

REVISED 7-15-2013

SUNSHINE NOTICE

Adequate notice of this meeting was provided by the Board Secretary. It was posted in the Borough Hall, communicated to the Gloucester County Times and the Sentinel, 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.

**ORDER OF BUSINESS
BOARD OF EDUCATION
CLAYTON PUBLIC SCHOOL DISTRICT
Clayton High School Cafeteria
July 16, 2013
7:30 p.m.**

- I. OPENING PROCEDURES
 - A. Call to Order by the Board President
 - B. Pledge of Allegiance
 - C. Recording of Attendance by the Secretary: John Connelly, Ron Durham, Anthony Grafton, Elizabeth Kellum, Jeremiah Long, Dawn Milligan, Jeff Radio, Milton Reuter, Edwardo Rojas
 - D. Approval of Minutes for the June 11, 2013 Board 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 Standing Committees and Ad Hoc Committees
 - 1. Curriculum Committee: Jeremiah Long, Chair; John Connelly; Ed Rojas
 - 2. Finance & Facilities: Dawn Milligan, Chair; Ron Durham; Jeff Radio
 - 3. Policy Committee: Bud Reuter, Chair; Elizabeth Kellum; Ed Rojas
 - 4. Executive Committee: Jeremiah Long; Dawn Milligan; Bud Reuter

- III. SCHOOL BUSINESS
 - A. Principals' Minutes

VISITORS' REMARKS FOR COMMENTS ON AGENDA ITEMS

Anyone wishing to address the Board of Education during visitors' remarks regarding comments on agenda items 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 of Education in Executive Session.

- B. District Goals Recommendation
 - Approve the following District Goals for the 2013-2014 school year:
 - 1. Improve student achievement through increased student engagement and enhanced articulation.
 - 2. Increase community outreach and improve communication to allow for an efficient, effective, and positive student-centered environment.
 - 3. Plan for facility and infrastructure needs of the future and improve the maintenance and appearance of current facilities.

- C. NCLB and IDEA Corrective Action Plan – Attachment III C
Recommendation
Approve the NCLB and IDEA Corrective Action Plan to be submitted Office of Fiscal Accountability and Compliance as a result of our consolidated monitoring.
- D. GCSSSD Contracts
Recommendation
Approve the following contracts with GCSSSD for the 2013-2014 school year in accordance with the proposals:
1. Non-Public School Students for Occupational Therapy in the amount of \$3772 (payable out of IDEA)
 2. Behavioral Educational Consultation Services in the amount of \$46,800
 3. Autism Services in the amount of \$8,856 for Student 24066 for the 2013-2014 school year
 4. Autism Services in the amount of \$12,120 for Student 27000 for the 2013-2014 school year
 5. Autism Services in the amount of \$3,036 for Student 23078 for the 2013-2014 school year
 6. Autism Services in the amount of \$5,280 for Student 5402099 for the 2013-2014 school year
- E. GCSSSD Cress Behavioral Inclusion Team Contract
Recommendation
Approve a one-year contract with GCSSSD Inclusion Services team for the 2013-2014 school year to provide consultation services for all three implementation sites of the Child Connection Center Program funded through the Pascale Sykes Grant.
- F. Bayada Nursing Contract
Recommendation
Approve the contract with Bayada Nursing for the 2013-2014 school year to provide LPN services as needed at the rate of \$45 per hour.
- G. Tuition Contracts
1. Recommendation
Approve a tuition contract with Archbishop Damiano for Student 26081 for the 2013-2014 school year beginning July 8, 2013, in the amount of \$47,310.90.
 2. Recommendation
Approve a tuition contract with Somerset Hills School for Student 5402299 for the 2013-2014 school year beginning July 8, 2013, in the amount of \$86,546.
 3. Recommendation
Approve a tuition contract with Archway Programs Atco for Student 18087 for the 2013-2014 school year beginning July 1, 2013, in the amount of \$42,828.
- H. Therapy Services Agreement with Eastern Rehabilitation Associates Inc.
Recommendation
Approve the agreement with Eastern Rehabilitation Associates Inc. for physical therapy and occupational therapy services at the rate of \$67.50 per hour and speech therapy services in the amount of \$70 per hour for the 2013-2014 school year.

