CLEMENTON BOARD OF EDUCATION Clementon, New Jersey

Regular Meeting of the Clementon Board of Education Clementon Elementary School Multi-Purpose Room **February 25, 2013**

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:

C	<u>Arrival</u>	<u>Departure</u>
Virginia de Haan	7:30 PM	8:22 PM
William Dilworth	7:30 PM	8:22 PM
Randall Freiling	7:30 PM	8:22 PM
Sara Paranzino	7:30 PM	8:22 PM
Kathleen Rappold	7:30 PM	8:22 PM
John Romer	Absent	
Ellen Suckle	7:30 PM	8:22 PM
William Weyland	7:30 PM	8:22 PM
Irene Buchalter	7:30 PM	8:22 PM
2		-

Quorum present.

Also present were:

Lynn Marcus, Superintendent Joanne E. Clement, School Business Administrator/Board Secretary Frank Cavallo, Solicitor

Also present in the audience were: Members of the community and staff.

MINUTES:

MOTION: Approve the Minutes of the following meeting:January 28, 2013 Regular Meeting

MOVED BY:	Mrs. Suckle	SECOND BY:	Mrs. Rappold
ON ROLL CALL	VOTE:	MOTION CARRIED:	8-0-0

PUBLIC - AGENDA ITEMS ONLY:

Open meeting to Public to Agenda items only - No public comments.

MOVED BY:	Mr. Freiling	SECOND BY:	Mrs. Paranzino
ON ROLL CAL	L VOTE:	MOTION CARRIED:	8-0-0

SUPERINTENDENT'S REPORT:

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

- 1. Accept, with regret, the resignation of employee # 021 from stipend position only, effective immediately.
- 2. Accept request from employee # 091 for compensation of unused sick time upon retirement.
- 3. Accept request from employee # 221 for compensation of 1.33 days earned but unused vacation time.
- 4. Accept request from employee # 019 for three uncompensated days' leave from May 1, 2013 through May 3, 2013 for a family obligation.
- 5. Source 4 Teachers, together with its employees, to provide substitute services for the 2012-13 school year.
- 6. February 2013 additions to the Source 4 Teachers Master Substitute List
- 7. Employment of the following personnel for the remainder of the 2012-2013 school year, contingent upon satisfactory criminal history review:

a.	POSITION: NAME: SALARY: STEP: START DATE:	School Social Worker (10 months) Michelle Panarella \$48,900.00 per year (pro-rated) 1 MA Approximately March 12, 2013
	START DATE:	Approximately March 12, 2013

8. Employment of the following substitute for the 2012-2013 school year:

a.	POSITION:	Long-Term Substitute Teacher
	NAME:	Ramona DiMaria
	SALARY:	\$90.00 per day for the first 20 days, then \$247.01 for days
		21 and later
	ADDITIONAL DATES:	February 11, 2013 – February 21, 2013
	DATES:	February 22, 2013 – End date TBD

9. Amend the 2012-2013 stipend personnel for the softball program:

a.	POSITION: NAME: STIPEND:	Girls Softball Head Coach Tina Jennetta \$2,068.00
b.	POSITION: NAME: STIPEND:	Girls Softball Assistant Coach Michael Terlizzi \$1,379.00

- 10. Softball Program 2012-2013 Staff Volunteers:
 - a. Candice Wilson
 - b. Rick Koch
- 11. Employment of the following personnel for the 2013-2014 school year:
 - a. POSITION: Kindergarten Teacher (10 months)

NAME:	Gail Dragon
SALARY:	\$46,000.00
STEP:	1 BA
START DATE:	September 1, 2013

12. Field Placement/Observation Requests:

a.	NAME: UNIVERSITY: SEEKING CEAS: COOPERATING TEAC DATES:	Evan Picariello Rowan University Elementary Education K-5 (Health and P.E.) CHER: James Butz (Health and P.E.) March 25, 27; April 8, 10, 15, 17, 22, 24, 29; and May 1,
b.	NAME: UNIVERSITY: COURSE:	Brielle English UMDNJ, School of Health Related Professions Physical Therapy Doctorate
	COOPERATING P/T: DATES:	Johnetta Ervin (Physical Therapist) Varying dates during a two-month period for a minimum of 16 hours.

