

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ May 2, 2011

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

Regular Meeting of the Clementon Board of Education
Clementon Elementary School Media Center
May 2, 2011

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	9:00 PM
William Dilworth	7:30 PM	9:00 PM
Randall Freiling	7:30 PM	9:00 PM
Sara Paranzino	7:30 PM	9:00 PM
Kathleen Rappold	7:30 PM	9:00 PM
John Romer	7:30 PM	9:00 PM
Ellen Suckle	Absent	----
William Weyland	7:30 PM	9:00 PM
Irene Buchalter	7:30 PM	9:00 PM

Quorum present.

Also present were:

Lynn Marcus, Interim Superintendent
Joanne E. Clement, School Business Administrator/Board Secretary
Shannon Hudak, Solicitor

Also present in the audience were:

Members of the community and staff.

MINUTES:

MOTION: Approve the Minutes of the following meetings:

- March 28, 2011 Special Meeting (Public Budget Hearing)
- March 28, 2011 Regular Meeting and Executive Session

MOVED BY: Mr. Romer
ON ROLL CALL VOTE:

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

PUBLIC - AGENDA ITEMS ONLY:

No public comments.

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MOTION: Close meeting to the public.

MOVED BY: Mrs. de Haan

SECOND BY: Mr. Romer

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 from employee # 175 for medical leave beginning September 1, 2011 through the last day of school in 2012 utilizing available sick time followed by uncompensated family medical leave of absence, and then followed by uncompensated child rearing leave of absence. Employee plans to return to position on September 1, 2012.

2. After-school Program: 4th Marking Period Title I "Back on Track" for Grades 6-8

Objective: Students identified as failing in one or more subject areas will be asked to participate in this after-school program. Students will be given time to work on missing assignments and study for up-coming tests and quizzes.

Teachers: one per grade level (3)

Personnel: Nicole Palermo
Kathleen Batchelor
Michelle Magilton
Edward Shilinsky (substitute)

Number of Sessions: 16

Dates: Tuesdays, Wednesdays, Thursdays from May 3, 2011 - June 9, 2011

Cost: \$32.00 per hour, per teacher (3 teachers x 16hrs. x \$32.00 =\$1,536.00)

Note: Funded by Title I and/or Title IIA (based on availability of funds)

3. Certified Staff for the 2011-2012 School Year (*Attached*)
4. 2011-2012 Preschool Program Plan Update
5. Second Reading and Adoption of the following new and/or revised policies and regulations:

<u>Number</u>	<u>Type</u>	<u>Title</u>
0141.1	POL	Board Member and Term - Sending District
1522	POL	School-Level Planning
2461	POL	Special Education/Receiving Schools
2461	REG	Special Education/Receiving Schools
2461.01	REG	Special Education/Receiving Schools IEP Implementation
2461.02	REG	Special Education/Receiving Schools - Suspension
2461.03	REG	Special Education/Receiving Schools - Pupil Records
2461.04	REG	Special Education/Receiving Schools - Special Education and Related Services
2461.05	REG	Special Education/Receiving Schools - IEP Compliance
2461.06	REG	Special Education/Receiving Schools - Highly Qualified and Appropriately Certified Staff

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2461.07	REG	Special Education/Receiving Schools - Termination of Placement
2461.08	REG	Special Education/Receiving Schools - In-Service Training
2461.09	REG	Special Education/Receiving Schools - Statewide and District-Wide Assessment Programs
2461.10	REG	Special Education/Receiving Schools - Full Educational Opportunity
2461.11	REG	Special Education/Receiving Schools - Staff Consultation
2461.12	REG	Special Education/Receiving Schools - Length of School Day and Academic Year
3144	REG	Certification of Tenure Charges
6150	POL	Tuition Income
6220	POL	Budget Preparation
6820	POL	Financial Reports
8420	POL	Emergency and Crisis Situations

6. Workshop/Meeting Requests:

- a. EMPLOYEE: Lynn Marcus
 WORKSHOP: Assessment of Practices in Early Education Classrooms
 LOCATION: NJDOE, Trenton, NJ
 DATE: May 26, 2011
 COST: \$0.00
 SPONSOR: NJDOE

- b. EMPLOYEE: Karen Stiles
 WORKSHOP: Assessment of Practices in Early Education Classrooms
 LOCATION: NJDOE, Trenton, NJ
 DATE: May 26, 2011
 COST: \$0.00
 SPONSOR: NJDOE

- c. EMPLOYEE: Lynn Marcus
 WORKSHOP: "NJ Schools to Watch" Information Session
 LOCATION: Rowan University, Glassboro, NJ
 DATE: May 23, 2011
 COST: \$0.00
 SPONSOR: NJDOE

