

## CLINTON-GLEN GARDNER BOARD OF EDUCATION

## BUSINESS SESSION MEETING MINUTES

April 26, 2011

Robert Pyle called the meeting together at 7:30 p.m. by announcing 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.

ROLL CALL: Present: Robert Pyle, Amanda DiRienz, Cara Morris, John Romagna and Patricia Cooper

Also Present: Richard Katz, Superintendent/Principal  
Lisa Craft, Business Administrator

**TEACHER OF THE YEAR RECEPTION – Congratulations to Carolyn Schorr****GENERAL INFORMATION: MONTHLY SCHOOL DATA**

- A. Enrollment Data Report
- B. Student Suspensions:
  - In-School Suspensions: 1
  - Out-of-School Suspensions: 0
- C. School Nurse's Report:
- D. Violence and Vandalism (EVVRS Data ):
- E. Fire Drill Report and Bus Evacuation Drill Report

**RESOLUTION 2010-2011: 172****ACCEPT SCHOOL DATA REPORTS**

Amanda DiRienz moved, seconded by Cara Morris, to accept the monthly school data reports. Motion carried unanimously with all "ayes".

**SUPERINTENDENT/PRINCIPAL'S REPORT**

Diane Morris transferring to Trenton.

PIE awarding five grants to teachers.

New Home Instruction student.

**CLINTON TEACHER'S ASSOCIATION (CTA) UPDATE:** None

**PUBLIC COMMENT:** None

**PERSONNEL REPORT****RESOLUTION 2010-2011: 173****LEMBER RETIREMENT**

John Romagna moved, seconded by Cara Morris, to accept with regret, the resignation of Sandra Lember, School Social Worker, for the purpose of retirement. Effective June 30, 2011. Motion carried unanimously with all "ayes".

**RESOLUTION 2010-2011: 174****ELIMINATE POSITIONS**

Cara Morris moved, seconded by Patricia Cooper, to eliminate the positions listed below, of the employees on Attachment #4, due to a reduction in force resulting from a decrease in enrollment. Motion carried unanimously with all "ayes".

- Elementary Teacher
- Special Education Teacher

**RESOLUTION 2010-2011: 175****AMEND STIPENDS**

John Romagna moved, seconded by, to amend prior approvals for the following staff members for the 2010-11 school year for the following stipend positions. Motion carried unanimously with all "ayes".

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

**RESOLUTION 2010-2011: 176****APPROVE STAFF MEMBERS**

Robert Pyle moved, seconded by Amanda DiRienz, to approve the following staff members for the 2010 summer work. Motion carried unanimously with all "ayes".

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

**RESOLUTION 2010-2011: 177****APPROVE SUBSTITUTES**

Cara Morris moved, seconded by Patricia Cooper, to approve the following substitute teachers for the 2010-11 school year. Motion carried unanimously with all "ayes".

Position	Name	Rate/Salary	Guide Step	Effective	Att.
Substitute Teacher	<b>Janice Alt Elena Gonzalez Ashley Hofman Leslie Golomb</b>	<b>\$75.00 per diem</b>		<b>04/26/11</b>	

**CURRICULUM, INSTRUCTION, ASSESSMENT, & TECHNOLOGY****RESOLUTION 2010-2011: 178****STAFF DEVELOPMENT**

John Romagna moved, seconded by Cara Morris, to approve the following requests for professional development and travel related mileage in accordance with NJAC 18A:11-12. Motion carried unanimously with all "ayes".

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	05/02/2011	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	04/29/2011	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	04/12/2011	1		\$0.00	\$0.00	\$0.00
NJASA/NJSBA 29 <sup>th</sup> 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		\$476.00	\$0.00	\$476.00

**RESOLUTION 2010-2011: 179**

**FIELD TRIPS**

Cara Morris moved, seconded by Patricia Cooper, to approve the following requests for field trips. Motion carried unanimously with all “ayes”.

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
May 2011	Grade 1	Walking trip to A&P	\$0.00
April 2011	Grade 3	Walking trip-Arbor Day Tree Planting	\$0.00

**RESOLUTION 2010-2011: 180 APPROVE PROFESSIONAL DEVELOPMT PLAN**

John Romagna moved, seconded by Amanda DiRienz, to approve the Clinton-Glen Gardner Professional Development Plan for 2011-2012. Motion carried unanimously with all “ayes”.

**POLICY****RESOLUTION 2010-2011: 181****APPROVE POLICY**

Robert Pyle moved, seconded by Cara Morris, to approve the listed First and Second Readings and Adopt or Repeal the Policies with the Second Readings. Motion carried unanimously with all "ayes".

