



Clinton-Glen Gardner Board of Education

Wednesday, April 13, 2011

7:30 pm, CPS Library/Media Center

WORK SESSION MEETING AGENDA
Action will be taken
on Finance only

The mission of Clinton Public School is to inspire our students to become contributing members of society who are independent, innovative, life-time learners equipped with the necessary skills to meet the demands of our ever-changing world.

Adopted 11/2008

1. Call to Order

2. Opening Statement:

This meeting is held in compliance with the New Jersey Open Public Meetings Law. The Clinton-Glen Gardner Board of Education has given the public adequate notice by having the date, time, and place of the meeting published in the Hunterdon County Democrat and Hunterdon Review, and by having duly posted the same information in the Board Office, the school bulletin board, the faculty room and the Town Hall.

3. Roll Call

4. Monthly School Data:

- a. Enrollment Data Report (**Attachment #1**)
- b. Student Suspensions:
 - i. In-School Suspensions: 1
 - ii. Out-of-School Suspensions: 0
- c. School Nurse's Report (**Attachment #2**)
- d. Violence and Vandalism (EVVRS Data)
- e. Fire Drill and Bus Evacuation Drill Report (**Attachment #3**)

Motion: *To accept the aforementioned monthly school data report, items*

4a-e.

5. Superintendent/Principal's Report

6. Assistant Principal's Report

7. Clinton Teachers' Association (CTA) Update

8. Public Comment

9. Personnel

A. Motion: To eliminate the positions listed below, of the employees listed on **Attachment #4**, due to a reduction in force resulting from a decrease in enrollment:

- Elementary Teacher
- Special Education Teacher

B. Motion: To amend prior approvals for the following staff members for the 2010-11 school year for the following stipend positions:

Position	Name	Salary
Spring Musical Assistant Director	Lisa Rizzi (50% of 3+ years)	\$ 548.00
	Suzanne Lauricella (50% of less than 3 years)	\$ 469.50
Yearbook	Suzanne Lauricella (65%)	\$1,010.10
	Tonya Lunger (25%)	\$ 388.50
	Carolyn Schorr (10%)	\$ 155.40

C. Motion: To approve the following staff members for 2010 summer work:

Position	Name	Rate/Salary	Effective
Powerschool Scheduling and Updating	Kathi Savarese	In accordance with CTA agreement (not to exceed 25 hours)	7/1/11
Scheduling (Grades 5-8)	Barbara Shaffer	In accordance with CTA agreement (not to exceed 25 hours)	7/1/11
Health Office Records and Information Preparation	Mary Ellen Bowlby	In accordance with CTA agreement (not to exceed 20 hours)	7/1/11
Preparation for K-Care/Child Care	Martie Orlando	\$36/hr (not to exceed 20 hours)	7/1/11
Office/Clerical Assistance	Debbie Herold Barbara Plundeke	\$14.96/hr (not to exceed 40 combined)	7/1/11

		total hours)	
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d. Motion: To approve the following substitute teachers for the 2010-11 school year:					
Position	Name	Rate/ Salary	Guide Step	Effective	Att.
Substitute Teacher	Janice Alt Elena Gonzalez Ashley Hofman Leslie Golomb	\$75.00 per diem		04/26/11	

10. Curriculum, Instruction, Assessment, & Technology

a. Staff Development

Motion: To approve the following requests for professional development and travel related mileage in accordance with NJAC 18A: 11-12

Program Name	Date	# Employees	# Board Member	Event Cost	Substitute Pay	Total Cost
Teaching in 4D	04/14/2011	3		\$300.00	\$225.00	\$525.00
New Jersey Special Education Law	05/2/2011	1		\$289.00	\$0.00	\$289.00
Powerful, Practical Strategies to Differentiate Instruction	05/09/2011	1		\$199.00	\$37.50	\$236.50
All Kids Can Succeed!	04/29/2011	7		\$840.00	\$450.00	\$1,290.00
Enhancing Practice with Early ELLS	4/29/2011	1		\$0.00	\$0.00	\$0.00
Wired Differently	04/14/2011	2		\$98.00	\$0.00	\$98.00
Autism: A Journey in Optimism & Opportunity	06/03/2011	1		\$75.00	\$75.00	\$150.00
Service-Learning Regional Conference	4/12/2011	1		\$0.00	\$0.00	\$0.00
NJASA/NJSBA 29 th Annual Spring Conference	05/23/2011 05/24/2011	1		\$349.00	\$0.00	\$349.00
Grant Writing Class	05/16/2011 05/17/2011	1		\$425.00	\$150.00	\$575.00
NJASBO Annual Conference	06/01/2011 06/02/2011 06/03/2011	1		\$150.00	\$0.00	\$150.00

b. Field Trips

Motion: To approve the following requests for field trips as listed:

Date	Class/Grade	Location	Cost per student
May 2011	Foundations	West Hunterdon Lanes	\$7.00
May 2011	7th/8th grade - track and field	North Hunterdon High School	\$0.00

Discussion Topics

- Professional Development Plan (**Attachment #5**)

11. Policy

a. **Motion:** To approve the listed First and Second Readings and Adopt or Repeal the Policies with Second Readings.

