

CLEARVIEW REGIONAL HIGH SCHOOL DISTRICT
Mullica Hill, New Jersey

Board of Education Meeting
November 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 Board Room. Mrs. Giaquinto called the meeting to order at 7:00 p.m.

Public Present:

Randi Karpinski, Jim Woolbert, and Jennifer DiCriscio.

Members Present:

Mr. Burgin, Mrs. Dvorak, Mr. Fuller, Mrs. Lundberg, Mr. Moore, Mr. Van Noy, Mrs. Giaquinto, President, Mr. Horchak, Superintendent, Mrs. Cummins, Assistant Superintendent for Curriculum and Instruction, and Mrs. Pennell, Business Administrator.

Members Absent:

Mr. Cataldi and Mrs. Vick.

Flag Salute:

The flag salute was said by all present.

Public Comments

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

The motion was unanimously approved.

- a. Randi Karpinski wanted to know about the testing of the water quality at Clearview, if an 8th grade student can be promoted to a 9th grade sports team, and if there are any proposals for a program in the Junior High for students who are classified and are gifted and talented.
- b. Jennifer DiCriscio spoke about recognizing their non-profit ice hockey club as a Clearview Club.
- c. Luis Becerra-Solis, chairperson of Student Council education liaison, spoke about Student Council events, School events, Clubs and Field Trips.

Mrs. Lundberg moved, seconded by Mr. Van Noy, that the Board of Education close the Public Comments Section.

The motion was unanimously approved.

Minutes:

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

- a. October 20, 2016 Regular Meeting and Executive Session

The motion was unanimously approved.

For the Good of Clearview:

- a. 8th Grade parent survey to be sent on November 18, 2016.

Committee Reports

Curriculum/Instruction

Mr. Burgin moved, seconded by Mrs. Dvorak, that the Board of Education approved the following Curriculum/Instruction items:

Disposal of Textbooks

Approved to dispose of the following textbooks that are no longer used by the district and are 10 years old:

- a. *Century 21 Accounting 8E Multicolumn Journal* – Qty. 60
Publisher: Thomson-South-Western
Copyright: 2006
Author: Gilbertson, Lehman, Ross
ISBN: 0-538-97421-4
- b. *Century 21 Accounting 8E Multicolumn Journal Introductory Course CH 1-16* – Qty. 27
Publisher: Thomson-South-Western
Copyright: 2006
Author: Gilbertson, Lehman, Ross
ISBN: 978-0-538-97417-2

PARCC Academy

Approved to hold the PARCC Academy at the Middle School, which will provide additional preparation in Math and/or ELA for students for the PARCC-7 and PARCC-8 – Tuesdays and Wednesday from 2:30 p.m. to 3:30 p.m., February 7 through April 26, 2017 (teachers will begin preparation effective January 31, 2017) – Funded through Title I.

The motion was approved by a roll call vote.

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

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:

Second Reading and Adoption of Revised Policy

Approved the second reading and adoption of the following revised policy:

- a. Policy 8613 – Waiver of Student Transportation

Student Teacher Placement

Approved the following student teacher placement during the 2016/2017 school year:

	School	Assigned To	Location	Subject	Dates
Santos, Ashley	Rowan	Loretta Hayward	MS	Math	1/17 – 5/17

Adult Community School Winter/Spring Classes

Approved the Adult Community School Winter/Spring Classes brochure.

Memorandum of Understanding

Approved the Memorandum of Understanding with Rowan University and Rowan College at Gloucester County for the Rowan High School Start Program. (Attachment A)

Home/Supplemental Instruction

Approved the following home/supplemental instruction - \$34.03/hr. unless otherwise noted:

- a. Grade 11 student #201209052
Effective 11/3/16-12/3/16
 - i. Hampton Behavioral Health Center – Adv. Chemistry w/lab, Algebra II, English III, Us History II
- b. Grade 12 student #201109085
Effective 11/1/16-12/1/16
 - i. ARK Educational Services – Intro to Psychology, Adv. Physics – 8 hrs. total
- c. Grade 8 student #201310174
Effective 9/7/16-6/16/17
 - i. ARK Educational Services – 10 hrs./week – 400 hrs. total

HIB Report

Approved the Monthly HIB Report from the Superintendent.

