

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ November 24, 2014

ON ROLL CALL VOTE:

MOTION CARRIED: 6-0-2
(Mrs. de Haan and Mr. Romer abstained.)

VI. **PUBLIC – AGENDA ITEMS ONLY:**

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

MOTION: To close the public portion of the meeting.

MOVED BY: Mrs. Suckle
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, with regret, the resignation of employee # 261 effective December 5, 2014.
(Attachment VII-1)
2. Resolution for medical leave for employee # 174. (Attachment VII-2)
3. Resolution for extended leave for employee # 175. (Attachment VII-3)
4. Resolution for extended leave for employee # 221. (Attachment VII-4)
(ITEM #4 REMOVED.)
5. Termination of employee # 269 effective November 13, 2014.
6. Recommend employee # 198 to be unpaid for November 4, 2014.
7. Recommend withholding an increment for employee # 100 for the 2015-2016 school year.
8. Change in employment/salary for the following individual for the 2014-2015 school year:
 - a. POSITION: Custodian - Full Time (12 months)
NAME: Donald Holder
SALARY: \$30,000.00 per year (pro-rated)
START DATE: December 1, 2014
NOTE: Employee was previously part-time and is now replacing employee # 261.
9. Extension of employment of the following Source 4 Teachers substitute teacher for the 2014-2015 school year:
 - a. POSITION: Substitute Teacher (Grade 2A)
NAME: Mary Ann Miles
RATE OF PAY: As per existing Source 4 Teachers contract
ORIGINAL DATES: October 20, 2014 through December 23, 2014
EXTENDED DATES: January 2, 2015 through the end of the school year.
10. Source 4 Teachers, together with its employees, to provide substitute services for the 2014-2015 school year.
11. Source 4 Teachers November 2014 Board Approval List (Attachment VII-11)
12. **Reading, Writing, Science, and Social Studies PARCC and Curriculum Alignment Workshops**

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ November 24, 2014

Objective: Teachers in grades 2 through 8 in Reading, Writing, Science, and Social Studies will meet during different sessions to align our curriculum with state standards and PARCC.

Facilitator: The Association of Language Arts Teachers of New Jersey

Dates: December 1, 2014; December 19, 2014 - Grades 4-8 Science and Social Studies Teachers, Title I Teachers

January 21, 22, 23, 2015 - Grades 2-8 Reading and Writing Teachers, Title I Teachers

Times: 8:15 AM - 3:30 PM

Cost: Not to exceed \$15,000.00

Funding: Title IA

13. Harassment, Intimidation, and Bullying Report - October 2014 (*Attachment VII-13*)
14. Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials - Annual Update 2014-2015 (*Attachment VII-14*)
15. Clementon Elementary School will not be participating in School Choice for the 2015-2016 school year.
16. Approval of the following textbook companies and programs to be piloted for the 2014-2015 school year.
 - a. English Language Arts
 - Grade K: Reading Street - Pearson
 - Grade 1: Journeys - Harcourt
 - Grade 2: Reading Street - Pearson
 - Grade 3: Journeys - Harcourt
 - Grade 4: Journeys - Harcourt
 - Grade 5: Reading Street - Pearson
 - Grade 6: Pearson Common Core Literature
 - Grade 7: Holt - Harcourt
 - Grade 8: Holt - Harcourt
 - b. Mathematics
 - Grade K: My Math - McGraw Hill
 - Grade 1: My Math - McGraw Hill
 - Grade 2: My Math - McGraw Hill
 - Grade 3: My Math - McGraw Hill
 - Grade 4: Go Math - Houghton Mifflin Harcourt
 - Grade 5: My Math - McGraw Hill
 - Grade 6: Go Math - Houghton Mifflin Harcourt
 - Grade 7: Go Math - Houghton Mifflin Harcourt
 - Grade 8: Go Math - Houghton Mifflin Harcourt
17. Approval of the following textbooks to be used as part of the Clementon Curriculum:
 - a. English Language Arts
 - Grade K: Storytown - Harcourt
 - Grade 1: Storytown - Harcourt
 - Grade 2: Storytown - Harcourt
 - Grade 3: Storytown - Harcourt
 - Grade 4: Storytown - Harcourt
 - Grade 5: Storytown - Harcourt
 - Grade 6: Novels
 - Grade 7: Holt Anthology
 - Grade 8: Holt Anthology

