

The public may participate in the meeting by emailing publiccomment@claytonps.org when prompted by the Board President.

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 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 New Jersey Student Learning Standards along with the knowledge, skills, and experiences to succeed in a global society.

VISION STATEMENT: Preparing Students for the Opportunities of Today and the Future

DISTRICT GOALS:

- Goal 1: Establish the Clayton Equity Committee consisting of a diverse group of stakeholders who will organize three to four equity events by the end of the 2020-2021 school year (Strategic Goals 4 and 5)
- Goal 2: Provide increased professional development for staff to support the implementation of remote learning by the end of the 2020-2021 school year (Strategic Goals 1 and 3)
- Goal 3: Implement interventions and instructional supports to close the learning gap which resulted from the Spring COVID-19 closing of schools (Strategic Goal 1)

**ORDER OF BUSINESS
BOARD OF EDUCATION
CLAYTON PUBLIC SCHOOL DISTRICT
VIRTUAL MEETING LIVE-STREAMED ON WWW.CLAYTONPS.ORG
JANUARY 5, 2021**

I. REORGANIZATION OF THE BOARD OF EDUCATION

- A. Call to Order by the School Business Administrator/Board Secretary
- B. Pledge of Allegiance
- C. Official Election Results

Jeremiah M. Long	3,388
Ronald A. Durham	3,321
Write In: Megan Colon	116
Write In: Nicole Shaw	112

- D. Announcement of Terms of Office and Administration of the Oath of Office to New Board Members and Code of Ethics– Frances Adler - Attachment I D

2023	Megan Colon, Jeremiah Long
2022	Anthony Grafton, Niamah King, April Ward
2021	Steven Awalt, Paul Connell, Robin Roche

- E. Roll Call
Steve Awalt, Megan Colon, Paul Connell, Anthony Grafton, Niamah King, Jeremiah Long, Robin Roche, April Ward

- F. Elect the Board of Education President – Frances Adler, Business Administrator Opens
 - 1. Open the Floor for Nominations
 - 2. Close the Floor for Nominations
 - 3. Roll Call Vote
 Newly Elected Board President Assumes the Chair

- G. Elect the Board of Education Vice President
 - 1. Open the Floor for Nominations
 - 2. Close the Floor for Nominations
 - 3. Roll Call Vote

- H. Adopt the Rules for Board Governance (Bylaws, Policies, Procedures, Transportation Handbook, and the Administrative Handbook)

- I. Approve collection and maintenance of student records according to 6A:32-7.3

- J. Designate the Newspapers of Record – South Jersey Times; Sentinel; Clayton Free Press

- K. Establish an Annual Meeting Calendar - Attachment I K

- L. Board of Education Accounts/Banking Resolution
Recommendation
 Approve the following resolution: BE IT RESOLVED that Fulton Bank of NJ be designated as the approved depository for Clayton School District funds and that the financial institute be required to be insured by either SLIC or the FDIC and/or as required by both Federal and State statutes; AND BE IT FURTHER RESOLVED that the following warrant signatures be approved as follows:

Clayton BOE Warrant Account	Board President, Treasurer, Business Administrator
Clayton BOE Capital Reserve Account	Treasurer, Business Administrator
Clayton BOE Capital Projects Account	Treasurer, Business Administrator
Clayton BOE Payroll Account	Treasurer
Clayton BOE Payroll Agency Account	Treasurer
Clayton BOE Cafeteria Account	Accounts Payable Clerk, Business Administrator
ES General Account/Activities	Building Principal, Business Administrator

Clayton BOE Athletic Account	Business Administrator, High School Principal, Assistant Principal, Athletics
Clayton HS Principal Checking Account	Business Administrator, Building Principal
Clayton HS General/Activities	Business Administrator, Building Principal
Clayton BOE Petty Cash Account	Business Administrator
Performing Arts Center	Business Administrator

M. Appointments January 1, 2021 through December 31, 2021

Recommendation

Approve the following appointments:

1. Approve a Delegate to the Gloucester County New Jersey School Boards' Association – to be named (TBN)
2. Approve an Alternate Delegate to the Gloucester County New Jersey School Boards' Association – TBN
3. Appoint a Gloucester County Representative to the Executive Committee of the New Jersey School Boards' Association - TBN
4. Appoint a Parliamentarian and approve Parliamentary Procedures – TBN
5. Appoint a Public Agency Compliance Officer – Frances Adler
6. Appoint a 504 Compliance Officer and Adopt the Grievance Procedures – Joseph Valentino
7. Appoint a Board Secretary – Frances Adler
8. Appoint a Custodian of Records (OPRA) – Frances Adler
9. Appoint a Custodian of Student Records – Debra Hocker
10. Appoint an Acting Board Secretary for Emergency Purposes – Denise Cliver and/or Renee Lavelle
11. Appoint a Homeless Liaison – Rosalyn Downes
12. Appoint a Title IX Coordinator – Daniel Antonelli
13. Appoint an Affirmative Action Officer – Joseph Valentino
14. Appoint a HIB Coordinator – Joseph Valentino
15. Appoint Liaison(s) for the Department of Children Protection and Permanency – Rosalyn Downes
16. Appoint an ADA Coordinator – Charles Schriver
17. Appoint a Qualified Purchasing Agent – Frances Adler with Thresholds: Bid - \$40,000; Quotes - \$6,000 pursuant to N.J.S.A. 40A:11-3(a) and (c); 18A:18A-3(1) and (c).
18. Appoint a Working Papers Issuance Officer – Debra Hocker
19. Appoint a Substance Awareness Coordinator – Debbie Marrero
20. Appoint Jeff Owens as Right to Know/Chemical Hygiene Officer and Adopt the Plan

21. Appoint Charles Schriver as Safety and Health Designee
22. Appoint Integrated Pest Management Coordinator – C. Schriver
23. Appoint Indoor Air Quality Designee – C. Schriver
24. Appoint Right to Know Coordinator - C. Schriver
25. Renew the Recognition of the Official Bargaining Units – Clayton Education Assn. and the Clayton Administrators’ Assn.
26. School Safety Specialist - Matthew Slater
27. Appoint Wilentz Attorneys at Law as Bond Counsel per Agreement on file (Attachment I M 27)

N. Business Office
Recommendation

1. Establish Petty Cash Funds Pursuant to 6:20-2A:8 – Board Office \$250; Business Administrator Checking \$500; Elementary School \$150.
2. Approve Cooperative Purchasing Agreements
3. Approve Minimum Chart of Accounts & Standard Operating Procedures
4. Approve Procurement of Goods and Services through State Agencies (State Contracts)
5. Approve Valic, Lincoln Investment, and Equitable as the tax shelter annuity companies/brokers
6. Approve payment of bills when necessary between Board meetings with the approval of the Superintendent of Schools. All bills paid will be submitted to the Board at the next regular meeting for ratification.
7. Approve the Superintendent and Business Administrator to approve line item budget transfers as necessary between Board of Education meetings. All such transfers will be reported to the Board of Education, ratified, and duly recorded in the minutes of the next regular meeting (N.J.S.A. 18A:22-8.1 amended).

O. Approve to Continue Participation with NJSIAA

P. Approve the existing Organizational Chart

Q. Approve to dissolve all Standing Committees
Board President to Appoint members to the following committees for the time period January 2021 through December 2021

- New Committee Members and Chairs*
- Curriculum/Instruction
 - Finance/Facilities
 - Policy
 - Executive

R. Presentation of Business by Visitor(s) for Approval as to Agenda Placement

II. COMMITTEE REPORTS

III. VISITORS' REMARKS FOR COMMENTS ON AGENDA ITEMS

Anyone wishing to address the Board during Visitor's' 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 in Executive Session.

IV. SCHOOL BUSINESS

V. BUILDINGS AND GROUNDS

VI. SCHOOL SAFETY AND SECURITY

VII. PERSONNEL

VIII. COMMUNICATIONS

IX. UNFINISHED BUSINESS

A. Budget Calendar (Tentative) - Attachment IX A

X. NEW BUSINESS

A. Authorize Business Administrator to advertise for Board Vacancy due to Mr. Durham's Resignation.

XI. FINANCIAL REPORTS - None

XII. VISITORS' REMARKS

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XIII. EXECUTIVE SESSION - None

XIV. ADJOURNMENT