

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

**Board of Education Meeting**  
**March 27, 2018**

**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 7:03 p.m.

**Public Present:**

Randi Karpinski, Sean Devlin, Julie DeLaurentis, Cynthia Koch, Anna Capasso, Megan Misliuscia, Nikki Koppenhafer, Mario Olsen, Kathleen Edwards, Kari Szymanski, and Kate & Bert Torres.

**Members Present:**

Mr. Burgin, Mrs. Dvorak, Mr. Fuller, Mrs. Lundberg, Mr. Moore, Mr. Ware, Mrs. Giaquinto, President, Mr. Horchak, Superintendent, Mrs. McAteer, Director of Curriculum and Instruction, and Mrs. Pennell, School Business Administrator.

**Members Absent:**

Mr. Chierici and Mrs. Vick.

**Flag Salute:**

The flag salute was said by all present.

**Student Council Report:**

None.

**Public Comments:**

**Mrs. Lundberg moved, seconded by Mr. Burgin,** that the Board of Education approve to open the meeting to the Public Comments Session.

- a. Randi Karpinski is looking to the future to find textbooks that don't weigh so much and thought the musical was really great.
- b. Anna Capasso spoke about bingo being able to be held at the Middle School.
- c. Nicki Koppenhafer thanked the school for the shutdown on 3/14/18 to be safe, but was concerned about a lockdown drill that occurred two days later.
- d. Kate DiStefano Torres said parents need more information on how to talk to their children about school safety.
- e. Mario Olsen spoke about the differences between lock down and shelter in place and about how parents and children need to discuss these issues.

**Mrs. Lundberg moved, seconded by Mr. Ware,** that the Board of Education close the Public Comments Session.

**The motion was unanimously approved.**

Minutes:

**Mr. Fuller moved, seconded by Mr. Burgin,** that the Board of Education approve the following Minutes:

- a. February 22, 2018 Regular Meeting and Executive Session

**The motion was unanimously approved.**

Correspondence:

- a. A letter from the Superintendent of the Gloucester County Institute of Technology regarding some of their classes being taught on the campus of Rowan College at Gloucester County was received.

For the Good of Clearview:

- a. Mr. Horchak – theatre roof, anonymous tip, and kids are still involved in many events.

## **Committee Reports**

### **Curriculum/Instruction**

**Mrs. Dvorak moved, seconded by Mr. Ware,** that the Board of Education approve the following Curriculum/Instruction Reports:

#### **Reading Specialist Services and Diagnostic Testing**

Approved a 7<sup>th</sup> grade student (#201310955) to receive up to 12 hours of reading specialist services and diagnostic testing (funded through Title I).

#### **Summer Courses**

Approved a list of summer courses. (Courses that are not included in the 18/19 budget will be funded by tuition and will only operate if adequate enrollment it received. More information regarding dates, hours and funding of courses will be provided on future agendas.) (Attachment A)

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

<b>Aye:</b>	<b>Mr. Burgin, Mrs. Dvorak, Mr. Fuller, Mrs. Lundberg, Mr. Moore, Mr. Ware, and Mrs. Giaquinto.</b>
<b>Nay:</b>	<b>None.</b>

### **Community Relations/Policy & Legislation**

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

#### **Home/Supplemental Instruction**

Approved the home/supplemental instruction (\$34.03/hr. unless otherwise noted). (Attachment B)

Contract for Instructional Services with New Hope

Approved a contract for instructional services with New Hope for a grade 11 student (201309317) who has been placed in their treatment facility effective 2/23/18. This student will be staying in this facility for approximately 2-6 months @ a rate of \$550/month.

Mental Health Counseling

Approved Robin's Nest, Inc. to provide 52 hrs. of mental health counseling to select students at the Middle and High Schools effective 3/26/18 through 6/22/18, at a total cost of \$4,000.

