

REVISED

SUNSHINE NOTICE

Adequate notice of this meeting was provided by the Board Secretary. It was posted in the Borough Hall, communicated to the South Jersey Times and the Sentinel, and filed with the Clerk of the Municipality.

MISSION STATEMENT

Clayton Public School District will collaborate with parents and the community to provide a safe, caring, and engaging learning environment where all students achieve the Common Core State Standards along with the knowledge, skills, and experiences to succeed in a global society.

DISTRICT GOALS

1. *Improve student achievement through increased student engagement and enhanced articulation.*
2. *Increase community outreach and improve communication to allow for an efficient, effective, and positive student-centered environment.*
3. *Plan for facility and infrastructure needs of the future and improve the maintenance and appearance of current facilities.*

**ORDER OF BUSINESS
BOARD OF EDUCATION
CLAYTON PUBLIC SCHOOL DISTRICT
Clayton High School Cafeteria
January 30, 2014
7:30 p.m.**

I. OPENING PROCEDURES

- A. Call to Order by the Board President
- B. Pledge of Allegiance
- C. Recording of Attendance by the Secretary: John Connelly, Ron Durham, Anthony Grafton, Elizabeth Kellum, Jeremiah Long, Dawn Milligan, Jeff Radio, Milton Reuter, Edwardo Rojas
- D. Approval of Minutes for the **November 18, 2013**, December 17, 2013, and January 7, 2014, Meetings – Attachment I D
- E. Presentation of Business by Visitor(s) for Approval as to Agenda Placement

II. COMMITTEE REPORTS

- A. Reports from the Liaisons
- B. Reports from Standing Committees and Ad Hoc Committees
 1. Curriculum & Instruction Committee: Jeremiah Long – Chair; Ron Durham; Edwardo Rojas
 2. Finance & Facilities Committee: Dawn Milligan – Chair; Jeff Radio; Elizabeth Kellum
 3. Policy & Legislation Committee: Milton Reuter- Chair; Edwardo Rojas; John Connelly
 4. Executive Committee: Anthony Grafton; Dawn Milligan; Milton Reuter; Jeremiah Long

III. SCHOOL BUSINESS

- A. Principals' Minutes
- B. Program Highlights: Clayton High School Course Description Catalog

- C. Students and Clippers of the Month – Attachment III C
 Elementary: Briseis Hansen, Naomi Candelaria, Pia Patel, Isaac Taylor, Taylor Siciliano, Cameron Waligore, Jose Marinero, Josephine Connelly
 Middle: Jillian Cox, Hannah Walding, Jimmel Still
 High: Catherine Copeland, Emily Fagan, Antonio Echevarria, Nicholas Rodriguez
 Recommendation
 Acknowledge their significant achievement.
- D. Voice of Democracy Audio Essay Contest Winners: Tatyana Bell and Faiza Zaman
- E. B101 Holiday Choir Competition Check Presentation to Sarah Mickle

BREAK

The Board will take a brief recess.

VISITORS' REMARKS FOR COMMENTS ON AGENDA ITEMS

Anyone wishing to address the Board of Education during visitors' remarks regarding comments on agenda items must state their name and address prior to addressing the Board. Individuals should be aware that the Board cannot discuss personnel issues or items governed by confidentiality laws in the open public session. These matters need to be discussed with the Board of Education in Executive Session.

- F. Field Trips and Activities – Attachment III F
 Recommendation
 Approve the field trips and activities as listed on the attachment.
- G. High School Course Description Catalog – Attachment III G
 Recommendation
 Approve the High School Course Description Catalog.
- H. Fundraising
 Recommendation
 - 1. Approve a fundraising venture/motivational speaker program with Dreams for Kids where former NFL players will speak to students and host a fundraiser basketball game on March 15, 2014, at 6 p.m. to raise funds for Friday Night Lights.
 - 2. Approve a t-shirt fundraiser for Simmons Elementary School for Read Across America activities.
- I. Policies, Regulations, and Bylaws – Attachment III I
 Recommendation
 Approve Policy 5350 Pupil Suicide Prevention and Regulation 5350 Pupil Suicide.
- J. Homebound Instruction
 Recommendation
 - 1. Approve homebound instruction for Student 18100 from January 6, 2014, through January 31, 2014 for medical reasons with Susan Maxwell providing Language Arts, Social Studies, and Health/Physical Education instruction and Brianna Rucci providing Math and Science instruction at the contracted rate.
 - 2. Approve homebound instruction for Student 15014 from December 17, 2013, through January 17, 2014 with Brianna Rucci providing the instruction for all subjects at the contracted rate.

