

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

**Board of Education Meeting**  
**December 19, 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 7:05 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:**

Madeline Hammond, Gina Sorbello, Amol Lotia, Scott Wagner, Natalie Fortunato, Debbie Heston, Mike Avallone, Saurin Patel, Kristin DeSimone, and Christina Boody.

**Flag Salute:**

The flag salute was said by all present.

**Minutes:**

**Mrs. Lundberg moved, seconded by Mrs. Giaquinto,** that the Board of Education approve the following minutes:

- a. November 21, 2013 – Regular Meeting and Executive Session

**The motion was unanimously approved.**

**Correspondence:**

- a. Mr. Horchak discussed the NJSBA Newsletter article about the top 25 underfunded school districts.

For the Good of Clearview:

- a. Mr. Dodd Terry was named Coach of the Year in the Philadelphia Inquirer and South Jersey Times.
- b. The Boys Soccer Team won Group 4 South Jersey Championship.
- c. The Girls Field Hockey Team were the Conference Champs.
- d. Band & Choir recent events were recognized.
- e. The Marching Band are performing at the Liberty Bowl in Memphis.
- f. A thank you for the generosity of the Clearview Staff in adopting needy families during the holiday season was issued.
- g. The Annual Tri-District Super Bowl Hoagie Sale to benefit local families was discussed.

Public Comments:

- a. Christina Boody thanked staff members for their generosity that helped her family.
- b. Student Council members were introduced.
- c. Scott Wagner with the CEA wished the Board of Education a Merry Christmas.

Presentation:

- a. Mr. Michael Holt, Holman & Frenia, presented the audit report for the year ending June 30, 2013.
- b. Dodd Terry, Director of Guidance presented the 2014/2015 Program of Studies.
- c. Public Hearing on the Violence and Vandalism Report for the 2012/2013 school year was presented by Mr. Horchak.

***Committee Reports***

**Curriculum/Instruction & Technology**

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

List of Books to Be Discarded

Approved a list of books to be discarded from the Middle School Library. (Attachment A)

Student to Receive Tutoring

Approved a student (TC 0002130) to receive 1 hr./week of writing tutoring effective 11/12/13 through 6/30/14.

Discontinue Placement of Student

Approved to discontinue the placement of a student (TC 0001764) at Gloucester County Special Services School District, Bankbridge Regional, effective November 27, 2013.

Program of Studies

Approved the 2014/2015 Program of Studies. Final copies will be available at the meeting. (Attachment B)

The motion was unanimously approved by a roll call vote.

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

**Community Relations, Policy & Legislation**

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

Revisions to Policies and Regulations

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

- a. Regulation 4218 – Substance Abuse
- b. Policy 4146 – Nonrenewal of Nontenured Support Staff Members
- c. Regulation 4146 – Nonrenewal of Nontenured Support Staff Members
- d. Policy 5530 – Substance Abuse
- e. Policy 6471 – School District Travel

Student Teacher Assignments

Approved the following student teacher assignments:

Last Name	First Name	School	Assigned To	School	Subject	Dates
Twardziak	Kristi	Rowan University	Deana Moore	HS	Health/PE	3/14-5/14
White	Ashley	Rowan University	Tracy Teesdale	HS	Health/PE	3/14-5/14
White	Ashley	Rowan University	Deana DeNafo	MS	Special Ed.	5/14-6/14

Resolution for School Funding Formula

Approved a Resolution supporting that the school funding formula be based upon enrollment not attendance for the 2014/2015 budget. (Attachment C)

Home/Supplemental Instruction

Approved the following home/supplemental instruction:

- a. Grade 10 student (201208005)  
 Effective 11/20/13-12/20/13  
 Instructor(s):
  - i. Hampton – 40 hrs. total @ \$34.03/hr.
- b. Grade 10 student (201009159)  
 Effective 11/13/13 – 12/12/13  
 Instructor(s):
  - i. Kennedy – 20 hrs. total - \$34.03/hr.

Shared Services Agreement with Harrison Township Public Schools

Approved a shared services agreement with Harrison Township Public Schools for diagnostic and all required English Language Learner assessments as needed during the 2013/2014 school year at a rate of \$40 for ½ day of services and \$75 for full day of services.

