

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:**

Goal 1: Benchmark assessment data will be utilized to determine student COVID-19 learning loss. This information will drive teaching practices, selection of programs, and professional development to positively impact student achievement.

Goal 2: Identify policies and practices in need of equitable attention that will positively impact student achievement for all subgroups. This process will include collecting data through stakeholder surveys, student assessments, and discourse with members of the school community.

Goal 3: Identify and implement strategies to address the social emotional and mental health issues that positively impact student achievement.

**ORDER OF BUSINESS  
BOARD OF EDUCATION  
CLAYTON PUBLIC SCHOOL DISTRICT  
CLAYTON HIGH SCHOOL CAFETERIA  
APRIL 25, 2023**

**I. OPENING PROCEDURES**

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

Paul Connell	12/31/2024	
Robin Roche	12/31/2024	
Susan Giordano	12/31/2025	
Anna Grant	12/31/2025	
Crystal Greene	12/31/2023	
Niamah King	12/31/2023	
Jeremiah Long	12/31/2023	
Nicole Shaw	12/31/2024	
April Ward	12/31/2025	

- D. Approval of Minutes for the March 14, 2023, 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 Committee - Attachment II B

Curriculum/Instruction	Jeremiah Long, Robin Roche, Nicole Shaw
Finance/Facilities	Robin Roche, Niamah King, Susan Giordano
Policy	April Ward, Crystal Greene, Anna Grant
Executive	Paul Connell, Robin Roche, Jeremiah Long, April Ward

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.

IV. SCHOOL BUSINESS

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

1. Clippers of the Month

Elementary	Sienna Watson, Paisley Mason, Na'Omi Williams, Dante Meza-Ibarra, Sadie McKinney, Kylie Jones, Ekam Thind
Middle	Giovana Perez, Renee Withers, Kathryn Reynolds
High	Metin Akin, Leila Ortiz, Alanna Woolfolk, Kacey Marshall

2. Principals' Minutes

3. Student Representative Report: Elijah Ortiz

B. Public Hearing on the 2023-2024 School District Budget

1. Open the Public Hearing

2. Presentation & Board Discussion

3. Public Comments

4. Close the Public Hearing

5. Motion to Adopt the 2023-2024 School District Budget and the Resolution Resolution of The Borough of Clayton Board of Education for Adoption of the 2023-2024 School Budget:

WHEREAS the 2023-2024 School Budget was approved by the Executive County Superintendent; Whereas the School District has not proposed programs and services in addition to NJSLS adopted by the State Board of Education and is below adequacy as defined by the School Funding Formula; WHEREAS the School District conducted a Public Hearing on the 2023-2024 School Budget on April 25, 2023; BE IT RESOLVED to adopt the 2023-2024 School District Budget as follows:

General Fund	\$29,054,320
Special Revenue Fund	\$4,442,663
Debt Service Fund	\$1,219,508
TOTAL BUDGET	\$34,716,491

BE IT RESOLVED to acknowledge that the 2023-2024 budget as described above results in a general fund tax levy of \$9,036,488 and a debt service tax levy of \$1,107,729;

BE IT THEREFORE RESOLVED that the Borough of Clayton Board of Education adopts the 2023-2024 School District Budget as described above.

BREAK

- C. Bylaws, Policies, and Regulations - Attachment IV C  
Recommendation  
Approve Regulation 8420.7 - Lockdown Procedures on second reading.
- D. Field Trips and Activities - Attachment IV D  
Recommendation  
Approve the field trips and activities as listed on the attachment.
- E. Change Order  
Recommendation  
Approve Change Order 02-0 for LandTek in the amount of \$1,452.
- F. Home Schooling  
Recommendation  
Acknowledge home schooling of the following students for the remainder of the 2022-2023 school year: Student 29181; Student 30079

G. Home Instruction  
Recommendation

Approve home instruction for the 2022-2023 school year as follows:

Student 27647	Beginning 3/17/2023 through 4/6/2023	Brookfield Schools providing the instruction at \$40 per hour 2 hours per day 5 days per week
Student 30004	Beginning 3/24/2023 for 6 weeks	Brookfield Schools providing the instruction
Student 24249	Beginning 3/16/2023 to approximately 5/16/2023	Benjamin Lloyd, Frank Venuto, and Mary Bernadette Hooley providing the instruction @ the contracted rate
Student 28122	Beginning 4/3/2023 to 5/3/2023	A Step Ahead - Inspira Elmer providing the instruction at \$40 per hour 1 hour per day 5 days per week

