

CLEARVIEW REGIONAL HIGH SCHOOL DISTRICT
Mullica Hill, New Jersey

Board of Education
March 19, 2019

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 7:31 p.m.

Members Present:

Mr. Burgin, Mr. Cherian, Mr. Chierici, Mr. Fuller, Mrs. Lundberg, Mr. Muscarella, Mrs. Nole, Mr. Ware, Mrs. Giaquinto, President, Mr. Horchak, Superintendent, Mrs. McAteer, Director of Curriculum and Instruction, and Mrs. Pennell, School Business Administrator.

Members Absent:

None.

Flag Salute:

The flag salute was said by all present.

Public Comments

Mr. Burgin moved, seconded by Mr. Chierici, that the Board of Education approve to open the meeting to the Public Comments Session at 7:32 p.m.:

There were no public comments.

Mrs. Lundberg moved, seconded by Mr. Ware, that the Board of Education approve to close the Public Comments Session. The session closed at 7:32 p.m.

Student Council Report

- a. Various Clearview events were discussed.

Minutes:

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

- a. February 28, 2019 Regular Meeting and Executive Session

The motion was unanimously approved.

Committee Reports

Curriculum/Instruction

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

Dispose Textbooks

Approved to dispose of the following textbooks that are over 19-20 years old, of various quantities and are no longer used by the district:

- a. *The Book of Virtues for Young People* – 1995 – ISBN 0382249232
- b. *Consumer Mathematics* – 1989 – ISBN 0131667297
- c. *Applications of High School Mathematics* – 1990 – ISBN 0395591252
- d. *Civics* – 1996 – ISBN 0028238362
- e. *Civics* – 2000 – ISBN 0028219597

Tutor and Complete Portfolio Appeals

Approved one Math and one ELA teacher to tutor and complete portfolio appeals with night school/work at-home students for up to 4 sessions, up to 4 hrs./each per session at a rate of \$34.03/hr., not to exceed \$1,088.96 total (funded through Title I).

Gloucester County Special Services School District to Provide Services

Approved Gloucester County Special Services School District to provide the following services during the 2018/2019 school year:

- a. Occupational Therapy evaluation for Grade 7 Student 201311458 at a cost of \$319
- b. An independent Functional Behavioral Assessment for Grade 10 Student 201310023 at a cost of \$707.

The motion was approved by a roll call vote.

Aye:	Mr. Burgin, Mr. Cherian, Mr. Chierici, Mr. Fuller, Mrs. Lundberg, Mr. Muscarella, Mrs. Nole, Mr. Ware, and Mrs. Giaquinto
Nay:	None.

Community Relations/Policy & Legislation

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

Home/Supplemental Instruction

Approved the home/supplemental instruction \$34.03/hr. (Attachment A)

Second Reading and Adoption of Policies and Regulations

Approved the second reading and adoption of the following policies and regulations (Attachment B):

- a. Policy 2415.06 – Unsafe School Choice Option
- b. Policy 2422 – Health & Physical Education
- c. Policy 2431.3 – Practice and Pre-Season Heat-Acclimation for School-Sponsored Athletics & Extra-Curricular Activities
- d. Regulation 2460.8 – Special Education – Free and Appropriate Public Education
- e. Policy 2610 – Educational Program Evaluation
- f. Policy 4219 – Commercial Driver’s License Controlled Substance and Alcohol Use Testing
- g. Policy & Regulation 5330.04 – Administering an Opioid Antidote
- h. Policy 5337 – Service Animals
- i. Regulation 5530 – Substance Abuse
- j. Policy 5600 – Student Discipline/Code of Conduct
- k. Regulations 5600.1 (1 page) and 5600.2 (2 pages) – Student Discipline/Code of Conduct (HS & MS)
- l. Policy & Regulation 5611 – Removal of Students for Firearm Offenses
- m. Policy & Regulation 5612 – Assaults on District Board of Education Members or Employees
- n. Policy & Regulation 5613 – Removal of Students for Assaults with Weapons Offenses
- o. Policy 5756 – Transgender Students
- p. Policy & Regulation 7440 – School District Security
- q. Policy & Regulation 8461 – Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Offenses
- r. Policy 8561 – Procurement Procedures for School Nutrition Programs
- s. Policy 8860 - Memorials

First Reading of Revisions to Policy and Regulations

Approved the first reading of the revisions to the following Policy and Regulation (Attachment C):

- a. Policy 5111 – Eligibility of Resident/Nonresident Students
- b. Regulation 5111 – Eligibility of Resident/Nonresident Students

Nonpublic Textbook Purchasing

Approved the agreement with Gloucester County Special Services School District to provide Nonpublic Textbook Purchasing for the 2019/2020 school year. (Attachment D)

Services Provided through Mission One

Approved the following services to be provided through Mission One:

- a. Mission One paraprofessional, Meredith Boody, to assist the following students:
 - i. Grade 10 Student 201310348 during the Music in the Parks Music Festival at Hershey Park on May 17, 2019 at a cost of \$68.15.
 - ii. Grade 7 Student 201311458 and Grade 8 Student 201311306 during a choir competition at Dorney Park on June 7, 2019 @ \$68.15.

