

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:

- 1) Develop a 3-year District strategic plan by June 2018.
- 2) To apply and submit an application for Green Sustainability by June 2018 and work towards certification by January 2019.
- 3) Develop an evaluation tool to accurately assess the resources that support implementation of our District curriculum by June 2018.
- 4) Create and develop opportunities for adult programming throughout the 2017-2018 school year.

**ORDER OF BUSINESS
BOARD OF EDUCATION
CLAYTON PUBLIC SCHOOL DISTRICT
Clayton High School Cafeteria
November 21, 2017 7:30 p.m.**

I. OPENING PROCEDURES

- A. Call to Order by the President
- B. Pledge of Allegiance
- C. Recording of Attendance: Bailey Burnett, Paul Connell, Ron Durham, Anthony Grafton, Milton Reuter, Robin Roche, Stacey Weinert, Scott Werkheiser, Caite Wolak
- D. Approval of Minutes for the September 19, 2017 and October 17, 2017 Meetings - Attachment ID
- 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

Curriculum	Caite Wolak (Chair); Bailey Burnett; Scott Werkheiser
Finance/Facilities	Ron Durham (Chair); Scott Werkheiser; Milton Reuter
Policy	Paul Connell (Chair); Stacey Weinert; Robin Roche
Executive	Caite Wolak; Ron Durham; Paul Connell; Anthony Grafton

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	Maximus Rosenthal, Gia Chapes, Kaleb Alpheaus, Bianca Wiltsey, Jayla Payne, Chloe Simmons, Kaan Akilli
Middle	Ian Gannon, Cidney Taylor, Christopher Schauers
High	McKenna Ryan, Skye Rosario, Nathan Schultz, Destinee McGhee-Brookins

Recommendation

Acknowledge their significant achievement.

BREAK

B. Clinical Practice, Practicum Placements, and Internships

Recommendation

Approve the following clinical practice, practicum placements, and internships for the spring 2018 semester with the understanding that there will be no video recording:

Emily Lupo	With Fred Georgette	Clinical	Rowan
Nicole Velez	With Marisa VanOstenbridge	Clinical	Rowan
Christine McCabe	With Erica McFarland	Clinical	Rowan
Kevin Lake	With Tracy Moore	Clinical	Rowan
Jessica Greene	With Kelly Citrone	Clinical	Rowan
Olivia Aquino	With Karlyn DeMaris	Practicum	Rowan
Bryce DuBois	With Matthew Linardo	Practicum	Widener
John Chamberlain	With Health/Phys Ed	Internship	McDaniel

C. Receiving Tuition Students

Recommendation

Approve the following receiving tuition students for the 2017-2018 school year:

State of NJ	Tuition	Student 30084	\$9,936
Glassboro	One:One Aide	Student 2617199	\$18,388.80
State of NJ	Tuition	Student 30130	\$8,445.60
State of NJ	Tuition	Student 29142	\$9,559.10

D. Bylaws, Policies, and Regulations - Attachment III D 1 and 2
 Recommendation

1. Approve the following revised policies:

6150	Tuition Income
6220	Budget Preparation
6360	Political Contributions
6362	Contributions to Board Members & Contract Awards
6422	Budget Transfers
6423	Expenditures for Non-Employee Activities, Meals,& Refreshments
6424	Emergency Contracts
6470	Payment of Claims
6510	Payroll Authorization
6660	Student Activity Fund
6820	Financial Reports
6830	Audit and Comprehensive Annual Financial Report
7650	School Vehicle Assignment, Use, Tracking, Maintenance,& Accounting
8310	Public Records
8420	Emergency & Crisis Situations
8461	Reporting Violence, Vandalism, Alcohol, & Other Drug Abuse
8740	Bonding
8760	Student Accident Insurance
9120	Public Relations Program
9180	School Volunteers
9181	One Dollar Athletic Coaches/Advisors
9270	Home Schooling & Equivalent Education
9700	Special Interest Groups

