

**CLINTON-GLEN GARDNER BOARD OF EDUCATION****BUSINESS SESSION MEETING MINUTES**

September 28, 2010

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, Patricia Cooper and John Romagna

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

**GENERAL INFORMATION: MONTHLY SCHOOL DATA**

- A. Enrollment Data Report
- B. Student Suspensions:
  - In-School Suspensions: 0
  - 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: 36****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**

NHV Enrichment Consortium Hosting  
 Walker's Path Tree Trimming – HART assisted in getting the State to come out.  
 NJASK Scores  
 Professional Development Review - County needs one volunteer  
 School Choice Legislation update

**ASSISTANT PRINCIPAL'S REPORT - None**

**CLINTON TEACHERS' ASSOCIATION (CTA) UPDATE**

Maria Buniva reported on Grade Level Activities

**PUBLIC COMMENT – None**

**PERSONNEL REPORT**

**RESOLUTION 2010-2011: 37**  
**MEMBERS**

**APPROVE STAFF**

John Romagna moved, seconded by Amanda DiRienz, to approve the following staff members for the 2010-11 school year for the following positions:

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.
Elementary Teacher (Grade 4)	Lauren Mirdala (PCN 20)	\$52,717	Step 3 (3 YOE) MA	9/1/10	#4
Yearbook	Suzanne Lauricella	\$1,554		9/28/10	

**RESOLUTION 2010-2011: 38**

**APPROVE DIGIOVANNI**

John Romagna moved, seconded by Cara Morris, to advance the following teacher on the salary guide in accordance with CTA negotiated agreement:

Position	Name	Current Step and Salary	New Step and Salary	Effective	Att.
Teacher	Thomas DiGiovanni (PCN 40)	Step E, MA \$53,667	Step E, MA+15 \$54,092	10/1/10	#5

**CURRICULUM, INSTRUCTION, ASSESSMENT, & TECHNOLOGY**

**RESOLUTION 2010-2011: 39****STAFF DEVELOPMENT**

Amanda DiRienz 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
NJASBO	09/22/2010	1		\$75.00	\$0.00	\$75.00
Nurse Convocation Healthcare Needs of Children with Autism	10/13/2010	1		\$0.00	\$55.00	\$55.00
Payroll Workshop	10/15/2010	1		\$99.00	\$0.00	\$99.00
Governance III	10/19/2010		2	\$0.00	\$0.00	\$0.00
6 <sup>th</sup> Annual Vaccines for Children Conference	11/9 – 11/10, 2010	1		\$0.00	\$220.00	\$220.00
NJSBA Convention	10/19 & 20	2	4	\$550		NJSBA Cr

**RESOLUTION 2010-2011: 40****APPROVE FIELD TRIPS**

John Romagna moved, seconded by Cara Morris, to approve the following requests for field trips as listed below. Motion carried unanimously with all “ayes”.

Date	Grade	Destination	Students	Cost/Student
September	1st grade	Town of Clinton	67	\$ 0
September	Pre-K	Town of Clinton	15	\$ 0
September	Pre-K	Town of Clinton	15	\$ 0
October	4th Grade - enrichment	Point Mountain Nature Walk	8	\$ 3.00
October	5th Grade - enrichment	Grounds for Sculpture	5	\$ 0
October	5 <sup>th</sup> Grade	YMCA Camp Bernie	48	\$20.25
October	8 <sup>th</sup> Grade	Clinton Township Middle School	64	\$ 3.75
December	6th Grade - enrichment	Hunterdon Museum of Art	6	\$ 0
January	7th/8th Grade - enrichment	Clinton Township Middle School	20	\$ 0
March	7th/8th Grade - enrichment	Union Township Middle School	8	\$ 0
April	6th/7th Grade - enrichment	TBA	8	\$ 0
April	6th Grade - enrichment	High Bridge Elementary School	8	\$ 0
May	7th/8th Grade -	Clinton Township Middle	20	\$ 0

**POLICY**

**RESOLUTION 2010-201: 41**

**APPROVE POLICY READINGS**

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

#	TITLE	M		SUMMARY	ACTION
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.	1 <sup>st</sup> reading  Att. #6A
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.	1 <sup>st</sup> reading  Att. #6B
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.	1 <sup>st</sup> reading  Att. #6C
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.	1 <sup>st</sup> reading  Att. #6D
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.	1 <sup>st</sup> reading  Att. #6E
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.	1 <sup>st</sup> reading  Att. #6F

**GENERAL INFORMATION: BUSINESS ADMINISTRATOR'S REPORT****RESOLUTION 2010-2011: 42****BOARD MINUTES**

John Romagna moved, seconded by Cara Morris, to approve the Board of Education Meeting minutes from the August 24, 2010 Business Session. Motion carried unanimously with all "ayes".

