

**CLEMENTON BOARD OF EDUCATION MEETING MINUTES ~ January 29, 2015**

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

Regular Meeting of the Clementon Board of Education  
Clementon Elementary School Media Center

**January 29, 2015**

*(Rescheduled from January 26, 2015 due to inclement weather.)*

**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	7:45 PM
William Dilworth	7:30 PM	7:45 PM
Randall Freiling	Absent	---
Sara Paranzino	7:30 PM	7:45 PM
Kathleen Rappold	7:30 PM	7:45 PM
John Romer	7:30 PM	7:45 PM
Ellen Suckle	7:30 PM	7:45 PM
William Weyland	7:30 PM	7:45 PM
Irene Buchalter	7:30 PM	7:45 PM

Quorum present.

Also present were:

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

Also present in the audience were:

Members of the community and staff.

**V. MINUTES:**

Approval of the Minutes as Amended of the following meetings:

- December 22, 2014 Regular Meeting
- January 5, 2015 Reorganization Meeting

**MOVED BY:** \_\_\_\_\_ **Mrs. Suckle**  
**ON ROLL CALL VOTE:**

**SECOND BY:** \_\_\_\_\_ **Mr. Romer**  
**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 for Agenda items only - no comments.

**MOTION:** To close the public portion of the meeting.

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

**SECOND BY:** Mr. Dilworth  
**MOTION CARRIED:** 8-0-0

**VII. SUPERINTENDENT'S REPORT:**

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

1. Resolution for medical leave for employee # 021. (*Attachment VII-1*)
2. Resolution for medical leave for employee # 090. (*Attachment VII-2*)
3. Resolution for medical leave for employee # 172. (*Attachment VII-3*)
4. Request from employee # 141 to use three days of bereavement time. (*Attachment VII-4*)
5. Employment of the following Mission One instructional aide for the remainder of the 2014-2015 school year:
  - a. **POSITION:** Instructional Aide (Grades 7/8)  
**NAME:** Alexis Hayes  
**RATE OF PAY:** As per existing Mission One contract  
**START DATE:** January 20, 2015
6. Employment of the following individual for the 2014-2015 After-school Title I Tutoring Clinics:
  - a. **POSITION:** After-school Title I Tutoring Clinic Teacher - Substitute  
**NAME:** Alexis Hayes  
**RATE OF PAY:** \$33.00 per hour
7. Employment of the following Source 4 Teachers substitute teacher for the 2014-2015 school year:
  - a. **POSITION:** Substitute Teacher (Special Education RC grades 1&3)  
**NAME:** Kerri Parks  
**RATE OF PAY:** As per existing Source 4 Teachers contract  
**DATES:** February 25, 2015 through the end of the school year
8. Source 4 Teachers, together with its employees, to provide substitute services for the 2014-2015 school year.
9. Source 4 Teachers January 2015 Board Approval List (*Attachment VII-9*)
10. 2014-2015 Contracted Extra-Curricular Stipend Position and Personnel (To be adjusted after completion of contract negotiations):

<b>Activity</b>	<b>Faculty Member</b>	<b>Stipend</b>
Head Coach, Softball	Tina Jennetta	\$2,068.00
Assistant Coach, Softball	Kelly Kolody	\$1,379.00

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11. Harassment, Intimidation, and Bullying Report - December 2014 (*Attachment VII-11*)

12. Workshop/Meeting Requests:

- a. EMPLOYEE: Adrienne McManis  
 WORKSHOP: NJDOE PARCC Online Assessment Update  
 LOCATION: Rowan at Gloucester County, Sewell, NJ  
 DATE: January 15, 2015  
 COST: \$0.00  
 SPONSOR: NJ Department of Education
  
- b. EMPLOYEE: Matt Duffield  
 WORKSHOP: NJDOE PARCC Online Assessment Update  
 LOCATION: Rowan at Gloucester County, Sewell, NJ  
 DATE: January 15, 2015  
 COST: \$0.00  
 SPONSOR: NJ Department of Education
  
