

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ JULY 23, 2012

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

Regular Meeting of the Clementon Board of Education
Clementon Elementary School Media Center
July 23, 2012

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	7:55 PM
William Dilworth	Absent	---
Randall Freiling	7:30 PM	7:55 PM
Sara Paranzino	7:30 PM	7:55 PM
Kathleen Rappold	Absent	---
John Romer	7:30 PM	7:55 PM
Ellen Suckle	7:30 PM	7:55 PM
William Weyland	7:30 PM	7:55 PM
Irene Buchalter	7:30 PM	7:55 PM

Quorum present.

Also present were:

Lynn Marcus, Superintendent
Joanne E. Clement, School Business Administrator/Board Secretary
Brett Gorman, Solicitor

Also present in the audience were:

Members of the community and staff.

MINUTES:

MOTION: Approve the Minutes of the following meeting:

- June 25, 2012 Regular Meeting

MOVED BY: Mrs. Suckle

SECOND BY: Mr. Weyland

ON ROLL CALL VOTE:

MOTION CARRIED: 6-0-1
(Mr. Romer abstained)

PUBLIC - AGENDA ITEMS ONLY:

Open meeting to Public to Agenda items only - No public comment

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SUPERINTENDENT'S REPORT:

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

1. Accept, with regret, the resignation of employee # 200, effective September 1, 2012.
2. Accept leave of absence request in accordance with the NJ Family Medical Leave Act from employee # 090 beginning September 8, 2012 through October 21, 2012.
3. Accept request from employee # 021 for medical leaving beginning October 1, 2012 through January 21, 2013 utilizing available illness days then uncompensated time under the NJ Family Medical Leave Act.
4. Accept department transfer date of July 31, 2012 from employee # 199 to allow employee to prepare for new position.
5. Salary adjustment for Michele Brewster to reflect a Master's Degree received. Documentation provided: transcript. Adjusted salary at 20% (work schedule is one day per week) and step: \$9,780.00 per year; Step 1 MA.
6. Employment of the following individual for the 2012-2013 school year:
 - a. POSITION: Substitute Teacher
 NAME: Stephanie Doelp
 RATE OF PAY: \$90.00 per day for the first 20 days, then \$247.01 for days 21 and later
 DATES: October 1, 2012 through January 21, 2013
7. Employment of the following 2012-2013 Camp Clementon personnel:

Position	Faculty Member	Hourly Rate
Camp Clementon Assistant	Danielle Teschner	\$7.75

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

Number	Type	Title
0151	POL	Organization Meeting
0153	POL	Annual Appointments
0167	POL	Public Participation in Board Meetings
2361	POL	Acceptable Use of Computer Networks/Computers and Resources
2361	REG	Acceptable Use of Computer Networks/Computers and Resources
2363	POL	Pupil Use of Privately-Owned Technology
2431.4	POL	Prevention and Treatment of Sports-Related Concussions and Head Injuries
2431.4	REG	Prevention and Treatment of Sports-Related Concussions and Head Injuries
2622	POL	Pupil Assessment
3282	POL	Use of Social Networking Sites
4282	POL	Use of Social Networking Sites
6470	POL	Payment of Claims
3470	REG	Payment of Claims

9. Approval of the five Harassment, Intimidation, and Bullying cases from January 2012 to June 2012. The presentation took place at the June 25, 2012 Board of Education meeting.

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10. Workshop/Meeting Requests:

