

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:

- 1) Create and adopt a long-range facilities plan by June 2020 (Strategic Plan Goal 4)
- 2) Clayton School District will promote the physical, social and emotional wellness of students by establishing wellness activities throughout the school year (Strategic Plan Goal 3)
- 3) 75% of all teachers will participate in collaboration and articulation activities (Strategic Plan Goal 1)

**ORDER OF BUSINESS  
BOARD OF EDUCATION  
CLAYTON PUBLIC SCHOOL DISTRICT  
Clayton High School Cafeteria  
March 17, 2020 7 p.m.**

I. OPENING PROCEDURES

- A. Call to Order by the President
- B. Pledge of Allegiance
- C. Recording of Attendance: Steven Awalt, Megan Colon, Paul Connell, Ron Durham, Anthony Grafton, Niamah King, Jeremiah Long, Robin Roche, April Ward
- D. 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 Committees - Attachment II B

Curriculum/Instruction	Jeremiah Long (Chair); Anthony Grafton; April Ward
Finance/Facilities	Robin Roche (Chair); Ron Durham; Steven Awalt
Policy	Steven Awalt (Chair); Naimah King; Megan Colon
Negotiations (Ad-Hoc)	Ron Durham (Chair); Steven Awalt; Paul Connell
Executive	Jeremiah Long; Robin Roche; Steven Awalt; Paul Connell

III. VISITORS' REMARKS FOR COMMENTS ON AGENDA ITEMS

Anyone wishing to address the Board during Visitor's' 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. New Autism Program - Attachment IV A

B. Field Trips and Activities

Recommendation

Approve the field trips and activities as listed on the attachment.

C. Field Experience Placements - Attachment IV C

Recommendation

Approve the following field experience placements for 10 hours for Rowan students at Simmons Elementary School for the 2019-2020 school year:

Emily Mathis	With Jaclyn Biebel (2nd Grade)
Nick Borelli	With April Potts (4th Grade)
Jordan Catrell	With Donica Sickler & Christian Thomas (Phys Ed/Health)

D. NJEA Frederick L. Hipp Foundation for Excellence in Education Grant - Attachment IV D

Recommendation

Grant the administration permission to apply for the NJEA Frederick L. Hipp Foundation for Excellence in Education Grant.

E. Receiving Tuition Student

Recommendation

Approve the following receiving tuition student for the 2019-2020 school year:

Mount Holly Public Schools	Student 2423099	\$4763.37
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F. Home Schooling

Recommendation

Acknowledge home schooling of Student 2711500 for the remainder of the 2019-2020 school year.

G. Transportation Jointures

Recommendation

Approve the following transportation jointures with Clayton as the host district for the 2019-2020 school year:

Atlantic City	1 joiner student	\$592
Mount Holly	1 joiner student	\$822

H. Tuition Contract  
Recommendation

Approve the tuition contract with Washington Township for Student 29177 beginning September 11, 2019 through June 30, 2020 in the amount of \$16,941.

I. 2019-2020 Wellness Grant  
Recommendation

Accept a Wellness Grant from the Schools Health Insurance Fund in the amount of \$2,300 to support Wellness Day.

J. Submission of the Budget to the County Office of Education - Attachment IV J  
Recommendation

Adopt the following Resolution:

BE IT RESOLVED that the Clayton Board of Education approve the tentative 2020-2021 school district budget for submission to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

General Fund	\$22,599,314
Special Revenue Fund	\$2,870,712
Debt Service Fund	\$1,279,894
TOTAL BUDGET	\$26,749,920

BE IT RESOLVED to acknowledge that the tentative 2020-2021 budget as described above results in a general fund tax levy of \$9,036,488 and a debt service tax levy of \$1,168,190; and that the general fund tax levy includes an enrollment adjustment in the amount of \$80,409.

BE IT RESOLVED, that a public hearing on the 2020-2021 school budget be held at the Clayton High School Cafeteria, 55 Pop Kramer Blvd., Clayton, NJ on Tuesday, April 28, 2020 at 7:00 p.m.

BE IT FURTHER 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.

K. Resolution for Maximum Travel Expenditures for the 2020-2021 School Year  
Recommendation

Adopt the following 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 2020-2021 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;

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 2019-2020 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 2020-2021 school year at a sum of \$41,000; 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

L. Resolution Authorizing Continuation of Regular Business  
Recommendation

Authorize the Superintendent and the School Business Administrator to conduct all regular business including, but not limited to, purchasing, bill paying, payroll processing, line item transfers, grant applications, tuition contracts, transportation contracts, and personnel to be ratified at the next Board meeting.

