

SUNSHINE NOTICE

*Adequate notice of this meeting was provided by the Board Secretary. It was posted in the Borough Hall, communicated to the Gloucester County 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  
November 19, 2013  
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 October 15, 2013, 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 Standing Committees and Ad Hoc Committees
  1. Curriculum Committee: Jeremiah Long, Chair; John Connelly; Ed Rojas – Attachment II B 1
  2. Finance & Facilities: Dawn Milligan, Chair; Ron Durham; Jeff Radio – Attachment II B 2
  3. Policy Committee: Bud Reuter, Chair; Elizabeth Kellum; Ed Rojas
  4. Executive Committee: Jeremiah Long; Dawn Milligan; Bud Reuter

**III. SCHOOL BUSINESS**

- A. Students and Clippers of the Month – Attachment III A
 

Elementary: Saige Harris, Logan Close, Tyanna Davis, Samantha Reinert, Brandon Hoos, Somara Grewal, McKenna Ryan, Christopher Schauer

Middle: Connor McNulty, Hannah Halikman, Elizabeth Fooks

High: Connor Hawkes, Lauren Rogers, Tabitha Chutz, Devon Seeney

Recommendation  
Acknowledge their significant achievement.
- B. Principals’ Minutes
- C. Program Highlights: Eighth Grade iPad Pilot Program Teachers

## 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. Out of District Placement  
Student 54019 transferred into the District requiring an out of district placement at GCSSSD Bankbridge for the 2013-2014 school year.  
Recommendation  
Approve out of district placement for Student 54019.
- E. Clayton High School Professional Development Plan – Attachment III E  
Recommendation  
Approve the Clayton High School Professional Development Plan.
- F. Clayton Place Fundraising for the After Prom – Attachment III F  
Recommendation  
Grant permission for Clayton Place to set up an on-line fundraising website to support the after prom activity as per the attachment provided.
- G. Home Schooling  
Recommendation
1. Acknowledge home schooling of Student 19203 for the 2013-2014 school year.
  2. Acknowledge home schooling of Student 22184 for the 2013-2014 school year.
- H. Policies, Regulations, and Bylaws – Attachment III H  
Recommendation  
Approve the following policies, regulations, and bylaws:  
0000.01 Introduction Bylaw  
0000.02 Introduction Bylaw  
3232 Tutoring Services Policy  
3232 Tutoring Services Regulation  
5117 Interdistrict Public School Choice Policy  
5117 Interdistrict Public School Choice Regulation  
5120 Assignment of Pupils Policy  
5300 Automated External Defibrillators Policy  
5300 Automated External Defibrillators Regulation  
5533 Pupil Smoking Policy  
7522 School District Provided Technology Devices to Staff Members Policy  
7523 School District Provided Technology Devices to Pupils Policy  
7434 Smoking In School Buildings and On School Grounds Policy  
Student Code of Conduct
- I. Job Description – Attachment III I  
Recommendation  
Approve the revised job description for Literacy Coach/Specialist.

