

CLEMENTON BOROUGH BOARD OF EDUCATION
4 AUDUBON AVENUE, CLEMENTON, NJ 08021
AUGUST 23, 2021
GOVERNANCE MEETING, CLOSED SESSION: 6:30 PM
PUBLIC MEETING 7:00 PM - MEDIA CENTER

Date: August 23, 2021
Time: 7:00 PM
Place: Clementon Elementary School

MISSION STATEMENT

The Clementon School District is dedicated to a meaningful collaboration among parents, students, administrators, teachers, support staff, board of education members, and the community. Our daily mission is to provide every student with a high-quality education driven by the New Jersey Student Learning Standards. We are committed to providing a secure, nurturing school climate in order to provide for the educational, social, and emotional needs of students and staff.

BOARD OF EDUCATION

Katherine Anderson, **President**
Randall Freiling, **Vice President**
Nicole Allen
Danielle Aubry
Gilbert Geary
Tiara Farmer
Christopher McKelvey
Michael Nichols
Christy Weaver
Kathleen Haines, **Superintendent**
Donna L. Phillips, **School Business Administrator**

The Clementon Board of Education is an Equal Opportunity Employer

I. CALL TO ORDER

AGENDA

The Clementon Board of Education welcomes participation of interested organizations and will schedule time as appropriate for the public to speak. The length of time scheduled for public discussion shall be 20 minutes with a five-minute time limit for individual speakers.

II. ROLL CALL

Katherine Anderson	Nicole Allen	Danielle Aubry
Tiara Farmer	Randall Freiling	Gilbert Geary
Christopher McKelvey	Michael Nichols	Christy Weaver

III. OPENING SUNSHINE STATEMENT

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Public notice of this meeting pursuant to the Open Public Meetings Act has been given by the Board Secretary in the following manner: Posting written notice on the district website, sending written notice to the Courier-Post and publishing to the Legal Notices of that newspaper, filing written notice with the Clerk of Clementon.

IV. PLEDGE OF ALLEGIANCE

V. PRESENTATIONS

1. Highlights and Information, K.Haines

VI. OPEN THE FLOOR FOR BOARD DISCUSSION (10-MINUTES)

VII. OPEN MEETING TO THE PUBLIC

Motion: 1st: _____ 2nd: _____ - Voice Vote

The Clementon Board of Education welcomes and values input from the community. The public comment portion of the board meeting is the time where any member of the public can share their thoughts directly with the board. At the same time, the board encourages members of the public to bring specific, individual issues to the attention of the administration first. Anyone who wishes to speak has five minutes to make their comments. Please keep your comments respectful, not defamatory, and suitable for a meeting of a public body, topics at this time will be agenda items only. When you approach the podium, please begin by stating your name and address.

VIII. CLOSE MEETING TO THE PUBLIC

Motion: 1st: _____ 2nd: _____ - Voice Vote

IX. COMMITTEE REPORTS

1. Curriculum and Programs - (*Chairperson- Christy Weaver*)
2. Finance and Facilities - (*Chairperson- Gilbert Geary*)
3. Policy and Personnel - (*Chairperson- Randall Freiling*)
4. Negotiations - (*Chairperson- Gilbert Geary*)

X. REPORTS

1. Camden County Educational Services Commission (*Representative- Christopher McKelvey*)
2. Pine Hill Board of Education (*Representative- Randall Freiling*)
 - a. Minutes from May 18, 2021 - [See Attachment](#)
 - b. Minutes from May 28, 2021 - [See Attachment](#)
3. Home and School Association (*Representative- Katherine Anderson*)
4. Legislation (*Representative- Randall Freiling*)

XI. OTHER INFORMATION

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1. Administrative Enrollment and Security Report- [See Attachment](#)
2. Education Staffing Solution (ESS) Substitute List- [See Attachment](#)

XII. APPROVAL OF MINUTES

Motion: 1st: _____ 2nd: _____ - Roll Call

1. June 28, 2021 Meeting Minutes- [See Attachment](#)

XIII. PERSONNEL

The following items 1 - 12 as recommended by the Superintendent for approval.

Motion: 1st: _____ 2nd: _____ - Roll Call

1. Resignation or Retirement- Be it resolved the separation of employment of the following employee(s) be approved for the reasons listed and hereby accepted on the dates listed below.

