

CLEARVIEW REGIONAL HIGH SCHOOL DISTRICT
Mullica Hill, New Jersey

Board of Education Meeting
October 17, 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 7:00 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, Mr. Petrille, 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:

None.

Public Present:

Marilyn Goetz, Madeline Hammond, Jim Woolbert, Christina Boody, Donald Coughlan, Loretta Hayward, Neal Hayward, Debbie Heston, Scott Wagner, and Elizabeth Lessman.

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. September 26, 2013 Regular Meeting and Executive Session

The motion was approved.

Mr. Petrille abstained.

Correspondence:

None.

For the Good of Clearview:

1. Veteran's Memorial Dedication on November 13th at 7:00 p.m. in the Toscano Theatre.

Public Comments:

1. Madeline Hammond, Student Council Corresponding Secretary, wanted to know if Seniors not going on the Senior trip can have the week off without being counted absent.

Committee Reports

Curriculum/Instruction & Technology

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

Disposal of Textbooks No Longer Being Used

Approved to dispose of the following textbooks that are no longer being used:

- a. *Today's Teen* – Publisher, Glencoe; Author, Joan Kelly and Eddy Eubanks; Copyright 1998; ISBN: 0-02-675810-5 – 16 copies
- b. *Science Spectrum: A Physical Approach* – Publisher, Holt; Authors, Ken Dobson, John Holman and Michael Roberts; Copyright 2001; ISBN: 0-030054349-5 – 32 copies
- c. MS Textbooks (Attachment A)

Revision of Grading Formula for Middle School English Language Arts and Mathematics Labs

Approved to revise the grading formula for the Middle School English Language Arts and Mathematics Labs to Pass/Fail: Limited Command (1 point), Satisfactory Command (2 points) and Effective Command (3 points). Rationale for change: Previously, grades for the Middle School Mathematics and English Language Arts Labs were numerical until the end of the grading period and then converted to Pass/Fail. Because students in these classes are identified as At-Risk, a more supportive growth approach without suggesting failure is recommended. This allows a numerical value to work with PowerSchool and shows students and parents a descriptor that indicates progress. At the end of each marking period, these grades will still be translated to a Pass or Fail grade. Reported grades (P/F) are commensurate with the district's established minimum grades for passing.

Academic Assistance Program in the Middle School

Approved to run the Academic Assistance Program (AAP) in the Middle School from October 21, 2013 through June 3, 2014. The program will run after school for one hour, two days a week.

Center for Independent Living of South Jersey, Inc. Transition Specialist

Approved the Center for Independent Living of South Jersey, Inc., in conjunction with DVRS, to work on self-advocacy skills and career development with the 18-21 SCMD program. The Transition Specialist will be in district twice a month for one period a day at a total cost of \$1,500, effective November 1, 2013.

Increase in Contract with GCSSSD for OT Services

Approved to increase the contract with GCSSSD for OT services from 8 hrs./week to 10 hrs./week due to increased district needs. The cost will remain at the approved rate of \$82/hr., effective October 21, 2013.

Applying for a Grant through Project Unify New Jersey

Approved to apply for a grant through Project Unify New Jersey in the amount of \$3,000 and to collaborate with Special Olympics Project Unify.

Home Schooled Student to Receive Functional Behavioral Assessment

Approved a home schooled student to receive a functional behavioral assessment through GCSSSD at a cost of \$690.

Revised Out of District Tuition

Approved the following revised out of district tuition/1-1 aide rates:

Student Tracker Code	Original Amount	Revised Amount	Total
<i>Y.A.L.E. School</i>			
TC 00023182	\$46,121.40	\$47,203.20	\$1,081.80
TC 0002315	46,121.40	47,203.20	1,081.80
<i>GCSSSD</i>			
TC 0002039	\$3,840.00	\$1,344.00	(\$2,496.00)
TC 0001755	3,840.00	768.00	(3,072.00)
TC 0002372	3,840.00	1,920.00	(1,962.00)
TC 0001782	4,000.00	1,400.00	(\$2,600.00)
<i>Abilities Center</i>			
TC 0001243 (Job Coaching)	\$25/hr. for 2.5 hrs./day	\$25.50/hr. for 2.5 Hrs. Day	

1-1 Aide for Student

Approved a 1-1 Aide for a student (TC 0002248), at a cost of \$34,650, while attending Gloucester County Special Services School District.