J. Tuition Contracts  
Recommendation

1. Approve a tuition contract for Student 2700 at Swedesboro Woolwich Board of Education from July 2013 through June 2014 in the amount of \$22,324.80.
2. Approve a tuition contract for Student 26060 at Monroe Township Board of Education from September 9, 2013, through June 30, 2014 in the amount of \$10,037.
3. Approve a contract with GCSSSD for our Multiply Disabled students requiring out of district placements for the 2013-2014 school year in the amount of \$34,560 per student. Currently, six students. Each additional student added during the course of the school year will be at a pro-rated portion of the above tuition amount.
4. Approve a contract with GCSSSD for our Behavioral Disabled students requiring out of district placements for the 2013-2014 school year in the amount of \$32,940 per student. Currently, one student. Each additional student added during the course of the school year will be at a pro-rated portion of the above tuition amount.
5. Approve a tuition contract for Student 26079 at Pitman Board of Education from September 5, 2013, through October 5, 2013, in the amount of \$20,000 pro-rated.
6. Approve a tuition contract for Student 1420199 at Hammonton Board of Education for the 2013-2014 school year at a cost of \$11,149.
7. Approve a tuition contract for Student 1624999 at Willingboro Board of Education for the 2013-2014 school year at a cost of \$25,000.
8. Approve a tuition contract for Student 1531199 at Pennsauken Board of Education for the 2013-2014 school year at a cost of \$11,149.
9. Approve a tuition contract for Student 1531299 at Camden Board of Education for the 2013-2014 school year; amount to be determined.
10. Approve a tuition contract for Student 23149 at Pennsville Board of Education for the 2013-2014 school year at a cost of \$9,999.
11. Approve a tuition contract for Student 25138 at Pennsville Board of Education for the 2013-2014 school year at a cost of \$9,999.
12. Approve a tuition contract for Student 17207 at Pennsville Board of Education for the 2013-2014 school year at a cost of \$11,149.
13. Approve out of state tuition contracts for the 2013-2014 school year as follows:
  - Student 17124 in the amount of \$11,149
  - Student 1514199 in the amount of \$11,149
  - Student 25137 in the amount of \$9,999

K. One on One Teacher Assistant Agreement with GCSSSD  
Recommendation

Approve the One on One Teacher Assistant Agreement with GCSSSD in the amount of \$34,650 for Student 24006 for the 2013-2014 school year.

L. Professional Services Agreement Through the Center for Regional Educational Support Services (CRESS) Through GCSSSD  
Recommendation

Approve the Professional Services Agreement through CRESS for nonpublic occupational therapy services in the amount of \$2,952 and speech/language services in the amount of \$91,620 for the 2013-2014 school year.

M. Field Trips and Activities – Attachment III M  
Recommendation  
Approve the field trips and activities as listed on the attachment.

N. Homebound Instruction  
Recommendation  
Approve homebound instruction for Student 1620899 beginning November 1, 2013, through December 2, 2013 with the following teachers providing the instruction at the contracted rate: Modern Music and Art – Denise Calore; Geometry – Brianna Rucci; PE/Health, History, Biology, Financial Literacy, and English – Leonard Puggi.

IV. BUILDINGS AND GROUNDS

A. Progress Report – Ivan D. Cox, Jr. Facilities Coordinator – Attachment IV A

B. Use of Facilities  
Recommendation

1. Approve the use of the gyms by Clayton Junior Wrestling for wrestling practice and matches from December 1, 2013, through March 7, 2014, pending receipt of insurance documentation.
2. Approve the use of the gyms by Clayton Basketball Association for basketball games in January 2014 and February 2014 pending receipt of insurance documentation.

V. SCHOOL SAFETY & SECURITY

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

VI. PERSONNEL

A. Retirements – Attachment VI A

1. Mary Pasquale is retiring from her position as Teacher with the District effective July 1, 2013.

Recommendation

Acknowledge retirement.

2. Patricia Berry is retiring from her position as Learning Disabilities Teacher Consultant with the District effective February 1, 2014.

Recommendation

Acknowledge retirement.

B. Resignation – Attachment VI B

Kevin Timbers has resigned from his co-curricular position of Assistant Boys Basketball Coach for the 2013-2014 school year.

Recommendation

Accept resignation.

C. Hiring

1. High School After School Tutoring Recommendation  
Approve Christopher Gassler and Leonard Puggi as tutors for the High School after school tutoring for the 2013-2014 school year pending receipt of required paperwork as recommended by the Superintendent.
2. Elementary School After School Tutoring Recommendation  
Approve Gina Davis and Michael Wepler as NJ ASK tutoring teachers for the Elementary School for the 2013-2014 school year pending receipt of required paperwork as recommended by the Superintendent.
3. Middle School After School Tutoring Recommendation  
Approve Lisa Brodack as tutor for the Middle School after school tutoring for the 2013-2014 school year pending receipt of required paperwork as recommended by the Superintendent.
4. Groundskeeper Recommendation  
Approve Kevin Kastrava as part-time Groundskeeper for the District at a salary of \$8.25 per hour not to exceed 20 hours per week pending receipt of required paperwork as recommended by the Superintendent.
5. Substitutes  
Custodians: Albert White  
Teachers: Elizabeth Fago, Benjamin Lloyd, Stephanie Natalino  
Recommendation  
Approve the above individuals as substitutes for the 2013-2014 school year pending receipt of required paperwork as recommended by the Superintendent.
6. Literacy Coach/Specialist Recommendation  
Approve Briean Madden as Literacy Coach/Specialist at a salary of \$75,000 prorated for the 2013-2014 school year pending receipt of required paperwork as recommended by the Superintendent.