13. First reading of the following revised policies/regulations:

_	Number	Туре	Title
	0132	POL	Executive Authority
	2415	POL	No Child Left Behind Programs

14. Tuition Reimbursement Request:

a. EMPLOYEE:	Tracy Stefan
COURSE TITLE:	Foundations of Autism Spectrum Disorders
SEMESTER:	Spring 2013
UNIVERSITY:	University of Phoenix
TUITION:	\$600.00
NOTE:	Employees who voluntarily leave employment within two
	years of receiving tuition reimbursement shall repay the
	same to the Board of Education.

15. Comprehensive Guidance Programs:

- a. Grades Kindergarten Five
- b. Grades Six Eight

16. Workshop/Meeting Requests:

a.	EMPLOYEE: WORKSHOP:	Kathryn Agresta Help Your Students Meet or Exceed the CCSS in Text Complexity
	LOCATION:	The Mansion, Voorhees, NJ
	DATE:	May 21, 2013
	COST:	\$219.00
	SPONSOR:	Institute for Educational Development
b.	EMPLOYEE:	Lynn Marcus
	WORKSHOP:	Preparing for Educator Evaluation Reform
	LOCATION:	EIRC, Mullica Hill, NJ
	DATE:	March 11, 2013

COST:	\$0.00
SPONSOR:	NJ Department of Education
c. EMPLOYEE:	Lynn Marcus
WORKSHOP:	The Board and Student Achievement - ELFNJ
LOCATION:	Wyndham Princeton Forrestal Hotel, Plainsboro, NJ
DATE:	March 2, 2013
COST:	\$0.00
SPONSOR:	NJ School Boards Association
d. EMPLOYEE:	Jared Peltzman
WORKSHOP:	The Board and Student Achievement - ELFNJ
LOCATION:	Wyndham Princeton Forrestal Hotel, Plainsboro, NJ
DATE:	March 2, 2013
COST:	\$0.00
SPONSOR:	NJ School Boards Association

17. Field Trips:

a.	STUDENT ADMISSION	Michelle Marino May 24, 2013 None 8:45 AM – 4:00 PM gs Great Adventure, Jackson, NJ V: \$0.00 per student (paid by HSA) \$0.00 per adult (paid by HSA) \$450.00; 1 bus from Holcomb (paid from funds earned by participating in Clementon Clean-Up days in fall and spring.) Eligible safety patrol members in grades five, six, and
b.	TRIP: FACULTY SPONSOR: DATE: RAIN DATE: TIME: DESTINATION:Voorh STUDENT ADMISSION CHAPERONE COST: TRANSPORTATION: PARTICIPANTS:	February 26, 2013 None 11:15 AM – 2:00 PM ees Skate Zone, Voorhees, NJ V: \$290.00 \$0.00 per adult

18. School Activities:

a.	EVENT:	Lion's Club Vision Screenings
	FACULTY SPONSOR:	Mary Beth Hernandez, RN
	DATE:	April 26, 2013
	TIME:	9:00 AM - 3:00 PM
	LOCATION:	Main Office Conference Room
	PARTICIPANTS:	Preschool students

b. <u>REMOVED FROM AGENDA</u>

EVENT:American Belly-Dancing Class for StaffFACULTY SPONSOR:Kate Teschner

DATES:	Eight weeks duration TBA
TIME:	4:00 PM - 5:00 PM
LOCATION:	Gym
PARTICIPANTS:	Interested staff. Cost to be paid by attending staff.
EVENT:	Art Show
EVENT: FACULTY SPONSOR:	
FACULTY SPONSOR:	Kimberly English

