

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ February 24, 2014

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

Regular Meeting of the Clementon Board of Education
Clementon Elementary School Media Center
February 24, 2014

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	8:35 PM
William Dilworth	7:30 PM	8:35 PM
Randall Freiling	7:30 PM	8:35 PM
Sara Paranzino	7:30 PM	8:35 PM
Kathleen Rappold	7:30 PM	8:35 PM
John Romer	7:30 PM	8:35 PM
Ellen Suckle	7:30 PM	8:35 PM
William Weyland	7:30 PM	8:15 PM
Irene Buchalter	7:30 PM	8:35 PM

Quorum present.

Also present were:

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 following meetings:

- January 27, 2014 Regular Meeting

MOVED BY: Mr. Weyland
ON ROLL CALL VOTE:

SECOND BY: Mrs. Rappold
MOTION CARRIED: 9-0-0

VI. PUBLIC - AGENDA ITEMS ONLY:

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

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Close Meeting to the Public:

MOVED BY: Mrs. Suckle
ON ROLL CALL VOTE:

SECOND BY: Mr. de Freiling
MOTION CARRIED: **9-0-0**

VII. SUPERINTENDENT'S REPORT:

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

1. Accept, with regret, the resignation of employee # 189, effective December 23, 2013.
(Attachment VII-1)
2. Employment of the following personnel for the remainder of the 2013-2014 school year, contingent upon satisfactory criminal history review:
 - a. POSITION: Substitute School Social Worker
NAME: Elizabeth Provenzano
RATE OF PAY: \$90.00 per day for the first 20 days, then \$268.75 per day (step 1 MA) for days 21 and later
DATES: March 13, 2014 through the end of the school year
 - b. POSITION: Camp Clementon Aide
NAME: Diana Ciesez
RATE OF PAY: \$8.50 per hour
START DATE: To be determined
3. Source 4 Teachers, together with its employees, to provide substitute services for the 2013-2014 school year.
4. Source 4 Teachers February 2014 Board Approval List *(Attachment VII-4)*
5. First Reading of the following new/revised policies and regulations: *(Attachment VII-5)*

Number	Type	Title
1240	POL	Evaluation of Superintendent
1240	REG	Evaluation of Superintendent
3142	POL	Nonrenewal of Nontenured Teaching Staff Member
3142	REG	Nonrenewal of Nontenured Teaching Staff Member
3144	POL	Certification of Tenure Charges
3144	REG	Certification of Tenure Charges
4146	POL	Nonrenewal of Nontenured Support Staff Member
4146	REG	Nonrenewal of Nontenured Support Staff Member
3221	POL	Evaluation of Teachers
3221	REG	Evaluation of Teachers
3222	POL	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
3222	REG	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
3223	POL	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
3223	REG	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
3224	POL	Evaluation of Principals, Vice Principals, and Assistant Principals
3224	REG	Evaluation of Principals, Vice Principals, and Assistant Principals
6112	POL	Reimbursement of Federal and Other Grant Expenditures

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6112 REG Reimbursement of Federal and Other Grant Expenditures
 6311 POL Contracts for Goods or Services Funded by Federal Grants

6. Field Placement/Observation Requests:

- a. STUDENT: Joshua Bruno
 UNIVERSITY: University of Phoenix
 COURSE: Master of Arts in Education/Special Education Program
 COOPERATING TEACHER: To be determined
 DURATION: 100 hours, dates to be determined
- b. STUDENT: Courtney Pettet
 UNIVERSITY: Fairleigh Dickinson University
 COURSE: QUEST Education Program
 COOPERATING TEACHER: To be determined
 DURATION: 30 hours during March 2014

7. Workshop/Meeting Requests:

- a. EMPLOYEE: Lauren Levine
 WORKSHOP: Practical Strategies to Help Struggling Readers Meet the Rigorous
 CCSS in Reading
 LOCATION: Voorhees, NJ
 DATE: March 4, 2014
 COST: \$229.00
 SPONSOR: Bureau of Education and Research
 FUNDED BY: Title I
- b. EMPLOYEE: Kathryn Agresta
 WORKSHOP: Addition and Subtraction in Grades K-2
 LOCATION: NJDOE, Trenton, NJ
 DATE: February 26, 2014
 COST: \$0.00
 SPONSOR: NJ Department of Education
- c. EMPLOYEE: Kathryn Agresta
 WORKSHOP: Assessment Literacy
 LOCATION: Stockton College, Galloway, NJ
 DATE: March 10, 2014
 COST: \$0.00
 SPONSOR: NJ Department of Education, Office of Academic Standards
- d. EMPLOYEE: Michelle Magilton
 WORKSHOP: Assessment Literacy
 LOCATION: Stockton College, Galloway, NJ
 DATE: March 10, 2014
 COST: \$0.00
 SPONSOR: NJ Department of Education, Office of Academic Standards
- e. EMPLOYEE: Adrienne McManis
 WORKSHOP: Assessment Literacy
 LOCATION: Stockton College, Galloway, NJ
 DATE: March 10, 2014
 COST: \$0.00
 SPONSOR: NJ Department of Education, Office of Academic Standards
- f. EMPLOYEE: Lynn DiPietropolo

