

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 Common Core State 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

**ORDER OF BUSINESS  
BOARD OF EDUCATION  
CLAYTON PUBLIC SCHOOL DISTRICT  
Clayton High School Cafeteria  
October 18, 2016 7:30 p.m.**

**I. OPENING PROCEDURES**

- A. Call to Order by the President
- B. Pledge of Allegiance
- C. Recording of Attendance by the Secretary: Paul Connell, Ron Durham, Anthony Grafton, Elizabeth Kellum, Milton Reuter, Robin Roche, Edwardo Rojas, Scott Werkheiser, Caite Wolak
- D. Approval of the Minutes for the September 20, 2016 Meeting - 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 the Standing Committees/Ad Hoc Committees
  - 1. Curriculum and Instruction: Edwardo Rojas (Chair), Robin Roche, Scott Werkheiser
  - 2. Finance and Facilities: Ron Durham, (Chair), Milton Reuter, Edwardo Rojas
  - 3. Policy and Legislation: Paul Connell (Chair), Elizabeth Kellum, Caite Wolak
  - 4. Negotiations: Ron Durham, Paul Connell
  - 5. Executive: Anthony Grafton; Edwardo Rojas, Ron Durham, Paul Connell

**VISITORS' REMARKS FOR COMMENTS ON AGENDA ITEMS**

Anyone wishing to address the Board 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 in Executive Session.

III. SCHOOL BUSINESS

A. Clippers of the Month/Principals' Minutes - Attachment III A

Elementary: Sophia Wiseburn, Delaney Lieberman, Cadence Fobbs, Dhazire Gaines, Duncan Freeman, Rosalina Pereira, Elijah Broaddus

Middle: Christian Sanchez, Carrie Boyd, Daniel Lewis

High: Peyton Schultz, Hajee Moore, Casey O'Brien, Tatyana Bell

Recommendation

Acknowledge their significant achievement.

B. Memorandum of Agreement Between the District and the Clayton Police Department - Attachment III B

Recommendation

Approve the Memorandum of Agreement Between the District and the Clayton Police Department for the 2016-2017 school year.

C. Out of District Placements

Recommendation

Approve the following out of district placements for the 2016-2017 school year:

Student 24068	GCSSSD Bankbridge Elementary
Student 2419299	GCSSSD Bankbridge Elementary

D. Field Trips and Activities - Attachment III D

Recommendation

Approve the field trips and activities as listed on the attachment.

E. Tuition Rates - Attachment III E

Recommendation

Approve the tuition rates for the 2016-2017 school year as listed on the attachment.

F. Receiving Tuition Students

Recommendation

Approve the following receiving tuition students for the 2016-2017 school year:

Paulsboro	ES 24189; ES 26269	\$10,934 per student
Westville	ES 28047; ES 24162	\$10,934 per student
Willingboro	ES 2616699	\$10,934

G. Homeschooling  
Recommendation

Acknowledge homeschooling of Student 24075 for the 2016-2017 school year.

H. Field Experience/Student Teaching/Interns  
Recommendation

1. Grant approval of a field experience placement for Rowan University student Kevin Silverstein at the High School and Middle School.
2. Grant approval of a student teacher placement for Rowan University student Amy Timko with Chris Gassler at the High School and Middle School.
3. Grant approval for Mykaela Edwards to serve an internship with the Guidance Department for the fall 2016 semester; Ms. Edwards will replace Gina Crae who was previously approved and is unable to serve.

I. Summer Curriculum Development  
Recommendation

Approve the additions and revisions to the curriculum as follows:

Revised	K-5 English Language Arts
Revised	5th Grade Social Studies
Revised	MS ELA 6 Writing Units
Revised	MS Ela 8 Writing Units
Revised	MS Science 6
Revised	MS Science 7
Revised	MS Science 8
Revised	MS Social Studies 8
New	MS STEM Robotics