- c. EMPLOYEE: Steve Boianelli  
 WORKSHOP: NJDOE PARCC Online Assessment Update  
 LOCATION: Rowan at Gloucester County, Sewell, NJ  
 DATE: January 15, 2015  
 COST: \$0.00  
 SPONSOR: NJ Department of Education
  
- d. EMPLOYEE: Matt Duffield  
 WORKSHOP: Techspo  
 LOCATION: Atlantic City, NJ  
 DATES: January 29 and 30, 2015  
 COST: \$395.00  
 SPONSOR: NJ Association of School Administrators
  
- e. EMPLOYEE: Tracy Stefan  
 WORKSHOP: Preschool Articulation/In-service  
 LOCATION: John Glenn School, Pine Hill, NJ  
 DATE: February 13, 2015  
 COST: \$0.00  
 SPONSOR: Pine Hill School District
  
- f. EMPLOYEE: Matt Duffield  
 WORKSHOP: PARCC Technical Training  
 LOCATION: Double Tree Hotel, Princeton, NJ  
 DATE: January 27, 2015  
 COST: \$0.00  
 SPONSOR: NJ Department of Education
  
- g. EMPLOYEE: Steve Boianelli  
 WORKSHOP: PARCC Technical Training  
 LOCATION: Double Tree Hotel, Princeton, NJ  
 DATE: January 27, 2015  
 COST: \$0.00  
 SPONSOR: NJ Department of Education

13. Field Trip:

- a. TRIP: Walking Trip - Clementon Historical Museum

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FACULTY SPONSOR: Nicole Palermo  
 DATE: May 18, 2015  
 RAIN DATE: June 1, 2015  
 TIME: Group 1: 9:45 AM - 10:45 AM  
       Group 2: 10:30 AM - 11:30 AM  
 TRANSPORTATION: \$0.00  
 ADMISSION: \$0.00  
 PARTICIPANTS: Students in grades 7 and 8 accompanied by 8 adults  
 NOTE: Students will investigate the history of Clementon by viewing artifacts, interviewing residents, and watching a film on historic Clementon.

### 14. School Activities:

- a. EVENT: Student Council Fundraiser - Valentine's Day Gram Sale  
 FACULTY SPONSOR: Nicole Palermo  
 DATES: February 2, 2015 - February 11, 2015  
 NOTE: Funds raised will benefit the Student Council fund.

### 15. Additional 2014-2015 Home and School Fundraising Activities:

- a. EVENT: Family Night Out at Friendly's  
 PERSON IN CHARGE: Veronica Martinis  
 DATE: January 28, 2015  
 TIME: 5:00 PM - 8:00 PM  
 LOCATION: Friendly's Restaurant, 1295 Blackwood-Clementon Road, Gloucester Township, NJ  
 PARTICIPANTS: Students and families invited  
 NOTE: A percentage of sales during the above time will be donated to the school. Attendees must bring the flyer that the HSA will provide.
- b. EVENT: Family Bowling  
 PERSON IN CHARGE: Veronica Martinis  
 DATE: February 21, 2015  
 TIME: 2:00 PM - 4:00 PM  
 LOCATION: 30 Strikes Bowling Alley, 201 S. White Horse Pike, Stratford, NJ  
 PARTICIPANTS: Students and families invited  
 NOTE: A percentage of sales during the above time will be donated to the school.
- c. EVENT: Community Yard Sale and Clothing Donation  
 PERSON IN CHARGE: Veronica Martinis  
 DATE: Spring "Clean Communities" Weekend TBA  
 TIME: 8:00 AM  
 LOCATION: Daniel Dougherty Field, Berlin Road, Clementon, NJ or CES  
 PARTICIPANTS: Students and families invited  
 NOTE: Funds raised will benefit the school.

### 16. Additional 2014-2015 8<sup>th</sup> Grade Dance Fundraising Activities:

- a. EVENT: Bulldog Bounce  
 PERSON IN CHARGE: Veronica Martinis  
 DATES: February 23, 2015  
 TIME: 5:00 PM - 8:00 PM  
 LOCATION: High Elevations Trampoline Park, 7 Enterprise Court, Sewell, NJ  
 PARTICIPANTS: Students and families invited

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NOTE: A percentage of sales during the above time will be donated to the school to benefit the 8<sup>th</sup> grade dance. Admission is \$15.00 per person, payable by attendees at the door.

