

CLAYTON PUBLIC SCHOOLS BOARD OF EDUCATION

Regular Meeting Minutes
December 6, 2022

A regular meeting of the Clayton Public School District was held in the Cafeteria of Clayton High School on December 6, 2022 and was called to order by Board President Paul Connell at 7 p.m. 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.

I. OPENING PROCEDURES

- A. Call to Order by the President
- B. Pledge of Allegiance
- C. Recording of Attendance: Paul Connell, Susan Giordano, Crystal Greene, Robin Roche, Nicole Shaw, April Ward

Paul Connell	12/31/2024	
Robin Roche	12/31/2024	
Susan Giordano	12/31/2022	
Anthony Grafton	12/31/2022	
Crystal Greene	12/31/2023	
Niamah King	12/31/2022	
Jeremiah Long	12/31/2023	
Nicole Shaw	12/31/2024	
April Ward	12/31/2022	

- D. Approval of Minutes for the November 15, 2022 Meeting - Attachment I D
On motion by Robin Roche, seconded by April Ward and carried by voice vote, the Board approved the November 15, 2022 meeting minutes.
- 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 Committee

Curriculum/Instruction	Jeremiah Long (Chair), Anthony Grafton, April Ward
Finance/Facilities	Robin Roche (Chair), Nicole Shaw, Niamah King
Policy	Nicole Shaw (Chair), Crystal Greene, Susan Giordano
Executive	Paul Connell, Jeremiah Long, Robin Roche, Nicole Shaw

III. VISITORS' REMARKS FOR COMMENTS ON AGENDA ITEMS

Anyone wishing to address the Board 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 in Executive Session.

OPEN PUBLIC COMMENT SESSION

On motion by Robin Roche, seconded by April Ward and carried by voice vote, the meeting was opened to the public for their remarks at 7:02 p.m.

There were no public comments.

CLOSE PUBLIC COMMENT SESSION

On motion by Robin Roche, seconded by April Ward and carried by voice vote, the Public Comment Session was closed at 7:02 p.m.

IV. SCHOOL BUSINESS

A. Clippers of the Month/Principals’ Minutes/Student Representative Report - Attachment IV A

1. Clippers of the Month

The following Clippers of the Month were recognized:

Elementary	Antonio Acetti, Liam Ruiz, Brianna Prado-Reyes, Camille Bond-Hicks, Madelyn Greenwald, John Gonzales, Ryan Merabet
Middle	Aliya Oliveras, Kamyia Revels, Naeem Smith
High	Landen Tice, Christian Reed, AbdulKadir Okur, Diana Ibarra Martinez

2. Recognition of All South Jersey Choir Members: Elijah Ortiz, Abigail Mathis, Aiden Grilli, Trevor Rehm

3. Principals’ Minutes

Scott Uribe, Simmons Elementary School Principal, reported that a great event for our students is returning once again this holiday season. On Monday, December 12th, the Simmons Holiday Shoppe will be open. It will be a fun and busy day for our students to shop for some gifts for their families for the holidays. Mr. Uribe thanked the Home and School Association for all their help in running this wonderful event for our students. School Picture Retake Day will take place on December 14th. The kindergarten through 5th grade students have worked very hard practicing for their winter concert which will be held on December 15th. Mr. Uribe thanked Ms. Kopania, the music teacher at Simmons, for another outstanding job with the students. Preschool students will have their winter concert performance on December 16th. Also on the 16th, the JROTC from the High School will be visiting the Elementary School to spread some holiday cheer to staff and students. The month of December will conclude with special holiday and winter celebrations on December 22nd.

Marvin Tucker, Clayton Middle School Principal, reported that November 23rd was a shortened day, and school was closed on November 24th and 25th for the Thanksgiving holiday. December 5th through the 9th are shortened days for parent/teacher conferences. Middle School winter sports are now underway. Girls’ Basketball has 14 players; boys’ basketball 15 players; Wrestling 8 to 10 wrestlers, and Cheerleading has 30 students interested with 12 officially signed up. The winter concert is scheduled for December 14th. The Junior National Honor Society Induction Ceremony will take place on January 10th. Student Council is currently organizing a stocking/toy drive for families in need.

