

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
June 17, 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, Edwardo Rojas
- D. Approval of Minutes for the March 18, 2014, April 29, 2014, and May 14, 2014, and May 20, 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; Elizabeth Kellum; Edwardo Rojas
 2. Finance & Facilities Committee: Dawn Milligan – Chair; Ron Durham, Jeff Radio
 3. Policy & Legislation Committee: Edwardo Rojas – Chair; Milton Reuter; John Connelly
 4. Executive Committee: Anthony Grafton; Dawn Milligan; Milton Reuter; Jeremiah Long

III. SCHOOL BUSINESS

- A. Principals’ Minutes
- B. Students and Clippers of the Month – Attachment III B

Elementary:	Lauren Williams, Reese Jarrell, Adriana Boyizigies, Natalia Lemeshuk, Sky Delaney, Ariana Alicea, Isabella Amador, Fatima Akin
Middle:	Kristen Zulli, Destiny Robinson, Brianna Melchiorre
High:	Allison Bicking, Christopher Perrone, Allyson Moore, Anyia Onakomaya

Recommendation

Acknowledge their significant achievement.

- C. Recognition of Students for Placement of Artwork in the Clayton High School Permanent Art Gallery: Alexandra Ortiz, Deepak Rajan, Sarah Murray, Juwan Carr, Serena Garofolo

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.

- D. Placement of Artwork in the Clayton High School Permanent Art Gallery
Recommendation

Accept artwork from the following students for placement in the Permanent Art Gallery:
Alexandria Ortiz, Deepak Rajan, Sarah Murray, Juwan Carr, Serena Garofolo

- E. Field Trips and Activities - Attachment III E
Recommendation

Approve field trips and activities as per the attachment provided.

- F. Grants
Recommendation

1. Grant the administration permission to apply for the School Climate Transformation Grant - Local Educational Agency Program - to develop, enhance, or expand systems of support for, and technical assistance to, schools implementing an evidence-based multi-tiered behavioral framework for improving behavioral outcomes and learning conditions for all students in the amount of approximately \$500,000.
2. Grant the administration permission to apply for the "Now is the Time" Project AWARE Local Education Agency Grant to support the training of school personnel and other adults who interact with youth in school settings and communities to detect and respond to mental illness in children and youth in the amount of approximately \$50,000.
3. Grant permission for the administration to apply for the FY 2015 No Child Left Behind grant application allocations as follows (public and nonpublic): Title I \$413,019; Title II A \$44,369; Title III \$14,583 for a total allocation of \$471,971.
4. Grant permission for the administration to apply for the FY 2015 IDEA grant application allocations as follows: Preschool (public) \$17,470; Basic (public) \$310,680 (nonpublic) \$73,615.\

- G. Homebound Instruction
Recommendation

1. Approve homebound instruction for Student 1619299 for 2 hours per week with Kathy D'Anna providing the service at the contracted rate for English, Math, Science, Social Studies, and World Languages.
2. Approve homebound instruction for Student 21131 with Brookfield Schools Inspira Memorial Hospital providing the service for 10 hours per week at \$36 per hour from May 23, 2014, through the remainder of the 2013-2014 school year.

H. Out of District Placements
Recommendation

1. Approve out of district placement for Student 22158 with one on one aide at Archway for the remainder of the 2013-2014 school year beginning June 10, 2014.
2. Approve a transfer of out of district placement for Student 24006 from GCSSSD Bankbridge Development Center to Yale Voorhees for the 2014-2015 school year beginning July 7, 2014.
3. Approve continuance of out of district placements at Archway for the 2014-2015 school year: Student 22158 with one on one aide and extended school year; Student 54022 with extended school year; Student 16243 with extended school year, and Student 18077.
4. Approve continuance of out of district placement at Bancroft for Student 12461 with extended school year and a one on one aide for the 2014-2015 school year.
5. Approve continuance of out of district placement at Kingsway Learning Center for Student 52016 for the 2014-2015 school year.
6. Approve continuance of out of district placement at Clifford Elementary School for the 2014-2015 school year for Student 27000 with extended school year and Student 26131 with extended school year.
7. Approve continuance of out of district placement at Yale Voorhees for the 2014-2015 school year for Student 26022 with extended school year and Student 24006 with extended school year.
8. Approve continuance of out of district placements for the following individuals at GCSSSD Bankbridge for the 2014-2015 school year: Student 27018 with extended school year; Student 21007 with nurse and extended school year; Student 15120 with extended school year; Student 24019 with extended school year; Student 13109 with one on one aide and extended school year; Student 212123; Student 14195; Student 13624; Student 14170; Student 15302.
9. Approve continuance of out of district placement for extended school year only for Student 25139 at Deptford Pine Acres Early Childhood Center.

