CLEARVIEW REGIONAL HIGH SCHOOL DISTRICT Mullica Hill, New Jersey

Board of Education Meeting April 25, 2013

Call to Order:

The Regular Meeting of the Clearview Regional Board of Education was held on the above date in the Administration Building Public Meeting Room. Mr. Campbell called the meeting to order at 7:03 p.m.

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. Coughlan, Mrs. Giaquinto, Mrs. Lundberg, Mr. Moore, Mrs. Vick, Mr. Van Noy, Mr. Ware, Mr. Campbell, President, Mr. Horchak, Superintendent, Mrs. Cummins, Assistant Superintendent for Curriculum and Instruction, and Mrs. Pennell, Business Administrator.

Members Absent:

Mr. Petrille

Public Present:

Jeannie Long, Debbie Heston, Christina Boody, Dayna Caputo, Jennifer Satterfield, Pat Handley, Marilyn Goetz, Jeanna Sciarrotta, Scott Wagner, Jim Woolbert, Barbara Amadei, Matthew Bray, Alyssa McKay, Karyn Henry, Lauren Schoudt, Arlen Kimmelman, Tiffany Tyers, Kristine Lafferty, Gregory Hopely, Amy Powell-Walker, William Nicholson and Kristin DeSImone.

Flag Salute:

The flag salute was said by all present.

Minutes:

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

- a. March 26, 2013, Regular Meeting/Public Hearing on 13-14 Budget and Executive Session
- b. April 6, 2013 Special Meeting

The motion was unanimously approved.

Mr. Coughlan abstained on the April 6, 2013 minutes.

Correspondence:

None.

For the Good of Clearview:

a. At the Teacher of the Year Banquet, Sue Barry, was given the opportunity to speak.

Public Comments

- a. Barbara Amadei read a memo to the Board about her personal concerns surrounding Clearview's values.
- b. Jeanna Sciarrotta, Lauren Schoudt, Jennifer Satterfield, Kristine Lafferty discussed the possible elimination of a position within the English department for 2013/2014 school year.
- c. Tiffany Tyres and Cory Anderson discussed changing the age limit to attend the Senior Prom back to 21.
- d. Bill Nicholson discussed debt service assessment for 2013/2014 school year.
- e. Jim Woolbert asked about the status of establishing a sick leave bank.
- f. Arlen Kimmelman, High School Librarian, asked if media language changes were made to the technology plan.
- g. Scott Wagner thanked the Board for naming the High School Gym after Lorraine Ledden. He also thanks Mr. Horchak and Mr. Campbell for the presentation and is looking forward to seeing her name on the court and wall.

Committee Reports

Curriculum/Instruction & Technology

Mrs. Giaquinto moved, seconded by Mrs. Lundberg, that the Board of Education approve the following Curriculum/Instruction & Technology Items:

Early Graduation of Student

Approved a request from the Guidance Office of an early gradation for a 12th grade student (200909471) due to medical circumstances. This student has met and exceeded the requirements for graduating from Clearview and will not be participating in any further Clearview sponsored activities.

Discontinuing Home Instruction, PT and OT for Student

Approved to discontinue the home instruction, PT and OT for a student (TC 0002226) effective 4/21/13. This student will be returning to the original approved placement at Gloucester County Special Services School District effective 4/22/13.

Placement of Student

Approved the placement of a student (TC 0001764) at Bankbridge Regional effective 4/9/13 through 6/30/13. Tuition to be 48 days @ \$179.5/day totaling \$8,616.

Eligibility Meeting for Student

Approved Burlington County Special Services to attend an eligibility meeting for a student (TC 0001410) for approximately 3 hours at \$77/hr.

Student to Attend Burlington County Special Services School District Alternative Education Program

Approved a student (#2013085) to attend the Burlington County Special Services School District Alternative Education Program, effective 3/27/13 through 6/19/13. Tuition to be \$100/day for 52 days totaling \$5,200.

