



**Clinton-Glen Gardner Board of Education**

*Tuesday, June 22, 2010*

*7:30 pm, CPS Library/Media Center*

**BUSINESS SESSION MEETING AGENDA  
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. Board of Education Candidate Interviews (to fill seat vacated by Marie Kisch)**

**5. Monthly School Data:**

a. Enrollment Data Report (**Attachment #1**)

b. Student Suspensions:

i. In-School Suspensions: 0

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.*

**6. Superintendent/Principal's Report**

**7. Clinton Teachers' Association (CTA) Update**

**8. Public Comment**

**9. Personnel**

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

<b>Position</b>	<b>Name</b>	<b>Rate/Salary</b>	<b>Guide Step</b>	<b>Effective</b>	<b>Att.</b>
<b>Powerschool Scheduling and Updating</b>	Kathi Savarese	\$36/hr (not to exceed 25 hours)		7/1/10	
<b>Scheduling (Grades 5-8)</b>	Barbara Shaffer	\$36/hr (not to exceed 25 hours)		7/1/10	
<b>Health Office Records and Information Preparation</b>	Mary Ellen Bowlby	\$36/hr (not to exceed 20 hours)		7/1/10	
<b>Preparation for K-Care</b>	Martie Orlando	\$36/hr (not to exceed 20 hours)		7/1/10	
<b>Office/Clerical Assistance</b>	Debbie Herold Barbara Plundeke	\$14.96/hr (not to exceed 40 combined total hours)		7/1/10	

**B. Motion:** To approve the following staff members for the 2010 Extended School Year Program positions:

<b>Position</b>	<b>Name</b>	<b>Rate/Salary</b>		<b>Effective</b>	
<b>Substitute Teacher</b>	Carolyn Schorr	\$39/hr		6/28/10	
<b>Substitute Instructional Aide</b>	Karen Brownell	\$14.60/hr		6/28/10	
<b>Instructional Aide</b>	Jillian Kirby	\$14.60/hr		6/28/10	

**C. Motion:** To approve the following staff members for the 2010-11 school year for the following stipend positions: (In every case where the stipend is being shared between two staff members, this represents a 50% split of both time and responsibility.)

<b>Position</b>	<b>Name</b>	<b>Rate/Salary</b>		<b>Effective</b>	
<b>Supervisor of Special Services</b>	Joan Muldoon	\$13,000		7/1/10	
<b>Chess Club</b>	Tom Larkin	\$840		9/1/10	
<b>Golf Club</b>	Mary Bulger	\$840		9/1/10	
<b>Peer to Peer (2)</b>	Sue Penn Tim Bidwell	\$1,100 each		9/1/10	
<b>Science Club</b>	Stacy Viotto	\$840		9/1/10	
<b>3<sup>rd</sup> Grade Musical Director</b>	Laurie Ruch	\$840		9/1/10	
<b>3<sup>rd</sup> Grade Musical Assistant Director (1)</b>	Barb Smith Pam Lorensen	\$420 each		9/1/10	
<b>4<sup>th</sup> Grade Musical Director</b>	Laurie Ruch	\$840		9/1/10	
<b>4<sup>th</sup> Grade Musical Assistant Director (1)</b>	Lisa Rizzi Evelyn Ferro	\$420 each		9/1/10	
<b>Spring Musical Director</b>	Laurie Ruch	\$3,310		9/1/10	
<b>Spring Musical Assistant Director (3)</b>	Kelly DeJesus Lisa Rizzi Donna Zaugg	\$1,096 \$1,096 \$939		9/1/10	
<b>Student Council 5-6</b>	Jodi Lounds	\$1,100		9/1/10	
<b>Student Council 7-8</b>	Denise Grimm Jessica Crespo	\$550 each		9/1/10	
<b>Yearbook</b>	TBD	\$1,554		9/1/10	
<b>Aim High (2)</b>	Jessica Crespo Denise Rella	\$1,680 each for the equivalent of two 16-week sessions		9/1/10	
<b>Middle School Coordinator</b>	Tom Larkin	Daily additional preparation period		9/1/10	

<b>I&amp;RS</b>	Sandy Lember Mary Ellen Bowlby Sue Penn Susan DeSapio Denise Grimm	\$840 each		9/1/10	
<b>Team Leaders</b> <b>K-2</b> <b>3-4</b> <b>5-8</b>  <b>Special Area</b> <b>Special Education</b>	Kelly DeJesus Evelyn Ferro Debby Sarmir Jodi Lounds Tom DiGiovanni Denise Grimm	\$840 each		9/1/10	
<b>Athletic Director</b>	Joe Harris	\$2,178		9/1/10	
<b>Boys' Soccer</b>	Tim Bidwell	\$1,821		9/1/10	
<b>Girls' Soccer</b>	Tracy Palomba	\$1,821		9/1/10	
<b>Cross Country</b>	Stacy Viotto	\$1,821		9/1/10	
<b>Volleyball</b>	Sue Penn	\$1,821		9/1/10	
<b>Boys' Basketball</b>	Tim Bidwell	\$3,310		9/1/10	
<b>Girls' Basketball</b>	Joe Harris	\$3,310		9/1/10	
<b>Cheerleading</b>	Jamie Friedel	\$3,062		9/1/10	
<b>Baseball</b>	Tim Bidwell	\$1,821		9/1/10	
<b>Softball</b>	Jamie Friedel	\$1,654		9/1/10	

