

**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                | Y                                 |
| Robert Fedore       | 12/2026                | Y                                 |
| Susan Giordano      | 12/2025                | Y                                 |
| Anna Grant          | 12/2025                | Y                                 |
| Crystal Greene      | 12/2026                | Y                                 |
| Jeremiah Long       | 12/2026                | Y                                 |
| Robin Roche         | 12/2024                | Y                                 |
| Nicole Shaw         | 12/2024                | Y                                 |
| April Ward          | 12/2025                | Y (left after break at 8:01 p.m.) |

- D. Approval of Minutes for the February 13, 2024 Meeting - Attachment I D  
On motion by Jeremiah Long, seconded by Robin Roche and carried by voice vote, the Board approved the February 13, 2024 meeting.
- 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.

**OPEN PUBLIC COMMENT SESSION**

On motion by Jeremiah Long, seconded by April Ward and carried by voice vote, the meeting was opened to the public for their remarks at 7:03 p.m.

There were no public comments.

**CLOSE PUBLIC COMMENT SESSION**

On motion by Jeremiah Long, seconded by April Ward and carried by voice vote, the Public Comment Session was closed at 7:04 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 by the Board:

|            |   |
|------------|---|
| 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

Scott Uribe, Elementary School Principal, reported that it’s been a busy month at the Elementary School since our last Board meeting. They concluded their celebration of Black History Month and are now focusing their celebration on Women’s History Month as well as National Reading Month. The halls and classrooms are filling up with such wonderful work products from our students. For National Reading Month, the Elementary School is featuring different themes focusing around their favorite activity – reading. The big highlight celebrating reading this month will take place on Thursday evening, March 21<sup>st</sup>, where we will be “Reading Under the Big Top.” Lots of fun is planned for that evening; they hope to see you there! March 5<sup>th</sup> was spring picture day. ESL Family Night took place on March 5<sup>th</sup> in the Media Center. It was very well attended by students and their families. The kids even got to fly paper airplanes as part of a STEM activity they did. The spring Scholastic Book Fair will be held during the week of April 15<sup>th</sup>. Boosterthon is back once again this year. Our big kickoff is set for Monday, April 22<sup>nd</sup>, and will culminate with the school-wide Fun Run on Tuesday, April 30<sup>th</sup>. There’s so much fun, fundraising, and learning ahead! Mr. Uribe thanked Ms. Fragoso, our Early Childhood Supervisor, for coordinating this extravaganza. He also thanked everyone for their anticipated support.

Marvin Tucker, Principal of Clayton Middle School, reported that Clayton celebrated Black History Month on February 29<sup>th</sup>. Each class throughout the day had a focused lesson on an aspect of Black History. During the week of March 1<sup>st</sup> several activities took place in the Middle School to participate in Read Across America. The Book Fair was held; Drop Everything and Read took place where students and teachers read silently to themselves at the designated time for 15 to 20 minutes. The Middle School held a bookmark competition. Students had to design a bookmark related to reading. The bookmark could be about reading in general or about a specific book, a quote from an author, or a catchy phrase about reading/books. The bookmark had to include illustrations, and students were encouraged to be creative and reflect a love of reading. The following students won a Barnes and Noble gift card: 6<sup>th</sup> Grade Luchelle Sun; 7<sup>th</sup> Grade McKinleigh Lazier; and 8<sup>th</sup> Grade Emmanuel Akosah. Upcoming events include March Madness Students v Student Tournament on March 22<sup>nd</sup>. There will be 8 teams of 6 players each. Students used tickets of respect, responsibility, and integrity points to buy in. On March 27<sup>th</sup> the Spring concert will be held at 6 p.m. with a Pizza Fundraiser offered to all parents before or after the concert. A slice and drink will be offered for \$3 with a whole plain pie for \$12 and a pepperoni pie for \$15. Girls’ softball has 15 players on the team this year. Their first practice is scheduled for March 21<sup>st</sup> with the first game on March 26<sup>th</sup>. Boys’ baseball has 20 players. First practice was today. Middle School track has 30 participants this year. Their first meet will take place April 11<sup>th</sup>.

