

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ July 22, 2013

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

Regular Meeting of the Clementon Board of Education
Clementon Elementary School Media Center
July 22, 2013

I. CALL TO ORDER:

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.

II. OPENING STATEMENT:

“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.”

III. PLEDGE OF ALLEGIANCE:

Mrs. Buchalter led the Pledge of Allegiance.

IV. ROLL CALL:

The following members answered roll call:

	<u>Arrival</u>	<u>Departure</u>
Virginia de Haan	7:30 PM	9:20 PM
William Dilworth	7:38 PM	9:20 PM
Randall Freiling	7:30 PM	9:20 PM
Sara Paranzino	7:30 PM	9:20 PM
Kathleen Rappold	7:30 PM	9:20 PM
John Romer	7:30 PM	9:20 PM
Ellen Suckle	7:30 PM	9:20 PM
William Weyland	7:30 PM	9:20 PM
Irene Buchalter	7:30 PM	9:20 PM

Quorum present.

Also present were:

Lynn DiPietropolo, Superintendent
Joanne E. Clement, School Business Administrator/Board Secretary

Also present in the audience were:

Members of the community and staff.

V. MINUTES:

Approval of the Minutes of the June 24, 2013 Regular Meeting.

MOVED BY: Mrs. Suckle
ON ROLL CALL VOTE:

SECOND BY: Mrs. Rappold
MOTION CARRIED: 6-0-2
(Mr. Weyland and Mrs. de Haan abstained.)

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VI. PUBLIC - AGENDA ITEMS ONLY:

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

VII. SUPERINTENDENT'S REPORT:

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

1. Accept, with regret, the resignation of employee # 225, effective 60 days from receipt. Should a qualified replacement be hired in less than 60 days, employee is asking to be released from the contractual 60 days' obligation. (*Attachment VII-1*)
2. Dismissal of employee # 236 due to attendance. (*Attachment VII-2*)
3. Employment of the following personnel for the 2013-2014 school year, contingent upon satisfactory criminal history review:
 - a. POSITION: School Secretary (12 months)
 NAME: Michele Eme
 SALARY: \$25,000.00 per year (pro-rated)
 START DATE: August 5, 2013
 NOTE: Contract will have a 90 day clause should her performance not be satisfactory after first evaluation.
 - b. POSITION: Part-Time Instrumental Music Teacher Substitute
 NAME: William Conn, Jr.
 RATE OF PAY: \$90.00 per day for the first 20 days, then Step 1 BA at \$27,600.00 (pro-rated)
 DATES: September 30, 2013 through June 30, 2014
4. 2013-2014 Extra-Curricular Stipend Positions and Personnel:

Activity	Faculty Member	Stipend
Band	William Conn, Jr.	\$1,253.00

5. Source 4 Teachers substitute instructional aide employee for the 2013-2014 school year, as per contract:
 - a. POSITION: Instructional Aide
 NAME: Maria Sebastiano
 SALARY: As per contract with Source 4 Teachers
 START DATE: September 1, 2013
6. Source 4 Teachers substitute teacher employee for the 2013-2014 school year, as per contract:
 - a. POSITION: Part-Time Physical Education Teacher Substitute
 NAME: Katelynne Sullivan
 SALARY: As per contract with Source 4 Teachers
 DATES: From approximately October 18, 2013 through approximately March 6, 2014.
7. Salary adjustment for Jennifer Campagnola to reflect a Master's Degree received. New salary and step for 2013-2014: \$49,450.00 per year, step 1 MA. Documentation provided: transcripts.

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8. Source 4 Teachers, together with its employees, to provide substitute services for the 2013-14 school year.
9. QSAC District Improvement Plan (*Attachment VII-9*)
10. 2013-2014 Nursing Plan and Standing Orders (*Attachment VII-10*)
11. 2013-2014 Code of Conduct (*Attachment VII-11*)
12. School Self-Assessment for Determining Grades (*Attachment VII-12*)
13. First reading of the following new/revised policies/regulations: (*Attachment VII-13*)

Number	Type	Title
0000.02	POL	Introduction
3232	POL	Tutoring Services
3232	REG	Tutoring Services
5117	POL	Interdistrict Public School Choice
5117	REG	Interdistrict Public School Choice
5120	POL	Assignment of Pupils
5300	POL	Automated External Defibrillators (AEDS)
5300	REG	Automated External Defibrillators (AEDS)
5533	POL	Pupil Smoking
7434	POL	Smoking in School Buildings and on School Grounds
7522	POL	School District Provided Technology Devices to Staff Members
7523	POL	School District Provided Technology Devices to Pupils

14. Approval of new Mission Statement:

The Clementon School District is dedicated to a meaningful collaboration among parents, students, administrators, teachers, support staff, board of education members, and the community. Our daily mission is to provide every student with a high-quality education driven by the New Jersey Core Curriculum Content Standards and Common Core State Standards. We are committed to providing a secure, nurturing school climate in order to provide for the educational, social, and emotional needs of students and staff.