Home Instruction

Approved to increase the home instruction hours of a student (TC 0002239) from 2 hrs./week (approved 8/16/12) to 3 hrs./week through Gloucester County Special Services School District - \$60/hr.

Services provided by Amazing Transformations

Approved a student (TC 0001914) to receive 1-1 ABA (Applied Behavioral Analysis) Aide services, provided by Amazing Transformations, 7 hrs./day @ \$33/hr. from 5/1/13 through 6/14/13 (32 days totaling \$7,392).

Technology Plan for 2013 through 2016

Approved the Technology Plan for 2013 through 2016.

The motion was unanimously approved by a roll call vote.

Aye:	Mr. Coughlan, Mrs. Giaquinto, Mrs. Lundberg, Mr. Moore, Mrs. Vick, Mr. Van Noy,				
	Mr. Ware, and Mr. Campbell				
Nay:	None				

Community Relations, Policy & Legislation

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

First Reading of the Revisions to Policy 0155

Approved the first reading of the revisions to the following policy:

a. Policy 0155 - Board Committees

Second Reading of Policy 9541 for Adoption

Approved the second reading of the following policy for adoption:

a. Policy 9541 – Student Teachers/Interns

Home/Supplemental Instruction

Approved the following Home/Supplemental Instruction:

- a. Grade 9 student (201009278)
 Effective 3/25/13
 Instructor(s):
 - i. Together Shelter, Blackwood All Subjects 4 hrs. total @ \$35/hr = \$140
- b. Grade 10 student (200909344)
 Effective 3/27/13
 Instructor(s):
 - i. Alternatives Unlimited All Subjects Per Admin/CST \$30/hr.
- c. Grade 9 student (201009010) Effective 3/26/13 Instructor(s):
 - i. Alternatives Unlimited Advance Physical Science and Honors World History 8 hrs. total @ \$30/hr. = \$240
- d. Grade 8 student (201109019) Effective 3/25/13 Instructor(s):
- i. Alternatives Unlimited Social Studies and Science 8 hrs. total @ \$30/hr. = \$240 e. Grade 10 student (200909483)
 - Effective 3/29/13

Instructor(s):

i. Alternatives Unlimited – English II, Geometry, Env. Science, US Hist II, Spanish I – 40 hrs. total @ \$30/hr. = \$1,200

- f. Grade 9 student (201208005) Effective 4/19/13 Instructor(s):
 i. Alternatives Unlimited – Honors World History and Honors Physics – 8 hrs. total @
 - \$30/hr. = \$240
- g. Grade 10 student (201009482)Effective 4/9/13Instructor(s):
 - i. Kennedy Behavioral Hospital 20 hrs. total @ \$34.03/hr. = \$680.60
- h. Grade 11 student (2014204) Effective 4/19/13

Instructor(s): i. Alternatives Unlimited – Chemistry – 4 hrs. total @ \$30/hr. = \$120

Resolution to Limit Student Participation in Choice Schools

Approved the Resolution to Limit Student Participation in Choice Schools for the 2013/2014 school year. (Attachment A)

Resolution to Support New Jersey Schools on the Enrollment of Resident Children

Approved the Resolution to Support New Jersey Schools on the Enrollment of Resident Children. (Attachment B)

Tuition Rates for 2013/2014 School Year

Approved the following tuition rates for the 2013/2014 school year:

- a. Prospective Resident Students \$6,500 per student
- b. Parent Paid Non-Resident Students \$6,500 per student
- c. Other LEA Tuition/Homeless Students HS, \$11,000 per student MS \$11,000 per student
- d. Multiply Disabled Students \$18,000
- e. Behavioral Disabled Students \$13,789 (will be adjusted based on enrollment)

Out of District Tuition Contract

Approved an out-of-district tuition contract in the amount of \$7,111.91 from Point Pleasant Beach BOE for a student (201009567) who attended there during the 11/12 school year.

Monthly HIB Report

Approved the monthly HIB Report from the Superintendent.

