

CLEARVIEW REGIONAL HIGH SCHOOL DISTRICT
Mullica Hill, New Jersey

Board of Education Meeting
October 20, 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:

Jim Woolbert, Diana Gable, Linda Deal, Randi Karpinski.

Members Present:

Mr. Burgin, Mrs. Dvorak, Mr. Fuller (left meeting at 7:55 p.m.), Mrs. Lundberg, Mr. Moore, Mr. Van Noy, Mrs. Vick, Mrs. Giaquinto, President, Mr. Horchak, Superintendent, Mrs. Cummins, Assistant Superintendent, and Mrs. Pennell, School Business Administrator.

Members Absent:

Mr. Cataldi.

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 Public Comment Session.

The motion was unanimously approved.

- a. Randi Karpinski spoke about the state of the athletic fields and also spoke about keeping communication open with the elementary schools regarding a central calendar.
- b. Jim Woolbert, CEA member, extended an invitation to the Board of Education for Trunk or Treat.

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

The motion was unanimously approved.

Presentation:

- a. Gloucester County School Boards Association recognition of Board Members was presented by Ginny Murphy and Robert Abbott.
- b. Students performed a Broadway scene from *Christmas Carol*.
- c. The District Assessment Data was presented by Mrs. Diane Cummins, Assistant Superintendent for Curriculum and Instruction.

Minutes:

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

- a. September 28, 2016 Regular Meeting and Executive Session

The motion was unanimously approved.

Correspondence:

- a. A thank you letter to the District and Special Education Department from Mrs. Melissa Corson was received.

For the Good of Clearview:

- a. Clearview has designated the third week of October as School Violence Awareness Week. This is consistent with the State's requirement. This week we've implemented lessons that incorporate bullying prevention, held assemblies for students and the community, conducted training for our MS Peer Mediators, met with County Prosecutor about the Memorandum of Agreement with local police, in addition to the various other ways the district supports the intent of the School Violence Awareness Week regulations.
- b. Diane Cummins mentioned *Art Beat & Art Educators of New Jersey* magazines which recognized a student and staff member in each.

Mr. Van Noy moved, Seconded by Mr. Moore, that the Board of Education approve the spring musical *Sister Act*.

The motion was approved by a roll call vote.

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

Committee Reports

Curriculum/Instruction

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

Contracts with Gloucester County Vocational-Technical School District

Approved the following contracts with the Gloucester County Vocational-Technical School District for the 2016/2017 school year:

- a. Career – Technical Programs - \$2,250/student
- b. Emergency Response/Fire Science - \$1,125/student

Revision to the ESY Occupational Therapy Services

Approved a revision to the ESY Occupational Therapy services provided to increase the hours from 15 to 16.5 for a total of \$1,369.50 (\$83/hr.).

Independent Living of South Jersey, Inc to work with 18-21 SCMD Program

Approved the Center for Independent Living of South Jersey, Inc. to work with the 18-21 SCMD program on self-advocacy skills. A transition specialist will come in once a week for one period - \$1,500/year

Vietnamese Translators – Para Plus

Approved Para Plus as Vietnamese translators for Grade 9 student 201305141 meetings throughout the 2016/2017 school year - \$89.50 hr. (not to exceed 4 hrs.)

Revised 1-1 Aide Contract with Bancroft

Approved a revised 1-1 Aide contract with Bancroft for student 201009119 from \$154/hr. to \$176/hr. effective 10/4/16 through 6/30/17 – Total amount to be \$28,336. This change is due to the student being residentially placed and replaces approved home/behavior consultation services through GCSSSD which will no longer be needed.

Textbooks No Longer Used by District

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

- a. *Century 21 Accounting 8E Multicolumn Journal* – Qty. 60
Publisher: Thomson-South-Western
Copyright: 2006
Author: Gilbertson, Lehman, Ross
ISBN: 0-538-97421-4

The motion was approved by a roll call vote.