- I. Joint Purchasing Agreement
Recommendation
Approve the joint purchasing agreement with Delsea Regional School District for the 2013-2014 school year for purchasing custodial and janitorial supplies.
- J. IDEA and NCLB Final Reports
Recommendation
Grant the administration permission to submit the final reports for carry over and final reports for the 2012-2013 school year for IDEA and NCLB.
- K. IDEA and NCLB Allocations
Recommendation
Accept the allocations for IDEA and NCLB for the 2013-2014 school year and grant the administration permission to submit the grants as follows (amounts include non-public allocations): Title I \$440,681; Title II A \$43,336; Title III \$12,105; IDEA Preschool \$17,319; IDEA Basic \$352,675.
- L. NCLB Grant Staff Funding
Recommendation
Grant approval for the following staff members to be paid through the FY 2013 NCLB Grant:
- Title I:
Taryn Simmons \$24,401 100%
Kimberly Lombardi \$23,042 100%
Lorraine Custodio \$74,416 100%
Catherine Carter \$58,772 100%
Kathy D'Anna \$19,015 25%
Rita Spaulding \$78,808 100%
- Title II:
Donna Antonelli \$23,342 50%
- M. Family Workshops Through the Heart of Gloucester County Grant
Recommendation
Approve the following workshops through the Heart of Gloucester County Grant for the 2013-2014 school year: Music Together Workshop; Cyber-Bullying Awareness Workshop; Money Smarts for Teenage Consumers Workshop; and Youth Alliance Workshop.
- N. Field Trips – Attachment III N
Recommendation
Approve the field trips as listed on the attachment provided.
- O. No-Cost Extension for the Office of Juvenile Justice and Delinquency Prevention Mentoring Grant
Recommendation
Grant approval for the administration to apply for a no-cost extension of the Office of Juvenile Justice and Delinquency Prevention Mentoring Grant for one additional year.

- P. Out of District Placements
 - 1. Approve out of district placement for Student 27000 at Clifford Elementary School with extended school year for the 2013-2014 school year.
 - 2. Approve extended school year at Glassboro Summer Program from July 1, 2013, through July 31, 2013 for Student 21005, Student 24140, Student 23132, Student 21093, and Student 21009.

- Q. Technology Plan – Attachment III Q
Recommendation
Approve the New Jersey Department of Education approved Technology Plan for Clayton Public School District covering the period of July 1, 2013, through June 30, 2016.

- R. NJSIAA Membership Resolution
Recommendation
Approve the NJSIAA Membership Resolution for the 2013-2014 school year.

- S. Turkish American Society Grant Acceptance
Recommendation
Accept the Turkish American Society Grant in the amount of \$2,000.

- T. Job Descriptions – Attachment III T
Recommendation
Approve the job descriptions for Literacy Coach and Secretary to the School Business Administrator.

- U. **Ed Jobs**
Recommendation
Accept an additional \$825 for the 2012-2013 school year.

IV. BUILDINGS AND GROUNDS

- A. Progress Report – Ivan D. Cox, Jr. Facilities Coordinator – Attachment IV A

V. SCHOOL SAFETY & SECURITY

- A. Emergency Drills; Violence and Vandalism/Code of Conduct Violations; Harassment, Intimidation, and Bullying Reports – Attachment V A
Recommendation
Accept the reports.

- B. Harassment, Intimidation, and Bullying Investigations, Trainings, and Programs Data Collection Report for the New Jersey Department of Education Report Period 2 January 1, 2013, through June 30, 2013 – Attachment V B
Recommendation
Accept the report

VI. PERSONNEL

- A. Resignations – Attachment VI A
 - 1. Jaelyn Biebel has resigned as curriculum writer for the summer.
Recommendation
Accept resignation.
 - 2. Erica Doyle has resigned as curriculum writer for the summer.

Recommendation
Accept resignation.

3. Roseanne Gallaher has resigned from her position as aide at the Elementary School.

Recommendation
Accept resignation.

4. Margie Muller has resigned from her position as aide at the Elementary School.

Recommendation
Accept resignation.

B. Leave of Absence – Attachment VI B

Employee #4175 is requesting an extension to an unpaid medical leave of absence through January 1, 2014*.

Recommendation
Approve Employee #4175's request for an extension to the leave of absence.

C. Dismissal of Employee

Recommendation
Approve the dismissal of Employee #6611.

D. Workshop Attendance – Attachment VI D

Recommendation
Approve attendance at workshops as per the list provided.

E. Course Enrollment/Tuition Reimbursement

1. Ryan Caltabiano is requesting permission to enroll in "School Leadership: Theory and Practice" for the fall 2013 semester. Total reimbursement, upon successful completion of the course and submission of the appropriate paperwork, will be in accordance with the Clayton Education Association's Negotiated Agreement not to exceed \$1,267.

Recommendation
Grant permission for Ryan Caltabiano to enroll in the course.

2. Brianna Rucci is requesting permission to enroll in "School Leadership: Theory and Practice" for the fall 2013 semester. Total reimbursement, upon successful completion of the course and submission of the appropriate paperwork, will be in accordance with the Clayton Education Association's Negotiated Agreement not to exceed \$1,272.

Recommendation
Grant permission for Brianna Rucci to enroll in the course.

