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
December 19, 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, Caite Wolak
   D. Approval of Minutes for the November 21, 2017 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

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

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

A. Clippers of the Month/Principals’ Minutes

<table>
<thead>
<tr>
<th></th>
<th>Elementary</th>
<th>Middle</th>
<th>High</th>
</tr>
</thead>
</table>

Recommendation

Acknowledge their significant achievement.

B. Student Presentation

| Jack Howell            | Clayton Fire Dept.                                   |

C. Audit Presentation - Bowman and Company

BREAK

D. Audit - Attachment IV D

Recommendation

Accept the 2016-2017 Audit and approve submission to the County Office and State. A copy of the Audit Synopsis was made available to the public.

E. Camden County College High School Plus Program Agreement - Attachment IV E

Recommendation

Approve the agreement with Camden County College for the High School Plus Program for the 2017-2018 school year.

F. Out of District Placement

Recommendation

Approve out of district placement for Student 1708799 at Pineland beginning December 4, 2017 for the remainder of the 2017-2018 school year.

G. Disposal of Equipment

The Green Team will be collecting and recycling old televisions throughout the District.

Recommendation

Approve the disposal.
H. Field Trips and Activities - Attachment IV H
Recommendation
Approve the field trips and activities as listed on the attachment.

I. Safe and Positive Approaches Training
Recommendation
Approve the Safe and Positive Approaches Training to be provided by DiNovi and Associates at a cost of $660 train up to 9 staff members at a cost of $660.

J. Memorandum of Understanding Between the US Army JROTC Program and Clayton High School - Attachment IV J
Recommendation
Approve the Memorandum of Understanding between the US Army JROTC Program and Clayton High School.

K. Bylaws, Policies, and Regulations - Attachment IV K
Recommendation
Approve the following revised bylaws, policies, and regulations:

<table>
<thead>
<tr>
<th>Policy 5350</th>
<th>Student Suicide Prevention</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regulation 5350</td>
<td>Student Suicide</td>
</tr>
</tbody>
</table>

L. NJ State Elks 30th Annual Peer Leadership Conference
Recommendation
Approve Alexis Kilduff as Chaperone for the Elks 30th Annual Peer Leadership Conference and grant permission for the following students to attend February 2, 2018 through February 4, 2018 with all costs covered by the Elks: Student 19102; 19099; 19044; 19089; 20200.

M. 21st CCLC Program Food Bank of South Jersey Cooking Matters for Kids Program
Recommendation
Grant approval for Tricia Yeo of the Food Bank to conduct 6 sessions of nutritional cooking classes for the 21st CCLC students during the after-school program at a cost of $600 funded through the 21st CCLC Program Grant.

N. Omni Group Inc. Model 403(b) Retirement Plan Adoption Agreement
Recommendation
Adopt the amended agreement to include Lincoln Investment slot for Roth 403(b).
O. Tuition Contracts
Recommendation
Approve a tuition contract with Pineland for Student 1708799 beginning December 4, 2017 for the remainder of the 2017-2018 school year at an approximate cost of $36,208.

P. Receiving Tuition Students
Recommendation
Approve the following receiving tuition students for the 2017-2018 school year:

<table>
<thead>
<tr>
<th>Student</th>
<th>District of Residence</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brooklawn</td>
<td>previously approved for Pitman; district of residence has been corrected</td>
<td>24174 $12,169</td>
</tr>
<tr>
<td>Newark</td>
<td></td>
<td>21182 $8,498.26</td>
</tr>
<tr>
<td>Elmwood Park</td>
<td>student being transported to Creative Achievement from the YES Facility</td>
<td>2021799 $16,054.28</td>
</tr>
</tbody>
</table>

Q. Community Options, Inc. Contract and Service Agreement
Recommendation
Approve a contract and service agreement with Community Options Inc. for Student 1700299 for 2 ½ hours per day for 3 days per week at the rate of $53 per hour from November 20, 2017 through June 15, 2018.

R. Grant Acceptance
Recommendation
Accept the following grants:

<table>
<thead>
<tr>
<th>Grant Name</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fright Night October 2017</td>
<td></td>
</tr>
<tr>
<td>HS Literary Magazine October 2017</td>
<td></td>
</tr>
<tr>
<td>STEM Family Night (MS) Winter 2018</td>
<td></td>
</tr>
<tr>
<td>Science Fair (MS) February 2018</td>
<td></td>
</tr>
<tr>
<td>HS Step Up, Speak Up, Take Action November 2017</td>
<td></td>
</tr>
<tr>
<td>Read Across America Family Night (Simmons) March 2018</td>
<td></td>
</tr>
<tr>
<td>Read Across America: Read to the students at Simmons (MS/Simmons) March 2018</td>
<td></td>
</tr>
<tr>
<td>Spring Clean-Up (MS - NJHS, Student Council, JROTC, and MD classes) Spring 2018</td>
<td></td>
</tr>
</tbody>
</table>

S. Tutoring
Recommendation
Grant approval for Student 21104 to receive tutoring for 2 hours per week for the remainder of the 2017-2018 school year with Denise Zambon providing the service at the rate of $40 per hour.
T. Refunding Bond Ordinance - Attachment IV
Recommendation
Approve the final adoption of refunding bond ordinance.

