

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

**Board of Education Meeting
December 12, 2012**

Call to Order:

The Regular Meeting of the Clearview Regional Board of Education was held on the above date in the Administration Building Public Meeting Room. Mr. Campbell called the meeting to order at 7:03 p.m.

Statement of Public Meeting in Accordance with the New Jersey Public Meetings Act:

It was announced that in accordance with the Open Public Meetings Act (Chapter 231, P.L. 1975), advance notice of this meeting has been provided by publishing written notice in the media, posting notice at the District Administration Building and Township of Harrison Municipal Building.

Members Present:

Mrs. Atkins, Mr. Coughlan, Mrs. Giaquinto, Mr. Hughes, Mrs. Lundberg, Mr. Petrille, Mr. Van Noy, Mr. Campbell, President, Mr. Horchak, Superintendent, Mrs. Cummins, Assistant Superintendent for Curriculum and Instruction, and Mrs. Pennell, Business Administrator.

Members Absent:

Mr. Trifiletti

Public Present:

Debbie Heston, Patty Arni, Christina Boody, Mike Wichart, Chris Ritter, and Ryan Hopely.

Flag Salute:

The flag salute was said by all present.

Minutes:

Mrs. Atkins moved, seconded by Mrs. Lundberg, that the Board of Education approve the following Minutes:

Minutes:

- a. November 29, 2012 Regular Meeting and Executive Session

The motion was unanimously approved.

Yea:	Mrs. Atkins, Mrs. Giaquinto, Mrs. Lundberg, Mr. Petrille, Mr. Van Noy, Mr. Campbell
Nay:	None
Abstention:	Mr. Hughes and Mr. Coughlan

Correspondence:

- a. A parent letter was received thanking Mr. Brook.
- b. A postcard was received from Stephanie Ochipinti thanking the Board of Education.

For the Good of Clearview:

- a. Recognized Student Council Representatives.
- b. Recognized retiring board members: Mrs. Atkins, Mr. Trifiletti (absent), and Mr. Hughes.

Presentations:

- a. Audit Report by Michael Holt – Holman & Frenia, P.C.
- b. 2013/2014 Program of Studies by Dodd Terry, Director of Guidance.
- c. 2012 Assessment Data Presentation by Diane Cummins, Dodd Terry, Ron Antinori, Shelly Berman, and Diane Bernstein.

Public Comments:

- a. Dave Atkinson from Mantua Township requested the Board to review a situation with regard to his daughter.

Committee Reports

Finance

Mr. Van Noy moved, seconded by Mr. Hughes, that the Board of Education approve the following Finance Items:

Bill Lists for Payment (Attachment A):

Approved the bill list for payment:

- a. November 30, 2012 Bill List
- b. December 12, 2012 Bill List
- c. December 12, 2012 Capital Project Bill List

Line Item Transfers:

Approved the line item transfers:

<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Rationale</u>
11-190-100-610-MS-ART	11-190-100-610-HS-ART	\$36.14	Art Supplies
11-423-100-101-PR-ALT	11-423-100-590-AP-ALT	3,750.00	APEX Learning Subscription
11-140-100-101-PR-000	11-423-200-320-AP-ALT	4,400.00	APEX Learning Professional Services
11-000-221-590-CO-CUR	11-000-221-610-CO-CUR	891.50	Reallocate Modeling Funds to Supplies

Board Secretary's Report

Board approved the Board Secretary's Report for October 2012 in accordance with 18A:17-36 and 18A:17-9 to include the Monthly Certification that no line item account 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 Board Certification for October 2012 as follows (Attachment B):

Revenue/Amounts/Sources

RESOLVED that the Clearview Regional Board of Education recognizes the Board Secretary's certification in accordance with N.J.A.C. 6A:23A-10.10(c)3, that there are no changes in anticipated revenue amounts or revenue sources.

Board Certification

The Clearview Regional Board of Education hereby certifies, pursuant to N.J.A.C. 6A:23A-16.10(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 our knowledge, no major account or funds have been over expended in violation of N.J.A.C. 6A:23A-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 C).

Account Reports

Approved the following account reports:

- a. Adult School – November 2012
- b. Student Activities – November 2012
- c. Athletics Account – November 2012

Audit Report

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

The motion was unanimously approved.

Buildings & Grounds

Mr. Petrille moved, seconded by Mrs. Lundgren, that the Board of Education approve the following Buildings & Grounds Item:

Disposal of Refrigerator

Approved to dispose of a Maytag refrigerator that is no longer in working condition, Serial # 10043663QS, Model RTT2100EAE.

The motion was unanimously approved.

Student Activities

Mr. Hughes moved, seconded by Mr. Van Noy, that the Board of Education approve the following Student Activities Items:

Wrestling Practice

Approved to hold wrestling practice at the Mantua facility over the holiday break and President's weekend if the school is closed, however not on days of inclement weather.

