

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
March 18, 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 February 18, 2014 and March 12, 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; Edwardo Rojas – Attachment II B
 2. Finance & Facilities Committee: Dawn Milligan – Chair; Jeff Radio; Elizabeth Kellum
 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. Program Highlights – Daily Five – Patrice Taylor, Elementary School Principal
- C. Students and Clippers of the Month – Attachment – III C
 - Elementary: Aiden Hoover, Haley Gangloff, Christian Reed, Gianni Jimenez, Dale Meyers, Aiden Richardson, Anthony Uy, Karen Contravo
 - Middle: Mariah Alicea, Rebecca Ballier, Demetrius Adams

High: Andrea Owens, Brianna Riggio, Sarah Lingle, Deepak Rajan

Recommendation

Acknowledge their significant achievement.

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. Field Trips and Activities – Attachment III D

Recommendation

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

E. Use of Clayton School Bus for Food Drive

Recommendation

Approve the use of a Clayton Public School District bus for a "Load the Bus" food drive for the purpose of collecting donated non-perishable food items on April 5, 2014 from 8 a.m. to 1 p.m. The food drive will take place in the Clayton Acme parking lot, and the food will be delivered to the Salvation Army and the Clayton Methodist Church in the afternoon. Hope Millward, one of our bus drivers, will drive and remain with the bus.

F. Indoor Air Quality Program – Attachment III F

Recommendation

Approve the Indoor Air Quality Program.

G. Revised 2013-2014 School District Calendar – Attachment III G

Recommendation

Approve the revised 2013-2014 School District Calendar.

H. Homebound Instruction

Recommendation

1. Approve homebound instruction for Student 16243 for 10 hours per week.
2. Approve homebound instruction for Student 19121 with Leonard Puggi providing instruction in Language Arts and Social Studies and Brianna Rucci providing instruction in Mathematics and Science at the contracted rate.
3. Approve homebound instruction for Student 1530299 with Education, Inc. providing the services for 10 hours per week at the rate of \$44 per hour from March 5, 2014, until approximately April 11, 2014.
4. Approve homebound instruction for Student 5402299 with Ranch Hope providing the services at the rate of \$35 per hour for 10 hours per week from January 9, 2014, through approximately February 10, 2014.

I. Out of District Placement

Recommendation

Approve out of district placement for Student 27018 with a one on one aide at GCSSSD Bankbridge Development Center for the remainder of the 2013-2014 school year.

- J. Grants – Attachment III J
Recommendation
1. Grant permission for the administration to apply for the 21st Century Community Learning Centers Program grant to support the creation of after school community learning centers that provide academic enrichment opportunities during non-school hours for children.
 2. Grant the administration permission to apply for the Ruddle Memorial Youth Foundation grant to enhance the school-based youth services program.
 3. Approve the Resolution for the New Jersey Schools Insurance Group ERIC South Subfund Application for the 2014 Safety Grant Program and grant the administration permission to apply.
- K. Fundraisers
Recommendation
1. Approve a fundraiser sponsored by Clayton Place at the Landmark Inn in Glassboro on April 28, 2014, to support the After Prom.
 2. Approve a fundraiser sponsored by Clayton Place at Applebee's in Turnersville on April 5, 2014, to support the After Prom.
- L. Tuition Contracts (Receivables)
Recommendation
- Approve the following tuition contracts for the 2013-2014 school year:
- Student 26102 at Pemberton in the amount of \$8,416
 - Student 1921199 at North Wildwood in the amount of \$20,000
 - Student 23147 at Bass River Township in the amount of \$9,999
 - Student 21148 at Deptford Township in the amount of \$9,999
 - Student 21150 at Camden in the amount of \$9,999
 - Student 26128 at Camden in the amount of \$8,416
 - Student 18075 at Camden in the amount of \$10,223
- M. Tuition Contracts (Payables)
Recommendation
- Approve the following tuition contracts for the 2013-2014 school year:
- Student 5402299 at Archway in the amount of \$199.20 per day from February 9, 2014 through the remainder of the 2013-2014 school year.
- N. Transportation Jointures
Recommendation
- Approve the following transportation jointures for the 2013-2014 school year:
- Route CHS03 with Pemberton for 1 student at a cost of \$120.13 annual
 - Route CSP204 with North Wildwood for 1 student at cost of \$2,174.70 annual
 - Route CE03 with Bass River for 1 student at a cost of \$1,397 annual
 - Route SP04 with Camden for 1 student at a cost of \$41.04 per diem (student will only be attending 1 week before being removed from the YES Facility)
 - Route AC07 with Paulsboro for 1 student at a cost of \$565 annual
 - Route CHS03 with Camden 1 student at a cost of \$20,437.20 annual
 - Route CE01 with Camden 2 students at a cost of \$30,011.40 annual
 - Route P18M with Monroe as Host for 2 students to St. Joseph's High School at a cost of \$1,768 annual

- O. Job Descriptions – Attachment III O
Recommendation
Approve the following revised job descriptions: Principal, Assistant Principal, Assistant Principal of Athletics and Student Activities/District Public Affairs Coordinator.
- P. Proposed 2014-2015 School District Budget – Attachment III P
Recommendation
Adopt the Resolution to submit the Proposed 2014-2015 School District Budget to the County Office of Education and to the Department of Education and grant permission to advertise.
- Q. 2014-2015 Pre-School Education Plan
Recommendation
Approve the 2014-2015 Pre-School Education Plan in the amount of \$387,183.

