

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

**Board of Education Meeting
December 17, 2015**

Call to Order:

The Regular Meeting of the Clearview Regional Board of Education was held on the above date in the Administration Building. Mrs. Giaquinto called the meeting to order at 7:00 p.m.

Public Present:

Stephen Reiners, Paul Sommers, Jill DeFrank, Pietro Sparacio, Pam LeVine, Emol Lotia, Christina Boody, and Joe and Holly Bertolini.

Statement of Public Meeting in Accordance with the New Jersey Public Meetings Act:

It was announced that in accordance with the Open Public Meetings Act (Chapter 231, P.L. 1975), advance notice of this meeting has been provided by publishing written notice in the media, posting notice at the District Administration Building and Township of Harrison Municipal Building.

Members Present:

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

Members Absent:

Mr. Cataldi, Mrs. Vick, and Mr. Ware.

Flag Salute:

The flag salute was said by all present.

Minutes:

Mr. Moore moved, seconded by Mr. Burgin, that the Board of Education approve the following Minutes:

- a. November 19, 2015 Regular Meeting and Executive Session

The motion was unanimously approved.

Correspondence:

None.

Public Comments:

- a. Pietro Sparacio, a Senior and Student Council Member at Clearview, handed out a brief summary for holding a leadership summit at Clearview on January 18th inviting different schools to Clearview.
- b. Jill DeFrank was invited to the Board of Education to assist with the Hoagies for Hope fundraiser.

Presentation:

- a. Esther Pennell presented the audit report for the year ending June 30, 2015.
- b. Diane Cummins presented the PARCC Assessment Data.

Committee Reports

Curriculum/Instruction

Mr. Burgin moved, seconded by Mr. Van Noy, that the Board of Education approve the following Curriculum/Instruction Items:

Program of Studies

Approved the 2016/2017 Program of Studies. (Attachment A)

Armed Services Vocational Aptitude Battery Tutoring

Approved to conduct Armed Services Vocational Aptitude Battery (ASVAB) tutoring to 12th grade students who have not yet fulfilled the State's graduation requirements. This tutoring will be held during 8th period in the High School Library with Mathematics on Tuesdays (5) and English Language Arts on Thursdays (5). Tutoring will be provided by Mary Marks, Diane Bernstein and Erin Usher.

Partnership for Assessment of Readiness for College and Careers (PARCC)

Approved the High School Partnership for Assessment of Readiness for College and Careers (PARCC) after school program (Attachment B). If approved, there will be up to 13 sessions, 2 hours per session for tutoring, preparation, and bus supervision. Staff would be compensated @ \$30/hr. through Title I funding.

Senior Year Option

Approved the senior year option for a Grade 12 student (201009163) to reduce the minimum number of credits required for graduation from 130 to 120.

District Placement

Approved the following out of district placement for the 2015/2016 school year:

- a. Student #201009313 – Legacy Treatment Services-The Mary A. Dobbins School – Effective 10/29/15, 141 days @ \$320.20 totaling \$45,148.20 and 1-1 Aide @ \$123.50/day totaling \$17,413.50
- b. Student #201305071 – Collingswood Public Schools – Resource Center – Effective 10/19/15 - \$8,415 (Tuition of \$12,889.80 approved at the 11/15 meeting)

Tuition Contract Agreements

Approved the following tuition contract agreements with the Gloucester County Vocational-Technical School District for the 2015/2016 school year:

- a. Career – Technical Programs - \$2,205 per student
- b. Law Enforcement - \$1,102.50 per student

Services Provided through Gloucester County Special Services School District

Approved the following services to be provided through Gloucester County Special Services School District:

- a. A functional behavior assessment for Student #201209019, at a cost of \$697
- b. A physical therapy evaluation for Student #201305291, at a cost of \$309

The motion was approved by a roll call vote.

Aye:	Mr. Burgin, Mr. Fuller, Mrs. Lundberg, Mr. Moore, Mr. Van Noy, and Mrs. Giaquinto
Nay:	None.