V. BUILDINGS AND GROUNDS

A. Buildings and Grounds Report - Attachment V A  
Recommendation  
Approve the Report.

VI. SCHOOL SAFETY AND SECURITY

A. School Emergency Evacuation Drill Reports - Attachment VI A  
Recommendation  
Approve the Reports.

B. Violence/Vandalism/Code of Conduction Violations Reports - Attachment VI B  
Recommendation  
Approve the Reports.

VII. PERSONNEL

A. Retirements

Recommendation

Acknowledge the following retirements:

William Washington	Physical Education Teacher	Effective 7-1-2020
Anita Cucinotta	Physical Education Teacher	Effective 7-1-2020

B. Leave of Absence

Recommendation

Approve the request of Employee #6533 for a leave of absence beginning April 27, 2020 for the remainder of the 2019-2020 school year.

C. Salary Adjustment

Recommendation

Approve a salary adjustment for Kaitlyn Greenwood to Master’s Degree effective April 1, 2020.

D. Workshop Attendance - Attachment VII D

Recommendation

Approve attendance at workshops as per the attachment.

E. Tuition Reimbursements

Recommendation

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

Kaitlyn Greenwood	“Reading Research Seminar” at Rowan for the fall 2019 semester	Not to exceed \$2,301
Alyse Johnston	“Instructional Leadership and Supervision” at Rowan for the spring 2020 semester	Not to exceed \$2,055

F. Volunteers

Recommendation

Approve the following individuals as volunteers for the 2019-2020 school year pending receipt of required paperwork as recommended by the Superintendent:

Girls Soccer	Jackson Harrington
Middle School Sketch Club	Emily Lupo

G. Superintendent’s Contract - Attachment VII G

The Superintendent’s Contract has been approved by the County Office of Education.

Recommendation

Approve the Superintendent’s Contract beginning July 1, 2020 through June 30, 2025 as per the attachment; the salary for the 2020-2021 school year is \$153,850.

H. Hiring

1. Co-Curricular Appointments

Recommendation

Approve the following co-curricular appointments for the 2019-2020 school year pending receipt of required paperwork as recommended by the Superintendent:

Middle School Baseball Coach	Christopher Baker
Head Baseball Coach	William Washington
Middle School Track Coach	Kaitlyn Kammerer
Assistant Softball Coach	Nancy Kinsley (½ stipend)
Middle School Softball Coach	Kelli Moore
Middle School Cheerleading Coach	Alexis Papakostos

2. Custodian

Recommendation

Approve Melissa Perkovich as part-time Custodian at \$11 per hour 4 hours per day 5 days per week for the 2019-2020 school year pending receipt of required paperwork as recommended by the Superintendent.

3. Twilight Program Staff

Recommendation

Approve John Chamberlin as Twilight Program Aide 2 days per week at \$12 per hour for the 2019-2020 school year pending receipt of required paperwork as recommended by the Superintendent.

VIII. COMMUNICATIONS

- A. Letter from Senate President Stephen Sweeney - Attachment VIII A
- B. Letter from Clarence and Casanya Jones, MBS Community Outreach Mission - Attachment VIII B
- C. Letter from Pascale Sykes Foundation - Attachment VIII C

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 February 29, 2020 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 February 29, 2020 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 2020 2nd Bill List	\$70,463.01
February 2020 Cafeteria Bill List	\$60,219.18
March 2020 Debt Service Bill List	\$602,840.67
March 2020 Bill List	\$561,559.24

E. Certifications

1. Board Secretary's Report February 20, 2020: In accordance with 18A:17-36 and 18A:17-9 for the month of February 2020, 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 February 2020: The February 29, 2020 Report of the Treasurer of School Funds for the 2019-2020 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 report as follows:

2-13-2020	\$661,866.19
2-28-2020	\$655,324.30

G. Increase of Revenues and Appropriations  
Recommendation

Authorize the School Business Administrator/Board Secretary to increase revenues and appropriations in the amount of \$51,963 for the 2018-2019 extraordinary aid and nonpublic transportation to be used to offset unanticipated transportation and special education costs for the 2019-2020 school year.

XII. VISITORS' REMARKS

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XIII. EXECUTIVE SESSION

A. Resolution - Attachment XIII A  
Recommendation

Adopt Clayton Board of Education Resolution No. 2020-0317 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