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WORKSHOP: Assessment Literacy
 LOCATION: Stockton College, Galloway, NJ
 DATE: March 10, 2014
 COST: \$0.00
 SPONSOR: NJ Department of Education, Office of Academic Standards

g. EMPLOYEE: Joanne Clement
 WORKSHOP: Annual Update - Public/Non-Public Transportation Services
 LOCATION: CCESC, Clementon, NJ
 DATE: February 27, 2014
 COST: \$0.00
 SPONSOR: NJ Department of Education

h. EMPLOYEE: Joanne Clement
 WORKSHOP: SEMI Spring Regional Meeting
 LOCATION: Evesham Library, Marlton, NJ
 DATE: March 20, 2014
 COST: \$0.00
 SPONSOR: NJ Department of Education/Public Consulting

i. EMPLOYEE: Diane Palogruto
 WORKSHOP: SEMI Spring Regional Meeting
 LOCATION: Evesham Library, Marlton, NJ
 DATE: March 20, 2014
 COST: \$0.00
 SPONSOR: NJ Department of Education/Public Consulting

8. Community Use of Facilities:

a. ORGANIZATION: Community Education
 PERSON IN CHARGE: Kate Teschner
 SPONSOR: Community Education
 PURPOSE: **Ice Cream Social**
 DATE: March 27, 2014
 TIME: 7:00 PM - 8:30 PM
 LOCATION: Multi-purpose Room
 PARTICIPANTS: Students and their families

b. ORGANIZATION: Girl Scouts of Central and Southern NJ
 PERSON IN CHARGE: Kelly Rivera
 SPONSOR: Community Education
 PURPOSE: **"Powder Puff Derby"**
 DATE 1: April 10, 2014 (Weigh-in)
 TIME 1: 6:30 PM - 8:30 PM
 DATE 2: April 12, 2014 (Derby)
 TIME 2: 9:00 AM - 3:00 PM
 LOCATION: Multi-purpose Room
 PARTICIPANTS: 200 adults; 100 children

Approval of motions 1 through 8 above:

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

SECOND BY: _____ Mrs. Paranzino _____
 MOTION CARRIED: 8-0-1
 (Mr. Dilworth abstained from items #3 and #4 only.)

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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 (Payroll)	\$877.41	<i>(Attachment VIII-1.1)</i>
2.	List # 2 (Payroll)	\$206,313.34	<i>(Attachment VIII-1.2)</i>
3.	List # 3 (Payroll)	\$205,535.78	<i>(Attachment VIII-1.3)</i>
4.	List # 4 (Community Education)	\$4,005.30	<i>(Attachment VIII-1.4)</i>
5.	List # 5	\$461,394.62	<i>(Attachment VIII-1.5)</i>
6.	List # 6	\$137,990.62	<i>(Attachment VIII-1.6)</i>

2. Approve transfers in the amount of \$8,752.18. *(Attachment VIII-2)*
3. Amazing Transformations for Functional Behavior Assessment at \$95.00 per hour not to exceed 12 hours.
4. Public Hearing for the 2014-2015 Budget on May 1, 2014 at 7:00 PM.
5. BE IT RESOLVED, The Clementon Board of Education accepts the Final Eligible Costs for Project 0880-010-13-1001-G04 in the amount of \$168,096.00. *(Attachment VIII-5)*
6. Transfer \$70,000.00 from Fund 12 to Fund 30 which represents our Local Share of State Project No: 0880-12-13-1001.
7. 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 December 31, 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-7)*

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

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

8. 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 January 31, 2014. 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-8)*

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

Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of January 31, 2014. The Treasurer's Report and Secretary's report are in agreement for the month of January 31, 2014.

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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 8 above:

MOVED BY: Mrs. Suckle
ON ROLL CALL VOTE:

SECOND BY: Mr. Dilworth
MOTION CARRIED: 9-0-0

IX. PRESENTATIONS:

- *January 2014 Manner Banner (Classroom 3C)*
- *January 2014 Bulldog's Best*

X. CORRESPONDENCE:

1. January 2014 Nutri-Serve Update

XI. COMMITTEE REPORTS:

1. Administrative Evaluation
(*Chairperson - Randall Freiling*)
 - Mr. Freiling had nothing to report.
2. Building and Maintenance
(*Chairperson - William Weyland*)
 - Mr. Weyland reported that a pre-bid meeting was held for the roof project. Seven contractors were there and three additional contractors picked up plans. The bid opening is scheduled for March 12, 2014 at 4:00 PM. Sound system will be installed on March 4, 2014.
3. Camden County Educational Services Commission
(*Representative - Virginia de Haan; Alternate - William Weyland*)
 - Mrs. de Haan reported that there was no meeting held this month due to lack of quorum.
4. Camden County School Boards Association
(*Representatives - John Romer and William Weyland*)
 - Camden County School Boards "8th Grade Dialogue" will be held on March 4, 2014 at Somerdale Park School, 301 Grace Street, Somerdale, NJ. Registration begins at 6:00 PM; program and dessert commence at 6:45 PM.
5. Community Education and Extra-Curricular Information
(*Chairperson - John Romer*)
 - Camp Clementon Attendance Record - January 2014 (*Attachment XI.5a*)
6. Policy
(*Chairperson - Irene Buchalter*)
 - Mrs. Buchalter and Mr. Weyland attended a Policy meeting this past week.

