

**CLEARVIEW REGIONAL HIGH SCHOOL DISTRICT**  
**Mullica Hill, New Jersey**

**Board of Education Meeting**  
**December 15, 2016**

**Call to Order:**

The Regular Meeting of the Clearview Regional Board of Education was held on the above date in the Administration Building Board Room. Mrs. Giaquinto called the meeting to order at 7:02 p.m.

**Public Present:**

Luis Becerra-Solis, Carlie Braswich, and Hannah Specht.

**Members Present:**

Mr. Cataldi, Mrs. Dvorak, Mr. Fuller, Mrs. Lundberg, Mr. Moore, Mr. Van Noy, Mrs. Vick, Mrs. Giaquinto, President, Mr. Horchak, Superintendent, Mrs. Cummins, Assistant Superintendent for Curriculum and Instruction, and Mrs. Pennell, Business Administrator.

**Members Absent:**

Mr. Burgin.

**Flag Salute:**

The flag salute was said by all present.

**Public Comments**

**Mr. Van Noy moved, seconded by Mr. Fuller,** that the Board of Education move into the Public Comments Session.

**The motion was unanimously approved.**

- a. Luis Becerra-Solis discussed recent events at the High School, Math League, and Debate Club.
- b. Carlie Braswich spoke about the upcoming dance-a-thon in January.
- c. Hannah Specht discussed meeting with the Superintendent regarding cutting field trips.

**Mr. Van Noy moved, seconded by Mr. Moore,** that the Board of Education close the Public Comments Section.

**The motion was unanimously approved.**

**Minutes:**

**Mrs. Lundberg moved, seconded by Mr. Van Noy,** that the Board of Education approve the following Minutes:

- a. November 17, 2016 Regular Meeting and Executive Session

**The motion was unanimously approved.**

For the Good of Clearview:

- a. Mr. Horchak spoke about the upcoming Open House on January 5, 2017, the choir concert held at Longwood Gardens, and the B-101 Event.

***Committee Reports***

**Mr. Van Noy moved, seconded by Mrs. Lundberg,** that the Board of Education, by consent agenda, approve the following: Curriculum/Instruction; Community Relations/Policy & Legislation; Operations, Buildings & Grounds, Transportation and Technology; and Finance, Student Activities & Personnel Items (A1 through D 11):

Occupational Therapy Services

Approved to increase Occupational Therapy services to the district through Gloucester County Special Services School District from 7.5 hrs./week (approved 9/28/16) to 9 hrs./week @ \$83/hr. due to increased needs (effective immediately).

Speech Language Services Through GCSSSD

Approved Speech Language services through Gloucester County Special Services School District (CRESS) 3 days/week from March 1, 2017 through May 30, 2017 @ \$514/day totaling \$20,560. These services are needed to cover Kellene Coulombe’s maternity leave.

Information:

*Our View*, Miss Roselli’s Class November newsletter.

**Community Relations/Policy & Legislation**

Professional Services with GCSSSD

Approved the Agreement for Professional Services with Gloucester County Special Services School District for the 2016/2017 school year. (Attachment A)

Student Teacher Placements

Approved the following student teacher placements during the 2016/2017 school year:

	School	Assigned To	Location	Subject	Dates
Kilic, Faith	Rowan	Bryan Hendricks	MS	Psychology	1/17 – 5/17

Tuition Contract Agreements with the Atlantic City Board of Education

Approved the tuition contract agreements with the Atlantic City Board of Education for the following students:

- a. Grade 11 (201306564) - \$11,500
- b. Grade 10 (201306565) - \$11,500

Home/Supplemental Instruction

Approved the following home/supplemental instruction - \$34.03/hr. unless otherwise noted:

- a. Grade 11 student (201209070)  
Effective 12/8/16-1/8/17  
Instructor(s):
  - i. ARK Educational Services – Honors Biology, AP Physics II, Honors US History II – 15 hrs. total
- b. Grade 8 student (201310327)  
Effective 10/24/16-11/27/16  
Instructor(s):
  - i. ARK Educational Services – Science – 5 hrs. total
- c. Grade 11 student (201209054)  
Effective 12/6/16-1/6/17  
Instructors:
  - i. Brookfield Schools – 40 hrs. total
- d. Grade 9 student (201305203)  
Effective 12/9/16-1/9/17  
Instructors:
  - i. Inspira Health Network – 40 hrs. total
- e. Grade 10 student (201309184)  
Effective 12/14/16-1/14/17  
Instructors:
  - i. Princeton House Behavioral Health – 20 hrs.

