

**CLEMENTON BOARD OF EDUCATION
4 AUDUBON AVENUE, CLEMENTON, NJ 08021
REGULAR PUBLIC MEETING
MARCH 14, 2024 AT 6:15 PM**

Date: March 14, 2024
Time: 6:15 PM
Place: Clementon Elementary School

MISSION STATEMENT

Our vision is to empower students to acquire, demonstrate, articulate and value knowledge and skills that will support them, as life-long learners, to participate in and contribute to the global world and model the core values of the school district. These core values include Empathy, Respect, Responsibility, Trustworthiness, Determination, Collaboration, Resilience, Generosity, Creativity, and Achievement.

BOARD OF EDUCATION

Katherine Anderson, **President**
Randall Freiling, **Vice President**
Danielle Aubry
Asmar Bouie
Jordan Busch
Gilbert Geary
Leslie Golden
Shakera Snyder
Christy Weaver
Kathleen Haines, **Superintendent**
Bruno Berenato, **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 two-minute time limit for individual speakers.

II. ROLL CALL

Katherine Anderson	Randall Freiling	Danielle Aubry
Asmar Bouie	Jordan Busch	Gilbert Geary
Leslie Golden	Shakera Snyder	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. SUPERINTENDENT HIGHLIGHTS/PRESENTATIONS

1. Early Childhood Education Highlights- M. Gifford & L. Fulleylove
2. February Character Awards (Determination)- J. Fudurich

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

VII. OPEN MEETING TO THE PUBLIC - AGENDA ITEMS ONLY

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 regarding any item on the agenda. 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 two 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. Please stand and begin by stating your name and address, and refer to the roman numeral of the agenda item(s) you are addressing.

VIII. CLOSE MEETING TO THE PUBLIC

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

IX. COMMITTEE REPORTS

1. Curriculum and Assessments - (*Chairperson- Christy Weaver*)
2. Finance and Personnel - (*Chairperson- Gil Geary*)
3. Policy - (*Chairperson- Randall Freiling*)
4. Negotiations - (*Chairperson- Danielle Aubry*)

X. REPORTS

1. Camden County Educational Services Commission (*Representative- Randall Freiling*)
2. Pine Hill Board of Education (*Representative- Randall Freiling*)
 - a. December 12, 2023 Minutes- **See Attachment X2a**
 - b. January 2, 2024 Reorganization Minutes- **See Attachment X2b**
 - c. January 27, 2024 Special Retreat Minutes- **See Attachment X2c**
3. Home and School Association (*Representative- Katherine Anderson*)

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4. Legislation (*Representative- Randall Freiling*)

XI. OTHER INFORMATION

1. Nutri-Serve Monthly Update for February 2024- **See Attachment XI1**
2. Nurse Report for February 2024- **See Attachment XI2**
3. Administrative Enrollment and Security Report, February 2024- **See Attachments XI3a, XI3b**
4. Education Staffing Solution (ESS) Substitute List, March 2024- **See Attachment XI4**

XII. APPROVAL OF MINUTES

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

1. February 8, 2024 Meeting Minutes- **See Attachment XIII1**

XIII. PERSONNEL

The following item(s) 1-6 as recommended by the Superintendent for approval.

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

1. 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
Richard Williams	A. Ballinghoff	Sub Custodian	4/1/24 (pending fingerprints)	n/a	\$15.13 per hr.

2. Leave of Absence- Be it resolved that the employees listed below be approved for a leave of absence, with/without pay in accord with the data presented.

Employee No.	Employee Leave	Dates for Federal Family Medical Leave (FMLA)	Dates for NJ Medical Leave Act	Unpaid	Attachment
a. #439	Maternity Leave (revised)	5/28/24-7/31/24 (paid time -13 sick days, 30 vacation days, and 2 personal days) 8/1/24-10/24/24 (12 wks unpaid under FMLA)	-	10/25/24-11/25/24	<u>XIII2a</u>

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3. Appointments of the Administrative Staff and Non-Certified Support /Non-Unit staff, and certified staff with contracted salaries for the 2024-25 school year. **See Attachment XIII3**
4. Approval of Christine Burns and Rebecca Neri to act as homebound instructors at the contracted rate of \$43 per hour.
5. Approval of Allison McNally for up to 4 hours of IEP writing time at the contracted rate of \$43 per hour starting on 3/7/24.
6. Approval for the following teachers to cover After-School Detention on Tuesdays and/or Thursdays for the remainder of the 23-24 school year, not to exceed 35 hours total at the contracted rate of \$43 per hour via Account# 11-190-100-106-00: Kristy Taylor, Stephanie Miller, Tracy Stefan, Donna Barker, Kristyn Vance, Sheree Buttari, Karen Stiles, Alyson Cunliffe, Tina Jennetta.

