

CLEARVIEW REGIONAL HIGH SCHOOL DISTRICT
Mullica Hill, New Jersey

Board of Education Meeting
November 30, 2017

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:

Irene Vargo, Laura Conestargo, Haley Adler, Fran Adler, Randi Karpinski, Debbie Heston Luis Becerra Solis, and Paul Sommers.

Members Present:

Mr. Burgin, Mr. Chierici, Mrs. Dvorak, Mr. Fuller, Mrs. Lundberg, Mr. Moore, Mrs. Vick, Mr. Ware, and Mrs. Giaquinto, President, Mr. Horchak, Superintendent, Mrs. Cummins, Assistant Superintendent for Curriculum and Instruction, and Mrs. Pennell, School Business Administrator.

Members Absent:

None.

Flag Salute:

The flag salute was said by all present.

Public Comments

Mr. Moore moved, seconded by Mr. Ware, that the Board of Education approve to open the meeting to the Public Comments Session.

The Public Comments Session opened at 7:00 p.m.

- a. Laura Conestargo spoke about an incident she witnessed during a football game.
- b. Irene Vargo spoke about her Grandson's injury which occurred at a football game.
- c. Randi Karpinski remarked how fantastic the banners on the light posts and the new tennis court renovation looks. She also spoke about the Middle School make-up days and asked if the district is doing anything pre-emptive regarding bullying.
- d. Mr. Sommers introduced a few of the Christmas Carol cast.
- e. Luis Becerra Solis spoke about recent school events.
- f. Haley Adler said that 350 bags were collected for the homeless.

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

The Public Comments Session closed at 7:18 p.m.

The motion was unanimously approved.

Presentation:

- a. David McNally presented the audit report for the year ending June 30, 2017.

Minutes:

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

- a. October 17, 2017 – Regular Meeting and Executive Session

The motion was unanimously approved.

Correspondence:

- a. A letter from the New Jersey Courts, Assignment Judge Benjamin C. Telsey, regarding a program entitled *Classroom to the Courtroom* was received.

Committee Reports

Curriculum/Instruction

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

Revised Rate of Nursing Services for Student

Approved a revised rate of \$43.71 for a student (201305291) to receive nursing services during community based instruction (field trips) provided by Archbishop Damiano where the student is placed out-of district. (Original 8/30/17 approval was for a rate of \$37.93).

Disposal of Books, Pictures, Magazines, etc.

Approved to dispose of a list of books, pictures, magazines, etc. from the High School Library which are out of date and no longer used. (Attachment A)

Occupational Therapy Consultative Services for Student

Approved student #201009619 to receive Occupational Therapy Consultative Services, 1/month for 30 minutes through Gloucester County Special Services School District at a rate of \$84/hr. – Effective 10/13/17.

Out-of-District Placements

Approved the following out-of district placements:

- a. Student 201305416 – Durand - Effective 11/9/17
 - i. Tuition - \$45,253.35
 - ii. 1-1 Aide - \$22,950.00
 - iii. 1-1 Bus Aide - \$6,750.00
- b. Student 201306482 – Black Horse Pike Regional (homeless) – Effective 9/6/17
 - i. Tuition - \$16,269.00
 - ii. Transportation - \$514.50

The motion was approved by a roll call vote.

Aye:	Mr. Burgin, Mr. Chierici, Mrs. Dvorak, Mr. Fuller, Mrs. Lundberg, Mr. Moore, Mrs. Vick, Mr. Ware, and Mrs. Giaquinto.
Nay:	None.

Community Relations/Policy & Legislation

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

New Scholarship

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

- a. Mullica Hill Knights of Columbus:

\$1,000 scholarship to a student that must be in good standing and exhibits good moral character that may have been overlooked for other awards. This student will be in need of financial support as determined by eligibility for the “Free and Reduced School Lunch” criteria and is pursuing post-secondary education in an accredited institution.

