

CLINTON-GLEN GARDNER BOARD OF EDUCATION

BUSINESS SESSION MEETING MINUTES

June 22, 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, Marie Kisch, John Romagna and Cara Morris

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

BOARD OF EDUCATION CANDIDATE INTERVIEWS

- A. Introduction of qualifications for Board membership
- B. Candidates introduced themselves to the Board
- C. Board lead a Q & A discussion with the three candidates
- D. Patricia Cooper will be sworn into office on August 4, 2010.

GENERAL INFORMATION: MONTHLY SCHOOL DATA

- A. Enrollment Data Report
- B. Student Suspensions:
 - In-School Suspensions: 3
 - 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 2009-2010: 339**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- None

ASSISTANT PRINCIPAL'S REPORT - None**CLINTON TEACHERS' ASSOCIATION (CTA) UPDATE – None****PUBLIC COMMENT - None****PERSONNEL REPORT****RESOLUTION 2009-2010: 340****APPROVE 2010 SUMMER WORK**

Amanda DiRienz moved, seconded by Cara Morris, to approve the following staff members for 2010 summer work as listed below. Motion carried unanimously with all “ayes”.

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

RESOLUTION 2009-2010: 341**APPROVE ESY PERSONNEL MOTIONS**

Amanda DiRienz moved, seconded by Cara Morris, to approve the following staff members for 2010 Extended School Year Program for the positions listed below. Motion carried unanimously with all “ayes

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

RESOLUTION 2009-2010: 342**APPROVE PERSONNEL MOTIONS**

Amanda DiRienz moved, seconded by Cara Morris, to approve the following staff members for 2010-11 School Year for the stipend positions listed below. (In every case where the stipend is being shared between two staff members, this represents a 50% split of both time and responsibility.) Motion carried unanimously with all “ayes

Position	Name	Rate/Salary		Effective	
Supervisor of Special Services	Joan Muldoon	\$13,000		7/1/10	
Chess Club	Tom Larkin	\$840		9/1/10	
Golf Club	Mary Bulger	\$840		9/1/10	
Peer to Peer (2)	Sue Penn Tim Bidwell	\$1,100 each		9/1/10	
Science Club	Stacy Viotto	\$840		9/1/10	
3 rd Grade Musical Director	Laurie Ruch	\$840		9/1/10	
3 rd Grade Musical Assistant Director (1)	Barb Smith Pam Lorenson	\$420 each		9/1/10	
4 th Grade Musical Director	Laurie Ruch	\$840		9/1/10	
4 th Grade Musical Assistant Director (1)	Lisa Rizzi Evelyn Ferro	\$420 each		9/1/10	
Spring Musical Director	Laurie Ruch	\$3,310		9/1/10	
Spring Musical Assistant Director (3)	Kelly DeJesus Lisa Rizzi Donna Zaugg	\$1,096 \$1,096 \$939		9/1/10	
Student Council 5-6	Jodi Lounds	\$1,100		9/1/10	
Student Council 7-8	Denise Grimm Jessica Crespo	\$550 each		9/1/10	
Yearbook	TBD	\$1,554		9/1/10	

Aim High (2)	Jessica Crespo Denise Rella	\$1,680 each for the equivalent of two 16-week sessions		9/1/10	
Middle School Coordinator	Tom Larkin	Daily additional preparation period		9/1/10	
I&RS	Sandy Lember Mary Ellen Bowlby Sue Penn Susan DeSapio Denise Grimm	\$840 each		9/1/10	
Team Leaders K-2 3-4 5-8 Special Area Special Education	Kelly DeJesus Evelyn Ferro Debby Sarmir Jodi Lounds Tom DiGiovanni Denise Grimm	\$840 each		9/1/10	
Athletic Director	Joe Harris	\$2,178		9/1/10	
Boys' Soccer	Tim Bidwell	\$1,821		9/1/10	
Girls' Soccer	Tracy Palomba	\$1,821		9/1/10	
Cross Country	Stacy Viotto	\$1,821		9/1/10	
Volleyball	Sue Penn	\$1,821		9/1/10	
Boys' Basketball	Tim Bidwell	\$3,310		9/1/10	
Girls' Basketball	Joe Harris	\$3,310		9/1/10	
Cheerleading	Jamie Friedel	\$3,062		9/1/10	
Baseball	Tim Bidwell	\$1,821		9/1/10	
Softball	Jamie Friedel	\$1,654		9/1/10	

RESOLUTION 2009-2010: 343**APPROVE PERSONNEL MOTIONS**

Amanda DiRienz moved, seconded by Cara Morris, to approve the following staff members for 2010-11 School Year for the positions listed below. Motion carried unanimously with all "ayes"

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

RESOLUTION 2009-2010: 344**APPROVE TREASURER**

Amanda DiRienz moved, seconded by Cara Morris, 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. Motion carried unanimously with all “ayes.