- a. EMPLOYEE: Lynn Marcus
 MEETINGS: 2012-2013 Camden County Curriculum Consortium Meetings
 LOCATION: Voorhees Administration Building, Voorhees, NJ
 DATES: September 20, 2012; October 18, 2012; November 15, 2012; December 13, 2012; January 17, 2013; February 14, 2013; March 14, 2013; April 18, 2013; May 16, 2013
 COST: \$0.00
 SPONSOR: Camden County Curriculum Consortium
- b. EMPLOYEE: Joanne Clement
 MEETINGS: 2012-2013 Camden County Association of School Business Officials Meetings
 LOCATION: Voorhees Administration Building, Voorhees, NJ
 DATES: September 9, 2012; October 17, 2012; November 15, 2012; December 19, 2012; January 16, 2013; February 20, 2013; March 20, 2013; April 17, 2013; May 15, 2013; June 19, 2013
 COST: \$0.00
 SPONSOR: Camden County Association of School Business Officials
- c. EMPLOYEE: Joanne Clement
 MEETINGS: 2012-2013 Burlington County Insurance Pool JIF Meetings
 LOCATION: Lenape Regional Board Office, Shamong, NJ
 DATES: September 12, 2012; November 14, 2012; January 9, 2013; March 13, 2013; May 8, 2013; June 26, 2013
 COST: \$0.00
 SPONSOR: Burlington County Insurance Pool JIF
- d. EMPLOYEE: Lynn Marcus
 WORKSHOP: Marzano Model Planning Session
 LOCATION: Liberty High School, Jackson, NJ
 DATE: August 2, 2012
 COST: \$0.00
 SPONSOR: Learning Sciences
- e. EMPLOYEE: Jamie Flick
 WORKSHOP: Marzano Model Planning Session
 LOCATION: Liberty High School, Jackson, NJ
 DATE: August 2, 2012
 COST: \$0.00
 SPONSOR: Learning Sciences
- f. EMPLOYEE: Lynn Marcus
 WORKSHOP: Training for Marzano Teacher Evaluation System
 LOCATION: Haddon Heights School District, Haddon Heights, NJ
 DATE: August 20, 21, and 22, 2012
 COST: \$0.00
 SPONSOR: N/A
- g. EMPLOYEE: Jamie Flick
 WORKSHOP: Training for Marzano Teacher Evaluation System
 LOCATION: Haddon Heights School District, Haddon Heights, NJ
 DATE: August 20, 21, and 22, 2012

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COST: \$0.00
SPONSOR: N/A

- h. EMPLOYEE: Matt Duffield
WORKSHOP: Technology Training for Marzano Teacher Evaluation System
LOCATION: Haddon Heights School District, Haddon Heights, NJ
DATE: August 22, 2012
COST: \$0.00
SPONSOR: N/A
- i. EMPLOYEE: Christine Procopio
WORKSHOP: Training for Marzano Teacher Evaluation System
LOCATION: Haddon Heights School District, Haddon Heights, NJ
DATE: August 20 and 21, 2012
COST: 12 hours total at \$32.50 per hour (to be paid from the Race to the Top funds)
SPONSOR: N/A

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

SECOND BY: Mrs. Suckle
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 (Community Education)	\$8,423.04
2. List # 2	\$47,588.56
3. List # 3	\$190,872.44
4. List # 4	\$70,160.14

2. Payment Transactions:

- a. Approve transfers in the amount of \$23,344.39.

- b. Payroll transfers:

<u>Date</u>	<u>Transaction</u>	<u>Amount</u>
06/15/12	From: General	\$67,068.35
	To: Agency	
06/15/12	From: General	\$93,983.65
	To: Payroll	
06/14/12	From: General	\$82,804.78
	To: Agency	
06/15/12	From: General	\$124,511.04
	To: Payroll	
06/30/12	From: General	\$26,488.01
	To: Agency	
06/30/12	From: General	\$52,908.47
	To: Payroll	

3. Wire Transactions:

<u>Date</u>	<u>Transaction</u>	<u>Amount</u>
06/14/12	To: First Niagara Bank	\$5,262.00
	For: Tax Sheltered Annuities	
06/15/12	To: First Niagara Bank	\$6,111.50

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	For: Tax Sheltered Annuities	
06/30/12	To: First Niagara Bank	\$849.50
	For: Tax Sheltered Annuities	

4. Apple iPads, State Contract Number: 70259 for \$14,777.00.
5. Acceptance of the Treasurer's Report and Secretary's Report in accordance with N.J.A.C. 6A23-16.10 (c) 3, I certify that as of **June 30, 2012**, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Clementon Board of Education pursuant to N.J.S. A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over expended in violation of N.J.A. C. 6-23-2.12 (a) 1.

