



**CLEMENTON BOARD OF EDUCATION MEETING MINUTES
~ DECEMBER 19, 2016~**



3571

CLEMENTON BOARD OF EDUCATION
REGULAR BUSINESS MEETING
December 19, 2016
7:00 PM

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.

Minutes

The Clementon Board of Education welcomes participation of interested organizations and will schedule time as appropriate for the public to speak. The length of time scheduled for public discussion shall be 20 minutes with a three-minute time limit for individual speakers.

I. CALL TO ORDER

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

IV. ROLL CALL

Katherine Anderson	7:00 PM	8:08 PM
Danielle Aubry	7:00 PM	8:08 PM
William Dilworth	7:05 PM	8:08 PM
Randall Freiling	7:00 PM	8:08 PM
Christopher McKelvey	7:00 PM	8:08 PM
Kathleen Rappold	7:00 PM	8:08 PM
Ellen Suckle	7:00 PM	8:08 PM
Christy Weaver	7:00 PM	8:08 PM
William Weyland	Absent	

Also present were:
Joanne E. Clement, SBA/Board Secretary
Lynn DiPietropolo, Superintendent/Principal
Andrew Li, Solicitor



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Also present in the audience were:
Members of the community and staff.

V. PRESENTATIONS

1. 2015-2016 Audit Report, Jarred Corn, Bowman and Company
2. 2016 PARCC Comparison of Districts - no presentation given
3. Character Trait-Award for Responsibility presented by Ms. DiPietropolo

VI. MINUTES

Approval of the Minutes from the following meetings:

1. November 28, 2016 Regular Meeting (*Attachment VI-1*)

MOVED BY: <u> Mrs. Rappold </u>	SECOND BY: <u> Mrs. Anderson </u>
ON ROLL CALL VOTE: _____	MOTION CARRIED: 8-0-0

VII. PUBLIC – AGENDA ITEMS ONLY

MOVED BY: <u> Mrs. Rappold </u>	SECOND BY: <u> Mrs. Weaver </u>
ON ROLL CALL VOTE: _____	MOTION CARRIED: 8-0-0

No comments

MOVED BY: <u> Mr. Freiling </u>	SECOND BY: <u> Mr. Dilworth </u>
ON ROLL CALL VOTE: _____	MOTION CARRIED: 8-0-0

VIII. COMMITTEE REPORTS

1. Curriculum and Programs
(*Chairperson - William Weyland*)
 - a. Community Education Report - November 2016 (*Attachment VIII-1.a*)
 - b. Camp Clementon Attendance Record - November 2016 (*Attachment VIII-1.b*)
Mrs. Suckle reported on Breakfast with Santa. A fun time was had by all. Ms. DiPietropolo thanked Mrs. Aubry for taking pictures.

2. Finance and Facilities
(*Chairperson - William Dilworth*)
Mr. Dilworth reported on and thanked Mrs. Clement for doing a great job with the finances. He also reported on the money that the district has saved over the last eight years with the solar panels.
Mr. Dilworth reported that the district needs to replace the roof using Capital Reserve money by making the following motion.

Resolution to appropriate capital reserve funds as "other eligible" project for roof replacement.



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MOVED BY: Mr. Dilworth SECOND BY: Mrs. Aubry
ON ROLL CALL VOTE: MOTION CARRIED: 8-0-0

3. Policy and Personnel
(*Chairperson - Randall Freiling*)
Mr. Freiling stated that policies were on the agenda for second reading and approval.
4. Negotiations
(*To be determined at the time of negotiations.*)

IX. OTHER REPORTS

1. Camden County Educational Services Commission
(*Representative - Christopher McKelvey*)
Mr. McKelvey reported that there was no meeting in December.
2. Camden County School Boards Association
(*Representative - Kathleen Rappold*)
Mrs. Rappold reported that she and several board members attended the joint meeting on December 5, 2016. This meeting consisted of a panel of superintendents that discussed issues and answered questions from board members.
3. Legislation
(*Representative - William Weyland*)
Mr. Weyland and Mrs. Rappold attended the Legislative meeting. There was one resolution dealing with special education litigation. The Resolution passed. You can see Mrs. Rappold for further information.
4. Pine Hill Board of Education
(*Representative - Randall Freiling*)
 - a. Minutes from the Work Session/Regular Business Meeting- None
Mr. Freiling reported that he is always questioning student growth performance and student teacher ratio information. He feels our students are not making progress at the high school. When our students attend vocational school, the district does not receive state aid for them.
Pine Hill has money in Capital Reserve which they are planning to use on several different projects.
The Vocational School has an open house for students in October. Overbrook waits until March for their open house.
Mr. Freiling also commented that he is looking for transportation for the students wanting to participate in wrestling.
5. Home and School Association
(*Representative - Katherine Anderson*)
Mrs. Anderson reported that Home and School did not make as much money on the candy fund raiser as last year. The Holiday Shop went well. Other upcoming events



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are: Book Fair and Domino's night. There is an 8th grade committee meeting for the dance. Mrs. English is working with students on a project to be completed for Mother's Day. The group is still trying to find ways to get more members and people involved. Home and School is investigating grants.