Drop Student Due to Non-Attendance

Approved to drop a Grade 11 student (201209109) from the district rolls due to non-attendance.

2016/2017 School Year Calendar Change

Approved the following change to the 2016/2017 school year calendar:

- a. January 19, 2017 Early Dismissal for Teacher In-Service, Professional Development (PM) to be moved to January 5, 2017.

First Reading Revisions to Policies and Regulations

Approved the first reading of the revisions to the following policies and regulations:

- a. Policy 1220 – Employment of Chief School Administrator
- b. Policy 1310 – Employment of School Business Administrator/Board Secretary
- c. Policy 3141 – Resignation
- d. Policy 5339 – Screening for Dyslexia
- e. Policy 8630 – Bus Driver/Bus Aide Responsibility
- f. Regulation 8630 – Emergency School Bus Procedures
- g. Policy 5200 - Attendance

HIB Report

Approved the Monthly HIB Report from the Superintendent.

Discussion:

- a. Board discussed the 2017/2018 parent paid tuition rate and an increase to \$7,000 for next year with possible incremental increases each year thereafter.

Information:

- a. Draft Board of Education Meeting Schedule (January 2017 through December 2017)

**Operations – Buildings & Grounds, Transportation, Technology**

Change Order #1 with Aliano Brothers General Construction

Approved Change Order #1 with Aliano Brothers General Construction in the amount of (\$2,259.72) for the Renovations to Rms. 506 & 508 in the High School. The revised contract amount is \$651,630.28.

Dispose/Scrap District Assets No Longer Used by the District

Approved to dispose of or scrap the following district fixed assets that are no longer used by the district:

- a. Wilton Scroll Saws (Qty. 2)
- b. 1995 Scantron Scanner, Serial # K-025650 (in the Middle School that has no salvage value)
- c. Folding Chair/Table Cart
- d. Cubicle Partition (portable) (Qty. 6)

Jointures

Approved the following jointures during the 2016/2017 school year:

- a. Gloucester County Special Services School District to add one (1) Clearview student to Route #6207 to YALE School, Voorhees at a cost of \$3,894.80 (Includes 7% Admin Fee)
- b. Clearview to transport one (1) Williamstown (Monroe Twp. Public Schools) student from Mantua to Radix Road Elementary on Route S6350 at a cost of \$22,334.69
- c. Gloucester County Special Services School District to transport one (1) homeless student to Clearview from Red Bank Inn, West Deptford on Route S5435 at a cost of \$2,230.20 (Includes 7% Admin Fee)

Technology Items

Approved to recycle the attached technology items which include printers, projectors, laptops, desktop computers, etc. through ezpcrecycling.com located in Pennsylvania. These items are either broken or updates are no longer possible due to age. (Attachment B)

**Finance, Student Activities & Personnel**

**Bill Lists**

Approved the bill lists for payment as follows (Attachment C):

- a. Bill List – Bank Transfers – November 2016
- b. Bill List – December 15, 2016
- c. Bill List – November 15, 2016 Payroll
- d. Bill List – November 30, 2016 Payroll
- e. Bill List – Cafeteria – December 15, 2016
- f. Bill List – Capital Projects – December 15, 2016

**Line Item Transfers**

Approved the following line item transfers:

<b><u>From</u></b>	<b><u>To</u></b>	<b><u>Amount</u></b>	<b><u>Rationale</u></b>
11-190-100-610-HS-CTE	12-140-100-730-HS-CTE	2,172.65	Purchase Equipment for CTE
11-000-230-334-BO-BUS	11-000-230-332-BO-BUS	6,876.00	Professional Services
11-209-100-320-CS-CST	11-213-100-320-CS-CST	22,788.00	Mission One Account Allocation
11-209-100-320-CS-CST	11-212-100-320-CS-CST	22,860.00	Mission One Account Allocation
11-000-213-300-BO-BUS	11-000-213-104-PR-000-A	2,000.00	Substitute Nurses
11-190-100-610-MS-ADM	11-190-100-610-HS-CTE	298.49	Supplies
11-000-261-420-BG-000-M	11-000-262-110-PR-000-A	8,798	Salaries
11-209-100-101-PR-000	11-213-100-101-PR-000	7,030	Salaries
20-250-200-320-CS-CST	20-250-100-320-CS-CST	5,289	IDEA Consultants