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ November 24, 2014

b. Mathematics

Grade 6: EnVisions - Pearson (2012)
 Grade 8: Algebra 1 - Pearson

c. Writing

Grade K: Lucy Caukins
 Grade 1: Lucy Caukins, Words We Use When We Write
 Grade 2: Lucy Caukins
 Grade 3: Lucy Caukins
 Grade 4: 6+1 Traits Box, Lucy Caukins
 Grade 5: 6+1 Traits Box, Lucy Caukins
 Grade 6: Ralph Fletcher, 6+1 Traits Box, Empowering Writers
 Grade 7: Common Core Writing Companion
 Grade 8: Common Core Writing Companion

d. Science

Grade K: No text, supplemental materials
 Grade 1: Harcourt Science (2000)
 Grade 2: Harcourt Science (2000)
 Grade 3: Harcourt Science (2000)
 Grade 4: Harcourt Science (2000)
 Grade 5: Harcourt Science (2000)
 Grades 6-8: Physical Science - Glencoe (2008), Life Science - Glencoe (2005), Earth Science - Holt, Reinhart and Winston (2007)

e. Social Studies

Grade K: No text, supplemental materials
 Grade 1: People and Places - MacMillan/McGraw-Hill 2005
 Grade 2: We Live Together, MacMillan/McGraw-Hill (2000)
 Grade 3: Social Studies: Our Communities, ISBN 0-02-150321-4, Macmillan McGraw-Hill, copyright 2005, Grade 3 Grade 4 - Our New Jersey - MacMillan/McGraw-Hill (2006)
 Grade 5: Our Nation - MacMillan-McGraw (2005)
 Grade 6: Our World - MacMillan-McGraw (2005) and World History Series - Mr. Donn and Maxie's Always Something You Can Use Series (2011)
 Grade 8: The American Journey - Glencoe (2007)

f. Music

Grades K-8: Share The Music - McGraw Hill

g. World Language

Grades K-5: Viva el espanol! - McGraw Hill (Workbook)
 Grades 6-8: Realidades - Prentice Hall

18. Approval of the following supplemental resources to be used as part of the Clementon Curriculum:

a. English Language Arts

Grade PK: Let's Find Out Weekly Reader
 Grade K: Ready Common Core
 Grades 1-3: Scholastic News
 Grades 1-5: Time For Kids
 Grades 3-5: Storyworks
 Grades K-8: Ready Common Core Reading, Achieve the Core
 Grades 1-5: Time for Kids
 Grades K-8: LearnZillion
 Grades 1-8: Study Island

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ November 24, 2014

Grades 4-5: Coach Books
 Grades 7-8: Wordly Wise
 Grades 6-8: Scope Scholastic
 Grade 8: Mastery for Common Core

b. Mathematics

Grades K-8: Ready Common Core
 Grades 1-8: Study Island
 Grades 1-8: IXL.com
 Grades K-8: LearnZillion

c. Science

Grades 3-5: Studies Weekly Science Newspaper
 Grades 4-5: Super Science, Study Island, Learn Zillion, Science-Studies news articles,
 Super Science magazines, some TFK's articles, NJ ASK Measuring Up books
 Grades 6-8: Science World

d. Social Studies

Grades 3-5: Studies Weekly Social Studies Newspaper
 Grades 6-8: Choices Magazine
 Grades 7-8: Junior Scholastic Magazine

e. Writing

Grades 4-5: Professional Learning Communities (PLC) Binder
 Grade 8: Common Core Writing Companion

19. Second Reading and Adoption of the following new and/or revised policies/regulations:
 (*Attachment VII-19*)

<u>Number</u>	<u>Type</u>	<u>Title</u>
2200	POL	Curriculum Content
2210	POL	Curriculum Development
2230	POL	Curriculum Guides/Unit Plans
2230	REG	Curriculum Guides/Unit Plans
2510	POL	Adoption of Textbooks
2510	REG	Adoption of Textbooks
5305	POL	Health Services Personnel
5306	POL	Health Services to Nonpublic Schools
5308	POL	Student Health Records
5308	REG	Student Health Records
5310	POL	Health Services
5310	REG	Health Services
5339	POL	Screening for Dyslexia (new)
5530	POL	Substance Abuse
5530	REG	Substance Abuse
5600	POL	Student Discipline/Code of Conduct
5600	REG	Student Discipline/Code of Conduct

