

CLINTON-GLEN GARDNER BOARD OF EDUCATION

BUSINESS SESSION MEETING MINUTES

January 25, 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

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: 109**ACCEPT SCHOOL DATA REPORTS**

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

Mrs. Ahart was present with students presenting their Gifted and Talented projects.

SUPERINTENDENT/PRINCIPAL'S REPORT

Dr. Katz reported on Washington, DC conference attended the last 3 days, and his opportunity to hear Secretary of Education Duncan address current issues in education. He also met with representatives from NJ legislative offices in Washington DC to advocate on behalf of our school, county, and state.

CLINTON TEACHER'S ASSOCIATION (CTA) UPDATE

Mrs. Savarese gave a grade level update of activities within the school.

PUBLIC COMMENT: None

PERSONNEL REPORT

RESOLUTION 2010-2011: 110

APPROVE STAFF MEMBERS

John Romagna moved, seconded by Amanda DiRienz, to approve the following staff members for the 2010-11 school year for the following positions. Motion carried unanimously with all "ayes".

Position	Name	Rate/ Salary	Guide Step	Effective	Att.
Maternity Leave Replacement (Latanzio- Crespo) PC#34	Laura Morris	\$100/diem for first 60 days and \$241/diem thereafter		1/21/11	#4A
Maternity Leave Replacement (Palomba) PC#27	Kimberly Tota	\$100/diem for first 60 days and \$241/diem thereafter		1/26/11	#4B

RESOLUTION 2010-2011: 111

FAMILY MEDICAL LEAVE DESIGNATION

Patricia Cooper moved, seconded by Cara Morris, to designate the leave of absence for Mary Bulger as both a Federal and NJ Family Medical Leave entitlement for the care of a family member. Notice was provided on December 28, 2010 that the leave will begin on January 3, 2011, with medical coverage continuing for 12 weeks or as needed. Motion carried unanimously with all "ayes".

CURRICULUM, INSTRUCTION, ASSESSMENT, & TECHNOLOGY**RESOLUTION 2010-2011: 112****STAFF DEVELOPMENT**

John Romagna moved, seconded by Robert Pyle, 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
Making Best Use of Podcasts, Blogs, Wikis, and Other Cutting Edge Technology Tools	03/09/2011	1		\$199.00	\$0.00	\$199.00
Teaching Children with ASDs Using Video Modeling,	02/17/2011	1		\$180.00	\$75.00	\$255.00
Implementing Research-based Strategies in School Settings	04/08/2011	1		* fee included in workshop from 2/17/2011	\$75.00	\$75.00
NJ State School Nurse Association – Annual Conference	03/18/2011 – 03/19/2011	1		\$210.00	\$55.00	\$265.00
NJAHPERD Annual Convention	02/17/2011	1		\$80.00	\$75.00	\$155.00
N.A.I.S.	02/24/2011 02/25/2011	1		\$0.00	\$0.00	\$0.00

POLICY**RESOLUTION 2010-2011: 113****APPROVE POLICY**

Robert Pyle moved, seconded by John Romagna, 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
1140	Affirmative Action Program	M	New	A new Policy Guide has been developed regarding a school district's general affirmative action responsibilities to include the required annual appointment of an Affirmative Action Officer and the school district's responsibilities for professional development as outlined in N.J.A.C. 6A:7-1.4, 6A:7-1.5 and 6A:7-1.6.	1 st reading Att. #5A
1523	Comprehensive Equity Plan	M	Revised	1523 has been revised to align with the provisions of N.J.A.C. 6A:7-1.9.	1 st reading Att. #5B
1530	Equal Employment Opportunities	M	Revised	1530 has been updated to incorporate an additional provision outlined in N.J.A.C. 6A:7-1.8(c). In addition, several minor revisions were made to be consistent with Section VI – Employment/Contract Practices of the Comprehensive Equity Plan Needs Assessment Checklist	1 st reading Att. #5C
1550	Affirmative Action Program for Employment and Contract Practices	M	Revised	1550 has been revised to align with the provisions of N.J.A.C. 6A:7-1.8.	1 st reading Att. #5D
2260	Affirmative Action Program For School and Classroom Practices	M	Revised	2260 has been revised to align with the provisions of N.J.A.C. 6A:7-1.7.	1 st reading Att. #5E
2415.01	Academic Standards, Academic Assessments, and Accountability	M	Revised	New Jersey Department of Education recently published a Title I School Improvement Information Sheet 2010-2011 and information in this document and other recently published NCLB documents require an update to Policy Guide 2415.01.	1 st reading Att. #5F
2423	Bilingual and ESL Education	M	Revised	Parents of limited English proficient children placed in a language instruction educational program have been notified, no later than thirty days after the start of the school year, of the reason for this placement and the child's level of proficiency.	1 st reading Att. #5G