New	MS Computer 7
Revised	HS Math
Revised	HS English II
New	HS Engineering & Robotics III
Revised	HS Art
Revised	HS Physical Science
Revised	HS Biology
Revised	HS Honors Biology
Revised	HS Environmental Science
Revised	HS Horticulture
Revised	MS ELA 7 Writing Units
New	MS ELA 7 Excel
New	MS ELA 8 Excel
New	MS Science 7 Excel
New	MS Science 8 Excel
Revised	MS Social Studies 6
Revised	MS Social Studies 8
New	MS Social Studies 7 Excel
New	MS Social Studies 8 Excel
New	MS Math 7 Excel
New	MS Math 8 Excel
Revised	HS Physics
Revised	HS Chemistry

J. Bylaws, Policies, and Regulations - Attachment III J  
Recommendation

1. Abolish the following policies:

3244	In-Service Training
8464	Missing Children
2425	Physical Education

2. Abolish the following regulations:

3244	In-Service Training
8464	Missing Children
5514	Student Use of Vehicles

3. Approve the following revised policies on first reading:

1220	Employment of Chief School Administrator
1310	Employment of School Business Administrator/Board Secretary
3111	Creating Positions
3124	Employment Contract
3126	District Mentoring Program
3141	Resignations
3144	Certification of Tenure Charges
3159	Teaching Staff Members/School District Reporting Responsibilities
3231	Outside Employment as Athletic Coach
3240	Professional Development for Teachers and School Leaders
4159	Support Staff Member/School District Reporting Responsibilities
5305	Health Services Personnel
5350	Student Suicide Prevention
9541	Student Teachers/Interms

4. Approve the following revised regulations on first reading:

2414	Programs and Services for Students in High Poverty and in High Need School Districts
3126	District Mentoring Program
3144	Certification of Tenure Charges
3240	Professional Development for Teachers and School Leaders
5330	Administration of Medication
5350	Student Suicide

5. Approve the first reading of the following policies:

1631	Residency Requirement for Person Holding School District Office, Employment, or Position
2320	Independent Study Programs
2363	Student Use of Privately-Owned Technology
2428.1	Standards-Based Instructional Priorities
2431.3	Practice and Pre-Season Heat-Acclimation for Interscholastic Athletics
2440	Summer Session
2468	Independent Educational Evaluations
3282	Use of Social Networking Sites
3324	Right of Privacy
3351	Healthy Workplace Environment
3431.3	New Jersey's Family Leave Insurance Program
4282	Use of Social Networking Sites
4324	Right of Privacy
4351	Healthy Workplace Environment
4431.3	New Jersey's Family Leave Insurance Program
5330.01	Administration of Medical Marijuana
5561	Use of Physical Restraint
6112	Reimbursement of Federal and Other Grant Expenditures

6311	Contracts for Goods or Services Funded by Federal Grant
6472	Tuition Assistance
6740	Reserve Accounts
6832	Conditions of Receiving State Aid
8311	Managing Electronic Mail
8631	Waiver of Student Transportation
8635	Student Transportation Vehicles and School Buses

6. Approve the first reading of the following regulations:

2440	Summer Session
5330.01	Administration of Medical Marijuana
5561	Use of Physical Restraint
6112	Reimbursement of Federal and Other Grant Expenditures
6740	Reserve Accounts

K. Transportation Jointures  
Recommendation

Approve transportation jointures with Glassboro for the 2016-2017 school year as follows:

GC-1	9 Students to Gloucester Catholic High School	\$7,956.00
Paul-1	3 Students to Paul VI High School	\$2,652.00

L. Contract with GCIT  
Recommendation

Approve the contract with GCIT for 34 students at a cost of \$2,250 per student for the 2016-2017 school year.

M. GCSSSD Service Proposal for Speech  
Recommendation

Approve a service proposal for speech with GCSSSD at the rate of \$514 per day for 22 days (Total \$11,308) for the 2016-2017 school year.

N. Comprehensive Maintenance Plan - Attachment III N  
Recommendation

Approve the Comprehensive Maintenance Plan for submission to the County Office as per the attachment and approve the following Resolution: Clayton BOE Resolution for Submission of the Comprehensive Maintenance Plan: Whereas, the DOE requires NJ School Districts to submit 3-year maintenance plans documenting “required” maintenance activities for each of its public school facilities; and Whereas, the required maintenance activities as listed in the document for the various school facilities of the Clayton BOE are consistent with these requirements; and Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid; Now, Therefore, Be It Resolved that the Clayton BOE hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan for the Clayton BOE in compliance with the DOE requirements.

