

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

**Board of Education Meeting
March 17, 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 7:00 p.m.

Public Present:

Shannon Williams and Christina Boody.

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. 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, School Business Administrator.

Members Absent:

None.

Flag Salute:

The flag salute was said by all present.

Minutes:

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

- a. February 25, 2016 Regular Meeting and Executive Session

The motion was approved.

Mrs. Vick and Mr. Van Noy abstained.

Correspondence:

- a. A letter was received from James Lynch, Superintendent of East Greenwich Township Schools, thanking the Board and district staff for their assistance in their emergency relocation drill on February 29th.
- b. Correspondence from NJ School Boards Association to Karen Vick was received congratulating her on earning sufficient credits to receive her Certificated Board Member award.
- c. Correspondence was received from *Classroom Close-Up, NJ* regarding an upcoming taping of "Sophomore Leadership Academy" at the High School.

For the Good of Clearview:

- a. Mrs. Vick spoke about the positive feedback received for the 8th grade dialogue.

Public Comments

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

The motion was unanimously approved.

There were no public comments.

Mr. Van Noy moved, seconded by Mr. Moore, that the Board of Education close the Public Comment Session.

The motion was unanimously approved.

Curriculum/Instruction

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

Para Plus to Provide Vietnamese Translator for IEP Meetings

Approved Para Plus to provide a Vietnamese translator for IEP meetings at a cost of \$89.50 for an hour phone conference.

Applied Behavioral Analysis Aide Training

Approved Special Education Consultants, LLC to conduct Applied Behavioral Analysis aide training on March 9, 2016 at a cost of \$320. This training is necessary due to many legally mandated individual and classroom behavior plans.

Independent Occupational Therapy Evaluation

Approved student (201109166) to receive an independent occupational therapy evaluation through Rehab Connection at a cost of \$350.

Independent Neuropsychological Evaluation

Approved student (201209179) to receive an independent neuropsychological evaluation by Dr. Zielinski, located in Cherry Hill, NJ, at a cost of \$200/hr. – not to exceed \$1,000.

Assistive Technology Evaluation

Approved student (201305625) to receive an assistive technology evaluation through Gloucester County Special Services School District at a cost of \$813.

PARCC Participation Rate Action Plan

Approved the PARCC Participation Rate Action Plan. (Attachment A)

The motion was approved by a roll call vote.

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

Community Relations, Policy & Legislation

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

Home/Supplemental Instruction

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

- a. Grade 8 student (201306528)
Effective 2/3/16 – 3/2/16
Instructors:
 - i. ARK Educational Services – Spanish – 4 hrs. total
- b. Grade 7 student (201310174)
Effective 2/15/16-3/13/16
Instructors:
 - i. ARK Educational Services – ELA, Social Studies, Math, Science – 2 hrs./week for each subject
- c. Grade 11 student (201109364)
Effective 2/14/16-6/17/16
Instructors:
 - i. ARK Educational Services – Adv. Chemistry, 14 hrs.; Adv. Algebra II, 14 hrs.; Honors English II, 14 hrs.; Honors US History II, 14 hrs.; Health 11, 8 hrs.
- d. Grade 10 student (201209301)
Effective 2/28/16-TBD
Instructors:
 - i. Shelter of Hope (Ranch Hope, Inc.) – 2 hrs./daily at a rate of \$35/hr. (student is incarcerated)

New Scholarship

Approved the following new scholarship to be awarded at Senior Awards Night and included in the graduation program:

- a. John P. Dempsey, Jr. Memorial Scholarship – Awarded to a student in good academic standing with co-curricular involvement who has enrolled in a technical/trade school program and whose character is marked by an eagerness to help others, a strong work ethic and a spirit of kindness - \$500/year.

Tuition Rates

Approved the following tuition rates for the 2016/2017 school year:

- a. Other LEA Tuition/Homeless Students – HS, \$11,500 per student – MS \$12,500 per student
- b. Multiply Disabled Students - \$22,000
- c. Behavioral Disabled Students - \$35,000 (will be adjusted based on enrollment)

Parent Paid Tuition Student

Approved to accept a Grade 8, parent paid, tuition student from the Pittsgrove Township, effective 3/18/16 through the remainder of the 2015/2016 school year. Tuition will be \$6,500 (pro-rated to start date)

Discussion of Tuition Rates for Parent Paid and Prospective Residents Students

Approved tuition rates for Parent Paid and Prospective Resident Students of \$6,500 and the maximum number of open tuition seats of 10 for the 2016/2017 school year.

Drop Student from District Rolls Due to Non-Attendance

Approved to drop a Grade 11 student (201306543) from the district rolls due to non-attendance.