15. Workshop/Meeting Requests:

- a. EMPLOYEE: Lynn DiPietropolo
 WORKSHOP: Mandated Marzano Training
 LOCATION: Haddon Heights High School
 DATES: July 30 and 31, 2013
 COST: To be determined; funded through Race to the Top (RTTT) grant
 SPONSOR: Marzano
- b. EMPLOYEE: Assistant Principal TBH
 WORKSHOP: Mandated Marzano Training
 LOCATION: Haddon Heights High School
 DATES: July 30 and 31, 2013
 COST: To be determined; funded through Race to the Top (RTTT) grant
 SPONSOR: Marzano

16. School Activities:

- a. EVENT: **Winter Concert**

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FACULTY SPONSOR: Sal Mazzocca and Band Director
 DATE: December 19, 2013
 TIME: 7:00 PM – 8:15 PM
 LOCATION: Multi-Purpose Room
 PARTICIPANTS: Band and Choir Ensembles

b. EVENT: Holiday Music Concert

FACULTY SPONSOR: Sal Mazzocca and Band Director
 DATE: December 23, 2013
 TIME: 9:15 AM – 10:00 AM, Grades K-2
 TIME: 11:30 AM – 12:15 PM, Grades 3-5
 LOCATION: Multi-Purpose Room
 PARTICIPANTS: Students in grades K-5

c. EVENT: Spring Concert

FACULTY SPONSOR: Sal Mazzocca and Band Director
 DATE: May 15, 2014
 TIME: 7:00 PM – 8:15 PM
 LOCATION: Multi-Purpose Room
 PARTICIPANTS: Band and Choir Ensembles

d. EVENT: “The Wizard of Oz” Musical Production

FACULTY SPONSOR: Sal Mazzocca
 DATES: May 28, 29, and 30, 2014
 TIME: 7:00 PM – 8:30 PM
 LOCATION: Multi-Purpose Room
 PARTICIPANTS: Students in all grades invited to audition. Tickets will be sold at \$3.00 each.

Approval of motions 1 through 16 above:

MOVED BY: Mrs. Suckle
 ON ROLL CALL VOTE:

SECOND BY: Mrs. de Haan
 MOTION CARRIED: **9-0-0**

VIII. 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	\$159,737.80	<i>(Attachment VIII-1.1)</i>
2. List # 2	\$30,000.00	<i>(Attachment VIII-1.2)</i>
3. List # 3	\$139,182.13	<i>(Attachment VIII-1.3)</i>
4. List # 4	\$21,660.74	<i>(Attachment VIII-1.4)</i>
5. List # 5	\$64,152.45	<i>(Attachment VIII-1.5)</i>
6. List # 6 (06/15/13 Payroll)	\$208,515.64	<i>(Attachment VIII-1.6)</i>
7. List # 7 (06/19/13 Payroll)	\$162,634.41	<i>(Attachment VIII-1.7)</i>
8. List # 8 (06/30/13 Payroll)	\$69,318.91	<i>(Attachment VIII-1.8)</i>

2. Approve transfers in the amount of \$57,562.45. *(Attachment VIII-2)*

3. Accept approval letter from Executive County Superintendent approving the goals and merit pay for Lynn DiPietropolo Marcus. *(Attachment VIII-3)*

4. 2012-2013 Joint Transportation Agreement with Cumberland County Educational Services Cooperative for special education student at \$42.61 per day to Pineland Learning Center.

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5. Approval of transfer \$35,000.00 from 11-000-221-104 to 11-000-240-104 (superintendent's salary). (*Attachment VIII-5*)

Approval of motions 1 through 5 above:

MOVED BY: Mrs. Suckle
ON ROLL CALL VOTE:

SECOND BY: Mr. Romer
MOTION CARRIED: 9-0-1
(Mr. Weyland abstained from #3 and #5.)

IX. PRESENTATIONS:

- None

X. CORRESPONDENCE:

1. May 2013 Nutri-Serve Update

XI. COMMITTEE REPORTS:

1. Administrative Evaluation
(*Chairperson - Randall Freiling*)
- Mr. Freiling handed out the evaluations for the superintendent for discussion.

