

**CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ June 27, 2011**

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

Regular Meeting of the Clementon Board of Education  
Clementon Elementary School Media Center  
**June 27, 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	8:45 PM
William Dilworth	7:30 PM	8:45 PM
Randall Freiling	Absent	----
Sara Paranzino	7:30 PM	8:45 PM
Kathleen Rappold	7:30 PM	8:45 PM
John Romer	Absent	----
Ellen Suckle	7:30 PM	8:45 PM
William Weyland	7:30 PM	8:45 PM
Irene Buchalter	7:30 PM	8:45 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:

- May 23, 2011 Regular Meeting and Executive Session

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

**SECOND BY:**       Mr. Weyland        
**MOTION CARRIED:** 7-0-0

**PUBLIC - AGENDA ITEMS ONLY:**

No public comments.

**MOTION:** Close meeting to the public.

**MOVED BY:**       Mr. Dilworth        
**ON ROLL CALL VOTE:**

**SECOND BY:**       Mr. Weyland        
**MOTION CARRIED:** 7-0-0

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**SUPERINTENDENT'S REPORT:**

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

1. Acceptance, with regret, of the resignation of employee # 197, Instructional Aide.
2. Acceptance, with regret, of the resignation of employee # 186, Teacher of Art (Part-Time).
3. Acceptance, with regret, of the retirement of employee # 007, Instructional Aide, effective June 30, 2011.
4. Summer 2011 Child Study Team employment:
  - a. POSITION: School Psychologist  
 NAME: Kerith Kraft  
 RATE OF PAY: Per the negotiated agreement  
 DATES: July 11, 2011; August 1, 2011; August 22, 2011
5. Employment of the following individuals for the 2011-2012 school year, contingent upon receipt of satisfactory criminal history review:
  - a. POSITION: Educational Media Specialist (Part Time)  
 NAME: Carol Herb  
 SALARY: As per the negotiated agreement  
 START DATE: September 1, 2011
  - b. POSITION: Substitute Instructional Aide  
 NAME: Marie Bondiskey  
 RATE OF PAY: \$8.50 per hour
  - c. POSITION: Substitute Secretary  
 NAME: Maryann Busch  
 RATE OF PAY: \$10.00 per hour
6. Employment of the following individual/service for the 2011-2012 school year for substitute nursing services:
  - a. NAME: Grace Dubiel, RN  
 RATE OF PAY: \$125.00 per day
  - b. COMPANY: The Wright Choice  
 RATE OF PAY: \$55.00 per hour
7. Summer 2011 Professional Development Training: Response to Intervention Teacher Training - *Additional Teacher*  
Additional Teacher: Kathryn Agresta  
Date and Time: July 13, 2011; 9:00AM to 1:00PM  
Additional Cost: 1 teacher x 4 hours x \$32.00 per hour = \$128.00  
Note: Funded by Title IA, Title IIA, Title IID, and/or Title I ARRA (based on the availability of funds)
8. Summer 2011 Professional Development Training: Project Design for Grades 6-8 - *Additional Teacher*  
Additional Teacher: Kelsey Hegel  
Date and Time: July 20, 2011; 9:00AM to 2:00PM  
Additional Cost: 1 teacher x 5 hours x \$32 = \$160.00

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Note: Funded by Title IA, Title IIA, Title IID, and/or Title I ARRA (based on the availability of funds)

9. Summer 2011 Professional Development Training: Development of Measurable Goals for IEPs - *Additional Staff Member*

Additional Staff Member: Chelsea Butler

Date and Time: To be determined

Cost: \$32.00 per hour, not to exceed 4 hours

Note: Funded by Title IA, Title IIA, Title IID, and/or Title I ARRA (based on the availability of funds)