- R. **Nutri-Serve Food Service Management Contract**
Recommendation
Adopt the following Resolution:
BE IT RESOLVED that Nutri-Serve Food Management, Inc. be approved to provide food service management services for the 2014-15 school year in accordance with the terms and conditions of the base year contract. The management fee is a cents per meal management fee comprised of two parts. For each student meal served the fee is \$0.165 cents per student meal. For each meal equal served (All non reimbursable income divided by a meal equal factor of \$1.00) the fee is \$0.090 per meal equal. The sum of these two fees is the total management fee.

- S. Third Party Administrator Agreement
Recommendation
Approve the Omni Group as the third party administrator servicing our 403(b) plan (our current administrator, CPI, has transitioned the servicing of our accounts).
- T. Field Experience/Practicum
Recommendation
Grant approval of Stephanie Littleton, a Grand Canyon University student, for field experience/practicum placement at Simmons Elementary School from April 10, 2014, through May 21, 2014.

- U. **Food Bank of South Jersey**
Recommendation
Approve participation in the Food Bank of South Jersey’s School Pantry Program.

IV. BUILDINGS AND GROUNDS

- A. Progress Report – Ivan D. Cox, Jr. Buildings and Grounds Facilities Manager – Attachment IV A
- B. Use of Facilities
Recommendation
Approve the use of facilities by the Clayton Planning Board for a meeting on March 31, 2014, at 7 p.m.

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. Workshop Attendance – Attachment VI A
Recommendation
Approve attendance at workshops as per the list provided.

B. Leave of Absence

1. Lamont Robinson is requesting a leave of absence through the NJFLA beginning March 26, 2014, through May 9, 2014.
Recommendation
Approve Lamont Robinson's request for a leave of absence.
2. Brianna Rucci is requesting a leave of absence utilizing sick and personal days and the NJFLA from May 1, 2014, through June 15, 2014.
Recommendation
Approve Brianna Rucci's request for a leave of absence.
3. Debbie Welsh is requesting a leave of absence beginning March 10, 2014 for approximately six to eight weeks.
Recommendation
Approve Debbie Welsh's request for a leave of absence.

C. Hiring

1. Substitutes
Teacher: Michael Moore
Recommendation
Approve the above as substitute for the 2013-2014 school year pending receipt of required paperwork as recommended by the Superintendent.
2. Replacement for Coordinator Duties for Micro Society
Recommendation
Grant approval for Joseph Valentino to cover the coordinator duties for Micro Society for an employee on a leave of absence for a total of 34 hours at \$30 per hour (\$1,020 Total) pending receipt of required paperwork as recommended by the Superintendent.
3. NJ ASK Prep Class Tutors
Recommendation
Approve Tracy DiCrescenzo and Melissa Gray as NJ ASK Prep Class Tutors for the 2013-2014 school year at the contracted rate pending receipt of required paperwork as recommended by the Superintendent.
4. Teachers to Supervise Students for Parent Events
Recommendation
Approve Fred Georgette and Carol Wright as Teachers to supervise students for parent events at the rate of \$36 per hour (\$27 per hour for planning) for the 2013-2014 school year pending receipt of required paperwork as recommended by the Superintendent.

- D. Volunteers
Recommendation
Approve the following individuals as volunteers for the 2013-2014 school year pending receipt of required paperwork as recommended by the Superintendent: Douglas Foglein (Golf); Ashlee Cox (Softball); Steve Belh (Golf).

- E. Course Enrollments/Tuition Reimbursements
 - 1. Ryan Caltabiano has successfully completed “Measurement, Accountability, and Student Learning.”
Recommendation
Approve tuition reimbursement for Ryan Caltabiano in the amount of \$1,297.
 - 2. Kia Jones has successfully completed “Educational Organizations and Leadership.”
Recommendation
Approve tuition reimbursement for Kia Jones in the amount of \$1,960.

- F. Miscellaneous Wage Rates – Attachment VI F
Recommendation
Approve the Miscellaneous Wage Rates as listed on the attachment.

VII. COMMUNICATIONS

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

X. FINANCIAL REPORTS

- A. Bill List – Attachment X A
Recommendation
 - 1. Approve the Second Bill List for February 2014 in the amount of \$349,449.78.
 - 2. Approve the Cafeteria Bill List in the amount of \$44,888.29.
 - 3. Approve the March 2014 Bill List in the amount of \$192,140.29.

- B. Payroll and Agency Reports

February 13, 2014	Payroll \$329,391.20; Agency \$232,358.81
February 28, 2014	Payroll \$325,799.94; Agency \$230,888.23

 Recommendation
 Approve the Payroll and Agency Reports.

XI. VISITORS’ REMARKS

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XII. EXECUTIVE SESSION

- A. Adopt Clayton Board of Education Resolution No. 2014-0318 authorizing an Executive Session for the purpose of discussing personnel. The length of the session will be approximately 60 minutes or less. – Attachment XII A

XIII. ADJOURNMENT