NJ QSAC Statement of Assurance

Approved to submit the NJ QSAC Statement of Assurance (presented by the Superintendent) to the County Office of Education.

Resolution to Accept Statement of Assurance

Approved the resolution to accept the Statement of Assurance for the 2012-13 school year.

The motion was unanimously approved by a roll call vote.

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

Discussion

Mr. Antinori led a Discussion/Update regarding the Science Modeling program.

Community Relations, Policy & Legislation

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

First Reading of Revisions to Policies and Regulations

Approved the first reading of the revisions to the following policies and regulations:

- a. Policy 5512 – Harassment, Intimidation and Bullying
- b. Regulation 5512 – Harassment, Intimidation or Bullying Investigation Procedure

Second Reading and Adoption of Revisions to Policies and Regulations

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

- a. Policy 0000.02 – Introduction
- b. Policy 3144.12 – Certification of Tenure Charges – Inefficiency
- c. Policy 3144.3 – Suspension Upon Certification of Tenure Charge
- d. Regulation 3221 – Evaluation of Nontenured Teaching Staff Members
- e. Regulation 3222 – Evaluation of Tenured Teaching Staff Members
- f. Policy 3372 – Teaching Staff Member Tenure Acquisition
- g. Policy 3373 – Tenure Upon Transfer or Promotion
- h. Policy 4124 – Employment Contract
- i. Policy 5533 – Pupil Smoking
- j. Policy 7434 – Smoking on School Grounds
- k. Policy 7522 – School District Provided Technology Devices to Staff Members
- l. Policy 7523 – School District Provided Technology Devices to Pupils

Nursing Service Plans for the High School and Middle School

Approved the Nursing Service Plans for the HS and MS – 2013/2014.

School Administration Internship

Approved to allow Kristin Schell to conduct her School Administration Internship under the supervision of Robin Bazzel, MS Principal. This internship would take place during the Fall of 2013 and will be completed outside of regular work hours.

Partnership with Rowan University College of Education

Approved to participate in partnership with Rowan University College of Education for the objective of implementing the STEEM-S IMPACT project. This includes and is not limited to the implementation of a pilot study for the purpose of directing the project effective results as required by the needs of Clearview district schools (Attachment B).

Home/Supplemental Instruction

Approved the following home/supplemental instruction:

- a. Grade 10 student (201009159)
Effective 9/5/13 – 11/4/13
Instructor(s):
 - i. Alternatives Unlimited – Adv. Biology, Adv., Spanish II, Adv. Geometry – 12 hrs. total - \$34.03/hr.
- b. Grade 7 student (201209382)
Effective 10/1/13
Instructor(s):
 - i. Kennedy Behavioral – 40 hrs. total - \$34.03/hr.
- c. Grade 12 student (2014129)
Effective 9/27/13-10/27/13
Instructor(s):
 - i. Hampton Behavioral – 20 hrs. total - \$34.03/hr.

Accept Grade 9 Tuition Student

Approved to accept a Grade 9 tuition student (201305045) from Vineland Public Schools for the period of September 5, 2013 through October 4, 2013. Tuition to be \$1,344.42 (22 days pro-rated from \$11,000).

Annual Memorandum of Agreement

Approved the annual Memorandum of Agreement with local law enforcement.

Monthly HIB Report

Approved the monthly HIB Report from the Superintendent (Board acknowledgement required as per Policy 5512).

The motion was unanimously approved by a roll call vote.