10. Personnel for the Summer 2011 Tutoring -

- a. Reading RTI Sessions:  
 Special Education, Grades 3-7 - Karen Pickering  
 Kindergarten - Karen Stiles  
 Grade 1 - Audrey Pape  
 Grade 2 - Sandra Rambo  
 Substitutes - Michelle Endrizzi and Sheree Buttari
- b. Math Sessions:  
 Grades 3 and 5 (weeks 1 and 2) - Candice Collins  
 Grades 3 and 5 (weeks 3 and 4) - Kelly Kolody  
 Grades 4 and 6 (weeks 1 and 2) - Christine Fellona  
 Grades 4 and 6 (weeks 3 and 4) - Karen Tropp  
 Substitutes - Michelle Endrizzi and Sheree Buttari

11. Personnel for the Summer 2011 Professional Development Training (Curriculum Updates) -

- a. Science Curriculum Update:  
 Kindergarten - Karen Clayton  
 Grade 1 - Sandra Rambo, Kelly Kolody, Eileen Swan  
 Grade 2 - Lauren Levine, Dawn Egan, Bonnie Bhasin  
 Grade 3 - Brenda Falkenstein, Lauren Roberts, Michelle Cirrincione  
 Grade 4 - Karen Tropp, Sheree Buttari, Audrey Pape  
 Grade 5 - Jessica Ballinghoff, Tina Jennetta  
 Grade 6 - Christine Fellona, Candice Collins, Jason Koralja  
 Grade 7 - Nancy Gundaker  
 Grade 8 - Nancy Gundaker
- b. Mathematics Curriculum Update:  
 Kindergarten - Karen Clayton, Karen Thumm  
 Grade 1 - Sandra Rambo, Kelly Kolody, Eileen Swan  
 Grade 2 - Lauren Levine, Dawn Egan, Bonnie Bhasin  
 Grade 3 - Michelle Cirrincione, Brenda Falkenstein, Lauren Roberts, Lorraine Winters  
 Grade 4 - Karen Tropp, Audrey Pape, Sheree Buttari  
 Grade 5 - Jessica Ballinghoff, Tina Jennetta  
 Grade 6 - Michelle Endrizzi, Christine Fellona  
 Grade 7 - Kimberly Schultz, Michelle Magilton  
 Grade 8 - Mary Ellen Haldeman, Michael O'Brien

12. Stipend for IT services for Matthew Duffield in the amount of \$6,500.00.

13. 2011-2012 Extra-Curricular Stipend Personnel:

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<b>Activity</b>	<b>Faculty Member</b>	<b>Stipend</b>
Head Coach Boys Basketball	James Butz	\$2,068
Asst. Coach Boys Basketball	Michael O'Brien	\$1,378
Head Coach Girl's Basketball	Candice (Collins) Wilson	\$2,068
Asst. Coach Girl's Basketball	Christine Fellona	\$1,378
Head Coach Co-ed Soccer	Rick Koch	\$2,068
Asst. Coach Co-ed Soccer	Tina Jenetta	\$1,378
Head Coach, Softball	Candice (Collins) Wilson	\$2,068
Asst. Coach, Softball	Tina Jenetta	\$1,378
Drama	Salvatore Mazzocca	\$2,068
Cheerleading	Kelly Kolody	\$2,068
Student Government	Nicole Palermo	\$1,378
National Junior Honor Society	Catherine Bare	\$1,253
Band	Ryan Roemer	\$1,253
Chorus	Salvatore Mazzocca	\$1,127
Yearbook	Mary Ellen Haldeman	\$1,066
Art Challenge	<i>To be hired</i>	\$1,222
Safety Patrol	Michelle Endrizzi	\$878
8th Grade Promotion	Brenda Falkenstein	\$752
Community Education Director	Kate Teschner	\$8,607
Camp Clementon Director	Kate Teschner	\$8,607
Community Education Liaison	Suzanne McClernan & Cheryl Branch	\$2,464

14. Field Placement Request:

- a. NAME: Danielle Law  
 COLLEGE: Rowan University  
 GRADE : Grade 7  
 DATES: Each Friday in May-June 2011, for a total of 24 hours.  
 COOPERATING TEACHER: Michelle Magilton

