

**CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 26, 2010**

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

Regular Meeting of the Clementon Board of Education  
Clementon Elementary School Media Center  
**July 26, 2010**

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>
William Dilworth	7:30 PM	8:20 PM
Virginia de Haan	Absent	---
Randall Freiling	7:30 PM	8:20 PM
Sara Paranzino	7:30 PM	8:20 PM
Kathleen Rappold	7:30 PM	8:20 PM
John Romer	7:30 PM	8:20 PM
Ellen Suckle	7:30 PM	8:20 PM
William Weyland	7:30 PM	8:20 PM
Irene Buchalter	7:30 PM	8:20 PM

Quorum present.

Also present were:

Lynn Marcus, Interim 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:

- June 28, 2010 Regular Meeting
- July 7, 2010 Special Meeting and Executive Session

**MOVED BY:** Mr. Freiling

**SECOND BY:** Mr. Weyland

**ON ROLL CALL VOTE:**

**MOTION CARRIED:** 8-0-0

**PUBLIC - AGENDA ITEMS ONLY:**

No public present.

## CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 26, 2010

### SUPERINTENDENT'S REPORT:

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

1. Acceptance, with regret, of the resignation of Danielle Hughes-Ross, new employee.
2. Employment of the following individuals for the 2010-2011 school year, contingent upon completion of acceptable criminal history review:
  - a. POSITION: Instructional Aide (10 months)  
 NAME: Heather Mostosky  
 SALARY: \$8,792.00 per year  
 START DATE: September 1, 2010
3. Employment of Mary Bakey, Treasurer, for the 2010-2011 school year at the salary of \$2,874.00 per year.
4. Summer 2010 Child Study Team Meeting(s): In the event of required Child Study Team meeting(s) during July and August 2010, one regular education teacher and one special education teacher shall attend at the rate of \$32.00 per hour, per teacher (payable from the General Fund).
5. Consortium with Lindenwold School District for Clementon to be eligible for and to receive No Child Left Behind (NCLB) 2010-2011 Title III funds in the amount of \$2,745.00.
6. Clementon Elementary School hours, as follows:

#### Full Day

AM Preschool:	8:45 AM - 11:30 AM
PM Preschool:	12:30 PM - 3:15 PM
Grades K - 8:	8:45 AM - 3:15 PM

#### 1:00 Early Dismissal Days

AM Preschool:	8:45 AM - 10:45 AM
PM Preschool:	11:00 AM - 1:00 PM
Grades K - 8:	8:45 AM - 1:00 PM

#### One Hour Delayed Opening

AM Preschool:	9:45 AM - 12:20 PM
PM Preschool:	12:40 PM - 3:15 PM
Grades K - 8:	9:45 AM - 3:15 PM

#### Two Hour Delayed Opening

AM Preschool:	10:45 AM - 12:50 PM
PM Preschool:	1:10 PM - 3:15 PM
Grades K - 8:	10:45 AM - 3:15 PM

7. Re-adoption of the following existing bylaws, policies, and regulations: (*Policy Book*)

<u>Number</u>	<u>Bylaw Title</u>
0110	Identification
0120	Authority and Powers
0131	Bylaws and Policies
0132	Executive Authority
0133	Adjudication of Disputes
0134	Board Self Evaluation

## CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 26, 2010

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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

<b>Number</b>	<b>Policy Title</b>
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
2110	Philosophy of Education/District Mission Statement
2132	School District Goals and Objectives

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**CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 26, 2010**


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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
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

## CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 26, 2010

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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
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

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**CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 26, 2010**


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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
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	Late Arrival and Early Dismissal
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

## CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 26, 2010

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5513	Care of School Property
5516	Remotely Activating Communication Devices – Pagers & Cellular Telephones
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
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

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**CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 26, 2010**


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6820	Financial Reports
6830	Audit and Comprehensive Annual Financial Report
6831	Withholding or Recovering State Aid
6832	Conditions of Receiving State Aid
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
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



## CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 26, 2010

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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
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
<b>Number</b>	<b>Regulation Title</b>
<hr/>	
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
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

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**CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 26, 2010**


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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
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
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

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**CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 26, 2010**


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R 4425.1	Modified Duty Early Return To Work Program
R 4432	Sick Leave
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
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
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

## CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 26, 2010

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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
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
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

8. Abolish policy # 9110 - Quality Assurance Annual Report
9. First Reading and approval of the following updated and/or new bylaws, policies, and regulations:

<b>Number</b>	<b>Type</b>	<b>Title</b>
0000.02	POL	Introduction
0142.10	POL	Nepotism
0174	POL	Legal Services
0177	POL	Professional Services
1220	POL	Employment of Chief School Administrator
1570	POL	Internal Controls
1620	POL	Administrative Employment Contracts
2415.03	POL	Highly Qualified Teachers
2423	POL	Bilingual and ESL Education
2560	POL	Live Animals In Schools

## CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 26, 2010

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3126	POL	Induction Program for Provisional Teachers
3159	POL	Teaching Staff Member/School District Reporting Responsibilities
3240	POL	Professional Development
3281	POL	Inappropriate Staff Conduct
3431.3	POL	New Jersey's Family Leave Insurance Program
4281	POL	Inappropriate Staff Conduct
4431.3	POL	New Jersey's Family Leave Insurance Program
5111	POL	Eligibility of Resident/Nonresident Pupils
5338	POL	Diabetes Management
5512.01	POL	Harassment, Intimidation, and Bullying
5533	POL	Pupil Smoking
6111	POL	Special Education Medicaid Initiative (SEMI) Program
6360	POL	Political Contributions
6422	POL	Budget Transfers
6471	POL	School District Travel
6660	POL	Student Activity Fund
6740	POL	Reserve Accounts
7434	POL	Smoking on School Grounds
8420	POL	Emergency and Crisis Situations
8420.1	REG	Fire and Fire Drills
8461	POL	Reporting Violence, Vandalism, Alcohol and Other Drug Abuse
8760	POL	Pupil Accident Insurance
9130	POL	Public Complaints and Grievances
9700	POL	Special Interest Groups

### 10. Workshop/Meeting Requests:

- a. EMPLOYEE: Lauren Murray  
 WORKSHOP: Free and Reduced Price Application Workshop for Determining Officials  
 LOCATION: Voorhees BOE Office, Voorhees, NJ  
 DATE: Thursday, August 26, 2010  
 COST: \$0.00  
 SPONSOR: NJ Department of Agriculture

### 11. School Activities:

- a. EVENT: **Pizza Hut "Book It" Program**  
 FACULTY SPONSOR: Karen Pickering  
 DATES: October 2010 - March 2011  
 PARTICIPANTS: Students in grades K-6  
 NOTE: Reading incentive program in which each teacher sets a monthly goal for student reading in and out of the classroom. Students are rewarded with a certificate for a free personal pizza each month when the goal is met.
- b. EVENT: **Camden County Technical School Visit**  
 FACULTY SPONSOR: Janice Breon  
 DATES: October 27, 2010 and January 27, 2011  
 PARTICIPANTS: Students in grade eight  
 NOTE: Transportation provided by CCTS at no cost to the district.

### 12. Community Use of Facilities:

- a. ORGANIZATION: Linden-Boro Cheerleading Squad

## CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 26, 2010

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PERSON IN CHARGE: Kelly Keating  
 SPONSOR: Community Education  
 PURPOSE: Practice sessions for cheerleading squad  
 DATES: Mondays - Thursdays;  
 September 1, 2010 through March 31, 2011  
 TIME: 6:30 PM - 9:00 PM  
 LOCATION: Multi-Purpose Room and Gym