- b. EVENT: Saint Patrick's Day Dance  
 PERSON IN CHARGE: Veronica Martinis  
 DATE: March 20, 2015  
 TIME: 7:00 PM - 9:00 PM  
 LOCATION: CES Gym or MPR  
 PARTICIPANTS: Students in grades 6-8.  
 NOTE: Admission is \$5.00 per person, payable by attendees. Funds raised will benefit the 8<sup>th</sup> grade dance.

### SUPERINTENDENT'S REPORT = A D D E N D U M:

17. Request for extension of medical leave for employee # 174. (*Attachment VII-17*)

18. Community Use of Facilities:

- a. ORGANIZATION: CYAA  
 PERSON IN CHARGE: Christine Nucera  
 SPONSOR: Community Education  
 PURPOSE: Indoor Training for Softball and Baseball  
 DATES: Monday, Tuesday, Wednesday, Thursday, and Friday beginning February 9, 2015  
 TIME: 6:00 PM - 8:30 PM  
 PARTICIPANTS: CYAA members and coaches  
 LOCATION: Gym or MPR based on availability

### **Approval of motions 1 through 18 above:**

MOVED BY:                     Mrs. Suckle                      
 ON ROLL CALL VOTE:

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

### 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 (Payroll)	\$221,960.98	<i>(Attachment VIII-1.1)</i>
2. List # 2 (Payroll)	\$199,537.12	<i>(Attachment VIII-1.2)</i>
3. List # 3 (Payroll)	\$198,287.19	<i>(Attachment VIII-1.3)</i>
4. List # 4 (Community Education)	\$5,355.06	<i>(Attachment VIII-1.4)</i>
5. List # 5	\$539,324.85	<i>(Attachment VIII-1.5)</i>
6. List # 6	\$100,488.48	<i>(Attachment VIII-1.6)</i>

2. Approve transfers in the amount of \$58,958.00. (*Attachment VIII-2*)

3. Tuition for Overbrook students for the 2015-2016 school year: \$14,921.74 (1% increase).

4. Accept Grant Award from Walmart Foundation and Facility # 1807 in the amount of \$1,000.00.

5. Amend the 2014-2015 NCLB Grant. (*Attachment VIII-5*)

6. Salaries for the NCLB Grant for the 2014-2015 school year:

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- a. Michelle Magilton: \$55,800.00
- b. Kathryn Agresta: \$55,550.00
- c. Alyssa Martin: \$ 5,114.00 (Title I)  
\$25,884.00 (Title II)

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, 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-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, 2014. The Treasurer's Report and Secretary's report are in agreement for the month of December 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 motions 1 through 7 above:

MOVED BY:           Mrs. Suckle            
ON ROLL CALL VOTE:

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

### IX. PRESENTATIONS:

- *December 2014 Manner Banner (Classroom 4B - Mr. Terlizzi and Ms. DiSalvo)*

### X. CORRESPONDENCE:

1. December 2014 Nutri-Serve Update

### XI. COMMITTEE REPORTS:

1. Administrative Evaluation  
(*Chairperson - Randall Freiling*)
  - Mr. Freiling was not present for a report.
2. Building and Maintenance  
(*Chairperson - William Dilworth*)
  - Mr. Dilworth reported that the Committee met last week and reviewed items for the 2015-2016 budget which included building improvements.

Resolution authorizing the purchase of electricity supply services for public use on an online action website with Emex, LLC.