Employee No.	Effective Date	Reason	Attachment
#59	8/13/2021	Resignation	Resignation 59
#397	9/1/2021	Resignation	Resignation 397

2. New Hire/Sub/Step Adjustment- Be it resolved the following employee(s) be approved for the reasons listed.

Employee Name	Replacement of:	Assignment	Effective Date	Step	Salary
Komlan Zitsou	Amy Berth	Technology/Network Coordinator	July 19, 2021 (Revised start date from July 14, 2021)	N/A	\$58,000.00+additional \$7,000.00 short-term contract , ESSER III Funding (July 1, 2021 - June 20, 2023)
Nathaniel Hoffman	Jen Phelan	4th Grade Math	September 1, 2021	Step 3 BA	\$54,531 (pending receipt of NJ Standard Cert – application sent, anticipated 10-12 weeks)

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Sarai Huertas	Marilyn Graves	Family Engagement Social Worker	9/1/2021 (Short-term contract, ESSER II)	Step 1 MA	\$56,781
Patricia Harvie	Diane Palogruto	District Secretary	8/24/2021	N/A	\$40,000
Cheryl Branch	N/A	Camp Clementon Aide, Part Time	9/1/2021	N/A	\$15.00 per hour
Maureen Corcoran	N/A	Camp Clementon Aide, Part Time	9/1/2021	N/A	\$15.00 per hour
Kristen Farrell	N/A	Camp Clementon Aide, Part Time	9/1/2021	N/A	\$14.60 per hour
Linda Langham	N/A	Camp Clementon Aide, Part Time	9/1/2021	N/A	\$14.60 per hour
Lauren Murray	N/A	Camp Clementon Aide, Part Time	9/1/2021	N/A	\$15.00 per hour
Alison McNally	N/A	Camp Clementon Aide, Part Time	9/1/2021	N/A	\$15.00 per hour
Andrea Montanez	N/A	Camp Clementon Aide, Part Time	9/1/2021	N/A	\$14.60 per hour
Lynne Stang	N/A	Camp Clementon Aide, Part Time	9/1/2021	N/A	\$15.00 per hour
Scott Ward	N/A	Camp Clementon Aide, Part Time	9/1/2021	N/A	\$14.20 per hour
Samantha Weyland	N/A	Camp Clementon Aide, Part Time	9/1/2021	N/A	\$14.60 per hour

3. Approval Kindergarten Orientation:

Teacher Positions	Staff Member	Dates/Time	Rate of Pay
Kindergarten Teachers	C. Pettet & J. Ballinghoff	August 25, 2021 from 9:00 to 10:00am	\$35.00 per hour

4. Extra Curricular Stipends- Be it resolved that the Extra Curricular Advisors listed below be approved for the 2021-2022 School Year. Stipends as per CEA contract. (Stipends are contingent upon the start and completion of the program).

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Employee Name	Contracted Stipend Positions	Stipend Amount
TBD	Head Coach Boys Basketball	\$2,259
Kristyn Vance	Asst. Coach Boys Basketball	\$1,506
TBD	Head Coach Girls Basketball	\$2,259
Alyssa Gervasi	Asst. Coach Girls Basketball	\$1,506
Tina Jennetta	Head Coach Co-ed Soccer	\$2,259
Rick Koch	Asst. Coach Co-ed Soccer	\$1,506
Kristyn Vance	Head Coach, Softball	\$2,259
Ali McNally	Asst. Coach, Softball	\$1,506
McKinnon Erario	Head Coach, Baseball	\$2,259
TBD	Asst. Coach, Baseball	\$1,506
Sal Mazzocca	Drama	\$2,259

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TBD	Cheerleading	\$1,506
Erica Risser	Student Government	\$1,506
Kimberly Gaull	National Junior Honor Society	\$1,369
Bryan Williams	Band	\$1,369
Sal Mazzocca	Chorus	\$1,231
Kim Schultz	Yearbook	\$1,165
Kim English	Art Challenge	\$1,335
N/A	Safety Patrol	\$959
TBD	8th Grade Promotion	\$821.00- divided by 2 + \$410.50
Kristyn Vance & Alyssa Gervasi	Scorekeeper	\$155.50 per employee (Totaling \$311)
Nicole Smith	OnCourse Manager	\$6,000 (start date 7/1/2021)
Debby Walshe	Homeless Liaison	\$5,000 (start date 7/1/2021)

5. Step Adjustment- Be it resolved the following employee(s) be approved for the reasons listed.

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Employee_Name	Assignment	Effective Date	Step	Salary
Domenica Foster	Part Time, LDTC (Learning Disabilities Teacher Consultant)	9/1/2021	Step 5 MA+15	\$30,265.50