(Treasurer's report)

(Secretary's report)

Pursuant to N.J.A.C. 6:23A-16.10 (c) 4, the Board certifies that as of **June 30, 2012** after review of the secretary's monthly financial report (appropriation section) and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been overexpended in violation of N.J.A.C. 6:23A-16.10 (a) 1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

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

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

PRESENTATIONS:

- *Clementon, Pine Hill, Berlin Township 2011 NJASK Results* - Ms. Marcus
- *Concord Engineering*

CORRESPONDENCE:

None

COMMITTEE REPORTS:

1. Administrative Evaluation
(*Chairperson - Randall Freiling*)
 - No report.
2. Building and Maintenance
(*Chairperson - William Weyland*)
 - Mr. Weyland reported that the sink hole was fixed.
3. Camden County Educational Services Commission
(*Representative - Virginia de Haan; Alternate - William Weyland*)
 - Mrs. de Haan reported that the Commission did not have a meeting in July.
4. Camden County School Boards Association
(*Representatives - John Romer and William Weyland*)
 - No report.
5. Community Education
(*Chairperson - John Romer*)
 - No report.
6. Policy

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(Chairperson - Irene Buchalter)

- Mrs. Buchalter and Ms. Marcus went over all the policies. We will be changing committees next year.

7. Common Core Curriculum and Technology

(Chairperson - Ellen Suckle)

Mrs. Suckle reported the following:

COMMON CORE CURRICULUM

- Summer professional development has been taking place in which we have focused on writing new curriculum based on the Common Core State Standards.
- Other professional development has included English Language Learners (ELL) training and Response to Intervention (RTI).

TECHNOLOGY

- The Technology Department has begun setup for the coming school year, with new staff, different room assignments, and scheduling all being addressed.
- We are working on cleanup from the previous school year: we submitted the NJ Smart end-of-year report last week, and will finish the course/roster submission soon.
- Our student information system rollover process is complete and we are now working in the 2012-2013 school year.
- We just received our Apple iPads and we are beginning to set them up. We are excited to be exploring the educational possibilities of these devices.
- We expect the new PCs for Computer Lab #1 to arrive in August.

8. Finance

(Chairperson - Virginia de Haan)

- Mrs. de Haan reported that the bills were paid.

9. Legislation

(Representative - William Weyland)

- No report.

10. Personnel - Executive Session

(Chairperson - Sara Paranzino)

- Mrs. Paranzino gave a personnel update stating that Ms. Marcus is interviewing for a Spanish teacher and Media Specialist for next year.

11. Pine Hill Board of Education

(Representative - Irene Buchalter)

- Minutes from the May 22, 2012 Reorganization Meeting
- Minutes from the May 22, 2012 Worksession/Regular Business Meeting
- Mrs. Buchalter reported that ESEP has started. Equipment was ordered but not delivered. Need new hot water heaters, boilers, and kitchen equipment. They have 900 new computers for the district. Mediation was scheduled for the administrator's contracts but it was cancelled.

12. Municipal Alliance

(Representative - Kathleen Rappold)

- Not present.

13. Leadership Committee

(Representatives - Kathleen Rappold and John Romer)

- Not present.

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14. Home and School Association
(Representative - Virginia de Haan)
- No report.

OTHER INFORMATION:

1. Board of Education Information:
 - a. Fall Conference for school board members - Please advise Joanne Clement if you will be attending.
2. Clementon School Information:
 - a. Administrative Report - June 2012
3. Discussion Item:
 - a. Baseball Team Petition - Ms. Marcus discussed the petition that was received at the end of June. She will respond to this letter.

PUBLIC:

None.

EXECUTIVE SESSION:

None.

ADJOURNMENT:

MOTION: To adjourn the meeting at 7:55 PM.

MOVED BY: Mr. Weyland
ON ROLL CALL VOTE:

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

Respectfully submitted,

Joanne E. Clement, Board Secretary
 August 27, 2012