

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

**Board of Education Meeting**  
**February 25, 2016**

**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 7:07 p.m.

**Public Present:**

Arlen Kimmelman, Jeannie Coleman, John Wiseburn, Stephen Reiners, Robbie McMurray, Christina Boody, Chris Ahern, Jeff & Pam Hamilton, Danyelle Hamilton, Niyelle Hamilton, Paul Sommers, Julia Novack, Gina Sorbello, Pam LeVine, Amol Lotia, Stephen Houpt, Nick Tullio, Aidan Mokris, Dennis Ebby, Bill Wood, and Chris Wood.

**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, Mrs. Dvorak, Mr. Fuller (entered at 7:12 p.m.), Mrs. Lundberg, Mr. Moore, Mrs. Giaquinto, President, Mr. Horchak, Superintendent, Mrs. Cummins, Assistant Superintendent for Curriculum and Instruction, and Mrs. Pennell, Business Administrator.

**Members Absent:**

Mr. Cataldi, Mr. Van Noy, and Mrs. Vick.

**Flag Salute:**

The flag salute was said by all present.

**Presentation:**

- a. Mr. Horchak presented the first reporting period of the 2015/2016 Violence & Vandalism/HIB update.

**Minutes:**

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

- a. January 28, 2016 Regular Meeting and Executive Session

**The motion was unanimously approved.**

Correspondence:

- a. Information received informing the district of a notice of hearing of the Harrison Township Planning Board on property located at Route 45 and Cedar Road.
- b. Information received from parents regarding the district's attendance policy.
- c. A letter from the Assistant Commissioner/Chief Academic Officer, Division of Teaching and Learning for the State of NJ, was received thanking our district for support, and commending teacher Anne Paoletti for actively contributing to the review of standards for English Language Arts (ELA) and mathematics.
- d. Received from the Harrison Township Joint Land Use Board – Land Development Application.

For the Good of Clearview:

- a. Presented checks to the *Hoagies 4 Hope* recipients.
- b. Students involved in the AASL Ruth Toor Grant for Strong Public School Libraries made a presentation to the Board of Education on their progress so far in promoting strong public school libraries.
- c. Wished best of luck to the Robotics Club at the State Championship Competition to be held at NJIT on Sunday, February 28<sup>th</sup>.

Public Comments:

- a. Chris Ahern, CEA President, spoke about the following:
  - i. HS Blood Drive was a success.
  - ii. Hoagies 4 Hope made \$17,000.00
  - iii. Thanked Jeannie Long and the Autism Club regarding the Special Needs Dance.

**Committee Reports**

**Curriculum/Instruction**

**Mr. Burgin moved, seconded by Mrs. Lundberg,** that the Board of Education approve the following Curriculum/Instruction Items:

**Services through Gloucester County Special Services School District**

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

- a. Student 201305212:
  - i. Homebound Instruction – 10 hrs./week for 17 weeks – 170 hrs. @ \$62./hr. totaling \$10,540, effective 2/1/16 through 6/30/16
  - ii. 2 hrs./week additional for prep and collaboration between instructors for student – 34 hrs. @ \$62/hr. totaling \$2,108, effective 2/1/16 through 6/30/16

Transportation Nurse Services

Approved to continue transportation nurse services for a student (201109453), after a medical review showed a necessity. Services will be provided by The Wright Choice effective 1/20/16 through 6/30/16 @ \$198/day totaling \$19,404. (Originally approved at the November 2015 meeting with a needs assessment at the end of 90 days.)

Sell/Dispose Textbooks

Approved to dispose or sell textbooks that are no longer used by the district. (Attachment A)

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

<b>Aye:</b>	<b>Mr. Burgin, Mrs. Dvorak, Mr. Fuller, Mrs. Lundberg, Mr. Moore, and Mrs. Giaquinto.</b>
<b>Nay:</b>	<b>None.</b>

Community Relations, Policy & Legislation

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

Interlocal Agreement

Approved the Interlocal Agreement with the Harrison Township Board of Education for ESL Learner Assessment services through June 30, 2016. (Attachment B)

Second Reading and Adoption of Policy

Approved the second reading and adoption of the following policy:

- a. Policy 2622 – Student Assessments

Affirmative Action Team Addition

Approved to add Dodd Terry to the Affirmative Action Team approved in November 2015. This will add a district staff member on the team with previously approved members (Robin Bazzel, MS; Debbie Wilson, MS; Thomas Jones, HS; Lisa Marandola, HS).