15. Tuition Reimbursement:

- a. EMPLOYEE: Jose Cruz  
 COURSE TITLE: Educational Facility Management  
 UNIVERSITY: Rutgers University  
 COURSE FEE: \$219.00  
 DATE: July 28, 2011

16. Revisions to the 2011-2012 Professional Development Plan

17. Revisions to the following job specifications:

- a. Secretary to the Superintendent/Principal
- b. Secretary to the Principal
- c. Secretary to the Child Study Team
- d. Educational Clerical Assistant
- e. Payroll Clerk/Accounts Payable

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18. First Reading of the following new and/or revised policies and regulations:

Number	Type	Title
5701	POL	Plagiarism
8461	POL	Reporting Violence, Vandalism, Alcohol, and Other Drug Abuse
8461	REG	Reporting Violence, Vandalism, Alcohol, and Other Drug Abuse
7610	POL	Vandalism
7610	REG	Vandalism
5560	POL	Disruptive Pupils
5560	REG	Disruptive Pupils
5513	REG	Care of School Property
8467	POL	Weapons
8467	REG	Weapons

19. Workshop/Meeting Requests:

- a. EMPLOYEE: Jamie Kosmaczewski  
 WORKSHOP: Positive Behavior Support in Schools  
 LOCATION: NJ Department of Education, Trenton, NJ  
 DATE: June 14, 2011  
 COST: \$0.00  
 SPONSOR: NJ Department of Education
  
- b. EMPLOYEE: Jamie Kosmaczewski  
 WORKSHOP: Legal One - Anti-Bullying  
 LOCATION: Gloucester Township Schools, Blackwood, NJ  
 DATE: June 24, 2011  
 COST: \$125.00  
 SPONSOR: Gloucester Township Public Schools
  
- c. EMPLOYEE: Jamie Kosmaczewski  
 WORKSHOP: Teasing and Training for Administrators  
 LOCATION: NJ Law Center, New Brunswick, NJ  
 DATE: August 3, 2011  
 COST: \$20.00  
 SPONSOR: NJ State Bar Foundation
  
- d. EMPLOYEE: Lynn Marcus  
 WORKSHOP: Teasing and Training for Administrators  
 LOCATION: NJ Law Center, New Brunswick, NJ  
 DATE: August 3, 2011  
 COST: \$20.00  
 SPONSOR: NJ State Bar Foundation
  
- e. EMPLOYEE: Lauren Murray  
 WORKSHOP: Free and Reduced Price Application Workshop for  
 Determining Officials  
 LOCATION: Gloucester County College, Sewell, NJ  
 DATE: August 25, 2011  
 COST: \$0.00  
 SPONSOR: NJ Department of Agriculture

20. School Activities:

- a. EVENT: **"Book It" Program**  
 FACULTY SPONSOR: Karen Pickering

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DATES: October 2011 - March 2012  
 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.

- b. **EVENT: Camden County Technical School Visits**  
 FACULTY SPONSOR: Janice Breon  
 DATES: October 27, 2011 and January 26, 2012  
 PARTICIPANTS: Students in grade eight  
 NOTE: Transportation provided by CCTS at no cost to the district.
- c. **EVENT: 2011 Soccer Game and Practice Schedule**  
 FACULTY SPONSORS: Rick Koch and Tina Jennetta  
 DATES: Fall 2011 (As per schedule)  
 TIMES: Practices: 3:15 PM - 5:00 PM  
 Games: 3:10 PM (departure) - 6:30 PM (latest return)  
 LOCATION: Home: Charles Bowen Field, Pine Hill, NJ  
 Away: As per schedule  
 PARTICIPANTS: Eligible students in grades six, seven, and eight.  
 TRANSPORTATION: To be determined.