Aye:	Mr. Burgin, Mrs. Dvorak, Mrs. Lundberg, Mr. Moore, Mr. Van Noy, Mrs. Vick, and Mrs. Giaquinto
Nay:	Mr. Burgin and Mr. Moore for Contracts with Gloucester County Vocational-Technical School District

Community Relations/Policy & Legislation

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

First Reading of New Policy

Approved the first reading of the following new policy (Attachment A):

- a. Policy 8613 – Waiver of Student Transportation

Second Reading of Revised Policies and Regulations

Approved the second reading and adoption of the following revised policies and regulations:

- a. Policy 1140 – Affirmative Action Program
- b. Policy 1523 – Comprehensive Equity Plan

- c. Policy 1530 – Equal Employment Opportunity
- d. Regulation 1530 – Equal Employment Opportunity Complaint Procedure
- e. Policy 1550 – Affirmative Action Program for Employment and Contract Practices
- f. Policy 2260 – Affirmative Action Program for School and Classroom Practices
- g. Policy 2411 – School (Guidance) Counseling
- h. Regulation 2411 – School (Guidance) Counseling
- i. Policy 2431 – Athletic Competition
- j. Regulation 2431.2 – Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad
- k. Policy 2622 – Student Assessments
- l. Policy 3144 – Certification of Tenure Charges
- m. Regulation 3144 – Certification of Tenure Charges
- n. Policy 3159 – Teaching Staff Member/School District Reporting Responsibilities
- o. Policy 3231 – Outside Employment as Athletic Coach
- p. Policy 4159 – Support Staff Member/School District Reporting Responsibilities
- q. Policy 5305 – Health Services Personnel
- r. Regulation 5330 – Administration of Medication
- s. Policy 5350 – Student Suicide Prevention
- t. Regulation 5350 – Student Suicide Prevention
- u. Policy 5750 – Equal Educational Opportunity
- v. Policy 5755 – Equity in Educational Programs & Services
- w. Policy 8441 – Care of Injured and Ill Persons
- x. Regulation 8441 – Care of Injured and Ill Persons
- y. Policy 9541 – Student Teachers/Interns

Nonpublic School Requests

Approved the nonpublic school requests to spend the 2016/2017 State Nonpublic School Technology Funds as follows:

- a. Gloucester County Christian School – Entitlement \$4,862
 - i. 6, Dell Latitude 3350 - \$4,500
- b. Friends School Mullica Hill – Entitlement \$780
 - i. 1, 3 Doodler Create 3D Printing Pen - \$88.50
 - ii. 11, Cyber Acquistics ACM62B Headphones - \$27.50
 - iii. 3, HP Chromebook 11 G4 11.6” Celeron computers (to include licenses, power adapters and headphones) - \$624

Drop Student from District Rolls Due to Non-Attendance

Approved to drop the following student from the district rolls due to non-attendance:

- a. Student 201109013 (out-of-district), effective September 15, 2016

Accept Tuition Student

Approved to accept the following student as a tuition student (parent paid) for the 2016/2017 school year:

- a. Grade 10 Student #201309122

2016/2017 Nursing Plans

Approved the following 2016/2017 Nursing Plans:

- a. High School Nursing Plans
- b. Middle School Nursing Plans

Next Generation Science Standards

Approved to adopt all Grades 7-12 Science curricula aligned to the Next Generation Science Standards.

Resolution to Accept the NJ QSAC Statement of Assurance

Approved the resolution to accept the NJ QSAC Statement of Assurance for the 2016/2017 school year and to submit the NJ QSAC Statement of Assurance (presented by the Superintendent) to the County Office of Education. (Attachment B)

Home Supplemental Instruction

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

- a. Grade 9 student 201305436
Effective 9/27/16 – 10/27/16
Instructors:
 - i. Brookfield Schools – All subjects – 20 hrs. total
- b. Grade 8 student 201310373
Effective 10/6/16-11/6/16
Instructors:
 - ii. Kennedy Behavioral Health – All Subjects – 20 hrs. total
- c. Grade 8 student 201310198
Effective 10/5/16-10/11/16
Instructors:
 - i. Hampton Behavioral Health Center – All Subjects – 5 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, Mrs. Lundberg, Mr. Moore, Mr. Van Noy, Mrs. Vick, and Mrs. Giaquinto
Nay:	None.