O. School Breakfast Improvement Plan - Attachment III O  
Recommendation

Approve the School Breakfast Improvement Plan as per the attached document.

P. Tuition Contracts  
Recommendation

1. Approve a tuition contract with GCSSSD for the 2016-2017 school year for our multiple disabilities students from September 8, 2016 through June 30, 2017 in the amount of \$36,540 per student.
2. Approve a tuition contract with GCSSSD for the 2016-2017 school year for our behavioral disabilities students from September 8, 2016 through June 30, 2017 in the amount of \$34,920 per student.
3. Approve a tuition contract with GCSSSD for the 2016-2017 school year for our auditory impairment students from September 8, 2016 through June 30, 2017 in the amount of \$46,080 per student.

Q. One on One Teaching Assistant Contracts  
Recommendation

Approve the contracts with GCSSSD for the 2016-2017 school year for one on one teaching assistants from September 8, 2016 through June 30, 2017 in the amount of \$36,720 per student.



IV. BUILDINGS AND GROUNDS

A. Buildings and Grounds Progress Report - Attachment IV A  
Recommendation

Accept the report.

B. Change Order  
Recommendation

Approve change order #2 from Arthur J. Ogren, Inc. in the amount of \$23,370.32.

V. SCHOOL SAFETY AND SECURITY

A. School Emergency Evacuation Drills; Violence/Vandalism/Code of Conduct Violations; HIB Report - Attachment V A

VI. PERSONNEL

A. Workshop Attendance - Attachment VI A  
Recommendation

Approve attendance at workshops as per the attachment.

B. Resignations - Attachment VI B  
Recommendation

1. Accept James DeSimone's resignation from his position as Early Childhood Education Supervisor effective September 22, 2016.
2. Accept LaWanda Burke's resignation from her position as School Psychologist effective when a new replacement is able to start employment with the District.

C. Leave of Absence - Attachment VI C  
Recommendation

Approve a medical leave of absence for Alyse Johnston beginning January 30, 2017 for the remainder of the 2016-2017 school year.

D. Hiring

1. Speech-Language Specialist

Recommendation

Approve Camille Jennett as Speech-Language Specialist at a salary of Step 3 Master's Degree \$51,041 prorated for the 2016-2017 school year pending receipt of required paperwork as recommended by the Superintendent; start date January 3, 2017.

2. Security Guard

Recommendation

Approve Edward Walter as the Security Guard at the Middle School and High School at a salary of \$22,500 prorated for the 2016-2017 school year pending receipt of required paperwork as recommended by the Superintendent; start date October 19, 2016.

3. Security Guard for the Twilight Program

Recommendation

Approve Melissa Gourley as Security Guard for the Twilight Program at the rate of \$12 per hour not to exceed 16 hours per week for the 2016-2017 school year pending receipt of required paperwork as recommended by the Superintendent.

4. Co-Curricular Appointments

Recommendation

Approve the following co-curricular appointments for the 2016-2017 school year pending receipt of required paperwork as recommended by the Superintendent:

Mia Searles: Literacy Club Advisor

Noah Schoeler: MS Boys Basketball Coach

5. Volunteers

Recommendation

Approve the following individuals as volunteers for the 2016-2017 school year pending receipt of required paperwork as recommended by the Superintendent:

Aaron Shugarts: MS Art Club Volunteer Advisor

Darby Malvey: Book Club Volunteer Advisor

6. Substitutes

a. Substitutes for Microsociety  
Recommendation

Approve Molly Fleming and Monica Moyer as Substitutes for the Microsociety Program at the rate of \$25 per hour funded through the Family Friendly Center grant for the 2016-2017 school year pending receipt of required paperwork as recommended by the Superintendent.

b. Substitute Custodian  
Recommendation

Approve Jeffrey Holcombe as Substitute Custodian for the District for the 2016-2017 school year pending receipt of required paperwork as recommended by the Superintendent.

