

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: Literacy will be promoted among the school community as essential for life.
- Goal 2: All classrooms will function in alignment with the goals of behavior management resulting in the promotion of positive, prosocial classroom behaviors and creating classroom environments with few disruptions so students can focus on learning.
- Goal 3: Increase awareness of mental health and its effect on teaching and learning.

**ORDER OF BUSINESS  
BOARD OF EDUCATION  
CLAYTON PUBLIC SCHOOL DISTRICT  
HIGH SCHOOL CAFETERIA  
MARCH 19, 2024**

I. OPENING PROCEDURES

- A. Call to Order by the President Paul Connell
- B. Pledge of Allegiance
- C. Recording of Attendance

<b>Board Member</b>	<b>Term Expiration</b>	<b>Present Y/N</b>
Paul Connell	12/2024	
Robert Fedore	12/2026	
Susan Giordano	12/2025	
Anna Grant	12/2025	
Crystal Greene	12/2026	
Jeremiah Long	12/2026	
Robin Roche	12/2024	
Nicole Shaw	12/2024	
April Ward	12/2025	

- D. Approval of Minutes for the February 13, 2024 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, Anna Grant, Nicole Shaw
Finance/Facilities	Robin Roche, Crystal Greene, April Ward
Policy	Crystal Greene, Robert Fedore, Susan Giordano
Executive	Paul Connell, Jeremiah Long, Robin Roche, Crystal Greene

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	Malia Voliton, Abigail Zimmerman, Jaxon Verricchio, Logan Good, Melania DeValerio, Giancarlo Maldonado, Gabriella Moorhouse
Middle	Danny Collado, Abigail Bauer, Trevor Rehm
High	Allison Macklin, Angelina Troia, Carson Holler, Ruby Taveras Reyes

2. Principals' Minutes

B. Winter Sports Recognitions

BREAK

C. Field Trips and Activities - Attachment IV C  
Recommendation

Approve field trips and activities.

D. School Calendars - Attachment IV D  
Recommendation

1. Approve the revised School Calendar for the 2023-2024 school year.
2. Approve the School Calendar for the 2024-2025 school year.

E. Bylaws, Policies, and Regulations - Attachment IV E, Parts 1 through 5  
Recommendation

1. Approve the following new policies and regulations on second reading; first reading took place at the February Board meeting:

Policy 1642.01	Sick Leave
Regulation 1642.01	Sick Leave
Regulation 2419	School Threat Assessment Teams

2. Approve the following revised policies and regulations:

Policy 1140	Educational Equity Policies/Affirmative Action
Policy 1523	Comprehensive Equity Plan
Policy 1530	Equal Employment Opportunities
Policy 1550	Equal Employment/Anti-Discrimination Practices
Policy 2260	Equity in School and Classroom Practices
Policy 2411	Guidance Counseling
Policy 2423	Bilingual Education
Policy 2431.4	Prevention & Treatment of Sports-Related Concussions & Head Injuries
Policy 3211	Code of Ethics
Policy 5570	Sportsmanship
Policy 5750	Equitable Educational Opportunity
Policy 5841	Secret Societies
Policy 5842	Equal Access of Student Organizations
Policy 7610	Vandalism
Policy 9323	Notification of Juvenile Offender Case Disposition
Regulation 1530	Equal Opportunity Complaint Procedure
Regulation 2200	Curriculum Content
Regulation 2260	Equity in School & Classroom Practices Complaint Procedure
Regulation 2423	Bilingual Education
Regulation 2431.4	Prevention & Treatment of Sports-Related Concussions & Head Injuries
Regulation 5440	Honoring Student Achievement
Regulation 7610	Vandalism

3. Abolish the following policy:

Policy 5755	Equity in Educational Programs & Services
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F. Parent Transportation Contract  
Recommendation

Approve a Parent Transportation Contract with Terrlyn Pierce to transport Student 31156 and Student 7100 to the Elementary School at the rate of \$75 per day beginning 3/6/2024 through 6/30/2024 (65 days) at a total of \$4,875.

G. Transportation Contract  
Recommendation

Approve a Transportation Contract with Glassboro Public School District (receiving) for an additional student on Route CSP04 Bancroft Early Development beginning 3/19/2024 through 6/30/2024 at a cost of \$18,810.

H. Receiving Student Transportation Contracts  
Recommendation

Approve the following Transportation Contracts for receiving students for the 2023-2024 school year:

Student 2776299	From YES Facility to Creative Achievement	\$8,390.40
Student 26255998	From YES Facility to Pineland Learning Center	\$5,622.75

I. Research Project - Doctoral Course  
Recommendation

Grant approval for Susan Taney to conduct research at the Elementary School to complete a research project in her doctoral course.