Operations – Buildings & Grounds, Transportation, Technology

Mr. Burgin moved, seconded by Mr. Moore, that the Board of Education approve the following Operations – Buildings & Grounds, Transportation & Technology Items:

Scrap, Donate or Sell District Fixed Assets No Longer Used through GovDeals

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

- a. Cash Register – Brand, Sharp – Model XE-A21A – Serial #UDSKA1027RCZZ
- b. DVD/Video Recorder – Brand, Toshiba – Model SD-V290U – Serial #ED13537628
- c. Color TV – Brand, Toshiba – Serial #9281105092E
- d. York, Lat. Pull Down Machine (from 1995)
- e. Hack Squat/Sled Press
- f. Champion Barbell Preacher Curl Bench
- g. Incline Press Machine – Newton Strength System
- h. Shoulder Press Machine – Newton Strength System
- i. Leg Extension Machine – Newton Strength System
- j. Leg Curl Machine – Newton Strength System
- k. Back Extension Machine – Body Solid – Serial #MSTTKR0803
- l. Seated Tricep Push Down Machine – Newton Strength System

3 Year Comprehensive Maintenance Plan

Approved the Resolution for the Submission of the 3 Year Comprehensive Maintenance Plan. (Attachment D)

Bus Transportation for 2016/2017 School Year

Approved the list of other bus transportation for the 2016/2017 school year. (Attachment E)

Bus Routes for Alternative Night School Program

Approved the following bus routes to transport students to our Alternative Night School Program:
(Attachment F)

- a. Route CANS2
- b. Route CANS

Transportation Jointures

Approved the following transportation jointures for the 2016/2017 school year:

- a. Mantua Township – All Routes (to & from, late runs, field trips) - \$661,774.60
- b. Rancocas Valley to transport 1 Clearview student to Garfield Park Academy on Route S12 at a cost of \$822.50

The motion was approved by a roll call vote.

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

Finance, Student Activities & Personnel

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

Bill Lists

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

- a. Bill List – October 20, 2016
- b. Bill List – September 15, 2016 Payroll
- c. Bill List – September 30, 2016 Payroll
- d. Bill List – Capital Projects, October 2016
- e. Bill List – Cafeteria, October 2016
- f. Bill List – Bank Transfers, September 2016

Line Item Transfers

Approved the following line item transfers:

<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Rationale</u>
11-000-100-565-CS-CST	11-000-100-566-CS-CST	\$170,000	Out-of-District Tuition
11-000-222-104-PR-000	11-000-218-105-PR-000	1,820	Salaries (re-allocate)
11-000-222-104-PR-000	11-000-216-101-PR-000	4,250	Salaries (re-allocate)
11-000-222-104-PR-000	11-000-222-105-PR-000	425	Salaries (re-allocate)
11-000-222-104-PR-000	11-000-240-105-PR-000	18,790	Salaries (re-allocate)
11-213-100-101-PR-000	11-212-100-101-PR-000	31,700	Salaries (re-allocate)
11-402-100-420-AT-ATH	11-402-100-610-AT-ATH	300	Uniforms
11-190-100-610-MS-ADM	11-000-240-590-MS-ADM	813	Repairs
11-212-100-106-PR-000	11-209-100-320-CS-CST	22,000	Mission One Aides
11-212-100-106-PR-000	11-212-100-620-CS-CST	21,000	Mission One Aides
11-000-213-300-BO-BUS	11-000-219-104-PR-000	4,000	Salaries (re-allocate)
11-000-213-300-BO-BUS	11-000-213-105-PR-000-A	62	Salaries (re-allocate)
11-190-100-610-MS-ADM	11-000-240-890-MS-ADM	160	MS Back to School Night (refreshments)

Account Reports

Approved the following account reports:

- a. Student Activities Account – August and September 2016
- b. Athletics Account – August and September 2016
- c. Adult School – September 2016

Increase the Director of Student Activities Petty Cash Amount

Approved to increase the Director of Student Activities 2016/2017 Petty Cash amount from \$100 to \$500 and also approve to have this petty cash account operate through the Student Activities bank account instead of the district's Warrant account.