Phoenix Advisors for Continuing Disclosure Services

Approved Phoenix Advisors for Continuing Disclosure Services during the 2019/2020 school year at a cost of \$1,000 base fee.

Little Pioneers Tuition Rates for 2019/2020

Approved the 2019/2020 Little Pioneers tuition rates as follows:

- a. District Staff Daycare - \$37/day (\$36 – 2nd sibling)
- b. Community Children (subject to open enrollment)
 - i. Monday, Wednesday, Friday – 1st Session (3 periods) - \$130/month
 - ii. Monday, Wednesday, Friday – 2nd Session (3 periods) - \$130/month
 - iii. Tuesday, Thursday – 1st Session (3 periods) - \$105/month
 - iv. Tuesday, Thursday – 2nd Session (3 periods) - \$105/month

Student Teacher Appointment

Approved the following student teacher appointment:

Last Name	First Name	University	Assigned To	Subject	Dates
Jennings	Kristi	Rowan	Erin Usher	Teacher of Students w/Disabilities	4/19-6/19

Note: Clinical experience in Special Education (required as part of Graduate program for TOSD standard certification). Kristi is currently employed as a Special Education teacher in the High School

2019/2020 School Calendar

Approved the 2019/2020 School Calendar.

The motion was approved by a roll call vote.

Aye:	Mr. Burgin, Mr. Cherian, Mr. Chierici, Mr. Fuller, Mrs. Lundberg, Mr. Muscarella, Mrs. Nole, Mr. Ware, and Mrs. Giaquinto
Nay:	None.

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:

Contract with Northeast Mechanical Services

Approved a contract in the amount of \$53,914 with Northeast Plumbing Services through the Educational Data Service Agreement #9185 to upgrade the HVAC, to include air conditioning, in the interior offices of the locker rooms in both HS gyms (as consistent with the architect's recommendation).

Quoted Contract with BR Williams

Approved quoted contract with BR Williams as follows (Attachment E):

- a. 1 bus from Clearview High School departing at 2:15 p.m. to Pitman Golf Course at cost of \$72/day for 68 days (effective March 1 through May 31, 2019)

Purchase Buses

Approved to purchase two (2) 54 passenger school buses from Wolfington Body Company, Inc. as per the Educational Services Commission of New Jersey (ESCNJ) Co-Op Bid 18/19-31 at a total cost of \$105,750.40 each.

Shared Transportation Services with Mantua Township Public Schools

Approved a contract for shared transportation services with Mantua Township Public Schools for the 2019/2020 school year. (Attachment F)

Advertise and Receive Bids

Approved to advertise and receive bids for the 2019/2020 school year, Route CABSJA (AM & PM) to Archbishop Damiano (St. John of God) (2 Wheelchair positions; 1 aide required; 2, 1-1 Nurses, 3 Students).

Renew Shared Services Agreement

Approved to renew the shared services agreement with Kingsway Regional Board of Education for School Bus Maintenance Services during the 2019/2020 school year - \$58.80/hr.

Jointure

Approved the following jointure during the 2018/2019 school year:

- a. Gloucester County Special Services School District to transport 54 Clearview students to Clearview on Route S7125, effective 3/12/19 – Cost to be \$19,058.84 (includes 7% administration fee).

The motion was approved by a roll call vote.

Aye:	Mr. Burgin, Mr. Cherian, Mr. Chierici, Mr. Fuller, Mrs. Lundberg, Mr. Muscarella, Mrs. Nole, Mr. Ware, and Mrs. Giaquinto
Nay:	Mr. Ware for Shared Services with Mantua Twp. Public Schools for the 2019/2020 School Year

Finance – Student Activities & Personnel

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

Budget for Submission to the County Office

Approved the 2019/2020 budget for submission to the County Office as follows:

RESOLVED that the tentative budget be approved for the 2019/2020 school year using the 2019/2020 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
2019/2020 Total Expenditures	\$37,267,129	\$593,717	\$2,868,759	\$40,729,605
Less: Anticipated Revenues	17,652,211	593,717	215,014	18,460,942
Taxes to be Raised	19,614,918	0	2,653,745	22,268,663

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

WHEREAS, the Board of Education recognizes the need to withdraw \$256,600 from Capital Reserve to fund the resurfacing of the track; and

WHEREAS, the Board of Education may establish, for regular district business travel only, an annual school year threshold of \$1,500 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 FUTHER 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 \$100,000 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 25, 2019 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2019/2020 school year.