6360	Political Contributions	M	Revised	The adoption of accountability regulations in December 2009, N.J.A.C. 6A:23A-6.3, and January 15, 2010 Local Finance Notice (LFN) – Section H, published by the New Jersey Department of Community Affairs (NJDCA), significantly changes the Political Contribution Disclosure (PCD) requirements for school districts. N.J.A.C. 6A:23A-6.3 now requires PCD forms to be filed for all contracts with an anticipated value in excess of \$17,500, regardless of the basis upon which the contract was awarded. Therefore, there is no longer different PCD filing requirements when the Board awards a contract using a “non-fair and open” process or a “fair and open” process. Policy Guide 6360 has been revised removing the “fair and open” exception to a business entity filing a PCD form.	1 st reading Att. #5H
6362	Contributions To Board Members and Contract Awards	M	Revised	The adoption of accountability regulations in December 2009, N.J.A.C. 6A:23A-6.3(a)1, and January 15, 2010 Local Finance Notice (LFN) – Section II, published by the New Jersey Department of Community Affairs (NJDCA), prohibits the award of all contracts of \$17,500 or greater to any vendor that contributed more than the reportable amount (currently \$300) to a Board member during the previous year, and bars vendors from making contributions of more than the reportable amount (currently \$300) to individual Board members during the life of the contract. The practical application of this administrative code provision, as confirmed by the NJDCA, requires a Board of Education to disqualify a bidder who would otherwise be determined to be the lowest responsible bidder if the “business entity,” as defined in N.J.S.A. 19:44A-20.7, made a contribution reportable ... to a member of the district Board of Education during the preceding one-year period. It is recommended this issue be reviewed by the Board Attorney before a Board disqualifies an apparent low bid under these circumstances. The January 15, 2010 LFN suggests Boards of Education include the Business Entity Disclosure Certification (BED-C) to facilitate disclosure contributions to Board members by vendors for use in the district’s bid specifications, requests for quotations and proposals. Policy Guide 6362 has been updated to require a completed BED-C for all contracts in the amount of \$17,500 or greater.	1 st reading Att. #5I
8420	Emergency and Crisis Situations	M	Revised	The New Jersey Department of Education and the New Jersey Office of Homeland Security and Preparedness recently published their School Security Drill Guide providing guidance on school security drills. Schools are required to conduct one fire drill and one school security drill each month. In addition, schools must hold a minimum of two active shooter, non-fire evacuation, bomb threat, and lockdown security drills during the school year.	1 st reading Att. #5J

8740	Bonding		Revised	Administrative code sections in N.J.A.C. 6A:23A – Fiscal Accountability, Efficiency, and Budgeting Procedures, adopted in final form in December 2009, replaced many of the administrative code sections of N.J.A.C. 6A:23 – Finance and Business Services. Many of the new N.J.A.C. 6A:23A administrative code sections were just relocated from N.J.A.C. 6A:23. N.J.A.C. 6A:23-2.5 – Minimum Bond Requirements for Treasurer of School Moneys was relocated to N.J.A.C. 6A:23A-16.4. Policy Guide 8740 has been revised to incorporate this change. In addition, P.L. 2010 Chapter 39 approved July 2, 2010, which provides an option for a district to employ a Treasurer of School Moneys, requires a new sentence regarding surety bonds for a district that elects not to have a Treasurer of School Moneys.	1 st reading Att. #5K
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GENERAL INFORMATION: BUSINESS ADMINISTRATOR'S REPORT

RESOLUTION 2010-2011: 114

BOARD MINUTES

Cara Morris moved, seconded by Robert Pyle, to approve the Board of Education Meeting minutes from the December 15, 2010 Work and Executive Sessions; and December 21, 2010 Business and Executive Sessions; and January 6, 2011 Special Session Meeting Minutes. Motion carried unanimously with all "ayes". John Romagna and Amanda DiRienz abstained from January 6, 2011 Minutes motion.

