

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ May 24, 2010

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

Regular Meeting of the Clementon Board of Education
Clementon Elementary School Media Center
May 24, 2010

The Regular Meeting of the Clementon Board of Education was called to order at 7:25 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>
William Dillworth	7:30 PM	8:55 PM
Virginia de Haan	7:30 PM	8:55 PM
Randall Freiling	7:55 PM	8:55 PM
Sara Paranzino	7:30 PM	8:55 PM
Kathleen Rappold	7:30 PM	8:55 PM
John Romer	Absent	--
Ellen Suckle	7:30 PM	8:55 PM
William Weyland	7:30 PM	8:55 PM
Irene Buchalter	7:30 PM	8:55 PM

Quorum present.

Also present were:

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

Also present in the audience were:

Members of the community and staff.

MINUTES:

MOTION: Approve the Minutes of the following meetings:

- April 26, 2010 Reorganization Meeting
- April 26, 2010 Regular Meeting and Executive Session
- May 10, 2010 Special Joint Meeting with Pine Hill and Executive Session
- May 18, 2010 Special Joint Meeting with Clementon Borough

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

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

PUBLIC - AGENDA ITEMS ONLY:

No comments made by the public.

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Ella Lucha	\$	7.69
Geraldine Trost	\$	7.47
Jennifer Rhine	\$	7.47
Jeannette Ferroni	\$	7.47

3. Shared Services with Pine Hill Board of Education and Berlin Township Board of Education utilizing Carol Evans for Child Study Team Services for the 2010- 2011 school year. Clementon's cost: \$22,558.66.

4. Employment of the following individual for Extended School Year homebound instruction for student # 1812:
 - a. NAME: Karen Simons
 HOURS: 10 hours per week for four weeks
 RATE OF PAY: \$45.00 per hour

5. Employment of the following individual for the 2010- 2011 school year for homebound instruction for student # 1812:
 - a. NAME: Karen Simons
 HOURS: 10 hours per week
 RATE OF PAY: \$45.00 per hour

6. Employment of the following individual for the 2010- 2011 school year for substitute nursing services:
 - a. NAME: Carol Kellogg, RN
 RATE OF PAY: \$125.00 per day

7. Acceptance of the Quality Single Accountability Continuum (QSAC) district performance review results.

8. Revised 2010- 2011 District Professional Development Plan.

9. Participate in round two of the ARRA "Race to the Top" grant.

10. Comprehensive Equity Plan Annual Statement of Assurance for the 2010- 2011 school year.

11. Affirmative Action Report for the 2010- 2011 school year.

12. Summer hours for the school building beginning June 28, 2010 through August 27, 2010: 7:30 AM – 2:30 PM, Monday through Friday. (Previous summer hours were the same.)

13. Workshop/Meeting Requests:
 - a. EMPLOYEE: Joanne Clement
 WORKSHOP: The 403(b) Landscape in 2010 and Beyond
 LOCATION: Mount Laurel, NJ
 DATE: Wednesday, May 26, 2010
 COST: \$0.00
 SPONSOR: The Omni Group

 - b. EMPLOYEE: Helene Weyland
 WORKSHOP: Direct Certification (School Lunch Program)

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LOCATION: Voorhees, NJ
 DATE: Wednesday, May 26, 2010
 COST: \$0.00
 SPONSOR: NJ Department of Agriculture

- c. EMPLOYEE: Janice Breon
 WORKSHOP: The Aftermath of Suicide: Working with Adult and Child Survivors
 LOCATION: Piscataway, NJ
 DATE: Friday, June 11, 2010
 COST: \$0.00
 SPONSOR: UMDNJ and Traumatic Loss Coalition
- d. EMPLOYEE: Joanne Clement
 WORKSHOP: EMC – End of Year Review
 LOCATION: Sewell, NJ
 DATE: Tuesday, July 27, 2010
 COST: \$0.00
 SPONSOR: Gloucester County Special Services
- e. EMPLOYEE: Joanne Clement
 MEETINGS: 2010- 2011 Burlington County Insurance Pool (BCIP) Meetings
 LOCATION: Medford, NJ
 DATES: September 8, 2010; November 10, 2010; January 12, 2011, March 9, 2011; May 11, 2011; June 22, 2011
 COST: \$0.00
 SPONSOR: BCIP