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7. Common Core Curriculum and Technology

(Chairperson - Ellen Suckle)

- Mrs. Suckle reported that the Superintendent spoke to the Curriculum Committee about departmentalizing for the 2014-15 school year. She will be in touch if this will be possible for next year.

8. Finance

(Chairperson - Virginia de Haan)

- Mrs. de Haan reported that the Committee met before the board meeting. We will be waiting until the governor's address to approve the budget for submission to the County Office. Mrs. de Haan made the following motion:

Motion to hold a special meeting on March 10, 2014 at 7:30 PM to approve 2014-2015 budget to be submitted to County Office.

MOVED BY: Mrs. Suckle

SECOND BY: Mr. Dilworth

ON ROLL CALL VOTE:

MOTION CARRIED: 9-0-0

9. Legislation

(Representative - William Weyland)

- Mr. Weyland had nothing to report.

10. Personnel

(Chairperson - Sara Paranzino)

- Mrs. Paranzino reported that the superintendent will hold a meeting next month to discuss personnel for the 2014-2015 school year. We will need an Executive Session to discuss Personnel.

11. Pine Hill Board of Education

(Representative - Randall Freiling)

- Minutes from the December 17, 2013 Worksession/Regular Business Meeting *(Attachment XI-11.a)*
- Minutes from the January 2, 2014 Reorganization Meeting *(Attachment XI-11.b)*
- Mr. Freiling reported that Pine Hill held a Strategic Planning meeting. Also, a Corrective Action Plan will be presented at their next meeting to deal with audit findings.

12. Municipal Liaison

(Representative - Randall Freiling)

- The Business Administrator reported that the Borough was working on providing funds for our PRIDE programs.

13. Home and School Association

(Representative - Virginia de Haan)

- Mrs. de Haan reported that Home and School has a balance of \$2,260.00. They will not be using the Children's Coupon Books as a fundraiser next year. Also, they are hosting March Munchness. Please support this program.

14. Negotiations

(Chairperson - Ellen Suckle)

- Mrs. Suckle reported to the Board that we have started meeting with the CEA. The next meeting is scheduled for Tuesday evening. Things are going well.

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1. Discussion Items:
 - a. Revised 2013-2014 School Calendar

2. Clementon School Information:
 - a. Enrollment Report - February 19, 2014 (*Attachment XII-2.a*)
 - b. Nurse's Report - January 1, 2014 through January 31, 2014 (*Attachment XII-2.b*)
 - c. Administrative Report - January 2014 (*Attachment XII-2.c*)

3. Fire and Security Drills:

January 2014 - Drill Type	Date	Time
Fire	01/13/14	02:00 PM
Security (Interior Relocation)	01/31/14	10:43 AM

XIII. PUBLIC:

Ms. Amanda DeAugustine, 585 Berlin Road, Clementon, NJ asked to address the Board concerning a matter dealing with her daughter. The Business Administrator explained to the parent that the Board does not discuss student matters in public. Upon completion of the investigation, the superintendent has ten school days to present a report to the Board of Education. At the next Board meeting, if you desire, you may request to meet with the Board in Executive Session to discuss this matter if you are not satisfied with the report. Please send a letter requesting to meet with the Board prior to the Board meeting.

Close Meeting to the Public:

MOVED BY: Mrs. Suckle
ON ROLL CALL VOTE:

SECOND BY: Mr. Romer
MOTION CARRIED: 9-0-0

XIV. EXECUTIVE SESSION:

The Clementon Board of Education will go into Executive Session in accordance with Resolution 22414 for the purpose of personnel. Action may be taken.

MOTION: To move into Executive Session at 8:15 PM.

MOVED BY: Mrs. Suckle
ON ROLL CALL VOTE:

SECOND BY: Mrs. Rappold
MOTION CARRIED: 9-0-0

Mr. Weyland left the meeting at 8:15 PM.

MOTION: To move out of Executive Session at 8:30 PM.

MOVED BY: Mr. Romer
ON ROLL CALL VOTE:

SECOND BY: Mrs. Suckle
MOTION CARRIED: 8-0-0

MOTION: To submit a five year contract for the superintendent, Lynn DiPietropolo, for County approval.

MOVED BY: Mr. Freiling
ON ROLL CALL VOTE:

SECOND BY: Mrs. Paranzino
MOTION CARRIED: 8-0-0

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XV. ADJOURNMENT:

MOTION: To adjourn the meeting at 8:35 PM.

MOVED BY: Mr. Dilworth

SECOND BY: Mr. Freiling

ON ROLL CALL VOTE:

MOTION CARRIED: 8-0-0

Respectfully submitted,

Joanne E. Clement, Board Secretary
March 24, 2014