

CLEARVIEW REGIONAL HIGH SCHOOL DISTRICT
Mullica Hill, New Jersey

Board of Education Meeting
October 17, 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:

Allison Higgins, Giavanna Joseph, Scott Wagner, Ashleigh Albert, Debbie Heston, Christina Boody, and Mike Feldman.

Members Present:

Mr. Burgin (arrived 7:20), Mr. Chierici, Mr. Fuller, 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:

Mrs. Dvorak and Mrs. Lundberg.

Flag Salute:

The flag salute was said by all present.

Public Comments

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

- a. Allison Higgins and Giavanna Joseph spoke about the Middle School dress code change handouts.
- b. Paul Sommers spoke about employees' pensions with regard to volunteering and also about the CEA Committee working with administration regarding the HVAC systems in the schools.

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

The motion was unanimously approved.

Presentation:

- a. Mrs. Diane Cummins gave a presentation on the District Assessment Data.

Minutes:

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

- a. September 28, 2017 Regular Meeting and Executive Session

The motion was unanimously approved.

For the Good of Clearview:

- a. Pete DeFeo and Kate Bourquin were introduced, respectively, as the new Principal and Vice Principal of the Middle School.
- b. In an effort to comply with the State’s regulations, we have designated the 1st week of October as ‘Week of Respect’ and the 3rd week of October as ‘School Violence Awareness Week’. We have incorporated several programs into the instructional day including: Bullying prevention, MS Guidance staff classroom presentations, MS Anti-violence bulletin board, “Clearview Pledge of Respect” in the High School, High School Guidance Twitter competition, in addition to other programs.
- c. Sean Smith presented the air testing report dated October 17, 2017.

Committee Reports

Curriculum/Instruction

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

Disposal of Textbooks No Longer Used

Approved to dispose textbooks that are no longer used by the district and are 10 years or older. (Attachment A)

Books, Pictures, Magazines No Longer Used

Approved to dispose books, pictures, magazines, etc. from the Middle School Library/Hub which are out of date and no longer used. (Attachment B)

Self-Advocacy Skills

Approved the Center for Independent Living of South Jersey, Inc. to work on self-advocacy skills with the 18-21 SCMD program during the 2017/2018. A transition specialist will come in one day a week for one period at a cost of \$1,500.

The motion was approved by a roll call vote.

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

Community Relations/Policy & Legislation

Mr. Chierici 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 C)

Nursing Plans

Approved the following 2017/2018 Nursing Plans:

- a. High School Nursing Plan (Attachment D)
- b. Middle School Nursing Plan (Attachment E)

Second Reading and Adoption of Policies and Regulations

Approved the second reading and adoption of the following policies and regulations (Attachment F):

- a. Policy 2700 – Services to Nonpublic School Students
- b. Policy and Regulation 3160 – Physical Examination
- c. Policy and Regulation 4160 – Physical Examination
- d. Policy and Regulation 7100 – Long-Range Facilities Planning
- e. Policy and Regulation 7101 – Educational Adequacy of Capital Projects
- f. Policy and Regulation 7102 – Site Selection and Acquisition
- g. Policy 7130 – School Closing
- h. Policy 7300 – Disposition of Property
- i. Regulation 7300.1 – Disposal of Instructional Property
- j. Regulation 7300.2 – Disposal of Land
- k. Regulation 7300.3 – Disposition of Personal Property
- l. Regulation 7300.4 – Disposition of Federal Property

Approved the first reading of the following policy:

- a. Opioid- First Reading

Tuition Students

Approved to accept the following tuition students for the 2017/2018 school year:

- a. 11th grade student (201309016), parent paid, effective 10/5/17.
- b. 11th grade student (201309380) from Delsea Regional into the Behavioral Disabilities program, effective 10/16/17.

Contracts

Approved the contracts with Gloucester County Vocational-Technical School District for the 2017/2018 school year:

- a. Career – Technical Programs - \$2,340/student
- b. Law Enforcement Academy - \$1,170/student

Resolution

Approved the Resolution for Member Participation in a Cooperative Pricing System with the Camden County Educational Services Commission for the purchase of goods and services along with the Cooperative Pricing Agreement – 66CCEPS. (Attachment G)

HIB Report

Approved the Monthly HIB Report from Superintendent.

The motion was approved by a roll call vote.

Aye:	Mr. Burgin, Mr. Chierici, Mr. Fuller, Mr. Moore, Mrs. Vick, Mr. Ware, 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, and Technology Items:

Resolution for the Submission of 3 Year Comprehensive Maintenance Plan

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

Service Contract with Smithco Engineering

Approved a professional service contract with Smithco Engineering Group, Inc. to provide environmental services.