U. Student Teaching
Recommendation
Approve student teaching placements for the following Rowan students for the spring 2018 semester:

<table>
<thead>
<tr>
<th>Name</th>
<th>Supervisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emily Lupo</td>
<td>With Fred Georgette</td>
</tr>
<tr>
<td>Kevin Lake</td>
<td>With Tracy Moore</td>
</tr>
<tr>
<td>Jessica Greene</td>
<td>With Kelly Citrone</td>
</tr>
</tbody>
</table>

V. Paraprofessional/Aide Handbook and Evaluation Form - Attachment IV
Recommendation
Approve the Paraprofessional/Aide Handbook and Evaluation Form.

W. Declaration for an Extraordinary Unspecifiable Service - Attachment IV
Recommendation
Approve to award a contract to Integrity Consulting Group for health insurance brokerage services from January 1, 2018 through December 31, 2018. This contract is awarded pursuant to N.J.S.A. 40A:11-5(1)(a)(ii) and 40A:11-5(1)(m) in that it is considered an extraordinary unspecifiable service (EUS).

V. BUILDINGS AND GROUNDS
A. Buildings and Grounds Progress Report - Attachment V
Recommendation
Accept the Report.

VI. SCHOOL SAFETY AND SECURITY
A. School Emergency Evacuation Drills; Violence/Vandalism/Code of Conduct Violations; HIB Report - Attachment VI
Recommendation
Accept the Reports.

VII. PERSONNEL
A. Workshop Attendance - Attachment VII
Recommendation
Approve attendance at workshops as per the attachment provided.
B. Resignation - Attachment VII B
Recommendation
Accept Terrance Cullin’s resignation from his position as Bus Driver effective December 31, 2017.

C. Leaves of Absence - Attachment VII C
Recommendation
Approve the following requests for leaves of absence:

<table>
<thead>
<tr>
<th>Employee #</th>
<th>Date Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>#6667</td>
<td>February 12, 2018 through June 1, 2018</td>
</tr>
<tr>
<td>#6595</td>
<td>January 2, 2018 through May 4, 2018</td>
</tr>
</tbody>
</table>

D. Co-Curricular Resignations - Attachment VII D
Recommendation
Accept the co-curricular resignations of Nicole Colamarino and Melissa Gourley from the position of Middle School Girls’ Basketball Coach for the 2017-2018 school year.

E. Course Enrollment/Tuition Reimbursement
Recommendation
Approve the following requests for course enrollment and tuition reimbursement pending receipt of appropriate paperwork in accordance with the Clayton Education Association negotiated agreement:

<table>
<thead>
<tr>
<th></th>
<th>Course Enroll.</th>
<th>“Building a Shared Vision”; Wilmington University; spring 2018</th>
<th>Not to exceed $1,423</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tisa-Nicole Riccardi (NT)</td>
<td>Course Enroll.</td>
<td>“Foundations in Reading II”; Fairleigh Dickinson University; spring 2018</td>
<td>Not to exceed $2,241</td>
</tr>
<tr>
<td>Taryn Simmons (T)</td>
<td>Tuition Reimb.</td>
<td>“Theory and Practice”; Wilmington University; fall 2017</td>
<td>Not to exceed $1,423</td>
</tr>
<tr>
<td>Tisa-Nicole Riccardi (NT)</td>
<td>Tuition Reimb.</td>
<td>“Individual Counseling Skills &amp; Strategies”; Wilmington University; fall 2017</td>
<td>Not to exceed $1410.50</td>
</tr>
<tr>
<td>Susan Maxwell (T)</td>
<td>Tuition Reimb.</td>
<td>“Group Counseling”; Wilmington University; spring 2018</td>
<td>Not to exceed $1423.</td>
</tr>
<tr>
<td>Susan Maxwell (T)</td>
<td>Course Enroll.</td>
<td>“Group Counseling”; Wilmington University; spring 2018</td>
<td>Not to exceed $1423.</td>
</tr>
</tbody>
</table>

F. Salary Adjustment
Recommendation
Approve the following salary adjustments effective for the January 15, 2018 payroll:
Brittany Forgrove | To Step 3 Bachelor’s Degree plus 15 credits $49,884
---|---
Susan Maxwell | To Step 15 Master’s Degree plus 30 credits $83,011

G. Hiring
1. Replacement Teachers for Elementary School
   Recommendation
   Approve the following individuals as Replacement Teachers at the Elementary School for the duration of the leaves of absence at the rate of $110 per day beginning January 2, 2018 for 60 days and beginning with on the 61st day Step 1 Bachelor’s Degree $48,220 prorated pending receipt of required paperwork as recommended by the Superintendent:

   | Zachary Hickman | To replace Employee #6595
   ---|---
   | Shannon Green | To replace Employee #6529

2. Substitute Custodian
   Recommendation
   Approve Chad Mills as Substitute Custodian for the District for the 2017-2018 school year pending receipt of required paperwork as recommended by the Superintendent.