**D. Motion:** To approve the following staff members for the 2010-11 school year for the following positions (not to exceed 30 hours per person):

<b>Position</b>	<b>Name</b>	<b>Rate/ Salary</b>	<b>Guide Step</b>	<b>Effective</b>	<b>Att.</b>
<b>Science Curriculum Writing</b>	Kelly DeJesus Jamie Friedel Stacy Viotto Jessica Crespo	\$36/hr		7/1/10	
<b>World Language Curriculum Writing</b>	Monica Berkman	\$36/hr		7/1/10	
<b>Guidance Curriculum Writing</b>	Sue Penn	\$36/hr		7/1/10	

**E. Motion:** To approve the contract for Kathy Olsen, Treasurer of School Monies (**PCN 81**), for the 2010-2011 school year at an annual salary of \$5,735.

**F. Motion:** To reappoint, for the 2010-2011 school year, the administrative assistant staff as listed.

Name	Position Control#	FTE	Salary
Lily Epstein	78	1.0	\$48,743
Darlene Nardi	80	1.0	\$42,530
Janet O'Connor	75	.50	\$20,400
Tonya Reese	76	1.0	\$43,385
Tonya Reese	Substitute Caller	Stipend	\$ 3,000

**G. Motion:** To approve the contract for Martie Orlando, Child Care Director (PCN 94) for the 2010-2011 school year at an annual salary of \$34,718 .

**H. Motion:** To approve the contract for Scott Reilly, Network Administrator (PCN 87) for the 2010-2011 school year at an annual salary of \$65,655.

**I. Motion:** To approve the contract for Christine Maines, Assistant Principal (PCN 71) for the 2010-2011 school year at an annual salary of \$93,840.

**J. Motion:** To approve the contract for Lisa Craft, Business Administrator (PCN 73) for the 2010-2011 school year at an annual salary of \$101,645.

**K. Motion:** To approve the salary of Richard Katz, Superintendent/Principal (PCN 69), for the 2010-2011 school year at \$142,800, within the terms of the existing contract.

**\*Note: Staff members approved in motions F through K will be contributing 1.5% of their salaries towards healthcare costs if they are eligible and receiving district health benefits.**

**L. Motion:** To accept, with regret, the resignation of Danielle Kotopoulos, teacher of art (PCN 38), effective June 30, 2010. (Attachment #4)

**M. Motion:** To terminate the contract of Lisa Obara, teacher of Spanish (PCN 44), effective immediately.

**N. Motion:** To approve the following staff members for the 2010-11 school year for the following position:

Position	Name	Rate/Salary	Effective
Substitute Teacher	Jennifer Truby	\$75/day	9/1/10
	Kim Tota	\$75/day	9/1/10

## 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
Assessment and Treatment of Autism Spectrum Disorder	06/17/2010	1		\$179.00	\$75.00	\$254.00
Strauss Esmay Associates			1	\$0.00	\$0.00	\$50.00

## 11. Policy

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

#	TITLE	M	SUMMARY	ACTION
4281	<i>Inappropriate Staff Conduct/Support Staff Members</i>		The Board recognizes and appreciates the staff-pupil professional relationship that exists in a school district's educational environment. This policy has been developed to provide guidance and direction to avoid actual and/or the appearance of inappropriate staff conduct and conduct unbecoming a school staff member toward pupils. The revised language references inappropriate conduct within communications and/or publications using e-mails, text-messaging, social networking sites, or any other medium that is directed and/or available to pupils or for public display.	2 <sup>nd</sup> Reading
3281	<i>Inappropriate Staff Conduct/Teaching Staff Members</i>		Same policy as #4281 summarized above. Applies to teaching staff members.	2 <sup>nd</sup> Reading
2461	<i>Special Education/Receiving Schools</i>	<b>M</b>	To demonstrate compliance with N.J.A.C. 6A:14 and the Individuals with Disabilities Education Act, the Board adopts policies and regulations/procedures that are required. These policies and regulations/procedures will be submitted with a Special Education Assurance Statement for Receiving Schools for Policies and Procedures to the County Office of Education for approval. This policy delineates processes for pupils with disabilities who are placed in a receiving school.	2 <sup>nd</sup> Reading

8630	<i>Bus Driver Responsibility</i>	<b>M</b>	A language addition to a mandated policy (italicized) that references necessary compliance with state requirements including licensing, physical history, criminal history clearance, and drug and alcohol testing requirements.	2 <sup>nd</sup> Reading
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**12. General Information: Business Administrator’s Report**