- d. EMPLOYEE: Matt Duffield
 WORKSHOP: Real Time User Group Meeting
 LOCATION: Camden County Technical School, Sicklerville, NJ
 DATE: May 17, 2011
 COST: \$0.00
 SPONSOR: Real Time Information Technology

- e. EMPLOYEE: Kathleen Batchelor
 WORKSHOP: Real Time User Group Meeting
 LOCATION: Camden County Technical School, Sicklerville, NJ
 DATE: May 17, 2011
 COST: \$0.00
 SPONSOR: Real Time Information Technology

- f. EMPLOYEE: Diane Palogruto
 WORKSHOP: Real Time User Group Meeting
 LOCATION: Camden County Technical School, Sicklerville, NJ
 DATE: May 17, 2011
 COST: \$0.00

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SPONSOR: Real Time Information Technology

g. EMPLOYEE: Lynn Marcus
 WORKSHOP: NJASA/NJSBA Spring Conference
 LOCATION: Ocean Place, Long Branch, NJ
 DATES: May 23 and 24, 2011
 COST: \$349.00 plus one night lodging
 SPONSOR: NJASA/NJSBA

7. School Activities:

a. EVENT: **NJHS Personal Care Items – Shoebox Drive**
 FACULTY SPONSOR: Cathe Bare
 DATES: May 2011
 NOTE: This event is an annual community service project for the National Junior Honor Society members.

b. EVENT: **Service Dog Visit – Police K9**
 FACULTY SPONSOR: Karen Tropp
 DATE: May 31, 2011
 ALTERNATE DATE: June 1, 2011
 TIME: 1:30 PM – 2:30 PM
 LOCATION: Multi-Purpose Room
 NOTE: NJ State Trooper Sergeant Scott Poulton will present his State Trooper service dog and demonstrate some commands the dog has been taught to help protect the community. This event accompanies a Reading story about service dogs.

c. EVENT: **Celebrity Scoop Night – Rain Date**
 RAIN DATE: May 19, 2011

d. EVENT: **“Once on this Island, Jr.” – Admission Charge**
 AMOUNT: \$2.00 per person

e. EVENT: **Field Day**
 FACULTY SPONSORS: Jim Butz and Alicia Heverly
 DATE: June 14, 2011
 RAIN DATE: June 15, 2011
 TIME, Grades K-2: 9:00 AM – 11:00 AM
 TIME, Grades 3-6: 1:00 PM – 3:00 PM
 LOCATION: Backfield, playgrounds, and gym
 PARTICIPANTS: Students in grades kindergarten through six.

8. Field Trips:

a. TRIP: **Fourth Grade Walking Trip**
 DATE: June 9, 2011
 RAIN DATE: June 10, 2011
 TIME: 10:00 AM – 2:00 PM
 DESTINATION: Princeton Avenue Park
 STUDENT ADMISSION: \$0.00 per student
 CHAPERONE COST: \$0.00 per adult
 TRANSPORTATION: \$0.00
 PARTICIPANTS: Fourth grade students, teachers, and parent volunteers.
 NOTE: This event will be a fitness walk to Princeton Avenue Park. The day will include organized activities such as a kickball game or other games involving the entire group. Students

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will provide their own lunches. Staff will provide a treat following the trip.

- b. TRIP: **Kindergarten Walking Trip**
 DATE: May 24, 2011
 RAIN DATE: May 31, 2011
 TIME, 1st Class: 12:20 PM - 1:20 PM
 TIME, 2nd Class: 12:50 PM - 1:15 PM
 TIME, 3rd Class: 1:20 PM - 2:20 PM
 DESTINATION: Clementon Library
 STUDENT ADMISSION: \$0.00 per student
 CHAPERONE COST: \$0.00 per adult
 TRANSPORTATION: \$0.00
 PARTICIPANTS: Kindergarten students, teachers, aides, and parent volunteers.
- c. TRIP: **Kindergarten Walking Trip**
 DATE: May 13, 2011
 RAIN DATE: May 16, 2011
 TIME, 1st Class: 9:15 AM - 10:15 AM
 TIME, 2nd Class: 12:30 PM - 1:30 PM
 TIME, 3rd Class: 1:30 PM - 2:30 PM
 DESTINATION: Sovereign Bank
 STUDENT ADMISSION: \$0.00 per student
 CHAPERONE COST: \$0.00 per adult
 TRANSPORTATION: \$0.00
 PARTICIPANTS: Kindergarten students, teachers, aides, and parent volunteers.
- d. TRIP: **Kindergarten Walking Trip**
 DATE: June 2, 2011
 RAIN DATE: June 3, 2011
 TIME, 1st Class: 9:30 AM - 10:30 AM
 TIME, 2nd Class: 12:30 PM - 1:30 PM
 TIME, 3rd Class: 1:30 PM - 2:30 PM
 DESTINATION: Clementon Police Department
 STUDENT ADMISSION: \$0.00 per student
 CHAPERONE COST: \$0.00 per adult
 TRANSPORTATION: \$0.00
 PARTICIPANTS: Kindergarten students, teachers, aides, and parent volunteers.