The motion was unanimously approved by a roll call vote.

Aye	Mr. Coughlan, Mrs. Giaquinto, Mrs. Lundberg, Mr. Moore, Mrs. Vick, Mr. Van Noy,			
	Mr. Ware, and Mr. Campbell			
Nay	Mr. Coughlan on the first reading of revisions to Policy 0155			

Discussion

- a. The Board discussed the 2013/2014 School Calendar.
- b. The Board discussed Clearview becoming a Choice District for 2013/2014.

Finance, Operations & Personnel

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

Bill Lists for Payment

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

- a. March 15, 2013 Payroll
- b. March 16, 2013 Payroll
- c. March 22, 2013 Payroll
- d. March 30, 2013 Payroll
- e. March Bank Transfers
- f. March 29, 2013 Bill List
- g. April 25, 2013 Bill List
- h. April 25, 2013 Cafeteria Bill List
- i. April 25, 2013 Capital Projects Bill List

Line Item Transfers

Approved the following line item transfers:

From	<u>To</u>	<u>Amount</u>	Rationale	
11-402-100-590-AT-ATH	11-402-100-420-AT-	\$4,000	Football helmet reconditioning	
	ATH			
11-000-100-565-CS-CST	11-000-217-320-CS-CST	5,300	Home services for students as per	
			IEP's	
11-000-252-610-TE-TEC	11-000-252-592-TE-TEC	1,000	Comcast	
13-602-200-300-BO-BUS	13-602-200-105-PR-	1,500	Adult School	
	000			
11-000-240-440-BO-BUS-B	11-000-251-592-BO-	3,000	Copiers	
	BUS-C			
11-000-213-300-BO-BUS	11-000-213-104-PR-	800	Substitute Nurses	
	000-A			
11-000-251-105-PR-000	11-000-100-565-CS-CST	5,000	Tuition	
20-435-100-320-BO-BUS	20-435-200-580-BO-	2,400	Challenge Day	
	BUS			
20-435-100-100-BO-BUS	20-435-200-580-BO-	267.50	Challenge Day	
	BUS			
12-140-100-730-HS-ADM	12-000-270-733-BO-	20,210	Purchase of Van for Transp. Dept.	
	BUS			

Board Secretary's Report

Approved the Board Secretary's Report for March 2013 in accordance with 18A:17-36 and 18A:17-9 to include the Monthly Certification that no line item account 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 Board Certifications for March 2013 as follows (Attachment D):

Revenue/Amounts/Sources

RESOLVED that the Clearview Regional Board of Education recognizes the Board Secretary's certification in accordance with N.J.A.C. 6A:23A-10.10(c)3, that there are changes in anticipated revenue amounts or revenue sources as listed further below.

Board Certification:

The Clearview Regional Board of Education hereby certifies, pursuant to N.J.A.C. 6A:23A-16.10(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 our 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 March 2013
- b. Student Activities March 2013
- c. Athletics March 2013

Tax Levy Certifications

Approved the 2013/2014 tax levy certifications for both Harrison and Mantua Townships.

Federal Perkins Funds

Approved to apply for 2013/2014 Federal Perkins funds in the amount of \$50,403.

Contract with Gloucester County Special Services School District

Approved a contract with Gloucester County Special Services School District for participation in cooperative transportation services for the 2013/2014 school year.

Interlocal Agreement for Transportation Services

Approved the Interlocal Agreement for Transportation Services with Harrison Township Board of Education for the 2013/2014 school year.

Contract for Shared Transportation with Mantua Township Public Schools

Approved a contract for shared transportation with Mantua Township Public Schools for the 2013/2014 school year (actual routes will be approved closer to the opening of the 2013/2014 school year).

Revision to a Jointure with West Deptford

Approved a revision to a jointure with West Deptford to transport 1 student to Yale, Cherry Hill on Route CYCH at a cost of \$11,700 for the 2012/2013 school year (originally approved 2 students in September 2012).

