

REVISED 5-20-2014

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 the Sentinel, 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 Common Core State Standards along with the knowledge, skills, and experiences to succeed in a global society.

DISTRICT GOALS

1. *Improve student achievement through increased student engagement and enhanced articulation.*
2. *Increase community outreach and improve communication to allow for an efficient, effective, and positive student-centered environment.*
3. *Plan for facility and infrastructure needs of the future and improve the maintenance and appearance of current facilities.*

**ORDER OF BUSINESS
BOARD OF EDUCATION
CLAYTON PUBLIC SCHOOL DISTRICT
Clayton High School Cafeteria
May 20, 2014
7:30 p.m.**

I. OPENING PROCEDURES

- A. Call to Order by the Board President
- B. Pledge of Allegiance
- C. Recording of Attendance by the Secretary: John Connelly, Ron Durham, Anthony Grafton, Elizabeth Kellum, Jeremiah Long, Dawn Milligan, Jeff Radio, Milton Reuter, Eduardo Rojas
- D. Approval of Minutes for the March 18, 2014, April 29, 2014, and May 14, 2014 Meetings – 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 Standing Committees and Ad Hoc Committees
 1. Curriculum & Instruction Committee: Jeremiah Long – Chair; Ron Durham; Eduardo Rojas
 2. Finance & Facilities Committee: Dawn Milligan – Chair; Jeff Radio; Elizabeth Kellum
 3. Policy & Legislation Committee: Eduardo Rojas – Chair; Milton Reuter; John Connelly
 4. Executive Committee: Anthony Grafton; Dawn Milligan; Milton Reuter; Jeremiah Long

III. SCHOOL BUSINESS

- A. Students and Clippers of the Month – Attachment III A
 - Elementary: Dominic Lemon, Anna Gallo, Ashley Kulnych, Trent Mazurek, Mackenzy Holler, Sean Glick, Kadircan Akilli, Tommy Wenzel
 - Middle: Markiyah Brown, Brandon Dickens, Charles Thomas Cliver
 - High: Damir Washington, Ruth Charles, Aiden Rogers, John RocheRecommendation
Acknowledge their significant achievement.

- B. Presentation to South Jersey Band and Orchestra Directors Association Honors Band Performers: Dyana Wielgus, Logan Bainbridge, Stephanie Parks
- C. Presentation to Athletes – Nick Rodriguez and Ally Moore
- D. Program Highlights – Robotics
- E. Principals’ Minutes

BREAK: The Board will take a brief recess.

VISITORS’ REMARKS FOR COMMENTS ON AGENDA ITEMS

Anyone wishing to address the Board of Education during visitors’ remarks regarding comments on agenda items 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 of Education in Executive Session.

- F. Field Trips and Activities - Attachment III F
Recommendation
Approve the field trips and activities as listed on the attachment.
- G. Exxon Mobil Research and Engineering Grant
Recommendation
Grant the administration permission to apply for an Exxon Mobil Research and Engineering Grant to fund in part or whole a high school robotics and/or engineering program; funding request will be in the amount of \$500 to \$2500.
- H. 2014-2015 School District Calendar – Attachment III H
Recommendation
Approve the 2014-2015 school district calendar.
- I. Notification System Vendor Change
Recommendation
Approve the change in notification system vendors from Global Connect to Blackboard Connect at the same rate.
- J. Disposal of Equipment – Attachment III J
Recommendation
Grant the administration permission to dispose of the equipment listed on the attachment provided.
- K. Professional Development Plans – **Attachment III K**
Recommendation
Approve the financial elements of the district professional development plan and approve the financial elements of each school plan.
- L. Use of Bus
Recommendation
Grant permission for the Salvation Army to use one of our school buses to transport children to and from camp on July 25, 2014, and July 30, 2014 with the Salvation Army incurring the costs.

M. Homebound Instruction
Recommendation

Approve homebound instruction for Student 26000 with Jennifer Ott providing the service for 10 hours per week from May 22, 2014, through August 29, 2014.

N. Transportation Jointure
Recommendation

Approve a transportation jointure with the YES Facility for Student 26102 on Route CHS03 to Clayton Middle School from November 4, 2013, through June 30, 2014 at the rate of \$120.13.

O. **Permission to Borrow**
Recommendation

Grant the administration permission to borrow an amount not to exceed \$951,548 due to delay of June state aid payments; may be one or two applications, depending on requirement.

IV. BUILDINGS AND GROUNDS

A. Progress Report – Attachment IV A
Recommendation

Accept the report.

B. Use of Facilities
Recommendation

Grant permission for the Borough of Clayton to use the Elementary School auditorium on June 23, 2014 for a meeting pending receipt of appropriate documentation.

V. SCHOOL SAFETY & SECURITY

A. School Bus Emergency Evacuation Drills; Drill Reports; Violence and Vandalism/Code of Conduct Violations; Harassment, Intimidation, and Bullying Reports – Attachment V A
Recommendation

Accept the reports.

VI. PERSONNEL

A. Resignations – Attachment VI A

1. Margaret Sampson has resigned from her position as Bus Aide effective April 30, 2014.

Recommendation

Accept resignation.