- K. Integrated Pest Management Plans – Attachment III K
Recommendation
Approve the Integrated Pest management Plans.
- L. Action Plan Update for the 2013-2014 School Year District Goals – Attachment III L
Recommendation
Accept the update submitted regarding the Action Plan for the 2013-2014 School Year District Goals.
- M. Progress Target Corrective Action Plans – Attachment III M
Recommendation
Approve the Progress Target Corrective Action Plans for the District as submitted by the respective principals.
- N. Acceptance of Funds
Recommendation
 - 1. Accept \$2,000 from the B101 Holiday Choir Competition to be deposited into the Student Activities account.
 - 2. Accept \$1,000 from the Brain Injury Alliance of New Jersey as a result of William Washington’s efforts in applying for a grant through this organization to be deposited into the Student Activities account.
- O. ACES (Alliance for Competitive Energy Services) – Attachment III O
Recommendation
Approve the resolution to participate in ACES bid process through May 2018.
- P. Tuition Contracts
Recommendation
 - 1. Approve a tuition contract for Student 19088 with Glassboro Public Schools in the amount of \$17,003 for the 2013-2014 school year.
 - 2. Approve a tuition contract for Student 1417099 with Glassboro Public Schools in the amount of \$20,180 for the 2013-2014 school year.
- Q. Revised 2013-2014 School Calendar – Attachment III Q
Recommendation
Approve the revised school calendar for the 2013-2014 school year.
- R. Student Teaching/Field Experience
Recommendation
Grant approval for Rowan University student Alexa Trischitta to complete 70 hours of field experience for athletic training with Sarah Yerkes for the spring 2014 semester.**
- S. Bus Lease Resolution – Attachment III S
Recommendation
Approve the Resolution for the Bus Lease.**

IV. BUILDINGS AND GROUNDS

- A. Progress Report – Ivan D. Cox, Jr. Buildings and Grounds Facilities Manager – Attachment IV A

B. Community Use of Facilities

Recommendation

1. Approve the use of our facilities by Perdue Athletics Track Club for track practices and scrimmage track meets on Mondays, Tuesdays, and Thursdays March 2014 through June 2014.
2. **Approve the use of our facilities by St. Michael's for track practices on various dates in March, April, and May 2014.**

V. SCHOOL SAFETY & SECURITY

A. School Bus Emergency Evacuation Drills; Drill Reports; Violence and Vandalism/Code of Conduct Violations; Harassment, Intimidation, and Bullying Reports – Attachment V A
Recommendation

Accept the reports.

VI. PERSONNEL

A. Retirement – Attachment VI A

Mary Dorris is retiring from her position as bus aide effective January 15, 2014.

Recommendation

Acknowledge retirement.

B. Resignations – Attachment VI B

1. Pauline Bicking has resigned from her position as classroom aide effective January 3, 2014.

Recommendation

Accept resignation.

2. **Renee Stewart is resigning from her position as classroom aide effective February 4, 2014.**

Recommendation

Accept resignation.

C. Leaves of Absence

Recommendation

1. Barbara Zanghi is requesting a leave of absence through Family Leave from January 6, 2014, through January 31, 2014.

Recommendation

Approve Barbara Zanghi's request for a leave of absence.

2. Lauren Eichhorn is requesting a leave of absence through Family Leave from February 10, 2014, through May 16, 2014.

Recommendation

Approve Lauren Eichhorn's request for a leave of absence.

