

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ January 27, 2014

VI. PUBLIC – AGENDA ITEMS ONLY:

Open meeting to Public for Agenda items only - no comments.

Close Meeting to the Public:

MOVED BY: Mr. Romer
ON ROLL CALL VOTE:

SECOND BY: Mrs. de Haan
MOTION CARRIED: **8-0-0**

VII. SUPERINTENDENT’S REPORT:

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

1. Accept request from employee #254 regarding early release from employment contract and/or scheduling change. (*Attachment VII-1*)
2. Accept request from employee #110 for medical leave beginning approximately May 12, 2014 through the end of the school year utilizing available illness days then uncompensated time under the NJ Family Medical Leave Act. Employee’s anticipated date of return is September 1, 2014. (*Attachment VII-2*)
3. Source 4 Teachers, together with its employees, to provide substitute services for the 2013-2014 school year.
4. Source 4 Teachers January 2014 Board Approval List (*Attachment VII-4*)
5. Community Education’s Spring 2014 courses (four weeks beginning Monday, March 3, 2014) and course brochure. (*Attachment VII-5*)
6. Employment of the following personnel for the Community Education Spring 2014 courses:
 - a. POSITION: Instructor – Volleyball (Adult)
 NAME: Joseph Casella
 RATE OF PAY: \$12.50 per session; four sessions maximum
 - b. POSITION: Instructor – Flip for Fun (Children)
 NAME: TBA
 RATE OF PAY: \$12.50 per session; four sessions maximum
 - c. POSITION: Instructor – Fun and Games (Children)
 NAME: Jim Butz
 RATE OF PAY: \$12.50 per session; four sessions maximum
 - d. POSITION: Instructor – Cooking for Fun (Children)
 NAME: Kelly Kolody
 RATE OF PAY: \$12.50 per session; four sessions maximum
 - e. POSITION: Instructor – Arts and Crafts (Children)
 NAME: Sue Brown
 RATE OF PAY: \$12.50 per session; four sessions maximum
 - f. POSITION: Instructor – Board Games for Fun (Children)
 NAME: Suzanne McClernan
 RATE OF PAY: \$12.50 per session; four sessions maximum
 - g. POSITION: Instructor – Basketball (Children)
 NAME: TBA

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- RATE OF PAY: \$12.50 per session; four sessions maximum
- h. POSITION: Instructor - Yoga (Adults)
 NAME: Michelle Baldino
 RATE OF PAY: \$12.50 per session; four sessions maximum
- i. POSITION: Substitute Instructor
 NAME: Suzanne McClernan
 RATE OF PAY: \$12.50 per session; as needed; four sessions maximum
- j. POSITION: Substitute Instructor
 NAME: Jessica Ballinghoff
 RATE OF PAY: \$12.50 per session; as needed; four sessions maximum
- k. POSITION: Substitute Instructor
 NAME: Tracy Stefan
 RATE OF PAY: \$12.50 per session; as needed; four sessions maximum

7. Workshop/Meeting Requests:

- a. EMPLOYEE: Lynn DiPietropolo
 WORKSHOP: NJDOE SGO and SGP Informational Workshop
 LOCATION: EIRC South, Mullica Hill, NJ
 DATE: January 24, 2014
 COST: \$0.00
 SPONSOR: NJ Department of Education, Office of Evaluation
- b. EMPLOYEE: Adrienne McManis
 WORKSHOP: NJDOE SGO and SGP Informational Workshop
 LOCATION: EIRC South, Mullica Hill, NJ
 DATE: January 24, 2014
 COST: \$0.00
 SPONSOR: NJ Department of Education, Office of Evaluation
- c. EMPLOYEE: Steve Boianelli
 WORKSHOP: PARCC Field Test Regional Training
 LOCATION: Burlington County CC, Mount Laurel, NJ
 DATE: January 13, 2014
 COST: \$0.00
 SPONSOR: NJ Department of Education
- d. EMPLOYEE: Matt Duffield
 WORKSHOP: PARCC Field Test Regional Training
 LOCATION: Burlington County CC, Mount Laurel, NJ
 DATE: January 13, 2014
 COST: \$0.00
 SPONSOR: NJ Department of Education
- e. EMPLOYEE: Michelle Panarella
 WORKSHOP: McKinney-Vento Homeless Education Program
 LOCATION: Gloucester County Special Services, Sewell, NJ
 DATE: January 24, 2014
 COST: \$0.00
 SPONSOR: Gloucester County Special Services
- f. EMPLOYEE: Diane Palogruto
 WORKSHOP: McKinney-Vento Homeless Education Program