Students, families, and staff

d.	EVENT:	Girls Softball 2013 Season Schedule
	FACULTY SPONSORS:	Tina Jennetta and Michael Terlizzi
	DATES:	As per schedule attached
	TIMES:	As per schedule attached
	LOCATIONS:	As per schedule attached
	TRANSPORTATION:	TBD

19. Community Use of Facilities:

PARTICIPANTS:

c.

a.	ORGANIZATION: PERSON IN CHARGE: SPONSOR: PURPOSE: DATE: TIME: LOCATION: ALTERNATE LOCATIO ALTERNATE TIME: PARTICIPANTS: NOTE:	Eighth Grade Dance Committee Kris Ward Community Education Annual Eighth Grade Dinner Dance June 7, 2013 7:00 PM – 10:00 PM (if held at Fire Hall) Clementon Fire Hall DN: CES Multi-Purpose Room if Fire Hall not available 6:00 PM – 9:00 PM (if held at CES) Eligible eighth grade students All aspects (food, DJ, party favors, decorations, etc.) of this event are run by a volunteer committee of eighth grade parents. Supplies are made or donated by other eighth grade parents and local businesses.
b.	ORGANIZATION: PERSON IN CHARGE: SPONSOR: PURPOSE: DATE: TIME: LOCATION: PARTICIPANTS:	Girl Scout Troop # 30481 Alison Morgan Community Education Timber Creek Service Unit – Powder Puff Derby One Saturday TBD (April 13, 20, <u>OR</u> 27, 2013) 9:00 AM – 3:00 PM Multi-Purpose Room Approximately 100 people

MOVED BY:	Mrs. Suckle	SECOND BY:	Mr. Freiling
ON ROLL CALL VOTE:		MOTION CARRIED: 8-0-1	
		(Mrs. Rappold abs	stained from #19B only.)

SECRETARY'S REPORT:

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

I. The payment of the following bill lists from the General Account:Bill List and Check RegisterAmount1. List # 1 (Community Education)\$2,704.062. List # 2\$126,739.23

- 2. Payment Transactions:
 - a. Approve transfers in the amount of \$45,100.00.
 - b. Payroll transfers:

<u>Date</u>	<u>Transaction</u>	<u>Amount</u>
01/15/13	From: General	\$89,157.80
	To: Agency	
01/15/13	From: General	\$118,730.71
	To: Payroll	
01/30/13	From: General	\$89,330.70
	To: Agency	
01/30/13	From: General	\$118,048.74
	To: Payroll	

3.	Wire Transactions:		
	<u>Date</u>	<u>Transaction</u>	Amount
	01/15/13	To: First Niagara Bank	\$5,741.50
		For: Tax Sheltered Annuities	
	01/30/13	To: First Niagara Bank	\$5,741.50
		For: Tax Sheltered Annuities	

- 4. 2012-2013 IDEA Amendment to include carryover funds in the amount of \$1,567.00.
- 5. School Board County Meeting on March 4, 2013, Clementon Elementary School for the following:
 - a. William Dilworth
 - b. Ellen Suckle
 - c. William Weyland
 - d. Kathleen Rappold
 - e. Virginia de Haan
 - f. Lynn Marcus
 - g. Jared Peltzman
 - h. Irene Buchalter
 - i. Sara Paranzino
 - j. Randall Freiling
 - k. John Romer
 - l. Joanne Clement
- 6. Clementon Refunding Bond Ordinance for the refunding of up to all of the outstanding callable school bonds, Series 2005.
- 7. Resolution approving Parker McCay as Bond Counsel for refinancing of school bonds.
- 8. Tuition contract for J.H. to Shepard School, Morris County, in the amount of \$34,837.44.
- 9. Resolution and contract with Camden County Educational Services Commission for services for July 1, 2013 to June 30, 2014 for the following:
 - Transportation Services
 - 192/193 Program
 - CST Services
 - Evaluations and Related Services
 - Purchased Educational Services
 - Home Instruction

- Substitute Nursing Services
- Sign Language Interpreter
- 10. 2013-2014 tuition for high school students attending Pine Hill at a rate of \$14,484.00 (2% increase).
- 11. 2013-2014 rate for Resource Room for Pine Hill not to exceed \$150,000.00.
- 12. BE IT RESOLVED, the Clementon Board of Education adopt 2013-2014 school district budget for submission to the Executive County Superintendent for approval as follows. Any changes will be made at Public Hearing.