RESOLUTION 2009-2010: 345**REAPPOINT ADMIN. ASSISTANTS**

Amanda DiRienz moved, seconded by Cara Morris, to reappoint, for the 2010-2011 school year, the administrative assistant staff as listed below. Motion carried unanimously with all “ayes.

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

RESOLUTION 2009-2010: 346**APPROVE CHILD CARE DIRECTOR**

Amanda DiRienz moved, seconded by Cara Morris, 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 . Motion carried unanimously with all “ayes.

RESOLUTION 2009-2010: 347**APPROVE NETWORK ADMINISTRATOR**

Amanda DiRienz moved, seconded by Cara Morris, to approve the contract for Scott Reilly, Network Administrator (**PCN 87**) for the 2010-2011 school year at an annual salary of \$65,655. Motion carried unanimously with all “ayes.

RESOLUTION 2009-2010: 348**APPROVE ASSISTANT PRINCIPAL**

Amanda DiRienz moved, seconded by Cara Morris, to approve the contract for Christine Maines, Assistant Principal (**PCN 71**) for the 2010-2011 school year at an annual salary of \$93,840. Motion carried unanimously with all “ayes.

RESOLUTION 2009-2010: 349**APPROVE BUSINESS ADMINISTRATOR**

Amanda DiRienz moved, seconded by Cara Morris, to approve the contract for Lisa Craft, Business Administrator (**PCN 73**) for the 2010-2011 school year at an annual salary of \$101,645. Motion carried unanimously with all “ayes.

RESOLUTION 2009-2010: 350**APPROVE SUPERINTENDENT/PRINCIPAL**

Amanda DiRienz moved, seconded by Cara Morris, 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. Motion carried unanimously with all “ayes.”

***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.**

RESOLUTION 2009-2010: 351 ACCEPT KOTOPOULIS RESIGNATION

Amanda DiRienz moved, seconded by Cara Morris, to accept, with regret, the resignation of Danielle Kotopoulos, teacher of art (**PCN 38**), effective June 30, 2010. Motion carried unanimously with all “ayes.”

RESOLUTION 2009-2010: 352 TERMINATE OBARA

Amanda DiRienz moved, seconded by Cara Morris, to terminate the contract of Lisa Obara, teacher of Spanish (**PCN 44**), effective immediately. Motion carried unanimously with all “ayes.”

RESOLUTION 2009-2010: 353 APPROVE SUBSTITUTES

Amanda DiRienz moved, seconded by Cara Morris, to approve the following staff members for the 2010-11 school year for the following position. Motion carried unanimously with all “ayes.”

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

CURRICULUM, INSTRUCTION, ASSESSMENT, & TECHNOLOGY

RESOLUTION 2009-2010: 354 STAFF DEVELOPMENT

Cara Morris moved, seconded by Amanda DiRienz, to approve the requests below 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
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

POLICY

RESOLUTION 2009-2010: 355**APPROVE POLICY READINGS**

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

#	TITLE	M	SUMMARY	ACTION
4281	Inappropriate Staff Conduct/Support Staff Members		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 nd Reading
3281	Inappropriate Staff Conduct/Teaching Staff Members		Same policy as #4281 summarized above. Applies to teaching staff members.	2 nd Reading
2461	Special Education/Receiving Schools	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.	2 nd Reading
8630	Bus Driver Responsibility	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.	2 nd Reading

GENERAL INFORMATION: BUSINESS ADMINISTRATOR’S REPORT**RESOLUTION 2009-2010: 356****BOARD MINUTES**

Robert Pyle moved, seconded by Amanda DiRienz, 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. Motion carried unanimously with all "ayes".