3. Alicia Gravenor is requesting permission to enroll in "Practicum in School Leadership" for the fall 2013 semester. Total reimbursement, upon successful completion of the course and submission of the appropriate paperwork, will be in accordance with the Clayton Education Association's Negotiated Agreement not to exceed \$1,272.

Recommendation
Grant permission for Alicia Gravenor to enroll in the course.

4. Sherie Craig is requesting permission to enroll in "Principles of Supervision and Evaluation" for the fall 2013 semester. Total reimbursement, upon successful completion of the course and submission of the appropriate paperwork, will be in accordance with the Clayton Education Association's Negotiated Agreement not to exceed \$1800.

Recommendation
Grant permission for Sherie Craig to enroll in the course.

F. Hiring

1. Substitutes

Classroom Aides: Roseanne Gallaher

Playground Aides: Roseanne Gallaher

Cafeteria Aides: Roseanne Gallaher

Teachers: Marie Lisa, Linda Ford-Shaw, Sarah Yerkes

Recommendation

Approve the above individuals as substitutes for the 2013-2014 school year pending receipt of required paperwork as recommended by the Superintendent.

2. Reading Tutor

Recommendation

Approve Gina Davis as reading tutor two hours per week for six weeks beginning July 17, 2013, at the instructional rate of \$36 per hour pending receipt of required paperwork as recommended by the Superintendent.

3. High School Summer Credit Completion

Recommendation

Approve Susan Davenport and Christopher Baker as instructors for the High School Summer Credit Completion Program four hours per day beginning July 15, 2013, through July 30, 2013, Monday through Thursday at the instructional rate of \$36 per hour pending receipt of required paperwork as recommended by the Superintendent.

4. Volunteers

Recommendation

1. Approve the following individuals as volunteers for athletics for the 2013-2014 school year under the supervision of Daniel Antonelli pending receipt of required paperwork as recommended by the Superintendent: Donnie Hill – Football; Jeff Johnson – Football; Anthony Kinsley – Football; and Steve Riccelli – Girls Soccer.
2. Approve Mary Ann Moebius as a volunteer at Simmons Elementary School under the supervision of Patrice Taylor for the 2013-2014 school year pending receipt of required paperwork as recommended by the Superintendent.

5. Summer Curriculum Development

Recommendation

Grant approval for the following individuals to participate in summer curriculum development as listed below and grant permission for the District Curriculum Coordinator to adjust hours based upon availability of funds and curriculum development requirements:

Ryan Caltabiano – Grades 6-8 Mathematics 15 hours @ \$27 per hour

Matthew Neeld – Grades K-2 Mathematics 30 hours @ \$27 per hour

Carol Wright – Middle School MD Program 20 hours @ \$27 per hour

Sherie Craig – Curriculum Finisher 25 hours @ \$27 per hour

Denise Calore – Grades 9-12 Practical Arts 20 hours @ \$27 per hour

6. Elementary School Teachers

Recommendation

1. Approve Taryn Simmons as Elementary School Teacher at a salary of Step 2 Master's Degree for the 2013-2014 school year pending receipt of required paperwork as recommended by the Superintendent.
 2. Approve Kimberly Lombardi as Elementary School Teacher at a salary of Step 2 Bachelor's Degree for the 2013-2014 school year pending receipt of required paperwork as recommended by the Superintendent.
7. Co-Curricular Appointment/Additional Duties
- High School Morning Supervision – Robert Cuff and William Washington
 - High School Morning Supervision Substitute – Leonard Puggi
 - Detention Proctors – Brianna Rucci and Jeffrey Owens
 - Robotics – Jeff Owens/Janice Huggins
 - Marching Band – Dave Dashefsky
 - Business Club/FBLA- Denise Calore
 - Fall Cheerleading Advisor- Alicia Gravenor
 - Winter Cheerleading Advisor- Alicia Gravenor
 - Class of 2016- Tracy DiCresenzo/Frank Venuto
 - Class of 2017 – Mark Zambon/Denise Calore
 - Class of 2014- Stacy Moore/Debbie Purnell
 - Class of 2015 – Keith Controvich/Jamie Quinn
 - Chorus-High School- Sarah Mickle
 - World Languages Club- Sharon Blutinger
 - Musical-High School
 - Producer- Sarah Mickle
 - Business Director- Rose Gerle
 - Choreographer – Joy Wagner
 - Middle School Musical- Sara Truluck
 - Video Club – Mark Zambon
 - National Honor Society- Kelly Citrone
 - High School Newspaper- Sherie Craig
 - Middle School Student Council – Sharon Ceravolo
 - High School Student Council- Lee Henry
 - Middle School Grade 8 Advisors- Sue Verrico/Alicia Gravenor
 - SADD- Melissa Gray
 - High School/Middle School Yearbook Publication- Jamie Quinn/Sue Davenport
 - High School/Middle School Yearbook Financial advisor- Jamie Quinn/Sue Davenport
 - Environmental Club – Jeff Owens – Pending Funds Recycle Grant available
 - Webmaster – Ryan Hahn
 - Stage Lighting/Sound (School Year) – Doug Foglein
 - Junior NHS – Sue Verrico
 - Indoor Track – Chris Baker
 - Boys Track – Head Coach – Steve Nicolosi
 - Head Boys Basketball- Frank Rago
 - Assistant Boys Basketball – Kevin Timbers
 - MS Boys Basketball – Ryan Caltabiano
 - Cross Country- Jamie Quinn
 - Field Hockey Head Coach- Jennifer Schoepflin
 - Assistant Field Hockey- Ashlee Cox – 4th year as assistant (1/2 Stipend)
 - Assistant Field Hockey Coach – Brianna Rucci – (1/2 Stipend)
 - 7th/8th Field Hockey- Tracy Moore – 5th year as coach
 - Assistant Football Coach- Milton Bowen
 - Assistant Football Coach – Ryan Caltabiano

