

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
November 15, 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, Eduardo Rojas, Scott Werkheiser, Caite Wolak
- D. Approval of the Minutes for the October 18, 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: Eduardo Rojas (Chair), Robin Roche, Scott Werkheiser
 - 2. Finance and Facilities: Ron Durham, (Chair), Milton Reuter, Eduardo Rojas
 - 3. Policy and Legislation: Paul Connell (Chair), Elizabeth Kellum, Caite Wolak
 - 4. Negotiations: Ron Durham, Paul Connell
 - 5. Executive: Anthony Grafton; Eduardo Rojas, Ron Durham, Paul Connell

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.

III. SCHOOL BUSINESS

- A. Clippers of the Month/Principals' Minutes - Attachment III A
Elementary: Kyle Pope, Savannah Jo Lo, Dominic Lemon, William Camp,
David Chapes, Trent Tomlinson, Samantha Reinert
Middle: Faviola Ibarra, Megan Maloney, Daniela Gonzalez
High: Desiree Scott, Megan Sharp, Mahir Yilmaz, Faiza Zaman
Recommendation
Acknowledge their significant achievement.

- B. Field Trips and Activities - Attachment III B
Recommendation
Approve the field trips and activities as listed on the attachment.

- C. IDEA Final Report and Carry Over Report
Recommendation
Grant approval for the administration to submit the FY 16 IDEA Final
Report and Carry Over Report.

- D. NJ QSAC Statement of Assurance and District Performance Review
(Self-Assessment) - Attachment III D
Recommendation
Approve the 2016-2017 NJQSAC Statement of Assurance and District
Performance Review for submission

- E. Nursing Services Plan - Attachment III E
Recommendation
Approve the Nursing Services Plan for the 2016-2017 school year.

- F. South Jersey Gas Energy and Arts Grant
Recommendation
Accept the Energy and Arts Grant from South Jersey Gas for the Clayton
High School Art Club in the amount of \$1,000.

- G. Homebound Instruction Contract with Brookfield
Recommendation
Approve the contract with Brookfield to provide homebound instruction
at the rate of \$36 per hour as needed by the District for the 2016-2017
school year.

H. Homebound Instruction
Recommendation

1. Approve homebound instruction for Student 2616699 with Brookfield supplying the tutorial instruction for 10 hours per week at the rate of \$36 per hour beginning November 2, 2016 for six weeks.
2. Approve homebound instruction for Student 26123 pending a new placement with Cherie Ligameri providing the instruction for 10 hours per week at the rate of \$36 per hour.

I. Contract with Youth Alliance as a Service Provider for the 21st CCLC
Recommendation

Approve the contract with Youth Alliance as a service provider for the 21st CCLC to implement student/family workshops focused on character development , motivation, and confidence building for Middle School students. Approximately four 90-minute workshops (up to \$3,600 funded through the 21st CCLC funds).

J. Receiving Tuition Students
Recommendation

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

Black Horse Pike - YES Student	Student 2020299	\$24,000
Camden - YES Student	Student 19243	\$11,875
Camden - YES Student	Student 20206	\$11,875
Paterson - YES Student	Student 17231	\$11,875
State of NJ - YES Student - Creative Achievement	Student 2113999	State of NJ is financially responsible for tuition and transportation; will refund Clayton for any money they disperse

K. Tuition Contracts
Recommendation

Approve the following tuition contracts for the 2016-2017 school year:

Pennsauken	2 Homeless Clayton Students	\$14,848/student	September 13, 2016 through June 30, 2017
Wash. Twp.	DCPP Clayton Student	\$14,502	August 31, 2016 through June 30, 2017
Creative Achievement	Student 2113999	\$48,240	September 12, 2016 through June 30, 2017
Somerdale	Homeless Clayton Student 2615699	\$21,111.86	September 19, 2016 through June 30, 2017

L. TD Bank Lease Resolution - Attachment III L

This lease was originally approved at the July 19, 2016 Board meeting; however, we need the specific resolution provided on the attachment.

Recommendation

Adopt the Resolution for the TD Bank Lease as per the attachment.

M. Bylaws, Policies, and Regulations - Attachments III M 1 through 6
Recommendation

1. Approve the first reading of the following policies:

3125.2	Employment of Substitute Teachers
1140	Affirmative Action Program
7481	Unmanned Aircraft Systems (UAS also known as Drones)
8454	Management of Pediculosis

2. Approve the first reading of the following regulations:

8441	Care of Injured & Ill Persons
------	-------------------------------

3. Approve the following revised policies on first reading:

3125	Employment of Teaching Staff Members
1523	Comprehensive Equity Plan
1530	Equal Employment Opportunities
1550	Affirmative Action Program for Employment & Contract Practices

2200	Curriculum Content
2260	Affirmative Action Program for School & Classroom Practices
2411	Guidance Counseling
2423	Bilingual & ESL Education
2610	Educational Program Evaluation
2622	Student Assessment
5750	Equal Educational Opportunity
5755	Equity in Educational Programs & Services
5339	Screening for Dyslexia
5514	Student Use of Vehicles on School Grounds
8441	Care of Injured & Ill Persons
8630	Bus Driver/Bus Aide Responsibility

4. Approve the following revised regulations on first reading:

1530	Equal Employment Opportunity Complaint Procedure
2200	Curriculum Content
2411	Guidance Counseling
2423	Bilingual & ESL Education
8630	Emergency School Bus Procedures

5. Adopt the following policies on second reading (first reading took place at the October Board meeting):

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 & 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 & 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 & School Buses

6. Adopt the following regulations on second reading (first reading took place at the October Board meeting) :

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

N. Donation
Recommendation

Accept a donation of an audio-visual equipment rack from Sterling High School.