14. Community Education Activity:

- a. EVENT: Clementon Park and Splash World Classic
 PERSON IN CHARGE: Candice Collins
 SPONSOR: Community Education
 PURPOSE: Proceeds of the event benefit the Walt Burrows Scholarship Fund. As part of the CES group, a portion will also benefit Community Education, provided the group has 20 entrants or more who participate.
 DATE: Sunday, June 13, 2010 (rain or shine)
 TIME: 7:30 AM
 LOCATION: Clementon Park

15. School Activities:

- a. EVENT: **“Seussical, Jr.” T-Shirt Sale**
 FACULTY SPONSOR: Salvatore Mazzocca
 DATES: June 2010
 NOTE: T-shirt vendor is Albert Conforti. Shirts will be sold for \$10.00 each and an approximate profit of \$3.00 per shirt will benefit the Student Activity Fund.
- b. EVENT: **Drug and Alcohol Awareness Assembly**
 FACULTY SPONSORS: Tina Jennetta and Al Wagner
 DATE: Monday, June 14, 2010
 TIME: 1:30 PM – 3:00 PM
 LOCATION: Multi- Purpose Room
 PARTICIPANTS: Students in grades six, seven, and eight.

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NOTE: Officer Fabbz, VP of DARE NJ, will be the speaker at this assembly. He has established a program to attack drug and alcohol concerns from a preventive standpoint and will introduce a true- to- life presentation to the students.

NOTE 2: Signed parental permission forms will be obtained for students to participate. An alternate activity will be provided for any students who have not secured parental permission.

- c. **EVENT:** **Variety Show**
FACULTY SPONSORS: Nancy Gundaker and Cathe Bare
DATE: Wednesday, June 16, 2010
TIME: 1:45 PM – 3:00 PM
LOCATION: Multi- Purpose Room
PARTICIPANTS: Students in grades six, seven, and eight.
NOTE: Students can express their uniqueness and creativity, and can present their own talents to their peers.

MOVED BY: Mrs. Paranzino
ON ROLL CALL VOTE:

SECOND BY: Mrs. de Haan
MOTION CARRIED: 7-0-0
 (Mr. Weyland abstained from # 12 only.)

16. Discussion Items:
 a. Informal Observations

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 individual for the 2010- 2011 school year:
- a. **POSITION:** Educational Clerical Assistant (12 months)
NAME: Lauren Murray
SALARY: \$29,000.00 per year
START DATE: July 1, 2010
18. Administrative Internship for Nancy Gundaker: 20 hours fieldwork with Administration as required as part of her Rowan University graduate course.
19. Volunteer to assist with the “Seussical Jr.” rehearsals and performances:
- a. Alden Wright (Colleague of Mr. Mazzocca. Mr. Wright will replace Jen Staffenberg, who cannot attend the performances due to the change in dates.)
20. Summer 2010 Response to Intervention (RTI) Assessment Training:

Objective: As each RTI student must be pre- and post- tested for each session, teachers must be instructed in the administration of the following assessments:

- MAP primary skills testing
- Literacy First Phonics Assessment
- Harcourt Intervention Station Placement Testing
- The Weaver Diagnostic Assessment
- Fountas and Pinnell Leveled Literacy Intervention Assessments

Date and Length: July/August 2010, 3 hours

Cost: 6 teachers x 3 hours x \$32 = \$576.00

Note: 100% Title I funded (the general fund will not be utilized).

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21. Summer 2010 Response to Intervention (RTI) Materials and Instructional Strategies Training:

Objective: Teachers will review RTI materials and strategies to teach the main components of beginning reading skills including:

- Word Work/Phonics
- Fluency
- Vocabulary
- Interactive Writing
- Reading Comprehension

Date and Length: July/August 2010, 3 hours

Cost: 6 teachers x 3 hours x \$32 = \$576.00

Note: 100% Title I funded (the general fund will not be utilized).

22. Summer 2010 Response to Intervention (RTI) Reporting Results Trainings:

Objective: Each RTI instructor will be able to:

- Complete a observation log of each student's sessions
- Graph student results using Fountas and Pinnell Leveled Literacy Intervention Data Management System
- Complete an Intervention Results report
- Complete a Teacher Recommendations Sheet

Date and Length: July/August 2010, 3 hours

Cost: 6 teachers x 3 hours x \$32 = \$576.00

Note: 100% Title I funded (the general fund will not be utilized).