Bill Lists for Payment

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

- a. Bill List – March 19, 2019
- b. Bill List – 2/15/19 Payroll
- c. Bill List – 2/21/19 Payroll
- d. Bill List – 2/28/19 Payroll
- e. Bill List – February 2019 Bank Transfers
- f. Bill List – Cafeteria – March 19, 2019

Line Item Transfers

Approved the following line item transfers:

<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Rationale</u>
11-000-219-610-HS-CST	11-000-217-320-MS-CST	\$5,450	Legal Settlements
11-000-219-320-HS-CST	11-000-217-320-HS-CST	8,425	Legal Settlements
11-190-100-640-MS-CUR	12-000-252-730-TE-TEC	22,300	Technology Equipment
11-190-100-640-HS-CUR	12-000-252-730-TE-TEC	50,500	Technology Equipment
11-000-270-161-PR-000-B	12-000-270-733-BO-BUS	22,000	Buses
11-000-270-161-PR-000	11-000-270-390-TR-000	360	Safety Training Class
11-0000-263-610-BG-000	11-000-263-730-BG-000	3,520	Storage Container

Account Reports

Approved the following account reports:

- a. Student Activities – February 2019
- b. Athletics – February 2019

Board Secretaries Report and Certifications

Board approval of the Board Secretary's Report for February 2019 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 February 2019. (Attachment H)

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.

Board Certification:

The Clearview 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:23-A-16.10(b), and that sufficient funds are available to meet the district's financial obligation for the remainder of the year.

Travel and Work Related Expenses - Employee

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

Accept the State of New Jersey ESSA Title I SIA Funding

Approved to accept the State of New Jersey ESSA Title I SIA funding in the amount of \$32,910.

Adoption of Voluntary Payroll Plan

Approved the adoption of a voluntary payroll plan for employee deduction for Critical Illness NJEA Income Protection PLUS Plan.

Field/Student Activity Trip

Approved the field/student activity trip requests. (Attachment J)

Athletic Schedule Changes

Approved the athletic schedule changes. (Attachment K)

Summer Sport Camp Brochure

Approved the brochure for the Clearview Summer Sport Camp (Basketball) and the budget to operate the camps (to be funded by the registration receipts). (Attachment L)

The motion was approved by a roll call vote.

Aye:	Mr. Burgin, Mr. Cherian, Mr. Chierici, Mr. Fuller, Mrs. Lundberg, Mr. Muscarella, Mrs. Nole, Mr. Ware, and Mrs. Giaquinto
Nay:	None.

Discussion:

The Board had a discussion to move the Thanksgiving football game.

Executive Session

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

Board approval of the resolution to adjourn into executive session for the following reasons (Attachment M):
The personnel section of the agenda, a student educational placement matter, a parent HIB appeal and a report from a State agency.

The motion was unanimously approved.

The meeting went into Executive Session at 8:12 p.m.

Public Session

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

The motion was unanimously approved.

The meeting reconvened into Public Session at 9:47 p.m.

Community Relations /Policy & Legislation

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

Tuition Rates for 2019/2020 School Year

Approved the following tuition rates for the 2019/2020 school year:

- a. Middle School (Parent Paid) - \$6,000 per student (Parent Paid High School or Middle School - second student 15% discount, third student 20% discount)
- b. Regular Education – Middle School - \$14,500
- c. Regular Education – High School - \$14,500
- d. Multiply Disabled - \$22,000
- e. Behavioral Disabled - \$35,000

The motion was approved by a roll call vote.

Aye:	Mr. Burgin, Mr. Cherian, Mr. Chierici, Mr. Fuller, Mrs. Lundberg, Mr. Muscarella, Mrs. Nole, Mr. Ware, and Mrs. Giaquinto
Nay:	None.

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

HIB Report

Approved the monthly HIB Report from the Superintendent.

The motion was unanimously approved.

Finance – Student Activities & Personnel

Mr. Fuller moved, seconded by Mrs. Lundberg, that the Board of Education approve the following Finance – Student Activities & Personnel Item:

Thanksgiving Football Game Change

Approved to move the Thanksgiving football game.