Acceptance of Parent Paid Tuition Student

Approved to accept a Grade 8, parent paid, tuition student from the Woodstown-Piles Grove Regional School District, effective 2/29/16 through the remainder of the 2015/2016 school year. Tuition will be \$6,500 (prorated to start date).

Drop Student from District Rolls Due to Non-Attendance

Approved to drop the following student from the district rolls due to non-attendance, effective February 18, 2016:

- a. Grade 12 student #201009313

Home/Supplemental Instruction

Approved the following Home/Supplemental Instruction (\$34.03/hr. unless otherwise noted):

- a. Grade 11 student (201109364)  
Effective 1/24/16-2/24/16  
Instructors:
  - i. ARK Educational Services – Adv. Chemistry, Adv. Algebra II, Honors English III, Honors US History II – 16 hrs. total
- b. Grade 10 student (201209070)  
Effective 2/11/16-5/10/16  
Instructors:
  - ii. ARK Educational Services – Pre-Calc, Latin II, Honors US History I, Honors Chemistry – 48 hrs. total

HIB Report

Approved the monthly HIB Report from the Superintendent.

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

<b>Aye:</b>	<b>Mr. Burgin, Mrs. Dvorak, Mr. Fuller, Mrs. Lundberg, Mr. Moore, and Mrs. Giaquinto.</b>
<b>Nay:</b>	<b>None.</b>

Discussion:

- a. Discussed the field use fees for local church group.

Operations – Buildings & Grounds, Transportation, Technology

**Mr. Burgin moved, seconded by Mrs. Lundberg,** that the Board of Education approve the following Operations-Buildings & Grounds, Transportation, and Technology Items:

Bid Specifications

Approved bid specifications and authorization to advertise for the following bids:

- a. Emergency Generator
- b. Roof Renovations

Acceptance of Bids for Renovations

Approved to accept the bids for Renovations to Rooms 506 and 508 in the High School and to award the bid to the lowest responsible bidder, Aliano Brothers GC in the amount of \$653,890.

Rejection of All Bids Received for Brightlink Projector Installation

Approved to reject all bids received for the Brightlink Projector installation in accordance with N.J.S.A 18A:18A-22d and to substantially revise the specifications for this project, re-advertise and receive bids.

Awarding of Contract

Approved to award a contract to Adams, Rehmann & Heggan Associates, Inc. in the amount of \$32,000 to design and prepare specifications for the tennis court drainage system and court cracks. The fee includes construction administration and inspection of the contractor's work. (Attachment C)

Jointure with Gloucester County Special Services School District

Approved a jointure with Gloucester County Special Services School District to transport 2 students (homeless) to Clearview from Paulsboro for the 2015/2016 school year – Effective 2/9/16 on Route S5435 – Cost to be \$37.59/day (includes the 7% administration fee).

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

<b>Aye:</b>	<b>Mr. Burgin, Mrs. Dvorak, Mr. Fuller, Mrs. Lundberg, Mr. Moore, and Mrs. Giaquinto.</b>
<b>Nay:</b>	<b>None.</b>

Finance, Student Activities & Personnel

**Mr. Moore moved, seconded by Mr. Burgin,** 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 D):

- a. Bill List – January 29, 2016
- b. Bill List – January 15, 2016 Payroll
- c. Bill List – January 30, 2016 Payroll
- d. Bill List – January 2016 Bank Transfers
- e. Bill List – February 2016 Capital Projects
- f. Bill List – February 2016 Cafeteria
- g. Bill List – February 25, 2016

Line Item Transfers

Approved the following line item transfers:

<b>From</b>	<b>To</b>	<b>Amount</b>	<b>Rationale</b>
11-190-100-610-HS-MUS	11-190-100-590-HS-MUS	\$400	Winter concert
11-000-230-104-PR-000	11-000-230-339-BO-BUS	3,000	Professional fees
13-602-200-300-BO-BUS	13-602-200-610-BO-BUS	800	Adult School
11-212-100-101-PR-000	11-204-100-101-PR-000	500	Salaries
11-212-100-101-PR-000	11-209-100-101-PR-000	762	Salaries
11-190-100-590-CO-CUR	11-190-100-106-PR-000	166	Aides
11-000-240-103-PR-000	11-000-240-105-PR-000	3,600	Salaries
11-000-218-104-PR-000	11-000-218-110-PR-000	2,000	Salaries
11-000-218-104-PR-000-A	11-000-218-105-PR-000	790	Salaries
11-000-213-104-PR-000	11-000-213-105-PR-000	810	Salaries
11-190-100-640-CO-SCI	11-190-100-610-HS-SCI	645	Curriculum

Board Secretary's Report and Certifications

Approved the Board Secretary's Report for January 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 Reports and Monthly Certifications for January 2016 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

Approved the following account reports:

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

Resolution for Travel and Work Related Expenses: Employee

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

Resolution to Increase the Bid Threshold

Approved the Resolution to Increase the Bid Threshold – Qualified Purchasing Agent, from \$36,000 to \$40,000, retroactive to July 1, 2015. (Attachment G)

Achievement Coaches Grant

Approved to accept the Achievement Coaches Grant in the amount of \$65,000 for the period of March 1, 2016 through November 30, 2016.

Staffing Services Contract with Mission One

Approved a 1 year extension (through June 30, 2017) to the aides staffing services contract with Mission One with no increase to the current prices:

- i. Instructional Classroom Aide - \$131.32/day
- ii. Transportation Aide - \$101.84/day
- iii. General Aides/Non-Instructional Classroom Aides/Personal Care Asst. - \$89.11/day

Athletic Schedule Changes

Approved the athletic schedule changes. (Attachment H)

Disposal of Field Hockey Sticks

Approved to dispose of 25 old field hockey sticks and 6 weight bars, from the Athletic Department, that are broken and beyond repair.

Brochure for Clearview Summer Sports Camp and Budget

Approved the brochure for the Clearview Summer Sports Camps and the budget to operate the camps (to be funded by the registration receipts). (Attachment I)

Field Trips

Approved the following field trips:

- a. Rowan College at Gloucester County – Grades 9-10 – 10 students – Chaperones; D. Terry, M. Parr – Women in STEM fair.

Reports:

Guidance 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	1/8/16	12:53 p.m.	7 Minutes	42° - Cloudy
High School – Lockdown Drill	1/13/16	12:03 p.m.	5 Minutes	29° - Sunny
Middle School – Fire Drill	1/8/16	8:05 a.m.	4 Minutes	37° - Partly Cloudy
Middle School – Lockdown Drill	1/20/16	10:37 a.m.	6 Minutes	21° - Partly Cloudy

Business Administrator’s Report:

- a. Mrs. Pennell reported on the boilers.

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

<b>Aye:</b>	<b>Mr. Burgin, Mrs. Dvorak, Mr. Fuller, Mrs. Lundberg, Mr. Moore, and Mrs. Giaquinto.</b>
<b>Nay:</b>	<b>None.</b>

**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 J): The matters in the personnel section of the agenda.

**The motion was unanimously approved.**

The meeting went into Executive Session at 8:00 p.m.

Mrs. Cummins and Mrs. Pennell were asked to leave the meeting and did not return.

**Public Session**

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

**The motion was unanimously approved.**

The meeting reconvened into Public Session at 8:58 p.m.

**Finance, Student Activities & Personnel**

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

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

- a. Grade 7 student (201310327)  
 Effective 1/11/16-2/7/16  
 Instructors:
  - i. Antoinette Maccherone – French – 4 hrs. total
  - ii. Mary Iovacchini – Adv. Math 7 – 4 hrs. total
  - iii. Christina Lail – Science – 4 hrs. total