Meeting Schedule Dates

Approved the meeting schedule dates for January 2014 through December 2014. (Attachment D)

Monthly HIB Report

Approved the Monthly HIB Report from the Superintendent.

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

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

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

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

- a. Bill List – November Bank Transfers
- b. Bill List – November 15, 2013 Payroll
- c. Bill List – November 27, 2013 Payroll
- d. Bill List – November 29<sup>th</sup>
- e. Bill List – December 19<sup>th</sup>
- f. Bill List – Cafeteria – December 19<sup>th</sup>

Line Item Transfers

Approved the following line item transfers:

<b>From</b>	<b>To</b>	<b>Amount</b>	<b>Rationale</b>
11-401-100-330-HS-STU	11-401-100-420-HS-STU	\$100.00	Repairs
11-000-213-300-BO-BUS	11-000-213-104-PR-000-A	114.00	Substitute Nurses
11-402-100-580-AT-ATH-W	11-401-100-610-HS-STU	135.00	NHS Certificates
11-000-262-420-BG-000	11-000-262-590-BG-000	120.00	Registration
11-000-213-300-BO-BUS	11-000-213-104-PR-000-A	500.00	Substitute Nurses
Line Item Transfers (Attachment F)			

Account Reports

Approved the following account reports:

- a. Adult School Account – November 2013
- b. Student Activities – November 2013
- c. Athletics – November 2013

Travel and Work Related Expenses: Employee

Approved the Resolution for Travel and Work Related Expenses: Employee. (Attachment G)

Cancel Lunch Balances

Approved to cancel the following lunch balances:

	Student #	Amount
a.	201009580	\$4.95
b.	201207012	0.30
c.	201109283	0.75
d.	201109105	1.40
e.	201208034	0.10
f.	201208022	0.80
g.	201009044	1.55
h.	201109261	0.30
i.	201109006	0.15
j.	201309404	4.75
k.	201009419	0.25
l.	201109395	2.05
m.	201109141	0.05
n.	2013546	0.90
o.	201209308	2.95
p.	201209338	0.85
q.	201305001	0.15
r.	201209374	0.35
s.	200909094	0.10
t.	201109016	0.20
u.	201009005	0.75
v.	2012210021	0.50
w.	20144264	0.95
x.	2014061	0.40

Audit Report

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

Resolution – Voluntary Dental Option

Approved the Resolution authorizing the addition of a voluntary dental option. (Attachment H)

Jointures

Approved the following jointures for the 2013/2014 school year:

- a. Gateway to transport 2 Clearview students on Route GW29 at a cost of \$31,316.40 (8/22/13 approval was for \$31,172.40)
- b. Gateway to transport 1 Clearview student on Route GW38 at a cost of \$9,604.80 (8/22/13 approval was for \$10,728)
- c. GCSSSD to transport 1 Clearview student to Archway on Route S4174 at a cost of \$27,725.24 (this includes the 7% admin fee)

Field Trip Requests

Approved the following field trip requests:

- a. Colonial Pennsylvania Plantation, Ridley Creek State Park – SCMD Students – 39 Students – Chaperone(s); DeNafo, Marz, Rosi, Fellona, Harris, Aides, Nurse
- b. Philadelphia Zoo – SCMD Students – 39 Students – Chaperone(s); DeNafo, Marz, Rosi, Fellona, Harris, Aides, Nurse
- c. Camden Aquarium – SCMD Students – 39 Students – Chaperone(s); DeNafo, Marz, Rosi, Fellona, Harris, Aides, Nurse
- d. Brunswick Lanes – SCMD Students – 39 Students – Chaperone(s); DeNafo, Marz, Rosi, Fellona, Harris, Aides, Nurse
- e. Chick-Fil-A – SCMD Students – 10 students – Chaperone(s); Harris, Barca, Firkser
- f. Clementon Park & Splash World – Grade 8 – All Students (approx. 400) – Chaperone(s); All 8<sup>th</sup> Grade Teachers – End of Year 8<sup>th</sup> grade activity.
- g. Franklin Institute – Grades 9-12 – 20-30 Students – Chaperone; M. Pearlman – Latin class to visit Pompeii exhibit.
- h. River Rink, Philadelphia – Grades 9-12 – 20-30 Students – Chaperone; M. Pearlman – NJJCL Regional Event (Latin students)
- i. CBS 3 TV, Philadelphia – Grades 11-12 – 32 Students – Chaperone(s); J. Noguera, M. Lizzio – Broadcast Journalism students trip.
- j. Mock Trial competitions at various locations – Grades 9-12 – 16 students – Chaperone(s); M. Woods, R. Sheridan

Athletic Schedule Changes

Approved the athletic schedule changes. (Attachment I)

Wrestling Practice

Approved to hold wrestling practice at the Mantua facility over the holiday break and President's weekend if the school is closed, however not on days of inclement weather.