Home/Supplemental Instruction

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

Drop Students from District Rolls Due to Non-Attendance

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

- a. Grade 12 – Student 201305067
- b. Grade 11 – Student 201209280

Make-up Day for Middle School Emergency Closing

Approved Friday, June 1, 2018 as the make-up day for the Middle School for the emergency closing on Friday, October 6, 2017.

First Reading of Policy and Regulation Revisions

Board approval of the first reading of the Policy and Regulation revisions (Attachment C):

- a. Policy 5511 – Dress and Grooming
- b. Regulation 7510, Use of School Facilities

Resolution to Accept the NJ QSAC Statement of Assurance

Approved the resolution to accept the NJ QSAC Statement of Assurance for the 2017/2018 school year and to submit the NJ QSAC Statement of Assurance (presented by the Superintendent) to the County Office of Education. (Attachment D)

Teacher Assignment

Approved the following student teacher assignments for the 2017/2018 school year:

Last Name	First Name	School	Assigned To	Location	Subject	Dates
Nichols	Ashley	Rowan	Lauren Schoudt	HS	HS English	1/18-5/18
Beyroudy	Kenneth	Rowan	Jamie Andruszka	HS	Social Studies	1/18-5/18
Foglein	Derek	Rowan	Tara Gunning	MS	HS Math	1/18-5/18
Hassett	James	Drexel	Jenna Scott	HS	Social Studies	1/18-4/18
Prager	David	Rowan	Daniel Matozzo	HS	HPE	Quarter 4
Bianchini	Keith	Rowan	Gerry DeLoach	MS	Music Comp.	Quarter 4
Watson	Michelle	Wilmington U (50 hrs. visitation)	Mary Iovacchini	MS	Spec. Ed. MS Math	1/18-5/18

The motion was approved by a roll call vote.

Aye:	Mr. Burgin, Mr. Chierici, Mrs. Dvorak, Mr. Fuller, Mrs. Lundberg, Mr. Moore, Mrs. Vick, Mr. Ware, and Mrs. Giaquinto.
Nay:	None.

Board Discussion:

Discussed the proposed Board of Education Meeting Schedule for January 2018 through December 2018.

Operations – Buildings & Grounds, Transportation, Technology

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

Revised Vehicle Assignments

Approved the revised vehicle assignments for the 2017/2018 school year. (Attachment E)

Placement of Century Bank Signs in the High School Old Gym

Approved to place two 4' x 8' Century Bank Signs in the High School old gym. (Attachment F)

Dispose or Scrap Items Damaged

Approved to dispose of or scrap the following items that are damaged beyond repair and are no longer used by the district (Attachment G):

- a. Items from the Science Department (scrap)
- b. Girls' Tennis uniforms, skorts, shirts and warm-ups
- c. Girls' Soccer shorts, bags and warm-ups
- d. 1 Wrestling Mat (3 sections)

Commissioning Services Proposal

Approved the commissioning services proposal with Fraytak, Veisz, Hopkins, Duthie not to exceed \$30,800. (Attachment H)

Transportation Services to Harrison Twp. For *Lights on Main*

Approved, in accordance with N.J.S.A. 18A:39-22, of a request to provide transportation services to Harrison Township on November 25, 2017 from 3:30 p.m. to 9:00 p.m. (or earlier) for the *Lights on Main* annual event. (Note: This is to memorialize the approval as the date has past)

Special Transportation Requests

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

- a. Depart from High School at 7:30 a.m. to Parvin State Park for Cross Country Team Practice – Return 12:00 p.m. – 10/21/17
- b. Depart from High School at 10:40 a.m. to Masso's in Glassboro for Winter TCC Sportsmanship Luncheon – Return approx. 1:30 p.m. – 12/5/17

Jointures

Approved the following jointures during the 2017/2018 school year:

- a. Gloucester County Special Services School District to transport 1 Clearview student to Durand on Route S6478, effective 11/15/17 - \$21,152.47 (includes 1-1 Aide and 7% Admin. Fee)
- b. Gloucester County Special Services School District to transport 1 additional Clearview student to YALE Southeast on Route S6234, effective 11/27/17 - \$10,914 (this is an addition to the jointure approved at the 8/30/17 meeting in the amount of \$22,149)

The motion was approved by a roll call vote.