### Sign-Ups

Sign-Up Dates: Tuesday - Thursday, August 23-25, 2011  
 Sign-Up Times: 9:00 AM - 11:00 AM each day (practice to be included)

### Practices

**All practices are held on the back field at CES.**

August 30, 2011: 9:00 AM - 12:00 PM  
 August 31, 2011: 9:00 AM - 12:00 PM  
 September 9, 2011: 3:15 PM - 5:00 PM  
 September 12, 2011: 3:15 PM - 5:00 PM (cancel if faculty meeting held)  
 September 19, 2011: 3:15 PM - 5:00 PM (cancel if faculty meeting held)  
 September 28, 2011: 3:15 PM - 5:00 PM (cancel if faculty meeting held)  
 September 29, 2011: 3:15 PM - 5:00 PM  
 October 3, 2011: 3:15 PM - 5:00 PM (cancel if faculty meeting held)  
 October 5, 2011: 3:15 PM - 5:00 PM (cancel if faculty meeting held)  
 October 6, 2011: 3:15 PM - 5:00 PM (cancel if faculty meeting held)  
 October 14, 2011: 3:15 PM - 5:00 PM  
 October 17, 2011: 3:15 PM - 5:00 PM  
 October 25, 2011: 3:15 PM - 5:00 PM (cancel if playoff game held)

### Games

**All home games are played at Charles Bowen Field, Pine Hill, NJ.**

**All game times are 3:45 PM until completion.**

September 13, 2011: Intra-Squad Scrimmage HOME  
 September 15, 2011: vs. Magnolia HOME  
 September 22, 2011: vs. Merchantville AWAY  
 September 27, 2011: vs. Gibbsboro AWAY  
 September 30, 2011: vs. Brooklawn HOME  
 October 4, 2011: vs. Oaklyn AWAY  
 October 6, 2011: vs. Magnolia AWAY  
 October 11, 2011: vs. Gibbsboro HOME  
 October 13, 2011: vs. Brooklawn AWAY  
 October 18, 2011: vs. Oaklyn HOME  
 October 20, 2011: vs. Merchantville HOME  
 Week of October 24, 2011: Playoffs TBD

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November 1, 2011:

Alumni Game HOME

MOVED BY:           Mrs. Paranzino            
ON ROLL CALL VOTE:

SECOND BY:           Mrs. Suckle            
MOTION CARRIED: 6-0-1  
(Mr. Weyland abstained from #17 only.)

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

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

21. Summer 2011 Technology Work:

- a. NAME: Kathleen Batchelor  
DATES: June 21, 2011 through August 31, 2011  
RATE OF PAY: \$32.00 per hour, not to exceed \$5,000.00

22. Employment of the following individual for the 2011-2012 school year, contingent upon receipt of satisfactory criminal history review:

- a. POSITION: Educational Sign Language Interpreter  
NAME: Colette Blasko  
SALARY: \$30,000.00 per year  
START DATE: September 1, 2011

23. Termination of employee # 147.

MOVED BY:           Mrs. Suckle            
ON ROLL CALL VOTE:

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

**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	\$225,779.36
2. List # 2 (Community Education)	\$4,857.62
3. List # 3	\$490,816.80
4. List # 4	\$65,274.66

2. Payment Transactions:

- a. Approve transfers in the amount of \$85,259.00.

b. Payroll transfers:

<u>Date</u>	<u>Transaction</u>	<u>Amount</u>
05/15/11	From: General To: Payroll	\$132,506.22
05/15/11	From: General To: Agency	\$81,591.31
05/30/11	From: General To: Payroll	\$134,149.36
05/30/11	From: General To: Agency	\$82,113.71

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3. Wire Transactions:

<u>Date</u>	<u>Transaction</u>	<u>Amount</u>
05/15/11	To: First Niagara Bank For: Tax Sheltered Annuities	\$6,326.50
05/30/11	To: First Niagara Bank For: Tax Sheltered Annuities	\$6,326.50