20. Workshop/Meeting Requests:

- a. EMPLOYEE: Alison Palma
 WORKSHOP: Transition from Early Intervention to Preschool
 LOCATION: Learning Resource Center South, Mullica Hill, NJ
 DATE: November 24, 2014
 COST: \$0.00
 SPONSOR: NJ Department of Education

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ November 24, 2014

- b. EMPLOYEE: Michelle Panarella
 WORKSHOP: Transition from Early Intervention to Preschool
 LOCATION: Learning Resource Center South, Mullica Hill, NJ
 DATE: November 24, 2014
 COST: \$0.00
 SPONSOR: NJ Department of Education
- c. EMPLOYEE: Steve Boianelli
 MEETINGS: 2014-2015 School Counselor PLC Meetings
 LOCATION: TBD (varies each time)
 DATES: November 19, 2014; December 16, 2014; January 23, 2015;
 February 19, 2015; March 24, 2015; April 21, 2015; June 1, 2015
 COST: \$0.00
 SPONSOR: Pine Hill School District
- d. EMPLOYEE: Joanne Clement
 WORKSHOP: Mentoring Program
 LOCATION: Robbinsville, NJ
 DATE: December 16, 2014
 COST: \$50.00
 SPONSOR: NJ Association of School Business Officials
- e. EMPLOYEE: Joanne Clement
 WORKSHOP: Review of Pension Laws
 LOCATION: Mount Laurel, NJ
 DATE: January 20, 2015
 COST: \$50.00
 SPONSOR: NJ Association of School Business Officials

21. Additional 2014-2015 HSA Fundraising Activity:

- a. EVENT: "Pawsome" Pencil Sales
 DATE: November 26, 2014 (Parent/Teacher Conference Day)
 NOTE: Take home flyer offering pencils for sale to award children for good grades and to raise funds for the school.

22. School Activities:

- a. EVENT: Cancer Discussion Board
 GUEST SPEAKER: Carmella Romeo-Smith, a doctorate student in her third year at Jefferson University studying pancreatic cancer.
 FACULTY SPONSOR: Candice Wilson
 DATE: December 23, 2014
 TIME: 11:15 AM - 12:15 PM
 LOCATION: Science Lab
 PARTICIPANTS: Students in grade 8
 NOTE: Students will learn about cancer from a cancer research student. Students will be able to ask questions and learn more about a topic that was taught in class.

Approval of motions 1 through 3 and 5 through 22 above:

MOVED BY: Mrs. Suckle
 ON ROLL CALL VOTE:

SECOND BY: Mr. Dilworth
 MOTION CARRIED: 7-1-2
 (Mr. Dilworth abstained from item #s 9, 10,
 and 11 only. Mr. Weyland abstained from

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ November 24, 2014

item #7 only. Mr. Romer voted no on #7 only.)

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)	\$210,350.06	<i>(Attachment VIII-1.1)</i>
2. List # 2 (Payroll)	\$198,335.29	<i>(Attachment VIII-1.2)</i>
3. List # 3 (Community Education)	\$4,326.34	<i>(Attachment VIII-1.3)</i>
4. List # 4	\$413,670.21	<i>(Attachment VIII-1.4)</i>
5. List # 5	\$142,271.01	<i>(Attachment VIII-1.5)</i>

2. Approve transfers in the amount of \$1,527.30. *(Attachment VIII-2)*

3. Official results from the November 2014 School Board Election as follows:

- a. Randall Freiling: 529
- b. Irene Buchalter: 516
- c. William Dilworth: 515

4. In accordance with N.J.A.C. 6A:23-8.4, the Clementon Board of Education requested a transfer of funds for an increase in Charter School students as follows:

From:	11-120-100-101	\$10,000.00
	11-130-100-101	\$ 9,000.00

To: 10-000-100-56X

This request was sent to the Executive County Superintendent for approval. *(Attachment VIII-4)*

Approval of motions 1 through 4 above:

MOVED BY: Mrs. Suckle
ON ROLL CALL VOTE:

SECOND BY: Mr. Romer
MOTION CARRIED: 8-0-0

IX. PRESENTATIONS:

- *October 2014 Manner Banner (Classroom KA - Mrs. Clayton)*
- *Bulldogs Best*
- *PRIDE*

X. CORRESPONDENCE:

1. October 2014 Nutri-Serve Update
2. Notification from Willowglen Academy regarding tuition increase effective June 30, 2015.