X. CORRESPONDENCE

1. Burlington County Insurance Pool Certificates of Excellence (*Attachment X-1*)

XI. OTHER INFORMATION

1. Discussion Items:

1. Merit Goals for 2015-2016 (*Attachment XI-1.1*)
2. Nutri-Serve Monthly Update - November 2016 (*Attachment XI-1.2*)

2. Clementon School Information:

- a. Enrollment Report - November 2016 (*Attachment 2.a*)
- b. Nurse's Report - November 2016 (*Attachment 2.b*)
- c. Administrative Report - November 2016 (*Attachment 2.c*)

3. Letter from Willowglen Academy (*Attachment XI-3*)

4. Fire and Security Drills - November 2016:

Drill Type	Date	Time
Fire Drill	11/02/16	2:27 PM
Security Drill (Shelter in Place)	11/30/16	9:07 AM

5. Upcoming Events -January 2017: (*Attachment XI-5*)

6. Harassment, Intimidation, and Bullying Report - November 2016- None

XII. SUPERINTENDENT'S REPORT

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

1. Source 4 Teachers sub list for December 2016. (*Attachment XII-1*)
2. 2016-2017 12-month staff off on December 28 and 29, 2016.



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3. Second Reading and Adoption of the following policies and regulations:
 (Attachment XII-3)

MANDATED

Number	Type	Title
1140	POL	Affirmative Action Program
1523	POL	Comprehensive Equity Plan
1530	POL	Equal Employment Opportunity
1530	REG	Equal Employment Opportunity Complaint Procedure
2610	REG	Educational Program Evaluation
5750	POL	Equal Educational Opportunity
5755	POL	Equity in Educational Programs and Services

RECOMMENDATIONS

Number	Type	Title
5200	REG	Attendance
0145	POL	Board Member Resignation and Removal

4. Revised Quality Single Accountability Continuum (QSAC) District Improvement Plan.
 (Attachment XII-4)

5. Student Activities:

- a. **EVENT:** Spirit Day Fundraiser
FACULTY SPONSOR: Jessica Ballinghoff
DATE: January 6, 2017
PARTICIPANTS: Staff
NOTE: Staff will pay \$5.00 for a dress down day. Money raised will go toward half the cost of a mascot purchase. Students will be asked to participate at no cost to them.

- b. **EVENT:** Cupid Shuffle Dance
FACULTY SPONSOR: Anna Marie DeSanto
DATE: February 10, 2017
LOCATION: Multi-Purpose Room
TIME: 7:00 9:00 PM
PARTICIPANTS: 6th, 7th and 8th Grade
NOTE: This event will provide social interaction among students. Money raised will go to the student government.



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XIII. 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)	\$4,924.99	<i>(Attachment XIII-1.1)</i>
2. List # 2 (Payroll)	\$209,188.99	<i>(Attachment XIII-1.2)</i>
3. List # 3 (Payroll)	\$212,617.98	<i>(Attachment XIII-1.3)</i>
4. List # 4 (Camp Clementon)	\$5,468.87	<i>(Attachment XIII-1.4)</i>
5. List # 5 (Bill List)	\$926.73	<i>(Attachment XIII-1.5)</i>
6. List # 6 (Bill List)	\$576,749.27	<i>(Attachment XIII-1.6)</i>

2. Payment transactions:

Approve transfers in the amount of \$0.00.

3. Void the following old checks as per auditor:

7141 Cumberland Co. Tech.	\$2,029.15
7833 United Freight Tools	\$ 84.75

4. Accept the Comprehensive Annual Financial Plan Report (CAFRA) for the fiscal year ending June 30, 2016 and the auditor's Management Report - Financial Compliance, and Performance for the fiscal year ending June 30, 2016. (A copy of the audit synopsis is available for the public.)
5. Accept Corrective Action Plan - no findings. *(Attachment XIII-5)*
6. Workshop: Governance I
 Attendee: Mrs. Amanda McCourt
 Location: Princeton, NJ
 Dates: January 6 - 8, 2016
 Cost: \$0.00
 Sponsor: N.J. School Boards Association
7. Board of Education meeting dates for 2017-2018. *(Attachment XIII-7)*
8. Resignation letter from Mr. Shaw *(Attachment XIII-8)*
9. BOARD SECRETARY'S CERTIFICATION AND TREASURER'S REPORT FOR MONTH OF NOVEMBER, 2016. *(Attachment XIII-9)*



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Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, the Board Secretary certifies that as of November 30, 2016 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Clementon Board of Education pursuant to N.J.S.A.18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6:23-2.12 (a) 1.

