

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.

VISION STATEMENT: Preparing Students for the Opportunities of Today and the Future

DISTRICT GOALS

- To increase pride in the District and foster a positive climate for both staff and students in order to assist them in attaining success.
- To increase community outreach and improve communication to allow for a successful student-centered environment.
- To prepare and plan for a public referendum to fund facility maintenance and/or additions

**ORDER OF BUSINESS
BOARD OF EDUCATION
CLAYTON PUBLIC SCHOOL DISTRICT
Clayton High School Cafeteria
August 19, 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 July 15, 2014 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 & 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

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.

III. SCHOOL BUSINESS

A. Discipline Grid for the 2014-2015 School Year – Attachment III A
Recommendation

Approve the discipline grid for the 2014-2015 school year as per the attachment.

B. Disposal of Records and Equipment
Recommendation

1. Grant permission for the administration to shred all banks statements, vouchers, and deposit slips for the general, principal, and athletic checking accounts at the High School from September 2005 through December 2006 as per the seven year retention schedule.
2. Grant permission for the administration to disposal of VCR video tapes from the Simmons Elementary School library office that are outdated. Staff members were already provided the opportunity to take any video tapes that they wishes to use in their classrooms.

C. Instructional Improvement System (IIS)/edConnect Grant
Recommendation

Grant permission for the administration to accept the funds for an Instructional Improvement System (IIS)/edConnect grant sponsored by the New Jersey Department of Education in the amount of \$149,635 to implement an online tool for lesson planning and assessment. Grant application includes funding for hardware, network, and wireless infrastructure supports, professional development, licenses, and substitutes for professional development.

D. Board of Education Resolution in Support of “Bacon” Legislation – Attachment III D
Recommendation

Approve the Resolution in support of the “Bacon” legislation as per the attachment provided.

E. NJSCA School Counselor Evaluation Model – Attachment III E
Recommendation

Approve the use of the NJSCA School Counselor Evaluation Model for evaluation of Guidance and Counseling Department personnel.

F. Out of District Placements
Recommendation

1. Approve out of district placement for Student 29020 at Here We Grow for the 2014-2015 school year with a one on one aide.
2. Approve a change in placement for Student 25138 from Deptford Good Intent to GCSSSD Bankbridge Elementary for the 2014-2015 school year.

G. Tuition and One on One Aide Contracts for Summer
Recommendation

1. Approve the contract with GCSSSD for ESY 2014-2015 in the amount of \$27,300 for the following students: 1419599, 1512099, 21007, 27018, 54011, 1362499, 5401999.
2. Approve the contract with GCSSSD for ESY 2014-2015 in the amount of \$3,180 for student 27018.

- H. Tuition Contract
Recommendation
Approve the tuition contract with Here We Grow Preschool for Student 29020 in the amount of \$40,000 for tuition plus \$24,840 for extraordinary services for the 2014-2015 school year.
- I. Shared Services Agreements with Delsea
Recommendation
1. Approve a shared service agreement with Delsea for transportation coordination in the amount of \$31,960 for the 2014-2015 school year.
 2. Approve a shared service agreement with Delsea for repair and maintenance of bus fleet at the rate of \$53 per hour (\$55 per hour for emergency road service) plus parts for the 2014-2015 school year.
- J. Nonpublic Nursing Services Contract with GCSSSD
Recommendation
Approve the agreement with GCSSSD to provide nonpublic nursing services for the 2014-2015 school year.
- K. Gloucester County Consortium for Employee Assistance Program Services
Recommendation
Approve the contract with Gloucester County Consortium for Employee Assistance Program services for the 2014-2015 school year in the amount of \$750.
- L. Kennedy University Hospital for Student Drug Screening Services – Attachment III L
Recommendation
Approve the contract with Kennedy University Hospital for student drug screening services for the 2014-2015 school year; rates per the attached fee schedule.
- M. Non-Public Technology Initiative Program with St. Michael the Archangel Regional School
Recommendation
Approve the agreement with St. Michael the Archangel Regional School to purchase technology on their behalf in accordance with the Non-Public Technology Initiative Program for the 2014-2015 school year; total award is \$7,488; \$374 to Clayton for administrative fees and \$7,114 for computers to enhance technology at St. Michael's.
- N. GCSSSD Services Proposals
Recommendation
Approve the following proposals with GCSSSD for the 2014-2015 school year: Student 23078 educational consultant in the amount of \$2,664; Student 24006 homebound program assistant in the amount of \$5,040 and educational consultant in the amount of \$3,996; Student 25139 educational consultant in the amount of \$4,884 and educational consultant in the amount of \$3,996; Student 27000 homebound program assistant in the amount of \$5,040 and educational consultant in the amount of \$3,996; Student 27018 homebound program assistant in the amount of \$5,040 and educational consultant in the amount of \$3,996; Student 5402099 educational consultant in the amount of \$5,328.