Competitive Contracting

Approved to authorize the use of competitive contracting in accordance with N.J.S.A. 18A:18A-4.3 and as approved by the NJ Division of Local Government Services for 1-1 Aide staffing services.

Little Pioneers Tuition Rates

Approved the 2018/2019 Little Pioneers tuition rates as follows:

- a. District Staff Daycare - \$35/day
- b. Mantua Twp. and Harrison Twp. schools Staff Daycare - \$35/day
- c. Community Children (subject to open enrollment)
  - i. Monday, Wednesday, Friday – 1<sup>st</sup> Session (3 periods) - \$125/month
  - ii. Monday, Wednesday, Friday – 2<sup>nd</sup> Session (3 periods) - \$125/month
  - iii. Tuesday, Thursday – 1<sup>st</sup> Session (3 periods) - \$100/month
  - iv. Tuesday, Thursday – 2<sup>nd</sup> Session (3 periods) - \$100/month

Tuition Rates for 2018/2019 School Year

Approved the following tuition rates for the 2018/2019 school year:

- a. Regular Education – Middle School - \$13,000
- b. Regular Education – High School - \$13,500
- c. Regular Education – Parent Paid - \$7,000
- d. Multiply Disabled - \$25,000
- e. Behavioral Disabled - \$30,000 (contingent upon number of students enrolled)

Agreement to Provide Nonpublic Textbook Purchasing

Approved the Agreement to Provide Nonpublic Textbook Purchasing for the 2018/2019 school year with the Gloucester County Special Services School District.

Winter Concert Accompanist Hours

Approved to increase the number of hours paid to Jack Hill for the winter concert accompanist from 7 hours to 8 hours total @ \$60/hr.

Tri-District Choral Festival Accompanist

Approved to compensate Jack Hill for 4.5/hrs. as accompanist for the Tri-District Choral Festival @ \$60 totaling \$270.

New Scholarship

Approved the following new scholarship to be awarded at Senior Awards Night and included in the graduation program:

a. Iron Pioneer Award:

\$500 scholarship to a male and a female student-athlete who models a disciplined lifestyle of health and wellness based on their participation and success in Clearview's weight training program

JV Softball Tournament

Approved Clearview to host a JV Softball tournament on May 4 & 5, 2018 using the district's Freshman and JV Softball fields.

Chaperone

Approved Mr. Coleman to serve as a chaperone for 2 students attending the Senior Trip to Orlando, FL. Mr. Coleman will meet the students at the airport in Atlanta, GA and will transport them to the DECA National Competition. This approval will be contingent upon Mr. Coleman undergoing the fingerprinting review process and the district obtaining permission in writing from the students' parents.

2017/2018 School Calendar Modification

Approved to modify the 2017/2018 school calendar as follows:

- a. Administration of the PARCC assessment, for HS students only, on April 17, 18 and 19, 2018. HS students will be dismissed at the end of the second assessment of the day.
- b. Tuesday April 3, 2018 as a make-up day for the March 21<sup>st</sup> snow day.
- c. Last 3 days of school as one-session days for students only.

HIB Report

Approved the monthly HIB Report from the Superintendent.

Waive Regulation

Approved to waive Board Regulation 7510 and to allow a game of chance pending approval of the Legalized Games of Chance Commission for Middle School PTO bag bingo being held on April 27, 2018.

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

<b>Aye:</b>	<b>Mr. Burgin, Mrs. Dvorak, Mr. Fuller, Mrs. Lundberg, Mr. Moore, Mr. Ware, and Mrs. Giaquinto.</b>
<b>Nay:</b>	<b>None.</b>

**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:

Advertise and Receive Bids for Fuel System

Approved to advertise and receive bids for the removal and replacement of the district’s aboveground fuel system.

Contract for Shared Transportation with Mantua

Approved a contract for shared transportation with Mantua Township Public Schools for the 2018/2019 school year.