Little Pioneers Tuition

Approved the 2016/2017 Little Pioneers tuition rates as follows:

- a. District Staff Daycare - \$35/day
- b. Mantua Twp. and Harrison Twp. schools Staff Daycare - \$35/day
- c. Community Children (subject to open enrollment)
 - ii. Monday, Wednesday, Friday – 1st Session (3 periods) - \$110/month
 - iii. Monday, Wednesday, Friday – 2nd Session (3 periods) - \$110/month
 - iv. Tuesday, Thursday – 1st Session (3 periods) - \$85/month
 - v. Tuesday, Thursday – 2nd Session (3 periods) - \$85/month

Renewal Contracts with Drug Testing Services

Approved the renewal contracts with the following providers for drug testing services, through the Gloucester County Consortium, during the 2016/2017 school year with no increases in prices from 2015/2016:

Life Care Medical Centers:

- a. Bus Driver Testing
 - i. Drug Testing - \$45.77/test
 - ii. Breath/Alcohol Testing - \$26.26/test

Atlantic Diagnostic Laboratories:

- a. Student-Athlete Testing
 - i. On-Site Drug Testing - \$44/test (plus \$25 for positive confirmation)

Life Care Medical Centers to Provide Drug Testing Services

Approved the renewal contract for Life Care Medical Centers to provide the following drug testing services, during the 2016/2017 school year for Reasonable Suspicion with no increase from the 15/16 school year:

- i. Drug Test - \$49 (instant six panel)
- ii. Drug Test - \$69 (instant ten panel, when requested by Administration)
- iii. Doctor Visit - \$40 (when requested by Administration to be seen by doctor, document findings and clear student to return to school)

Shared Services Agreement

Approved a shared services agreement with the Township of Harrison for a Renewal Energy Investigation. This investigation is to determine if a project can provide an effective cost-savings to the Township and District relating to their existing energy consumption needs. (Attachment B)

HIB Report

Approved the Monthly HIB Report from the Superintendent.

The motion was approved by a roll call vote.

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

Operations – Buildings & Grounds, Transportation, Technology

Mr. Burgin moved, seconded by Mr. Van Noy, that the Board of Education approve the following Operations – Buildings & Grounds, Transportation, & Technology Items:

Brightlink Projector Installation Bids

Approved to accept the bids for the Brightlink Projector Installation (Attachment C) and to award a contract in the amount of \$497,176 to the lowest responsible bidder – Tele-Measurements, Inc. as follows:

- a. Base Bid (112 Devices) \$480,088
- b. Additional Installations in Classrooms:
 - With Whiteboards \$4,307/unit
 - Without Whiteboards 3,511/unit
 - With Whiteboard over black/green board 4,465/unit
- c. Optional 5 Year Service Contract: \$17,088

Contract with Fraytak, Veisz, Hopkins, Duthie, PC

Approved to enter into a contract with Fraytak, Veisz, Hopkins, Duthie, PC for preparing the schematic design, submission to the NJDOE, construction documents and bidding documents for the High School Roof Replacement project (Phase 2). (Attachment D)

District Fixed Assets No Longer Used

Approved to sell, through GovDeals (Attachment E), the following district fixed assets that are no longer used:

- a. 10, Photo Enlargers
- b. 1, Nobles 265XP Walk-Behind Floor Machine
- c. Assortment of 35mm Cameras

Bid Specifications for Tennis Court Drainage System

Approved the bid specifications for the tennis court drainage system and court cracks and to advertise and receive bids.

Revised Jointure

Approved a revised jointure with Harrison Township Public Schools for the 2015/2016 school year:

- a. Harrison Township Schools to transport 1 Clearview homeless student to Clearview High School on Route C2, effective 12/21/15 through 6/30/16 at a cost of \$2,800 (original January 2016 approval was for \$5,600).

Mr. Van Noy moved, seconded by Mr. Burgin, that the Board of Education approved to amend the original motion to include awarding a contract to repair the Middle School boilers.

Middle School Boilers

- a. Award of contract to Multi Temp Mechanical, Inc., in the amount of \$119,000 for emergency boiler replacement through the MR ESC 15/16-52 Cooperative Pricing System.

The motion was approved by a roll call vote.

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

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:

2016/2017 Budget for Submission to the County Office

Approved the 2016/2017 budget for submission to the County Office as follows:

RESOLVED that the tentative budget be approved for the 2016/2017 school year using the 2016/2017 state aid figures and that the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2016/2017 Total Expenditures	36,034,714	645,957	2,831,869	39,512,540
Less: Anticipated Revenues	17,876,490	645,957	203,802	18,726,249
Taxes to be Raised	18,158,224	0	2,628,067	20,786,291

And to advertise said tentative budget in the South Jersey Times in accordance with the form suggested by the State Department of Education and according to the law; and

RESOLVED, that the Clearview Regional Board of Education includes in the proposed budget the withdrawal of \$580,000 from the capital reserve for capital outlay projects; and

WHEREAS, the Board of Education may establish, for regular district business travel only, an annual school year threshold of \$1500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$125,000 for all staff and board members.