XI. COMMITTEE REPORTS:

1. Administrative Evaluation
(Chairperson - Randall Freiling)
 - Mr. Freiling was not present for a report.

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ November 24, 2014

2. Building and Maintenance
(*Chairperson - William Weyland*)
 - Mr. Weyland reported that everyone is back into their respective classrooms after our small flood. We have new carpet, cabinets and countertops. Supplies lost are being reordered.
 - At our BCIP State Dinner, Clementon was named Safety School of the Year. We received a total of \$7,000.00 for participating in a Safety Committee, having a great record of worker's compensation claims, and Safety School of the Year.

3. Camden County Educational Services Commission
(*Representative - Virginia de Haan; Alternate - William Weyland*)
 - Mrs. de Haan reported that the Commission approved having alternate representatives. Mr. Weyland will go to the January meeting. The audit report was presented with no recommendations. The superintendent has been in contact with Middlesex County Commission. We will be partnering with them for services. A new HVAC system is needed. The cost will be approximately \$96,000.00. The Commission had a very profitable year with busing services. The superintendent proposed giving raises to the teachers working at the detention center as well as the secretaries.

4. Camden County School Boards Association
(*Representatives - John Romer and William Weyland*)
 - Mrs. Suckle reported on the workshop which discusses getting the community more involved with PARCC testing. Mount Laurel School District discussed how they were able to get more parents involved.

5. Community Education and Extra-Curricular Information
(*Chairperson - John Romer*)
 - Mr. Romer reported that the Penny Party was once again a success. They made a profit of \$2,113.66 which will fund the upcoming programs for the year. At Camp Clementon, the students are decorating for Thanksgiving. We will be having Breakfast with Santa as well as the Holiday Parade and tree lighting.
 - a. Community Education Report - October 2014 (*Attachment XI-5.a*)
 - b. Camp Clementon Attendance Record - October 2014 (*Attachment XI-5.b*)
 - c. Penny Party Report (*Attachment XI-5.c*)

6. Policy
(*Chairperson - Irene Buchalter*)
 - Mrs. Buchalter reported there is nothing new this month.

7. Common Core Curriculum and Technology
(*Chairperson - Ellen Suckle*)
 - Mrs. Suckle reported on the following:

Item 16: Pilot Programs - Over the past few months we have been talking about piloting different reading and math programs. You had the opportunity to see the samples that we reviewed to consider piloting. The staff and I have agreed on these to be piloted in their classrooms this year. They are aware that they are to be used as a resource and not a sole item to teach from for every lesson, everyday. I also wanted you to be aware that it is ok that different grades are doing different companies. Since we are only using these as a resource we will be able to see if either program is better than the other. They all have Common Core in them but we want to see which one will fit our needs.

Item 17: Textbooks - Since we have updated a variety of policies on curriculum and textbooks, I wanted to make sure we have adopted, officially, the textbooks we have been using as a resource over the past few years. This is just following the policies we

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ November 24, 2014

have in place. This will also help identify text that we need to consider updating as a part of the changing standards. This is also part of the policy.

Item 18: Supplemental Resources - I wanted to keep track, and officially approve, the variety of supplemental resources that we have purchased over several years. Although we don't have to officially approve them, I thought it couldn't hurt to have them on the agenda with the other items so the teachers can see we offer them a variety of resources to assist with their teaching. This also helps with keeping an inventory of what we have, what we might need, or what is outdated.

Technology:

- This month, the Technology Department uploaded more data to NJ Smart, and achieved a 0% error rate on all three submissions: state, special education, and staff. This will reflect positively on our QSAC scores. The next NJ Smart submission will be due in January, which is for Pre-ID labels for the ACCESS for ELLs test.
- Also this month, the district recycled more than 800 pounds of waste computer equipment. This is 800 pounds' worth of material that will not be put in a landfill!