Gateway Jointure

Approved the revisions to the following Gateway jointure costs for the 2017/2018 school year:

- a. GWS-1 to Bancroft - \$5,195.89 (approved \$5,088.96 6/22/17)
- b. GWS-3 to LARC - \$4,214.40 (approved \$3,582 6/22/17)
- c. GWS-4 to HollyDell - \$2,603.37 (approved \$1,903.36 8/30/17)
- d. GW-31 to Clearview (homeless) - \$6,053.40 (approved \$2,564.10 8/30/17)
- e. GW-34 to Bancroft - \$29,934 (approved \$29,932.20 8/30/17)

The motion was approved by a roll call vote.

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

Board discussion of advertisements in the High School gymnasiums was tabled.

Finance – Student Activities & Personnel

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

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

- a. October 17, 2017 Bill List
- b. Bank Transfers – September 2017
- c. Capital Projects – October 2017

Line Item Transfers

Approved the following line item transfers:

<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Rationale</u>
11-000-216-101-PR-000	11-000-219-104-PR-000	\$3,050.00	Salaries for CST
11-213-100-101-PR-000	11-000-219-104-PR-000	3,100.00	Salaries for CST
11-000-100-566-CS-CST	11-000-100-565-CS-CST	83,731.00	1-1 Aides – GCSSSD
11-000-262-105-PR-000	11-000-262-199-PR-000	4,734.98	Retiree Vacation Pay
11-209-100-320-HS-CST	11-212-100-320-CS-CST	1,000.00	Mission One Aides
11-000-240-610-MS-ADM	11-000-240-890-MS-ADM	89.00	Dues
11-401-100-610-HS-STU	11-000-270-162-PR-000	450.00	Field Trip Transportation

Account Reports

Approved the following account reports:

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

Resolution for Travel and Work Related Expenses – Employee/Board

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

Resolution

Approved the Resolution – *Cost Reimbursement for Food Service Management Services Works Best for the Clearview Regional High School District.* (Attachment K)

Field Trip Requests

Approved field trip requests. (Attachment L)

Athletic Schedule Changes

Approved athletic schedule changes. (Attachment M)

Winter Sports Schedule

Approved the winter sports schedule. (Attachment N)

Tri-County Conference Ticket Prices

Approved the Tri-County Conference proposed ticket prices for the 2018/2019 school year:

- a. 2018/2019 Basketball & Wrestling Home Events:
 - i. \$3.00 – Adults
 - ii. \$2.00 – Students
 - iii. \$2.00 – Senior Citizens
- b. 2018/2019 Football Home Games:
 - i. \$4.00 – Adults
 - ii. \$2.00 – Students
 - iii. \$2.00 – Senior Citizens

Proposed Budget for Tri-County Conference

Approved the 2018/2019 Proposed Budget for the Tri-County Conference of \$1,450 per school (\$25 increase from 17/18).

3rd Annual Bob Burrough Baseball Classic

Approved Clearview to host the 3rd Annual Bob Burrough Baseball Classic on Saturday, March 31, 2018 (rain date, Saturday, April 7, 2018).

District 30 Wrestling Tournament

Approved Clearview to host the District 30 Wrestling Tournament on Saturday, February 17, 2018. (This approval is contingent upon a funding plan to cover all facilities expenses.)

The motion was approved by a roll call vote.

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

Executive Session

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

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

The motion was unanimously approved.

The meeting went into Executive Session at 8:20 p.m.

Public Session

Mrs. Ware moved, seconded by Mr. Moore, that the Board of Education reconvene into Public Session.

The motion was unanimously approved.

The meeting reconvened into Public Session at 8:29.

Finance-Student Activities & Personnel

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

Approved the home/supplements instruction - \$34.03/hr. unless otherwise noted. (Attachment P)

Substitute Appointments/Reappointments

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

Substitute Teacher

- a. Samantha Nemerofsy
- b. Bill Morgan
- c. James Gorman

Coaching Appointments

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

- a. John Seybold, Wrestling Assistant Coach (shared), pending paperwork
- b. Harry Zander, Wrestling Assistant Coach (shared), pending paperwork
- c. Lisa Marandola, Head Swim Coach

Volunteer/Uncompensated Appointments

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

- a. Daniel Stuart, Volunteer Boys' Basketball Assistant
- b. Dom Carrera, Volunteer Boys' Basketball Assistant
- c. Tammy Murphy, GSA Volunteer Club Advisor
- d. Corey Romeyn, GSA Volunteer Club Advisor

Extra Duty Addition

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

- a. Nicole Wichart, Restricted Study (rotation 2), \$600.00

Pathway Program Advisors

Approved the following staff to be appointed as Pathway Program Advisors (\$1,800 stipend to be shared equally). This program was approved at the 9/28/17 Board of Education meeting and will be funded through the IDEA grant (20-250-200-100-CS-CST).