23. Summer 2010 Reading Response to Intervention (RTI) Student Sessions:

Grades: K and 1st and Special Education students

Instructors: 2 teachers

Date, Time, and Length: Two 1.5 hour classes/week for 6 weeks during July/August 2010

Cost per session: 18 hours x \$32 = \$576.00

Total for Kindergarten RTI = \$2304.00

Total for Grade 1 RTI = \$2304.00

Total for Special Education RTI = \$1152.00

Combined Total = \$5760.00

Note: 100% Title I funded (the general fund will not be utilized).

Grade K Sessions:

(2 Sessions) Intervention: letter and sound recognition

(2 Sessions) Intervention: sight words and cvc patterns

Grade 1 Sessions:

(2 Sessions) Intervention: sight words and cvc patterns

(2 Sessions) Intervention: phonics

Special Education Sessions, grades 2- 7:

(2 Sessions) Intervention: Oral Reading Fluency

MOVED BY: Mrs. Suckle
ON ROLL CALL VOTE:

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

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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	\$159,861.75
2. List # 2 (Community Education)	\$8,305.80
3. List # 3	\$2,004.85
4. List # 4	\$433,029.39

2. Payment Transactions:

- a. Approve transfers in the amount of \$2,602.00.

- b. Payroll transfers:

<u>Date</u>	<u>Transaction</u>	<u>Amount</u>
04/15/10	From: General To: Payroll	\$135,003.18
04/15/10	From: General To: Agency	\$85,412.81
04/30/10	From: General To: Payroll	\$132,892.38
04/30/10	From: General To: Agency	\$84,571.11

3. Wire Transactions:

<u>Date</u>	<u>Transaction</u>	<u>Amount</u>
04/15/10	To: First Niagara Bank For: Tax Sheltered Annuities	\$5,786.65
04/30/10	To: First Niagara Bank For: Tax Sheltered Annuities	\$5,686.50

4. Breakfast and lunch prices for the 2010- 2011 school year as follows:

Reduced Breakfast:	\$.30	Reduced Lunch:	\$.40
Full Paid Breakfast:	\$1.00	Full Paid Lunch:	\$2.10
Adult Breakfast:	\$2.54	Adult Lunch:	\$3.25

This is a \$.10 increase for lunch; maximum is \$3.50.

5. Resolve adopting Section 125 Plan to pre- tax employee contributions for all health insurance and to enable cash- in- lieu of benefits.
6. Peterson Services base bid for controls for the 7th and 8th grade wing project at \$9,880.00.
7. Tuition contract between Clementon and Pine Hill for the 2010- 2011 school year for \$2,252,250 plus the adjustment for the 2007- 2008/2008- 2009 school years of \$103,157.
8. Pupil Transportation Services Jointure between Clementon and Pine Hill for the 2010- 2011 school year that will go out to bid on July 25, 2010.
9. Special Education Resource contract for the 2010- 2011 school year between Clementon and Pine Hill in the amount of \$200,000.

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10. Contract with Woods Services for July 1, 2010 through June 30, 2011 for student # 1873 in the amount of \$58,400. This is a residential placement.
11. Partners in Pediatrics for physical therapy services for the 2010- 2011 school year at a rate of \$70.00 per hour.
12. Onward Nursing Services for two special education students for the 2010- 2011 school year at the following rates:

Registered Nurse:	\$54.00 per hour
Licensed Practical Nurse:	\$43.00 per hour
13. Bayada Nursing Services for substitute nursing services for the 2010- 2011 school year at the following rates:

Registered Nurse:	\$52.00 per hour
Licensed Practical Nurse:	\$42.00 per hour
14. Award the Joanne Dereskewicz Memorial Scholarship to Appel Farm Arts and Music Center to Tiffany Ott in the amount of \$2,500.00. (*Background*)
15. Camden County School Boards Association spring meeting on June 2, 2010 at Gloucester Township Campus for the following:
 - a. Irene Buchalter
 - b. Lynn Marcus
 - c. Ellen Suckle
 - d. Virginia de Haan
 - e. Sara Paranzino
 - f. John Romer
 - g. William Weyland
 - h. Michael Adams
 - i. William Dilworth
 - j. Randall Freiling
 - k. Kathleen Rappold
 - l. Joanne Clement
16. William Dilworth to attend new board member orientation training on Saturday, June 12, 2010 from 9:00 AM – 4:00 PM in Robbinsville, NJ.
17. Spelljif Student Accident Insurance for the 2010- 2011 school year at a premium rate of \$2,448.00. This is a 10% decrease from last year. The pricing includes a two- year rate guarantee.
18. The Wright Choice for substitute nursing services for the 2010- 2011 school year at a rate of \$55.00 per hour.
19. Effective July 1, 2010, district administrators will be required to pay 1.5% of their salaries toward health care benefits as per the School Employees Health Benefits Program signed into law in March 2010.
20. 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 month of **April 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