MOVED BY:           Mrs. Suckle            
ON ROLL CALL VOTE:

SECOND BY:           Mr. Weyland            
MOTION CARRIED: **8-0-0**

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3. Camden County Educational Services Commission  
(*Representative - Virginia de Haan; Alternate - William Weyland*)
  - Mr. Weyland attended the meeting for Mrs. de Haan. He stated that they voted on all the motions.
4. Camden County School Boards Association  
(*Representatives - John Romer and William Weyland*)
  - Mr. Weyland reported that no one attended this meeting.
5. Community Education and Extra-Curricular Information  
(*Chairperson - John Romer*)
  - Mr. Romer reported that basketball will be finished in the next few weeks.
    - a. Community Education Report - December 2014 (*Attachment XI-5.a*)
    - b. Camp Clementon Attendance Record - December 2014 (*Attachment XI-5.b*)
6. Policy  
(*Chairperson - Virginia de Haan*)
  - Mrs. de Haan stated that she could not serve as Chairperson of this Committee. Mrs. Buchalter volunteered to chair this Committee again.
7. Common Core Curriculum and Technology  
(*Chairperson - Kathleen Rappold*)
  - Mrs. Rappold reported on the following:
    - I wanted to provide the committee with an update on our curriculum and technology in the district. Over the past few weeks we have been preparing for PARCC. In the area of curriculum, the teachers have been following the Common Core State Standards and have participated in several Math and English Language Arts professional development in preparation for both PARCC assessments. The Performance Based Assessment (PBA) will take place during the month of March. The End-of-Year (EOY) will take place the end of April and through most of May. Mr. Duffield has been working on making sure the computers are PARCC ready with all of the necessary upgrades needed to take the assessment online. Our students have become familiar with how the assessment will be on the computer by using the tutorials that PARCC has provided and by taking assessments online for the past few years.
    - Administration is in the process of seeking suggestions from the staff for professional development topics for the summer and next year. Administration is also working on building the budget for curriculum and technology needs.
    - In February I would like to have a committee meeting to discuss how the pilot programs are going, budget for next year, professional development we have held and ideas for future professional development, technology needs, software programs, and our curriculum.
    - I have scheduled this meeting for February 10th at 1:00pm. Please let me know if you are unable to attend and I can find another date and time. If you prefer an evening meeting, please let me know.
8. Finance  
(*Chairperson - Ellen Suckle*)
  - Mrs. Suckle reported that the bills were paid. Administration is working on the 2015-2016 budget. A Finance Committee meeting will be scheduled for next week.
9. Legislation  
(*Representative - William Weyland*)
  - Mr. Weyland had nothing to report.
10. Personnel

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*(Chairperson - Sara Paranzino)*

- Mrs. Paranzino reported that the Committee met last week. Ms. DiPietropolo sent a report of the Personnel Committee meeting to each board member.

11. Pine Hill Board of Education

*(Representative - Randall Freiling)*

- Mr. Freiling was not present for a report.
  - a. Minutes from the November 18, 2014 Worksession/Regular Business Meeting  
*(Attachment XI-11.a)*

12. Municipal Liaison

*(Representative - Randall Freiling)*

- Mr. Freiling was not present for a report.

13. Home and School Association

*(Representative - Kathleen Rappold)*

- Mrs. Rappold reported that she attended the meeting. The HSA had Bill West attend their meeting and give the organization some ideas on fundraising. They had Friendly's night but will not know how much was raised for a few months. There was no treasurer's report.

14. Negotiations

*(Chairperson - Ellen Suckle)*

- Mrs. Suckle reported that we are still waiting for a meeting with the fact finder.

**XII. OTHER INFORMATION:**

1. Discussion Items: None

2. Clementon School Information:

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

3. Fire and Security Drills:

December 2014 - Drill Type	Date	Time
Fire	12/01/14	01:15 PM
Table Top	12/23/14	Not Applicable

4. Board of Education Information:

- a. Resolution from the New Jersey School Boards Association declaring January 2015 as School Board Recognition Month. *(Attachment XII-4.a)*

5. Upcoming Events - February 2015 (Please see calendar.)

**XIII. PUBLIC:**

No public comments.

**MOTION:** To close the public portion of the meeting.

**MOVED BY:** \_\_\_\_\_ Mr. Romer

**SECOND BY:** \_\_\_\_\_ Mr. Weyland

**ON ROLL CALL VOTE:**

**MOTION CARRIED:** 8-0-0

**XIV. EXECUTIVE SESSION: None**



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**XV. ADJOURNMENT:**

**MOTION:** To adjourn the meeting at 7:45 PM.

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

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

Respectfully submitted,

Joanne E. Clement, Board Secretary  
February 23, 2015