4. Nutri-Serve Food Service Management agreement for the 2011-2012 school year in the amount of \$13,127.40. A guarantee return will be no less than \$476.00
5. Tuition for Archway School for student # 1797 May 24, 2011 until June 30, 2011 at a rate of \$182.19 per day.
6. New Behavioral Network for behavioral consultation for the 2010-2011 year for special education student not to exceed \$600.00.
7. New Behavioral Network for behavioral testing for the 2011-2012 school year at a rate of \$100.00 per hour.
8. Source 4 Teachers substitute agreement for substitute teachers for the 2011-2012 school year:
- |                             |          |
|-----------------------------|----------|
| Daily Pay Rate of \$75.00   | \$120.00 |
| Half Day Pay \$37.50        | \$ 70.00 |
| Alternate Pay Rate \$120.00 | \$151.99 |
9. Bayada Nursing Services for the 2011-2012 school year for student # 263-136 July 1 through August 31, 2011 at \$52.00 per hour.
10. Commission of the Blind and Visually Impaired for the 2011-2012 school year for student # 2152 in the amount of \$1,700.00.
11. Renewal Service Agreement with The OMNI Group for all 403(B) accounts for the 2011-2012 school year in the amount of \$1,850.00.
12. Resolution directing the distribution of surplus funds from Burlington County Insurance Pool Joint Insurance Fund in the amount of \$6,170.00.
13. In accordance with N.J.A.C. 6A:23A-14.4 et. seq., resolved to deposit anticipated current year surplus not to exceed \$200,000.00 into Tuition Reserve Account at year end.
14. In accordance with N.J.A.C. 6A:23A-14.4 et. seq., resolved to deposit anticipated current year surplus not to exceed \$25,000.00 into Maintenance Reserve Account at year end.
15. Tom and Marie Barnes Scholarships in the amount of \$500.00 each were presented to
- a. Charlotte Navrot
  - b. Alena Golley
16. Watsontown Scholarships in the amount of \$500.00 each were presented to:
- a. Adrienne Barrett
  - b. William Weyland
17. John Fisher Scholarship in the amount of \$200.00 was presented to:





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**MOTION:** Upon recommendation of the Superintendent: Accept settlement agreement with B.B. and H.B.

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

**SECOND BY:**       Mrs. Paranzino        
**MOTION CARRIED:** 7-0-0

**MOTION:** Approve Salary Guides for the 2011-2014 Contract as presented.

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

**SECOND BY:**       Mr. Dilworth        
**MOTION CARRIED:** 5-1-1  
**(Mrs. de Haan voted no.)**  
**(Mr. Weyland abstained.)**

Mrs. Bare, Chairperson for the CEA, stated that she was very sorry but at this time they could not sign the contract due to the impending legislation from the governor.

**CORRESPONDENCE:**

1. Notification from the New Jersey Department of Education that the 2011-2012 Professional Development Plan has been approved by the Camden County Professional Development Board.
2. Executive County Superintendent of Schools' approval of the District Application to Operate Summer School.
3. May 2011 Nutri-Serve Food Service Update
4. Information from the New Jersey Department of Education regarding criminal history record checks for school board members and trustees of charter schools.
5. Thank you card from Adrienne Barrett for the Watsontown Scholarship award.

**COMMITTEE REPORTS:**

1. Administrative Evaluation  
*(Chairperson - Randall Freiling)*
  - Mr. Freiling was not present.
2. Building and Maintenance  
*(Chairperson - William Weyland)*
  - Mr. Weyland reported that the committee met with an architectural firm to discuss installing additional solar on the roof. It was suggested that we partner with another district due to the lack of space on our roof. We discussed wind and also solar over the parking lot. Both are cost prohibited. We are awaiting more information.
3. Camden County Educational Services Commission  
*(Representative - Virginia de Haan; Alternate - William Weyland)*
  - Mrs. de Haan reported that Mr. Swartzler's last day is June 30, 2011. The new interim will start July 1, 2011.
4. Camden County School Boards Association  
*(Representatives - William Weyland and Kathleen Rappold)*
  - There was no meeting to report on.
5. Community Education  
*(Chairperson - John Romer)*
  - Camp Clementon Attendance Record - May 2011
  - Mr. Romer was not present.