Community Relations, Policy & Legislation

Mrs. Lundberg moved, seconded by Mr. Van Noy, that the Board of Education approve the following Community Relations, Policy & Legislation Items:

Home/Supplemental Instruction

Approved the following home/supplemental instruction for the 2015/2016 school year (\$34.03/hr. unless otherwise noted):

- a. Grade 8 student (201306528)
Effective 11/16/15-12/13/15
 - i. Brookfield Schools – 40 hrs. total
- b. Grade 11 student (201109364)
Effective 11/16/15-12/22/15
 - i. ARK Educational Services – Honors English II and Honors US History II – 1 hr./week, each subject
- c. Grade 10 student (201209070)
Effective 12/10/15-1/08/16
 - i. ARK Educational Services – Honors Pre-Calc, Latin II, Honors US History, Honors Chemistry – 16 hrs. total
 - ii. ARK Educational Services – Driver’s Ed – 10 hrs. total
 - iii. Chris Ritter – Honors English II – 4 hrs. total

Second Reading and Adoption of Policies and Regulations

Approved the second reading and adoption of the following policies and regulations:

- a. Policy 8540 – School Nutrition Programs
- b. Regulation 8540 – Free and Reduced Meals (Abolished)
- c. Policy 8550 – Outstanding Food Service Charges
- d. Policy 8820 – Opening Exercises/Ceremonies

Drop Students from District Roll Due to Non-Attendance

Approved to drop the following students from the district rolls due to non-attendance:

- a. Grade 11 student (200909514)
- b. Grade 9 student (201208018)
- c. Grade 11 student (201109006)

HIB Report

Approved the monthly HIB Report from the Superintendent.

The motion was approved by a roll call vote.

Aye:	Mr. Burgin, Mr. Fuller, Mrs. Lundberg, Mr. Moore, Mr. Van Noy, and Mrs. Giaquinto
Nay:	None.

Information:

Draft Board of Education Meeting Schedule (January 2016 through December 2016).

Discussion:

Access of cameras by County Prosecutor’s Office and Local Police during emergency situations.

Operations – Buildings & Grounds, Transportation, Technology

Mr. Moore moved, seconded by Mrs. Lundberg, that the Board of Education approve the following Operations – Buildings & Grounds, Transportation & Technology Items.

Bid Specifications for STEM Lab and Classroom and to Advertise and Accept Bids

Approved the bid specifications for the STEM lab and classroom and to advertise and accept bids.

Disposal of District Fixed Assets

Approved to dispose to either sell (through GovDeals), donate to GCIT or (scrap) the following district fixed asset that are no longer used and are possibly in poor condition:

- a. Satellite dish on the HS roof (donated by Channel 1 years ago) (Scrap)

- b. 3 Computer Desks/Workstations (from HS Library) (Scrap)
- c. 9 pairs of wooden or aluminum crutches from the athletics department (Scrap)
- d. 1, Stainless Steel Demonstration Table/Rack
- e. 1, Tire Machine – Manufacturer – Coats
- f. 1, Sandblasting Cabinet – Manufacturer – Empire – Model 20309 I
- g. 1, Parts Washer (Scrap)
- h. 1, Shaper – Manufacturer – Delta
- i. 1, Replica Engine – District Tag # 000879
- j. 1, Buffing Machine – Manufacturer – Craftool
- k. 1, Grinder
- l. 4, Workbenches with workable vice and grinder
- m. 1, Brake Lathe Machine – Manufacturer – Ammco – Model 3850
- n. 1, Goggle Cabinet (Scrap)
- o. 1, Transmission Jack – Manufacturer – Snap-on
- p. 1, Stationary Transmission Jack
- q. 2, 1-6' Stationary Ladder (bolt on wall)
- r. 1, 1-10' Stationary Ladder (bolt on wall)
- s. 1, Shop Press
- t. 1, Welder
- u. 1, Miller Spot Welder
- v. 1, Welding Table with Fire Bricks
- w. Stationary Engine Stands and Components
- x. 9, Library Bookcase Shelving – 8'
- y. 1, Lincoln Handy Mig Welder
- z. 1, Engine Hoist (brand unknown)
- aa. 1, JVC 36" Television
- bb. 1, GE Television – Model 25G7240 – S/N 233617441

Jointure

Approved the following jointure for the 2015/2016 school year:

- a. Rancocas Valley to transport 1 Clearview student on Route T08 from a residential placement to BCSSSD, effective 12/1/15 - \$443.11/month - \$3,101.77

The motion was approved by a roll call vote.

Aye:	Mr. Burgin, Mr. Fuller, Mrs. Lundberg, Mr. Moore, Mr. Van Noy, and Mrs. Giaquinto
Nay:	None.

Finance, Student Activities & Personnel

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

Bill Lists for Payment

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

- a. Bill List – December 17, 2015
- b. Bill List – November 15, 2015 Payroll
- c. Bill List – November 30, 2015 Payroll
- d. Bill List – Cafeteria – December
- e. Bill List – November Bank Transfers

Line Item Transfers

Approved the following line item transfers:

<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Rationale</u>
12-140-100-730-HS-MUS	11-190-100-610-HS-MUS	1,500	Keyboards
11-000-291-260-BO-BUS	11-000-230-334-BO-BUS	6,500	Engineer
13-602-200-300-BO-BUS	13-602-200-610-BO-BUS	3,400	Adult School
11-000-262-520-BO-BUS	11-000-262-590-BG-000	3,780	Educational Adequacy Submission
Additional Transfers (Attachment D)			

Board Secretary’s Report and Certifications

Approved the Board Secretary’s Reports for November 2015 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 Reports and Monthly Certifications for November 2015 as follows (Attachment E):

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 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.