O. Therapy Services Agreement with Eastern Rehabilitation Associates Inc.

Recommendation

Approve a therapy services agreement with Eastern Rehabilitation for physical therapy at the rate of \$67.50 per hour and occupational therapy at the rate of \$67.50 per hour for the 2014-2015 school year.

IV. BUILDINGS AND GROUNDS

A. Progress Report – Attachment IV A

Recommendation

Accept the report.

B. Use of Facilities

Church on the Waters, Restoring Our Women’s Group, is requesting permission to use the parking lot at the High School complex for a book bag/school supplies give-a-way on Saturday, August 23, 2014, from 10 a.m. until 2 p.m.

Recommendation

Grant permission for Church on the Waters, Restoring Our Women’s Group, to use the parking lot at the High School complex for a book bag/school supplies give-a-way on Saturday, August 23rd, from 10 a.m. until 2 p.m. pending receipt of appropriate insurance 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

Recommendation

Accept the reports.

VI. PERSONNEL

A. Resignations – Attachment VI A

1. Andrea Harner has resigned from her position as Learning Disabilities Teacher Consultant.

Recommendation

Accept resignation.

2. Hope Millward has resigned from her position as Classroom Aide at Simmons Elementary School.

Recommendation

Accept resignation.

B. Leaves of Absence

1. Nancy Lee, Elementary School Teacher, is requesting a leave of absence beginning October 1, 2014.

Recommendation

Approve Nancy Lee’s request for a leave of absence.

2. Debra Dorris, Bus Aide, is requesting a leave of absence beginning August 20, 2014, through October 20, 2014.

Recommendation

Approve Debra Dorris’ request for a leave of absence.

3. Erica Doyle, Elementary School Teacher, is requesting a leave of absence beginning September 10, 2014 through March 31, 2015.

Recommendation

Approve Erica Doyle’s request for a leave of absence.

- C. Workshop Attendance – Attachment VI C
Recommendation
Approve attendance at workshops as per the attachment.
- D. Course Enrollment/Tuition Reimbursement
Jennifer Schoepflin has successfully completed “Fundamentals of Curriculum Development” during the summer 2014 semester.
Recommendation
Approve tuition reimbursement for Jennifer Schoepflin for “Fundamentals of Curriculum Development” according to the Clayton Education Association negotiated agreement not to exceed \$1,950.
- E. Volunteers
Recommendation
1. Approve the following individuals as volunteers for athletics for the 2014-2015 school year pending receipt of required paperwork as recommended by the Superintendent:
Football: Kevin Kastrava, Joseph Riemel, Ponce Tinkham, Anthony Kinsley
Boys Soccer: Douglas Foglein
Girls Soccer: Wayne Copeland, Steve Ricelli
 2. Approve Mary Ann Moebius as a parent volunteer for Simmons Elementary School for the 2014-2015 school year pending receipt of required paperwork as recommended by the Superintendent.
- F. Hiring
1. Computer Technology Teacher at the High School
Recommendation
Approve Albert Brown as Computer Teacher at the High School at a salary of Step 3 Master’s Degree for the 2014-2015 school year pending receipt of required paperwork as recommended by the Superintendent.
 2. Part-Time Computer Teacher at the High School
Recommendation
Approve Anthony Morgan as part-time Computer Teacher at the High School at a salary of half of Step 3 Master’s Degree for the 2014-2015 school year pending receipt of required paperwork as recommended by the Superintendent.
 3. Mathematics Teacher at the Middle School
Recommendation
Approve Brittany Forgrove as Mathematics Teacher at the Middle School at a salary of Step 2 Bachelor’s Degree for the 2014-2015 school year pending receipt of required paperwork as recommended by the Superintendent.
 4. Spanish Teacher at the High School
Recommendation
Approve Christa DiStefano as Spanish Teacher at the High School at a salary of Step 1 Bachelor’s Degree for the 2014-2015 school year pending receipt of required paperwork as recommended by the Superintendent.