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6. Policy  
(*Chairperson - Irene Buchalter*)
  - Mrs. Buchalter reported that the board approved policies this evening.
  
7. Core Curriculum and Technology  
(*Chairperson - Ellen Suckle*)
  - Curriculum
    - A number staff members will be updating our Science and Math curriculums this summer to begin the alignment of the new Common Core State Standards.
    - A variety of professional development training sessions have begun for our staff members.
    - As I mentioned before, we have been investigating a new online lesson plan system that is within our Real Time student database system. I had several teachers volunteer to be on a committee to review this new lesson plan system and provide me with feedback. In addition, I offered the remainder of the staff the opportunity to try out the system and I received a lot of positive feedback. Jamie and I met with the committee and it was decided that September the staff will all be trained to use this system which is significantly cheaper than our current system OnCourse.
    - As you will see in the board packet, our Professional Development Plan has been approved for the 2011-2012 school year.
  - Technology
    - Now that summer is here, we can begin preparing for the next school year. Some of the items that we will be working on include, creating and deactivating users, setting up our information system and other programs, cleaning our network of unnecessary buildup, and continue to work on NJ SMART data.
    - We are also able to expand our data storage capacity with storage area network array, which will be purchased in July. This will proactively alleviate some data retention issues.
    - As always, we are looking for other areas of potential improvements. The staff wants to change to Real Time's lesson plan system that is directly linked to our current student database system.
  
8. Finance  
(*Chairperson - Virginia de Haan*)
  - Mrs. de Haan signed the bills.
  
9. Legislation  
(*Representative - William Weyland*)
  - Mr. Weyland had nothing to report.
  
10. Personnel - Executive Session  
(*Chairperson - Sara Paranzino*)
  
11. Pine Hill Board of Education  
(*Representative - Irene Buchalter*)
  - Minutes from the May 3, 2011 Reorganization Meeting
  - Minutes from the May 3, 2011 Worksession/Regular Business Meeting
  - Mrs. Buchalter reported that negotiations is not going well at Pine Hill.
  
12. Municipal Alliance  
(*Representative - Kathleen Rappold*)
  - Mrs. Rappold had nothing to report.

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13. Negotiations  
(Representative - Randall Freiling)
  - Mr. Freiling was not present for a report.
14. Leadership Committee  
(Representative - Kathleen Rappold)
  - Mrs. Rappold stated that the next meeting will be in September.
15. Home and School Association  
(Representative - Virginia de Haan)
  - Mrs. de Haan reported that there are no meetings in the summer.

**OTHER INFORMATION:**

1. Discussion Items:
2. Clementon School Information:
  - a. Administrative Report - May 2011
  - b. Enrollment Reports
    - i. May 31, 2011
    - ii. June 20, 2011
  - c. Nurse's Report - May 11, 2011 to June 13, 2011
  - d. "Once on This Island, Jr." Report
3. CES Community Carnival "Thank You" from Kelly Kolody:  
*"Dear CES Family, I want to thank you for your patience and cooperation with this year's carnival! Your generosity in donating items and your personal time has really gone above and beyond the call of duty! I couldn't have done any of this without the support of my colleagues, administrators, board members and parents! Your participation in this event is priceless! We raised \$1561.00 for our students!!! That is absolutely amazing and has once again surpassed the amount raised last year!! We also raised \$71.00 for Alex's Lemonade Stand. I'm blessed to work with such generous and caring people! Words cannot thank all of you enough, I truly appreciate your dedication to our students and I thank you for giving so much back to CES! Sincerely, Kelly Kolody"*

**PUBLIC:**

None

**ADJOURNMENT:**

**MOTION:** To adjourn the meeting at 8:45 PM.

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

**SECOND BY:**           Mrs. Paranzino            
**MOTION CARRIED:** 7-0-0

Respectfully submitted,

Joanne E. Clement, Board Secretary  
 July 25, 2011