The motion was approved by a roll call vote.

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

Information:

- a. Sustainable Jersey committee meeting will be held January 10, 2017 @ 2:45 p.m.

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;

Disposal of Fixed Assets No Longer Used

Approved to dispose of, scrap, donate or sell (through GovDeals - see attached resolution), the following district fixed assets that are no longer used:

- a. Incline Bench Press – Brand: Body Master – Qty. 2
- b. Flat Bench Press – Brand: York – Qty. 4
- c. Squat Rack/Cage – Body Solid – Model GPR378 – Qty. 4
- d. Dell Server – Model 1850 – Serial # 3WWK7B1
- e. Gray desk – District tag 001447
- f. Wilton Scroll Saw

Provide Transportation for Annual Event

Approved to request in accordance with N.J.S.A. 18A:39-22 to provide transportation services to Harrison Township on November 26th from 5:30 p.m. to 10:00 p.m. for the *Lights on Main Street* annual event.

Joint Transportation Agreement with Kingsway Regional

Approved to enter into a Joint Transportation Agreement with Kingsway Regional to provide transportation to/from athletic trips on an as-needed basis at a cost of \$15.95/hr. for the term of November 1, 2016 through June 30, 2017.

Jointure

Approved the following jointure during the 2016/2017 school year:

- a. Clearview to transport 1 Lindenwold student to Bankbridge Regional, effective September 22, 2016, on Route CB2 at a cost of \$7,600
- b. GCSSSD to transport 1 Clearview student to YALE Voorhees on Route 6207 at a cost of \$12,688.06 (Inc. 7%)
- c. Cherry Hill Schools to transport 1 Clearview student to Bankbridge Regional on Route BB2 at a cost of \$17,122.20
- d. Rancocas Valley to transport 1 Clearview student to Garfield Park Academy on Route M38GARF at a cost of \$492.28
- e. Vineland to transport 2 Clearview students from Vineland to Clearview on Route 17-098 @ a cost of \$34,933.

The motion was approved by a roll call vote.

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

Finance, Student Activities & Personnel

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

Bill Lists

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

- a. Bill List – Bank Transfers – October 2016
- b. Bill List – October 31, 2016
- c. Bill List – October 15, 2016 Payroll
- d. Bill List – October 30, 2016 Payroll
- e. Bill List – Cafeteria – October 31, 2016
- f. Bill List – November 17, 2016
- g. Bill List – Cafeteria – November 17, 2016
- h. Bill List – Capital Projects

Line Item Transfers

Approved the following line item transfers:

<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Rationale</u>
11-401-100-610-HS-STU	11-401-100-590-HS-STU	2,500.00	Marching Band
11-000-230-890-BO-BUS	11-000-230-895-BO-BUS	1,500.00	Board Meeting Refreshments
11-190-100-610-HS-SCI	11-000-221-590-CO-CUR	1,000.00	College Board AP Standards – On-Course
11-000-223-320-CO-CUR	11-000-221-590-CO-CUR	500.00	College Board AP Standards – On-Course
11-190-100-640-CO-CTE	11-190-100-610-HS-CTE	4,504.25	Exams (Microsoft Office Specialist)
11-000-213-610-HS-HEA	11-000-213-590-HS-HEA	255.90	Repairs to Vision Machine
11-401-100-610-HS-STU	11-401-100-590-HS-STU	1,250.00	Percussion Arranging Fee

Account Reports

Approved the following account reports:

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

Board Secretary's Report and Certifications

Approved the Board Secretary's Reports for September 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 Report and Monthly Certification for September 2016 as follows (Attachment C):

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.

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.