Aye:	Mr. Burgin, Mr. Chierici, Mrs. Dvorak, Mr. Fuller, Mrs. Lundberg, Mr. Moore, Mrs. Vick, Mr. Ware, and Mrs. Giaquinto.
Nay:	None.

Finance – Student Activities & Personnel

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

Bill Lists for Payment

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

- a. September 15, 2017 Payroll
- b. September 30, 2017 Payroll
- c. October 15, 2017 Payroll
- d. October 30, 2017 Payroll
- e. October 31, 2017 – Cafeteria
- f. October 31, 2017 – Bill List
- g. October 31, 2017 – Bank Transfers
- h. November 30, 2017 – Bill List
- i. November 30, 2017 - Cafeteria

Line Item Transfers

Approved the following line item transfers:

From	To	Amount	Rationale
11-000-100-566-CS-CST	11-000-230-820-BO-BUS	\$8,900	Settlement Agreement
11-190-100-580-HS-CTE	11-190-100-420-HS-CTE	1,100	Media Repairs
11-190-100-610-MS-ADM	11-190-100-890-MS-ADM	120	National Geography
11-000-240-610-MS-ADM	11-000-240-890-MS-ADM	260	MS Dues
11-000-213-104-PR-000-A	11-000-213-105-PR-000-A	35	Secretaries – Nurses – Sumer
11-000-219-580-CS-CST	11-000-219-440-CS-CST	400	Rental
11-000-100-566-CS-CST	11-000-230-820-BO-BUS	8,900	Settlement Agreement
11-401-100-610-HS-STU	11-401-100-590-HS-STU	1,398	Paper printing
11-000-261-420-BG-000	11-000-262-590-BG-000	5,350	HS Air Testing
11-000-100-566-CS-CST	11-000-270-390-TR-000	6,750	Durand 1-1 Bus Aide
11-000-252-500-BO-BUS	11-000-252-110-PR-000	5,400	Payroll

Account Reports

Approved the following account reports:

- a. Student Activities – October 2017
- b. Athletics – October 2017

Board Secretary's Report and Certifications

Approved the Board Secretary's Reports for September 2017 and October 2017 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 2017 and October 2017. (Attachment J)

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.

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 K)

Audit Report with No Recommendations

Approved to accept the June 30, 2017 audit report with no recommendations after review of the audit synopsis. A corrective action plan is not necessary.

Carry Over Title I Funds

Approved to carry over 2016/2017 Title I funds into FY 2017/2018 in the amount of \$6,620.

Enter Into NJ State Contract with Ricoh

Approved to enter into a NJ State contract G2017 with Ricoh for a 60 month lease of \$2,789.01/month for four replacement copiers (HS Library, HS Teacher Planning, HS Room 716 and MS Room 419). This will generate a monthly savings of \$211.79.

Additional Depository

Approved Sterling National Bank as an additional depository for 2017/2018 to sweep capital reserve and warrant funds into so that the district can earn a higher interest rate at 1%. (Attachment L)

Field Trips

Approved field trip requests. (Attachment M)

Athletic Schedule Changes

Approved athletic schedule changes. (Attachment N)

Ticket Revenue Change

Approved the following ticket revenue change:

- a. No ticket charge for the following Basketball games to participate in the Coaches vs. Cancer Night:
 - i. January 5, 2018 – Boys’ Coaches
 - ii. January 12, 2018 – Girls’ Coaches

New After-School Club

Approved the following new after-school club in the Middle School:

- a. *MS Students in Action* – This club will encourage students to get involved in their community and also is a stepping stone for the HS Students in Action program. (Attachment O)

The motion was approved by a roll call vote.

Aye:	Mr. Burgin, Mr. Chierici, Mrs. Dvorak, Mr. Fuller, Mrs. Lundberg, Mr. Moore, Mrs. Vick, Mr. Ware, and Mrs. Giaquinto.
Nay:	None.