MOVED BY: Mr. Freiling
 ON ROLL CALL VOTE:

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

9. Community Use of Facilities:

- a. ORGANIZATION: Clementon Fire Department
 PERSONS IN CHARGE: John Busch and Randy Freiling
 SPONSOR: Clementon Community Education
 PURPOSE: Training and Drills
 DATE: April 19, 2011
 TIME: 7:00 PM - 9:30 PM
 LOCATION: School-wide
 PARTICIPANTS: Members of the Clementon Fire Department

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MOVED BY: Mrs. Paranzino
ON ROLL CALL VOTE:

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

ADDENDUM:

10. It is recommended that contracts for the following instructional aides be renewed for the 2011-2012 school year:

Instructional Aides

Susan Brown
Diane Barricelli
Val Costino
Suzanne McClernan
Beth Paulosky
Andrea Rambo
Edward Shilinsky
Lynne Stang
Kate Teschner

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

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

11. Discussion Items:
a. Preschool - Ms. Marcus discussed the visit from the state evaluating our Preschool program.

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	\$208,548.08
2. List # 2 (Community Education)	\$7,301.02
3. List # 3	(\$92,269.00)
4. List # 4	\$92,269.00
5. List # 5	\$135.72
6. List # 6	\$405,494.35

2. Payment Transactions:

- a. Approve transfers in the amount of \$9,376.00.

- b. Payroll transfers:

<u>Date</u>	<u>Transaction</u>	<u>Amount</u>
03/15/11	From: General To: Payroll	\$130,770.77
03/15/11	From: General To: Agency	\$81,802.09
03/30/11	From: General To: Payroll	\$131,960.76
03/30/11	From: General To: Agency	\$81,684.58

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3. Wire Transactions:

<u>Date</u>	<u>Transaction</u>	<u>Amount</u>
03/15/11	To: First Niagara Bank For: Tax Sheltered Annuities	\$6,326.50
03/30/11	To: First Niagara Bank For: Tax Sheltered Annuities	\$6,326.50

4. Shared Service agreement with Collingswood Board of Education for the 2011-2012 school year for plumbing and electrical repairs.
5. Shared Service agreement with Pine Hill Board of Education for the 2011-2012 school year for Business Services. Salary to be determined upon completion of negotiations.
6. Shared Service agreement with Pine Hill Board of Education for the 2011-2012 school year for Director of Child Study Team. Salary to be determined upon completion of negotiations.
7. Lease/Rental agreement between Pine Hill School District and Clementon School District to rent classrooms from July 1, 2011 through August 30, 2011.
8. REAL Regional Learning Center for student N.I. for April 11, 2011 to June 14, 2011 at a daily rate of \$175.00 per day.
9. Cooperative Purchasing Agreement with Camden County until August 31, 2011.
10. All non-union employees will be enrolled in the Ameri-Health HMO starting July 1, 2011. Employees have the option of buying additional coverage (Patriot V and Patriot X) at their own expense.
11. Ratify and affirm Resolution for Telecommunications.
12. William Weyland to attend New Jersey School Boards Annual Delegate Assembly on May 14, 2011. Cost: \$0.00.
13. In accordance with the requirement of the New Jersey Administrative Code, Section 6A:23-4.5(a)(20), the Clementon Board of Education agrees and consents to the following:

The private schools listed below are not required to charge district students for any "paid or reduced meals" furnished directly or indirectly by the private school to them. This shall be effective for the school year beginning September 1, 2011 and ending June 30, 2012.

 - a. Archway School
 - b. Larc School
 - c. Yale School
14. Transportation contract between Camden County Educational Services Commission and the Clementon Board of Education for the 2011-2012 school year. *(Background)*
15. Acceptance of the Treasurer's Report and Secretary's Report in accordance with N.J.A.C. 6A:23-2.11(c)3 and N.J.A.C. 6A23-2.11(a) for the months of **March 2011**. 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)

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Pursuant to N.J.A.C. 6A:23-2.11(c4), the Board certifies that as of **March 31, 2011**, 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. Paranzino
ON ROLL CALL VOTE:

SECOND BY: Mr. Freiling
MOTION CARRIED: 7-0-1
(Mr. Weyland abstained from #10 and #12.)