RESOLUTION 2010-2011: 115

SECRETARY AND TREASURER'S REPORTS

Patricia Cooper moved, seconded by Robert Pyle, to approve the Secretary's and Treasurer's reports as the cash receipts, cash expenditures, and cash balances of \$726,080.74 for November 2010, 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: 116

BILL LIST

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

Bill List

- | | | |
|----|--------------------|---------------|
| 1. | General Account: | \$ 675,970.31 |
| 2. | Cafeteria Account: | \$ 0.00 |

RESOLUTION 2010-2011: 117**ACCOUNT BALANCES**

Cara Morris moved, seconded by Amanda DiRienz, to accept account balances as of October 2010 as specified below. Motion carried unanimously with all "ayes".

Checking Account Balances for October 2010:

1.	Student Activities:	\$29,709.18
2.	Cafeteria:	\$42,548.65
3.	Payroll Agency:	\$ 3,859.64
4.	Unemployment:	\$90,428.97

RESOLUTION 2010-2011: 118 TRANSFERS & GRANT BUDGET AMENDMENTS

Robert Pyle moved, seconded by Patricia Cooper, to approve Transfers in the amount of \$49,989.43 and Grant Budget Amendments for allocations in the amount of \$11,619.00. Motion carried unanimously with all "ayes".

RESOLUTION 2010-2011: 119**CELEBRATE THE CHILDREN CONTRACT**

Cara Morris moved, seconded by John Romagna, to approve the tuition contract for Celebrate the Children School at \$360.20 per diem for the remainder of the 2010-11 school year. Student was transferred to the school from Allegro on January 3, 2011. Motion carried unanimously with all "ayes".

RESOLUTION 2010-2011: 120**CLINTON TWP TUITION CONTRACT**

Robert Pyle moved, seconded by Amanda DiRienz, to approve the tuition contract for the Autism Program at Clinton Township at \$2,500 per month for the remainder of the 2010-2011 school year. Student is currently placed in program, and moved to Glen Gardner in January. Motion carried unanimously with all "ayes".

RESOLUTION 2010-2011: 121**AUTHORIZATION TO BID CUSTODIAL SVC.**

Cara Morris moved, seconded by Patricia Cooper, to approve the specifications and authorize bidding of Custodial Services Contract expiring July 1, 2011, with anticipated contract awarded by the March 22, 2011 Business Session. Motion carried unanimously with all "ayes".

RESOLUTION 2010-2011: 122**APPROVAL OF ENGINEER**

Amanda DiRienz moved, seconded by Robert Pyle, to authorize the preparation of Technical Bidding Specifications by Anthony Gianfocaro, Architect of record, for the upcoming second floor Roof Project at a fee of 8% of project cost. Motion carried unanimously with all "ayes".

RESOLUTION 2010-2011: 123**SEMI WAIVER APPROVAL**

Robert Pyle moved, seconded by Cara Morris, to approve the following resolution for waiving participation in the Special Education Medicaid Initiative (SEMI) Program:

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicare Initiative (SEMI) Program for the 2011-12, and Whereas, the Clinton-Glen Gardner Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 (CPS has 7) Medicaid eligible classified students. Now Therefore Be It Resolved, that the Clinton-Glen Gardner Board of Education hereby authorizes the Business Administrator to submit to the Executive County Superintendent of Schools in the County of Hunterdon an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2011-12 school year.

Motion carried unanimously with all "ayes".

RESOLUTION 2010-2011: 124**ACCEPT AUDIT**

Robert Pyle moved, seconded by Cara Morris, to accept the audit for the fiscal year 09-10 and approve the corrective action plan with recommendations noted. Motion carried unanimously with all "ayes".

CORRESPONDENCE - None

NEW BUSINESS - None

OLD BUSINESS

Budget 2011-2012: Calendar

PUBLIC COMMENT

Kelly Love asked for reasoning behind every other day of science.

RESOLUTION 2010-2011: 125

ENTER EXECUTIVE SESSION

Robert Pyle moved, seconded by Amanda DiRienz, to enter into Executive Session at 8:25 pm for the purpose of discussing Negotiations. Motion carried unanimously with all "ayes".

RESOLUTION 2010-2011: 126

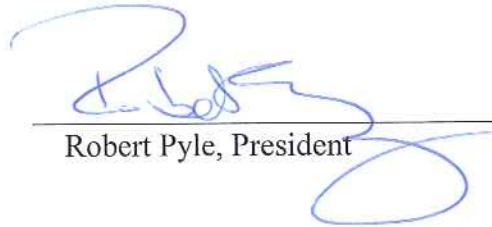
ADJOURNMENT

Robert Pyle moved, seconded by Amanda DiRienz, to adjourn the Board Meeting at 8:50 p.m. Motion carried unanimously with all "ayes".

Respectfully submitted,



Lisa Craft
Business Administrator



Robert Pyle, President