Ticket Revenue Change

Approved the following ticket revenue change for the 2013/2014 school year:

- a. No ticket charge for 1 home game of Boys' and Girls' Basketball to participate in the Coaches vs. Cancer Night.

Disposal of 20 Old Home/Away Basketball and Soccer Uniforms

Approved to dispose of 20 old home/away basketball and soccer uniforms that are damaged and beyond repair.

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

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

***Executive Session***

**Mr. Van Noy moved, seconded by Mrs. Giaquinto,** 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 included in the personnel section of the agenda.

**The motion was unanimously approved.**

The meeting went into Executive Session at 8:15 p.m.

***Public Session***

**Mr. Van Noy 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 8:43 p.m.

Finance, Operations, and Personnel

Approved the following Home/Supplemental instruction:

- a. Grade 7 student (201309309)  
Effective 10/23/13-6/19/14 – Hours as needed basis per CST  
Instructors:
  - i. Kyle Rosa –Science
  - ii. Ann Smith – Social Studies
  - iii. Tiffany Heitz – ELA
  - iv. Diane Burns – Math
  - v. Kelly Shute – Spanish

- b. Grade 7 student (201209382)  
Effective 11/4/13 – 12/1/13  
Instructor:
  - i. Ann Smith – Social Studies – 4 hrs. total (Replaces Christinia Monti-Laumer)  
Effective 12/2/13-12/13/13  
Instructors:
    - i. Gina Crescenzi – ELA – 2 hrs. total
    - ii. Mary Iovachinni – Math – 2 hrs. total
    - iii. Ann Smith – Social Studies – 2 hrs. total
    - iv. Kate Laible – Science – 2 hrs. total
- c. Grade 7 student (201309402)  
Effective 11/25/13 – 12/15/13  
Instructors:
  - i. Ann Smith – Social Studies – 3 hrs. total
  - ii. Matt Evans – Math – 3 hrs. total
  - iii. Sharon Coleman – English – 3 hrs. total
  - iv. Kyle Rosa – Science – 3 hrs. total
  - v. Kelly Shute – Spanish – 3 hrs. total
- d. Grade 8 student (201209054)  
Effective 11/21/13 – TBD  
Instructor:
  - i. Deana DeNafo – All Subjects – 5 hrs. total
- e. Grade 8 student (201305016)  
Effective 9/20/13 – 12/20/13  
Instructor:
  - i. Stephanie Ochipinti – English – 24 hrs. total
- f. Grade 8 student (201305059)  
Effective 11/4/13 – 12/1/13  
Instructors:
  - i. Karissa Wescott – Math – 4 hrs. total
  - ii. Tammy Haro – ELA – 4 hrs. total
  - iii. Ann Smith – Social Studies & Science – 8 hrs. total
- g. Grade 6 student (201305085)  
Effective 11/11/13-12/11/13  
Instructors:
  - i. Daniel Fellona – Social Skills and Math – 16 hrs. total
  - ii. Deana DeNafo – Social Studies and English – 16 hrs. total
  - iii. Catherine Ursino – Science – 8 hrs. total
- h. Grade 12 student (2014258)  
Effective 11/1/13-12/2/13  
Instructor(s):
  - i. Karl Neiswender – AP Calc AB – 4 hrs. total
- i. Grade 7 student (201309369)  
Effective 12/2/13 – 1/2/14  
Instructor(s):
  - i. Sharon Coleman – ELA – 4 hrs. total
  - ii. John Wiseburn – Science – 4 hrs. total
  - iii. Loretta Hayward – Math – 4 hrs. total