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Clementon Board of Education certifies that as of November 30, 2016 and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a) 1 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 9 above:

MOVED BY: Mrs. Rappold **SECOND BY:** Mrs. Anderson
ON ROLL CALL VOTE: **MOTION CARRIED:** 8-0-0

XVI. PUBLIC

MOVED BY: Mr. Dilworth **SECOND BY:** Mrs. Aubry
ON ROLL CALL VOTE: **MOTION CARRIED:** 8-0-0

Mrs. Falkenstein, staff member, inquired about a workshop that several staff members attended. Ms. DiPietropolo explained that there are two programs the district is looking into. LinkIt! and EdConnect are data system programs that would track student scores. LinkIt! will allow the district to pilot this program free of charge. Teachers will receive information about this program at our next in-service day in January.

Mrs. Falkenstein also requested a copy of the QSAC Report to see the feedback. Ms. DiPietropolo asked her to schedule a meeting and she could view the report.

Mrs. Nucera, 39 Smith Terrace, spoke of an incident that happened on December 5, 2016, concerning her son and the code of conduct. Mrs. Suckle stated that she needed to make an appointment with the superintendent to discuss the issue. If Mrs. Nucera is not satisfied after her meeting, then she could come to the board with her concerns.

MOVED BY: Mrs. Aubry **SECOND BY:** Mrs. Rappold
ON ROLL CALL VOTE: **MOTION CARRIED:** 8-0-0

XVII. EXECUTIVE SESSION



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No executive session.

XVIII. UNFINISHED BUSINESS

1. Board calendar of events.

Terry Lewis from School Board's came to discuss the Board Self-Evaluation. Ms. Lewis suggested that the board have a retreat and discuss how to work as a team. She suggested that the board develop goals for the coming year. Ms. Lewis will be providing the Business Administrator with a calendar of events that take place during the year as a guide.

The board will discuss this at their January 2017 meeting. Mrs. Clement will again reach out to Ms. Lewis for dates.

2. Develop Board goals.

Pick two goals, they do not have to go along with the superintendent's goals. Some suggestions:

1. Review and refine CSA Evaluation Process.
2. Improve Board relationships.
3. Review of planning process with a calendar of events.
4. Schedule a Board Retreat to take place on a Saturday.

Topic: Board Relationships.

The board discussed the development of goals but will wait until the new board members are present to make a decision. This is tabled until the January meeting.

Motion to table:

MOVED BY: _____ Mr. McKelvey	SECOND BY: _____ Mrs. Aubry
ON ROLL CALL VOTE:	MOTION CARRIED: 8-0-0

3. Superintendent/Principal job specifications - tabled.

MOVED BY: _____ Mrs. Anderson	SECOND BY: _____ Mr. McKelvey
ON ROLL CALL VOTE:	MOTION CARRIED: 8-0-0

XIX. NEW BUSINESS

1. Mr. McKelvey- Board Website -

Discussed the advantages of videotaping the board meetings. Mr. Li, school solicitor, warned the Board concerning students being videotaped citing a 2015 law case. Mr. Li, school solicitor, also stated that board attachments did not have to legally be placed on the website. Mr. Li, school solicitor, continued stating the board must remember that some of the attachments cannot be placed on the website due to confidentiality. Mr. Li, school solicitor, suggested that the board review the policy.

Mrs. Anderson stated that the board already voted down videotaping board meetings. Additional discussion took place by other board members. A motion to table the website discussion was made.

**CLEMENTON BOARD OF EDUCATION
REORGANIZATION MEETING
January 3, 2017**

EXECUTIVE SESSION

President Suckle read the Open Public Meetings Act notice, as per Resolution N.J.S. A. 10:4-6 et seq), will be going into Executive Session in accordance with resolution 1317 for personnel matters. Executive session will last approximately 35 minutes. Action will be taken.

The following members were in attendance:

Katherine Anderson
Danielle Aubry
William Dilworth
Randall Freiling
Christopher McKelvey
Amanda McCourt
Ellen Suckle
Christy Weaver

Also in attendance were:

Lynn DiPietropolo, Superintendent
Joanne E. Clement, SBA/Board Secretary
Andrew Li, Solicitor

ITEMS DISCUSSED:

Ms. DiPietropolo discussed the resignation of employee #174.

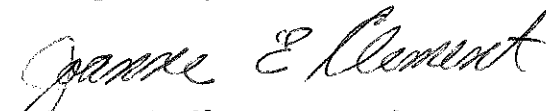
The Board discussed the three candidates for the open board position.

OUT OF EXECUTIVE SESSION 7:47 p.m.

MOVED BY: Mrs. Aubry
ON ROLL CALL VOTE:

SECONDED BY: Mr. Dilworth
MOTION CARRIED: 8-0-0

Respectfully Submitted,


Joanne E. Clement, Board Secretary