Resolution for Travel and Work Related Expenses

Approved the Resolution for Travel and Work Related Expenses – Employee and Board Member. (Attachment H)

Field Trip Requests

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

Athletic Schedule Changes

Approved athletic schedule changes. (Attachment J)

Winter Athletics Schedules

Approved the winter athletics schedules. (Attachment K)

Tri-County Conference

Approved the Tri-County Conference proposed ticket prices for the 2017/2018 school year:

- a. 2017/2018 Basketball & Wrestling Home Events:
 - i. \$3.00 – Adults
 - ii. \$2.00 – Students
 - iii. \$2.00 – Senior Citizens
- b. 2017/2018 Football Home Games:
 - i. \$4.00 – Adults
 - ii. \$2.00 – Students
 - iii. \$2.00 – Senior Citizens

After-School Club

Approved the following after-school club with Stephanie Ochipinti and Wanda Spraker as the volunteer advisors (no stipend):

- a. *High School Spanish Club* – The purpose of this club is to satisfy student interest in the Spanish language and various aspects of the Hispanic culture.

Clearview to Host Annual Bob Burrough Baseball Classic

Approved Clearview to host the 2nd Annual Bob Burrough Baseball Classic on Saturday, April 1, 2017.

The motion was approved by a roll call vote.

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

Executive Session

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

Board approval of the resolution to adjourn into executive session for the following reasons (Attachment L). The matters included in the personnel section of the agenda.

The motion was unanimously approved.

The meeting went into Executive Session at 8:11 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 8:28 p.m.

Finance, Student Activities & Personnel

Mr. Van Noy moved, seconded by Mrs. Lundberg, 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 7 student – 201310492
Effective 9/1/16-6/15/16
 - i. Sharon Coleman – ELA, 2 hrs./week
- b. Grade 10 student – 201309309
Effective 9/29/16-10/29/16
 - iv. Barbara Amadei – Earth Science, US History I, English II, Algebra 1B – 2
- c. Grade 11 student – 201306647
Effective 10/17/16-12/1/16
 - i. Karen Hitchner – Adv. Algebra II – 6 hrs. total

Substitute Appointments

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

- Substitute Nurse:
- a. Julie Graham

Leaves of Absence

Approved the following leaves of absence:

- a. Compensated medical leave of absence for Employee #4229, beginning 11/15/16 through 12/15/16 (tentatively).
- b. Partially compensated maternity/child rearing leave of absence for Employee #4833, beginning 1/3/17 through 5/1/17.

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. Thomas Gussen, Basketball, 7-8 Coach (Boys) (pending completion of required paperwork)
- b. Robin Guyer, Robotics Advisor
- c. Meghan Becker, Assistant Swimming Coach
- d. Dennis Weaver, National Art Honor Society (shared)
- e. Meghan Cangì-Mammele, National Art Honor Society (shared)

Volunteer Co-Curricular/Coaching Appointments

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

- a. Jack Bower, Volunteer Swim Coach
- b. Michael Vicente, Volunteer Gymnastics Coach
- c. Wanda Spraker, Volunteer HS Spanish Club Advisor
- d. Stephanie Ochipinti, Volunteer HS Spanish Club Advisor

Table the following item:

Board approval, as recommended by the Superintendent, of the attached extra duty stipends for the 2016/2017 School Year.

Substitute Nurse

Approved Charlotte Frost as a substitute nurse when full-time nurses are not in. Payment will be at her hourly rate.