I. Extended School Year at Glassboro Public Schools
Recommendation

Grant approval for the following students to attend an extended school year at Glassboro Public Schools beginning July 1, 2014, through July 31, 2014 Monday through Thursday from 8:30 a.m. to 12:30 p.m.: Student 24002; Student 210090; Student 21140.

J. GCSSSD CRESS Behavioral Inclusion Team
Recommendation

Approve a one-year contract with GCSSSD's Inclusion Services Team for the 2014-2015 school year to provide the following services for the Child Connection Center, paid for through the Pascale Sykes Foundation Grant; consultation services for all three implementation sites of the Child Connection Center Program – Simmons Elementary; St. Michael's Regional; and Glassboro Intermediate: behavior support for students, staff, and administration, educational interventions and teaching/classroom management strategies for staff, preparation of materials, mini training sessions to strengthen and support families and school personnel, home visits, direct services, resource coordination, case management, and small group services.

- K. Student Teaching/Field Experience/Practicum Recommendation
Grant approval for Stephanie Littleton, a Grand Canyon University student, to complete a practicum assignment at Simmons Elementary School beginning May 29, 2014, through November 5, 2014.
- L. 2014-2015 One-Year Preschool Program Plan Update and Budget Statement Approval Recommendation
Accept the 2014-2015 One-Year Preschool Program Plan Update and Budget Statement.
- M. Student Handbooks – Attachment III M Recommendation
Approve the Student Handbooks for the 2014-2015 school year.
- N. Job Descriptions – Attachment III N Recommendation
Approve the following revised job descriptions: Bus Driver, Bus Aide, Assistant Facilities Director, Part-Time Groundskeeper, Maintenance Technician, Groundskeeper, Part-Time Custodian, Full-Time Custodian, Substitute Custodian,
- O. Bylaws, Policies, and Regulations – Attachment III O Recommendation
Approve the following revised bylaws, policies, and regulations: Bylaw 0141 Board Member Number and Term; Bylaw 0143 Board Member Election and Appointment; Policy 1581 Victim of Domestic or Sexual Violence Leave; Policy 3125 Employment of Teaching Staff Members; Policy 4125 Employment of Support Staff Members; Policy 3230 Outside Activities; Policy 4230 Outside Activities; Policy 3240 Professional Development for Teachers and School Leaders; Policy 6511 Direct Deposit; Policy 8507 Breakfast Offer Versus Serve; Policy 8508 Lunch Offer Versus Serve; Regulation 3240 Professional Development for Teachers and School Leaders
- P. Tuition Contracts Recommendation
Approve the following tuition contracts:
1. Student 22158 at Archway Programs beginning June 10, 2014, through the remainder of the 2013-2014 school year at a cost of approximately \$1,195.20 and a one on one aide at a rate of \$140 per day.
 2. Student 1246199 at Bancroft beginning July 7, 2014, through June 30, 2015 at a cost of \$59,745.84 and a one on one aide at a cost of \$37,312.