IV. BUILDINGS AND GROUNDS

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

Accept the report.

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. Course Enrollment/Tuition Reimbursement
Recommendation

Approve the following requests for course enrollment and tuition reimbursement for the fall 2016 semester in accordance with the CEA negotiated agreement:

Course Enroll.	Susan Verrico (Tenured)	“Assessment & Evaluation Models”	University of Phoenix	\$1,005
Course Enroll.	Fanny Yu (Tenured)	“Phonemic Awareness & Auditory Processing”	Wilmington University	\$1,385
Tuition Reimb.	Susan Maxwell (Tenured)	“Intro to School Counseling/Theories”	Wilmington University	\$1,390
Tuition Reimb.	Kathryn Hallinan (Tenured)	“Education, Ethics, & the Law”	Wilmington University	\$1,390
Tuition Reimb.	Elizabeth Winterburn (Nontenured)	“Administrative Internship”	Wilmington University	\$2,584.25

C. Salary Adjustments

Recommendation

1. Approve a salary adjustment for Susan Maxwell to Master's Degree plus 15 credits in accordance with the CEA negotiated agreement.
2. Approve a salary adjustment for Kathryn Hallinan to Master's Degree plus 15 credits in accordance with the CEA negotiated agreement
3. Approve a salary adjustment for Alicia Gravenor from \$72,500 to \$75,000 prorated for the 2016-2017 school year.

D. Hiring

1. Superintendent of Schools - Attachment VI D 1

Recommendation

Approve the contract Superintendent for Nikolaos Koutsogiannis at a salary of \$140,000 prorated for the 2016-2017 school year beginning January 3, 2017 pending receipt of required paperwork as recommended by the Superintendent. Contract approved by the County Office of Education.

2. Right to Know Coordinator

Recommendation

Approve Frances Adler as the Right to Know Coordinator for the District for the 2016-2017 school year.

3. 21st Century Community Learning Center

Recommendation

Approve the following individuals for the 21st CCLC for the 2016-2017 school year pending receipt of required paperwork as recommended by the Superintendent:

Wise to Exercise/Substitute Program Facilitator	Amanda Hall	Up to 15 hours per week; \$20 per hour
Homework Help/Substitute Program Facilitator	Douglas Foglein	Up to 15 hours per week; \$25 per hour
Homework Help/Substitute Program Facilitator	Molly Fleming	Up to 15 hours per week; \$25 per hour

4. Early Childhood Education Supervisor
Recommendation

Approve Elizabeth Winterburn as Early Childhood Education Supervisor at a salary of \$78,000 prorated for the 2016-2017 school year pending receipt of required paperwork as recommended by the Superintendent.

5. 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:

Assistant Football Coach	Scott DiCrescenzo
Assistant Football Coach	Ryan Caltabiano
Assistant Wrestling Coach	Michael Ahern
Head Wrestling Coach	Frank Damminger
Middle School Wrestling Coach	Steve Smith
Assistant Boys Basketball Coach	Clarence Jones

6. Homebound Instructors
Recommendation

Approve James Johnson as Homebound Instructor for the District for the 2016-2017 school year pending receipt of required paperwork as recommended by the Superintendent.

E. Leave of Absence - Attachment VI E
Recommendation

Approve Michael Falzarano's request for a family medical leave of absence for a surgery beginning January 5, 2017 for approximately three months.

VII. COMMUNICATIONS

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

- A. Changing the Date of the December Board meeting from December 20, 2016 to December 13, 2016
- B. 2017-2018 Budget Calendar - Attachment IX B
- C. Reorganization Meeting Date: January 3, 2017, or January 10, 2017

X. FINANCIAL REPORTS

- A. Report of the Secretary to the Board of Education - Attachment X A
Recommendation
Approve the October 31, 2016 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 October 31, 2016 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 payment of the second Bill List for October 2016 in the amount of \$106,795.06.
 - 2. Approve payment of the Cafeteria Bill List for October 2016 in the amount of \$68,166.63.
 - 3. Approve payment of the November 2016 Bill List in the amount of \$548,858.93.
 - 4. Approve payment of the Capital Projects Bill List for November 2016 in the amount of \$692,710.83.
- E. Certifications
 - 1. Board Secretary's Report October 2016: In accordance with 18A:17-36 and 18A:17-9 for the month October 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 Report October 2016: The October 2016 Report of the Treasurer of School Funds for the 2016-2017 school year is 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 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:

October 14, 2016	Payroll/Agency	\$567,535.88
October 28, 2016	Payroll/Agency	\$562,040.85

XI. VISITORS' REMARKS

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.

XII. EXECUTIVE SESSION

- A. Adopt Clayton Board of Education Resolution No. 2016-1115 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