- iv. Ann Smith – Social Studies – 4 hrs. total
- v. Jacqui Reeves – Spanish – 4 hrs. total
- j. Grade 8 student (201305015)  
Effective 9/20/13-12/20/13  
Instructor(s):
  - i. Stephanie Ochipinti – English – 12 hrs. total
- k. Grade 7 student (201309172)  
Effective 12/9/13-1/5/14  
Instructor(s):
  - i. Jackie Reeves – Spanish – 4 hrs. total
  - ii. Natalie Johnson – Social Studies – 4 hrs. total
  - iii. Mike Zappala – Math – 4 hrs. total
  - iv. Sharon Coleman – English – 4 hrs. total
  - v. John Wiseburn – Science – 4 hrs. total
- l. Grade 8 student (201209047)  
Effective 11/18/13-1/17/14  
Instructor(s):
  - i. Cheryl Catts – Math – 6 hrs. total
  - ii. Kara Damminger – English, Language Arts – 6 hrs. total
- m. Grade 8 student (201209062)  
Effective 11/18/13-1/17/14  
Instructor(s):
  - i. Monica Kelly – Math – 6 hrs. total
  - ii. Kara Damminger – English, Language Arts – 6 hrs. total

#### Substitute Appointments

Approved the following substitute appointments for the 2013/2014 school year:

##### Substitute Teachers:

- a. Daniel Ward

##### Substitute Bus Driver:

- a. Barbara Baston

#### Leaves of Absence

Approved the following leaves of absence:

- a. A revised maternity leave of absence effective date for Amy Stagliano of December 7, 2013 (originally approved 12/21/13).
- b. A compensated FMLA leave of absence for employee #4306 effective November 20, 2013 through January 2, 2014.

Tuition Reimbursements

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

- a. Tammy McHale – Seminar in Administration II – Rowan University – January 7, 2014 through April 28, 2014 – 3 Credits (as per the Supervisor/Administrator contract)
- b. Kyle Rosa – Understanding Genetics and Evolutionary Biology – Clemson University – January 8, 2014 through May 2, 2014 – 3 Credits (as per negotiated agreement)
- c. Jaclyn Reeves – Language Development – Wilmington University – January 13, 2014 through March 6, 2014 – 3 Credits (as per the negotiated agreement)
- d. Jaclyn Reeves – Process & Acquisition of Literacy – Wilmington University – March 20, 2014 through May 4, 2014 – 3 Credits (as per the negotiated agreement)

New Teacher Academy Presenters

Approved the following as presenters at the New Teacher Academy workshops with compensation to be up to 2 hrs. each at \$50/hr. for preparation of the workshop:

- a. Diane Bernstein
- b. Keith Brook
- c. Robin Bazzel

Compensation for Secretarial Coverage

Approved to compensate MaryLou Salvador for secretarial coverage in the MS office, 1 hr. on November 12, 2013 – Payment to be at her hourly rate.

Substitute Nurse Rate to Attend a Field Trip

Approved to compensate Lee Seybold at the substitute nurse rate of \$115/day to attend the band trip to the Liberty Bowl in Memphis between December 28 and 31, 2013 (field trip was approved at the 2/28/13 meeting).

Writing Tutoring

Approved Tammy Haro to provide 1 hr./week of writing tutoring to a student (TC 0002130) effective 11/12/13 through 6/30/14 @ \$34.03/hr.

Food Service Employee to Work After School

Approved Denise Colo, Food Service employee, to work the snack line after school for up to 1 hr. per day, effective January 6, 2014. Compensation will be at her hourly rate.

Resignation

Approved to accept Jim DiLoreto's resignation as Varsity Boys' Head Volleyball Coach effective immediately.

Coaching Appointments

Approved the following coaching appointments for the 2013/2014 school year (stipends as per the negotiated agreement):

- a. Steve Scanlon – Asst. Boys’ Spring Track Coach
- b. Scott Wagner – Head Boys’ Varsity Volleyball Coach (previously approved as Asst. Boys Volleyball Coach)
- c. Starr Marz – Asst. Winter Track Coach (replacing Gene Shepherd who cannot coach due to a schedule conflict)
- d. Dominic Carrera – Volunteer Boys’ Asst. Basketball Coach (no stipend)
- e. Jaclyn Gangemi – Volunteer Girls’ Asst. Basketball Coach (no stipend)