Athletic Schedule Changes

Approved the Athletic Schedule changes (Attachment D).

The motion was unanimously approved.

Instruction

Mrs. Atkins moved, seconded by Mr. Van Noy, that the Board of Education approve the following Instruction Items:

Program of Studies

Approved the High School Program of Studies for the 2013/2014 school year.

GCSSSD Services

Approved the following services to be provided by GCSSSD during the 2012/2013 school year:

- a. An additional 15 hours for the Behavior/Educational Consultant for the district self-contained program at a cost of \$108/hr. (Originally approved not to exceed 25 hrs. for the year at the 10/18/12 meeting). Total cost for the year to be \$4,320.
- b. A student (TC 0001813) to receive a vocational career assessment at a cost of \$300.

Speech Evaluation by Archway Clinic

Approved a student (TC 0001914) to receive a speech evaluation by Archway Clinic at a cost of \$300.

The motion was unanimously approved by a roll call vote.

Aye:	Mrs. Atkins, Mr. Coughlan, Mrs. Giaquinto, Mr. Hughes, Mrs. Lundberg, Mr. Petrille, Mr. Van Noy, and Mr. Campbell
Nay:	None

Community Relations, Policy & Legislation

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

Second Reading for Adoption of Policy

Approved the second reading for adoption of the following Policy:

- a. Policy 4216 – Dress and Grooming
- b. Policy 5514 – Pupil Use of Vehicles

Home/Supplemental Instruction

Approved the following Home/Supplemental Instruction:

- a. Grade 11 student (#2014203)
Effective 11/20/12
Instructor(s):
 - i. Alternatives Unlimited – Chemistry and Honors US History II – 8 hrs. total
- b. Grade 11 student (#2013295)
Effective 12/7/12
Instructor(s):
 - i. Kennedy
- c. Grade 9 student (#201009010)
Effective 11/27/12
Instructor(s):
 - i. Alternatives Unlimited – Advance Physical Science and Honors World History – 8 hrs. total

Monthly HIB Report

Approved the monthly HIB Report (December Report/Revised November Report) from the Superintendent.

The motion was unanimously approved by a roll call vote.

Aye:	Mrs. Atkins, Mr. Coughlan, Mrs. Giaquinto, Mr. Hughes, Mrs. Lundberg, Mr. Petrille, Mr. Van Noy, and Mr. Campbell
Nay:	Mr. Coughlan on Policy 4216- Dress and Grooming

Executive Session

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

Board approval of the resolution to adjourn into executive session for the following reasons (Attachment E): The matters included in the Personnel section of the agenda.

Closed session will be for approximately 20 minutes. If discussions are finished prior to approximately 20 minutes, the Board will wait the entire time period before reconvening. Official action will be taken when the Board reconvenes.

The motion was unanimously approved.

The meeting went into Executive Session at 8:37 p.m.

Public Session

Mr. Van Noy moved, seconded by Mr. Coughlan, that the Board of Education reconvene into Public Session.

The motion was unanimously approved.

The meeting reconvened into Public Session at 9:00 p.m.

Personnel/Negotiations

Home/Supplemental Instruction

Approved the following Home/Supplemental Instruction:

- a. Grade 11 student (#2014203)
Effective 11/20/12
Instructor(s):
 - i. Gina Crescenzi – Adv. English III – 4 hrs. total
 - ii. Mary Marks – Statistics – 4 hrs. total
 - iii. Kathleen Edwards – Accounting I – 4 hrs. total
- b. Grade 7 student (#201210013)
Effective 11/19/12
Instructor(s):
 - i. Catherine Ursino – Science – 60 hrs. total
 - ii. Ann Smith – Social Studies – 60 hrs. total
 - iii. Jackie Reeves – Spanish – 60 hrs. total
 - iv. Mary Iovacchini – Math – 60 hrs. total
 - v. Gina Crescenzi – Language Arts – 60 hrs. total
- c. Grade 9 student (#201009010)
Effective 11/27/12
Instructor(s):
 - i. Luzbette Rojas – Spanish – 4 hrs. total
 - ii. Tara Gunning – Algebra I – 4 hrs. total
 - iii. Chris Ritter – English I – 4 hrs. total

Substitute Appointments/Re-Appointments

Approved the following substitute appointments/re-appointments for the 2012/2013 school year:

Substitute Teacher Re-Appointments:

- a. Paul Weiland

Substitute Teacher Appointments:

- a. Ryan Graham
- b. Joseph Scuderi
- c. Tazreen Uddin
- d. Zachary Taylor

Compensation – Cynde Kline

Approved to compensate Cynde Kline for 5 additional hours between August 29th and 30th to prepare the kitchen/orders for the new school year. Ms. Kline was originally approved in June 2012 for 5 hrs. along with another employee who was unable to work. Ms. Kline worked the additional hours to replace her. Payment to be at her hourly rate.