Resolution for Travel and Work Related Expenses – Employee

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

New Bank Account

Approved the following new bank account through Century Savings Bank for the 2016/2017 school year:

- a. Internet Receiving – Student Activities
 - i. Signatories – School Business Administrator, Admin. Asst. to Business Administrator (Bank Transfers Only)

Carry Over FY 16 IDEA Funds

Approved to carry over FY 16 IDEA funds in the amount of \$33,349.94 into FY 17.

Enter Into Lease with Ricoh

Approved to enter into a 48 month lease with Ricoh (State Contract #40467) for a Ricoh Aficio MP 5054SPG copier for the Middle School Guidance Office - \$237.54/month.

Participation Agreement for Cooperative Purchasing of Telecommunications Services

Approved participation agreement for cooperative purchasing of telecommunications services through the NJASBO ACT program (Alliance for Competitive Telecommunications). (Attachment E)

Field Trip Requests

Approved field trip requests for the 2016/2017 school year. (Attachment F)

Athletic Schedule Changes

Approved the athletic schedule changes for the 2016/2017 school year. (Attachment G)

Budget for Tri-County Conference

Approved the 2017/2018 Proposed Budget for the Tri-County Conference of \$1,425 per school.

Tri-County Conference

Approved to expand the Tri-County Conference during the 2017/2018 school year to include Overbrook High School for bowling.

After-School Club

Approved the following after-school club with Jeanna Sciarrotta as the volunteer advisor (no stipend):

- a. *Book Club (High School)* (Attachment H)

The motion was approved by a roll call vote.

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

Executive Session

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

Board approval of 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 7:49 p.m.

Public Session

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

The motion was unanimously approved.

The meeting reconvened into Public Session at 8:14 p.m.

Finance, Student Activities & Personnel

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

Home/Supplemental Instruction

Approved the following home/supplemental instruction - \$34.03/hr. unless otherwise noted:

- a. Grade 8 student #201310492
Effective 9/26/16 – 1/20/16
 - i. Christinia Monti-Laumer – Social Studies & ELA – 2 hrs./week each subject
 - ii. Diane McClernan – Math – 2 hrs./week
 - iii. Nina King – Science – 2hrs./week
- b. Grade 12 student #201109085
Effective 11/1/16-12/1/16
 - iv. Chris Ritter – Honors English IV – 4 hrs. total
 - v. Kyle Rosa – Anatomy & Physiology – 4 hrs. total
- c. Grade 11 student #201209061
Effective 11/7/16-1/27/17
 - vi. Chris Ritter – Adv. English III – 22 hrs. total
 - vii. Jenna Scott – Honors US History II – 22 hrs. total
 - viii. Maureen Huhman – Honors Chemistry – 22 hrs. total

Substitute Appointments

Approved the following substitute appointments for the 2016/2017 school year:

- Substitute Teacher:
- a. Alexandra Anthony
 - b. Richard Connelly

Leaves of Absence

Approved the following leaves of absence:

- a. Partially compensated maternity/child rearing leave of absence for Employee #4345, beginning 4/4/17 through 5/31/17
- b. Partially compensated maternity/child rearing leave of absence for Employee #5142, beginning 3/6/17 through 6/30/17
- c. Partially compensated maternity/child rearing leave of absence for Employee #5226, beginning 3/21/17 through 5/31/17
- d. Partially compensated maternity/child rearing leave of absence for Employee #4425, beginning 3/9/17 through 6/1/17.
- e. Revised return date from child rearing leave for Employee #4274, from 1/31/17 to 1/3/17

Co-Curricular/Coaching Appointments

Approved the following co-curricular/coaching appointments for the 2016/2017 school year (stipends as per negotiated agreement unless otherwise indicated):

- a. William Donahue, Freshman Wrestling Coach (shared stipend) – pending receipt of paperwork
- b. Paul Toppin, Freshman Wrestling Coach (shared stipend) – pending receipt of paperwork

Co-Curricular/Coaching Appointments

Approved the following volunteer co-curricular/coaching appointments for the 2016/2017 school year (no stipend):

- a. Dan Stuart, Volunteer Boys' Basketball Coach
- b. Jeanna Sciarrotta, Volunteer High School Book Club Advisor
- c. Taylor DuBois, Middle School Be the Change Club Volunteer Advisor
- d. Kristina Lail, Middle School Be the Change Club Volunteer Advisor