Joseph Visalli, Principal of Clayton High School, reported that a Veterans Assembly was held in honor of Veterans Day. The National Honor Society Induction Ceremony took place on November 16th. National Honor Society is

collecting food for the South Jersey Food Pantry on November 19th. Parent/Teacher conferences are currently being held this week. JROTC marched in a parade in Vineland on November 26th. They will be participating in the Clayton parade next week. They also participated in the Wreaths of Remembrance event at the Gloucester County Veterans Cemetery. Clayton beat Pitman in overtime on Thanksgiving Day at the football game.

4. Student Representative Report: Emilia Karpziel
Ms. Karpziel reported that the Winter Drama Production “Clue” will be held December 8th through the 10th at 7 p.m. nightly with a 1 p.m. matinee on Saturday. The Winter Concert will be held on December 13th. Winter sports start next week.

BREAK: The Board took a brief recess from 7:32 p.m. to 7:41 p.m.

On motion by Robin Roche, seconded by Susan Giordano and carried by a roll call vote of six ayes (Connell, Giordano, Greene, Roche, Shaw, Ward), zero nays, and zero abstentions, the Board took the following action:

- B. Field Trips and Activities - Attachment IV B
Approved the field trips and activities.
- C. Senior Privilege
Granted senior privilege to Student 23170 for the 2022-2023 school year.
- D. New Jersey Department of Community Affairs Grant
Allowed administration to apply for the FY2023 Local Recreation Improvement Grant and adopt the following resolution:

Whereas, the Clayton Board of Education desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$100,000 to carry out a project to improve the Playground at the Herma Simmons Elementary School. **Be It Therefore Resolved** that the Clayton Board of Education does hereby authorize the application for such a grant; and recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Clayton Board of Education and the New Jersey Department of Community Affairs. **Be It Further Resolved** that Frances Adler, Business Administrator is authorized to sign the application, and that her successors in said title is authorized to sign the agreement, and any other documents necessary in connection therewith.

- E. Disposal of Equipment - Attachment IV E
Granted the administration permission to discard or distribute textbooks, instructional materials, professional development resources, and reference materials that are no longer in use; items designated for distribution will be shared with students, families, public and non-public schools in coordination with the District Supervisor of Curriculum and Instruction; materials will also be posted on the NJDOE Textbook Sharing Database for the required 120 days; any materials remaining after 120 days will be discarded.
- F. Home Instruction
Approved home instruction as follows:

Student 2419099	Apex providing the instruction
Student 2621699	11/29/2022 through 1/32/2023 with Andrea Bullock, Ariana Cecil, and Christine Pancoast providing the instruction at \$40 per hour 2 hours per day 5 days per week for Language Arts, Math, Science, and Social Studies

- G. 403(B) Eligibility and Hardship Distribution Changes - Attachment IV G
Approved the 403(B) Eligibility and Hardship distribution changes as required by Omni and TSACG Compliance Services.

- H. Tuition Contracts
Approved the following tuition contracts for the 2022-2023 school year:

Student 26022 (sent)	YALE School Inc.	\$62,235 for tuition and \$44,910 for one:one aide
Student 24161 (Receiving)	Glassboro	\$14,792

- I. Alliance for Competitive Energy Services (ACES)
Granted permission for the District to participate in the Alliance for Competitive Energy Services and adopt the following Resolutions:

1. WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as “ACES”), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as “NJSBA”), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from natural gas suppliers for retail natural gas supply services including interstate transportation to the local natural gas distribution utility company (Natural Gas Supply Services) through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 *et seq.* (“EDECA”) and the regulations promulgated thereunder; and WHEREAS, the Clayton Board of Education is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain natural gas services for its own use through one or more contracts to be awarded to natural gas suppliers following said bids for natural gas services pursuant to the aggregation program; and WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2028, hereinafter referred to as “Effective Period”) issue one or more Requests for Bids for natural gas services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and WHEREAS, due to significant volatility and the potential for price increases in the wholesale natural gas market, Participating Members will preauthorize the Lead Agency to award contracts for Natural Gas Supply Service in each service territory to one or more natural gas suppliers that submits bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous natural gas usage and utility provided Basic Gas Supply Service rates; and WHEREAS, the Lead Agency will only award contracts for said Natural Gas Supply Services to natural gas suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic gas supply service; and WHEREAS, the District agrees to purchase all Natural Gas Supply Services for its own use during the Effective Period through any natural gas supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law; and WHEREAS, the Lead Agency will notify the Department of Community Affairs’ Division of Local Government Services by mail prior to the issuance a Request for Bids for natural gas supply services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids. NOW, THEREFORE, BE IT RESOLVED that the District binds itself to the ACES Cooperative Pricing System #E8801-ACESCPS to purchase all natural gas supply services needed for its own use during the Effective Period from the natural gas supplier or suppliers awarded a contract for natural Gas supply services by the Lead Agency; and, be it FURTHER

RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase natural gas at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the districts relative to the price charged for basic gas supply service by the natural gas public utility that would otherwise provide such service; and, be it FURTHER RESOLVED that ACES is authorized to continue to bid to obtain natural gas services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2028 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

2. WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as "ACES"), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as "NJSBA"), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from electric power suppliers for electric generation services through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the "Public School Contracts Law", N.J.S.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 *et seq.* ("EDECA") and the regulations promulgated thereunder; and WHEREAS, the Clayton Board of Education is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain electric generation services for its own use through one or more contracts to be awarded to electric power suppliers following said bids for electric generation services pursuant to the aggregation program; and WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2028 hereinafter referred to as "Effective Period") issue one or more Requests for Bids for electric generation services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and WHEREAS, due to significant volatility and the potential for price increases in the wholesale electric market, Participating Members will preauthorize the Lead Agency to award contracts for Electric Generation Service in each service territory to one or more electric power suppliers that submit bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous electric usage and utility provided Basic Generation Service rates; and WHEREAS, the Lead Agency will only award contracts for said electric generation services to electric power suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic generation service; and WHEREAS, the District agrees to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period through any electric power supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law; WHEREAS, the Lead Agency will notify the Department of Community Affairs' Division of Local Government Services by mail prior to the issuance of a Request for Bids for electric generation services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids. NOW, THEREFORE BE IT RESOLVED that the District binds itself to the ACES Cooperative Pricing System #E8801-ACESCPS to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period from the electric power supplier or suppliers awarded a contract for electric generation services by the Lead Agency; and, be it FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase electricity at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES

Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the Districts relative to the price charged for basic generation service by the electric public utility that would otherwise provide such service; and, be it FURTHER RESOLVED that ACES is authorized to continue to bid to obtain electric generation services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2028 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission or expiration of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

J. Bid Awards - Attachment to be provided

1. A bid opening for the Haupt Field Stadium Project was held on Friday, December 2, 2022 in the District’s Central Office. Three bids were received as follows:

State Bank	4.852 %
Bank Funding	4.34 %
First American Commercial Bancorp Inc.	4.254 %

Awarded the bid to First American Commercial Bancorp Inc. at the rate of 4.254% and approved processing of paperwork as necessary pending attorney review.

2. A bid opening for the Contractor for the Haupt Field Stadium Project was held on November 10, 2022 in the District’s Central Office. Five bids were received as follows:

Command Company Inc.	\$2,191,467
American Athletic Courts Inc.	\$2,217,341
Fred Schiavone	\$2,212,937.50
LandTek	\$2,099,224
Capela	\$2,431,834

Awarded the bid to LandTek in the amount of \$2,099,224 and approved contract for the same pending attorney review.

- K. Camden County College HS Plus/Career Technical Education 2022-2023 Agreement
Approved the agreement with Camden County College for the 2022-2023 school year.

V. BUILDINGS AND GROUNDS

- A. Buildings and Grounds Report - Attachment V A
Approved the Report.

B. Use of Facilities

Approved the use of facilities as follows pending receipt of appropriate insurance documentation:

Dance! By Debra DiNote	PAC for a competition	1/28/2023; 1/29/2023
Studio B	PAC for a dance rehearsal and recital	6/2/2023; 6/3/2023

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All That Jazz	PAC for a dance rehearsal and recital	6/10/2023; 6/11/2023
Dancing by Denise	PAC for a dance recital and rehearsal	6/14/2023; 6/17/2023

VI. SCHOOL SAFETY AND SECURITY

- A. Violence/Vandalism/Code of Conduct Violations Reports - Attachment VI A
Approved the Reports.
- B. School Emergency Evacuation Drill Reports - Attachment VI B
Approved the Reports.
- C. Harassment, Intimidation, and Bullying Report - Attachment VI C
Approved the Harassment, Intimidation, and Bullying Report.

VII. PERSONNEL

- A. Workshop Attendance - Attachment VII A
Approved attendance at workshops.
- B. Resignation
Accepted Angelo DiJoseph’s resignation from his position as Groundskeeper effective 11/29/2022.