#	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 <sup>nd</sup> 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 <sup>nd</sup> 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 emergency situation.	2 <sup>nd</sup> Reading
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 <sup>nd</sup> 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 <sup>nd</sup> 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 <sup>nd</sup> Reading  Repeal
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## GENERAL INFORMATION: BUSINESS ADMINISTRATOR'S REPORT

### RESOLUTION 2010-2011: 182

### BOARD MINUTES

Amanda DiRienz moved, seconded by Robert Pyle, to approve the Board of Education Meeting minutes from the March 16, 2011 Work and Executive Sessions; and March 22, 2011 Business Session. Motion carried unanimously with all "ayes".

### RESOLUTION 2010-2011: 183

### SECRETARY AND TREASURER'S REPORTS

Amanda DiRienz moved, seconded by Robert Pyle, to approve the Secretary's and Treasurer's reports as the cash receipts, cash expenditures, and cash balances of \$771,649.24 for February 2011, 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. Motion carried unanimously with all "ayes".

### RESOLUTION 2010-2011: 184

### BILL LIST

Amanda DiRienz moved, seconded by Robert Pyle, to approve final payment of bills in the amounts specified below. Motion carried unanimously with all "ayes".

#### Bill List

- |    |                    |              |
|----|--------------------|--------------|
| 1. | General Account:   | \$717,464.67 |
| 2. | Cafeteria Account: | \$ 24,175.11 |

### RESOLUTION 2010-2011: 185

### ACCOUNT BALANCES

Amanda DiRienz moved, seconded by Robert Pyle, to accept account balances as of February 2011 as specified below. Motion carried unanimously with all "ayes".

#### Checking Account Balances for February 2011:

- |    |                     |             |
|----|---------------------|-------------|
| 1. | Student Activities: | \$30,084.72 |
| 2. | Cafeteria:          | \$44,178.78 |
| 3. | Payroll Agency:     | \$10,877.40 |
| 4. | Unemployment:       | \$70,941.27 |

**RESOLUTION 2010-2011: 186****TRANSFERS**

Amanda DiRienz moved, seconded by Robert Pyle, to approve Transfers in the amount of \$7,232.37 for March, 2011. Motion carried unanimously with all "ayes".

**RESOLUTION 2010-2011: 187****RESCIND JOINTURE WITH DVRHS**

John Romagna moved, seconded by Amanda DiRienz, to rescind the motion approved March 22, 2011 for a CPS student to be transported to West Orange through 6/20/11 at the cost of \$12,841.46. Motion carried unanimously with all "ayes".

**RESOLUTION 2010-2011: 188      TRANSPORTATION JOINTURE WITH NHVRHSD**

John Romagna moved, seconded by Amanda DiRienz, 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. Motion carried unanimously with all "ayes".

**RESOLUTION 2010-2011: 189****APPROVE SAFETY GRANT SUBMISSION**

Patricia Cooper moved, seconded by Robert Pyle, to hereby approve 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. Motion carried unanimously with all "ayes".

**RESOLUTION 2010-2011: 190****APPROVE ESY TUITION CONTRACTS**

Cara Morris moved, seconded by Robert Pyle, to approve the ESY 2011 Tuition Contracts for 2 students to attend Clinton Township at the rate of \$2,082 plus related services. Motion carried unanimously with all "ayes".

**CORRESPONDENCE** - None

**NEW BUSINESS** - None

**OLD BUSINESS****RESOLUTION 2010-2011: 191****APPROVE 2011-12 CHILD CARE RATES**

John Romagna moved, seconded by Amanda DiRienz, to increase the full time child care rate to \$240 per month and the part time rate to \$182 per month effective 2011-12 School Year. Motion carried unanimously with all "ayes".

**RESOLUTION 2010-2011: 192****INSTITUTE 2011-12 CHILD CARE LATE FEE**

Amanda DiRienz moved, seconded by John Romagna, to institute a late fee of \$10 if the tuition payment is not paid by the 10<sup>th</sup> of the month as stated in the Child Care handbook. Notice will be given in the beginning of the school year of this charge. Motion carried unanimously with all "ayes".

**PUBLIC COMMENT - None**

**Mr. Pyle thanked Mr. Romagna for his many years of service with this being Mr. Romagna's last Board Meeting.**

**RESOLUTION 2010-2011: 193****ADJOURNMENT**

Amanda DiRienz moved, seconded by Cara Morris, to adjourn the Board Meeting at 8:25 p.m. Motion carried unanimously with all "ayes".

Respectfully submitted,



Lisa Craft  
Business Administrator



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Robert Pyle, President