- iv. Sharon Coleman – English – 8 hrs. total
- v. Taylor DuBois – Social Studies – 4 hrs. total
- b. Grade 8 student (201305166)  
Effective 1/26/16-2/25/16  
Instructors:
  - i. Joy Thompson – Spanish – 1 hr./week
  - ii. Monica Kelly – Geometry – 2 hrs./week
  - iii. Michel Richard – ELA – 1 hr./week
  - iv. Pete Burgio – Science – 1 hr./week
- c. Grade 10 student (201209070)  
Effective 2/11/16-5/10/16  
Instructors:
  - i. Chris Ritter – Honors English II – 12 hrs. total
- d. Grade 7 student (201306539)  
Effective 2/1/16-3/1/16  
Instructors:
  - i. Christinia Monti-Laumer – Social Studies – 8 hrs. total
  - ii. Pete Burgio – Science – 8 hrs. total
  - iii. Heather Renshaw – ELA – 8 hrs. total
  - iv. Sarah Musto – Math – 8 hrs. total
- e. Grade 9 student (201309234)  
Effective 2/1/16-2/29-16  
Instructors:
  - i. Mary Iovacchini – Core Subjects (as per CST) – 5 hrs./week

#### Substitute Appointments

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

##### Substitute Teacher:

- a. Jaren Angud
- b. Jennifer Gillen
- c. Glenn Calhoun
- d. Brandon DeAngelo

##### Substitute Food Service Worker:

- a. Jacob Kelly Kinkade

##### Substitute General Aide – Hall Monitor:

- b. Michael Wolk, Sr.

#### Extra Duty Changes

Approved the following extra duty changes for the 2015/2016 school year:

- a. Sarah Musto, MS, Marking Period 3 Restricted Study, \$450.00 (replacing Neil Bress)
- b. Derrick Reagan, MS Marking Period 3 Lunch Duty, remove eff. 2/17/16 (to resume for Marking Period 4)
- c. Ryan Hoffman, HS Lunch Duty, full year

- d. Steve Scanlon, HS PM Bus Duty, 11/30/15 through 3/3/16

#### Tuition Reimbursement

Approved the following tuition reimbursement for the 2015/2016 school year (as per the negotiated agreement). Employees will receive prorated distribution of remaining funds for the 2015/2016 school year (additional funds were added due to individuals approved for reimbursement canceling courses).

- a. Ellen Capriotti – Wilmington Univ. – Legislation/Implementation of Policy & Procedure (replaces Rowan Univ. course approval) – 3 credits – Spring 2016 semester
- b. Kyle Rosa – Clemson Univ. Online – Understanding Microbiology – 3 credits – Spring 2016 semester
- c. Dianne McClernan – Southern New Hampshire Univ. – Executive Function & Study Skills – 3 credits – Spring 2016 semester
- d. Jaclyn Reeves – Wilmington Univ. – Methods of Teaching English/Language Arts to English Language Learners – 3 credits – Spring 2016 semester

#### 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. Brian Tweed, Detention Monitor (to replace Jim Woolbert, 2/29/16 through year end)
- b. Evan Pietrangelo, Substitute Weight Room Monitor (current monitors will be coaching during Spring season), \$25.00 per hour
- c. Jenna Scott, Girls' Spring Track Assistant Coach
- d. Thomas Maioriello, Middle School Spring Track Assistant Coach
- e. Kyle Rosa, Middle School Spring Track Assistant Coach
- f. Ashley Reuter, JV Softball Coach
- g. Stephen Duncan, Girls' Spring Track Assistant Coach
- h. Summer Camp Advisors listed below:
  - i. Neil Bress
  - ii. Daniel Matozzo
  - iii. Timothy Dougherty
  - iv. Michael Lerch
- i. David Neff, Volunteer Baseball Coach (no stipend)
- j. Rolando Gautier, Volunteer Baseball Coach (no stipend), (currently a Mission One aide in the district)
- k. Jack Bower, Volunteer Boys' & Girls' Track Coach (no stipend)
- l. Ann Dailey, Volunteer Softball Coach (no stipend)

#### Reimbursement

Approved to reimburse the following people from the Achievement Coaches grant in the amounts indicated:

- a. Achievement Coach/Teacher, \$5,573.60 each
  - i. Ruth Barreiro
  - ii. Patricia Handley
  - iii. Rebecca Partesi
  - iv. Lauren Schoudt