**Account Reports**

Approved the following account reports:

- a. Student Activities – November 2016
- b. Athletics Account – November 2016
- c. Adult School – November 2016

**Board Secretary's Report and Certifications**

Board approval of the Board Secretary's Reports for October 2016 in accordance with 18A:7-36 and 18A:17-9 to include the Monthly Certification that no line item has encumbrances and expenditures which in total exceed the item appropriation in violation of N.J.A.C. 6A:23A-16.10(c)3, the Reconciliation Report and Monthly Certification for October 2016 as follows (Attachment D):

RESOLVED that the Clearview Regional Board of Education recognizes the Board Secretary's certification in accordance with N.J.A.C. 6A:21A-10.10(c)3, that there are no changes in anticipated revenue amounts or revenue sources as indicated below.

The Clearview Regional Board of Education hereby certifies, pursuant to N.J.A.C. 6A:23A-10.10(c)4, that after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of their knowledge, no major account or funds have been over expended in violation of N.J.A.C. 6A:23A-16.10(b), and that sufficient funds are available to meet the district's financial obligation for the remainder of the year.

Resolution for Travel and Work Related Expenses – Employee

Approved the Resolution for Travel and Work Related Expenses – Employee. (Attachment E)

Audit Report

Approved to accept the June 30, 2016 audit report with no recommendations after review of the audit synopsis. A corrective action plan is not necessary.

Field Trips

Approved field trips during the 2016/2017 school year. (Attachment F)

Athletic Schedule Changes

Approved athletic schedule changes for the 2016/2017 school year. (Attachment G)

Disposal of Baseball Uniforms

Approved to dispose of 32 baseball uniforms that are outdated and torn.

Ticket Revenue Change

Approved the following ticket revenue change for the 2016/2017 school year:

- a. No ticket charge for the following Basketball games to participate in the Coaches vs. Cancer Night:
  - i. January 24, 2017 – Boys' Coaches
  - ii. February 21, 2017 – Girls' Coaches

Clearview Ice Hockey Club

Approved to create an after-school Clearview Ice Hockey Club (separate from the South Jersey High School Hockey League) for Clearview students only to hold monthly meetings in the High School and to appoint Michael Wolk, Jr. as the club advisor (no stipend). (Attachment H)

**The motion was approved by a roll call vote.**

<b>Aye:</b>	<b>Mr. Cataldi, Mrs. Dvorak, Mr. Fuller, Mrs. Lundberg, Mr. Moore, Mr. Van Noy, Mrs. Vick, and Mrs. Giaquinto.</b>
<b>Nay:</b>	<b>None.</b>

### **Executive Session**

**Mr. Van Noy moved, seconded by Mr. Moore,** that the Board of Education adjourn into Executive Session

Board approval of the resolution to adjourn into executive session for the following reasons (Attachment I). The matters included in the personnel section of the agenda.

**The motion was unanimously approved.**

The meeting went into Executive Session at 7:40 p.m.

### **Public Session**

**Mr. Van Noy moved, seconded by Mr. Moore,** that the Board of Education reconvene into Public Session.

**The motion was unanimously approved.**

The meeting reconvened into Public Session at 7:52 p.m.