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

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. P1140	EDUCATIONAL EQUITY POLICIES/AFFIRMATIVE ACTION (M) (REVISED)	<u>XIVa</u>
b. P1523	COMPREHENSIVE EQUITY PLAN (M) (REVISED)	<u>XIVb</u>
c. P1530	EQUAL EMPLOYMENT OPPORTUNITIES (M) (REVISED)	<u>XIVc</u>
d. R1530	EQUAL EMPLOYMENT OPPORTUNITY COMPLAINT PROCEDURE (M) (REVISED)	<u>XIVd</u>
e. P1550	EQUAL EMPLOYMENT/ANTI-DISCRIMINATION PRACTICES (M) (REVISED)	<u>XIVe</u>
f. R2200	CURRICULUM CONTENT (M) (REVISED)	<u>XIVf</u>
g. P2260	EQUITY IN SCHOOL AND CLASSROOM PRACTICES (M) (REVISED)	<u>XIVg</u>
h. R2260	EQUITY IN SCHOOL AND CLASSROOM COMPLAINT PROCEDURE (M) (REVISED)	<u>XIVh</u>
i. P2411	GUIDANCE COUNSELING (M) (REVISED)	<u>XIVi</u>

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j. P3211	CODE OF ETHICS (M) (REVISED)	<u>XIVj</u>
k. R5440	HONORING STUDENT ACHIEVEMENT(REVISED)	<u>XIVk</u>
l. P5570	SPORTSMANSHIP (REVISED)	<u>XIVl</u>
m. P5750	EQUITABLE EDUCATIONAL OPPORTUNITY (M) (REVISED)	<u>XIVm</u>
n. P5755	EQUITY IN EDUCATIONAL PROGRAMS AND SERVICES (M) (ABOLISHED)	<u>XIVn</u>
o. P5841	SECRET SOCIETIES (REVISED)	<u>XIVo</u>
p. P5842	EQUAL ACCESS OF STUDENT ORGANIZATIONS (REVISED)	<u>XIVp</u>
q. P7610	VANDALISM (REVISED)	<u>XIVq</u>
r. R7610	VANDALISM (REVISED)	<u>XIVr</u>
s. P9323	NOTIFICATION OF JUVENILE OFFENDER CASE DISPOSITION (REVISED)	<u>XIVs</u>
t. P2423	BILINGUAL EDUCATION (M) (REVISED)	<u>XIVt</u>
u. R2423	BILINGUAL EDUCATION (M) (REVISED)	<u>XIVu</u>
v. P2431.4	PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES (M) (REVISED)	<u>XIVv</u>
w. R2431.4	PREVENTION AND TREATMENT OF SPORTS-RELATED CONCUSSIONS AND HEAD INJURIES (M) (REVISED)	<u>XIVw</u>

2. Policies- Second Reading- There are no second reads.

XV. CURRICULUM

Motion to approve the following item(s): 1-2

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

1. Workshop/ Meeting/ Professional Development- The motion to approve the following events listed. Dates/times subject to change.

Date	Participant	Event	Provider/ Location	Cost
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4/24/24	P. Harvie	LEGALONE School Law for Administrative Assistants	NJPSA/FEA/ Monroe Township	\$150 plus tolls/ mileage
4/24/24- 4/25/24	T. Farrell	Spring Workers' Compensation Conference & Vendor Fair	NJ Self Insurers' Association/ Atlantic City	n/a
5/17/24	K. Haines	Say Something: Train the Tainer	Sandy Hook Promise/ Virtual	n/a
6/5/24- 6/7/24	B. Berenato	NJASBO Conference	NJASBO/ Atlantic City	Not to exceed \$2500 for conference, meal, mileage, hotel and approvable reimbursements.

2. Student Activities/Fundraisers- The motion to approve the following events listed. Dates/times subject to change.

Date	Staff/Group	Event	Time/Location	Cost
3/15/24- 3/21/24	D. Corry/NJHS Staff	Inclusion Matters Staff T-Shirt Fundraiser	No specific time/ CES	\$20 per t-shirt
3/27/24	C. Pickens/ Gr. 5-8 Pride Winners	Nifty Fifties Field Trip	11:30am-2:30pm	\$17.95 pp plus cost of bus
4/8/24- 4/19/24	K. Schultz/Yearbook All Grades	Spring Spirit Wear Sale	No specific time/ CES	Cost varies per order
4/8/24- 4/19/24	J. Redstreak/HSA All Grades	Perennial Flower Bulbs Fundraiser	Online Ordering (Ships to homes)	Cost varies per order
4/12/24	J. Welte/ Gr. 4	Monster Mini Golf Field Trip	9:30am-12:30pm/ Cherry Hill	\$14 per student plus cost of busses
4/17/24	M. Corcoran/ Stars Classes	Dalton Farms Tulip Picking	9:30am-2:30pm/ Swedesboro	\$13.00 pp plus cost of bus
5/1/24- 5/10/24	K. Schultz/Yearbook Gr. 8	8th Gr. T-Shirt Sale	No specific time/ CES	Cost per t-shirt TBD