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sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

(Treasurer's Report)

(Secretary's Report)

Pursuant to N.J.A.C. 6A:23- 2.11(c)4), the Board certifies that as of **April 30, 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. Suckle
ON ROLL CALL VOTE:

SECOND BY: Mrs. Paranzino
MOTION CARRIED: 7-0-0
 (Mr. Dilworth abstained from # 16 only.)

PRESENTATIONS:

1. *May 2010 Super Stars of the Month*
2. *April 2010 Manner Banner - 6B (Mrs. Endrizzi and Ms. Fellona's Classroom)*
3. *Student Art Exhibitions*
4. *QSAC Results*

Mr. Freiling entered the meeting at 7:55 PM.

CORRESPONDENCE:

1. April 2010 Update from Nutri-Serve Food Management.
2. Notification from the New Jersey Department of Education that Clementon is entitled to one representative on the Pine Hill Board of Education due to the number of students Clementon sends to the Pine Hill Board of Education for grades nine through 12.
3. Notification from the New Jersey Department of Education that the Camden County Coordinating Council for Distance Learning and Technology has approved Clementon's Three- Year District Technology Plan (July 1, 2010 through June 30, 2013).
4. Sunshine Notice from Pine Hill Public Schools for the Tuesday, May 25, 2010 Worksession/Regular Business Meeting that will be held at 6:30 PM in the auditorium of the Pine Hill Middle School.
5. "Energy News" from the US Department of Energy.

COMMITTEE REPORTS:

1. Administrative Evaluation
 (Chairperson - Randall Freiling)
 - Nothing to report at this time.
2. Building and Maintenance
 (Chairperson - William Weyland)
 - We had a brief meeting to discuss a new phone system. We have quotes. System needs to be replaced. Difference in price is nominal. Wait until next month to see if we can obtain grant funding. Mr. Dilworth is going to get some additional information.

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3. Camden County Educational Services Commission
(Representative - Virginia de Haan)
 - Closing youth center due to lack of enrollment.
4. Camden County School Boards Association
(Representatives - William Weyland and Kathleen Rappold)
 - Eighth Grade Dialogue was held at Clementon last month. The meeting was well attended.
5. Community Education
(Chairperson - John Romer)
 - Camp Clementon Attendance - April 2010
 - Report was given by Mr. Dilworth. Carnival will be held on June 5. Need a motion to approve a request for carnival donation.

MOVED BY: Mr. Dilworth
ON ROLL CALL VOTE:

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

6. Policy
(Chairperson - Irene Buchalter)
 - No changes in policy.
7. Core Curriculum and Technology
(Chairperson - Ellen Suckle)
 - As the school year winds down, the Technology Department is preparing projects for the summer months. The network has run relatively smoothly so far this month, so we have taken the luxury of looking ahead to setting up important maintenance items. The project list, so far, includes:
 - Inventory of all PCs, printers, and network equipment
 - Server hardware upgrades
 - Real Time student information system roll-over into 2010-2011
 - Running new network lines to ensure that all switch closets have redundant connections back to the core switch
 - Hosting district website in-house
 - Cleaning up student computer profile
 - Removal of unneeded software from workstations and servers
 - Removal of old/unwanted parts, materials, etc. from Technology Office
 - Purchase of supplies for coming year: toner, ink, power strips, mini-switches, cables, etc.

This list will grow as school draws to a close, but we certainly have plenty to do in the meantime to prepare.

8. Finance
(Chairperson - Randall Freiling)
 - We received quotes for banking proposals and would like to recommend changing to Beneficial Bank starting July 1, 2010.