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- LOCATION: Gloucester County Special Services, Sewell, NJ
DATE: January 24, 2014
COST: \$0.00
SPONSOR: Gloucester County Special Services
- g. EMPLOYEE: Michelle Panarella
WORKSHOP: DSM 5 - Psychological/Emotional Disorders in Children
LOCATION: Holiday Inn, Cherry Hill, NJ
DATE: February 19, 2014
COST: \$169.00
SPONSOR: Cross Country Education
FUNDED BY: Special Education
- h. EMPLOYEE: Michelle Magilton
WORKSHOP: Algebra Articulation - Pine Hill, Berlin Township, Clementon
LOCATION: Overbrook High School, Pine Hill, NJ
DATE: February 4, 2014
COST: \$0.00
SPONSOR: Pine Hill School District
- i. EMPLOYEE: Mary Ellen Haldeman
WORKSHOP: Algebra Articulation - Pine Hill, Berlin Township, Clementon
LOCATION: Overbrook High School, Pine Hill, NJ
DATE: February 4, 2014
COST: \$0.00
SPONSOR: Pine Hill School District
- j. EMPLOYEE: Tina Jennetta
WORKSHOP: Annual DARE NJ Training Conference
LOCATION: Atlantic City, NJ
DATES: February 25, 26, and 27, 2014
COST: \$0.00
SPONSOR: DARE NJ
- k. EMPLOYEE: Matt Duffield
WORKSHOP: Cisco Meraki Hands-on Product Demo
LOCATION: Iselin, NJ
DATE: May 8, 2014
COST: \$0.00
SPONSOR: Cisco
- l. EMPLOYEE: Lynn DiPietropolo
WORKSHOP: NJ ASK DTC Training Instructions
LOCATION: Mount Laurel, NJ
DATE: March 21, 2014
COST: \$0.00
SPONSOR: NJ Department of Education
- m. EMPLOYEE: Steve Boianelli
WORKSHOP: NJ ASK DTC Training Instructions
LOCATION: Mount Laurel, NJ
DATE: March 21, 2014
COST: \$0.00
SPONSOR: NJ Department of Education

8. Workshops - Location change only:

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- a. EMPLOYEES: Lynn DiPietropolo, Adrienne McManis, Karen Stiles, Cheryl Pataky, Katie Agresta, Alyssa Martin
 WORKSHOP: Common Core Professional Development Workshops
 NEW LOCATION: Clementon Elementary School
 DATES: January 27, 2014; February 10, 2014; March 24, 2014; and April 28, 2014
 NOTE: This workshop series received board of education approval on October 28, 2013. Workshops prior to January 27, 2014 were held at Atlantic Cape Community College.