- b. ORGANIZATION: Love Apple Quilters Guild  
 PERSON IN CHARGE: Carole Henell  
 SPONSOR: Community Education  
 PURPOSE: Quilting workshops  
 DATES: Saturdays: September 25, 2010; November 20, 2010;  
 January 22, 2011; May 21, 2011  
 TIME: 9:00 AM - 3:30 PM  
 LOCATION: Media Center and/or Science Lab
- c. ORGANIZATION: Community Education  
 PERSON IN CHARGE: Kate Teschner  
 PURPOSE: "Welcome Back Candy Bingo"  
 DATE: Thursday, October 7, 2010  
 TIME: 7:00 PM - 8:30 PM  
 LOCATION: Multi-Purpose Room
- d. ORGANIZATION: Clementon Bureau of Fire Safety  
 PERSON IN CHARGE: Troy Bishop  
 SPONSOR: Community Education  
 PURPOSE: Fire Prevention Open House Activities  
 DATE: Saturday, October 9, 2010  
 TIME: 12:00 PM - 4:00 PM  
 LOCATION: Multi-Purpose Room, parking lot, and use of a restroom
- e. ORGANIZATION: Clementon Bureau of Fire Safety  
 PERSON IN CHARGE: Troy Bishop  
 SPONSOR: Community Education  
 PURPOSE: "Trunk or Treat"  
 DATE: Saturday, October 30, 2010  
 TIME: 5:30 PM - 8:30 PM  
 LOCATION: Multi-Purpose Room, parking lot, and use of a restroom
- f. ORGANIZATION: Community Education  
 PERSON IN CHARGE: Kate Teschner  
 PURPOSE: "Penny Party"  
 DATE: Thursday, November 18, 2010  
 TIME: 7:00 PM - 8:30 PM  
 LOCATION: Multi-Purpose Room and Gym
- g. ORGANIZATION: Community Education  
 PERSON IN CHARGE: Kate Teschner  
 PURPOSE: Community Education Classes  
 DATES: October 5, 2010 through November 15, 2010  
 TIME: 3:15 PM - 4:00 PM, Various days  
 LOCATION: Various

NOTE: Instructor and course information to follow at a later date.

MOVED BY:           Mrs. Paranzino            
 ON ROLL CALL VOTE:

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

## CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 26, 2010

13. Discussion Items:
- a. Field trips/Walking Trips
  - b. Highlights and Informal Observations
  - c. Yellow Cards
  - d. Interviews

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

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

14. Employment of the following individual for the 2010-2011 school year, contingent upon completion of acceptable criminal history review:
- a. POSITION: Teacher of Language Arts (10 months)  
 NAME: Erin Kelly  
 SALARY: \$45,450.00 per year  
 STEP: BA+1  
 START DATE: September 1, 2010
15. Summer 2010 New Teacher Orientation, additional attendees:
- a. ATTENDEES: Erin Kelly and Sign Language Interpreter (to be hired)  
 DATE: Tentative August 24, 2010  
 TIME: 9:00 AM - 12:00 PM
16. Summer 2010 Language Arts Literacy Curriculum Meetings, change in attendee:
- a. ATTENDEES: Erin Kelly  
 HOURS: Not to exceed 20 hours.  
 RATE OF PAY: July/August 2010: \$32.00 per hour, per attendee  
 DATES: Tentative Dates: July 19, 20, 21, and 22, 2010  
 DESCRIPTION: Teachers will update the Language Arts Literacy Curriculum for grades 7 and 8.  
 NOTE: To be paid from Title I and/or Title IIA
17. Permission for the Superintendent to hire a Sign Language Interpreter prior to the August 2010 board meeting, to facilitate the criminal history review process.

MOVED BY:       Mrs. Suckle        
 ON ROLL CALL VOTE:

SECOND BY:       Mrs. Paranzino        
 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	\$79,321.00
2. List # 2	\$265,192.00
3. List # 3	\$43,662.10
4. List # 4	\$4,399.04
5. List # 5	\$184,074.00

2. Payment Transactions:

- a. Approve transfers in the amount of \$0.00.

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b. Payroll transfers:

<u>Date</u>	<u>Transaction</u>	<u>Amount</u>
06/15/10	From: General To: Payroll	\$134,005.74
06/15/10	From: General To: Agency	\$84,619.67
06/23/10	From: General To: Payroll	\$100,716.00
06/23/10	From: General To: Agency	\$66,781.12
06/30/10	From: General To: Payroll	\$48,858.47
06/30/10	From: General To: Agency	\$16,615.40

3. Wire Transactions:

<u>Date</u>	<u>Transaction</u>	<u>Amount</u>
06/15/10	To: First Niagara Bank For: Tax Sheltered Annuities	\$5,386.50
06/23/10	To: First Niagara Bank For: Tax Sheltered Annuities	\$5,050.56

4. Closing of all accounts with TD Bank once all checks clear.

5. Opening checking accounts with Beneficial Bank for the following:

General Account	Payroll Account
Student Activity Account	Agency Account
Unemployment Account	Community Education Amount
Petty Cash Account	Capital Reserve Account

6. Irene Buchalter to attend Intermediate Bargaining workshop on Saturday, September 25, 2010 from 9:00 AM - 4:15 PM. Cost of \$125.00 to be applied to service credit.