Staff Members to Coach Special Olympics Bowling

Approved the following staff members to coach Special Olympics bowling at \$34.03/hr. for a total of 89 hours each. This will include 13 practices (5 hours each) and 3 competitions (up to 8 hours per each):

- a. Deana DeNafo
- b. Daniel Fellona
- c. Jennifer Roselli
- d. Jocelyn Jengehino (substitute coach)

Additional Hours/Middle School

Approved Laurie Knipp to work additional hours in the Middle School on the following dates:

- a. 9/16 /16 – 4 hours
- b. 9/30/16 – 2.5 hours

Additional Hours/High School

Approved Steven Bonaventure to work additional hours in the High School on the following dates (hours exceed previously approved 5 hours per week). Payment will be his regular hourly rate.

- a. 9/16/16 through 9/29/16 (10 days): 2.75 hours per day

Academic Assistance Program

Approved the following teachers to participate in the Academic Assistance Program (AAP) (previously approved): (Title I funds)

- a. 1 teacher, up to 1.25 hours per day, two days per week, at \$30.00 per hour:
 - i. Tammy Haro

Students' Open Access to Resources

Approved the following teachers to participate in the Students' Open Access to Resources (S.O.A.R.) after school program in the Middle School at \$34.03 per session, not to exceed the \$2,040.00 budget (PTO funds):

- a. Olivia Hippensteel
- b. Catherine Ursino
- c. Christinia Monti-Laumer (substitute)

Achievement Coaches Evidence

Approved the following teachers to plan and prepare for the Achievement Coaches Evidence module presentation to the staff at \$50.00 per hour (A.C. Grant):

- a. Patricia Handley – 5 hours
- b. Daniel Lafferty – 6 hours
- c. Jeanna Sciarrotta – 8 hours
- d. Timothy Vitale – 10 hours

Summer Planning and Preparation

Approved payments to the following teachers for summer planning and preparation for the module (previous approvals were incorrectly requested at \$34.03 per hour instead of the \$50.00 per hour trainer rate) – (A.C. Grant):

- a. Patricia Handley - \$159.70 (10 hours)
- b. Daniel Lafferty – \$159.70 (10 hours)

- c. Jeanna Sciarrotta – \$127.76 (8 hours)
- d. Timothy Vitale – \$159.70 (10 hours)

Pathway Program Advisors

Approved the following staff to be appointed as Pathway Program Advisors (\$1,858 stipend to be shared equally). This program was approved at the 9/28/16 Board of Education meeting and will be funded through the IDEA grant (20-250-200-100-CS-CST).

- a. Victoria Hornback
- b. Winfield Thompson

Honors Engineering II and Honors Architecture II Curriculum

Approved Melissa Parr to write the Honors Engineering II and Honors Architecture II curriculum, up to 30 hours at \$34.03 per hour (local funds).

Instruction Aide to be Transferred

Approved Carol Forte, instructional aide, to be transferred from the High School to the Middle School, effective October 12, 2016.

The motion was approved by a roll call vote.

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

Reports

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

- HS Report - September
- MS Report - September

<u>School</u>	<u>Date</u>	<u>Time</u>	<u>Length of Drill</u>	<u>Weather</u>
High School – Fire Drill	9/12/16	1:00 p.m.	5 Minutes	82°
High School – Lockdown Drill	9/21/16	9:15 a.m.	4 Minutes	
High School – Fire Drill	9/30/16	11:05 a.m.	11 Minutes	61°
Middle School – Fire Drill	9/12/16	1:24 p.m.	4 Minutes	80° - Sunny
Middle School – Lockdown Drill	9/17/16	8:30 a.m.	9 Minutes	75° - Sunny

- 17/18 Budget Timelines
- 17/18 Budget Assumptions
- September Food Service Report

The motion was unanimously approved.

Old Business:

None.

New Business:

- a. Programs with Rowan

Adjournment

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

The motion was unanimously approved.

The meeting adjourned at 8:32 p.m.

Respectfully submitted,

Esther R. Pennell
Business Administrator