Q. Tax Requisition
Recommendation

Approve the requisition for the 2014-2015 taxes as follows: There will be raised \$7,711,155 for the General Fund and \$847,062 for the Debt Service Fund. The total raised will be \$8,558,217. It is hereby requested that the Borough of Clayton forward the taxes based upon the following schedule:

<u>Date</u>	<u>General Fund</u>	<u>Debt Service</u>	<u>Total Due</u>
July 15, 2014			
August 10, 2014	\$1,927,789		\$1,927,789
September 1, 2014		\$215,055	\$215,055
November 9, 2014	\$1,927,789		\$1,927,789
January 12, 2015		\$486,294	\$486,294
February 10, 2015	\$1,927,789		\$1,927,789
March 1, 2015		\$145,713	\$145,713
May 11, 2015	\$1,927,788		\$1,927,788
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	\$7,711,155	\$847,062	\$8,558,217

R. Copy Machines & Printers Leases
Recommendation

1. Approve a copy machine lease with Ricoh (State Contract # A82709) for 48 months beginning August 2014 in the amount of \$4,277.24 per month. Includes Equitrac Office and Hot Spot Enterprise implementation.
2. Approve a printer lease with Ricoh (State Contract # A82709) for 48 months beginning August 2014 in the amount of \$481.96 per month.

S. Phone System Lease Purchase
Recommendation

Approve a five-year lease purchase of an Alcatel-Lucent Omni PCX Enterprise Digital VoIP hybrid telecommunication system using existing analog phone cabling with Susquehanna and RFP (State Contract # M7000) with a down payment of \$19,000 followed by five annual payments of \$25,586 with a \$1 buyout.

T. Resolution for 2014-2015 for Archway Schools
Recommendation

Adopt the following Resolution: Be it resolved that the Clayton Board of Education does not require Archway Schools to charge students for reduced and/or paid meals provided as part of their educational program in compliance with the New Jersey Department of Agriculture's Child Nutrition Program regulations for the 2014-2015 school year.

U. State Commodity Hauling
Recommendation

Approve Paul's Commodity Hauling Inc. to haul state commodities from Safeway Cold Storage in Vineland to our schools per the proposed contract rates as listed on the attachment. (Cafeteria expenditure).

V. Professional Services
Recommendation

Approve the following professional service vendors July 1, 2014, through June 30, 2015:

1. Architect of Record: Garrison Architects – Per fee schedule on file.
2. Solicitor: Wayne Streitz, Ware, Streitz & Thompson - \$130 per hour.
3. Special Counsel: Parker McCay - \$160 per hour.

W. Auditing Services
Recommendation

Approve Bowman and Company to provide auditing services for the fiscal year ending June 30, 2014 per the fee schedule on file.

X. School Physician
Recommendation

Approve to appoint Dr. Gartland as the School Physician from August 1, 2014 through June 30, 2015.

Y. School Physician Contract
Recommendation

Approve the contract with Dr. Gartland to provide physician services from August 1, 2014 through June 30, 2015 in the amount of \$13,200.

Z. Summer ESL Parent Program
Recommendation

Approve a Summer ESL Parent Program to begin July 7, 2014, through August 17, 2014 at Simmons Elementary School Monday through Thursday 10 a.m. thru 1 p.m. funded through Title III not to exceed \$3,500.

IV. BUILDINGS AND GROUNDS

- A. Progress Report – Attachment IV A
Recommendation
Accept the report.

V. SCHOOL SAFETY & SECURITY

- A. School Bus Emergency Evacuation Drills; Drill Reports; Violence and Vandalism/Code of Conduct Violations; Harassment, Intimidation, and Bullying Reports, Harassment and Intimidation Summary Report, and Violence and Vandalism Summary Report – Attachment V A
Recommendation
Accept the reports.
- B. 2013-2014 School Self-Assessments for Determining Grades Under the Anti-Bullying Bill of Rights Act – Attachment V B
Recommendation
Approve the self-assessments for the High School, Middle School, and Elementary School.

VI. PERSONNEL

A. Retirement – Attachment VI A

Bettie Yerkes is retiring from her position as Middle School Mathematics Teacher effective June 30, 2014.

Recommendation

Accept retirement.

B. Leaves of Absence

1. Margaret Fallstick, Mental Health Counselor for Clayton Place, is requesting a leave of absence beginning June 30, 2014, through the middle to end of September 2014.

Recommendation

Approve Margaret Fallstick's request for a leave of absence.

2. Julianne Fallon, Elementary School Teacher, is requesting a leave of absence beginning June 9, 2014, through June 19, 2014.

Recommendation

Approve Julianne Fallon's request for a leave of absence.