MOVED BY: Mr. Weyland
ON ROLL CALL VOTE:

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

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9. Legislation
(Representative - William Weyland)
 - New School Boards president was elected. We will be receiving a refund of \$2,000 along with a reduction in dues for next year.
10. Personnel - Executive Session
(Chairperson - Sara Paranzino)
11. Pine Hill Board of Education
(Representative - Irene Buchalter)
 - Minutes from the March 30, 2010 Budget Hearing Meeting
 - Minutes from the March 30, 2010 Worksession/Regular Business Meeting
12. Municipal Alliance
(Representative - Kathleen Rappold)
 - Clementon Day is Sunday. Please buy your tickets.
13. Negotiations
(Representative - Randall Freiling)
 - Nothing yet.
14. Leadership Committee
(Representative - Kathleen Rappold)
 - Kathleen Rappold will be the chairperson.

OTHER INFORMATION:

1. Clementon School Information:
 - a. Principal's Report - April 2010
 - i. Suspensions - 40 Total (19 Out-of-School; 21 In-School)
(Contained in the Principal's Report)
 - b. Enrollment Report - April 30, 2010
 - c. Nurse's Report - April 12, 2010 to May 17, 2010
 - d. We would like to have finger scanning for the breakfast and lunch program for next year. Mrs. Macaluso will be visiting Mount Ephraim as they have this program in place. Update next month.

PUBLIC:

Mr. Korejko questioned his employment for the next school year. He did not understand why his time was cut when a teacher retired.

Mr. Mark Wearle, 12 Elinor Avenue, questioned the cuts from a power point presentation during budget time.

Mr. Adams addressed the budget power point presentation. Mrs. Clement thanked them for their comments.

MOTION: To close the public portion of the meeting.

MOVED BY: Mrs. Suckle
ON ROLL CALL VOTE:

SECONDED BY: Mr. Freiling
MOTION CARRIED: 8-0-0

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EXECUTIVE SESSION:

MOTION: To move into Executive Session at 8:12 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. Dilworth SECOND BY: Mrs. Suckle
ON ROLL CALL VOTE: MOTION CARRIED: 8-0-0

MOTION: To return from closed session at 8:49 PM.

MOVED BY: Mrs. de Haan SECOND BY: Mr. Dilworth
ON ROLL CALL VOTE: MOTION CARRIED: 8-0-0

MOTIONS AFTER EXECUTIVE SESSION:

Superintendent recommends the following personnel:

1. Reinstate part time custodian Harry Poulton for the 2010- 2011 school year.

MOVED BY: Mrs. de Haan SECOND BY: Mrs. Paranzino
ON ROLL CALL VOTE: MOTION CARRIED: 6-1-1
Mr. Weyland voted no.
Mrs. Rappold abstained.

2. 2010- 2011 employment contract for Albert Wagner, Assistant Principal, (11 month) in the amount of \$78,079.

MOVED BY: Mrs. de Haan SECOND BY: Mrs. Paranzino
ON ROLL CALL VOTE: MOTION CARRIED: 6-0-2
Mr. Weyland abstained.
Mrs. Rappold abstained.

3. 2010- 2013 employment contract for Ruth Lynn Marcus, Superintendent/Principal in the amount of \$136,000. Payment of mentoring fee of \$2,500. If employee leaves before two year period, this fee will be paid back to the district.

MOVED BY: Mrs. de Haan SECOND BY: Mrs. Paranzino
ON ROLL CALL VOTE: MOTION CARRIED: 6-0-2
Mr. Weyland abstained.
Mrs. Rappold abstained.

4. Part time art teacher for the 2010- 2011 school year at the first step.

MOVED BY: Mrs. de Haan SECOND BY: Mrs. Paranzino
ON ROLL CALL VOTE: MOTION CARRIED: 6-1-1
Mr. Weyland voted no.
Mrs. Rappold abstained.

5. Restore extra curricular activities pending County approval of line item transfers.

MOVED BY: Mrs. de Haan SECOND BY: Mrs. Paranzino
ON ROLL CALL VOTE: MOTION CARRIED: 6-1-1
Mr. Weyland voted no.
Mrs. Rappold abstained.

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6. 2010- 2011 employment contract for Joanne E. Clement, School Business Administrator in the amount of \$104,030.

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

SECOND BY: Mrs. Paranzino
MOTION CARRIED: 6-0-2
Mr. Weyland abstained.
Mrs. Rappold abstained.

ADJOURNMENT:

MOTION: To adjourn the meeting at 8:55 PM.

MOVED BY: Mr. Freiling
ON ROLL CALL VOTE:

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

Respectfully submitted,

Joanne E. Clement, Board Secretary
June 28, 2010