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 P): The matters included in the personnel section of the agenda.

The motion was unanimously approved.

The meeting went into Executive Session at 7:30 p.m.

Public Session

Mr. Ware 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 8:24 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 Q)

Substitute Appointments

Approved the following substitute appointments for the 2017/2018 school year:

Substitute Teacher

- a. John Seybold
- b. Fawn Kiernan
- c. Courtney Stumpf
- d. Gretchen Holderness
- e. Julia Price

Substitute Custodians

- a. Sakia Jones (pending paperwork)
- b. Robert Sanko

Leaves of Absence

Approved the following leaves of absence:

- a. Adjustment of a partially compensated maternity leave for Employee #5111, effective 12/11/17 through 6/30/18 (previously approved 12/18/17 through 6/30/18).
- b. Adjustment of a partially compensated maternity leave for Employee #4690, effective 11/9/17 through 12/8/17 (1/2 day). Uncompensated extended child rearing leave for the remainder of the 2017/2018 school year and the 2018/2019 school year (previously approved to commence 12/8/17).
- c. Partially compensated maternity leave of absence for Employee #4409, effective 4/4/18 through 6/30/18.
- d. Partially compensated maternity leave of absence for Employee #4605, effective 3/5/18 through 6/30/18.
- e. Partially compensated maternity leave of absence for Employee #4870, effective 2/12/18 through 6/30/18.

Coaching Appointments

Approved the following coaching appointments for the 2017/2018 school year (stipends as per negotiated agreement):

- a. Allyson Specian, Assistant Swim Coach

Resignation

Approved the resignation of Dennis Weaver as the Head Boys' Spring Track Coach.

Volunteer/Uncompensated Appointments

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

- a. Ashley DeLuce, Volunteer Fall Play Assistant
- b. Keith Mourlam, Volunteer Wrestling Assistant
- c. Jack Bower, Volunteer Swim Coach Assistant
- d. John Wiseburn, Volunteer Middle School Students in Action Club Advisor

Tuition Reimbursement

Approved the following tuition reimbursement for the 2017/2018 school year (as per the Clearview Board of Education and Clearview Administrators & Supervisors Agreement):

- a. Mary Marks – NJ Excel (Thomas Edison Univ.) – Organizational Leadership & Educational Change and Improvement (I, II) – 6 credits (\$235/credit) – 1/18 – 5/18
- b. Mary Marks – NJ Excel (Thomas Edison Univ.) – Leading Educational Change and Improvement (I, II) – 6 credits (\$235/credit) – 1/18 – 5/18

Technology Department Overtime

Approved the following Technology Department employees to work up to 10 hours of overtime (each) between 12/11/17 through 12/23/17:

- a. Robert Grant
- b. Sean Sepsey
- c. David Little

Update AP Calculus AB Syllabus

Approved Dawn Heil to update the AP Calculus AB Syllabus for current standards and alignment as specified by the College Board, up to 5 hours total at a rate of \$34.03 per hour. (local funds)

Teacher Leaders and Facilitators

Approved the following teachers to serve as Teacher Leaders and facilitate Collaborative Cohorts for the 2017/18 school year. Teachers will be paid \$34.03 per hour to attend after-school meetings: (Title II funds)

- a. Patricia Handley
- b. Daniel Lafferty
- c. Ruth Barreiro
- d. Christina Boody
- e. James Navins
- f. Suzanne Zigo
- g. Jeanna Sciarrotta
- h. Timothy Vitale
- i. Carley Datz

- j. Ryan Hoffman
- k. Linda Hughes
- l. Jenna Scott
- m. Nichole Willis
- n. Lauren Schoudt
- o. Morgan Woods
- p. Lisa Marandola
- q. Michael Porter
- r. Michael Cockrell
- s. James DiLoreto
- t. Anne Paoletti
- u. Kelly Shute
- v. Kare Waddington
- w. Cheryl Catts
- x. Dawn Collins
- y. Olivia McInturff
- z. Kathleen Laible
- aa. Steven McMahon
- bb. Karisa Wescott
- cc. Rebecca Partesi
- dd. Catherine Ursino
- ee. Kim Costello

Replacement for Middle School's School Improvement Panel

Approved to replace James DiLoreto with Rebecca Partesi to serve on the Middle School's School Improvement Panel (SciP) during the 2017/18 school year. (James was previously approved at the 9/28/17 Board of Education meeting.) Reimbursement will be \$34.03 per hour for meetings and responsibilities outside of the school day (local/Title II funds).