Transportation Request(s)

Approved the following special transportation request(s) that are in addition to the previously approved routes for the 2017/2018 school year:

- a. Depart from High School at 10:45 a.m. to Masso’s, Glassboro for the TCC Spring Sportsmanship Luncheon – Return 1:30 p.m.

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

<b>Aye:</b>	<b>Mr. Burgin, Mrs. Dvorak, Mr. Fuller, Mrs. Lundberg, Mr. Moore, Mr. Ware, and Mrs. Giaquinto.</b>
<b>Nay:</b>	<b>Mr. Fuller and Mr. Ware for shared transportation contract with Mantua Public School.</b>

**Finance – Student Activities & Personnel**

**Mr. Moore moved, seconded by Mrs. Lundberg,** that the Board of Education approve the following Finance-Student Activities & Personnel Items:

Budget for Submission to the County Office

Approved the 2018/2019 budget for submission to the County Office as follows:

RESOLVED that the tentative budget be approved for the 2018/2019 school year using the 2018/2019 state aid figures and that the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2018/2019 Total Expenditures	\$36,906,346	\$614,150	\$2,853,459	\$40,373,955
Less: Anticipated Revenues	17,676,034	614,150	214,109	18,504,293
Taxes to be Raised	19,230,312	0	2,639,350	21,869,662

And to advertise said tentative budget in the South Jersey Times in accordance with the form suggested by the State Department of Education and according to the law; and

WHEREAS, the Board of Education recognizes the need to increase the general fund tax levy above the 2% allowable by utilizing the allowable adjustment for increase in health care costs in the total amount of \$338,496 to help balance the budget (due to flat state aid and increase in health benefits); and

WHEREAS, the Board of Education may establish, for regular district business travel only, an annual school year threshold of \$1,500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

BE IT FUTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$125,000 for all staff and board members;

BE IT FURTHER RESOLVED, that a public hearing be held at the Clearview Regional Administration Building, 420 Cedar Road, Mullica Hill, New Jersey on April 26, 2018 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2018/2019 school year.

Bill Lists for Payment

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

- a. Bill List – 2/28/18
- b. Bill List – 2/15/18 Payroll
- c. Bill List – 2/28/18 Payroll
- d. Bill List – Bank Transfers - February
- e. Bill List – 3/22/18 Cafeteria
- f. Bill List – 3/22/18

Line Item Transfers

Approved the following line item transfers:

<b>From</b>	<b>To</b>	<b>Amount</b>	<b>Rationale</b>
11-000-230-530-BO-BUS-B	11-000-230-104-PR-000	6,000.00	Admin. Salaries
11-000-230-890-BO-BUS	11-000-230-104-PR-000	5,000.00	Admin. Salaries
11-000-230-890-SO-BUS	11-000-230-104-PR-000	2,500.00	Admin. Salaries
11-000-230-530-BO-BUS-A	11-000-230-104-PR-000	10,000.00	Admin. Salaries
11-000-240-104-PR-000	11-000-240-105-PR-000-H	15,025.00	HS Secretary Salaries
11-000-213-300-BO-BUS	11-000-213-104-PR-000-A	300.00	Nurse Substitutes
11-000-213-300-BO-BUS	11-000-213-104-PR-000-A	250.00	Nurse Substitutes
11-000-261-420-BG-000	11-000-261-110-PR-000-B	54.00	Maintenance OT
11-000-262-110-PR-000	11-000-262-199-PR-000	414.60	Vacation Leave Buyout
11-190-100-420-MS-MUS	11-190-100-590-MS-MUS	728.00	Music Concert Recordings
11-000-240-320-MS-ADM	11-000-262-610-BG-000-M	3,000.00	MS Lockers
11-190-100-610-MS-ADM	11-000-262-610-BG-000-M	3,885.00	MS Lockers
11-000-252-592-TE-TEC	11-000-252-610-TE-TEC	20.00	Technology Supplies

Account Reports

Approved the following account reports:

- a. Student Activities – February 2018
- b. Athletics – February 2018

Board Secretary's Report and Certifications

Approved the Board Secretary's Reports for February 2018 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 February 2018. (Attachment D)

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 no changes in anticipated revenue amounts or revenue sources as indicated below.