Account Reports

Board approval of the following account reports:

- a. Adult School Account – November 2015
- b. Student Activities Account – November 2015
- c. Athletics Account – November 2015

Carry Over NCLB Funds

Approved to carry-over 2014/2015 NCLB funds into 2015/2016 as follows:

- a. Title I - \$5,712.86
- b. Title IIA - \$5,942.99

Resolution for Travel and Work Related Expenses:

Board approval of the Resolution for Travel and Work Related Expenses: Employee (Attachment F)

Audit Report

Approved to accept the June 30, 2015 audit report with no recommendations after review of the audit synopsis. A corrective action plan is not necessary.

Athletic Schedule Changes

Approved the athletic schedule changes. (Attachment G)

Field Trip Requests

Approved the following field trip requests:

- a. Cherry Hill Crowne Plaza – Grades 9-12 – 92 students – Chaperones; S. Ellis, S. Zigo, D. Barnes, M. Pearlman – DECA Regional Competition
- b. Rowan College GC – Grade 12 – 40 students – Chaperones; D. Terry, S. Asay, P. Sommers – College placement/advisement/admission.
- c. West Windsor Plainsboro High School – Grades 9-12 – 15 students – Chaperones; R. Barreiro – FTC Robotics Competition
- d. Rowan University Student Center – Grades 9-12 – 50 students – Chaperones; J. Satterfield, J. Datz – Action Leadership Conference

Rescind Baseball Team Trip

Approved to rescind the 9/24/15 approval of the Baseball Team trip. (Attachment H)

Scrimmage

Approved for the Middle School Girls' Basketball team to have a scrimmage with St. Margaret's on December 21, 2015 at 4 p.m. in the Middle School.

Discussion:

Discussed National Cheer Competition (High School Division) in Orlando, Florida.

Mr. Moore moved, seconded by Mr. Van Noy, that the Board of Education include the National Cheer Competition (4 days) in Orlando, Florida.

The motion was approved by a roll call vote.

Aye:	Mr. Burgin, Mr. Fuller, Mrs. Lundberg, Mr. Moore, Mr. Van Noy, and Mrs. Giaquinto
Nay:	None.

Executive Session

Mrs. Lundberg moved, seconded by Mr. Fuller, that the Board of Education adjourn into Executive Session.

Approved the resolution to adjourn into executive session for the following reasons (Attachment I): The matters in the personnel section of the agenda and negotiations.

The motion was unanimously approved.

The meeting went into Executive Session at 8:11 p.m.

Public Session

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

The motion was unanimously approved.

The meeting reconvened into Public Session at 8:36 p.m.

Finance, Student Activities & Personnel

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

Home/Supplemental Instruction

Approved the following home/supplemental instruction to be paid at \$34.03/hr. unless otherwise indicated:

- a. Grade 9 student (201309394)
Effective 11/18/15-12/17/15
 - i. Megan Frey – Adv. Algebra I – 1 hr./week
 - ii. Stephen Scanlon – Adv. World History – 1 hr./week
 - iii. Michael Wolk – Adv. English I – 1 hr./week
 - iv. Shannon Comninos – Adv. Physics – 1 hr./week
- b. Grade 11 student (201109364)
Effective 11/16/15-12/22/15
 - i. Mike Zappala – Adv. Chemistry and Adv. Algebra II – 1.5 hrs./week each subject
 - ii. Grade 7 student (201310174)
Effective 11/16/15-12/13/15
 - i. Tiffany Heitz – ELA – 2 hrs./week
 - ii. Natalie Johnson – Social Studies – 2 hrs./week
 - iii. Kyle Rosa – Math and Science – 2 hrs./week each subject

Substitute Appointments/Reappointments

Approved the following substitute appointments/reappointments for the 2015/2016 school year:

Substitute Teachers:

- a. Kathryn L'Esperance
- b. Leslie Miles

Substitute Teacher Reappointment:

- a. Ryan Alpaugh

Substitute Bus Driver:

- a. Ruby Stiles (effective 12/7/15)

Leaves of Absence

Approved the following leaves of absence:

- a. Partially compensated FMLA leave of absence for Employee #4519, effective 3/1/16 (tentatively) through the 2016/2017 school year.
- b. Compensated FMLA leave of absence for Employee #4366, effective 1/6/16 through 3/4/16.