BE IT FURTHER RESOLVED, that a public hearing be held at the Clearview Regional Administration Building, 420 Cedar Road, Mullica Hill, New Jersey on April 28, 2016 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2016/2017 school year.

Bill Lists for Payment

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

- a. Bill List – February 15, 2016 Payroll
- b. Bill List – February 29, 2016 Payroll
- c. Bill List – February 2016 Bank Transfers
- d. Bill List – March 2016 Capital Projects
- e. Bill List – March 2016 Cafeteria
- f. Bill List – March 17, 2016

Line Item Transfers

Approved the following line item transfers:

From	To	Amount	Rationale
11-000-270-610-TR-000	11-000-230-334-BO-BUS	\$29,700.00	Engineer – Tennis Courts
11-000-218-580-HS-GUI-W	11-000-218-590-HS-GUI	204.00	Naviance
11-000-230-530-BO-BUS-A	11-000-230-334-BO-BUS	1,374.00	Professional Fees
11-000-252-107-PR-000	11-000-252-592-TE-TEC	3,300.00	Technology
11-000-261-420-BG-000-H	11-000-261-110-PR-000-B	3,500.00	Maintenance Salaries
11-000-230-530-BO-BUS-A	11-000-291-260-BO-BUS	200.00	Reverse Admin Transfer
11-000-230-105-PR-000	11-000-291-260-BO-BUS	300.00	Reverse Admin Transfer
11-000-230-104-PR-000	11-000-291-260-BO-BUS	28,597.50	Reverse Admin Transfer
11-000-252-107-PR-000	11-000-252-500-TE-TEC	1,000.00	Printer Repairs

Board Secretary’s Report and Certifications

Approved the Board Secretary’s Reports for February 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 February 2016 as follows (Attachment G):

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.

Account Reports

Approved the following account reports:

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

Resolution for Travel and Work Related Expenses: Employee

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

Transfer of Funds

Approved to transfer the following funds from the Capital Reserve for architectural fees to 12-000-400-334-BO-BUS:

- i. High School Roof Replacement - \$34,600

Field Trip Requests

Approved the following field trip requests:

- a. Haddonfield High School – Grades 9-12 – Chaperones; J. Andruszka, L. Hughes – Model UN Conference
- b. NJ Envirothon Training Gloucester County Governmental Services Complex – Grades 11-12 – 9-10 students - Chaperones; M. Huhman – Training Session
- c. Nashville, TN – Grade 12 – 6 students – Chaperone; S. Ellis – DECA Nationals
- d. Carmike Cinema – SCMD Students – 20 students – Chaperones; D. Ingemi, J. Jengehino, S. Wilkins, C. Raively, D. Morgan – Social Skills

Athletic Schedule Changes

Approved the athletic schedule changes. (Attachment I)

After-School Clubs

Approved the following after-school clubs:

- a. Middle School Strength and Conditioning Club with Scott Land as volunteer advisor (no stipend)
- b. Middle School Cooking Club with Katie Lynch as the volunteer advisor (no stipend). Due to the nature of this club, a small fee (between \$5- \$10) would have to be collected from each participant per meeting to defray all cost of materials.

Disposal of Equipment

Approved to dispose of 24 wooden/plastic floor hockey sticks and 2 pairs of goalie pads that are broken/not repairable.

Permission to Administer Medication and Release of Liability

Approved the Permission to Administer Medication and Release of Liability for student #201109375. (Attachment J)

The motion was approved by a roll call vote.

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

Executive Session

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

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

The motion was unanimously approved.

The meeting went into Executive Session at 7:35 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 7:47 p.m.

Finance, Student Activities, and Personnel

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

Home/Supplemental Instruction

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

- a. Grade 8 student (201306528)
Effective 2/3/16-3/2/16
Instructors:
 - i. Kate Liable – Science – 4 hrs. total
 - ii. Christinia Monti-Laumer – Social Studies – 4 hrs. total
 - iii. Sarah Musto – Math – 4 hrs. total
 - iv. Sharon Coleman – English – 4 hrs. total
- b. Grade 9 student (201309007)
Effective 2/24/16-3/23/16
Instructors:
 - i. James Rosado – Honors Geometry – 4 hrs. total
 - ii. Timothy Vitale – Honors Physics – 4 hrs. total
- c. Grade 9 student (201309047)
Effective 2/23/16-3/23/16
Instructors:
 - i. Christinia Monti-Laumer – Honors World History – 4 hrs. total
 - ii. Carrie Dolan – Honors Algebra I – 4 hrs. total
 - iii. Michael Wolk – Adv. English I – 4 hrs. total
 - iv. Jack Bower – Adv. Physics – 4 hrs. total
- d. Grade 7 student (201306539)
Effective 3/1/16-3/28/16
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 10 student (201209444)

Effective 3/14/16-5/15/16

Instructors:

- i. Colleen Senor – Adv. Algebra II – 6 hrs. total
- ii. James Navins – Honors Chemistry – 6 hrs. total
- iii. Jillian Sacchetta – Adv. Spanish II – 6 hrs. total

Additional Secretarial Coverage

Approved to compensate MaryLou Salvador for additional secretarial coverage in the MS office, outside of her contracted work hours, as follows – Payment to be at her hourly rate:

- a. February 24, 2015 – 3 hrs.