Field Trip Requests

Approved the following field trip requests:

- a. Urban Promise Grades 10-12, 30 students Chaperone(s); J. Satterfield Service learning project
- b. Washington, DC 29 students Chaperone(s); N. McBride, D. Gable, A. Troxel Vocale Ensemble performance at the Kennedy Center
- c. Cherry Hill East HS Grades 9-12, 6-10 students Chaperone(s); M. Vicente, L. Hughes, A. Stagliano, J. Urban Model UN Competition
- d. Rowan University Grade 11, 23 students Chaperone(s); D. Lafferty, S. Skinner, R. Antinori Students participating in a College level session.
- e. Cumberland Regional HS Grades 9-12, 25 students Chaperone(s); C. Ritter, S. Barry, M. Goetz, M. Sheradin HS Poetry Festival
- f. Auletto's Catering Grades 10-12, 10 students Chaperone(s); M. Mornia, R. Sheridan, M. Harter Mock Trial students to attend Law Day luncheon.
- g. Clementon Park Grade 8, 450 students Chaperone(s); K. Schell, T. Haro, M. Kelly 8th Grade annual trip to commemorate MS experience.
- h. Tall Pines Day Camp Grade 7, 446 students Chaperone(s); S. Coleman, H. Sullivan-Renshaw, J. Sullivan – 7th grade annual trip

Athletic Schedule Changes

Approved the athletic schedule changes. (Attachment E)

Brochure for Clearview Summer Sport Camps

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

The motion was unanimously approved by a roll call vote.

Aye:	Mr. Coughlan, Mrs. Giaquinto, Mrs. Lundberg, Mr. Moore, Mrs. Vick, Mr. Van Noy,				
	Mr. Ware, and Mr. Campbell				
Nay:	None				

Information

a. Information regarding the NJSBA Workshop 2013

Executive Session

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

Board approval of the resolution to adjourn into executive session for the following reasons (Attachment G): The matters included in the Personnel/Negotiations section of the agenda.

Closed session will be approximately 30 minutes. If discussions are finished prior to approximately 30 minutes, the Board will wait the entire time period before reconvening. Official action will be taken when the Board reconvenes.

The motion was unanimously approved.

The meeting went into Executive Session at 8:56 p.m.

Public Session

Mrs. Lunderberg 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 10:01 p.m.

Finance, Operations & Personnel

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

Home/Supplemental Instruction

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

- a. Grade 7 student (201209286)
 Effective 3/26/13
 Instructor(s):
 - i. Karissa Wescott Math 10 hrs. total
- b. Grade 11 student (2014258)
 Effective 3/26/13
 Instructor(s):
 - i. James Navins Honors Biology 4 hrs. total
 - ii. Dawn Heil Honors Pre-Calc 4 hrs. total
 - iii. John Forte Honors US History II 4 hrs. total
 - iv. Chris Ritter Honors English 4 hrs. total
 - v. Kelli Colflesh Honors German 4 hrs. total
- c. Grade 9 student (201009010) Effective 3/26/13 Instructor(s):
 - i. Luzbett Rojas Spanish 4 hrs. total
 - ii. Tara Gunning Algebra I 4 hrs. total
 - iii. Chris Ritter English I 4 hrs. total
- d. Grade 8 student (201109019)Effective 3/25/13Instructor(s):
 - i. Ann Smith ELA and Math 8 hrs. total
- e. Grade 9 student (201208005) Effective 4/19/13 Instructor(s):
 - i. Chris Ritter Honors English I 4 hrs. total
 - ii. Chris Mercurio Latin II 4 hrs. total
 - iii. Nick Mellina Honors Algebra II 4 hrs. total
- f. Grade 8 student (201109163)
 - Effective 4/2/13 Instructor(s):
 - i. Tammy Haro Language Arts Literacy 2 hrs. total
 - ii. Tara Gunning Math 2 hrs. total
 - iii. Ron Jones Science 2 hrs. total
 - iv. Suzanne Zigo Spanish 2 hrs. total
 - v. Michelle Nicholson Social Studies 2 hrs. total
- g. Grade 8 student (201109085) Effective 4/12/13