**RESOLUTION 2010-2011: 43****SECRETARY AND TREASURER'S REPORTS**

Cara Morris moved, seconded by Robert Pyle, to approve the Secretary's and Treasurer's reports as the cash receipts, cash expenditures, and cash balances of \$975,020.14 for July 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: 44****BILL LIST**

Cara Morris 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:	\$ 528,591.73
2.	Cafeteria Account:	\$ 0.00

**RESOLUTION 2010-2011: 45****ACCOUNT BALANCES**

Cara Morris moved, seconded by Robert Pyle, to accept account balances as of July 2010 as specified below. Motion carried unanimously with all "ayes".

## Checking Account Balances for July 2010:

1.	Student Activities:	\$48,713.11
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2.	Cafeteria:	\$33,531.22
3.	Payroll Agency:	\$ 2,729.00
4.	Unemployment:	\$12,579.42

**RESOLUTION 2010-2011: 46****TRANSFERS**

Cara Morris moved, seconded by Robert Pyle, to approve transfers in the amount of \$3,349.84 for the month of August, 2010. Motion carried unanimously with all "ayes".

**RESOLUTION 2010-2011: 47****APPROVE NURSING SERVICES**

Cara Morris moved, seconded by Robert Pyle to approve Bayada Nurses, Inc. for in-school nursing services, as needed, for one CPS student at a rate of \$49/hr for RNs and \$39/hr for LPNs. Motion carried unanimously with all "ayes".

**1. Aramark Report****RESOLUTION 2010-2011: 48****APPROVE TITLE I FUNDING**

Amanda DiRienz moved, seconded by Robert Pyle, to approve Title I Funding for 19% of the teaching salary of Denise Grimm for the 2010/11 school year based on the NCLB Grant submission. Motion carried unanimously with all "ayes".

**RESOLUTION 2010-2011: 49****REVISE IDEA GRANT ALLOCATIONS**

Robert Pyle moved, seconded by John Romagna, to revise the IDEA grant allocations for the 2010/11 school year as shown below. Motion carried unanimously with all "ayes".

Basic	\$ 130,002	revised from \$102,210
Preschool	\$ 5,694	revised from \$ 5,278

**CORRESPONDENCE**

Letter from Rochelle R. Hendricks, Acting Commissioner of Education regarding Application for Funding per the Education Jobs Act. Richard Katz reviewed his recommendation to reinstate the Learning Consultant position for the remainder of the school year. Discussion followed on the justification for reinstating that position at this time.

**RESOLUTION 2010-2011: 50****APPROVE STAFF MEMBER**

Cara Morris moved, seconded by Robert Pyle, to approve the following staff member for the 2010-11 school year for reinstatement from .8 to Full Time as of October 18, 2010 as funded by the Educational Jobs Act. Motion carried unanimously with all "ayes".

Position	Name	Rate/Salary	Guide Step	Effective	Att.
Learning Consultant	Jennifer Walsh (PCN 102)	\$59,517	Step H, (13 yrs) MA	10/18/10	

**NEW BUSINESS**

School Calendar – Interest in coordination with High School Calendars for the next school year.

**OLD BUSINESS****PUBLIC COMMENT**

Kelly Love commented on Education Jobs Act.  
Kelly Boyd expressed preference for calendar change next year.

**RESOLUTION 2010-2011: 51****ENTER EXECUTIVE SESSION**

Amanda DiRienz moved, seconded by Cara Morris, to enter into Executive Session at 8:35 pm for the purpose of discussing Personnel. Motion carried unanimously with all "ayes".

**RESOLUTION 2010-2011: 52****ADJOURNMENT**

Amanda DiRienz moved, seconded by Cara Morris, to adjourn the Board Meeting at 9:16 p.m. Motion carried unanimously with all "ayes".

Respectfully submitted,

Lisa Craft

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