2. Arthur Jackson is resigning from his position as Custodian effective May 30, 2014.

Recommendation

Accept resignation.

3. **Lamont Robinson is resigning from his position as Youth Program Specialist effective June 2, 2014.**

Recommendation

Accept resignation.

B. Termination of Employees
Recommendation

Terminate employee # 6774 and employee # 6925 effective April 25, 2014.

- C. Withholding of Increment
Recommendation
Approve the withholding of increment for employee #6481 effective with the 2014-2015 school year.
- D. Workshop Attendance – Attachment VI D
Recommendation
Approve attendance at workshops as per the attachment provided.
- E. Course Enrollment/Tuition Reimbursement
1. Honey Rogers, High School Teacher, has successfully completed “Teaching Reading in the Elementary Schools” and “Content Area Literacy” during the spring 2014 semester at Rowan University.
Recommendation
Approve Honey Rogers’ request for tuition reimbursement in accordance with the Clayton Education Association negotiated agreement not to exceed \$1,950.
 2. Honey Rogers, High School Teacher, is requesting permission to enroll in “Theory/Pract Lit Ed” for the summer 2014 semester at Rowan University. Total reimbursement, upon successful completion of the course and submission of the appropriate paperwork, will be in accordance with the Clayton Education Association negotiated agreement not to exceed \$1,950.
Recommendation
Approve Honey Rogers’ request to enroll in the course.
 3. Kia Jones, Elementary School Teacher, is requesting permission to enroll in “Curriculum Evaluation” and “Instructional Leadership and Supervision” for the fall 2014 semester at Rowan University. Total reimbursement, upon successful completion of the courses and submission of the appropriate paperwork, will be in accordance with the Clayton Education Association negotiated agreement not to exceed \$4,200.
Recommendation
Approve Kia Jones’ request to enroll in the course.
- F. Rehiring of Staff for the 2014-2015 School Year – Attachment VI F
Recommendation
Approve the rehiring of the staff for the 2014-2015 school year as per the attachment provided.
- G. Hiring
1. Bus Driver
Recommendation
Approve Wendy Perez as Bus Driver at a salary of \$13.50 per hour for 32.5 hours per week (no benefits) for the 2013-2014 school year pending receipt of required paperwork as recommended by the Superintendent.
 2. Substitutes
Recommendation
Approve the following individuals as Substitutes for the 2013-2014 school year pending receipt of required paperwork as recommended by the Superintendent:
Teachers – Brittany Herrington
Bus Aides – Andrew Lehman

3. Homebound Instructors
Recommendation
Approve the following individuals as Homebound Instructors for the 2013-2014 school year pending receipt of required paperwork as recommended by the Superintendent: Jennifer Ott
 4. Summer Curriculum Development – **Attachment VI G**
Recommendation
Approve teachers for Summer Curriculum Development at the rate of \$27 per hour **not to exceed \$23,301 funded through the general fund budget;** Curriculum Coordinator may adjust hours as needed.
 5. **Summer Student Workers**
Recommendation
Approve the following individuals as summer student workers for the 2014 summer at the rate of \$8.25 per hour not to exceed 29 ¾ hours per week pending receipt of required paperwork as recommended by the Superintendent: Kallie Latona, Brandon Muller, Shane Rojas, Daniel Allen.
- H. School Business Administrator/Board Secretary Contract – Attachment VI H
Recommendation
Approve the School Business Administrator/Board Secretary contract for the 2014-2015 school year.

VII. COMMUNICATIONS

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

X. FINANCIAL REPORTS

- A. Reports of the Secretary to the Board of Education – Attachment X A
Recommendation
Approve the March 31, 2014, and April 30, 2014 Reports of the Secretary to the Board of Education.
- B. Reports of the Treasurer to the Board of Education – Attachment X B
Recommendation
Approve the March 31, 2014, and April 30, 2014 Reports of the Treasurer to the Board of Education.
- C. Appropriation and Revenue Adjustments
Recommendation
Approve the appropriation and revenue adjustments.
- D. Bill Lists – Attachment X D
Recommendation
Approve payment of the Bill Lists as follows:
 1. Second Bill List for April 2014 in the amount of \$22,672.76
 2. Cafeteria Bill List for May 2014 in the amount of \$38,735.47
 3. Bill List for May 2014 in the amount of \$428,481.74

E. Payroll and Payroll Agency Reports

Approve the following:

April 11, 2014

Payroll \$335,106.83

Agency \$232,212.99

April 30, 2014

Payroll \$328,124.68

Agency \$251,640.75

F. Certifications

1. Board Secretary's Report March 2014 and April 2014

In accordance with 18A:17-36 and 18A:17-9 for the months of March 2014 and April 2014, 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 Reports March 2014 and April 2014

The March 2014 and April 2014 Reports of the Treasurer of School Funds for the 2013-2014 school year are 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 fund has 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.

XI. VISITORS' REMARKS

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XII. EXECUTIVE SESSION

A. Adopt Clayton Board of Education Resolution No. 2014-0520 authorizing an Executive Session. The length of the session will be approximately 60 minutes or less. – Attachment XII A

XIII. ADJOURNMENT