Joseph Visalli, Clayton High School Principal, reported that the boys’ bowling team were South Jersey Champions this year. They lost in the State finals. The girls’ bowling team lost in the South Jersey finals. Alexis Padan wrestled at States for girls’ wrestling February 29<sup>th</sup> through March 2<sup>nd</sup>. The Jazz Festival took place on February 23<sup>rd</sup>. Black History Month lessons were held on February 29<sup>th</sup>. NJGPA Junior State Testing was held March 12<sup>th</sup> and 13<sup>th</sup>. The JROTC enjoyed a trip to Washington, DC. The JROTC Military Ball was held on March 14<sup>th</sup>. Upcoming events include this year’s High School Musical “The Adams Family” March 21<sup>st</sup> through the 23<sup>rd</sup>. There will be a women’s history lesson for a day on March 28<sup>th</sup>. The band and choir will take a trip to Buffalo and Niagara Falls April 11<sup>th</sup> through April 14<sup>th</sup>. They will attend the Buffalo Philharmonic/Meet and Greet and also see “Mama Mia.”

B. Winter Sports Recognitions

BREAK – The Board took a brief recess from 7:48 p.m. to 8:01 p.m.

On motion by Jeremiah Long, seconded by Susan Giordano and carried by voice vote, the Board took the following action:

C. Field Trips and Activities - Attachment IV C  
Approved field trips and activities.

D. School Calendars - Attachment IV D

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

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

1. Approved 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. Approved 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. Abolished the following policy:

|             |   |
|-------------|---|
| Policy 5755 | Equity in Educational Programs & Services |
|-------------|---|

F. Parent Transportation Contract

Approved 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

Approved 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

Approved 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

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

J. Receiving Tuition Student

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

|             |                 |          |
|-------------|-----------------|----------|
| State of NJ | Student 3311499 | \$17,016 |
|-------------|-----------------|----------|

K. Preschool Budget 2024-2025 - Attachment IV K  
Approved the Preschool Budget in the amount of \$3,015,261 for the 2024-2025 school year.

L. Home Instruction  
Approved 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 Searles, 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 Schoeler, 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 5/8/2024 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  
Approved out of district placement for Student 3410399 at Archbishop Damiano beginning 3/5/2024 for the remainder of the 2023-2024 school year.

On motion by Jeremiah Long, seconded by Susan Giordano and carried by a roll call vote of eight ayes (Connell, Fedore, Giordano, Grant, Greene, Long, Roche, Shaw), zero nays, and zero abstentions, the Board took the following action:

N. 2024-2025 Preliminary Budget

Adopted 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:<br/>Anticipated<br/>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

Adopted 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.

On motion by Jeremiah Long, seconded by Robin Roche and carried by a roll call vote of eight ayes (Connell, Fedore, Giordano, Grant, Greene, Long, Roche, Shaw), zero nays, and zero abstentions, the Board took the following action:

V. BUILDINGS AND GROUNDS

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

- B. Use of Facilities  
Granted 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  
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 Report.

**VII. PERSONNEL**

- A. Tuition Reimbursement  
Approved 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 Walker (T) | “Instructional Leadership & Supervision” for the spring 2024 semester at Rowan | Not to exceed \$2,352.72 |

- B. Workshop Attendance - Attachment VII B  
Approved attendance at workshops.

- C. Resignations  
Accepted 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 |

- D. Leaves of Absence  
Approved 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  
Approved 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<br>(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 - None

IX. UNFINISHED BUSINESS

- A. Disclosure Forms
- B. Code of Ethics
- C. Budget



X. NEW BUSINESS – None

On motion by Jeremiah Long, seconded by Crystal Greene and carried by voice vote, the Board took the following action:

XI. FINANCIAL REPORTS

A. Report of the Secretary to the Board of Education - Attachment XI A  
Approved 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  
Approved the January 31, 2024 Report of the Treasurer to the Board of Education.

C. Appropriations and Revenue Adjustments - Attachment XI C  
Approved the Appropriations and Revenue Adjustments.

D. Bill Lists - Attachment XI D  
Approved 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  
Certified the following:

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.

**OPEN PUBLIC COMMENT SESSION**

On motion by Jeremiah Long, seconded by Nicole Shaw and carried by voice vote, the meeting was opened to the public for their remarks at 8:12 p.m.

Tawanna Butts of 37 East Academy Street in Clayton wanted to discuss issues with teachers, by name. She was told we could not discuss personnel. Mr. Koutsogiannis will reach out to her.

**CLOSE PUBLIC COMMENT SESSION**

On motion by Jeremiah Long, seconded by Crystal Greene and carried by voice vote, the Public Comment Session was closed at 8:16 p.m.

**XIII. ADJOURNMENT**

On motion by Jeremiah Long, seconded by Nicole Shaw and carried by voice vote, the meeting was adjourned at 8:16 p.m.

Respectfully submitted,

Frances Adler  
School Business Administrator/Board Secretary