5. Bus Aides
Recommendation
 1. Approve Robert Wiese as Bus Aide for the 2014-2015 school year at a salary of \$8.75 per hour 30 hours per week (no benefits) pending receipt of required paperwork as recommended by the Superintendent.
 2. Approve Andrew Prus as Bus Aide for the 2014-2015 school year at a salary of \$8.75 per hour 30 hours per week (no benefits) pending receipt of required paperwork as recommended by the Superintendent.

6. Permanent Substitutes
Recommendation
 1. Approve Michelle Regruto as Permanent Substitute at the Elementary School for the 2014-2015 school year pending receipt of required paperwork as recommended by the Superintendent.
 2. Approve Jason Ferguson as Permanent Substitute at the High School and Middle School for the 2014-2015 school year pending receipt of required paperwork as recommended by the Superintendent.

7. Co-Curricular Appointments
Assistant Football Coach: Jeffrey Johnson
Language Arts K-12 Department Chair: Jennifer Guht
Language Arts 3-5 Department Chair: Jennifer Schoepflin
Mathematics K-2 Department Chair: Matthew Neeld
Mathematics 3-5 Department Chair: Rosemarie Gerle
Preschool Department Chair: Meredith Lex
Recommendation
Approve the above co-curricular appointments for the 2014-2015 school year pending receipt of required paperwork as recommended by the Superintendent.

8. Middle School Para Professional
Recommendation
Approve Holly Shelson as Para Professional for Middle School at a rate of \$11 per hour not to exceed 29 ³/₄ hours per week for the 2014-2015 school year pending receipt of required paperwork as recommended by the Superintendent.

9. Substitutes
Teachers: Douglas Foglein, Linda White, Angela Shephard, Victor Nage, Michelle Flores, Nicole D'Urbano, Maria Petruzzelli, Melissa Arsenault
Recommendation
Approve the above individuals as substitutes for the 2014-2015 school year pending receipt of required paperwork as recommended by the Superintendent.

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 Final June 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 June 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 July 2014 in the amount of \$94,323.66
2. Cafeteria Bill List in the amount of \$400.00
3. Bill List August 2014 in the amount of \$537,226.86

- E. Payroll and Agency Reports
Recommendation

Approve the Payroll and Agency Reports as follows:

July 15, 2014	Payroll \$67,760.72; Agency \$43,765.33
July 30, 2014	Payroll \$102,319.75; Agency \$70,090.60

- F. Certifications

1. Board Secretary's Report June 2014

In accordance with 18A:17-36 and 18A:17-9 for the month of June 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 June 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

Anyone wishing to address the Board of Education 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 of Education in Executive Session.

XII. EXECUTIVE SESSION

- A. Adopt Clayton Board of Education Resolution No. 2014-0819 authorizing an Executive Session.
The length of the session will be approximately 60 minutes or less. – Attachment XII A

XIII. ADJOURNMENT