District Painter

Approved Nicholas Richard to work 40 hours during December and January as a district painter. Rate of pay will be \$15.00 per hour. Stephen Duncan will not be working during those months.

Stipend for Coordinating AP Exams

Approved Jennine Donnelly to receive a \$250 stipend for coordinating the AP exams. This stipend will be funded by the reimbursement received from the College Board.

Extra Duty Changes

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

- a. Jeanna Sciarrotta – end morning duty effective 11/28/17
- b. Tracy Teesdale – begin morning duty effective 11/29/17

New Certified Staff

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

- a. Natalie Johnson, High School Replacement Social Studies Teacher, effective 11/6/17 through 6/30/18. Salary to be \$48,972.00 (prorated). (Account # 11-140-100-101-PR-000)
- b. Daniel Knighton, High School Replacement English teacher, effective 12/11/17 (tentatively), with 3 shadowing days prior to the start date. Salary to be \$48,972.00 (prorated). (Account # 11-140-100-101-PR-000)

Revised Start Date

Approved a revised start date of 11/7/17 for Katherine Pereira, Director of Science. Katherine was originally appointed on 5/25/17.

Substitute Bus Driver

Approved Frances Hall as a substitute bus driver for route #M104CC (am only), effective 11/14/17, approximately 1.75 hours per day, \$33.25 per hour (overtime rate as these hours are above her regular work schedule).

High School Lavatory Aide

Approved Kevin Frekot as a High School Lavatory Aide, 4 hours per day, effective 11/27/17 through June 2018. Salary to be \$9,720.00 prorated (\$13.50 per hour), (90 days probation at start of employment). (Account # 11-000-266-110-PR-000-E)

Resignations

Approved to accept the following resignations:

- a. Natalie Johnson, HS Lavatory Aide position, eff. 11/3/17 (moving to Replacement Teacher position)
- b. Kevin Frekot, District Bldg. & Grounds/Custodian, eff. 11/24/17 (moving to Lavatory Aide position)

Appointment of Director of Curriculum/Instruction Position

Approved the appointment of the Director of Curriculum/Instruction position, Sherry McAleer, start date of 1/30/2018, salary to be \$130,000.00. (pro-rated)

The motion was approved by a roll call vote.

Aye:	Mr. Burgin, Mr. Chierici, Mrs. Dvorak, Mr. Fuller, Mrs. Lundberg, Mr. Moore, Mrs. Vick, Mr. Ware, and Mrs. Giaquinto.
Nay:	None.

Mrs. Lundberg moved, seconded by Mr. Moore, that the Board of Education approve the Superintendent’s monthly HIB report.

The motion was unanimously approved.

Reports

Mr. Fuller moved, seconded by Mr. Chierici, that the Board of Education accept 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	10/02/17	1:01 p.m.	5 minutes	76°
High School – Lockdown Drill	10/26/17	1:05 p.m.	5 minutes	
Middle School – Fire Drill	10/5/17	8:15 a.m.	5 minutes	65° - Sunny
Middle School – Lockdown Drill	10/11/17	9:13 a.m.	3 minutes	65° - Cloudy
Middle School – Fire Drill	10/30/17	11:57 a.m.	12 minutes	58° - Windy

Business Administrator’s Report

The motion was unanimously approved.

Old Business:

None.

New Business:

None.

Adjournment

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

The motion was unanimously approved.

The meeting adjourned at 8:26 p.m.

Respectfully submitted,

Esther R. Pennell
Business Administrator