PRESENTATIONS:

- *April 2011 Super Stars of the Month* - Ms. Kosmaczewski and Ms. Marcus
 - John Eakins - First Grade
 - Jonathan Diaz - Fifth Grade
 - Tiffany Richardson - Seventh Grade
- *March 2011 Manner Banner Winner (Classroom 2B)* - Ms. Kosmaczewski

CORRESPONDENCE:

1. Notification from the New Jersey School Boards Association that board member Sara Paranzino attended Governance 4 Legal Update training (mandated) on March 31, 2011.
2. Notification from the New Jersey School Boards Association that board member John Romer attended Governance 2 Finance training (mandated) on March 31, 2011.

COMMITTEE REPORTS:

1. Administrative Evaluation
(*Chairperson - Randall Freiling*)
 - Executive Session
2. Building and Maintenance
(*Chairperson - William Weyland*)
 - Nothing to report.
3. Camden County Educational Services Commission
(*Representative - Virginia de Haan*)
 - Mrs. de Haan reported that the Commission is looking for an interim. The County Superintendent will not approve their budget.
4. Camden County School Boards Association
(*Representatives - William Weyland and Kathleen Rappold*)
 - Meeting May 11, 2011; Student Speak Out CCVS, Registration: 6:00 PM.
 - Participants:
 - William Weyland
 - Kathleen Rappold
 - John Romer
 - Irene Buchalter
 - Joanne Clement
 - Sara Paranzino
 - Lynn Marcus

MOVED BY: Mr. Romer
ON ROLL CALL VOTE:

SECOND BY: Mrs. de Haan
MOTION CARRIED: 7-0-1

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(Each board member abstained from their own travel.)

5. Community Education
(Chairperson - John Romer)
 - Camp Clementon Attendance Record - March 2011
 - Mr. Romer reported that the next event planned is Rita's Water Ice on May 18th.

6. Policy
(Chairperson - Irene Buchalter)
 - Nothing at this time.

7. Core Curriculum and Technology
(Chairperson - Ellen Suckle)

In Mrs. Suckle's absence, the report was given by Mrs. de Haan.

Curriculum/Articulation:

 - The Professional Development Committee, Jamie, and Lynn have completed the 2011-2012 School Professional Development Plan. This plan is a continuation of the 2010-2011 plan which required updated information for the 2011-2012 school year.
 - The New Jersey ASK is beginning this week for students in grades 6, 7, and 8 and next week for grades 3-5. All regular and make-up testing will be completed in about 3 weeks.
 - Students in grades 1 and 2 will be taking the End-of-the-Year benchmark assessment between the end of May and the beginning of June.
 - Scheduling for the 2011-2012 school year has started. We have been focusing on the special education placements since they have state requirements in their IEPs.
 - We have purchased four additional Responders for the building. We utilized the remainder of the ARRA money for these Responders for the Smartboards.
 - Administration is looking at the remaining funds from Title I and II to plan for the possibility of summer programs for the students and professional development for the staff. Some of the professional development topics include updating curriculum and beginning to align the new Common Core Standards.
 - There have been several groups of teachers that have presented their Professional Learning Community (PLC) projects to the staff during our faculty meetings. They have covered topics such as data analysis, assessment creation based on data, and what subgroups we need to focus on to make AYP.

Technology

 - During the month of April, the Technology Department spent time cleaning the data in our student information system (Real Time) and NJ Smart. At the time of this writing, the district is error-free in the NJ Smart portal's SID Management area. This is part of the criteria QSAC keeps track of.
 - We are also lining up projects for the summer, including revamping our storage environment and moving our spam filtering onto our servers in-house. This will save money in November when our spam filtering appliance subscription comes up for renewal.
 - Finally, we are looking forward to our Internet service provider (Comcast) ramping up its Internet Protocol version 6 (IPv6) capabilities. The international corporation has run out of addresses for the current IP version, 4, so there must be a migration toward version 6. Our Internet-connected equipment is IPv6-capable, and as soon as Comcast allows us, we will begin trials and use of the new version.