C. Chief School Administrator Professional Development Plan – Attachment VI C

Recommendation

Approve the Chief School Administrator Professional Development Plan.

D. Rehiring for the 2014-2015 School Year

Recommendation

Approve the rehiring of the following individuals for the 2014-2015 school year: Nicholas Hughes (Information Technology Assistant); Wendy Perez (Bus Driver)

E. Hiring

1. Middle School and High School MD Extended School Year Program Staff

Recommendation

Approve the following individuals as staff members for the Middle School and High School MD Extended School Year Program four hours per day four times per week at the contracted rate beginning July 7, 2014, through July 31, 2014 pending receipt of required paperwork as recommended by the Superintendent for Student 17095, Student 17002, Student 19088, Student 19209, Student 54020, Student 21146, Student 21109, and Student 19048: Mia Searles – Classroom Aide; Carol Wright – Teacher. Teacher will also receive one hour at the District's non-instructional rate.

2. Elementary School MD Extended School Year Program Staff

Recommendation

Approve the following individuals as staff members for the Elementary School MD Extended School Year Program four hours per day four times per week at the contracted rate beginning July 7, 2014, through July 31, 2014 pending receipt of required paperwork as recommended by the Superintendent for Student 23078, Student 22188, Student 23090, Student 22006, and Student 22107: Stephanie Littleton – Classroom Aide; Danielle Ranieri – Teacher. Teacher will also receive one hour at the District's non-instructional rate.

3. **Teachers for Summer Curriculum Development Recommendation**
 Approve the following teachers for Summer Curriculum Development for the 2014 summer at the contracted rate pending receipt of required paperwork as recommended by the Superintendent; Curriculum Coordinator may adjust hours: Christopher Gassler – High School Integrated Math for 30 hours; Leonard Puggi – English I-V Special Education Curriculum Mapping for 20 hours.

4. **Summer Kindergarten Preparatory Program Staff Recommendation**
 Approve the following individuals as staff members for the 2014 Summer Kindergarten Preparatory Program at the rate of \$36 per hour for teachers and \$10 per hour for classroom aides pending receipt of required paperwork as recommended by the Superintendent:
 Teachers: Meredith Lex, Nancy Lee, Caitlyn Lawlor
 Classroom Aides: Betty Chambers, Susan Kraft, Amanda Curry
 Substitute Teachers: Diane Bergman
 Substitute Classroom Aides: Tonya Brooks; Kimberly Hall

5. **Tutoring Recommendation**
 1. Grant approval for Sandra Grafton to provide tutoring services to the following students at the contracted rate for four hours per week for six weeks during the summer pending receipt of required paperwork as recommended by the Superintendent: Student 22191, Student 21005, Student 22035, Student 23113, Student 24159, and Student 24066.

 2. Grant approval for Gina Davis to provide Wilson tutoring services to Student 18109 at the contracted rate for a total of six hours during the summer pending receipt of required paperwork as recommended by the Superintendent.

6. **Middle School Summer School Staff Recommendation**
 Approve the following individuals as staff members for the Middle School Summer School Program at the contracted rate for the 2014 summer pending receipt of required paperwork as recommended by the Superintendent:
 Language Arts Teachers: Debbie Gelston, Melissa Gray, Susan Verrico
 Math Teachers: Tracey DiCrescenzo, Nicole Colamarino, Mary Barron, Chris Baker

 Coordinator: Kathryn Hallinan
 Security Guard: Gary Hartley
 Substitute Teachers: Leonard Puggi, Kathy D’Anna

7. **Homebound Instructors Recommendation**
 Approve Kathy D’Anna as a homebound instructor for the 2013-2014 school year pending receipt of required paperwork as recommended by the Superintendent.

8. Student Workers for the Technology Department
Recommendation
Hire Aidan Rogers and Kevin Hart as student workers for the Technology Department for the 2014 summer at a salary of \$8.25 per hour 20 hours per week for 8 weeks pending receipt of required paperwork as recommended by the Superintendent.

9. Credit Completion Proctors for High School and Middle School
Recommendation
Approve Susan Davenport and Clifford Christopher as Credit Completion Proctors for the High School and Middle School at the contracted rate pending receipt of required paperwork as recommended by the Superintendent.