Board Certification:

The Clearview 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:23-A-16.10(b), and that sufficient funds are available to meet the district's financial obligation for the remainder of the year.

Travel and Work Related Expenses - Employee

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

NCTM Annual Meeting/Conference

Approved Mary Marks to attend the NCTM Annual Meeting/Conference in Washington DC. The cost of the workshop was previously approved at the December meeting. Additional costs are as follows: Lodging, \$759; Travel, \$189.93; Meals \$241.50. Attendance at this conference will be re-evaluated for approval by the Superintendent prior to 4/20/18.

Senior Class Trip Dates

Approved the 2019 Senior Class Trip dates of April 9 to 13, 2019 to Orlando, FL.

Field Trip Requests

Approved the field trip requests. (Attachment F)

Athletic Schedule Changes

Approved the athletic schedule changes. (Attachment G)

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

<b>Aye:</b>	<b>Mr. Burgin, Mrs. Dvorak, Mr. Fuller, Mrs. Lundberg, Mr. Moore, Mr. Ware, and Mrs. Giaquinto.</b>
<b>Nay:</b>	<b>None.</b>

**Executive Session**

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

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

**The motion was unanimously approved.**

The meeting went into Executive Session at 8:06 p.m.

**Public Session**

**Mr. Moore 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 9:29 p.m.

**Finance- Student Activities & Personnel**

**Mr. Moore moved, seconded by Mrs. Lundberg,** that the Board of Education approve the following Finance-Student Activities & Personnel Items:

Home/Supplemental Instruction

Approved the home/supplemental instruction (\$34.03/hr. unless otherwise noted). (Attachment I)

Substitute Appointments

Approved the following substitute appointment(s) for the 2017/2018 school year:

Substitute Teacher

- a. Mark Cavallaro
- b. Myles Magee

Substitute Little Pioneers Aide:

- a. Lillian McGowan (already an approved substitute teacher and nurse)

Substitute Bus Aide:

- a. Maria Wood



Disability Plans

Approved to add *The Hartford* as an additional provider of disability plans and implement a group disability plan for district Administrators in accordance with the Clearview Administrators/Supervisors Contract.

Extra Duty Changes

Approved the following extra duty changes for the 2017/2018 school year:

- a. Stephen Duncan, HS, start PM bus duty eff. 3/5/18
- b. Dawn Collins, MS, start lunch duty eff. 3/15/18 (replacing Erin Lynch)
- c. Timothy Dougherty, HS, end PM bus duty eff. 3/1/18
- d. Erin Usher, HS, end lunch duty eff. 3/2/18

Volunteer/Uncompensated Appointments

Approved the following volunteer/uncompensated appointments for the 2017/2018 school year (no stipends):

- a. Corey Young, Volleyball – Boys (returning)
- b. Christopher Kanauss, Lacrosse – Boys (returning)
- c. Kevin Pedrick, Lacrosse – Girls (returning)
- d. Chelsea Derolf, Lacrosse – Girls (returning)
- e. Meghan Loomis, Lacrosse – Girls (returning)
- f. Tracy Teesdale, Lacrosse – Girls
- g. Sandra Koberlein, HS Art Club

Replacement Chaperone

Approved Kyle Rosa to replace Timothy Dougherty as a chaperone for the Senior Class trip to Florida, 4/17/18 to 4/21/18. He will be compensated at the substitute teacher rate for Saturday, 4/21.