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8. Finance
(*Chairperson - Randall Freiling*)
 - Mr. Freiling reported that the bills were paid and the budget passed.
9. Legislation
(*Representative - William Weyland*)
 - Delegate Assembly coming up in May and Mr. Weyland will be attending.
10. Personnel - Executive Session
(*Chairperson - Sara Paranzino*)
 - Mrs. Paranzino requested an Executive Session to discuss personnel.
11. Pine Hill Board of Education
(*Representative - Irene Buchalter*)
 - Minutes from the February 22, 2011 Worksession/Regular Business Meeting
 - Minutes from the March 1, 2011 Special Business Meeting
 - Minutes from the March 14, 2011 Special Board Meeting with Clementon Board of Education
 - Mrs. Buchalter reported that the Pine Hill budget did not pass and negotiations is not going well.
12. Municipal Alliance
(*Representative - Kathleen Rappold*)
 - Nothing to report.
13. Negotiations
(*Representative - Randall Freiling*)
 - Mr. Freiling gave an update on negotiations. Next meeting is May 9, 2011 at 5:30 PM.
14. Leadership Committee
(*Representative - Kathleen Rappold*)
 - Mrs. Rappold reported that the next meeting is scheduled for May 16, 2011.
15. Home and School Association
(*Representative - Virginia de Haan*)
 - Treasurer's Report - April 2011

OTHER INFORMATION:

1. Clementon School Information:
 - a. Administrative Report - March 2011
 - b. Enrollment Report - March 31, 2011
 - c. Nurse's Report - March 18, 2011 to April 11, 2011

PUBLIC:

None

EXECUTIVE SESSION:

MOTION: To move into Executive Session at 8:09 PM.

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

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MOVED BY: Mr. Romer
ON ROLL CALL VOTE:

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

Mr. Weyland left during personnel issues.

MOTION: To return from closed session at 8:55 PM.

MOVED BY: Mr. Freiling
ON ROLL CALL VOTE:

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

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

1. 2011-2012 employment contract for Jamie Kosmaczewski, Assistant Principal, in the amount of \$70,000.00
2. 2011-2012 employment contract for Joanne E. Clement, School Business Administrator, in the amount of \$104,406.00.

MOVED BY: Mrs. Paranzino
ON ROLL CALL VOTE:

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

ADJOURNMENT:

MOTION: To adjourn the meeting at 9:00 PM.

MOVED BY: Mr. Dilworth
ON ROLL CALL VOTE:

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

Respectfully submitted,

Joanne E. Clement, Board Secretary
May 23, 2011

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2011-2012 Certified Staff

Agresta, K	\$	50,200.00
Bermudez, D (60%)	\$	31,530.00
Ballinghoff, J	\$	48,830.00
Bare, C	\$	71,835.00
Batchelor, K	\$	55,190.00
Bhasin, B	\$	58,750.00
Breon, J	\$	81,080.00
Butler, C	\$	48,480.00
Buttari, S	\$	45,450.00
Butz, J.	\$	46,750.00
Cirrincione, M	\$	46,750.00
Clayton, K	\$	65,070.00
Collins, C	\$	50,200.00
Detwiler, R- 80%	\$	63,944.00
Egan, D	\$	72,260.00
Endrizzi, M	\$	46,100.00
Falkenstein, B	\$	74,855.00
Fellona, C	\$	47,140.00
Gundaker, N	\$	56,230.00
Haldeman, M	\$	57,665.00
Hernandez, M	\$	48,180.00
Heverly, A- 50%	\$	23,200.00
Jennetta, C	\$	52,020.00
Kelly, E	\$	45,450.00
Koch, R	\$	50,200.00
Kolody, K	\$	46,750.00
Koralja, J	\$	45,450.00
Kraft, K- 60%	\$	33,480.00
Levine, L	\$	64,695.00
Magilton, M	\$	50,000.00
Martin, A	\$	46,100.00
Martinez, E	\$	46,400.00
Mazzocca, S	\$	50,200.00
O'Brien, M	\$	55,550.00
Palermo, N	\$	54,150.00
Pape, A	\$	50,200.00
Pataky, C	\$	71,788.00
Pickering, K	\$	74,855.00
Pollock, L	\$	75,280.00
Prescott, C	\$	75,280.00
Procopio, C	\$	52,020.00
Rambo, S	\$	78,305.00
Roberts, L	\$	50,200.00
Roemer, R -50%	\$	26,100.00
Schultz, K	\$	52,100.00
Small, M	\$	59,675.00
Stefan, N	\$	53,140.00
Stiles, K	\$	46,750.00
Swan, E	\$	75,280.00
Thumm, K	\$	74,855.00
Tropp, K	\$	57,600.00

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Viola, Bailey	\$	22,725.00
Wheeler, L	\$	45,450.00
Williams, M	\$	65,070.00
Winters, L	\$	78,305.00

Salaries will be adjusted upon completion of Negotiations.