Motion to approve evaluation of superintendent, Lynn Marcus DiPietropolo.

MOVED BY: Mrs. Suckle
ON ROLL CALL VOTE:

SECOND BY: Mrs. Paranzino
MOTION CARRIED: 8-0-1
(Mr. Weyland abstained.)

2. Building and Maintenance
(*Chairperson - William Weyland*)
- Nothing to report.
3. Camden County Educational Services Commission
(*Representative - Virginia de Haan; Alternate - William Weyland*)
- New superintendent and interim BA. The Commission is exploring partnerships with area hospitals. They currently have a speech and hearing clinics.
4. Camden County School Boards Association
(*Representatives - John Romer and William Weyland*)
- Nothing to report.
5. Community Education and Extra-Curricular Information
(*Chairperson - John Romer*)
- Nothing to report.
6. Policy
(*Chairperson - Irene Buchalter*)
- Policies were reviewed this past week.
7. Common Core Curriculum and Technology
(*Chairperson - Ellen Suckle*)
- CURRICULUM -
 - Professional development workshops have been taking place this summer for the staff
 - Report Cards will be updated this week during a professional development day

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- TECHNOLOGY -
 - We are waiting for the mini iPads to arrive for the teachers. They will be able to use this for eIRLA, report cards, and our upcoming new student database system.

- 8. Finance
(*Chairperson - Virginia de Haan*)
 - Mrs. de Haan reported that the Auditors will be coming later.

- 9. Legislation
(*Representative - William Weyland*)
 - Nothing to report.

- 10. Personnel - Executive Session
(*Chairperson - Sara Paranzino*)
 - Mrs. Paranzino reported that an Executive Session will be needed for interviews.

- 11. Pine Hill Board of Education
(*Representative - Randall Freiling*)
 - Minutes from the May 28, 2013 Worksession/Regular Business Meeting (*Attachment XI-11.a*)
 - Mr. Freiling reported that they are working on upgrades to the high school. Bill Stone resigned from the board.

- 12. Municipal Liaison
(*Representative - Randall Freiling*)
 - Borough Councilman Weaver will be coming to a meeting to give us an update on the fields. Ms. DiPietropolo reported that the administration had met with the mayor this past week. He had nothing but praise for our school. He asked for suggestions for the town library.

- 13. Home and School Association
(*Representative - Virginia de Haan*)
 - Mrs. de Haan gave an update on the finances and fund raising efforts for the coming year.

- 14. Negotiations
(*Chairperson - Ellen Suckle*)
 - New Jersey School Boards is offering courses on bargaining. Mrs. Buchalter reported that we would be having a joint board meeting in September with Terry Lewis who is going to give a workshop on this subject.

XII. OTHER INFORMATION:

1. Discussion Items: None
2. Clementon School Information:
 - a. Nurse's Report - June 2013 (*Attachment XII-2.a*)
 - b. Administrative Report - June 2013 (*Attachment XII-2.b*)
 - c. Fire/Security Drills Held - June 2013
 - i. Fire Drill: 06/18/13
 - ii. Security Drill: 06/17/13 (Exterior Evacuation)

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XIII. PUBLIC:

No public present.

XIV. EXECUTIVE SESSION:

Motion to go into Executive Session for personnel. Action will be taken.

MOTION: To move into Executive Session at 8:05 PM.

MOVED BY: Mrs. de Haan **SECOND BY:** Mrs. Suckle
ON ROLL CALL VOTE: **MOTION CARRIED:** 9-0-0

MOTION: To move out of Executive Session at 9:15 PM.

MOVED BY: Mrs. Suckle **SECOND BY:** Mr. Weyland
ON ROLL CALL VOTE: **MOTION CARRIED:** 9-0-0

MOTION: Appoint Adrienne McManis as assistant principal for the 2013-2014 school year at a salary of \$75,000.00.

MOVED BY: Mrs. Suckle **SECOND BY:** Mr. Dilworth
ON ROLL CALL VOTE: **MOTION CARRIED:** 9-0-0

XV. ADJOURNMENT:

MOTION: To adjourn the meeting at 9:20 PM.

MOVED BY: Mr. Romer **SECOND BY:** Mr. Weyland
ON ROLL CALL VOTE: **MOTION CARRIED:** 9-0-0

Respectfully submitted,

Joanne E. Clement, Board Secretary
 August 26, 2013