2. Approve the following revised regulations:

6220	Budget Preparation
6422	Budget Transfers
6470	Payment of Claims
8310	Public Records
8420	Emergency & Non-Fire Evacuation Plan
8461	Reporting Violence, Vandalism, Alcohol, & Other Drug Abuse
9120	Public Information Program
9180	School Volunteers
9270	Home Schooling & Equivalent Education Outside the Schools

E. Grants

Recommendation

Grant the administration permission as follows:

Grow Healthy School Gardens Grant	Permission to apply for a Grow Healthy School Gardens Grant from RCHS Rutgers Cooperative Extension in partnership with FoodCorps to help establish/enhance edible school gardens as a way to create healthier schools and support teachers in meeting common core standards
Investors' Bank Grant	Permission to accept a grant from Investors' Bank in the amount of \$1,000 to support the Child Connection Center's School Backpack Initiative which provides a backpack full of school supplies for CCC families.
21st Century Community Learning Center Grant	Permission to accept the 21st Century Community Learning Center Grant in the amount of \$250,000 from September 2017 through August 2018.

F. Field Trips and Activities - Attachment III F

Recommendation

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

G. Memorandum of Agreement Between the School District and Law Enforcement Officials

Recommendation

Approve the Memorandum of Agreement between the School District and Law Enforcement Officials.

H. Comprehensive Maintenance Plan - Attachment III H
Recommendation

Approve the Comprehensive Maintenance Plan and corresponding M1 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 and corresponding M1 for the Clayton BOE in compliance with the DOE requirements.

I. Transportation Coordinator Services Agreement
Recommendation

Approve the agreement with Delsea for transportation coordinator services for the 2017-2018 school year at a cost of \$31,960.

J. Repair/Maintenance of Bus Fleet
Recommendation

Approve the agreement with Delsea for repair and maintenance of the bus fleet for the 2017-2018 school year at a labor rate of \$53 per hour and \$55 per hour for emergency road service; additional charge for parts.

K. School Breakfast Program Improvement Plan - Attachment III K
Recommendation

Approve the School Breakfast Program Improvement Plan.

L. Student Drug Screening - Attachment III L
Recommendation

Approve the contracts with Kennedy Health for drug screening for High School and Middle School students for the 2017-2018 school year as per the attached agreements.

M. School Safety Specialist - Attachment III M
Recommendation

Approve Nikolaos Koutsogiannis as the School Safety Specialist for the District for the 2017-2018 school year pursuant to P.L. 2017 c. 162 and N.J.A.C. 6A:9-2.1.

- N. Board Member Resignation - Attachment III N
Recommendation
Accept Scott Werkheiser’s resignation from his Board Member position.

IV. BUILDINGS AND GROUNDS

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

- B. Use of Facilities
Recommendation
Grant approval for Natalie Layton of High Demand Dance Competition to use the High School Performing Arts Center on April 13th, 14th, and 15th, 2018 pending receipt of appropriate insurance documentation.

V. SCHOOL SAFETY AND SECURITY

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

VI. PERSONNEL

- A. Resignation - Attachment VI A
Recommendation
Accept Kallie Latona’s resignation from her position as part-time Custodian effective November 10, 2017.

- B. Course Enrollment/Tuition Reimbursement
Recommendation
Approve the following requests for tuition reimbursement in accordance with the Clayton Education Association negotiated agreement:

Nicole Colamarino	“Curriculum Evaluation” at Rowan University; fall 2017 semester; not to exceed \$2,205
Fanny Yu	“Psychology of Learning” Wilmington University; fall 2017 semester; not to exceed \$1,443

- C. Workshop Attendance - Attachment VI C
Recommendation
Approve attendance at workshops as per the attachment.

D. Leave of Absence
Recommendation

Approve the request of Employee #6573 for a leave of absence beginning December 7, 2017 through January 26, 2018.