Hourly Increase for Student Workers

Approved an hourly increase to \$8.25/hr. for the following student workers for all hours worked after January 1, 2014 (this increase is due to the minimum wage increase approved by the voters in November):

- a. Benson, Shayna (Technology and Theatre Lighting/Sound)
- b. Castonguay, Samantha (MS Main Office)
- c. Cullen, Jack (Theatre Lighting/Sound)
- d. Darcy, Jacob (Theatre Lighting/Sound)
- e. Guht, Jessica (Little Pioneers)
- f. Hubbs, Tyler (Technology)
- g. Knapp, Patrick (Athletics/Guidance)
- h. McAlister, Michael (HS Main Office)
- i. Pawlowski, Alexis (MS Main Office)
- j. Rome, Zachary (Theatre Lighting/Sound)
- k. Toal, Kelsea (HS Main Office)

Increase of Substitute Rates

Approved an increase in the following substitute rates for hours worked after January 1, 2014 (due to the minimum wage increase approved by the voters in November):

- a. Substitute Bus Aide - \$8.25/hr.
- b. Substitute Hall Monitor - \$8.25/hr.
- c. Substitute Greeter - \$8.25/hr.
- d. Substitute General Aide - \$8.25/hr.
- e. Substitute Non-Instructional Aide - \$60/Day

Bus Driver Re-Certifications

Approved the following bus driver re-certifications for the 2013/2014 school year, effective December 01, 2013:

- a. Rachael Dunn – an additional 1 hr.
- b. Leslie Litsch – an additional .75 hr.

Revised Start Date

Approved a revised start date for Rebecca Schad, HS Social Studies/Psychology Replacement Teacher, effective December 16, 2013 (with two transition days 12/6 and 12/9). Ms. Schad was approved at the November meeting to begin January 2, 2014.

Resignations

Approved to accept the following resignations:

- a. Kathy Weiland – HS Teacher, with the intent to retire, effective January 1, 2014
- b. Jessica Laborde – Instructional Aide, effective November 27, 2013

Appointment of Staff

Approved the appointment of the following staff for the 2013/2014 school year:

- a. Melissa Smith, Instructional Aide – 5 hrs./day @ \$16.50/hr. – Effective 1/6/14 (Account #11-212-100-106-PR-000)
- b. Nicholas Santosuosso, Non-Instructional Aide – 5 hrs. /day @ \$12/hr. – Effective 11/21/13 (Account #11-213-100-106-PR-000)
- c. Terry Garrison, Bus Driver - \$18/hr. – 4.75 hrs./day on Routes C201, C202, M205JMT & M206SS - Effective December 20, 2013, pending air brake certification (Account #11-000-270-160-PR-000, 2.25 hrs. – 71-000-270-160-PR-000 2.5 hrs.) with 90 day probation.
- d. Adam Carlin, Long-Term Substitute Social Studies/Psychology Teacher, effective 1/2/14 with one additional transition day - \$180/day (Account #11-140-100-101-PR-000-A)
- e. Gretchen Holderness, P/T Instructional Aide – 5 hrs./day @ \$16.50/hr. (replaces current aide) (Account #11-213-100-106-PR-000)
- f. Sherrie Szeszowicki, HS Child Development Teacher (replacing Kathy Weiland), effective 1/2/14 – Salary to be BA, Step 1 (Account # 11-140-100-101-PR-000)

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

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

**Reports:**

**Mrs. Lundberg moved, seconded by Mrs. Giaquinto, that the Board of Education approve the following reports:**

- HS Report
- MS Report
- Guidance Reports

<u>School</u>	<u>Date</u>	<u>Time</u>	<u>Length of Drill</u>	<u>Weather</u>
Middle School – Fire Drill	11/06/13	8:49 a.m.	4 minutes	62°
Middle School – Lockdown Drill	11/20/13	8:08 a.m.	6 minutes	50°
High School – Fire Drill	11/06/13	9:29 a.m.	7 minutes	62°
High School – Lockdown Drill	11/11/13	8:35 a.m.	6 minutes	55°

Business Administrator’s Report

Old Business:

- a. High School’s New Front sign
- b. Sharing of buses
- c. Solicit proposals for professional online

New Business:

- a. NJSBA Policy

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 8:51 p.m.

Respectfully submitted,

Esther R. Pennell  
Business Administrator