8. Finance

(Chairperson - Virginia de Haan)

- Mrs. de Haan reported the DRTRS (transportation) report is completed. Working on ASSA (Annual School State Aid) report, which is due December 5, 2014. At our Tri-County Meeting last week, we were advised to create two budgets this year for the 2015-2016 school year - one with flat funding and one with a 2% decrease in state aid. (A 2% decrease equals \$128,468.00.)

Motion 1:

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 October 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)*

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

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

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 motion 1 above:

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

SECOND BY: Mr. Romer
MOTION CARRIED: 8-0-0

9. Legislation

(Representative - William Weyland)

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ November 24, 2014

- Mr. Weyland reported that he and Mrs. Rappold attended the meeting. Anyone wanting to review the materials can do so.

10. Personnel

(Chairperson - Sara Paranzino)

- Mrs. Paranzino reported no updates at this time.

11. Pine Hill Board of Education

(Representative - Randall Freiling)

- a. Minutes from the September 23, 2014 Worksession/Regular Business Meeting *(Attachment XI-11.a)*
 - Mr. Freiling was not present for a report.

12. Municipal Liaison

(Representative - Randall Freiling)

- Mr. Freiling was not present for a report.

13. Home and School Association

(Representative - Virginia de Haan)

- Mrs. Rappold reported that she was unable to attend the meeting. Book Fair took place last week.

14. Negotiations

(Chairperson - Ellen Suckle)

- Mrs. Suckle reported that a meeting is scheduled for December 17, 2014 with mediator. She commented on the letter that was read by Mrs. Falkenstein at our October 27, 2014 board of education meeting.

XII. OTHER INFORMATION:

1. Discussion Items:

- a. Harassment, Intimidation, and Bullying Report - November 2014 *(Attachment XII-1.a)*
This will be on the agenda next month. Please let Lynn know.

2. Clementon School Information:

- a. Enrollment Report - October 2014 *(Attachment XII-2.a)*
- b. Nurse's Report - October 2014 *(Attachment XII-2.b)*
- c. Administrative Report - October 2014 *(Attachment XII-2.c)*

3. Fire and Security Drills:

October 2014 - Drill Type	Date	Time
Fire	10/28/14	01:11 PM
Security (None - Tabletop Activity)	10/31/14	Not listed

September 2014 - Drill Type	Date	Time
Fire	09/09/14	10:18 AM
Security (Bomb Threat)	09/23/14	02:02 PM

4. Upcoming Events - December 2014 (Please see calendar.)

5. District Awards - Burlington County Insurance Pool Joint Insurance Fund

- a. Certificate of Excellence in Recognition of Outstanding Performance in Claims Processing
- b. Certificate of Excellence in Recognition of Outstanding Performance in Claims Management

CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ November 24, 2014

c. 2013-2014 Safety District of the Year Award

XIII. PUBLIC:

Brenda Falkenstein, staff member, read a letter expressing the CEA is waiting for the next scheduled meeting on December 17, 2014 and urged the Board of Education to consider their last proposal with the intent to settle.

Ms. Procopio, staff member, stated that the CEA has a list of members willing to donate sick days for a sick bank for Ms. Hernandez.

Our solicitor, Mr. Morgan, responded stating that the Committee is still researching this issue and that no board action will be taken at this time.

Mr. McKelvey expressed his gratitude to the students who participated in the Veteran's Day celebration. He hopes this will be a yearly event.

MOTION: To close the public portion of the meeting.

MOVED BY: **Mrs. Rappold**
ON ROLL CALL VOTE:

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

XIV. EXECUTIVE SESSION:

The Clementon Board of Education will go into Executive Session in accordance with Resolution 112414 to discuss negotiations. No action will be taken.

MOTION: To move into Executive Session at 8:05 PM for negotiations reasons. Action will not be taken.

MOVED BY: **Mr. Dilworth**
ON ROLL CALL VOTE:

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

Mr. Weyland left the meeting at 8:05 PM.

MOTION: To move out of Executive Session at 8:40 PM.

MOVED BY: **Mr. Romer**
ON ROLL CALL VOTE:

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

XV. ADJOURNMENT:

MOTION: To adjourn the meeting at 8:45 PM.

MOVED BY: **Mr. Romer**
ON ROLL CALL VOTE:

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

Respectfully submitted,

Joanne E. Clement, Board Secretary
December 22, 2014