BUDGET

LOCAL TAX LEVY

General Fund \$	11,282,571	\$	3,997,359
Special Revenue Fund \$	316,096	\$	
Debt Service Fund \$	445,780	\$	328,678
TOTAL BASE BUDGET \$	12,171,447	\$ <u> </u>	4,326,037

(Amount subject to change after receipt of State Aid figures.)

13. 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 <u>January 31, 2013</u> 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 <u>January 31, 2013</u> 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. Suckle	SECOND BY:	Mrs. Rappold
ON ROLL CALL	L VOTE:	MOTION CARRIED:	8-0-0

PRESENTATIONS:

- > January 2013 Manner Banner (Mrs. Pickering's Classroom)
- ➤ T.E.R.R.I.F.I.C. Kids
- > P.R.I.D.E. Winners
- > Bulldog's Best Winners
- > Long Range Facilities Plan Ms. Kim Medefindt

CORRESPONDENCE:

- 1. January 2013 Nutri-Serve Update
- 2. Thank you letter from The Animal Adoption Center in Lindenwold to Catherine Bare and the National Junior Honor Society for their generous donations in 2012.

<u>COMMITTEE REPORTS</u>:

- 1. Administrative Evaluation (Chairperson – Randall Freiling)
 - Mr. Freiling reported that he has nothing new to report. Ms. Marcus e-mailed the County Superintendent concerning the approval of her goals but has not received a response either.
- 2. Building and Maintenance

(Chairperson - William Weyland)

• Mr. Weyland reported on the projects for the Long Range Facilities Plan in detail.

MOTION: Approve submission of the Long Range Facilities Plan

MOVED BY:	Mr. Weyland	SECOND BY:	Mrs. Suckle
ON ROLL CALL	VOTE:	MOTION CARRIED:	8-0-0

- 3. Camden County Educational Services Commission (*Representative – Virginia de Haan; Alternate – William Weyland*)
 - Mrs. de Haan reported that the Board voted on budget for 2013-2014. The Commission is providing services to other districts. The teachers are working with the schools for 192/193 funding. The Board interviewed three candidates for Superintendent and will be bringing two back for a final interview next week.
- 4. Camden County School Boards Association (*Representatives – John Romer and William Weyland*)
 - Mr. Weyland reported that he attended last month's meeting with several other board members. Subject was student achievement. Lynn and Jared will be attending some workshops. Clementon is hosting the next meeting scheduled for March 4, 2013 at 6:00 PM in the Multi-Purpose room.
- 5. Community Education and Extra-Curricular Information *(Chairperson John Romer)*
 - Camp Clementon Attendance Record January 2013
 - Mr. Romer was not present for a report. Mrs. Clement read a report provided by Ms. Teschner with upcoming programs.
- 6. Policy

(Chairperson - Irene Buchalter)

- Mrs. Buchalter reported that we did a first reading on policies this evening.
- 7. Common Core Curriculum and Technology

(Chairperson – Ellen Suckle)

Mrs. Suckle reported the following: <u>COMMON CORE CURRICULUM</u>

- Next week the committee will be meeting with Lynn to review the Instruction and Program documentation for QSAC.
- We will also look at the different types of data we collect on students. Especially the IRLA and the STAR programs which are new this year.
- Last week students in all grades took their benchmark assessments that were provided by The Department of Education. This assessment gives us a picture about how the students are progressing with the new Common Core State Standards.

