



Clinton-Glen Gardner Board of Education

Wednesday, May 12, 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

The Meeting will begin with a reception for the 2009-10 Teacher of the Year, Jessica Latanzio Crespo.

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: 3
 - 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.

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 member for the 2009-10 school year for the following position:					
Position	Name	Rate/Salary	Guide Step	Effective	Att.
Foundations Long-Term Substitute	Juliean Picardo	\$46,742 (paid per diem)	Step B (0-1 Y of E)	5/3/10	#4
Rebel 2 -Spring Stipend	Sue Penn	\$572.23- Funded by Hunterdon Prevention			

B. Motion: To approve the following staff members for 2010 Extended School Year Program positions:					
Position	Name	Rate/Salary		Effective	
Foundations Teachers	Annemarie DeSavino Juliean Picardo	\$39/hr		6/28/10	
Preschool Teacher	Lisa Rizzi	\$39/hr		6/28/10	
School Nurse	Mary Ellen Bowlby	\$39/hr		6/28/10	
Speech and Language Therapist	Nancy Hall	\$75/hr		6/28/10	
Instructional Aides	Kelly DeJesus Tracy Palomba Suzanne Stidworthy Janet Traphagen Linda Dean	\$14.60/hr		6/28/10	

C. Motion: To reappoint, for the 2010-2011 school year, the non-tenured and tenured teachers as listed on **Attachment #5**

D. Motion: To reappoint, for the 2010-2011 school year, the para-professional staff as listed on **Attachment #6**

E. Motion: To reappoint, for the 2010-2011 school year, the administrative assistant staff. (Attachment to be prepared for 5/18 Business Meeting)

- Discussion Topics:
 - To approve the contract for Scott Reilly, Network Administrator for the 2010-2011 school year.
 - To approve the contract for Christine Maines, Assistant Principal for the 2010-2011 school year.
 - To approve the contract for Lisa Craft, Business Administrator for the 2010-2011 school year.
 - To approve the contract for Martie Orlando, Child Care Director, for the 2010-2011 school year.
 - To approve the contract for Kathy Olsen, Treasurer of School Monies, for the 2010-2011 school year.
 - To approve the salary of Richard Katz, Superintendent/Principal, for the 2010-2011 school year, within the terms of the existing contract.

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	\$0.00	\$179.00

- Discussion Topics:
 - Update on BOE curriculum goals

11. Policy

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

#	TITLE	M	SUMMARY	ACTION
6471	<i>School District Travel</i>	M	Sets requirements for school district travel as established by N.J.S.A. 18A:11-12 including allowable expenditures, approval processes, etc. Sets a cumulative limit of \$500 for regular business travel per employee without prior board approval. This policy is being reintroduced as a first reading again to include language revisions regarding the need to present both a description of and justification for the travel as to whether the training is needed for a certification required for continued employment, continuing education requirements, requirements for Federal or State law, or other purpose related to the programs and services currently being delivered or soon to be implemented in the school district, or related to school district operations;	2nd Reading Note: This policy had been approved on 2 nd reading in March 2010
8500	<i>Food Service</i>		The Board shall provide food service facilities for the consumption of food on school premises. The operation and supervision of the food services program shall be the responsibility of the School Business Administrator. The district shall participate in the Federal Child Nutrition Program. In order to ensure that the nutritional needs of district pupils are met, the Board directs the organization of a nutritional advisory committee composed of administrators, food service personnel, teachers, parent(s) or legal guardian(s), and pupils interested in the nutritional program of the district. The committee shall make its recommendations to the Superintendent. This revision removes languages that the Board will encourage students to purchase lunches from the food service.	2nd Reading

9321	<i>Fingerprinting Pupils</i>		<p>The Board will cooperate with the Town of Clinton Police Department in the voluntary fingerprinting of district children. Children eligible for the fingerprinting program include pupils enrolled in grades K through 8 in this district.</p> <p>The Board will make school facilities available for the fingerprinting of children by law enforcement officers.</p> <p>Language revisions clarify that the school is not required to fingerprint, but will cooperate with local authorities for voluntary fingerprinting.</p>	2nd Reading
6660	<i>Student Activity Fund</i>	M	<p>Sets forth the procedures for the collection, disbursement and accounting of student activity funds.</p> <p>The Board of Education authorizes the establishment of a student activity account for funds derived from events and activities of pupil organizations and to account for the accumulation of money to pay for pupil group activities. The Board of Education may establish individual student activity accounts within a student activity account by Board resolution Student activity funds are maintained under the jurisdiction of the Board of Education and are under the supervision of the School Business Administrator/Board Secretary</p>	2nd Reading
5440	<i>Honoring Pupil Achievement</i>		<p>The Board of Education values excellence and wishes to instill in pupils the desire to do their best in all things.</p> <p>The Board will recognize the outstanding achievements of pupils by means appropriate to the grade level of the pupil and to the nature of the accomplishment.</p> <p>The Superintendent shall develop regulations for the recognition of pupil achievement that establish fair standards for recognition, assure that all eligible pupils are offered an equal opportunity to meet those standards, and provide for appropriate recognition ceremonies and awards.</p> <p>Removes language referencing the designation of valedictorian and salutatorian not applicable to a k-8 school.</p>	2nd Reading