Substitute Appointments/Reappointments

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

Substitute Teacher:

- a. Charles Ellis
- b. Steven Mroz (pending cert.)
- c. Kelianna Sharkey (current student teacher – pending certification)
- d. Michelle Neigut
- e. John Srymanske (reappointment)

Substitute Food Service Worker:

- a. Pamela Kelly (pending completion of paperwork)

Extra Duty Changes

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

- a. Sarah Musto, MS, PM bus duty, effective 3/4/16 (replacing Ashley Reuter)
- b. Ashley Reuter, MS, PM Bus Duty – adjusted from full year to 110 days
- c. Michael Lerch, HS, PM Bus Duty – adjusted from 112 days to 107 days
- d. Christopher Nuss, HS, PM Bus Duty – adjusted from 121 days to 126 days
- e. Stephen Scanlon, HS, PM Bus Duty – adjusted from 57 days to 60 days
- f. Keith Mourlam, HS, PM Bus Duty – adjusted from 121 days to 118 days

Staff to Work in the Alternative Program

Approved the following staff to work in the Alternative Program – Payment to be at \$32.50/hr.:

- a. Carly Datz – Long Term Substitute – Science
- b. Tom Gross – Self-Contained Teacher (replacing Rob Rieck) 14 hrs./week plus 4 hrs. prep (shared with another teacher)

School Nurses to Cover Spring Sports Season

Approved the following school nurses to cover the spring sports season to supervise a student with a medical condition who may require medication administered in the event of a seizure. This will be temporary until a waiver is approved by the parents. Rate of pay will be \$34.03 per hour.

- a. Diane McMurray
- b. Lisa Tiedeken
- c. Charlotte Frost

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. Marissa Pennypacker, volunteer Girls' Lacrosse Coach (no stipend)
- b. Kevin Pedrick, volunteer Girls' Lacrosse Coach (no stipend)
- c. Chelsea Derolf, volunteer Girls' Lacrosse Coach (no stipend)
- d. Kevin Hanrahan, volunteer Golf Coach (no stipend)

Upgrading of Curricula

Approved the following teachers to upgrade the curricula to include power standards in English, up to 10 hours per person at \$34.03 per hour, to be completed by June 24 (local funds):

- a. Patricia Handley, grade 9
- b. Lauren Schoudt, grade 10
- c. Susan Barry, grade 12

Compensation

Approved Tammy Murphy to be compensated for 8 hrs. to close the 2015/2016 Little Pioneers Program and 30 hrs. to open the 2016/2017 Little Pioneers Program. Compensation will be through the Little Pioneers Program funds.

Long-term Substitute Transportation Aide

Approved Misti Power as a long-term substitute transportation aide, 4 hours per day, \$10.50 per hour, Route MPS1AMP, effective 3/9/16 through 6/30/16. (Account #71-000-270-161-PR-000-B)

Long-term Substitute Transportation Aide

Approved Holly Davis as a long-term substitute transportation aide, 3.75 hours per day, \$10.50 per hour, effective 3/18/16 through 6/30/16. (Account #11-000-270-161-PR-000-B for 2.75 hrs.; 71-000-270-161-PR-000-B for 1 hr.)

Part-time Custodian

Approved Kevin Frekot as a part-time custodian, 5 hours per day, effective 3/23/16 through 6/30/16. Salary to be \$18,783 (Account #11-000-262-110-PR-000)

The motion was approved by a roll call vote.

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

Reports

Mrs. Lundberg moved, seconded by Mr. Fuller, that the Board of Education approve the following 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	2/2/16	12:03 p.m.	5 minutes	50° - Sunny
High School – Lockdown Drill	02/18/16	12:53 p.m.	4 minutes	37° - Mostly Cloudy
Middle School – Fire Drill	2/17/16	1:40 p.m.	4 minutes	33° - Sunny
Middle School – Lockdown Drill	2/25/16	11:39 a.m.	8 minutes	47° - Partly Cloudy/Windy

Business Administrator’s Report

Old Business:

- a. Negotiations on 3/29/16 at 6:00.

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 7:49 p.m.

Respectfully submitted,

Esther R. Pennell
Business Administrator