H. Student Teachers/Clinical Practice  
Recommendation

Approve the following students teachers for the 2023-2024 school year:

Rowan University Student Taylor Bailey	To be placed with Rachel Kopania at the Elementary School for 2 quarters and Scott Garvin at the High School for 2 quarters
Rutgers University Student Emily Vail	To be placed with Kathryn Rojas at Simmons Elementary School

I. Summer Externship  
Recommendation

Grant approval for Rowan University student Heather McKellick to complete her summer externship in the LDTC Program with Susan Redfield at the High School during the 2023 summer.

J. Out of District Placement  
Recommendation

Approve out of district placement for Student 37061 at Bankbridge Development Center for the remainder of the 2022-2023 school year.

K. Tuition Contracts  
Recommendation

Approve the following tuition contracts for the 2022-2023 school year:

Student 36078	Glassboro	\$50,206 prorated	Beginning 1/23/2023 through 6/14/2023
Student 37065	Elk	\$17,859 prorated	Beginning 1/31/2023 through 6/30/2023

L. Transportation Jointures  
Recommendation

Approve the following transportation jointures for the 2022-2023 school year:

Gloucester Twp	Clayton as Host; Gloucester Twp as Joiner	1 Student at a cost of \$297.85
Delsea Regional	Delsea as Host; Clayton as Joiner	1 Student at a cost of \$4,488

M. Kelly Services Renewal Agreement - Attachment IV M  
Recommendation

Approve the renewal agreement for Kelly Services to provide substitute and para professionals for the 2023-2024 school year as per the attached fee schedule.

N. Grants  
Recommendation

Approve the following:

ROD (Regular Operating Districts) Grant	Authorize Garrison Architects to complete and submit a ROD Grant for the District for boiler replacement at the HS/MS and ES and for upgrading the Long-Range Facilities Plan
NJSBAIG Safety Grant	Grant the administration permission to apply for the NJSBAIG Safety Grant in the amount of \$2,000.
School-Based Mental Health Grant	Grant the administration permission to apply for the School-Based Mental Health Grant for up to \$250,000 per year for 5 years.
BSCA-SCG (Bipartisan Safer Communities Act - Stronger Connections) Grant	Grant the administration permission to apply for the BSCA-SCG Grant for approximately \$1.38 million dollars for a two-year period.
Climate Change Pilot	Grant the administration permission to apply for the Climate Change Pilot up to \$7,500

O. Comprehensive Equity Plan Statement of Assurance - Attachment IV O  
Recommendation

Approve the Comprehensive Equity Plan Statement of Assurance for the 2023-2024 school year.

V. BUILDINGS AND GROUNDS

A. Buildings and Grounds Report - Attachment V A  
Recommendation

Approve the Report.

VI. SCHOOL SAFETY AND SECURITY

A. Violence/Vandalism/Code of Conduct Violations Reports - Attachment VI A  
Recommendation

Approve the Reports.

- B. School Emergency Evacuation Drill Reports - Attachment VI B  
Recommendation  
Approve the Reports.
- C. Harassment, Intimidation, and Bullying Report - Attachment VI C  
Recommendation  
Approve the Harassment, Intimidation, and Bullying Report.

VII. PERSONNEL

- A. Resignation  
Recommendation  
Accept Shelby DeVault’s resignation from her position as Cafeteria/Playground Aide effective April 6, 2023.

- B. Leaves of Absence  
Recommendation

Approve the following leave of absence requests:

Employee #6227	Beginning 4/17/2023 and returning approximately 5/11/2023
Employee #7161	Beginning 4/24/2023 for the remainder of the 2022-2023 school year
Employee #7003	Beginning 5/15/2023 for the remainder of the 2022-2023 school year
Employee #7207	Beginning 3/29/2023 for the remainder of the 2022-2023 school year

- C. Course Enrollment  
Recommendation

Approve the following course enrollment request in accordance with the Clayton Education Association negotiated agreement:

Ponce Tinkham (T)	“Introduction to Concepts & Principles of Behavior Analysis” for the summer 2023 semester at Florida Institute of Technology	Not to exceed \$1,485
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- D. Workshop Attendance - Attachment VII D  
Recommendation

Approve attendance at workshops as per the attachment.