Coaching/Co-Curricular Appointments

Approved the following coaching/co-curricular appointments for the 2015/2016 school year (stipends as per negotiated agreement unless otherwise indicated):

- a. Dominic Carrera, Volunteer Boys' Basketball Coach (no stipend)
- b. Allison Toczyłowski, Volunteer Girls' Basketball Coach (no stipend)
- c. Xavier Fraction, Volunteer Winter Track Coach (no stipend)

Athletic Pay Information

Approved the Athletic Pay Information for the 2015/2016 school year. (Attachment J)

Teachers to Work Winter Break

Approved the following teachers to work up to 8 hours each to clean out the old auto shop during the winter break. Payment to be @ \$34.03/hr.:

- a. John Marinelli
- b. Curtis Brown

Teachers to Attend Trainings and Meetings

Approved the following teachers to attend trainings and meetings as facilitators for year-long professional-learning Collaborative Cohorts, up to five hours each at \$34.03 per hour (funded by local and Title II funds):

- a. Tammy Murphy
- b. Erin Usher

Teachers to Conduct Middle School Partnership for Assessment for Readiness for College and Careers (PARCC)

Approved the following teachers to conduct the Middle School Partnership for Assessment of Readiness for College and Careers (PARCC) after school program, up to 13 sessions, 2 hours per session, for tutoring, preparation, and bus supervision, at \$30.00 per hour. Number of teachers/sessions needed per day to be based upon enrollment (funded by Title I funds).

- a. Sharon Coleman, English Language Arts
- b. Heather Renshaw, English Language Arts
- c. Tara Gunning, Mathematics
- d. Jill Miller, Mathematics

Student Worker

Approved Natalie Mahan as a High School Athletics/Guidance Office student worker for the 2015/2016 school year. Rate of pay will be \$8.38 per hour for up to 7.5 hours per week.

Assignments for the Alternative Program

Approved the following 2015/2016 assignments for the Alternative Program (Teachers/Counselors, \$32.50/hr. – Aides \$15/hr.):

- a. Social Studies Teacher – Carley Datz (to replace Chris Nuss during the basketball season) – 4 hrs./week, including prep – Thursday
- b. Substitute Teacher – Carley Datz – as needed

Additional Hours for the Little Pioneers Program

Approved the following additional hours for the Little Pioneers Program for the 2015/2016 school year (funded through the Little Pioneers program):

- a. Mary Agnes Foldes:
 - i. 2.75 hrs. on 11/30/15 due to a delayed opening
 - ii. 2.25 hrs. on 1/14/16 due to an early dismissal
 - iii. 2.25 hrs. on 2/2/15 due to an early dismissal

New Employee

Approved the following new employee for the 2015/2016 school year:

- a. Michelle Mazzarella – Part-Time High School Secretary – Library/Media Center (10 month) – Effective 1/4/16. Salary to be \$27,200 (pro-rated). (Account # 11-000-222-105-PR-000)

Letters of Resignation

Approved to accept the following letters of resignation:

- a. Ashley White, MS/HS Spec. Ed. Health & Phys. Ed. teacher (part-time), effective 1/24/16 (or earlier if a replacement is found)
- b. Linda Raimo, with the intent to retire, MS Secretary, effective 7/1/16
- c. Elizabeth DeAngelis, with the intent to retire, MS Secretary, effective 8/1/16

Memorandum of Agreement

Approved the Memorandum of Agreement between the Clearview Regional Education Association and the Board of Education.

The motion was approved by a roll call vote.

Aye:	Mr. Burgin, Mr. Fuller, Mrs. Lundberg, Mr. Moore, Mr. Van Noy, and Mrs. Giaquinto
Nay:	None.

Reports

Mr. Moore moved, seconded by Mrs. Lundberg, that the Board of Education approve the following Reports:

- Guidance Reports – November
- HS Report – November
- MS Report – November

<u>School</u>	<u>Date</u>	<u>Time</u>	<u>Length of Drill</u>	<u>Weather</u>
High School – Fire Drill	11/4/15	8:30 a.m.	6 Minutes	Sunny - 44°
High School – Lockdown Drill	11/23/15	7:48 a.m.	7 Minutes	Sunny - 40°
Middle School – Fire Drill	11/4/15	8:28 a.m.	4 Minutes	Sunny - 44°
Middle School – Lockdown Drill	11/18/15	9:05 a.m.	6 Minutes	Partly Sunny - 45°

School Business Administrator’s Report

The motion was unanimously approved.

Old Business:

None.

New Business:

Mr. Moore questioned where we are with lights for the Junior parking lot.

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 8:40 p.m.

Respectfully submitted,

Esther R. Pennell
Business Administrator