

CLINTON-GLEN GARDNER BOARD OF EDUCATION

BUSINESS SESSION MEETING MINUTES

May 18, 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;

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: 318**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-

1. 4th Grade Invention Convention Student Presentation - Mrs. Haney’s students presented.
2. Local church community service project offer – Richard Katz to respond that the Board would be interested.

ASSISTANT PRINCIPAL’S REPORT - None

CLINTON TEACHERS’ ASSOCIATION (CTA) UPDATE – None

PUBLIC COMMENT

Rich D’Avanzo shared his perspective on the new legislation being considered in Trenton.

PERSONNEL REPORT

RESOLUTION 2009-2010: 319 APPROVE 2009-10 PERSONNEL MOTIONS

Marie Kisch moved, seconded by Amanda DiRienz, to approve the following staff members for 2009-10 school year for the positions listed below. Motion carried unanimously with all “ayes”.

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			

RESOLUTION 2009-2010: 320

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
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	Camille Reilly	\$75/hr	6/28/10
Instructional Aides	Kelly DeJesus Tracy Palomba Suzanne Stidworthy Janet Traphagen Linda Dean	\$14.60/hr	6/28/10

RESOLUTION 2009-2010: 321 REAPPOINT NON-TENURED/TENURED

Cara Morris moved, seconded by Marie Kisch, to reappoint, for the 2010-2011 school year, the non-tenured and tenured teachers as listed on Attachment #5. Motion carried unanimously with all “ayes

RESOLUTION 2009-2010: 322 REAPPOINT PARAPROFESSIONALS

Amanda DiRienz moved, seconded by Marie Kisch, to reappoint, for the 2010-2011 school year, the Para-professional staff as listed on Attachment #6. Motion carried unanimously with all “ayes.

CURRICULUM, INSTRUCTION, ASSESSMENT, & TECHNOLOGY

RESOLUTION 2009-2010: 323 STAFF DEVELOPMENT

Amanda DiRienz moved, seconded by Cara Morris, 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	\$0.00	\$179.00
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POLICY

RESOLUTION 2009-2010: 324

APPROVE POLICY READINGS

Cara Morris moved, seconded by Marie Kisch, 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
6471	School District Travel	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	Food Service		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	Fingerprinting Pupils		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	2nd Reading

			<p>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>	
6660	Student Activity Fund	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	Honoring Pupil Achievement		<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	Athletic Competition	M	<p>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.</p>	2nd Reading
7610	Vandalism		<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</p>	2nd Reading

			<p>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>	
4281	Inappropriate Staff Conduct/Support Staff Members		<p>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.</p>	1 st Reading
3281	Inappropriate Staff Conduct/Teaching Staff Members		<p>Same policy as #4281 summarized above. Applies to teaching staff members.</p>	1 st Reading
2461	Special Education/Receiving Schools	M	<p>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.</p>	1 st Reading
8630	Bus Driver Responsibility	M	<p>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.</p>	1 st Reading
Bylaw 0163	Quorum		<p>Necessary revision with reduction of the board to five voting members. A quorum shall consist of 3 Board members, and no business shall be conducted in the absence of</p>	2 nd Reading

			a quorum, except when the Doctrine of Necessity is invoked.	
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GENERAL INFORMATION: BUSINESS ADMINISTRATOR'S REPORT

RESOLUTION 2009-2010: 325

BOARD MINUTES

Amanda DiRienz moved, seconded by Cara Morris, 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

Motion carried unanimously with all "ayes".

RESOLUTION 2009-2010: 326

SECRETARY AND TREASURER'S REPORTS

Amanda DiRienz moved, seconded by Cara Morris, to approve the Secretary's and Treasurer's reports as the cash receipts, cash expenditures, and cash balances of \$356,710.78 for March 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: 327

BILL LIST

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

Bill List

1.	General Account:	\$ 622,689.99
2.	Cafeteria Account:	\$ 2,305.23

RESOLUTION 2009-2010: 328**ACCOUNT BALANCES**

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

Checking Account Balances for March 2010:

1.	Student Activities:	\$36,778.77
2.	Cafeteria:	\$33,224.31
3.	Payroll Agency:	\$ 5,890.94
4.	Unemployment:	\$ 11,248.37

RESOLUTION 2009-2010: 329**TRANSFERS**

Amanda DiRienz moved, seconded by, Cara Morris, to approve transfers in the amount of \$15,217.03 for the month of April, 2010. Motion carried unanimously with all “ayes”.

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

RESOLUTION 2009-2010: 330**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.

Amanda DiRienz moved, seconded by, Cara Morris, that the Clinton-Glen Gardner Board of Education accepts the line item reductions as prepared by the councils in the amount of \$42,500 and the Board directs the Business Administrator to make the necessary adjustments in the 2010-2011 budget and forward the revised documents to the proper agencies. Motion carried unanimously with all “ayes” by roll call vote.

RESOLUTION 2009-2010: 331 NON-RESIDENT TUITION CONTRACTS

Amanda DiRienz moved, seconded by, Marie Kisch, 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. Motion carried unanimously with all “ayes”.

1. Aramark Report
2. Application for Borrowing June State Aid Payment-Will not be necessary.

RESOLUTION 2009-2010: 332 INSTRUMENT DONATIONS

Amanda DiRienz moved, seconded by Marie Kisch, 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 Welch	Clarinet
Carol Ann Dorf	Bell Kit

Motion carried unanimously with all “ayes”.

RESOLUTION 2009-2010: 333 APPROVE AUDITOR HOURLY RATE

Amanda DiRienz moved, seconded by Cara Morris, to approve an increase in the hourly rate for William Colantano from \$125/hr. to \$135/hr. for the 2010/11 school year. Motion carried, John Romagna opposed.

NEW BUSINESS:

1. Discussion of Assembly bills A-2622 and A-2623. Richard Katz reviewed the Bills.
2. Discussion of Shared Services. Richard Katz gave update of County discussions. NHVRSD hosting- consideration for Food Services Regional Bid.
3. Race to the Top. Memo of Understanding due 5/26/10 to the County Office.

OLD BUSINESS:

1. Board of Education Retreat: no response from Diane Morris.
2. Use of Facilities Guidelines
3. A new Cobra Administrator will be needed with Health Provider change.
4. Group Healthcare Meeting was held on May 25, 2010

RESOLUTION 2009-2010: 334**ACCEPT AMERIHEALTH PROPOSAL**

Amanda DiRienz moved, seconded by John Romagna, to accept the proposal from AmeriHealth per the recommendation of Eles., Inc., health insurance broker of record, for the 7/1/10 renewal at an estimated 4% increase over current Horizon rates. Motion carried unanimously with all “ayes” by roll call vote.

PUBLIC COMMENT:

Rich D’Avanzo asked about Health Benefit savings.

RESOLUTION 2009-2010: 335**ENTER EXECUTIVE SESSION**

Amanda DiRienz moved, seconded by Cara Morris, to enter into Executive Session at 8:55 p.m for the purpose of discussing Non-CTA contracts. Motion carried unanimously with all “ayes”.

RESOLUTION 2009-2010: 336**ADJOURNMENT**

Amanda DiRienz moved, seconded by Cara Morris, to adjourn the Board Meeting at 9:49 p.m. Motion carried unanimously with all “ayes”.

Respectfully submitted,

Lisa Craft