Extra Duty Stipends

Approved extra duty stipends for the 2016/2017 school year. (Attachment J)

Stipends for Fall Broadway Night

Approved to authorize stipends in the amount of \$500 for the following employees for the Fall Broadway Night held in early November. (Stipends will be funded with Student Activities Funds):

- a. Paul Sommers
- b. Diana Gable

Teacher Leaders/Cohort Facilitators

Approved the following Teacher Leaders/Cohort Facilitators to attend meetings throughout the school year, up to 1.5 hours per month, at \$34.03 per hour (funded through Achievement Coaches and Title II Grants):

- a. Susan Barry
- b. Sherin Blose
- c. Christina Boody
- d. Neil Bress
- e. Dayna Caputo
- f. Cheryl Catts
- g. Michael Cockrell
- h. Timothy Dougherty
- i. Diana Gable
- j. Olivia Hippensteel
- k. Samantha Jones-Damminger
- l. Arlen Kimmelman
- m. Barbra Ledyard
- n. Steve McMahan

- o. Tammy Murphy
- p. Anne Paoletti
- q. Melissa Parr
- r. Tara Puitz
- s. Michel Richard
- t. Jennifer Satterfield
- u. Jeanna Sciarrotta
- v. Jenna Scott
- w. Paul Sommers
- x. Winfield Thompson
- y. Catherine Ursino
- z. Timothy Vitale
- aa. Dennis Weaver
- bb. Karisa Wescott

Develop Pacing Guides

Approved Michelle Nicholson to develop pacing guides for Grade 7 Social Studies, up to 5 hours at \$34.03 per hour (local funds).

Additional Hours

Approved Laurie Knipp to work 2.5 additional hours in the Middle School on 10/21/16 (payment at her regular hourly rate).

Cafeteria Contracts

Approved the following Clearview Cafeteria employee's contracts to be adjusted from 177 days to 180 days for the 2016/2017 school year:

- a. Roseann Amorates
- b. Deborah Brown
- c. Denise Colo
- d. Debra Mecke
- e. Marie Moore

Long-term Substitute High School English Teacher

Approved Adam Carlin as a long-term substitute High School English teacher, 11/15/16 through 12/15/16 (11/8/16 and 11/9/16 to be shadowing dates; end date tentative). Rate of pay will be \$225.00 per day. (Account #11-140-100-101-PR-000-A)

Replacement Middle School Spanish Teacher

Approved Jillian Sacchetta as a Replacement Middle School Spanish Teacher, 1/3/17 through 4/28/17 (end date tentative). Rate of pay will be \$48,972.00 (prorated). Ms. Sacchetta will be completing the High School Replacement Spanish Teacher position on 12/23/16. (Account #11-130-100-101-PR-000-A)

Letters of Resignation

Approved to accept the following letters of resignation:

- a. Priscilla Booker, Admin. Asst. to the Asst. Superintendent of Curriculum/Instruction, with intent to retire effective 12/31/16
- b. Mark Soone, part-time Custodian, effective 11/23/16

Adoption of Resolution

Approved to adopt a resolution to amend the LRF and submit additional capital projects. (Attachment K)

The motion was approved by a roll call vote.

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

Reports

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

HS Report – October
MS Report – October

<u>School</u>	<u>Date</u>	<u>Time</u>	<u>Length of Drill</u>	<u>Weather</u>
High School – Fire Drill	10/17/16	1:45 p.m.	5 Minutes	78°
High School – Lockdown Drill	10/14/16	8:31 a.m.	5 Minutes	
Middle School – Fire Drill	10/7/16	8:59 a.m.	5 Minutes	59° - Partly Cloudy
Middle School – Tornado Drill	10/13/16	7:38 a.m.	2 Minutes	63° - Sunny

October Food Service Report
Business Administrator’s Report

Old Business:

None.

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 8:17 p.m.

Respectfully submitted,

Esther R. Pennell
Business Administrator