Home/Supplemental Instruction

Approved the attached home/supplemental instruction \$34.03/hr. (Attachment N)

Substitute Appointments

Approved the following substitute appointments for the 2018/2019 school year:

Substitute Custodians (pending completion of paperwork)

- a. Joshua Dougherty

Leaves of Absence

Approved the following leaves of absence:

- a. Extension of compensated FMLA leave of absence for Employee #4070 through 4/8/19
- b. Uncompensated NJFLA leave of absence for Employee #4204, from 2/25/19 through 3/29/19
- c. Uncompensated maternity/child rearing leave of absence for Employee #4519, from 9/1/19 through the first day of the third marking period.

Additional Substitute Teachers

Approved the following additional substitute teachers for the Alternative Program, effective 3/4/19. Rate of pay to be \$32.50 per hour with one-hour prep.

- a. Barbara Palmo
- b. Stephen Duncan

Senior Trip Chaperones

Approved to compensate the following Senior Trip chaperones (approved 12/20/19) at the substitute teacher rate for Saturday, 4/13/19:

- a. Christina Boody
- b. Stephen Scanlon
- c. Ivy Mazzuca
- d. Derek Haye
- e. Samantha Jones-Damminger
- f. Daniel Lafferty
- g. Angela McEvoy
- h. Mark Mozzachio
- i. Laurie Doughten
- j. John Marinelli
- k. Tara Powell
- l. Michael Wolk
- m. Carley Datz
- n. Jennine Donnelly
- o. Karen Hitchner
- p. Thomas Jones
- q. Timothy Dougherty
- r. Kyle Rosa

Student Worker

Approved one additional hour of work for Middle School student worker Sydney Kauftheil on 2/27/19. Rate of pay to be \$9.10 for this hour.

Compensation

Approved Tammy Murphy to be compensated for 8 hours to close the 2018/2019 Little Pioneers Program and 30 hours to open the 2019/2020 Little Pioneers Program. Compensation will be through the Little Pioneers Program funds - \$34.03/hr.

Volunteer/Uncompensated Appointments

Approved the following volunteer/ uncompensated appointments for the 2018/2019 school year (no stipends):

- a. David Barber, Baseball Volunteer (pending paperwork)

Full-Time Custodian – Noland Patterson

Approved Noland Patterson (former part-time custodian), as a full-time custodian – 8 hours per day, effective March 1, 2019 through June 30, 2019. Salary to be \$28,713.02 (pro-rated from March 1, 2019). 90-day probationary period and must acquire boilers license within 1 year of Board approval. (Account #11-000-262-110-PR-000).

Full-Time Custodian – Timothy Maher

Approved Timothy Maher (former part-time custodian), as a full-time custodian – 8 hours per day, effective April 1, 2019 through June 30, 2019. Salary to be \$27,196.80 (pro-rated from April 1, 2019). 90-day probationary period and must acquire boilers license within 1 year of Board approval. (Account #11-000-262-110-PR-000).

Part-Time Custodian – Douglas Powell

Approved Douglas Powell as a part-time custodian – 5 hrs./day, effective date to be determined (upon completion of paperwork) through June 30, 2019. Salary to be \$16,998 pro-rated. 90-day probationary period (Account #11-000-262-110-PR-000).

School Business Office Confidential Bookkeeper – Amber Evans

Approved Amber Evans, as School Business Office Confidential Bookkeeper, with a tentative start date of May 20, 2019 through June 30, 2019 (with additional per diem days to be worked prior to May 20th as available and needed). Salary to be \$44,000 pro-rated.

Resignation

Approved to accept the following resignation:

- a. Dawn Stevenson, Bus Driver, effective 3/8/19

Revised Job Descriptions

Approved the following revised job descriptions:

- a. Transportation Supervisor (Attachment O)
- b. Transportation Department – Assistant Supervisor/Business (Attachment P)
- c. Transportation Department – Assistant Supervisor/Dispatcher (Attachment Q)

The motion was approved by a roll call vote.

Aye:	Mr. Burgin, Mr. Cherian, Mr. Chierici, Mr. Fuller, Mrs. Lundberg, Mr. Muscarella, Mrs. Nole, Mr. Ware, and Mrs. Giaquinto
Nay:	None.

Reports:

Mr. Ware moved, seconded by Mr. Burgin, 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	02/04/19	12:34 p.m.	6 Minutes	56°
High School – Evacuation Site Visits	02/25/19	12:00 p.m.	2 Hours	
Middle School – Fire Drill	02/05/19	1:45 p.m.	3 Minutes	63°
Middle School – Lockdown Drill	02/21/19	11:07 a.m.	7 Minutes	42°

The motion was unanimously approved.

Old Business:

None.

New Business:

None.

Adjournment

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

The motion was unanimously approved.

The meeting adjourned at 9:50 p.m.

Respectfully submitted,

Esther R. Pennell
School Business Administrator