#	TITLE	M	SUMMARY	ACTION
1522	School-level Planning (Revised)	M	The requirements for school-level planning remain unchanged with the exception of eliminating the reference to the Quality Assurance Annual Report (QAAR), which is now replaced by New Jersey Quality Single Accountability Continuum (QSAC).	2 nd Reading
2461	Special Education/ Receiving Schools (Revised)	M	On February 9, 2011, school districts received a Memorandum from the New Jersey Department of Education (DOE) dated February 4, 2011 with a model policy and procedures required for private schools and public schools who receive special education children. Policy Guide 2461 has been revised to be consistent with the model policy and procedures.	2 nd Reading
5561	Use of Physical Restraint (New)	M	Several districts have requested policy guidance regarding the use of physical restraint. N.J.S.A. 18A:6-1 permits the use of reasonable force to control a pupil for certain emergency situations outlined in N.J.S.A. 18A:6-1. The use of physical restraint in schools is the subject of much debate. Although New Jersey law expressly permits the use of reasonable force to control a pupil in an emergency situation, there is no statute or code to provide specific guidance on the use of physical restraint. Policy 5561 was developed upon reviewing the current research and other State laws regarding the use of physical restraints. This Guide provides a very conservative approach to the use of physical restraint by school staff members in an	2 nd Reading

			emergency situation.	
6220	Budget Preparation (Revised)	M	Policy Guide 6220 has been revised removing some of the details of budget development and referencing the new code sections that apply as the budget details are frequently revised. In addition, some of the new requirements regarding public inspection of the budget upon submission to the Executive County Superintendent and publication of the budget after adoption have been added. Administrative code legal citations have also been updated.	2 nd Reading
6820	Financial Reports (Revised)		The revised Policy Guide provides some additional details, updates the legal code citations, expands the Board Secretary's title to School Business Administrator/Board Secretary, and provides for a Treasurer of School Moneys designee in the event the district elects not to have a Treasurer of School Moneys position consistent with the recent legislation making this position no longer a requirement. The new code and this Policy Guide does not change any financial reporting requirements.	2 nd Reading
2414	Programs and Services for Pupils in High Poverty and in High Need School Districts		This policy is only relevant to high poverty and high need school districts as defined in the administrative code and requires certain programs and services in high poverty and high need school districts.	2 nd Reading Repeal

12. General Information: Business Administrator's Report

a. Approval of Board of Education Minutes as follows (Attachment #6):

Motion: To approve the Board of Education Meeting minutes from the March 16, 2011 Work and Executive Sessions; and March 22, 2011 Business Session.

b. Secretary's and Treasurer's Reports (Attachments #7)

i. February, 2011 \$ 771,649.24

Motion: To approve the above referenced Secretary's and Treasurer's report as the cash receipts, cash expenditures, and cash balances in the above specified amounts, are in agreement and further approve that in compliance with NJAC 6:20-2.13E, that no

major account or fund has been over-expended and that as of the date of their reports there are sufficient funds available to meet financial obligations for the remainder of the 2010-2011 school year.

c. Bill List (Attachment #8)

- i. General Account: \$ 717,464.67
- ii. Cafeteria Account: \$ 24,175.11

Motion: *To approve the payment of the bills in the above-specified amounts.*

d. Checking Account Balances for February, 2011

- i. Student Activities: \$30,084.72
- ii. Cafeteria: \$44,178.78
- iii. Payroll Agency: \$10,877.40
- iv. Unemployment: \$70,941.27

Motion: *To approve the balances of the above specified amounts.*

a. Transfers (Attachment #9)

Motion: *To approve Transfers in the amount \$7,232.37 for March, 2011.*

b. Professional Services Update-Auditor & Attorney

c. NHVRHSD Transportation Jointure

Motion: *To rescind the motion approved on March 22, 2011 for a transportation jointure with Delaware Valley Regional High School.*

Motion: *To approve a transportation jointure with NHVRHSD for one CPS student to be transported to West Orange through 6/20/11 at the cost of \$12,841.46.*

d. Safety Grant

Motion: *The Clinton-Glen Gardner Board of Education hereby approves the submission of the grant application for the 2011 Safety Grant Program through the New Jersey School Board's Insurance Group's ERIC WEST Subfund for the purpose described in the application, in the amount of \$3,400 for the period July 1, 2011 through June 30, 2012.*

Note: The grant will be combined with the 2010 grant funds of \$3,200 to upgrade to an 8 camera capacity system with 3 cameras being purchased initially for the main lobby, student drop off zone, and playground.

e. Extended School Year Tuition Contracts

Motion: *To approve the ESY 2011 Tuition Contracts for 2 students to attend Clinton Township at the rate of \$2,082 plus related services.*

f. ROD Grant Update

g. Bid Specifications

Motion: *To approve the bid specifications prepared by Anthony Gianforcaro, Architect/Engineer, for the Second Floor Roof Replacement Project pending execution of the NJ State ROD grant.*

h. Update on Aramark Early Termination & Pritchard June 1st Start-up date

Motion: *To approve the Agreement for early termination of services with Aramark effective May 31, 2011 pending attorney review and negotiations.*

Motion: *To approve early implementation of the Custodial Contract with Pritchard Industries effective June 1, 2011 at the rate of \$17,750 per month according to the Bid award of February 22, 2011; pending attorney review and negotiations.*

Note: *Notice has been provided to the Democrat that action will be taken on this matter at the Work Session.*

13. Correspondence

14. New Business

- a. Child Care Rates

15. Old Business

16. Public Comment

17. Executive Session

- a. Negotiations

18. Adjournment