TECHNOLOGY

- We updated our equipment information in the PARCC Technology Readiness Tool. This provides the Department of Education with data on our testing environment in the push toward computer-based assessment.
- Information for the budget has been provided to administration. This includes wireless connections in the building, upgrades to computers, and we are still continuing to look at mounting the SmartBoards and projectors.

MOTION: Approval of NCLB Amended Grant with carryover in the amount of \$8,013.

MOVED BY:	Mrs. Paranzino	SECOND BY:	Mr. Freiling
ON ROLL CALL	VOTE:	MOTION CARRIED:	8-0-0

8. Finance

(Chairperson – Virginia de Haan)

• Mrs. de Haan reported on the budget for the 2013-2014 school year. This budget is based on flat funding with no program cuts. We will have a two percent increase to the taxpayers. After our State Aid figures come out on Thursday, February 28, 2013, we will know if changes need to be made. Those changes will be discussed at our Public Hearing.

9. Legislation

(Representative – William Weyland)

• Mr. Weyland had nothing to report on Legislature. He stated that there is discussion amongst the Legislatures to provide funding for security. Mrs. Buchalter has been appointed to the Resolutions Committee to review Resolutions before they go before the Committee.

10. Personnel - Executive Session

(Chairperson - Sara Paranzino)

• Mrs. Paranzino reported on open positions that were voted on this evening. Ms. Marcus, Mr. Peltzman, and Mrs. Clement will be discussing staffing for the 2012-2013 school year shortly.

11. Pine Hill Board of Education

(Representative – Randall Freiling)

- Minutes from the November 27, 2012 Worksession/Regular Business Meeting
- Minutes from the December 18, 2012 Worksession/Regular Business Meeting
- Mr. Freiling reported that representing Clementon on the Pine Hill Board of Education is a learning experience. They are in the process of filling the principal position. The high school has many challenges. He is pleased that Clementon and Pine Hill are collaborating on curriculum.
- 12. Municipal Liaison
 - (*Representative Randall Freiling*)
 - Mr. Freiling reported municipal is doing well. He gave the Borough Jared's number as the school can better utilize the funds.
- 13. Home and School Association

(*Representative – Virginia de Haan*)

• Mrs. de Haan reported that there are all new officers. The secretary stepped down and they have a new one. Since there are all new officers, you should have a mid-year audit. This is a learning experience for the new members. They

were not aware that they had to liquidate all their funds at the end of each year. She believes their ending balance was around \$5,000.00.

14. Negotiation

(Chairperson – Ellen Suckle)

• Mrs. Suckle had nothing to report. Ms. Marcus commented that negotiations would have to be opened up if we have a baseball team next year as this stipend is not in our current contract.

OTHER INFORMATION:

- 1. Discussion Items:
 - a. CES Baseball Team and Survey Results
 - b. CES English Language Learners Newsletter
 - c. Transporting Students
 - d. Camden County School Boards 8th Grade Dialogue, March 4, 2013: 8th Grade student Kimberly Krier has been selected to represent CES.
- 2. Clementon School Information:
 - a. Nurse's Report January 2013
 - b. Enrollment Report February 20, 2013
 - c. Administrative Report January 2013
 - d. Fire/Security Drills Held January 2013
 - i. Fire Drill: 01/14/13
 - ii. Security Drill: 01/31/13 (Interior Relocation/Shelter in Place)

PUBLIC:

No public comments.

MOVED BY: <u>Mrs. Paranzino</u> ON ROLL CALL VOTE: SECOND BY: <u>Mrs. de Haan</u> MOTION CARRIED: 8-0-0

EXECUTIVE SESSION:

None.

ADJOURNMENT:

MOTION: To adjourn the meeting at 8:22 PM.

MOVED BY: <u>Mrs. Suckle</u> ON ROLL CALL VOTE: SECOND BY: <u>Mr. Dilworth</u> MOTION CARRIED: 8-0-0

Respectfully submitted,

Joanne E. Clement, Board Secretary March 25, 2013