6. Be it resolved that employee #386, be approved for FMLA from September 6 - October 18, 2021. [See Attachment](#)
7. Be it resolved that employee #393, be approved for FMLA between January 2022 and June 2022. Official dates of FMLA are to be determined. [See Attachment](#)
8. Be it resolved that employee #280, be approved for leave of absence from September 30 - October 14, 2021. [See Attachment](#)
9. Business Administrator Contract- Approve the School Business Administrator contract submitted to the County on May 4, 2021, for the review and final approval by the Executive County Officials on June 29, 2021 for the period July 1, 2021 through June 30, 2022. [See Attachment](#)
10. Be it resolved that Salvatore Mazzocca be paid \$2,732 for the Summer Musical. [See Attachment](#)
11. Be it resolved that employee #94, be approved for leave of absence between September 1 - September 14, 2021. [See Attachment](#)
12. Approval of the 2021 Summer Programs as follows:

Positions	Staff Member	Dates/Time	Rate of Pay
Technology	S. McClernan	July 12, 2021 (Not to exceed 4 hours)	\$15 per hour

XIV. POLICY

Motion to approve the Policies and/or Regulations on First Reading and/or Second Reading listed below in accord with the data presented.

Motion: 1st _____ 2nd: _____ - Roll Call

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1. Policies- First Reading- The motion to approve the Policies and/or Regulations listed below in accord with the data presented.

Number	Title	Attachment
a. P1648.11 - New	The Road Forward COVID-19 – Health and Safety	See Attachment
b. P2422 - Revised	Comprehensive Health and Physical Education	See Attachment
c. P2467 - Revised	Surrogate Parents and Resource Family Parents	See Attachment
d. P5111 - Revised	Eligibility of Resident/Nonresident Students	See Attachment
e. P5114 - Abolished	Children Displaced by Domestic Violence	See Attachment
f. P5116 - Revised	Education of Homeless Children	See Attachment
g. P7432 - Revised	Eye Protection	See Attachment
h. R7432 - Revised	Eye Protection	See Attachment
i. P8420 - Revised	Emergency and Crisis Situations	See Attachment
j. R8420.1 - Revised	Fire and Fire Drills	See Attachment
k. P8540 - Revised	School Nutrition Programs	See Attachment
l. P8550 - Revised	Meal Charges/Outstanding Food Service Bill	See Attachment
m. P8600 - Revised	Student Transportation	See Attachment
n. P8810 - Abolished	Religious Holidays	See Attachment
o. P1648 - Abolished	Restart and Recovery Plan	See Attachment

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p. P1648.02 - Abolished	Remote Learning Options for Families	See Attachment
q. P1648.03 - Abolished	Restart and Recovery Plan - Full-Time Remote Instruction	See Attachment

2. Policies- Second Reading and Adoption-- The motion to approve the Policies and/or Regulations listed below in accord with the data presented.

Number	Title	Attachment
a. P1648.11 - New	The Road Forward COVID-19 – Health and Safety	See Attachment
b. P1649- Abolished	Federal Families First Coronavirus (COVID 19) Response Act	See Attachment
c. P1648 - Abolished	Restart and Recovery Plan	See Attachment
d. P1648.02 - Abolished	Remote Learning Options for Families	See Attachment
e. P1648.03 - Abolished	Restart and Recovery Plan - Full-Time Remote Instruction	See Attachment

XV. CURRICULUM

Motion to approve the following items 1-8

Motion: 1st: _____ 2nd: _____ - Roll Call

1. Approval of the Clementon School District 2021-2022 Mentoring Plan. [See Attached](#)
2. Approval of the 2021-2022 Code of Conduct. [See Attachment](#)
3. Approval of the Professional Development Plan Statement of Assurance. [See Attachment](#)
4. Curriculum and Programs for the 2021-2022 school year. [See Attachment](#)
5. Approval of the Marzano Evaluation Tool for Teachers and Administrators.
6. Use of Pine Hill's Charles Bowen Fields for the 2021-2022 school year.
7. Use of Daniel Dougherty's Sports Complex Fields for the 2021-2022 school year.
8. Approval of the following Summer Professional Development to be conducted in July and August 2021:

Professional Development	Teacher(s)	Hours	Rate of Pay
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			(Funded by ESSER II)
OnCourse "Champion" Training	Melissa Bruce, Mike Terlizzi, Ali McNally, Alexa Wright and Jen Phelan	July - August 2021 (not to exceed 4 hours each)	\$35.00 per hour

XVI. FINANCE

Motion to approve the following items 1 -16

Motion: 1st: _____ 2nd: _____ - Roll Call

1. Secretary's Report- The Board Secretary certifies that no line item accounts in **June 2021** have been over expended in violation of N.J.A.C. 6A:23A-16.10 (c)3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. [See Attachment](#)
2. Cash Reconciliation Report- Cash Reconciliation Report for **June 2021**. The Cash Reconciliation and Secretary's Report are in agreement for the month of **June 2021**. [See Attachment](#)
3. Board Secretary- Board Secretary in accordance with N.J.A.C. 6A:23A-16.10 (c) certifies that there are no changes in anticipated revenue amounts or revenue sources.
4. Board of Education Certification- Pursuant of N.J.A.C. 6A:23A-6.10 (c)4, the Clementon Board of Education certifies that after review of the June 2021 Secretary's Monthly Financial Report and the June 2021 Cash Reconciliation Financial Report and upon consultation with the appropriate district officials, that to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
5. Line Item Transfers for June 2021- [See Attachment](#)
6. Payroll and Bills List-

Bill List and Check Register		Amount	Attachment
a.	Payroll-6.15.2021	\$218,952.88	6/15/2021
b.	Payroll-6.30.2021	\$260,191.11	6/30/2021
c.	Payroll-7.15.2021	\$29,094.94	7/15/2021
d.	Payroll-7.30.2021	\$47,070.88	7/30/2021
d.	Bill List- June 2021	\$341,037.22	JUNE 30, 2021

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e.	Bill List- July 2021	\$258,781.62	July 2021 Bills List
f.	Bill List- August 2021	\$411,875.80	August 2021 Bills List
g.	Bills List for Student Activities - June 2021	\$5,434.35	June 2021 Bills List

7. IT technology agreement- The motion to approve the renewal Contract with Advances Computer Solution, Mt Laurel, NJ, services for the 2021-2022 school year. The contract includes Fortinet FortiCare, Managed Filter/Forward, Rapid Recovery Appliance, Visitor Entry System and Cloud Controller. Total cost of the contract is \$9,029.

8. Frontline Education: Approval of the Frontline Education master services agreement to assist with integrating from PowerSchool to OnCourse, totaling \$1,500 [See Attached](#)

9. JJD Electric, LLC: Approval of JJD Electric, LLC services agreement for Solar Service for monitoring and preventive maintenance inspection, totaling \$4,070 for the 2021-22 school year. [See Attachment](#)

10. ESS Support Services: Approval of the ESS Support Services, LLC staff placement agreement for 2021-22 school year. [See Attachment](#)

11. IDEA Grant Funding- Increase of funds for the IDEA Grant for the 2021-2022 school year:
IDEA Basic \$175,539 (Increased \$28,858)
IDEA Preschool \$6,025 (Increased \$2,452)

12. Grape Seed: Approval of the Grape Seed license and services agreement, for the 2021-22 school year, totaling \$6,480 through ESSER II funding. [See Attached](#)

13. PowerSchool: Extend PowerSchool Services from July 1, to September 30, 2021 to assist with ingrateing to OnCourse, totaling \$4,635.

14. Camden County Educational Services Commission: Approval of the Camden County Educational Services Commission student transportation services agreement for 2021-22 school year. [See Attachment](#)

15. Candoris: Approval of the Candoris service agreements for additional storage, installation and the upgrade of the 2019 (from 2012) licenses, totaling 28,226 (\$25,319 from 2020-21 school year and \$2,907 for the 2021-22 school year.) [See Attachment.](#)

16. EPIC Environmental agreement- The motion to approve the AHERA Asbestos Management Services agreement for 2021-22 school year with EPIC Environmental, totaling \$300. [See Attachment](#)