Compensation – Lee Seybold

Approved to compensate Lee Seybold as school nurse for field trips as approved by the HS Principal. Compensation to be at her hourly rate.

Professional Development Committees, Funded through NCLB, Title I

Approved the following individuals for Professional Development Committees, to be funded through NCLB, Title I:

- a. Middle School Local Professional Development Committee (\$400 each):
 - i. Rebecca Partesi
 - ii. Kelly Shute
 - iii. Karisa Wescott
- b. High School Local Professional Development Committee (\$400 each):
 - i. Barbra Amadei
 - ii. Suzanne Scuilli
 - iii. Roseann Uhorchuk
- c. Local District Professional Development Committee (\$800 each):
 - i. Barbra Amadei
 - ii. Suzanne Scuilli
 - iii. Karisa Wescott
- d. Local District Professional Development Committee Chairperson (\$1,200)
 - i. Deborah Petruzzi

Administrative Internship

Approved Kristen Schell to complete her administrative internship with Kathleen McKinney, MS Principal. This internship will occur outside of regular work hours from January 2013 through April 2013.

Additional Weight Room Supervisor

Approved Steve Asay as an additional Weight Room Supervisor at the hourly rate of \$25.

Co-Curricular Position – Dramatics, Assistant Director

Approved Evan Figueras for the Co-Curricular position of Dramatics, Assistant Director. Stipend as per the negotiated agreement.

Tuition Reimbursements

Approved the following tuition reimbursements (this recommendation is contingent upon the current language in the Collective Bargaining Agreement, which states: "One-third of the annual tuition bank shall be allotted to each trimester". If the language is changed during negotiations, the timing and amount of reimbursement will change to comply with the new language):

- a. Gina Crescenzi – Rowan University – Neurological Bases of Educational Disorders – 1/13 through 5/13 – 3 Credits (Partial reimbursement based on the balance of funding in current CEA contract.)
- b. Gina Crescenzi – Rowan University – Applied Tests and Measurements – 1/13 through 5/13 – 3 Credits (Partial reimbursement based on the balance of funding in current CEA contract.)
- c. Bruce Ewing – Wilkes University – Cognition and Technology – 1/21/13 through 4/13 – 3 Credits (Partial reimbursement based on the balance of funding in current CEA contract.)
- d. Victoria Rosi – Florida Institute of Technology – 1/15/13 through 4/7/13 – 3 Credits (Partial reimbursement based on the balance of funding in current CEA contract.)

Resignations

Approved to accept the following resignations:

- a. Benjamin Carter, HS French Teacher, effective January 31, 2013.
- b. Michele Tadley, MS French Replacement Teacher, effective December 3, 2012.

MS French Replacement Teacher

Approved Michelle Siderio for the position of MS French Replacement Teacher, effective immediately, through June 2013. Salary to be \$50,250 (pro-rated). (Acct. # 11-130-100-101-PR-000)

Contracts

Approved the School Business Administrator and Assistant Superintendent contracts.

The motion was unanimously approved by a roll call vote.

Aye:	Mrs. Atkins, Mr. Coughlan, Mrs. Giaquinto, Mr. Hughes, Mrs. Lundberg, Mr. Petrille, Mr. Van Noy, and Mr. Campbell
Nay:	None

Reports

Mr. Van Noy moved, seconded by Mr. Hughes, that the Board of Education approve the following Reports:

- HS Report
- MS Report
- Guidance Report

Fire and Emergency Drills

<u>School</u>	<u>Date</u>	<u>Time</u>	<u>Length of Drill</u>	<u>Weather</u>
High School – Fire Drill	November 12 th	1:30 p.m.	Approx. 4 minutes	60°
High School – Lockdown Drill	November 21 st	7:10 a.m.	Approx. 20 minutes	55°
Middle School – Fire Drill	November 19 th	1:10 p.m.	Approx. 3 minutes	45°/Partly Cloudy
Middle School – Lockdown Drill	November 7 th	12:49 p.m.	Approx. 6 minutes	42°/Cloudy

The motion was unanimously approved.

Old Business:

1. Mr. Coughlan discussed shared services.
2. Mr. Horchak discussed the cost per day for a substitute nurse.
3. Mr. Campbell discussed negotiations.

New Business:

1. Mr. Coughlan discussed speakers in schools.

Adjournment

Mrs. Atkins moved, seconded by Mr. Hughes, that the Board of Education adjourn the meeting.

The motion was unanimously approved.

The meeting adjourned at 9:13 p.m.

Respectfully submitted,

Esther R. Pennell
Business Administrator