- a. Alyssa Ciarrocchi
- b. Jennifer Roselli

Special Olympics Bowling

Approved the following staff members to coach Special Olympics bowling at \$34.03/hr. for a total of up to 89 hours each. This will include 13 practices (5 hours each) and 3 competitions (up to 8 hours each), from 10/1/17 through 6/30/18.

- a. Deana Ingemi
- b. Timothy Dougherty
- c. Jennifer Roselli
- d. Jocelyn Jengehino (substitute coach)

Revise Curriculum Interdisciplinary Standards

Approved Jennifer Satterfield to revise grade 11 curriculum interdisciplinary standards, up to 3 hours at \$34.03 per hour (local funds).

WIDA Screening Assessment

Approved Eileen Rothstein to prepare for and administer the WIDA screening assessment to a new ELL student, up to 4 hours at \$34.03 per hour (paid from Title III Consortium allotment).

Teachers to Prepare and Deliver Professional Development Session

Approved the following teachers to share up to 10 hours at \$50.00 per hour to prepare and deliver professional development session to non-public school (Title II).

- a. Patricia Handley
- b. Lauren Schoudt

Part-Time Middle School Greeter

Approved Michael Wolk as a part-time Middle School Greeter for the 2017/2018 school year, effective 10/12/17 through 6/30/18. Rate of pay will be \$14.25 per hour (paid via timesheet), (90 day probationary period at start of assignment). Account #11-000-266-110-PR-000.

Long-term Substitute High School Physical Education Teacher

Approved to appoint Rolando Gautier as a Long-Term Substitute High School Physical Education Teacher, effective October 19, 2017 through the date of return (approximately 2/12/18) of the full-time staff member. Salary to be \$200/day.

Job Descriptions

Approved the following job descriptions:

- a. HS Secretary/Substitute Teacher Coordinator (Attachment Q)
- b. Administrative Secretary to the HS Principal/Student Activities Financial Coordinator (Attachment R)

Add Stipend Responsibilities

Approved to add previously defined 'stipend' responsibilities for Substitute Teacher Coordinator into the new job description and appoint Carole Allen as the High School Secretary/Substitute Teacher Coordinator. The revised amount associated with these responsibilities will be \$1,010 per month (\$10,100) for 2017-18 school year, 10 months per year (September-June), added to her Secretary salary.

(*If these additional responsibilities are removed from the job responsibilities in the future, the salary would be decreased by this 'baseline' amount per month/year.)

Student Activities Financial Coordinator

Approved to add the responsibilities for Student Activities Financial Coordinator into the new job description and appoint Kristy Amandeo, Administrative Assistant to the High School Principal/Student Activities Financial Coordinator. The additional amount associated with these additional responsibilities will be \$1,166 per month (\$13,992) for 2017-18 school year, 12 months per year (July -June), added to her current Administrative Secretary salary.

(*If these additional responsibilities are removed from the job responsibilities in the future, the salary would be decreased by this 'baseline' amount per month/year.)

Resignations

Approved to accept the following resignations:

- a. Diane Cummins, Asst. Superintendent for Curriculum & Instruction, with intent to retire, effective 1/31/18.
- b. John Pharo, Middle School Greeter, effective 10/5/17
- c. Debra Mecke, Food Service Worker, with intent to retire, effective 1/31/18.

The motion was approved by a roll call vote.

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

Reports:

Mr. Fuller moved, seconded by Mr. Burgin, 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	09/12/17	1:43 p.m.	7 Mins.	76°
High School – Lockdown Drill	09/20/17	1:05 p.m.	5 Mins.	
Middle School – Fire Drill	09/12/17	1:25 p.m.	5 Mins.	75° - Sunny
Middle School – Lockdown Drill	09/17/17	8:30 a.m.	9 Mins.	75° - Sunny

Business Administrators Report

The motion was unanimously approved.

Old Business:

None.

New Business:

None.

Adjournment

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

The motion was unanimously approved.

The meeting adjourned at 8:30 p.m.

Respectfully submitted,

Esther R. Pennell
Business Administrator