3. **Christina Amidon is requesting an extension to her leave of absence through May 18, 2014.**

Recommendation

Approve Christina Amidon's request for an extension to her leave of absence.

D. Hiring

1. Substitutes and Homebound Instructors
Teachers: Scott DiCrescenzo, Carol Klein
Bus Aides: Robert Steigerwalt
Homebound Instructors: Susan Maxwell
Cafeteria Aides: Sarah Woolston
Playground Aides: Sarah Woolston

Recommendation

Approve the above individuals as substitutes for the 2013-2014 school year pending receipt of required paperwork as recommended by the Superintendent.

2. Social Worker for the Child Connection Center

Recommendation

Approve Amy Gross as part-time Social Worker for the Child Connection Center 18 hours per week at \$35 per hour funded through the Pascal Sykes Grant for the 2013-2014 school year pending receipt of required paperwork as recommended by the Superintendent.

3. Part-Time Custodian

Recommendation

Approve Toni Walker as part-time custodian at a salary of \$8.25 per hour four hours per day five days per week for the 2013-2014 school year pending receipt of required paperwork as recommended by the Superintendent.

4. Special Education Teacher

Recommendation

Approve Honey Rogers as Special Education Teacher for the High School at a salary of Step 1 Bachelor's Degree pro-rated for the 2013-2014 school year pending receipt of required paperwork as recommended by the Superintendent.

5. Title III ESL Tutor K-12

Recommendation

Approve Nancy Mazza as Title III ESL Tutor for kindergarten through 12th grade at the rate of \$36 per hour 1 hour per day 3 days per week for 20 weeks funded by NCLB pending receipt of required paperwork as recommended by the Superintendent.

6. Learning Disabilities Teacher Consultant

Recommendation

Approve Andrea Harner as Learning Disabilities Teacher Consultant for the remainder of the 2013-2014 school year pending receipt of required paperwork as recommended by the Superintendent.

7. Instructional Aides at Simmons Elementary School

Recommendation

1. Approve Scott DiCrescenzo as Instructional Aide at Simmons Elementary School at a salary of \$10 per hour not to exceed 29 ³/₄ hours per week for the 2013-2014 school year pending receipt of required paperwork as recommended by the Superintendent.
2. Approve Elzbieta Karpel as Instructional Aide at Simmons Elementary School at a salary of \$10 per hour not to exceed 29 ³/₄ hours per week for the 2013-2014 school year pending receipt of required paperwork as recommended by the Superintendent.

8. **Para Professional for Clayton Middle School**

Recommendation

Approve Shona Rutter as Para Professional for the Middle School at a salary of \$12 per hour not to exceed 29 ³/₄ hours per week for the 2013-2014 school year pending receipt of required paperwork as recommended by the Superintendent.

E. Course Enrollment/Tuition Reimbursement

1. Kia Jones is requesting permission to enroll in “Educational Organization and Leadership” for the spring 2014 semester at Rowan University. Total reimbursement, upon successful completion of the course and submission of the appropriate paperwork, will be in accordance with the Clayton Education Association negotiated agreement not to exceed \$1,960.
Recommendation
Approve Kia Jones’ request to enroll in the course.
2. Susan Davenport has successfully completed “Action Research” during the fall 2013 semester at Wilmington University.
Recommendation
Approve tuition reimbursement in the amount of \$2,569 for Susan Davenport.
3. Honey Rogers is requesting permission to enroll in “Teaching Reading in Elementary Schools” and “Content Area Literacy” for the spring 2014 semester at Rowan University. Total reimbursement, upon successful completion of the courses and submission of the appropriate paperwork, will be in accordance with the Clayton Education Association negotiated agreement not to exceed \$1,950.
Recommendation
Approve Honey Rogers’ request to enroll in the courses.
4. Sherie Craig has successfully completed “Principles of Supervision” during the fall 2013 semester at Stockton College.
Recommendation
Approve tuition reimbursement in the amount of \$1,800 for Sherie Craig.
5. Jennifer Schoepflin is requesting permission to enroll in “Educational Organization and Leadership” for the spring 2014 semester at Rowan University. Total reimbursement, upon successful completion of the course and submission of the appropriate paperwork, will be in accordance with the Clayton Education Association negotiated agreement not to exceed \$1,960.
Recommendation
Approve Jennifer Schoepflin’s request to enroll in the course.
6. Andrea Harner has successfully completed “Applied Theories of Learning” during the fall 2013 semester at Rowan University.
Recommendation
Approve tuition reimbursement in the amount of \$2,339.70 for Andrea Harner.
7. Leonard Puggi has successfully completed “Education and Psychology of Exceptional Learners” during the fall 2013 semester at Rowan University.
Recommendation
Approve tuition reimbursement in the amount of \$2,110 for Leonard Puggi.