Instructor(s):

i. Christinia Monti-Laumer - Social Studies - 6 hrs. total

- ii. Kara Damminger Language Arts 4 hrs. total
- iii. Monica Kelly Math 4 hrs. total
- iv. Deena Osmer Science 4 hrs. total
- v. Ashleigh Whitmore French 4 hrs. total
- h. Grade 11 student (2014204) Effective 4/19/13 Instructor(s):
 - i. Nick Noone Adv. Algebra II 4 hrs. total

Substitute Appointments

Approved the following substitute appointments/re-appointments for the 2012/2013 school year:

Appointments:

Substitute Teachers:

- a. Lisa Adkisson-Lott
- b. Kayla Arni (pending certificate)

Re-Appointments:

Substitute Teachers:

a. Christopher Nuss (effective 4/22/13)

Leaves of Absence

Approved the following leaves of absence:

- a. A compensated leave of absence for Dennis Leggoe, Supervisor of Buildings & Grounds, effective March 4, 2013 through April 29, 2013.
- b. A maternity leave of absence for Amy Powell-Walker, Teacher, effective September 1, 2013 through December 31, 2013.
- c. A maternity leave of absence for Janet Habina, Teacher, effective September 1, 2013 through July 1, 2014.
- d. A compensated leave of absence for Michele Flanagan, Bus Driver, effective April 16, 2013 through June 30, 2013.
- e. A compensated leave of absence for Kristine Colo, Food Service, effective April 30, 2013 through June 30, 2013.
- f. An extension of the maternity leave of absence for Karen Henry, Teacher through the 2013/2014 school year (originally approved through 6/30/13).

<u>Co-Coach of Special Olympics Bowling – Janet Habina</u>

Approved Janet Habina to continue in her position as co-coach of Special Olympic Bowling during the 2013/2014 school year. (Attachment H)

Additional Hours – Frances Vermeylen

Approved Frances Vermeylen, Part-Time Transportation Office Clerk, to temporarily work an additional 3 hrs./day starting 4/2/13. Payment to be at her hourly rate.

Additional Hours – Lee Seybold

Approved Lee Seybold, Part-Time HS Nurse, to temporarily work an additional 2 hrs. and 10 mins. a day starting approximately 4/23/13. Payment to be at her hourly rate.

Tuition Reimbursement

Approved the following tuition reimbursement for the 2013/2014 school year:

- a. Bruce Ewing Wilkes University Differentiation Supported by Technology 6/29/13 through 8/11/13 3 Credits
- Bruce Ewing Wilkes University Globalization and Advocacy 6/29/13 through 8/11/13 3 Credits
- c. Tammy McHale Rowan University School Finance & Records 5/1/13 through 6/20/13 3 Credits

Tutoring Student

Approved Jennifer Satterfield to tutor a student, who will be taking the Alternate High School Assessment, for 3 hours after school. Reimbursement to be 3 hrs. @ \$34.03/hr and funded through Title I.

Letters of Resignation

Approved to accept the following letters of resignation:

- a. Laura Kruger, Speech/Language Therapist, effective 6/30/13
- b. Robert Amos, MS Instructional Aide, with the intent to retire effective 7/1/13
- c. Sue Dellaquilla, Child Development Aide, with the intent to retire effective 6/30/13
- d. Christina Lord, Part-Time Instructional Aide, effective 4/26/13 (which does not comply with 30 day required notice in the contract)

Summer Buildings & Grounds Worker

Approved Dan Ledden for the position of Summer Buildings & Grounds Worker (painting and repair work, substitute grounds worker) – June 24, 2013 through August 31, 2013 - \$13.50/hr. for up to 7.5 hrs. day.