10. Summer ESL Parent Program Staff
Recommendation
Approve Nancy Mazza as the Program Director for the Summer ESL Parent Program at a rate of \$36 per hour instructional with students and \$27 per hour non-instructional beginning July 7, 2014, through August 17, 2014 at Simmons Elementary School Monday through Thursday 10 a.m. thru 1 p.m. funded through Title III not to exceed \$3,500.

11. Part-Time Basic Skills Instructor at the Elementary School
Recommendation
Approve Alicia Fullerton as part-time Basic Skills Instructor at the Elementary School at a salary of half of Master's Step 3 pro-rated for the 2014-2015 school year pending receipt of required paperwork as recommended by the Superintendent.

12. Substitutes for the 2013-2014 School Year
Teachers: Karen Nicholas
Recommendation
Approve the above individuals as substitutes for the 2013-2014 school year pending receipt of required paperwork as recommended by the Superintendent.

13. Substitutes for the 2014-2015 School Year
Bus Drivers: Donna Lahn
Bus Aides: Andrew Lehman
Custodians: John Lavelle, Danyell Elton, Peter Lombardo, Joseph Grosso
Cafeteria Aides: Nancy Storey, Catherine Stroyeck
Playground Aides: Nancy Storey, Catherine Stroyeck
Classroom Aides: Nancy Storey, Dawn Rollo, Sara Woolston, Catherine Stroyeck, Laura Spaar
School Nurses: Judith Perry
Teachers: Karen Nicholas, Matthew Pancoast, Dawn Rollo, George Klesh, Dolores Klein, Carol Klein, Jason Ferguson, Lauren Morales, Charles Lezenby, Michael Placko, Kevin Byrne, Marie Lisa, Patricia Herschman, Stephanie Littleton, Ellis Minatee, Laura Spaar
Recommendation
Approve the above individuals as substitutes for the 2014-2015 school year pending receipt of required paperwork as recommended by the Superintendent.

- F. Salary Amounts for the 2014-2015 School Year for Non-Clayton Education Association Staff Members – Attachment VI F
Recommendation
Approve the salary amounts for the 2014-2015 school year for non-Clayton Education Association staff members.

- G. Salaries Paid Through NCLB for FY 2014
Recommendation
Grant approval of the following salaries paid through NCLB for FY 2014:

Title I	Title II
Catherine Carter \$55,786	Donna Antonelli \$16,780
Lorraine Custodio \$70,695	
Flavia Massino \$18,433.60	
Harmony McQuillan \$23,181	
Barbara Shivers \$70,695	
Breann Madden \$50,673	

VII. COMMUNICATIONS

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

X. FINANCIAL REPORTS

- A. Report of the Secretary to the Board of Education – Attachment X A
Recommendation
Approve the May 31, 2014 Report of the Secretary to the Board of Education.
- B. Report of the Treasurer to the Board of Education – Attachment X B
Recommendation
Approve the May 31, 2014 Report of the Treasurer to the Board of Education.
- C. Appropriations and Revenue Adjustments – Attachment X C
Recommendation
Approve the Appropriations and Revenue Adjustments.
- D. Bill Lists – Attachment X D
Recommendation
Approve payment of the following Bill Lists:
 1. Second Bill List for May 2014 in the amount of \$327,446.19
 2. Cafeteria Bill List for June 2014 in the amount of \$47,833.61
 3. Bill List for June 2014 in the amount of \$684,006.25
- E. Payroll and Agency Reports
Recommendation
Approve the Payroll and Agency Reports as follows:

5-15-2014	Payroll	\$338,281.99
	Agency	\$233,373.43
5-30-2014	Payroll	\$339,691.81
	Agency	\$233,830.26

F. Certifications

1. Board Secretary's Report May 2014
In accordance with 18A:17-36 and 18A:17-9 for the month of May 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 Report May 2014
The May 2014 Report 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. 2014-0617 authorizing an Executive Session. The length of the session will be approximately 60 minutes or less. – Attachment XII A

XIII. ADJOURNMENT