9. School Activities:

- a. EVENT: **Elementary South Jersey Chorus Festival**
 FACULTY SPONSOR: Sal Mazzocca
 DATE: March 1, 2014
 TIME: 9:00 AM - 5:00 PM
 LOCATION: Hess Educational Complex, Mays Landing, NJ
 PARTICIPANTS: Selected choir students in grades 4, 5, and 6
 NOTE: Four students will be selected to participate in this event. Auditions will be held to select those students. Students will then perform with other choral students from South Jersey elementary schools. Parents/guardians shall provide transportation to and from this event
- b. EVENT: **Valentine's Dance (sponsored by Student Council)**
 FACULTY SPONSOR: Nicole Palermo
 DATE: February 14, 2014
 TIME: 7:00 PM - 9:00 PM
 LOCATION: MPR
 PARTICIPANTS: Students in grades 6, 7, 8
- c. EVENT: **Black History Bee**
 FACULTY SPONSOR: Nicole Palermo
 DATE: February 28, 2014
 TIME: 1:45 PM - 2:45 PM
 LOCATION: MPR
 PARTICIPANTS: Students in grades 6, 7, 8
- d. EVENT: **A Visit from The Cat in the Hat (NJEA Program)**
 GUEST: NJEA retired teacher
 FACULTY SPONSOR: Jessica Ballinghoff
 DATE: February 4, 2014
 TIME: 11:30 AM - 12:00 PM
 LOCATION: Media Center or grade 2 classroom
 PARTICIPANTS: Students in grade 2

10. Additional 2013-2014 Home and School Association Fundraisers:

- a. FUNDRAISER: **Giambri's Easter Fundraiser**
 PERSON IN CHARGE: Veronica Martinis
 DATES: March 3, 2014 - March 14, 2014
 NOTE: Catalog fundraiser
- b. FUNDRAISER: **Snack Stand at CYAA "Coach Bingo" Event**
 PERSON IN CHARGE: Veronica Martinis
 DATE: March 7, 2014 or March 8, 2014
 LOCATION: Clementon Community Center

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To: 20-236-100-500

4. Accept \$100.00 gift card donation from PHH Mortgage (Mr. Aaron Bhasin's employer). Gift card was used to purchase books for Kindergarten classes.
5. Approve Willowglen Academy for student # 2279, at a cost of \$60,692.10 (pro-rated).
6. Acceptance of the Treasurer's Report and Board Secretary's Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of November 30, 2013. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A - 16.10 (c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

(Treasurer's report) (*Attachment VIII-6*)

(Secretary's report) (*Board Book*)

Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of November 30, 2013. The Treasurer's Report and Secretary's report are in agreement for the month of March 31, 2013.

Board Secretary in accordance with N.J.A.C. 6A:23A - 16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

Board of Education Certification - pursuant to N.J.A.C. 6A:23A - 16.10 (c) 4 We certify that after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major accounts or fund has been over expended in violation of N.J.A.C. 6A:23A - 16.10 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Approval of motions 1 through 6 above:

MOVED BY: Mrs. Suckle
ON ROLL CALL VOTE:

SECOND BY: Mr. Weyland
MOTION CARRIED: **8-2-0**
(Mr. Freiling and Mr. Romer voted no on item #5 only.)

IX. PRESENTATIONS:

- *December 2013 Manner Banner (Classroom 5B)*
- *December 2013 Bulldog's Best*
- *2012-2013 Performance Report*

X. CORRESPONDENCE:

1. December 2013 Nutri-Serve Update

XI. COMMITTEE REPORTS:

1. Administrative Evaluation
(*Chairperson - Randall Freiling*)
 - Mr. Freiling reported that he would be meeting with the Personnel Committee to discuss a new contract for the superintendent.
2. Building and Maintenance
(*Chairperson - William Weyland*)