- E. Transfers  
Recommendation

Approve the following transfers for the 2023-2024 school year:

Taryn Simmons	To K-12 Instructional Specialist
Melissa Johnson	To Preschool Intervention and Referral Coach

F. Hiring for the 2022-2023 School Year  
Recommendation

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

1) Co-Curricular Appointments

Department Chair - HS Math	Christopher Gassler
Department Chair - HS Science	Susan Davenport
Department Chair - HS Fine/Performing Arts/World Language/Technology	Denise Zambon
Department Chair - HS Language Arts/Media Specialist	Alyse Johnston
Department Chair - HS Social Studies	Frank Venuto
Department Chair - HS/MS Read 180	Jamie Quinn
Department Chair - HS/MS Special Education	Joann Rider
Department Chair - MS Math	Tisa Caltabiano (25%); Mary Barron (75%)
Department Chair - MS ELA	Stacy Seger
Department Chair - MS Social Studies	Fred Georgette
Department Chair - MS Science	Christopher Baker

- 2) Benjamin Lloyd as Homebound Instructor
- 3) Frank Venuto as Homebound Instructor
- 4) Samantha Connell as Middle School Spring Musical Volunteer
- 5) Margaret Paolone as Replacement Teacher at the rate of \$258 per day beginning 4/17/2023 for the duration of an employee's leave of absence

G. Hiring for the 2023-2024 School Year  
Recommendation

Approve the hiring of the following individuals for the 2023-2024 school year pending receipt of required paperwork as recommended by the Superintendent:

1) Summer Program Staff

ES Summer Boost Program Teachers	\$30 per hour for prep 4 hours per week; \$40 per hour for instruction 12 hours per week plus mandatory 3 hours of training and 4 planning hours in June	Joann Rider, Melissa Reynolds, Donna Antonelli, Erin Murphy-Amos, Susan Taney, Noelia Martinez, Gina Davis, Nancy Lee, Dawn Smith, Rachel Kopania, Yanique Blackshear-Wiggins, Emily Ryan, Lauren Campisi
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ES Summer Boost Program Nurse	\$40 per hour for 16 hours per week	Julie Kosylo
ES Summer Boost Program Aides	\$15 per hour for 16 hours per week	Catrina Carr, Michelle Richardson, Melissa Milewski, Stephanie Niroda, Annie Rogers
ES Summer Boost Program Counselor	\$30 per hour for prep 4 hours per week; \$40 per hour for instruction 12 hours per week	Bianca Matthews
Preschool Summer Program Teachers	\$30 per hour for prep 4 hours per week; \$40 per hour for instruction 12 hours per week	Ashley Cook, Caitlyn Lawlor, Meredith Lex, Taylor Smith, Honesty Lemeshuk

VIII. COMMUNICATIONS

- A. 2023-2024 Preschool Program Plan and Budget Approval - Attachment VIII A

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

- A. NJSBA Fall Conference: October 23 through 26, 2023

XI. FINANCIAL REPORTS

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

Approve the March 31, 2023 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 March 31, 2023 Report of the Treasurer to the Board of Education.

- C. Appropriations and Revenue Adjustments - Attachment XI C  
Recommendation

Approve the Appropriation and Revenue Adjustments.

- D. Bill Lists - Attachment XI D  
Recommendation

Approve payment of the Bill Lists as follows:

March 2023 2nd Bill List	\$442,245.82
March 2023 Cafeteria Bill List	\$76,067.09
April 2023 Bill List	\$312,732.18
April 2023 2nd Bill List	\$1,289,805.45

E. Certifications

1. Board Secretary’s Report March 2023: 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 March 2023: The March 31, 2023 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.

F. Payroll Reports  
Recommendation

Approve the Payroll Reports as follows:

3/15/2023	\$819,811.14
3/30/2023	\$754,036.10

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.

XIII. EXECUTIVE SESSION

A. Resolution - Attachment XIII A  
Recommendation

Adopt Clayton Board of Education Resolution No. 2023-0425 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