



**CLEMENTON BOARD OF EDUCATION MEETING
~ NOVEMBER 28, 2016 ~**



CLEMENTON BOARD OF EDUCATION

**REGULAR BUSINESS MEETING
November 28, 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.

AGENDA

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

V. PRESENTATIONS

- 1. Character Trait for October - Award for Trustworthiness
- 2. 2016 PARCC Comparisons
- 3. 2016-2017 District Goals

VI. MINUTES

Approval of the Minutes from the following meeting:

- 1. October 17, 2016 Regular Meeting

VII. PUBLIC - AGENDA ITEMS ONLY

VIII. COMMITTEE REPORTS

- 1. Curriculum and Programs



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(Chairperson - William Weyland)

- a. Community Education Report - October 2016 *(Attachment VIII-1.a)*
- b. Camp Clementon Attendance Record - October 2016 *(Attachment VIII-1.b)*

2. Finance and Facilities
(Chairperson - William Dilworth)
3. Policy and Personnel
(Chairperson - Randall Freiling)
4. Negotiations
(To be determined at the time of negotiations.)

IX. OTHER REPORTS

1. Camden County Educational Services Commission
(Representative - Christopher McKelvey)
2. Camden County School Boards Association
(Representative - Kathleen Rappold)
3. Legislation
(Representative - William Weyland)
4. Pine Hill Board of Education
(Representative - Randall Freiling)
 - a. Minutes from the October 18, 2016 Regular Business Meeting *(Attachment IX-4.a)*
5. Home and School Association
(Representative - Katherine Anderson)

X. CORRESPONDENCE

1. Nutri-Serve Monthly Update - October 2016 *(Attachment X-1)*
2. Superintendent Merit Goals Approval Letter 2016-2017- *(Attachment X-2)*
3. Administrative Secretaries Winter Recess- *(Attachment X-3)*

XI. OTHER INFORMATION

1. Discussion Items: None
2. Clementon School Information:
 - a. Enrollment Report - October 2016 *(Attachment XI-2.a)*
 - b. Nurse's Report - October 2016 *(Attachment XI-2.b)*
 - c. Administrative Report - October 2016 *(Attachment XI 2.c)*
3. Fire and Security Drills - October 2016:

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Drill Type	Date	Time
Fire Drill	10/18/16	9:03 AM
Security Drill (Evacuation)	10/28/16	1:20 PM

4. Upcoming Events - December 2016 (*Attachment XI-4*)

XII. SUPERINTENDENT'S REPORT

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

1. Employment of the following personnel for the 2016-2017 school year, contingent upon satisfactory criminal history review:

a. POSITION: Special Education Inclusion- Grade 7
 NAME: Alexa Livanos
 SALARY: \$51,100
 STEP: 1 BA +15
 START DATE: November 29, 2016

b. POSITION: Kindergarten Teacher - Long Term Substitute
 NAME: Jennifer Phelan
 RATE OF PAY: \$90.00 per diem for the first 20 days, then \$272.06 per diem for day 21 and thereafter
 STEP: 1 BA
 DATES: November 7, 2016 through June 2, 2017

2. Request from employee #243 to take medical leave from December 6 - December 31, 2016 utilizing earned illness days.

3. Workshop/Meeting Requests:

a. EMPLOYEE: Jennifer Gregory
 WORKSHOP: The Social Studies PARCCing Zone
 LOCATION: Camden County College, Blackwood, NJ
 DATE: 4 Sessions: January 27, 2017; February 10, 2017; February 24, 2017; March 10, 2017
 COST: \$400.00
 SPONSOR: EIRC

b. EMPLOYEE: Nancy Gundaker
 WORKSHOP: The Social Studies PARCCing Zone
 LOCATION: Camden County College, Blackwood, NJ
 DATE: 4 Sessions: January 27, 2017; February 10, 2017; February 24, 2017; March 10, 2017
 COST: \$400.00
 SPONSOR: EIRC

c. EMPLOYEE: Nicole Palermo
 WORKSHOP: The Social Studies PARCCing Zone
 LOCATION: Camden County College, Blackwood, NJ



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DATE: 4 Sessions: January 27, 2017; February 10, 2017; February 24, 2017; March 10, 2017
 COST: \$400.00
 SPONSOR: EIRC

d. EMPLOYEE: Jose Cruz
 WORKSHOP: Lead In Paint Certification
 LOCATION: Ocean County Fire Academy, Waretown, NJ
 DATE: December 9, 2016
 COST: \$0.00
 SPONSOR: LEW Corporation

4. New Jersey Assessment of Skills and Knowledge (NJ ASK) testing dates:

- Regular administration for grade four:
May 31, 2017- make-up date June 1, 2017
- Regular administration for grade eight:
May 31, 2017- make-up date June 1, 2017.