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- Mr. Weyland reported on the schedule for the roof project. He also reviewed the grant for the roof. The district will receive 68% funding. Bids will be approved at the March board meeting.
 - Mr. Weyland thanked our staff for their hard work in clearing the snow. He also asked that a thank you letter be sent to the Borough for doing an outstanding job with snow removal.
3. Camden County Educational Services Commission
(*Representative - Virginia de Haan; Alternate - William Weyland*)
- Mrs. de Haan reported that the Commission is now housing the transportation department for Camden schools. They have five additional employees and will be installing a phone system to handle transportation.
4. Camden County School Boards Association
(*Representatives - John Romer and William Weyland*)
- Mr. Romer reported PARCC training will be held on Wednesday evening. Several board members will be attending along with the superintendent.
5. Community Education and Extra-Curricular Information
(*Chairperson - John Romer*)
- Camp Clementon Attendance Record - December 2013 (*Attachment XI.5a*)
 - Mr. Romer reported that Community Education classes will start in March.
6. Policy
(*Chairperson - Irene Buchalter*)
- Mrs. Buchalter was not present for the meeting.
7. Common Core Curriculum and Technology
(*Chairperson - Ellen Suckle*)
- Mrs. Suckle reported on the following:
- Curriculum**
- In the upcoming month, the committee will be meeting to discuss curriculum and Common Core needs for the upcoming school year.
 - In addition, the committee will discuss the scheduling of staff members for the 2014-2015 school year.
 - By February 15th, each teacher must meet with administration to have a mid-year check on each teacher's Student Growth Objectives (SGOs).
 - There will be a presentation on our Performance Report from the 2013 NJASK.
- Technology**
- With two NJ Smart submissions successfully submitted recently (NJ ASK Pre-ID and Access for ELLs Pre-ID), we have a couple of months to prepare for the next round. Those will be the various end-of-year submissions, along with a new one that requests data regarding staff evaluations.
 - In addition, it is budgeting time, and the Technology Department will seek to make some upgrades over the next budget year. One of those on the wish list will be another set of PCs to upgrade the third of our three computer labs - this will ensure that we have a strong technology base in anticipation of the PARCC testing toward the end of the next school year.
8. Finance
(*Chairperson - Virginia de Haan*)
- Mrs. de Haan reported that budget software was released on January 24, 2014. With the new election calendar, our budget has to be submitted by March 20th. Our Public Hearing between Thursday, April 24, 2014 and Saturday, May 3, 2014.

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9. Legislation

(Representative - William Weyland)

- Mr. Weyland reported that the Delegate Assembly will be held on May 17th.

10. Personnel

(Chairperson - Sara Paranzino)

- At this time, Adrienne and Lynn are in the process of completing observations. Each teacher is required to get 3 observations this school year.
- In the upcoming month, the Personnel Committee will meet with administration to go over staffing for the 2014-2015 school year.
- We are still looking for a social worker to replace ours that will be going on maternity leave in March.
- Personnel Committee will meet to discuss the superintendent's contact.

11. Pine Hill Board of Education

(Representative - Randall Freiling)

- Minutes from the November 19, 2013 Worksession/Regular Business Meeting
(Attachment XI-11.a)
- Mr. Freiling reported that the district is doing a strategic plan for the next five years. He asked Mr. Dilworth if he would be willing to serve on that Committee. Pine Hill is in the process of interviewing for a Facilities Manager.

12. Municipal Liaison

(Representative - Randall Freiling)

- Mr. Freiling reported the borough is in the process of rewriting the Municipal Alliance plan.

13. Home and School Association

(Representative - Virginia de Haan)

- Mrs. de Haan was unable to make the meeting. The Home and School voted on three additional fund raisers for the year.

14. Negotiations

(Chairperson - Ellen Suckle)

- Mrs. Suckle reported that the Committee met last week and discussed insurance options. We are still waiting for meeting dates.

XII. OTHER INFORMATION:

1. Discussion Items:

- a. Visitor's Policy and Regulation

2. Clementon School Information:

- a. Enrollment Report - January 23, 2014 *(Attachment XII-2.a)*
- b. Nurse's Report - December 1, 2013 through December 31, 2013 *(Attachment XII-2.b)*
- c. Administrative Report - December 2013 *(Attachment XII-2.c)*

3. Fire and Security Drills:

December 2013 - Drill Type	Date	Time
Security (Lockout)	12/19/13	02:32 PM
Fire	12/20/13	02:34 PM

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XIII. **PUBLIC:**

None

XIV. **EXECUTIVE SESSION:** None

XV. **ADJOURNMENT:**

MOTION: To adjourn the meeting at 8:40 PM.

MOVED BY: Mr. Freiling

SECOND BY: Mrs. Suckle

ON ROLL CALL VOTE:

MOTION CARRIED: 8-0-0

Respectfully submitted,

Joanne E. Clement, Board Secretary
February 24, 2014