D. Course Enrollment/Tuition Reimbursement

1. Ryan Caltabiano has successfully completed “School Leadership: Theory and Practice.” Recommendation  
Approve tuition reimbursement in the amount of \$1,267.
2. Ryan Caltabiano is requesting permission to enroll in “Measurement, Accountability, and Student Learning” for the spring 2014 semester at Wilmington University. Total reimbursement, upon successful completion of the course and submission of the appropriate paperwork, will be in accordance with the Clayton Education Association’s negotiated agreement not to exceed \$1,297.  
Recommendation  
Grant permission for Ryan Caltabiano to enroll in the course.
3. Brianna Rucci is requesting permission to enroll in “Measurement, Accountability, and Student Learning” for the spring 2014 semester at Wilmington University. Total reimbursement, upon successful completion of the course and submission of the appropriate paperwork, will be in accordance with the Clayton Education Association’s negotiated agreement not to exceed \$1,297.  
Recommendation  
Grant permission for Brianna Rucci to enroll in the course.

- E. Workshop Attendance – Attachment VI E  
Recommendation  
Approve attendance at workshops as per the list provided.
  
- F. Salary Adjustment  
Jennifer Schoepflin and Christopher Baker were approved for salary adjustments based on completion of credits. The Neptune Law prohibits movement without a negotiated agreement. Adjust salaries back to \$47,939 and \$68,403 respectively.  
Recommendation  
Approve salary adjustments for Jennifer Schoepflin and Christopher Baker. Recognize credits effective October 1, 2013 – Schoepflin (BA+30) and Baker (MA).
  
- G. Credit Recognition  
Frank Venuto earned 15 credits beyond a Masters Degree.  
Recommendation:  
Recognize credits earned effective December 1, 2013. Salary adjustment will be made once negotiations are completed.

VII. COMMUNICATIONS

- A. Letter from Parent

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 October 31, 2013, 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 October 31, 2013, Report of the Treasurer to the Board of Education.
  
- C. Appropriations and Revenue Adjustments  
Recommendation  
Approve the Appropriations and Revenue Adjustments.
  
- D. Bill Lists – Attachment X D  
Recommendation
  - 1. Approve the second Bill List for October 2013 in the amount of \$320,661.24.
  - 2. Approve the Cafeteria Bill List for November 2013 in the amount of \$66,055.04.
  - 3. Approve the Bill List for November 2013 in the amount of \$419,708.90.

E. Payroll  
Recommendation

Approve the Payroll and Payroll Agency Reports as follows:

October 15, 2013: Payroll \$329,825.89  
Agency \$228,063.83

October 30, 2013: Payroll \$323,931.84  
Agency \$228,955.30

F. Void Prior Year Checks  
Recommendation

1. Void check #38583 in the amount of \$74.65 payable to CDW-G and reissue.
2. Void check #40318 in the amount of \$129 payable to Rutgers and reissue.
3. Void check #39845 in the amount of \$442 payable to Patricia Murphy-Feriozzi and reissue.

XI. VISITORS' REMARKS

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XII. EXECUTIVE SESSION

- A. Adopt Clayton Board of Education Resolution No. 0213-1119 authorizing an Executive Session for the purpose of discussing personnel. The length of the session will be approximately 60 minutes or less.

XIII. ADJOURNMENT