### **Finance, Student Activities & Personnel**

**Mr. Van Noy moved, seconded by Mrs. Lundberg,** that the Board of Education approve the following Finance, Student Activities & Personnel Items:

#### **Home/Supplemental Instruction**

Approved the following home/supplemental instruction - \$34.03/hr. unless otherwise noted:

- a. Grade 8 student (201310327)  
Effective 10/24/16-12/28/16  
Instructor(s):
  - i. Alyssa Ciarrocchi – ELA – 9 hrs. total
  - ii. Tara Gunning – Math (Adv 8) – 9 hrs. total
  - iii. Taylor Dubois – Social Studies – 9 hrs. total
  - iv. Antoinette Maccherone – French I – 9 hrs. total
- b. Grade 11 student (201209061)  
Effective 11/7/16-1/27/17  
Instructor:
  - i. Colleen Senor – Adv. Algebra II – 22 hrs. total
- c. Grade 7 student (201310634)  
Effective 11/30/16-12/30/16  
Instructor(s):
  - i. Michelle Nicholson – Social Studies – 4 hrs. total
  - ii. John Wiseburn – Science – 4 hrs. total
  - iii. Diane McClernan – Math – 4 hrs. total
  - iv. Sharon Coleman – ELA – 8 hrs. total
- d. Grade 8 student (201310285)  
Effective 11/30/16-12/30/16  
Instructor(s):

- i. Antoinette Maccherone – French – 4 hrs. total
  - ii. Tammy Haro – English – 4 hrs. total
  - iii. Christinia Monti-Laumer – Social Studies – 4 hrs. total
  - iv. Tara Gunning – Math – 4 hrs. total
  - v. Nina King – Science – 4 hrs. total
- e. Grade 11 student (201209070)  
Effective 12/8/16-1/8/17  
Instructor(s):
- i. Chris Ritter – Honors English III – 5 hrs. total
- f. Grade 7 student (201310620)  
Effective 12/12/16-1/8/17  
Instructor(s):
- iii. Erica Bocchi – Science – 4 hrs.
  - iv. Kelly Shute – Spanish – 4 hrs.
  - v. Barbara Ledyard – ELA – 4 hrs.

#### Substitute Appointments/Reappointments

Approved the following substitute appointments/reappointments for the 2016/2017 school year:

##### Substitute Teacher

- a. Eileen Fox
- b. Elise Storms
- c. Charles Ellis (reappointment)
- d. Conrad Eisenhart
- e. Joseph Frassenei
- f. Brianna DeWitt (completing her student teaching at Clearview)

##### Substitute Bus Driver

- a. Joseph Prorok (pending completion of driver testing – training to begin effective 12/9/16)
- b. Jeffrey Downey, effective 12/8/16 (also a HTS District bus driver)

#### Leaves of Absence

Approved the following leaves of absence:

- a. Partially compensated leave of absence for Employee #4520, beginning 11/14/16 through 12/28/16

#### Co-Curricular/Coaching Appointments

Approved the following co-curricular/coaching appointments for the 2016/2017 school year (stipends as per negotiated agreement unless otherwise indicated):

- a. Daniel Betteridge, Boys' Basketball 7-8 Coach
- b. Daniel Matozzo, Winter Track Head Coach
- c. Jon Reuter, Winter Track Asst. Coach (stipend to be split with Stephen Scanlon)
- d. Stephen Duncan, Head Wrestling Coach (previously appointed as Wrestling Asst. Coach)
- e. Rolando Gautier, Head Baseball Coach (contingent upon clarification of legalities and a review of the contract with third party contractor)



Co-Curricular/Coaching Resignations

Approved the following co-curricular/coaching resignations for the 2016/2017 school year:

- a. Kevin Hanrahan, Winter Track Coach
- b. Thomas Gussen, MS Boys' Basketball Coach
- c. Keith Mourlam, Head Wrestling Coach

Back-up Light and Sound Technician

Approved the reappointment of Shayna Benson as a back-up light and sound technician for the 2016/2017 school year, at a rate of \$20.00 per hour.

Non-Instructional Little Pioneers

Approved the substitute non-instructional Little Pioneers aide rate of \$10/hr.

Middle School Study Skills Curriculum

Approved Eileen Rothstein to write the Middle School Study Skills curriculum, up to 15 hrs. at \$34.03 per hour (funded through local funds).

SOAR Program Revision

Approved the revision of the October 20, 2016 minutes for the SOAR Program. Approval should state reimbursement rate of \$34.03 per hour (original stated per session) to include time for additional bus duty supervision beyond 3:35 p.m. Total budget for program and extra supervision not to exceed original amount of \$2,040.00, funded solely through the Middle School PTO contribution.