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

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. Bill List – September 30th
- b. Bill List – August 15th Payroll
- c. Bill List – August 30th Payroll
- d. Bill List – September 15th Payroll
- e. Bill List – September 30th Payroll
- f. Bill List – October 17, 2013
- g. Bill list – Cafeteria (to be completed on October 18th and presented for ratification on November 21st)

Line Item Transfers

Approved the following line item transfers:

<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Rationale</u>
11-000-222-610-MS-MED	11-000-222-500-MS-MED	\$695.00	Database for MS Library
11-190-100-590-MS MAT	11-423-100-590-AP-ALT	1,700.00	Apex
11-190-100-590-HS-MAT	11-423-100-590-AP-ALT	1,600.00	Apex
20-251-100-100-PR-000	20-251-400-731-CS-CST	6,025.00	IDEA funds
11-000-262-610-BG-000-H	11-000-262-590-BG-000	55.00	Permit
20-251-100-100-PR-000	20-251-100-320-CS-CST	46.50	IDEA funds
11-000-262-610-BG-000-H	11-000-262-590-BG-000	396.00	Air tests
11-000-100-565-CS-CST	11-000-100-562-CS-CST	3,200.00	Out of District Tuition
11-000-100-566-CS-CST	11-000-217-320-CS-CST	25,000.00	Amazing Transformations
11-401-100-330-HS-STU	11-401-100-580-HS-STU	330.00	TSA Travel
11-000-100-566-CS-CST	11-000-100-563-BO-BUS	11,660.00	GCIT Tuition
Attachment D			

Board Secretary's Report

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

Revenues/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 no 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-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 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 Account – August 2013
- b. Student Activities Account – August 2013 & September 2013
- c. Athletics Account – August 2013 & September 2013

Travel and Work Related Expenses: Employee & Board Member

Approved the Resolution for Travel and Work Related Expenses: Employee & Board Member (Attachment F).

Agreement to Enroll in Energy Curtailment Specialists, Inc.

Approved the agreement to enroll in Energy Curtailment Specialists, Inc. (ECS) PowerPay Programs (Attachment G).

Resolution for the Submission of the 3 Year Comprehensive Maintenance Plan

Approved the Resolution for the Submission of the 3 Year Comprehensive Maintenance Plan.

Jointures for 2013/2014 School Year

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

- a. Jointure with GCSSSD to transport 1 Clearview student to Kingsway Learning Center on Route S4735 at a cost of \$9,624.83 (includes 7% administration fee).

- b. Jointure with GCSSSD to transport 1 Clearview student to Bankbridge Developmental Center for YCS-Sawtelle Group on Route S5108 at a cost of \$12,231 (includes 7% administration fee).
- c. Jointure with GCSSSD to transport 2 Mantua students from home in Bridgeton to Centre City School on Route S5120 at a cost of \$35,823.60 (includes 7% administration fee).
- d. Jointure with Bridgeton for Clearview to transport 1 student to Bankbridge Regional on Route CB-2 (9/5/13 – 9/27/13) at a cost of \$364.14 and Route S5001 (9/30/13-10/4/13) at a cost of \$447.80.

Field Trip Requests

Approved the following field trip requests:

- a. Pennsauken HS – Grades 9-12 – 30 Students – Chaperone(s); Pearlman – NJJCL Fall Regional Meeting
- b. Widener University – Grades 11-12 – 12 Students – Chaperone(s); Marinelli – Engineering Competition
- c. Catholic Community of the Holy Spirit – Grades 7-8 – 40 Students – Chaperone(s); Troxel – Student holiday performance
- d. Rowan University – SCCD & SCMD students – Approx. 16 Students – Chaperone(s); Harris, Rosi – Work with Rowan students to improve Math, Writing and Language Arts skills
- e. Rowan University – Grades 11-12 – Approx. 40 Students – Chaperone(s); Weaver, Cangi-Mammele – Open Studio Day
- f. Shoprite – 18-21 Transition Students – 10 Students – Chaperone(s); Harris, Barca – Shopping for Pioneer Pantry
- g. Gloucester County College – Grade 12 – 10 Students – Chaperone(s); Firkser, Harris, Barca – Career Resource Event for 18-21 Transition Students.
- h. Eastern HS – Grades 9-12 – 14 Students – Chaperone(s); Datz, Urban – Model UN Conference
- i. Wells Fargo Center – Grades 10-12 – up to 50 Students – Chaperone(s); Burch – Philadelphia 76ers DECA night.
- j. Exxon Mobil – Grade 11 – 11 Students – Chaperone(s); Antinori, Marandola, Parr – Outreach day for 11th grade female students

Athletic Schedule Changes

Approved the athletic schedule changes (Attachment H).