7. 21st Century Community Learning Center

a. Program Facilitators  
Recommendation

Approve the following individuals as Program Facilitators for the 21st Century Community Learning Center for up to 15 hours per week at the rate of \$25 per hour funded through the 21st Century Community Learning Center grant for the 2016-2017 school year pending receipt of required paperwork as recommended by the Superintendent: Mia Searles, Brian Egan, Gina Gaunt, Anthony Morgan, Deborah Purnell, Aaron Shugarts, Aaron Jones, Mary Barron, Christina Tiesi, Noah Schoeler, Deborah Gelston.

b. Substitute Program Facilitator  
Recommendation

Approve Kathleen Bress as Substitute Program Facilitator for the 21st Century Community Learning Center for up to 15 hours per week at the rate of \$25 per hour funded through the 21st Century Community Learning Center grant for the 2016-2017 school year pending receipt of required paperwork as recommended by the Superintendent.

c. Program Coordinator  
Recommendation

Approve Amanjot Kaur as part-time Program Coordinator for the 21st Century Community Learning Center at the rate of \$20 per hour for 20 hours per week funded through the 21st Century Community Learning Center grant for the 2016-2017 school year plus summer pending receipt of required paperwork as recommended by the Superintendent.

d. Construct iCan/3D Modeling Program Facilitator  
Recommendation

Approve Brian Malvey as Construction iCan/3D Modeling Program Facilitator for the 21st Century Community Learning Center at the rate of \$25 per hour for up to 6 hours per week funded through the 21st Century Community Learning Center grant for the 2016-2017 school year pending receipt of required paperwork as recommended by the Superintendent.

8. Department Chairpersons for High School and Middle School  
Recommendation

Approve the following individuals as Department Chairpersons for the High School and Middle School for the 2016-2017 school year pending receipt of required paperwork as recommended by the Superintendent:

Frank Venuto: HS Social Studies

Tracey DiCrescenzo: Special Education

9. Preschool Teacher  
Recommendation

Approve Stephanie Littleton as Preschool Teacher at the Elementary School at a salary of Step 1 Master's Degree \$50,632 for the 2016-2017 school year pending receipt of required paperwork as recommended by the Superintendent.

10. Full-Time Buildings and Grounds Facilities Manager  
Recommendation

Approve Charles Schriver as full-time Buildings and Grounds Facilities Manager for the District at a salary of \$75,000 prorated for the 2016-2017 school year pending receipt of required paperwork as recommended by the Superintendent.

VII. COMMUNICATIONS

- A. Letter from the State of New Jersey Regarding Our Breakfast Program

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

X. FINANCIAL REPORTS

- A. Reports of the Secretary to the Board of Education - Attachment X A  
Recommendation

Approve the August 31, 2016 and September 30, 2016 Reports of the Secretary to the Board of Education.

- B. Reports of the Treasurer to the Board of Education - Attachment X B  
Recommendation

Approve the August 31, 2016 and September 30, 2016 Reports of the Treasurer to the Board of Education.

- C. Appropriations and Revenue Adjustments  
Recommendation

Approve the Appropriations and Revenue Adjustments.

- D. Bill Lists - Attachment X D  
Recommendation

Approve payment of the Bill Lists as follows:

1. Second Bill List for September 2016 in the amount of \$187,898.12
2. September 2016 Cafeteria Bill List in the amount of \$40,496.75.
3. October 2016 Bill List in the amount of \$479,654.91
4. October 2016 Capital Projects Bill List in the amount of \$541,260.33

E. Certifications

1. Board Secretary's Reports August and September 2016: In accordance with 18A:17-36 and 18A:17-9 for the months of August and September 2016, 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 Reports August and September 2016: The August and September 2016 Reports of the Treasurer of School Funds for the 2016-2017 school year are in agreement with the Reports 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 funds have 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.

F. Payroll Reports  
Recommendation

Approve the Payroll Reports as follows:

September 15, 2016	Payroll/Agency	\$573,849.93
September 30, 2016	Payroll/Agency	\$562,221.02

XI. VISITORS' REMARKS

Anyone wishing to address the Board 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 in Executive Session.

XII. EXECUTIVE SESSION

- A. Adopt Clayton Board of Education Resolution No. 2016-1018 authorizing an Executive Session for the purpose of discussing matters which are exempt from the public. The length of the session will be approximately 60 minutes or less. - Attachment XII A

XIII. ADJOURNMENT