E. Hiring

1. Substitutes
Recommendation

Approve the following substitutes for the 2017-2018 school year pending receipt of required paperwork as recommended by the Superintendent:

Substitute Custodian	Kallie Latona
Substitute Detention Monitors \$30/hr; 2-3 hrs/wk	Deborah Purnell, Tracey DiCrescenzo, Robert Cuff
Substitute Bus Driver \$16/hr plus single benefits	Clifford Lewis

2. Co-Curricular Appointments
Recommendation

Approve the following co-curricular appointments for the 2017-2018 school year pending receipt of required paperwork as recommended by the Superintendent:

MS Girls Basketball	Wayne Copeland
Indoor Track	Manny Perdue (shared w/Chris Baker; ½ stipend ea.)

VII. COMMUNICATIONS

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

A. Budget Calendar - Attachment IX A

B. Correspondence: Sherry Tracey at Phoenix Regarding Refunding - Attachment IX B
Correspondence: McManimon & Scotland Regarding Refunding - Attachment IX B

C. School Bond Refunding Opportunity
Recommendation

1. Approve the appointment of McManimon & Scotland as Bond Counsel
2. Approve the Resolution to refund the bonds as per the attachment; refunding includes \$150,000 for expenses - Attachment IX C 2

3. Approve an addendum to the appointment of Phoenix Advisors for bond issuance in the amount of \$12,500 to be paid out of refunding - Attachment IX C 3

D. Change in Date for January 2018 Board Meeting and Reorganization Meeting Recommendation

Approve holding the Reorganization and Regular January 2018 meeting on January 9, 2018.

E. Superintendent Evaluation - Attachment IX E

X. FINANCIAL REPORTS

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

Approve the October 31, 2017 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, 2017 Report of the Treasurer to the Board of Education.

C. Appropriations and Revenue Adjustments Recommendation

Approve the following Appropriations and Revenue Adjustments, if any:

<u>October 2017</u>				
<u>From</u>	<u>Amt</u>	<u>To</u>	<u>Amt</u>	<u>Reason</u>
11-000-261-610-00-960 Required Maintenance Supplies	-5538.00	11-000-262-420-00-960 - Routine Maintenance Service	\$5,538.00	Addl for Blue Lights
11-000-263-610-00-960 Grounds Supplies	-205.00	11-000-263-420-00-960 - Grounds Purchased Svcs	\$205.00	Equipment Repair
11-000-240-104-00 Other Admin Salaries	-435.00	11-000-240-103-03-x Addl Days ES VP	\$435.00	For VP additional days
11-000-251-610-00 Central Office Supplies	-100.00	11-000-251-890-00 Central Office Misc Exp	\$100.00	BA Dues
11-000-100-562-00-910 Special Education Tuition	-33000.00	11-000-219-320-00-910 CST Purch Prof Services	\$33,000.00	Behavior Specialist
11-000-270-513-00 Joint Transportation Regular Routes	-7800.00	11-000-270-513-00 Joint Transportation Special Ed Routes	\$7,800.00	Reallocate Between Accts.

D. Bill Lists

Recommendation

Approve payment of the Bill Lists as follows:

October 2017 2nd Bill List	\$177,740.59
October 2017 Cafeteria Bill List	\$90,068.37
November 2017 Bill List	\$674,381.80
November 2017 Capital Projects Bill List	\$800.00

E. Payroll Reports

Recommendation

Approve the payroll reports as follows:

October 13, 2017	\$588,925.18
October 30, 2017	\$595,523.35

XI. VISITORS' REMARKS

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XII. EXECUTIVE SESSION

A. Resolution - Attachment XII A

Recommendation

Adopt Clayton Board of Education Resolution No. 2018-1121 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.

XIII. BOARD TRAINING

A. Curriculum: New Jersey Learning Standards

XIV. ADJOURNMENT