

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

Elementary	Christian Collins, Nico Palmer, Jazmyn Walker, Carson Hyder, Janiah Rivera, Diego Elias, Christian Reed
Middle	Gwendolyn Peters, Cameron Warner, Fatima Akin
High	Huseyin Saglik, Peyton Schultz, Hannah Sylvester, Breanna Kean

Recommendation

Acknowledge their significant achievement.

B. Student Presentation

"Fire Is" Essay Contest Jack Howell Clayton Fire Dept.	Stevie-Marie Alston, Jordyn Jones, Shayna Matthews, Anselm Osayemi, Maria Torbik, Isabella Uy, Kayla Vallies, Isaiah Walker, Zaara Zaman
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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:

Policy 5350	Student Suicide Prevention
Regulation 5350	Student Suicide

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:

Brooklawn (previously approved for Pitman; district of residence has been corrected)	24174	\$12,169
Newark	21182	\$8,498.26
Elmwood Park (student being transported to Creative Achievement from the YES Facility)	2021799	\$16,054.28

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:

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

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 T  
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:

Emily Lupo	With Fred Georgette
Kevin Lake	With Tracy Moore
Jessica Greene	With Kelly Citrone

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

- W. Declaration for an Extraordinary Unspecifiable Service - Attachment IV W  
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 A  
Recommendation  
Accept the Report.

VI. SCHOOL SAFETY AND SECURITY

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

VII. PERSONNEL

- A. Workshop Attendance - Attachment VII A  
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:

Employee #6667	February 12, 2018 through June 1, 2018
Employee #6595	January 2, 2018 through May 4, 2018

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:

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

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

Simmons

Approve Jessica Vant as Coordinator for Gifted and Talented at

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:



<u>November 2017</u>				
<u>From</u>	<u>Amt</u>	<u>To</u>	<u>Amt</u>	<u>Reason</u>
11-000-270-615-00	-150	11-000-270-800-00	150	Motor Vehicle Expenses
11-000-213-104-09	-1,700	11-000-216-600-00-910	1,700	iPads for Speech
11-000-230-334-00	-1,000	11-000-230-339-00	1,000	Records Retention/Destruction Expenses
11-000-261-610-00-960	-2,782	11-000-261-420-00-960	2,782	Maintenance - Camera Repairs
11-000-262-610-00-960	-2,528	11-000-263-420-00-960	2,528	Tractor Repairs
11-402-100-500-01-970	-906	11-402-100-100-01-OF	906	For Support Events
11-000-291-270-00	-68,609	11-000-100-565-00-910	68,309	GCSSSD Tuition
11-000-291-270-00	-39,300	12-000-263-730-00	39,300	School District Signs (will be from extra state aid)

D. Bill Lists - Attachment XI D

Recommendation

Approve payment of the Bill Lists as follows:

November 2017 Cafeteria Bill List	\$58,342.07
November 2017 2nd Bill List	\$125,968.02
December 2017 State Aid Bill List	\$329,503.50
December 2017 Bill List	\$641,418.43

E. Payroll Reports

Recommendation

Approve the payroll reports as follows:

11-15-2017	\$604,707.61
11-30-2017	\$590,978.49

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