- C. Leaves of Absence
Approved the following leaves of absence:

Employee #6542	Extension of FMLA Leave of Absence through 12/11/2022
Employee #4030	FMLA Leave of Absence 1/3/2023 through 1/31/2023
Employee #7258	FMLA Leave of Absence 12/13/2022 through 12/23/2022

- D. Termination
Terminate Employee #7275 effective December 2, 2022.

- E. Volunteers
Approved the following individuals as volunteers for the 2022-2023 school year pending receipt of required paperwork:

Middle School Basketball	Emily Ryan
Bowling	Steve Holler, Sam Maccarone, John Tice, Anthony Laganella

- F. Hiring
Approved the hiring of the following individuals for the 2022-2023 school year pending receipt of required paperwork as recommended by the Superintendent:

- 1. Sean Maloney as Groundskeeper at a salary of \$34,500 prorated
- 2. Approve Denise Zambon as the Performing Arts Center Coordinator for the 2022-2023 school year for a stipend amount of \$5,000.

3. Co-Curricular Appointments

Unified Coaches	Tracy Moore and Nancy Kinsley
Indoor Track Assistant Coach	Amanda Hall
HS Art Club Advisor	Aaron Shugarts
MS Art Club Advisor	Aaron Shugarts
HS Yearbook Financial Advisor	Alyse Johnston and Julia Kotyla; ½ stipend each
HS Yearbook Publication Advisor	Alyse Johnston and Julia Kotyla; ½ stipend each
HS Musical Producer/Director	Scott Garvin
HS Musical Business Director	Denise Zambon
HS Musical Choreographer	Alexa Wilder
HS Musical Technical Director	Aaron Shugarts
HS Musical Drama/ Costumes/Makeup	Kevin Gehringer

VIII. COMMUNICATIONS

1. Letter from Hunterdon ESC re: Bid Opening
2. Junior Achievement Ad Book from Lincoln Financial

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

- A. Budget Calendar - Attachment X A

XI. FINANCIAL REPORTS

On motion by Robin Roche, seconded by Susan Giordano and carried by a roll call vote of six ayes (Connell, Giordano, Greene, Roche, Shaw, Ward), zero nays, and zero abstentions, the Board took the following action:

- A. Void Check
Granted approval to void check #54550 to the State of New Jersey for a workshop on green purchasing in the amount of \$50.
- B. Report of the Secretary to the Board of Education - XI B
Approved the November 30, 2022 Report of the Secretary to the Board of Education.
- C. Report of the Treasurer to the Board of Education - XI C
Approved the November 30, 2022 Report of the Treasurer to the Board of Education.
- D. Authorized the Business Administrator and Superintendent to pay bills between Board Meetings through June 30, 2023. Bills paid will be submitted to the Board for ratification at the next Regular Meeting.
- E. Appropriations and Revenue Adjustments - XI E
Approved the Appropriations and Revenue Adjustments.

- F. Bill Lists - Attachment XI F
Approved payment of the Bill Lists as follows:

November 2022 2nd Bill List	\$663,992.59
November 2022 3rd Bill List	\$4,909.04
November 2022 Cafeteria Bill List	\$94,045.21
December 2022 Bill List	\$978,651.34

- G. Payroll Reports
Approved the Payroll Reports as follows:

11/15/2022	\$759,440.91
11/30/2022	\$802,692.85

- H. Certifications
Certified the following:

1. Board Secretary’s Report November 2022: 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 November 2022: The November 30, 2022 Report of the Treasurer of School Funds for the 2022-2023 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.

XII. VISITORS’ REMARKS

Anyone wishing to address the Board 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 in Executive Session.

OPEN PUBLIC COMMENT SESSION

On motion by Robin Roche, seconded by April Ward and carried by voice vote, the meeting was opened to the public for their remarks at 7:47 p.m.

Susan Maxwell wished everyone a happy holiday.

CLOSE PUBLIC COMMENT SESSION

On motion by Robin Roche, seconded by April Ward and carried by voice vote, the Public Comment Session was closed at 7:47 p.m.

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XIII. ADJOURNMENT

On motion by Robin Roche, seconded by April Ward and carried by voice vote, the meeting was adjourned at 7:48 p.m.

Respectfully submitted,

Frances Adler
School Business Administrator/Board Secretary