5. 2016-2017 Contracted Extra-Curricular Stipend Position and Personnel:

Stipend Position	Faculty Member	Stipend
8 th Grade Promotion	Melissa Bruce (50%)	\$821.00 x 50%= \$410.50
8 th Grade Promotion	Nancy Gundaker (50%)	\$821.00 x 50% = \$410.50
National Junior Honor Society (NJHS)	Nicole Palermo	\$1369.00

6. Clementon Home and School Activities:

- a. EVENT: Holiday Shop
 PERSON IN CHARGE: Jen Rhine
 DATE: December 5- December 9, 2016
 LOCATION: Library
 PARTICIPANTS: All grades levels are invited during school hours.
 NOTE: Students can purchase holiday gifts. A percentage of sales goes to HSA.
- b. EVENT: Family Holiday Shop
 PERSON IN CHARGE: Jen Rhine
 DATE: December 10, 2016
 LOCATION: Library
 TIME: 9:00 - 11:00 AM
 PARTICIPANTS: All grades levels and parents invited.
 NOTE: Parents are invited to shop with students during breakfast with Santa.



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- e. EVENT: NJHS Winter Coat Drive
 FACULTY SPONSOR: Nicole Palermo
 DATE: November 28 - December 16, 2016
 PARTICIPANTS: All grades
 NOTE: Winter coats will be collected and donated to the Unforgotten Haven.

- f. EVENT: NJHS Pretzel Sale
 FACULTY SPONSOR: Nicole Palermo
 DATE: February 17, 2017
 PARTICIPANTS: NJHS Members
 NOTE: Fundraiser for NJHS

- g. EVENT: NJHS Toiletries Drive
 FACULTY SPONSOR: Nicole Palermo
 DATE: March 1 - March 31, 2017
 PARTICIPANTS: All grades
 NOTE: Community service for NJHS. All donations will be given to the Unforgotten Haven.

- 8. Community Use of Facilities:
 - a. ORGANIZATION: Borough of Clementon
 PERSON IN CHARGE: Christine Nucera
 PURPOSE: Gathering of community after holiday parade.
 DATE: November 27, 2016
 TIME: 5:00 - 9:00 PM
 LOCATION: Multi-Purpose Room
 PARTICIPANTS: Approx. 100 - 150 community members

- 9. 2016-2017 District Goals (*Attachment XII-9*)
- 10. Source 4 Teachers November 2016 Substitute List (*Attachment XII-10*)
- 11. 2016-2017 Gifted and Talented After-school Program

Winter Gifted and Talented After-school Program

Teachers:

Grades 3-5: Kelly Kolody
 Grades 6-8: Jennifer Gregory
 Substitutes: Kelly Kolody, Daniel Bower, Tina Jennetta, Jennifer Gregory

Number of Sessions: 16 (plus 2 hours prep per teacher)
 Dates: January 31, February 1, 7, 8, 14, 15, 21, 22, 28, March 1, 7, 8, 14, 15, 21, 22, 2017

Cost: 2 teachers x 18 hrs. x \$34.50 = \$1,242.00
 Funding: Community Education



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Spring Gifted and Talented After-school Program

Teachers:
 Grades 3-5: Rebecca Lapinson
 Grades 6-8: Daniel Bower
 Substitutes: Kelly Kolody, Daniel Bower, Tina Jenetta, Jennifer Gregory
 Number of Sessions: 16 (plus 2 hours prep per teacher)
 Dates: April 4, 5, 11, 12, 18, 19, 25, 26, May 2, 3, 9, 10, 16, 17, 23, 24, 2017
 Cost: 2 teachers x 18 hrs. x \$34.50 = \$1,242.00
 Funding: Community Education

12. First Reading of the following policies and regulations: Attachment XII-12)

MANDATED

Number	Type	Title
5200	REG	Attendance
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

13. Field Trips:

- a. TRIP: The Christmas Carol
 SPONSOR: Maria Panvini, Overbrook Drama Director
 DESTINATION: Overbrook High School
 DATE: November 30, 2016
 TIME: 10:00 - 11:00 AM
 PARTICIPANTS: 7th and 8th graders

- b. TRIP: Wooster Towers Holiday Caroling Trip
 FACULTY SPONSOR: Karen Stiles
 DATE: TBA- December 2016
 RAIN DATE: N/A
 TIME: 10:30 AM - 12:00 PM



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DESTINATION: Wooster Towers, Clementon, NJ
 PARTICIPANTS: Students in grade 5
 NOTE: To promote good will and to act as responsible and contributing citizens of the Clementon community.