J. Receiving Tuition Student  
Recommendation

Approve the following receiving tuition student for the 2023-2024 school year:

State of NJ	Student 3311499	\$17,016
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K. Preschool Budget 2024-2025 - Attachment IV K  
Recommendation

Approve the Preschool Budget in the amount of \$3,015,261 for the 2024-2025 school year.

L. Home Instruction  
Recommendation

Approve home instruction as follows:

Student 28038	2/14/2024 through 4/15/2024 with Ariana Short and Katelyn Kammerer providing the instruction at \$45 per hour 1 hour per day 5 days per week
Student 30147	2/22/2024 through 4/22/2024 with Victoria DeFrance providing the instruction at \$45 per hour 1 hour per day 5 days per week
Student 36084	2/20/2024 through 4/20/2024 with Susan DeFrancisco providing the instruction at \$45 per hour 1 hour per day 5 days per week
Student 2400999	Beginning 1/16/2024 for the remainder of the school year with Benjamin Lloyd, Kelly Citrone, and Nancy Goodwin providing the instruction at \$45 per hour for 6 hours per week
Student 26073	Beginning 1/31/2024 through 4/30/2024 with Noah Schoeler, Denise Zambon, Leo Warriner, and Nancy Kinsley providing the instruction at \$45 per hour for 4 hours per week
Student 2614899	Beginning 1/22/2024 through 6/14/2024 with Mary-Bernadette Hooley, Noah Schoeler, Nancy Kinsley, and Tyler Fruits providing the instruction at \$45 per hour for 6 hours per week
Student 2623499	Beginning 3/6/2024 to approximately 4/15/2024 with Mary-Bernadette Hooley, Megan Rulon, April Potts, Mia Searoes, and Deborah Gelston providing the instruction at the rate of \$45 per hour for 2 hours per subject per week
Student 2774599	Beginning 3/6/2024 to approximately 4/15/2024 with Mia Searles, Noah Schoeler, April Potts, Noelia Martinez, Mary-Bernadette Hooley, and Denise Zambon providing the instruction at the rate of \$45 per hour for 2 hours per subject per week
Student 26233	Beginning 3/6/2024 to approximately 4/15/2024 with Noah Schboeler, Noelia Martinez, Ariana Short, Mia Searles, Benjamin Lloyd, and Denise Zambon providing the instruction at the rate of \$45 per hour for 1 hour per week per subject
Student 27755	Beginning 3/6/2024 to approximately 4/15/2024 with Noah Schoeler, Benjamin Lloyd, Mia Searles, Kelly Citrone, and April Potts providing the instruction at the rate of \$45 per hour for 1 hour per subject per week
Student 27722	Beginning 3/13/2024 to approximately 5/13/2024 with Princeton House Behavioral Health providing the instruction at the rate of \$55 per hour 5 hours per week
Student 3016399	Beginning 3/6/2024 through 5/6/2024 with Victoria DeFrance, Ariana Short, Megan Colon, and India Goode providing the instruction at the rate of \$45 per hour 2 hours per subject per week.
Student 26132	Beginning 3/8/2024 to approximately 5/8/20243 with Deborah Gelston, Noah Schoeler, Alyse Johnston, Noelia Martinez, Christina Tiesi, and Denise Zambon providing the instruction at the rate of \$45 per hour one hour per week per subject.

M. Out of District Placement  
Recommendation

Approve out of district placement for Student 3410399 at Archbishop Damiano beginning 3/5/2024 for the remainder of the 2023-2024 school year.

N. 2024-2025 Preliminary Budget  
Recommendation

Adopt the following 2024-2025 Preliminary Budget Resolution:

The Borough of Clayton, Board of Education, 2024-2025 Preliminary Budget Resolution: BE IT RESOLVED that the 2024-2025 Clayton Board of Education School District tentative budget be approved using the 2024-2025 state aid figures and the School Business/Board Secretary be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Debt Service</u>	<u>Total</u>
<b>24-25 Total Expenditures</b>	\$31,866,558	\$5,108,207	\$1,222,382	\$38,197,147
<b>Less: Anticipated Revenues</b>	(\$22,649,340)	(\$5,108,207)	(\$112,603)	(\$27,870,150)
<b>Taxes to be Raised</b>	\$9,217,218	\$0	\$1,109,779	\$10,326,997

BE IT RESOLVED, that the 2024-2025 Borough of Clayton Board of Education Budget pursuant to N.J.A.C. 6A:23A-14.1 subsection (h)5(ii) includes a withdrawal from Capital Reserve in the amount of \$850,936 for the local share of Project 0860-030-23-R501 (\$467,109) and Project 0860-040-23-R501 (\$383,827); and BE IT RESOLVED, that a public hearing on the 2024-2025 school budget be held at the Clayton High School Cafeteria, 55 Pop Kramer Blvd., Clayton, NJ on Tuesday, April 30, 2024 at 7:00 p.m. BE IT THEREFORE RESOLVED that the Secretary to the Board of Education be authorized to advertise said tentative budget in the South Jersey Times in accordance with the form suggested by the State Department of Education and according to law once approved by the Executive County Superintendent.