Extra Duties

Approved the following Extra Duties for the 2012/2013 school year (stipend as per the negotiated agreement):

a. Robin Gray – Locker Room Coverage – 4th Marking Period (Effective 4/17/13)

Co-Curricular/Coaching Appointments

Approved the following Co-Curricular/Coaching Appointments for the 2013/2014 school year (stipends as per the negotiated agreement):

- a. Band Director Tom Maioriello
- b. Assistant Band Director Ryan Jameson
- c. Band Front Advisors
 - i. John Forte
 - ii. Tom Maioriello
- d. Coaches to be presented for approval after sub-committee meeting

Little Pioneers Child Care Aides to Work Inservice Day

Approved Sue Dellaquilla and Stephanie Clowney, Little Pioneers Child Care Aides, to work the Inservice Day, April 25, 2013 from 7:00 a.m. to 3:30 p.m. Payment to be at their hourly rates and to be funded through the Little Pioneers Program funds.

HS Science Replacement Teacher

Approved Kristina Negron for the position of HS Science Replacement Teacher, effective April 10, 2013 through April 17, 2013 - Salary to be \$180/day. (Account #11-140-100-101-PR-000-A)

HS Science Replacement Teacher

Approved Jared Caltabiano for the position of HS Science Replacement Teacher, effective April 24, 2013 through the end of the 2012/2013 school year. Salary to be BA, Step 1 (pro-rated). (Account #11-140-100-101-PR-000-A)

HS Science Teacher

Approved Timothy Vitale for the position of HS Science Teacher, effective September 2013. Salary to be BA, Step 1, \$48,867. (Account #11-140-100-101-PR-000-A)

HS Science Teacher

Approved Evan Pietrangelo for the position of HS Science Teacher (replacement for Karen Henry) for the 2013/2014 school year. Salary to be BA, Step 1, \$48,867. (Account #11-140-100-101-PR-000-A)

Filed Report with the Commissioner of Education

Approved to file a report with the Commissioner of Education concerning an employee who did not provide adequate notice.

Appointments of Staff

Approved the appointments of Professional Staff, Support Staff, Administrators, Buildings & Grounds, Food Services and Transportation Support Staff for the 2013/2014 school year. (Attachment I)

"Legal One" Workshops

Approved a Board discussion regarding the following: The administrator's are required to attend "Legal One" workshops. Our goal is to participate in a workshop within district either online or third party presentation. We need a blanket approval for workshops and travel expenses that will occur prior to the next board meeting if we are unable to facilitate the workshops within district.

The motion was unanimously approved by a roll call vote.

Aye:Mr. Coughlan, Mrs. Giaquinto, Mrs. Lundberg, Mr. Moore, Mrs. Vick, Mr. Van Noy,
Mr. Ware, and Mr. CampbellNay:Mr. Ware on the contract for shared transportation with Mantua Twp Public Schools for 2013/14

Discussion – Sick Leave Bank

The Board discussed the establishment of a Sick Leave Bank.

Discussion – Outstanding Item for CEA Contract

The Board discussed an outstanding item for the CEA contract.

Discussion – Personnel Matter

The Board discussed a personnel matter.

Reports

HS Report MS Report Guidance Reports Fire and Emergency Drills

<u>School</u>	Date	<u>Time</u>	Length of Drill	<u>Weather</u>
High School – Fire Drill	03/22/13	1:43 p.m.	5 Minutes	Sunny - 38°
High School – Lockdown Drill	03/25/13	8:53 a.m.	14 Minutes	Cloudy - 49°
Middle School – Fire Drill	03/20/13	7:40 a.m.	4 Minutes	Partly Cloudy - 50°
Middle School – Lockdown	03/25/13	8:30 a.m.	5 Minutes	Snowing - 37°
Drill				

Old Business:

a. Junior parking

New Business:

a. Volunteers for the prom

Adjournment

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

The motion was unanimously approved.

The meeting adjourned at 10:07 p.m.

Respectfully submitted,

Esther R. Pennell Business Administrator