Resignation from Evening Alternative School Teaching Roster

Approved the resignation of Chris Ahern from the Evening Alternative School teaching roster.

Adjustments and Assignments for the Alternative Program

Approved the following adjustments and assignments for the Alternative Program:

- a. English – Michael Wolk, Jr. – 4 hrs./week, including 1 hr. prep – Monday, \$32.50/hr.
- b. Math – Angela McEvoy (changed from Tuesday to Monday)
- c. Social Studies – Christina Boody (changed from Financial Lit./Psychology)
- d. Financial Lit./Psychology – Christopher Nuss (changed from Social Studies)
- e. Substitute Teacher – Ryan Hoffman (effective 12/13/16)
- f. Substitute Teacher – Alyssa Ciarrochi (effective 12/13/16)
- g. Substitute Aide – Carley Datz (15 hrs./week – shared) - \$15.00/hr.
- h. Substitute Aide – Ryan Hoffman (15 hrs./week – shared) - \$15.00/hr.

General Aides Substitutes

Approved the following general aides to substitute for Keith Mourlam in the Alterative Program, effective 11/21/16 through 11/30/16 at \$15/hr. (not to exceed 5 hrs./week with the exception of 11/30/16, 3.5 hrs. listed in b. below):

- a. Joseph Knooren – 11/21/16, 2 hrs.; 11/22/16, 2 hrs.; 11/28/16, 2 hrs.; 11/29/16, 2 hrs.
- b. Larry Nielsen – 11/21/16, 2 hrs.; 11/22/16, 2 hrs.; 11/28/16, 2 hrs.; 11/29/16, 2 hrs.; 11/30/16, 3.5 hrs.

Extra Duty List

Approved the following addition to the Extra Duty List for the 2016/2017 school year:

- a. Daniel Ledden, locker room coverage, 11/14/16 through 1/26/17

New Employees

Approved the following new employees for the 2016/2017 school year:

- a. David McDowell, part-time Night Custodian, effective December 16 through June 30, 2017 (pending completion of required paperwork). Salary to be \$16,998 (prorated), 90- day probationary period. (Account #11-000-262-110-PR-000)
- b. Rachel Boyko, full-time Administrative Assistant – Curriculum Office, effective 12/19/16. Salary to be \$42,000 (prorated). (Account #11-000-221-105-PR-000)

Revised Job Description

Approved the revised job description for *Administrative Assistant – Curriculum/Instruction Office*.

Resignations

Approved to accept the following resignations:

- a. Jillian Sacchetta, HS Replacement Spanish Teacher, effective 12/31/16
- b. Katherine Lynch, MS Career and Technology Education Teacher, effective 3/14/17

**The motion was approved by a roll call vote.**

<b>Aye:</b>	<b>Mr. Cataldi, Mrs. Dvorak, Mr. Fuller, Mrs. Lundberg, Mr. Moore, Mr. Van Noy, Mrs. Vick, and Mrs. Giaquinto.</b>
<b>Nay:</b>	<b>None.</b>

**Reports**

**Mr. Van Noy moved, seconded by Mr. Moore,** that the Board of Education approve the following Reports:

Reports:

HS Report  
MS Report

<u>School</u>	<u>Date</u>	<u>Time</u>	<u>Length of Drill</u>	<u>Weather</u>
High School – Fire Drill	11/28/16	1:45 p.m.	5 Minutes	53°
High School – Lockdown Drill	11/23/16	8:34 a.m.	3 Minutes	
Middle School – Fire Drill	11/17/16	9:41 a.m.	4 Minutes	63° - Sunny
Middle School – Lockdown Drill	11/23/16	10:59 a.m.	4 Minutes	42° - Sunny

**The motion was unanimously approved.**

Old Business:

None.

New Business:

- a. Recognition of Board Members whose term’s end 12/31/16 – Mr. Cataldi and Mr. Van Noy.

Adjournment

**Mrs. Lundberg moved, seconded by Mr. Van Noy,** that the Board of Education adjourn the meeting.

**The motion was unanimously approved.**

The meeting adjourned at 8:05 p.m.

Respectfully submitted,

Esther R. Pennell  
Business Administrator