The motion was unanimously approved by a roll call vote.

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

Executive Session

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

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

The motion was unanimously approved.

The meeting went into Executive Session at 8:08 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 8:51 p.m.

Finance, Operations & Personnel

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

Home/Supplemental Instruction

Approved the following home/supplemental instruction:

- a. Grade 12 student (2014258)
Effective 9/5/13
Instructor(s):
 - i. Karl Neiswender – AP Calc AB – 8 hrs. total
 - ii. Chris Ritter – Poetry – 4 hrs. total
 - iii. Pat Handley – English IV – 4 hrs. totalEffective 10/4/13
 - i. Karl Neiswender – AP Calc AB – 4 hrs. total
 - ii. Chris Ritter – Poetry – 4 hrs. total
 - iii. Pat Handley – English IV – 4 hrs. total
- b. Grade 7 student (200909104)
Effective 9/16/13
Instructor(s):
 - i. Christinia Monti-Laumer – Social Studies – 8 hrs. total
- c. Grade 9 student (201109310)
Effective 9/30/13
Instructor(s):
 - i. Erin Dowd – English – Hrs. to be determined by CST
 - ii. Jim Woolbert – Physical Science, Algebra, World History – Hrs. to be determined by CST
- d. Grade 10 student (201009398)
Effective 9/25/13
Instructor(s):
 - i. Dawn Heil – Honors Pre-Calc – 4 hrs. total
 - ii. Ruth Barreiro – CAD/Drafting – 4 hrs. total
- e. Grade 10 student (201009159)
Effective 9/05/13 – 11/4/13
Instructor(s):
 - i. Chris Ritter – Adv. English II – 4 hrs. total
 - ii. Ann Smith – Adv. US History I – 4 hrs. total
- f. Grade 10 student (201208005)
Effective 09/05/13
Instructor(s):

- i. Chris Ritter – Honors English II – 4 hrs. total
- ii. John Forte – Honors US History I – 4 hrs. total

Substitute Appointments./Re-Appointments

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

Substitute Teacher Re-Appointments:

- a. Kenneth Conklin

Substitute Teacher Appointments:

- a. Donald Lynch
- b. Ryan Silva
- c. Catherine Capasso
- d. Joyce Kakas
- e. Alaine Zizzamia
- f. Kaitlin Weidner (pending fingerprint clearance)

Revised Approvals for the Alternative Program

Approved the revised approvals for the Alternative Program:

- a. The approved rate for Administrators who are assigned to the Alternative Program from \$37.50/hr. (approved 9/26/13) to \$40/hr. as per the negotiated agreement
- b. Art Teacher – Linda Deal – 3 hrs./week, including 1 hr. prep (9/26/13 approval was 2 hrs./week, including 1 hr. prep)
- c. Substitute Teacher – Keith Mourlam

Tuition Reimbursements

Approved the following tuition reimbursements for the 2013/2014 school year as per the negotiated agreement:

- a. Christinia Monti-Laumer – Dealing with AD/HD Type Behavior in the Classroom – Gratz College – November 8, 2013 through November 24, 2013 – 3 Credits (replacement of previously approved course)
- b. John Wiseburn – Dealing with AD/HD Type Behavior in the Classroom – Gratz College – November 8, 2013 through November 24, 2013 – 3 Credits (replacement of previously approved course)

Leaves of Absence

Approved Board the following leaves of absence during the 2013/2014 school year:

- a. An extension to the FMLA leave for Megan Conklin, Teacher, through the December 31, 2013, uncompensated (previously approved through the first marking period of 2013/2014 school year on 8/22/13)
- b. A compensated FMLA leave for Russell Licciardelli, Custodian, effective October 10, 2013 through October 24, 2013.
- c. A compensated FMLA leave for James DiLoreto, Teacher, effective October 9, 2013 through October 31, 2013.

Assistant Wrestling Coach

Approved Jesse Eisenhart as Assistant Wrestling Coach for the 2013/2014 school year. Stipend as per the negotiated agreement.

Bus Driver Re-Certifications

Approved the following bus driver re-certifications, effective November 1, 2013:

- a. Debbie Heston – a reduction of .5 hr.
- b. Bonnie Karbett – additional 1 hr.
- c. Marguerite Lenoci – additional 1 hr.