7. Change of Use form to change classroom B-206 to PT/OT room. This room was inspected by Dr. Rita Hanna, County Business Administrator.

8. Contract for student to attend preschool autism program with Camden County Educational Services Commission. Tuition rate: \$25,125.00.

9. Transfer all funds from the Student Activity account for Joanne Dereskewicz Memorial Scholarship fund to Appel Farms as per the request from Mr. Dereskewicz.

10. Participate in Camden County Elementary League for girls and boys basketball.

11. IDEA Amendment for 2009-2010 in the amount of \$6,889.00. This was non-public funds that were not spent in 2008-2009.

12. No Child Left Behind (NCLB) 2010-2011 Grant Allocations:

Title I -	\$212,574
Title IIA -	\$48,961
Title IID -	\$522
Title III -	\$2,745
<u>NCLB Total -</u>	<u>\$264,802</u>

13. Approve line item transfers as per the attached.



## CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 26, 2010

14. Neo-Post Mailing system – 63 month lease agreement at \$195.00 per month. Current lease is \$210.25 per month. This is a savings of \$960.75 over the life of the lease (State Contract).
15. Void all unused checks from TD Bank for all accounts as of August 1, 2010 after auditor signs off on list:

General Account:	#3888 through #3999
Petty Cash:	#1029 through #1299
Student Activity:	#1120 through #1299
Community Education:	#1331 through #1599
Unemployment:	#1000 through #1049
Capital Reserve:	#1000 through #1049

16. Out of District Summer Placements (extended year):

<u>Student</u>	<u>School</u>	<u>Tuition</u>
1874	Archway - Aide	\$4,130.00
1909	Archway - Atco	\$6,376.65
2279	Archway - Atco	\$6,376.65
1874	Archway - Lower	\$6,376.65
2051	Archway - Atco	\$6,376.65
2018	Bancroft	\$7,176.32
2275	Berlin Township School	\$990.00
960	Brookfield	\$4,520.00
2279	Archway - Washington	\$6,376.65
2218	CC Preschool Autism	\$3,000.00
1806	Holly Dell	\$8,761.50
1806	Holly Dell One on One Aide	\$5,412.00
2152	Larc School	\$6,532.00
1786	St. John of God	\$6,333.61
1788	Yale	\$ 7,051.50
	TOTAL	<u>\$85,790.18</u>

17. In-Service for Environmental Engineers for Wednesday, July 28, 2010. Cost: \$0.00.  
 Ladder Safety  
 Fire Extinguisher Safety  
 Asbestos Awareness Refresher  
 Playground Safety and Inspection  
 Slip-Trip-Fall Awareness
18. 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 **June 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 **June 30, 2010**, after review of the Secretary's monthly financial report (appropriation section) and

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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. Freiling        
MOTION CARRIED: 7-0-1  
(Mrs. Buchalter abstained from #6 only.)

**SECRETARY'S REPORT = A D D E N D U M:**

Approve acceptance Preliminary Eligible Costs (PEC)/Grant approval for State Project: 0880-010-1001 for replacement of telecommunications equipment.

MOVED BY:       Mrs. Suckle        
ON ROLL CALL VOTE:

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

**PRESENTATIONS:**

➤ 2009-2010 Violence and Vandalism Report – Ms. Lynn Marcus

MOVED BY:       Mrs. Paranzino        
ON ROLL CALL VOTE:

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

**CORRESPONDENCE:**

1. June 2010 Update from Nutri-Serve Food Management.
2. July 2010 SPELLJIF Newsletter
3. Notification from New Jersey School Boards Association that William Dilworth attended Governance I New Board Member Orientation (mandated) on June 12, 2010.
4. Notification from New Jersey School Boards Association that William Weyland attended Governance 4 Legal Update training (mandated) on May 15, 2010.
5. Sunshine Notice from Pine Hill Public Schools for the Tuesday, August 24, 2010 Worksession/Regular Business Meeting that will be held at 6:30 PM in the auditorium of the Pine Hill Middle School.
6. Final Fiscal Year 2010 Special Education Medicaid Initiative (SEMI) Report