O. 2024-2025 Travel Resolution  
Recommendation

Adopt the 2024-2025 Travel Resolution:

WHEREAS the Borough of Clayton Board of Education policy and N.J.A.C. 6A:23A-7.3 provides that the Board of Education shall establish a maximum expenditure amount that may be allotted for such travel, workshops, and expense reimbursements for the 2024-2025 school year; and WHEREAS the Board of Education may establish, for regular District business travel only, an annual school year threshold of \$1,500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year; and WHEREAS the Board of Education has elected to exclude travel expenditures supported by Federal and Local Grant Funds pursuant to N.J.A.C. 6A:23A-7.3; and WHEREAS the maximum expenditure amount allotted for travel and expense reimbursement for the 2023-2024 school year is not expected to exceed \$35,000; NOW THEREFORE BE IT RESOLVED that the Borough of Clayton Board of Education hereby establishes the school district travel maximum for the 2024-2025 school year at a sum of \$45,000; and BE IT FURTHER RESOLVED that the School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded.

V. BUILDINGS AND GROUNDS

A. Buildings and Grounds Report - Attachment V A

Recommendation  
Approve the Report.

B. Use of Facilities  
Recommendation

Grant approval for the Clayton Youth Soccer Program to use Haupt Field for their Grade 8-9 spring team on various dates from 4:30 p.m. to 6:30 p.m.; insurance documentation is on file.

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 Report.

VII. PERSONNEL

A. Resignations  
Recommendation

Accept the following resignations:

Jennifer Wiltsey	From her position as Bus Driver effective 3/29/2024
Susan Leon	From her position as Cafeteria/Playground Aide effective 2/23/2024

B. Workshop Attendance - Attachment VII B  
Recommendation

Approve attendance at workshops.

C. Tuition Reimbursement  
Recommendation

Approve the following requests for tuition reimbursement in accordance with the Clayton Education Association negotiated agreement:

Christopher Baker (T)	“Practicum Internship” for the spring 2024 semester at Wilmington	Not to exceed \$1,583.25
Mary Ellen	“Instructional Leadership & Supervision”	Not to exceed \$2,352.72

Walker (T)	for the spring 2024 semester at Rowan	
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D. Leaves of Absence  
Recommendation

Approve the following requests for leaves of absence:

Employee #7071	Beginning 2/16/2024 with return date TBD
Employee #6607	Beginning 2/27/2024 through 7/1/2024
Employee #5794	Beginning 2/29/2024 through 3/28/2024
Employee #7161	Beginning 3/5/2024 with return date TBD
Employee #5799	Beginning 4/23/2024 through 5/23/2024
Employee #7003	Beginning 6/3/2024 through 11/12/2024

E. Hiring  
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) Homebound Instructors at the contracted rate:

Megan Colon	India Goode
Katelyn Kammerer	Victoria DeFrance
Susan DeFrancisco	Nancy Kinsley
Tyler Fruits	Megan Rulon
April Potts	Alyse Johnston
Christina Tiesi	Noelia Martinez

2) Maxwell Murray as Bus Driver at the rate of \$27.44 per hour for 31.25 hours per week

3) Angel Toledo as Bus Driver at the rate of \$27.44 per hour for 37.5 hours per week

4) Co-Curricular Appointments:

HS Musical Producer/Director	Jennifer Weir
HS Musical Sound/Light Coordinator	Aaron Shugarts



HS Musical Technical Director	Kevin Gehringer
HS Musical Choreographer	Alexa Wilder
HS Musical Drama/Costumes/Makeup	Jennifer Weir
Robotics Advisor	Holly Jacobs
Baseball Middle School Coach	Christopher Baker
Golf Coaches	Frank Venuto/Ryan Hahn (½ stipend each)
Softball Middle School Coach	Megan Rulon
Track Boys Assistant Coach	Allison Reuter
Track Girls Assistant Coach	Amanda Hall
Track Girls Head Coach	Michael Placko
Unified Coach	Tracy Moore
Unified Coach	Nancy Kinsley

VIII. COMMUNICATIONS

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

XI. FINANCIAL REPORTS

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

Approve the January 31, 2024 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 January 31, 2024 Report of the Treasurer to the Board of Education.

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

Approve the Appropriations and Revenue Adjustments.

- D. Bill Lists - Attachment XI D  
Recommendation

Approve payment of the Bill Lists as follows:

February 2024 2nd Bill List	\$1,601,918.05
February 2024 Cafeteria Bill List	\$80,172.01
March 2024 Bill List	\$772,911.30

E. Certifications

1. Board Secretary’s Report

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

The January 31, 2024 Report of the Treasurer of School Funds for the 2023-2024 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:

2/15/2024	\$826,730.41
2/29/2024	\$834,629.02

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. 2024-0319 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