3. MicroSociety Staff Members
   Recommendation
   Approve the following individuals for the MicroSociety Program for the 2017-2018 school year pending receipt of required paperwork as recommended by the Superintendent:

   | Marie Lisa | Facilitator | $25 per hour
   ---|---|---
   | Molly Fleming | Substitute Facilitator | $25 per hour; as-needed basis

4. 21st CCLC Substitute Facilitator
   Recommendation
   Approve Denise Zambon as 21st CCLC Substitute Facilitator on an as-needed basis at the rate of $25 per hour for the 2017-2018 school year pending receipt of required paperwork as recommended by the Superintendent.
5. Administrators for Saturday On-Demand Tutoring
   Recommendation
   Approve administrators for Saturday On-Demand Tutoring on a rotating basis for up to four hours per Saturday at the rate of $50 per hour for the 2017-2018 school year funded through the ESSA Grant pending receipt of required paperwork as recommended by the Superintendent.

6. Gifted and Talented Coordinator for Simmons Elementary School
   Recommendation
   Approve Jessica Vant as Coordinator for Gifted and Talented at Simmons Elementary School at the contracted rate for the 2017-2018 school year pending receipt of required paperwork as recommended by the Superintendent.

VIII. COMMUNICATIONS

IX. UNFINISHED BUSINESS

X. NEW BUSINESS
   A. Board Member Interview

XI. FINANCIAL REPORTS
   A. Report of the Secretary to the Board of Education - Attachment XI A
      Recommendation
      Approve the November 30, 2017 Report of the Secretary to the Board of Education.

   B. Report of the Treasurer to the Board of Education - Attachment XI B
      Recommendation
      Approve the November 30, 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:
**November 2017**

<table>
<thead>
<tr>
<th>From</th>
<th>Amt</th>
<th>To</th>
<th>Amt</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>11-000-270-615-00</td>
<td>-150</td>
<td>11-000-270-800-00</td>
<td>150</td>
<td>Motor Vehicle Expenses</td>
</tr>
<tr>
<td>11-000-213-104-09</td>
<td>-1,700</td>
<td>11-000-216-600-00-910</td>
<td>1,700</td>
<td>iPads for Speech</td>
</tr>
<tr>
<td>11-000-230-334-00</td>
<td>-1,000</td>
<td>11-000-230-339-00</td>
<td>1,000</td>
<td>Records Retention/Destruction Expenses</td>
</tr>
<tr>
<td>11-000-261-610-00-960</td>
<td>-2,782</td>
<td>11-000-261-420-00-960</td>
<td>2,782</td>
<td>Maintenance - Camera Repairs</td>
</tr>
<tr>
<td>11-000-262-610-00-960</td>
<td>-2,528</td>
<td>11-000-263-420-00-960</td>
<td>2,528</td>
<td>Tractor Repairs</td>
</tr>
<tr>
<td>11-402-100-500-01-970</td>
<td>-906</td>
<td>11-402-100-100-01-OF</td>
<td>906</td>
<td>For Support Events</td>
</tr>
<tr>
<td>11-000-291-270-00</td>
<td>-68,609</td>
<td>11-000-100-565-00-910</td>
<td>68,309</td>
<td>GCSSSD Tuition</td>
</tr>
<tr>
<td>11-000-291-270-00</td>
<td>-39,300</td>
<td>12-000-263-730-00</td>
<td>39,300</td>
<td>School District Signs (will be from extra state aid)</td>
</tr>
</tbody>
</table>

**D. Bill Lists - Attachment XI D**

Recommendation

Approve payment of the Bill Lists as follows:

<table>
<thead>
<tr>
<th>Bill List</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 2017 Cafeteria Bill List</td>
<td>$58,342.07</td>
</tr>
<tr>
<td>November 2017 2nd Bill List</td>
<td>$125,968.02</td>
</tr>
<tr>
<td>December 2017 State Aid Bill List</td>
<td>$329,503.50</td>
</tr>
<tr>
<td>December 2017 Bill List</td>
<td>$641,418.43</td>
</tr>
</tbody>
</table>

**E. Payroll Reports**

Recommendation

Approve the payroll reports as follows:

<table>
<thead>
<tr>
<th>Date</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>11-15-2017</td>
<td>$604,707.61</td>
</tr>
<tr>
<td>11-30-2017</td>
<td>$590,978.49</td>
</tr>
</tbody>
</table>

**XII. 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.
XIII. EXECUTIVE SESSION
   A. Resolution - Attachment XIII A
      Recommendation
      Adopt Clayton Board of Education Resolution No. 2018-1219 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.

XIV. ADJOURNMENT