**COMMITTEE REPORTS:**

1. Administrative Evaluation  
(Chairperson – Randall Freiling)
  - Still waiting for report from NJSBA on Board's self evaluation.
2. Building and Maintenance  
(Chairperson – William Weyland)
  - We had a meeting to discuss the construction HVAC project. Units will be delivered on Wednesday.
  - We received the grant for the new phone system. We will be looking at additional features and will present them at the next board meeting.
3. Camden County Educational Services Commission  
(Representative – Virginia de Haan)
  - Mrs. de Haan was not present.
4. Camden County School Boards Association  
(Representatives – William Weyland and Kathleen Rappold)
  - Nothing to report.

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**CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 26, 2010**

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5. Community Education  
(*Chairperson - John Romer*)
  - Nothing to report.
6. Policy  
(*Chairperson - Irene Buchalter*)
7. Core Curriculum and Technology  
(*Chairperson - Ellen Suckle*)
  - This month, the Technology Department made progress on our infrastructure improvement projects.
  - We scheduled a maintenance window and installed additional processors in the two servers that we plan to eventually consolidate services onto. The upgrade will improve performance and reliability on those machines.
  - We also successfully migrated the district website to two servers on-site, which will save a small amount of money per year. More importantly, it will provide better response time to the load put on the site from within the school - which is the majority of the load. The website's traffic comes primarily from students and staff within the building.
  - We are also slowly moving network functions away from our subscription-based firewall device and onto our core router. The router can easily handle some of the more mundane functions currently handled by the separate appliance, and we plan to continue transferring functionality over the course of the summer. As discussed previously, this operation will save the district several thousand dollars in future school years.
  - Mr. Duffield, our Technology Coordinator, recently finished his Cisco Certified Network Professional (CCNP) certification. Mr. Duffield had been working for over a year on this achievement. Congratulations to him.
8. Finance  
(*Chairperson - Randall Freiling*)
  - Mrs. Clement spent all our money during the 2009-2010 school year.
9. Legislation  
(*Representative - William Weyland*)
  - Cut-off for resolutions is September 9<sup>th</sup>.
10. Personnel - Executive Session needed to discuss personnel and possible litigation.  
(*Chairperson - Sara Paranzino*)
11. Pine Hill Board of Education  
(*Representative - Irene Buchalter*)
  - Minutes from the May 25, 2010 Worksession/Regular Business Meeting
  - Minutes from the June 22, 2010 Worksession/Regular Business Meeting
  - Mrs. Buchalter discussed the problems at Pine Hill with construction and the loss of students.
12. Municipal Alliance  
(*Representative - Kathleen Rappold*)
  - Mrs. Rappold reported that the committee has not met.
13. Negotiations  
(*Representative - Randall Freiling*)
  - Nothing to report.

**CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 26, 2010**

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14. Leadership Committee

*(Representative - Kathleen Rappold)*

- Mrs. Rappold reported that the next meeting will be in October.

**OTHER INFORMATION:**

1. Clementon School Information:

a. Principal's Report - June 2010

- i. Suspensions - 13 Total (7 Out-of-School; 6 In-School)  
(Contained in the Principal's Report)

**PUBLIC:**

None

**EXECUTIVE SESSION:**

**MOTION:** To move into Executive Session at 8:10 PM.

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

**MOVED BY:**       Mrs. Suckle        
**ON VOICE VOTE:**

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

**MOTION:** To return from closed session at 8:15 PM.

**MOVED BY:**       Mrs. Suckle        
**ON VOICE VOTE:**

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

Motion to bring declaratory judgment action before the Commissioner of Education to seek approval of the CSA contract.

**MOVED BY:**       Mrs. Suckle        
**ON VOICE VOTE:**

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

**ADJOURNMENT:**

**MOTION:** To adjourn the meeting at 8:20 PM.

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

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

Respectfully submitted,

Joanne E. Clement, Board Secretary  
August 23, 2010