will be donated to the HSA.

MOVED BY: Mrs. Suckle
 ON ROLL CALL VOTE:

SECOND BY: Mrs. de Haan
 MOTION CARRIED: 7-0-1
 (Mrs. de Haan abstained from # 9 only.)
 (Mr. Romer abstained from # 14 only.)
 (Mr. Weyland abstained from 14 only.)

15. Discussion Items:

- a. Informal Observations
 b. Child Study Team

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 (Community Education)	\$5,285.20
2. List # 2	\$183,241.35
3. List # 3	\$432,948.74

2. Payment Transactions:

- a. Approve transfers in the amount of \$59,843.39.

b. Payroll transfers:

<u>Date</u>	<u>Transaction</u>	<u>Amount</u>
02/15/10	From: General To: Payroll	\$134,630.00
02/15/10	From: General To: Agency	\$85,926.85
02/28/10	From: General To: Payroll	\$135,637.28
02/28/10	From: General To: Agency	\$86,680.88

3. Wire Transactions:

<u>Date</u>	<u>Transaction</u>	<u>Amount</u>
02/15/10	To: First Niagara Bank For: Tax Sheltered Annuities	\$5,989.65
02/28/10	To: First Niagara Bank For: Tax Sheltered Annuities	\$5,689.65

4. Void check # 3376 to Nutri-Serve Food Management in the amount of \$5,084.72. It was lost in the mail.

5. Void check # 1093 from Student Activity account in the amount of \$141.11.

6. Participate in Liberty Mutual \$5,000.00 community grant starting July 1, 2010.

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7. Renew contract with Nutri-Serve Food Management, Inc. for the 2010-2011 school year. No increase in management fees.
8. Student # 2279 to attend Archway Programs for the remainder of the 2009-2010 school year at a cost of \$39,897.00 (pro-rated).
9. Resolve that the Clementon Board of Education does not require Pineland Learning Center, Inc. to charge their students for reduced and/or paid meals.
10. Extension of Bid A-30, Office Paper, Computer Paper, and Envelopes from Camden County Cooperative.
11. 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. 6A:23-2.11(a) for the month of **February 2010**. 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 **February 28, 2010**, 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. Paranzino
 MOTION CARRIED: 8-0-0

PRESENTATIONS:

- *Black History Bee 2010 First Place Winner*
 - Diana Cielez
- *March 2010 Super Stars of the Month*
 - Corey Babli (First Grade)
 - David Paz (Fourth Grade)
 - Thomas Brennan (Sixth Grade)
- *February 2010 Manner Banner: Mrs. Magilton's Classroom (7A)*

CORRESPONDENCE:

1. February 2010 Update from Nutri-Serve Food Management.
2. Sunshine Notice from Pine Hill Public Schools notifying the public of the Wednesday, March 24, 2010 Special joint Boards of Education Meeting that will be held at 6:30 PM.

COMMITTEE REPORTS:

1. Administrative Evaluation
 (Chairperson - Randall Freiling)
 - All evaluations are completed. Mr. Freiling will compile the information and call for a committee meeting before the next board meeting.
2. Building and Maintenance
 (Chairperson - Harry Gahm)

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- Mrs. Suckle reported that we had a kick-off meeting for the middle school wing. Construction will start on the second shift in a few weeks. Equipment will be ordered shortly. Job should be completed by August 15, 2010.
3. Camden County Educational Services Commission
(*Representative - Virginia de Haan*)
 - Mrs. de Haan reported that their budget was approved. County Superintendent wants to close the CCESC. The superintendent wrote a letter to the state defending the CCESC.
 4. Camden County School Boards Association
(*Representatives - Harry Gahm and Ellen Suckle*)
 - Mrs. Suckle reported that the 8th Grade Dialogue will be held at Clementon on May 5, 2010.
 5. Community Education
(*Chairperson - John Romer*)
 - Camp Clementon Attendance - February 2010
 - Mr. Romer gave his report. In April, Clementon will once again participate in Clementon Clean-Up Weekend. Thank you to Mrs. Teschner for organizing this event.
 6. Policy
(*Chairperson - Irene Buchalter*)
 - Nothing to report.
 7. Core Curriculum and Technology
(*Chairperson - Ellen Suckle*)
 - The Technology Department has been active in the month of March, particularly with a few ongoing projects and some behind-the-scenes work.
 - The student publishing feature on the district's website is in use by a number of classes, and feedback has been overwhelmingly positive thus far. We plan to continue adding classes to the user list and evaluating the application's effectiveness through dialogue with teachers.
 - Our primary Internet connection had a brief outage on March 16, upon which we switched over to our backup connection for the duration (approximately 30 minutes). The backup connection does not provide full functionality, but it provides enough such that the difference only affected a very small percentage of the staff.
 - Finally, as our department is always looking for ways to reduce costs while maintaining or improving service levels, we have begun to put together software to implement our own spam/bulk e-mail filter. We currently have this capability tied into our firewall appliance. The e-mail filtering, like all of the services on the appliance, has an annual subscription fee associated with it. While it's not a staggering amount of money, this is one example of potential savings we can generate without compromising either our technology infrastructure or our students' education.
 8. Finance
(*Chairperson - Randall Freiling*)
 - Mr. Freiling reported that the bills were paid.
 9. Legislation
(*Representative - William Weyland*)

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- Mrs. Buchalter reported that as a representative in the 4th District, she recently attended a meeting. Everyone should send a message to the governor explaining how these cuts affect our budgets.
10. Personnel – Executive Session
(Chairperson – Sara Paranzino)
11. Pine Hill Board of Education
(Representative – Irene Buchalter)
- Minutes from the January 26, 2010 Worksession/Regular business meeting.
 - Meeting is scheduled for tomorrow evening. Freshman sports have been cut from many budgets in Camden County. Pine Hill asked the union if they would freeze their salaries. They have not received an answer yet.
12. Municipal Alliance
(Representative – William Weyland)
- Nothing to report.
13. Leadership Committee
(Representative – Irene Buchalter)
- The next meeting will be held on April 15, 2010.

OTHER INFORMATION:

1. Board of Education Information:
 - a. Please remember to return the Ethics forms.
2. Clementon School Information:
 - a. Principal's Report – February 2010
 - i. Suspensions – 33 Total (14 Out-of-School; 19 In-School)
(Contained in the Principal's Report)
 - b. Enrollment Report – February 25, 2010
 - c. Nurse's Report – February 10, 2010 to March 12, 2010

PUBLIC:

Mayor Mark Armbruster reported that the town is still going to develop the lot across the street for fields for the town. They are getting cost estimates. The borough was also cut \$500,000 in state aid.

MOTION: To close the public portion of the meeting.

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

SECOND BY: _____ **Mr. Freiling** _____
MOTION CARRIED: 8-0-0

EXECUTIVE SESSION:

MOTION: To move into Executive Session at 8:00 PM.

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

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

SECOND BY: _____ **Mrs. Paranzino** _____
MOTION CARRIED: 8-0-0

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MOTION: To return from closed session at 8:30 PM.

MOVED BY: Mr. Freiling

SECOND BY: Mrs. Suckle

ON ROLL CALL VOTE:

MOTION CARRIED: 8-0-0

ADJOURNMENT:

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

MOVED BY: Mrs. Suckle

SECOND BY: Mr. Romer

ON ROLL CALL VOTE:

MOTION CARRIED: 8-0-0

Respectfully submitted,

Joanne E. Clement, Board Secretary
March 29, 2010