RESOLUTION 2009-2010: 357 SECRETARY AND TREASURER'S REPORTS

Robert Pyle moved, seconded by Amanda DiRienz, to approve the Secretary's and Treasurer's reports as the cash receipts, cash expenditures, and cash balances of \$354,069.15 for April 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 2009-2010 school year. Motion carried unanimously with all "ayes".

RESOLUTION 2009-2010: 358 BILL LIST

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

Bill List

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|----|--------------------|---------------|
| 1. | General Account: | \$ 733,064.02 |
| 2. | Cafeteria Account: | \$ 11,281.72 |

RESOLUTION 2009-2010: 359 ACCOUNT BALANCES

Robert Pyle moved, seconded by Amanda DiRienz, to accept account balances as of April 2010 as specified below. Motion carried unanimously with all "ayes".

Checking Account Balances for April 2010:

- | | | |
|----|---------------------|--------------|
| 1. | Student Activities: | \$44,216.32 |
| 2. | Cafeteria: | \$40,862.50 |
| 3. | Payroll Agency: | \$ 7,034.69 |
| 4. | Unemployment: | \$ 11,234.28 |

RESOLUTION 2009-2010: 360 TRANSFERS

Robert Pyle moved, seconded by Amanda DiRienz, to approve transfers in the amount of \$27,572.23 for the month of May, 2010. Motion carried unanimously with all "ayes".

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

RESOLUTION 2009-2010: 361 CAPITAL RESERVE DEPOSIT

Amanda DiRienz moved, seconded by Robert Pyle, 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 2nd Floor Roof Project. Bidding will determine the actual cost which is estimated at \$125,000 for current market conditions by the architect. Motion carried unanimously with all “ayes”.

RESOLUTION 2009-2010: 362 EXTRAORDINARY SPECIAL ED. STATE AID

Amanda DiRienz moved, seconded by Robert Pyle, 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 below. Motion carried unanimously with all “ayes”.

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

RESOLUTION 2009-2010: 363 TRANSFER OF CHILD CARE PROFIT

Robert Pyle moved, seconded by Amanda DiRienz, 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. Motion carried unanimously with all “ayes”.

RESOLUTION 2009-2010: 364 TRANSPORTATION CONTRACTS

Cara Morris moved, seconded by Robert Pyle, 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. Motion carried unanimously with all “ayes”.

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

RESOLUTION 2009-2010: 365 EXTENDED SCHOOL YEAR TUITION CONTRACT

Robert Pyle moved, seconded by Amanda DiRienz, to approve 2010 ESY Preschool and Foundations Contracts as listed below. Motion carried unanimously with all “ayes”.

District	Student	Tuition	Program
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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

RESOLUTION 2009-2010: 366**APPROVE ACES**

Cara Morris moved, seconded by Robert Pyle, 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. Motion carried unanimously with all “ayes”.

RESOLUTION 2009-2010: 367**ACCEPT DONATION**

Robert Pyle moved, seconded by Amanda DiRienz, to accept a donation of Golf Clubs by Cara Morris. Motion carried unanimously with all “ayes”.

**RESOLUTION 2009-2010: 368
CONTRACT****APPROVE DENTAL INSURANCE**

Robert Pyle moved, seconded by Amanda DiRienz, 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 below. Motion carried unanimously with all “ayes”.

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

RESOLUTION 2009-2010: 369**APPROVE FSMC CONTRACT**

Robert Pyle moved, seconded by Amanda DiRienz, 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. Motion carried unanimously with all “ayes”.

**RESOLUTION 2009-2010: 370
ADMINISTRATOR****APPROVE COBRA**

Robert Pyle moved, seconded by Amanda DiRienz, 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. Motion carried unanimously with all “ayes”.

Aramark Report

CORRESPONDENCE

1. Letter from Sallee Lord, County Professional Development Board Chairperson, approving our 2010-2011 district professional development plan.
2. Letter from Dr. Vernotica, Executive County Superintendent, stating our three-year technology plan was approved by the Hunterdon County Coordinating Council.

NEW BUSINESS

1. Kind Policy discussion.

OLD BUSINESS - None

PUBLIC COMMENT - None

RESOLUTION 2009-2010: 371

ADJOURNMENT

Amanda DiRienz moved, seconded by Cara Morris, to adjourn the Board Meeting at 10:00 p.m. Motion carried unanimously with all "ayes".

Respectfully submitted,

Lisa Craft
Business Administrator/Board Secretary

Robert Pyle, President