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5/2/24	J. Messinger/HSA All Grades	Hot Wheelz Bulldog Roller Jam	5:30pm-8:00pm/ Cherry Hill	Approx. \$5 per household
5/15/24	B. Bhasin/ Gr. 1	Philadelphia Zoo Field Trip	9:30am-2:30pm/ Philadelphia	\$7 per student/ \$15 per adult plus cost of busses
5/20/24- 6/10/24	K. Schultz/ All Grades	Yearbook Sales	No specific time/ CES	Cost of yearbook TBD
5/23/24	K. Teschner/ Community Ed Gr. 3-5	Spring Fling Glow Dance	6:30pm-8:00pm/ MPR	\$5 pp
5/21/24	K. Grella/ PreK	Petting Zoo	10:00am-12:00pm/ CES Back Field	\$575
5/23/24- 6/5/24	T. Jennetta/K. Ott Gr. 5	L.E.A.D. Classes	9:00am-9:40am/ 12:25pm-1:05pm/ 1:10pm-1:45pm Classrooms	n/a
6/5/24	T. Jennetta/K. Ott Gr. 5	L.E.A.D. Awards Ceremony	9:00am-10:00am/ Media Center	n/a (cost covered by CPD & Municipal Alliance)
6/5/24	T. Jennetta/K. Ott Gr. 5	L.E.A.D. Bowling Trip to 30 Strikes	12:30pm-2:30pm/ Stratford	n/a (cost covered by CPD & Municipal Alliance)
6/11/24- 6/12/24	T. Jennetta/D. Corry Gr. 8	Graduation Practice	9:00am-10:00am/ CES Parking Lot	n/a

XVI. FINANCE

Motion to approve the following items 1-18

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

1. Secretary's Report- The Board Secretary certifies that no line item account in February 2024 has 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 XVI1**
2. Cash Reconciliation Report- Cash Reconciliation Report for February 2024. The Cash Reconciliation and Secretary's Report are in agreement for the month of February 2024. **See Attachment XVI2**

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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 February 2024 Secretary's Monthly Financial Report and the February 2024 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 February 2024- See Attachments XVI5
6. Payment of Bills- See Attachments

Bill List and Check Register		Amount	Attachment
a.	Payroll- February 15, 2024	\$306,987.07	<u>XVI6a</u>
b.	Payroll- February 29, 2024	\$319,257.27	<u>XVI6b</u>
c.	Bills List- February 2024	\$1,009,743.74	<u>XVI6c</u>
d.	Student Activities Checks- February 2024	\$489.93	<u>XVI6d</u>

7. Homebound Instruction- The motion to approve the following students for homebound instruction.

District Fiscally Responsible	Program/ School	Student ID	Start Date	End Date	Cost
Clementon	Clementon	1752651017	3/4/24	TBD	\$43 per hr/ up to 5 hrs per wk
Clementon	Clementon	7397025827	2/28/24	TBD	\$43 per hr/ up to 5 hrs per wk
Clementon	Clementon	7009575930	2/29/24	TBD	\$43 per hr/ up to 5 hrs per wk
Clementon	Clementon	8769106153	3/12/24	TBD	\$43 per hr/ up to 5 hrs per wk

8. Approval of the 2024-2025 Preschool Expansion Budget, totaling \$1,797,938 (\$1,304,247 PEA, and \$371,843 from carryover, transfer from general fund for SPED \$121,848). See Attachment XVI8
9. Resolution 2024-28 -Approval of the 2024-2025 Preschool Expansion Budget for Preschool Expansion Aid (PEA) for a total funding of \$1,797,938 (\$1,304,247 PEA, and \$371,843 from carryover, transfer