Approval of motions 1 through 13 above:

MOVED BY: _____
 ON ROLL CALL VOTE:

SECOND BY: _____
 MOTION CARRIED:

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 (Pay Roll)	\$223,867.46	<i>(Attachment XIII-1.1)</i>
2. List # 2 (Pay Roll)	\$227,318.50	<i>(Attachment XIII-1.2)</i>
3. List # 3 (Board Payment)	\$156,773.27	<i>(Attachment XIII-1.3)</i>
4. List #4 (Board Payment)	\$910,052.41	<i>(Attachment XIII-1.4)</i>
5. List # 5 (Community Education)	\$5,701.63	<i>(Attachment XIII-1.5)</i>

2. Approve transfers in the amount of \$0.00.

3. 20th Annual State of the JIF Dinner

Date: November 29, 2016
 Location: O'Connor's, Eastampton, NJ
 Time: 6:00 p.m.
 Attendees: Ellen Suckle William Weyland
 Randy Freiling Kathleen Rappold
 Lynn DiPietropolo Joanne Clement
 Katie Agresta

4. Gloucester Township tuition contract for 2016-2017 for homeless student N.G. for \$13,179.

5. Resolution for Employee #10 for FMLA (Family Medical Leave). *(Attachment XIII-5)*

6. Resolution for Employee #218 for FMLA (Family Medical Leave). *(Attachment XIII-6)*

7. Unofficial Election Results:

Dannielle Aubry	642
Amanda McCourt	610
William Weyland	415
John Romer	248



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Thomas Shaw	488
Kathleen Rappold	446

8. Out of District Placements for 2016-2017:

Archbishop	\$ 50,480.00
Archway	\$ 160,465.00
Bancroft	\$ 205,966.00
Blackhorse Pike Regional	\$ 122,875.00
GCSSD	\$ 341,279.00
Katzenbach	\$ 62,977.00
Willowglen	\$ 57,147.00
Yale	\$ 164,640.00
TOTAL	<u>\$1,165,829.00</u>

9. Reorganization meeting of the Board, January 3, 2017 at 7:00 p.m.

10. Camden/Gloucester County School Boards Dinner:

Date: Monday, December 5, 2016
 Time: 6:45 - 9:00 P.M.
 Location: The Washington Banquet and Catering, Turnersville, NJ
 Attendees: Lynn DiPietropolo William Weyland
 Kathleen Rappold Ellen Suckle
 Christy Weaver

11. BOARD SECRETARY'S CERTIFICATION AND TREASURER'S REPORT FOR OCTOBER, 2016 (*Attachment XIII- 11*)

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, the Board Secretary certifies that as of October 31, 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 October 31, 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.



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Approval of motions 1 through 11 above:

MOVED BY: _____
ON ROLL CALL VOTE:

SECOND BY: _____
MOTION CARRIED:

XIV. PUBLIC

XV. EXECUTIVE SESSION- Superintendent Evaluation

**RESOLUTION 112816
AUTHORIZING EXECUTIVE SESSION**

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-12 et seq.) requires all meeting of the Clementon Board of Education to be held in public, N.J.S.A. 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in Executive Session," i.e. without the public being permitted to attend, and

WHEREAS, the Board of Education of the Borough of Clementon ("Board of Education") has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and

WHEREAS, the ten (10) exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box within which the number of issues to be privately discussed that fall within that exception shall be written, and after each exception is a space where additional information that will disclose as much information about the decision as possible without undermining the purpose of the exception shall be written.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12(b):

_____ Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public

_____ Any matter in which the release of information would impair a right to receive funds from the federal government;

_____ Any matter the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publically;

_____ Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body (Specify contract: _____);



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- _____ Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed;

- _____ Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection;

- _____ Any investigations of violations or possible violations of the law;

- _____ Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer;
Under certain circumstances, if public disclosure of the matter would have a potentially negative impact on the Board of Education's position in the litigation or negotiation, this information may be withheld until such time that the matter is concluded or the circumstances no longer present a potential impact);

- X Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting (Subject to the balancing of the public's interest and the employee's privacy rights under *South Jersey Publishing*, 124 N.J. 478, the employee(s) and nature of discussion described as specifically as possible without undermining the need for confidentiality evaluation of performance of an employee;

- _____ Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility;

WHEREAS, the length of the Executive Session is estimated to be 30 minutes after Which the public meeting of the Board shall reconvene and proceed with business.

NOW, THEREFORE, BE IT RESOLVED, that the Clementon Board of Education will go into Executive Session for only the above stated reasons;

BE IT FURTHER RESOLVED that the Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Board of Education Attorney advises the Board of Education that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the School District or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the Board of Education, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the Board Secretary to take the appropriate action to effectuate the terms of this resolution.



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BE IT FURTHER RESOLVED that the Board Secretary on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.

XVI. UNFINISHED BUSINESS

XVII. NEW BUSINESS

XVIII. ADJOURNMENT