- b. Kristen Schell, Administrator, \$5,573.00
- c. Diane Cummins, Project Director, \$1,858.00
- d. Mary Marks, Project Manager, \$6,501.00
- e. Kristin Schell, Data Manager, \$930.00
- f. Teacher Leaders, \$1,000.00 total budgeted amount to be shared
  - i. Stephen Asay
  - ii. Ruth Barreiro
  - iii. Susan Barry
  - iv. Neil Bress
  - v. Cheryl Catts
  - vi. Lauren Gallagher
  - vii. Patricia Handley
  - viii. Dawn Heil
  - ix. Daniel Lafferty
  - x. Kathleen Laible
  - xi. Barbra Ledyard
  - xii. Antoinette Maccherone
  - xiii. Michelle Marhefka
  - xiv. Angela McEvoy
  - xv. Tamara Murphy
  - xvi. James Navins
  - xvii. Anne Paoletti
  - xviii. Melissa Parr
  - xix. Rebecca Partesi
  - xx. Tara Puitz
  - xxi. Kyle Rosa
  - xxii. Jennifer Satterfield
  - xxiii. Lauren Schoudt
  - xxiv. Jeanna Sciarrotta
  - xxv. Jenna Scott
  - xxvi. Paul Sommers
  - xxvii. Catherine Ursino
  - xxviii. Erin Usher
  - xxix. Timothy Vitale
  - xxx. Karisa Wescott

High School English Language Arts PARCC Academy After-School Tutoring

Approved Jennifer Satterfield to conduct High School English Language Arts PARCC Academy after-school tutoring, up to 22 hours (includes time for tutoring, preparation, and bus supervision), \$30.00 per hour (funded through Title I).

High School Mathematics PARCC Academy After-School Tutoring

Approved Mary Marks to conduct High School Mathematics PARCC Academy after-school tutoring, up to 14 hours (preparation), \$30.00 per hour (funded through Title I).

New Teacher Academy Sessions

Approved Robert Buzby to attend up to two New Teacher Academy sessions, up to 1.5 hours per session, at \$25.00 per hour (funded through Title II).

Reading Evaluation

Approved Heather Renshaw to perform a reading evaluation (student #201305449), up to 6 hours at \$34.03 per hour (funded through Title I).

Contract Adjustment

Approved an adjustment in contract for Sandra Sadler, food service worker, from 4.25 hours to 5 hours per day, effective 2/16/16.

Long-Term Substitute Bus Driver

Approved Steve Brigandi, as a long-term substitute bus driver, 4 hours per day (sports run), \$19.50 per hour, effective 2/26/16 (Account # - 2.5 hrs. to 11-000-270-160-PR-000; 1.5 hrs. to 11-000-270-162-PR-000)

Replacement Spanish Teacher

Approved Jillian Sacchetta, as a replacement Spanish teacher in the high school effective 3/14/16. Rate of pay to be \$200.00 per day with Substitute Credential, increasing to \$263.29 (equivalent of BA Step 1) upon receipt of the NJ Spanish Instructional Certificate of Eligibility. (Account # 11-140-100-101-PR-000).

Long-Term Substitute Bus Driver Rate

Approved a new long-term substitute bus driver rate of \$19.50 per hour for the following long-term substitute bus drivers, effective 2/16/16 (in accordance with the new negotiated rates):

- a. Sandra Andreas
- b. Jeffrey Cocchi

Letters of Resignation

Approved to accept the following letters of resignation:

- a. Maranda Peek, Bus Aide, effective 2/12/16
- b. Lauren Gallagher, Speech/Language Specialist, effective 4/22/16
- c. Rocco Cornacchia, Guidance Counselor, with the intent to retire, effective 6/30/16

Final Submission of Superintendent's Goals:

Approved the final submission of the Superintendent's goals for the Executive Superintendent's review and final approval.

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

<b>Aye:</b>	<b>Mr. Burgin, Mrs. Dvorak, Mr. Fuller, Mrs. Lundberg, Mr. Moore, and Mrs. Giaquinto.</b>
<b>Nay:</b>	<b>None.</b>

Old Business:

None.

New Business:

None.

Adjournment

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

**The motion was unanimously approved.**

The meeting adjourned at 8:58 p.m.

Respectfully submitted,

Esther R. Pennell  
Business Administrator