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- from general fund for SPED \$121,848 for the 2024-2025 School Year. **See Attachment XVI9**
10. Resolution 2024-25-Resolution to ratify submission of and approve the Application for the Major Amendment to Long Range Facility Plan. **See Attachment XVI10**
 11. Approval to participate in the 2024 NJDA Summer Food Service Program (SFSP). **See Attachment XVI11**
 12. Tuition: Approval of the Clementon Board of Education 2021-22 per pupil costs for tuition: Preschool/K: \$14,501 / Grades 1-5: \$11,585 / Grades 6-8: \$13,068 / BD: \$25,986 / MD: \$24,721
 13. Resolution 2024-24- Approval to apply for the Teacher Climate and Culture Innovation Notice of Grant Opportunity (NGO). **See Attachment XVI13**
 14. Transportation for 2024-2025: The motion to approve Camden County Education Services Commission (CCES) to provide the coordination of transportation for the 2024-2025 school year. The cost for the renewal of routes providing transportation for existing students will be at the per diem amount, plus a rate increase not to exceed the approved CPI rate as determined by the state, plus the CCESC fee of 6%. **See Attachment XVI14**
 15. Resolution 2024-26 - Resolution to accept the construction project bid award. **See Attachment XVI15**
 16. Resolution 2024-29 - Approval to submit letter to SDA regarding ROD grant approval. **See Attachment XVI16**
 17. Tuition: The motion to approve the Pine Hill Board of Education 2024-2025 tuition contract. **See Attachment XVI17**
 - Regular Education-
183 students at \$18,907, prior year adjustment of \$581,221
 - Special Education-
Resource Room \$100,000
MD - 7 Student at \$19,101: Totaling: \$233,707
 18. Transportation: Approval of the 2024-25 Transportation Jointure Agreements with Pine Hill. **See Attachment XVI18**

XVII. APPROVAL OF 2024-2025 TENTATIVE BUDGET FOR SUBMISSION TO THE COUNTY OFFICE

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

The Superintendent recommends approval to adopt the Tentative Budget for FY 2024-2025:

BE IT RESOLVED that the tentative budget be approved for the 2024-25 School Year using the 2024-2025 state aid figures and the School Business Administrator/Board Secretary be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline: **See Attachment XVII**

	<u>BUDGET</u>	<u>TAX LEVY</u>
General Fund	\$21,857,391	4,638,010
Special Revenue	\$2,400,677	
Debt Service	\$0	
Total	\$24,258,068	\$4,638,010

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And to advertise said tentative budget in the newspaper in accordance with the form required by the State Department of Education and according to law; and BE IT FURTHER RESOLVED, that a public hearing be held at the Clementon Board of Education located at 4 Audubon Ave, Clementon, NJ 08021 on April 25th, 2024 at 6:15 p.m. for the purpose of conducting a public hearing on the budget for the 2024-2025 School Year.

Resolved that taxes will be raised 2% from the Borough of Clementon for the General Fund for the 2024-2025 school year.

XVIII. APPROVAL OF TRAVEL REGULATIONS MAXIMUM AMOUNT

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

WHEREAS, the Clementon Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.3 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, the Clementon Board of Education established \$25,000 as the maximum travel amount for the current school year and has expended \$ 8,912.78 as of this date; now

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$25,000 for the 2024-2025 school year.

XIX. OTHER BUSINESS

Motion to approve items 1-9

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

1. Approval of the proposed 2024-2025 Clementon School District Calendar. **See Attachment XIX1**
2. Approval to sell concessions at the Spring Musical (water, soda, snacks/candy) with all proceeds going to the Music Department/Musical Theater Department Student Activity Fund. Pricing will be approved by Bruno Berenato, School Business Administrator and the Board's Finance Committee.
3. Approval to offer free admission to the Spring Musical and to instead accept voluntary donations from attendees with all funds going to the Music Department/Musical Theater Department Student Activity Fund.
4. Approval for the following volunteers to assist with the Spring Musical:
 - a. Ryan Ruggles- Set Designer (pending fingerprints)

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- b. Derrick Banks- Percussionist (pending fingerprints)
- c. Jean Bachen- Costume Designer (pending fingerprints)
- d. William Brennan- Sound Designer (pending fingerprints)
- e. Petr Anderson- Former CES student, current CCTS Student
- 5. Approval to include CES in the public notice for Professional Services or Extraordinary Unspecifiable Services 2024-25 SY for publication in the Courier Post on or around March 15, 2024. Cost covered by CCASBO. **See Attachment XIX5**
- 6. Approval to affirm and abide by the Memorandum of Agreement (MOA) Between Education & Law Enforcement. **See Attachment XIX6**
- 7. Approval for Magnolia teachers, Dave Cogan and Dylan Smith to informally observe and meet with Mrs. Haldeman at CES for several hours each in the Spring of '24 (dates/times to be determined).
- 8. Approval to employ the services of Tri-State Elite Umpires Association to provide certified umpires for the 2024 CES Baseball season at a fee of \$120 per game.
- 9. Approval of the March 2024 Health & Safety Evaluation of School Buildings Checklist. **See Attachment XIX9**

XX. OPEN MEETING TO PUBLIC

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. When you approach the podium, please begin by stating your name and address.

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

XXI. CLOSE MEETING TO THE PUBLIC

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

XXII. OLD BUSINESS

XXIII. NEW BUSINESS

XXIV. EXECUTIVE SESSION

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

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 personnel, student matters and property.

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

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.

Return to Regular Session:

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

Action from Executive Session:

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

XXV. NEXT BOARD MEETING: April 25, 2024 (Public Budget Hearing & Regular Meeting)

XXVI. MOTION TO ADJOURN

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