2431	<i>Athletic Competition</i>	M	Revision of existing policy that allows students in fifth grade to participate in cross country. As revised, a pupil in grades 5 through 8 is eligible for participation in cross country if he/she remains in good academic standing as defined by the school's academic probation policy. This eligibility change only applies to cross country.	2nd Reading
7610	<i>Vandalism</i>		<p>Any person who purposely or knowingly damages school district property or damages school district property recklessly or negligently in the employment of fire, explosives or another dangerous means listed in accordance with N.J.S.A. 2C:17-2 or purposely or recklessly tampers with the tangible property of the school district so as to endanger school district property shall be reported to the appropriate law enforcement agency. Where the damage to district property is more than minimal or has been caused by a pupil or a minor not a pupil of this district, the Board will hold liable for the amount of the damage the parent(s) or legal guardian(s) having legal custody and control of the minor responsible for the damage.</p> <p>The policy revision expressly includes graffiti as an act of vandalism: A person convicted of an offense that involves an act of graffiti will be required to reimburse the school district the cost of damages and may be required to perform community service, which may include removing the graffiti from the property, in accordance with the law.</p>	2nd Reading
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.	1 st Reading Attachment #7A

3281	<i>Inappropriate Staff Conduct/Teaching Staff Members</i>		Same policy as #4281 summarized above. Applies to teaching staff members.	1 st Reading Attachment #7B
2461	<i>Special Education/Receiving Schools</i>	M	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.	1 st Reading Attachment #7C
8630	<i>Bus Driver Responsibility</i>	M	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.	1 st Reading Attachment #7D

12. General Information: Business Administrator's Report

a. Approval of Board of Education Minutes as follows (Attachment #8):

Motion: *To approve the Board of Education Meeting minutes from the following Meetings:*

Executive Sessions of March 10, 2010, March 18, 2010, March 22, 2010, March 26, 2010, April 21, 2010 and April 27, 2010

Reorganization Meeting of April 27, 2010

Regular Session of April 21, 2010 and April 27, 2010

b. Secretary's and Treasurer's Reports (Attachment #9A-B)

i. March, 2010 \$356,710.78

Motion: *To approve the Secretary's and Treasurer's reports for the month of March, 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 #10)

- ii. General Account: \$622,689.99
- iii. Cafeteria Account: \$ 2,305.23

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

d. Checking Account Balances for March 2010

- a. Student Activities: \$ 36,778.77
- b. Cafeteria: \$ 33,224.31
- c. Payroll Agency: \$ 5,890.94
- d. Unemployment: \$ 11,248.37

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

e. Transfers

Motion: *To approve Transfers in the amount of \$15,217.03 for the month of April, 2010. (Attachment #11)*

Transfers were needed for Facility Maintenance, Supply and Substitute Allocations.

f. Transfer of Child Care Profit

Motion: *To transfer the profits for the Child Care Program for the 2009/10 school year to the General Operating Fund.*

g. Capital Reserve Deposit

Motion: *To make a deposit to Capital Reserve on June 1, 2010 to cover 100% of the approximate cost of the 2nd Floor Roof Project pending the execution of the State ROD Grant reimbursing 40% of the project cost.*

h. Budget Defeat Reductions

WHEREAS, the Clinton-Glen Gardner Board of Education submitted the 2010-2011 budget to the legal voters of the Town of Clinton and the Borough of Glen Gardner on April 20, 2010 for approval, and

WHEREAS, the budget was defeated at the polls by 90 votes, and

WHEREAS, the Clinton-Glen Gardner Board of Education met with representatives of Clinton and Glen Gardner to review the budget and agree on budget reductions, and

WHEREAS, Clinton and Glen Gardner councils have met and passed resolutions to decrease the 2010-2011 budget by \$42,500 and certified the general fund tax levy to be collected for the 2010-2011 school year in the amount of \$5,979,490.

NOW THEREFORE BE IT RESOLVED, that the Clinton-Glen Gardner Board of Education accepts the line item reductions as prepared by the councils in the amount of \$42,500 as follows:

Account Number	Amount	Description of Reduction
11-000-291-270	\$42,500	Employee Health Benefits
Total Reductions	<u>\$42,500</u>	

BE IT FURTHER RESOLVED that the Board of Education directs the Business Administrator to make the necessary adjustments in the 2010-2011 budget and forward the revised documents to the proper agencies.

i. Non-Resident Tuition Contract:

Motion: *To accept into the CPS Program, and offer parent-paid tuition contracts to the following students for the 2010-11 school year: T.D. Grade 6 and C.F. Grade 4.*

j. Aramark Report (Attachment #12)

k. Application for Borrowing June State Aid Payment

I. Instrument Donations

Motion: To accept, with gratitude, the following instrument donations into the Music Program this school year:

John Monacchio	5 piece drum set
William and Anna Clawson	Alto Saxophone
Martha Schneiderhan	Alto Saxophone
Annemarie DeSavino	Trumpet
Sue Welsch	Clarinet
Carol Ann Dorf	Bell Kit

m. Auditor Hourly Rate

Motion: To approve an increase in the hourly rate for William Colantano from \$125/hr. to \$135/hr. for the 2010/11 school year.

13. Correspondence

➤ None

14. New Business

15. Old Business

- a. Discussion of 2010-2011 Budget
- b. Board of Education Retreat
- c. Use of Facility Guidelines

16. Public Comment

17. Executive Session

- a. Personnel

18. Adjournment