Assistant Football Coach – Ron Hoolahan
Head Football Coach – Marvin Tucker
Head Boys Soccer- Steve Nicolosi
Assistant Boys Soccer- Jason Ferguson
Head Girls Basketball – Tracey Moore
Assistant Girls Basketball – Frank Venuto
MS Girl Basketball – Deb Gelston/Nicole Colamarino
Head Girls Soccer- Chris Baker
Assistant Girls Soccer- Denise Calore
Head Wrestling- Dan Antonelli
Assistant Wrestling- Frank Damminger
MS Soccer Boys– Mark Zambon
MS Soccer Girls – Doug Foglein
Head Girls Track Coach – Mike Placko
MS Track Coach B/G – Ryan Caltabiano
Volunteer Cross Country Aide- Mike Placko
Golf- Frank Venuto/Ryan Hahn (1/2 stipends)
Head Softball Coach – Joe Moore
Assistant Softball Coach – Nancy Goodwin
Recommendation

Approve the above co-curricular appointments and additional duties for the 2013-2014 school year pending receipt of required paperwork as recommended by the Superintendent.

**8. JROTC Senior Instructor
Recommendation**

Approve Michael Smedley as JROTC Senior Instructor at a minimum instructor pay of \$60,923* for the 2013-2014 school year September through June pending receipt of required paperwork as recommended by the Superintendent. Additional days in August will be paid at the per diem rate. *may be adjusted by the JROTC.

9. Staff for the Summer Basic Skills Instruction Reinforcement Program at Simmons Elementary School: Lorraine Custodio, Stephanie Bennie, Jackie Biebel, Gina Davis, Lauren Eichhorn at the rate of \$36 per hour for instruction (\$27 per hour for planning); Tanya Harper at a rate of \$50 per hour.

**10. Part-Time Custodian
Recommendation**

Approve Theresa Nunn as part-time Custodian at a salary of \$8.01 per hour four hours per day five days per week for the 2013-2014 school year pending receipt of required paperwork as recommended by the Superintendent.

VII. COMMUNICATIONS

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

X. FINANCIAL REPORTS

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

Approve the May 30, 2013, 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 May 30, 2013, 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 June 2013 in the amount of \$258,790.89.
 2. Approve payment of the third Bill List for June 2013 in the amount of \$286,422.
 3. Approve payment of the final Bill List for June 2013 in the amount of \$210,645.05.
 4. Approve payment of the Bill List for July 2013 in the amount of \$306,362.87.
 5. Approve payment of the Non AP & Debt Service Bill List for July 2013 in the amount of \$26,671.88.
 6. Approve payment of the Cafeteria Bill List for June 2013 in the amount of \$25,920.68 and for July 2013 in the amount of \$2,586.
- E. Payroll and Payroll Taxes Reports
June 14, 2013 Payroll \$435,000.16; Agency \$291,398.60
June 29, 2013 Payroll \$354,170.25; Agency \$234,612.47
Recommendation
Approve the Payroll and Payroll Taxes Reports.
- F. Voided Check
Recommendation
Approve the voiding of check # 39979 in the amount of \$145.50 and reissue.
- G. Certifications
1. Board Secretary's Report May 2013
In accordance with 18A:17-36 and 18A:17-9 for the month of May 2013, 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 May 2013
The May 2013 Report of the Treasurer of School Funds for the 2012-2013 school year are 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 fund has 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.

XI. VISITORS' REMARKS

Anyone wishing to address the Board of Education 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 of Education in Executive Session.

XII. EXECUTIVE SESSION

A. Adopt Clayton Board of Education Resolution No. 0213-0716 authorizing an Executive Session for the purpose of discussing personnel..The length of the session will be approximately 60 minutes or less.

XIII. ADJOURNMENT