**a. Approval of Board of Education Minutes as follows (Attachment #5):**

**Motion:** *To approve the Board of Education Meeting minutes from the May 12, 2010 Work and Executive Sessions and May 18, 2010 Business and Executive Sessions.*

**b. Secretary’s and Treasurer’s Reports (Attachment #6A-B)**

- i. April, 2010            \$354,069.15

**Motion:** *To approve the Secretary’s and Treasurer’s reports for the month of April, 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 2009-2010 school year.*

**c. Bill List (Attachment #7)**

- ii. General Account:    \$733,064.02
- iii. Cafeteria Account: \$ 11,281.72

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

**d. Checking Account Balances for April 2010**

- a. Student Activities:    \$ 44,216.32
- b. Cafeteria:                \$ 40,862.50
- c. Payroll Agency:        \$ 7,034.69
- d. Unemployment:        \$ 11,234.28

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

**e. Transfers**

**Motion:** To approve Transfers in the amount of \$27,572.23 for the month of May, 2010. **(Attachment #8)**

Transfers were primarily needed for Regular and Long-Term Substitute Allocations and Technology Lease (prior to Child Care Transfer).

**f. Transfer of Child Care Profit**

**Motion:** To transfer a maximum of \$70,000 in profits at year end for the Child Care Program for the 2009/10 school year to the General Operating Fund.

**g. Extraordinary Special Education State Aid**

**Motion:** To accept the 2009/10 Extraordinary Aid in the amount of \$46,849, and amend the 2009/10 budget to increase the Unemployment Fund for anticipated claims as listed.

Increase in Extraordinary Aid Revenue (account # 10-3131)  
Increase in Unemployment Appropriations (account#11-000-291-250).

**h. Capital Reserve Deposit**

**Motion:** To make a maximum deposit of \$60,950 to Capital Reserve at year end to cover 100% of the approved State Application cost (\$161,440) for the 2<sup>nd</sup> Floor Roof Project. Bidding will determine the actual cost which is estimated at \$125,000 for current market conditions by the architect.

**i. Transportation Contracts**

**Motion:** To approve the 2010/11 school year transportation contracts with Hunterdon County ESC for the Glen Gardner resident students as listed with no increase over the 2009/10 contracts.

<b>Route #</b>	<b>Cost</b>
GG1	\$35,754.68
GG2	\$35,754.68
GG3	\$35,754.68
GG4	\$35,754.68
GG6	\$10,714.78
Coordination	\$ 5,000



**j. Extended School Year (ESY) Tuition Contract:**

**Motion:** *To approve 2010 ESY Preschool and Foundations Contracts as listed.*

<b>District</b>	<b>Student</b>	<b>Tuition</b>	<b>Program</b>
Union	D.N.	\$3,200	Foundations
Frenchtown	C.T.	\$3,200	Foundations
Union	G.B.	\$1,500	Preschool
Califon	C.L.	\$1,500	Preschool
Califon	A.T.	\$1,500	Preschool

**k. ACES Natural Gas Contract with Hess Corporation**

**Motion:** *To Approve the ACES awarded contract with Hess Corporation for the purchase of natural gas for 24 months beginning June, 2010 and ending May, 2012. Price will float at the index price until ACES locks in based on market conditions.*

**l. Donation**

**Motion:** *To accept a donation of Golf Clubs by Cara Morris.*

**m. Dental Insurance**

**Motion:** *To approve the Horizon Dental Insurance contract with the Grinspec Group Insurance Trust for the 2010/11 school year at a 3 % increase as listed.*

Single \$25.96 per month  
Couple \$49.19 per month  
Family \$83.50 per month

**n. Food Service Management Company (FSMC)**

**Motion:** *To approve the FSMC contract with Maschio Foods for the 2010-11 year at an annual fee of \$7197 representing no increase over the current contract; and a guarantee in profits of \$6,000.*

**o. NJSBAIG General Insurance Package**

**Motion:** *To approve NJSBAIG General Insurance Package including Worker's Compensation for the 2010-11 school year as recommended by Jay Lawton.*

**p. COBRA Administrator**

**Motion:** *To approve COBRA Select as the 2010-11 COBRA Administrator for both Health and Dental Insurances at a rate of \$25 per qualifying event compliance.*

**q. Aramark Report (Attachment #9)**

**13. Correspondence**

- Letter from Sallee Lord, County Professional Development Board Chairperson, approving our 2010-2011 district professional development plan. **(Attachment #10)**
- Letter from Dr. Vernotica, Executive County Superintendent, stating our three-year technology plan was approved by the Hunterdon County Coordinating Council. **(Attachment #11 )**

**14. New Business**

**15. Old Business**

**16. Public Comment**

**17. Executive Session**

**18. Adjournment**