Staff Member to Serve on Middle School and High School Improvement Panels

Approved the following staff members to serve on the Middle School and High School Improvement Panels (ScIP). They will each be reimbursed \$500 from Title II funds (stipend is for work and meetings that take place outside of the school day):

- a. Middle School Improvement Panel (ScIP):
 - i. Dianne Burns
 - ii. Michael Nicholson
 - iii. Karisa Wescott
- b. High School Improvement Panel (ScIP):
 - i. Angela McEvoy
 - ii. Tara Puitz
 - iii. Lauren Schoudt

Curriculum Writing Requests

Approved the following curriculum writing requests – Payment to be at \$34.03/hr.:

- a. Sarah (Musto) Forte – 2 hrs. – Mathematics Seven curriculum
- b. Jennifer Satterfield – up to 10 hrs. – Advanced Placement English Language curriculum
- c. Jennifer Satterfield – up to 10 hrs. – Humanitarian Studies

Revised Rate of Compensation

Approved a revised rate of compensation to Kara Damming of \$50/hr. for presenting at the New Teacher Academy held on August 20, 2013 (originally approved at \$34.03/hr.)

Academic Assistance Program

Approved the following teachers to work in the Academic Assistance Program (AAP) in the Middle School from October 21, 2013 through June 3, 2014. (Three teachers are needed to facilitate the program each day; one of them will be a World Language teacher. The total weekly number of hours for teaching staff will be 6 hrs., with an additional 3 hrs. for the World Language teachers.) – Funded through NCLB and local budgets:

- a. Primary Teaching Staff – Each will receive up to 1.5 hrs. @ \$30/hr. (Primary teachers may also be used to substitute for each other.)
 - i. Monica Kelly
 - ii. Rebecca Partesi
 - iii. Pete Burgio
 - iv. Christinia Monti-Laumer
- b. World Language Teacher – Up to 3 hrs. @ \$30/hr.:
 - i. Jackie Reeves
- c. Substitute Teachers if Primary Teaching Staff is unavailable (not to exceed the total hours allotted for the program, \$30/hr.):
 - i. Veronica Bills
 - ii. Diane Burns
 - iii. Tammy Haro

Staff Members to Coach Special Olympics

Approved the following staff members to coach Special Olympics bowling @ \$34.03/hr. for a total of 86 hrs. each; *Practices*; October 19, 26; November 2, 16, 23; December 7, 14; January 11, 25; February 8, 22; March 15, 22 – 5 hrs./each per practice - *Competitions*; Area Competition, Sectional Competition, Regional Competition – 7 hrs. each per competition:

- a. Deana DeNafo
- b. Janet Habina

Change Title of Job Description

Approved to change the title of the job description *Lavatory Aide* to *Lavatory/Hall Aide*.

Transfer/Position Changes

Approved the following transfer/position changes for the 2013/2014 school year:

- a. Michel Richard from the MS to the HS
- b. James Nicolosi from Lavatory Aide to General Aide (no change in salary)

Superintendent's Goals

Approved the Superintendent's Goals for 2013/2014.

The motion was 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 Superintendent's Goals

Reports:

Mrs. Lundberg moved, seconded by Mr. Van Noy, that the Board of Education approve the following Reports:

HS Report
MS Report
Guidance Reports

School	Date	Time	Length of Drill	Weather
Middle School – Fire Drill	9/13/13	8:13 a.m.	5 Minutes	Sunny - 70°
Middle School – Lockdown Drill	9/25/13	9:03 a.m.	8 Minutes	Partly Cloudy - 55°
High School – Fire Drill	9/17/13	12:57 p.m.	8 Minutes	Sunny - 61°
High School – Lockdown Drill	9/23/13	7:50 a.m.	14 Minutes	Cloudy - 61°

Business Administrator’s Report

The motion was unanimously approved.

Old Business:

None.

New Business:

Review of 2013 Assessment Preliminary Data for Profile.

Adjournment

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

The motion was unanimously approved.

The meeting adjourned at 9:09 p.m.

Respectfully submitted,

Esther R. Pennell
Business Administrator