



Clinton-Glen Gardner Board of Education

*Wednesday, October 20, 2010
7:30 pm, CPS Library/Media Center*

**WORK SESSION MEETING AGENDA
No Action Will Be Taken**

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: 0
 - ii. Out-of-School Suspensions: 1
- 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 approve the following staff members for the 2010-11 school year for the following positions:

Position	Name	Rate/ Salary	Guide Step	Effective	Att.
Long Term Substitute (Special Education)	Nicole Payton	\$75/day		10/14/10	#4
Substitute Teachers for the 2010-2011 School Year	Attached	\$75/day		2010-2011 School Year	#5

B. Motion: To accept the request for maternity leave for the following staff members:

Position	Name	Effective Dates	Att.
Grade 7 Language Arts	Jessica Latanzio Crespo	Expected Due Date February 1 2010	#6
Grades 5-6 Science	Tracy Palomba	Expected Due Date March 16 2010	#7

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
Healthcare Resources: Access & Funding for Autism	10/05/2010	1				\$0.00
When a Family is Affected by Cancer	10/26/2010	2			\$110.00	\$0.00
Hunterdon Prevention Resources	10/28/2010	1				\$0.00

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

Date	Grade	Destination	Students	Cost/Student
November 2010	4	State House in Trenton	65	\$10.25
June 2011	8	Camp Spears - Eljibar YMCA		
January 2011	8	Voorhees High School		

- Discussion Topics
 - Shared Services

11. Policy

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

#	TITLE	M		SUMMARY	ACTION
0171	Duties of Board President and Vice President		Revision (New for us)	Outlines the duties of the Board President. Legal citation revision.	1 st reading Att.#8A
3144	Certification of Tenure Charges		Revision (New for us)	Procedure outlined for filing tenure charges against a tenured teaching staff member.	1 st reading Att.#8B
4159	Support Staff Member/School District Reporting Responsibilities		New	Requiring support staff members to report to the Superintendent of Schools their arrest or indictment for any crime or offense within fourteen days. Policy Guide 4159 for non-certificated staff members indicates a consequence for failure to report may result in disciplinary action in accordance with law.	1 st reading Att.#8C
7510	Use of School Facilities		Revised	Clearly defines the 3 groups that permission would be granted to and how to charge them.	1 st reading Att.#8D
5516	Use of Electronic Communication and Recording Devices	M	Revision	The availability and ever-changing types and uses of electronic communication and recording devices requires Policy Guide 5516 be reviewed on a regular basis. Policy Guide 5516 has been revised to provide guidance to school districts regarding a pupil's use of electronic communication and recording devices.	2 nd reading
6112	Reimbursement of Federal and Other Grant Expenditures	M	New	Recent American Recovery and Reinvestment Act (ARRA) monitoring auditors are requiring school districts to have a formal Board approved policy concerning the reimbursement of Federal grants be submitted to the New Jersey Department of Education (NJDOE) for review.	2 nd reading

6830	Audit and Comprehensive Annual Financial Report	M	Revision	Administrative code sections in <u>N.J.A.C. 6A:23A – Fiscal Accountability, Efficiency, and Budgeting Procedures</u> replaced many of the administrative code sections of <u>N.J.A.C. 6A:23 – Finance and Business Services</u> . Many of the new N.J.A.C. 6A:23A administrative code sections were just relocated from the now reserved N.J.A.C. 6A:23 chapter. <u>N.J.A.C. 6A:23-2.2 – Principles and Directives for Accounting and Reporting</u> was relocated to N.J.A.C. 6A:23A-16.2 with minor revisions. Policy Guide 6830 has been revised to include the new legal citations with a few additional minor changes.	2 nd reading
8420	Emergency and Crisis Situations	M	Revision	The new law amends N.J.S.A. 18A:41-1 and reduces the number of required fire drills each month from two to one and requires one school security drill each month. The new law also requires training on school safety and security.	2 nd reading
6422	Budget Transfers	M	Revision	The adoption of N.J.A.C. 6A:23A on December 19, 2009 includes N.J.A.C. 6A:23A-13.1 through 13.4 concerning budget transfers. The revisions are not significant and the Budget Transfers Policy Guide has been updated to include these changes.	2 nd reading
6360	Political Contributions	M	Revision	The New Jersey Department of Community Affairs (DCA), Division of Local Government Services, eliminated the requirement for non-profit organizations to file Political Contribution Disclosure Forms (PCDs). School Boards are also required to incorporate certain N.J.A.C. 6A:23A accountability regulations into their policies and procedures.	2 nd reading

12. General Information: Business Administrator's Report

a. Approval of Board of Education Minutes as follows (Attachment #9):

Motion: *To approve the Board of Education Meeting minutes from the September 15, 2010 Business and Executive Sessions, and September 28, 2010 Business and Executive Sessions.*

**b. Secretary's and Treasurer's Reports
(Attachment #10A-B)**

- i. August, 2010 \$1,007,690.52

Motion: *To approve the Secretary's and Treasurer's reports for the month of August, 2010, 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 #11)

- ii. General Account: \$663,251.16
iii. Cafeteria Account: \$ 11,613.87

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

d. Checking Account Balances for August 2010

- a. Student Activities: \$49,608.72
b. Cafeteria: \$33,536.92
c. Payroll Agency: \$ 3,261.80
d. Unemployment: \$ 1,070.33

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

e. Transfers

Motion: *To approve Transfers in the amount of \$191,654.71 (Fund 10 General Fund) and \$48,959.03 (Fund 20 Grants- Amendments and Carryovers) for the month of September 2010. (Attachment #12)*

**f. Comprehensive Maintenance Plan and M-1 State Report
Approval**

Motion: *To approve the resolution for submission of the district's Comprehensive Maintenance Plan and Form M-1 Annual Maintenance Budget Worksheet. (Attachment #13)*

g. Aramark Report (Attachment #14)

h. **School Safety Grant (*Attachment #15*)**

Motion: *To accept the 2010 NJSBAIG (Insurance Consortium) School Safety Grant in the amount of \$3,200.*

13. **Correspondence**

- Letter from CPS PIE seeking approval for a summer enrichment program. (***Attachment #16***)

14. **New Business**

- a. November Meeting Date
- b. District Goals

15. **Old Business**

16. **Public Comment**

17. **Executive Session**

18. **Adjournment**