XVII. OTHER BUSINESS

Motion to approve items 1-12

Motion: 1st _____ 2nd: _____ - Roll Call

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1. It is recommended that the Board of Education approve the Superintendent to make the pivot between in-person/hybrid and remote instruction when required by health and safety reasons (with or without further board action thereafter), and /or approving a district policy specially allowing the pivot.
2. Approval to hold Kindergarten Orientation on August 25, 2021 from 9:00 to 10:00am, with refreshments from Nutri Serve Management.
3. Approval to receive school supply donations from the Haddonfield Rotary.
4. Important Update – The Road Forward COVID-19 – Health and Safety. In light of the Governor’s recent Executive Order 251 mandating face coverings in all elementary and secondary school buildings, a new Policy Guide 1648.11 – The Road Forward COVID-19 – Health and Safety is now available for download. This new Policy Guide 1648.11 addresses the provisions of the New Jersey Department of Education’s recently released “The Road Forward – Health and Safety Guidance for the 2021-2022 School Year” and provides school districts with a framework to develop reopening plans for the 2021-2022 school year. Policy Guide 1648.11 will also be included as part of Alert 224.
5. In accordance with N.J.S.A. 40A:11-5(1)(a)(i) and 18A:18A:-5(a)(1), professional bid exception, the Clementon Board of Education awards/appoints professional service contracts:
Physical Therapy - AEQUOR \$65/hour and Virtua \$80/hour
Occupational Therapy - AEQUOR \$65/hour and Virtua \$80/hour
6. Approval of the Preschool Expansion contract with Head Start, in Clementon, NJ. [See Attachment](#)
7. Approval for the Change of Use of an Educational Space 2021-2022 School Year for room # A103. A103 will serve as a full-time preschool classroom for the Preschool Expansion. [See Attachment](#)
8. Resolution #2022-01, Resolution to submit an application for the Change of Use of an Educational Space, for room #A103. Room #A103 previously served as a special education classroom but will now serve as a full time preschool classroom to assist with serving 90% of our universe for preschool education.
9. Approval for Camp Clementon to serve ages 3 to 13 years of age for the 2021-22 school year.
10. School Supplies- Purchase of additional school supplies for the 2021-22 school year via the cooperative pricing bids with Educational Data Services, Inc. [See Attachment](#)
11. Home and School (HSA) Fundraisers and Activities- The motion to approve the following event(s) listed. Dates subject to change.

Date	Person in Charge	Event	Location	Time
9/11/2021	Jamie Messenger	Teacher’s Welcome Back Breakfast See Attachment	Clementon Elementary School	7:00 am - 11:00 am
9/22/2021	Jamie Messenger	Back to School Night See Attachment	Clementon Elementary School	TBD
9/29/2021	Jamie Messenger	HSA Meet and Greet Meeting See Attachment	Clementon Elementary School	7:00 - 8:00 pm

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10/13/21, 11/10/21, 12/8/21, 1/12/22, 2/9/22, 3/9/22, 4/13/22, 5/11/22 and 6/18/22	Jamie Messenger	Monthly HSA Meetings See Attachment	Clementon Elementary School	7:00 - 8:30 pm
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12. Tuition Reimbursement Request- The motion to approve the following request.

Semester and Year	Person in Charge	Cost of Tuition	Reimbursement Amount	Course Level, Name and Number
Fall 2021	Tracy Stefan	\$1,500	\$1,000	Graduate / Functional Communication / MSE7506 See Attached

XVIII. OPEN MEETING TO PUBLIC

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Motion: 1st: _____ 2nd: _____ - Roll Call

XIX. CLOSE MEETING TO THE PUBLIC

Motion: 1st _____ 2nd: _____ - Roll Call

XX. EXECUTIVE SESSION

BE IT RESOLVED By the Board of Education of Clementon that in compliance with: The Open Public Meeting Act”, P.L., 1975, C 173, NJSA 10:4-6 et seq., that the Board shall move to a closed portion of this meeting from which the public is excluded for the purpose of discussing a matter or matters permitted to be discussed by the Act. The general nature of the matter (s), which the Board intends to discuss is contract and litigation; and other matters constituting an exception to the Open Public Meetings Act.

Minutes of such discussions shall be taken and released as soon as permitted by law in accordance with the specific individual topic discussed.

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The Board shall take action as a result of such discussions only in an open to the Public session unless there is an express provision of the law authorizing or requiring that such action be taken in a closed to the Public portion of a Board Meeting.

Motion: 1st: _____ 2nd: _____ - Voice Vote
Time: PM

Return to Regular Session:
Motion: 1st: _____ 2nd: _____ - Voice Vote
Time: PM

XXI. OLD BUSINESS

XXII. NEW BUSINESS

XXIII. NEXT BOARD MEETING: September 27, 2021

XXIV. MOTION TO ADJOURN

Motion: 1st: _____ 2nd: _____ - Voice Vote
Time: PM