Alternative Program

Approved the following additional 2017/2018 personnel for the Alternative Program effective 3/2/18 (Teachers/Counselors, \$32.50/hr.):

- a. Special Education Math – Stephen Duncan - 4 hrs./week, including prep – Monday
- b. Physical Education – Christopher Nuss – 2 hrs./week, including prep – Monday
- c. Special Education Physical Education – Stephen Duncan, 2 hrs./week, including prep – Monday
- d. ELA – Christopher Nuss – 4 hrs./week, including prep - Tuesday
- e. Physical Education – Christopher Nuss, 2 hrs./week, including prep - Tuesday
- f. Special Education Physical Education – Stephen Duncan, 2 hrs./week, including prep – Tuesday
- g. Science – Carley Datz, 4 hrs./week, including prep – Wednesday
- h. Elective – Carley Datz, 2 hrs./week, including prep – Wednesday
- i. Elective – Christina Boody, 2 hrs./week, including prep – Thursday
- j. Special Education Counselors – Jamie Pallies and Amy Welsh – sharing 4 hours per week

Compensation

Approved Tammy Murphy to be compensated for 8 hours to close the 2017/2018 Little Pioneers Program and 30 hours to open the 2018/2019 Little Pioneers Program. Compensation will be through the Little Pioneers Program funds.

Compensation

Approved to compensate Cassandra Bower \$150.00 per day for a long-term substitute position (replacing Erin Lynch until the newly appointed teacher's start date of 4/5/18) from 3/6/18 through 4/4/18 (16 days). Cassandra is an approved substitute teacher for the 2017/2018 school year.

New Certificated Staff

Approved the appointment of the following new certificated staff for the 2017/2018 school year:

- a. Alicia Scully Severance, Middle School part-time Health & Physical Education Teacher, effective 4/5/18. Salary to be BA Step 4 (50%) prorated. Account # 11-130-100-101-PR-000.
- b. Daniel Owens, High School replacement Social Studies teacher, effective 3/15/18 with two shadowing days: 3/2/18 and 3/7/18. Salary will be \$48,972 (prorated). Account # 11-140-100-101-PR-000.

Revised Job Description

Approved the revised job description of Technology Director. (Attachment J)

Technology Director

Approved Kevin Thibault for the position of Technology Director, effective 6/1/18. Salary to be \$105,000 per year, effective 6/1/18 through 6/30/18 (pro-rated) and 7/1/18 through 6/30/19. Account # 11-000-107-PR-000.

Termination of Employment

Approved to terminate the employment of Dorothy Puthé as a substitute bus driver effective 2/27/18.

Resignations

Approved to accept the following resignations:

- a. Karl Neiswender, HS Math Teacher, with intent to retire, effective 7/1/18
- b. Joy Thompson, MS Spanish Teacher, with intent to retire, effective 7/1/18
- c. Diana Lombardi, HS Secretary, with intent to retire, effective 7/1/18
- d. Veronica Jamison-James, Bus Driver, effective 2/27/18 (without notice)

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

<b>Aye:</b>	<b>Mr. Burgin, Mrs. Dvorak, Mr. Fuller, Mrs. Lundberg, Mr. Moore, Mr. Ware, and Mrs. Giaquinto.</b>
<b>Nay:</b>	<b>None.</b>

Reports:

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

HS Report

MS Report

<u>School</u>	<u>Date</u>	<u>Time</u>	<u>Length of Drill</u>	<u>Weather</u>
High School – Fire Drill	02/27/18	8:48 a.m.	4 Minutes	41°
High School – Lockdown Drill	02/20/18	1:45 p.m.	4 Minutes	72°
Middle School – Fire Drill	02/21/18	12:27 p.m.	4 Minutes	75° - Sunny
Middle School – Lockdown Drill	02/27/18	11:42 a.m.	5 Minutes	53° - Sunny

Old Business:

None.

New Business:

None.

Adjournment

**Mr. Lundberg moved, seconded by Mr. Fuller** that the Board of Education adjourn the meeting.

**The motion was unanimously approved.**

The meeting adjourned at 9:30 p.m.

Respectfully submitted,

Esther R. Pennell  
Business Administrator