F. Workshop Attendance – Attachment VI F

Recommendation

Approve attendance at workshops as per the list provided.

G. Credit Recognition

1. Susan Davenport earned a Master’s Degree.

Recommendation

Recognize Master’s Degree effective February 1, 2014. Salary adjustment will be made once negotiations are completed.

- 2. Jennifer Schoepflin earned a Master’s Degree.
 Recommendation
 Recognize Master’s Degree effective February 1, 2014. Salary adjustment will be made once negotiations are completed.

VII. COMMUNICATIONS

VIII. UNFINISHED BUSINESS

- A. Vision Statement Discussion – Attachment VIII A

IX. NEW BUSINESS

- A. Purchasing Ads for the Drama Club and Yearbook

X. FINANCIAL REPORTS

- A. Report of the Secretary to the Board of Education – Attachment X A
 Recommendation
 Approve the December 2013 Report of the Secretary to the Board of Education.
- B. Report of the Treasurer to the Board of Education – Attachment X B
 Recommendation
 Approve the December 2013 Report of the Treasurer to the Board of Education.
- C. Appropriations and Revenue Adjustments – Attachment X C
 Recommendation
 Approve the Appropriations and Revenue Adjustments.
- D. Bill Lists – Attachment X D
 Recommendation
 - 1. Approve the Second Bill List for December 2013 in the amount of \$58,955.31.
 - 2. Approve the Cafeteria Bill List in the amount of \$43,904.27.
 - 3. Approve the January 2014 Bill List in the amount of \$\$1,449,476.08.
- E. Payroll and Payroll Agency Reports
 Recommendation
 Approve the Payroll and Payroll Agency Reports as follows:

12-13-2013	Payroll	\$390,299.68
	Agency	\$268,024.70
12-20-2013	Payroll	\$345,268.00
	Agency	\$231,996.36
- F. Voided Checks
 Recommendation
 Approve voiding the following checks and reissue:
 #41040 to Andrea Harner; #41204 National Park Board of Education

G. Certifications

1. Board Secretary's Report December 2013

In accordance with 18A:17-36 and 18A:17-9 for the month of December 2013, the Board Secretary certifies that no line item account has been over-expended in violation of N.J.A.C. 6A:23A-16.10c3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

2. Treasurer's Report December 2013

The December 2013 Reports of the Treasurer of School Funds for the 2013-2014 school year are in agreement with the report of the Board Secretary.

3. Board of Education Certification

The Clayton Board of Education hereby certifies, pursuant to N.J.A.C. 6A:23A-16.10c4, that after review of the secretary's monthly financial reports (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-16.10c and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

XI. VISITORS' REMARKS

Anyone wishing to address the Board of Education during visitors' remarks must state their name and address prior to addressing the Board. Individuals should be aware that the Board cannot discuss personnel issues or items governed by confidentiality laws in the open public session. These matters need to be discussed with the Board of Education in Executive Session.

XII. EXECUTIVE SESSION

A. Adopt Clayton Board of Education Resolution No. 2014-0130 authorizing an Executive Session for the purpose of discussing litigation. The length of the session will be approximately 60 minutes or less. – Attachment XII A

XIII. ADJOURNMENT