

## CLINTON-GLEN GARDNER BOARD OF EDUCATION

## REORGANIZATIONAL BOARD MEETING MINUTES

April 27, 2010

Board Secretary Lisa Craft 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: Amanda DiRienz, Marie Kisch, Robert Pyle, Cara Morris,

Absent: John Romagna

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

## REORGANIZATION MEETING

A. Oath of Office was administered to Robert Pyle by Lisa Craft.

## B. Election Results

Robert Pyle was re-elected for a 3 year term.

It was announced that the Budget was defeated. Yes votes for Clinton – 269, Glen Gardner – 122 totaling 391. No votes for Clinton – 326, Glen Gardner – 155 totaling 481.

## C. Nominations for President

Marie Kisch nominated Robert Pyle for Board President.

**RESOLUTION 2009-2010: 255****PYLE BOARD PRESIDENT**

Amanda DiRienz moved, seconded by Cara Morris, to approve Robert Pyle as School Board President. Motion carried unanimously with all “ayes” on roll call vote.

D. Board Secretary Lisa Craft turns meeting over to newly elected Board President, Robert Pyle.

## E. Nominations for Vice President

Robert Pyle nominated Cara Morris for the position of Board Vice President.

**RESOLUTION 2009-2010: 256****MORRIS VICE PRESIDENT**

Marie Kisch moved, seconded by Amanda DiRienz, to appoint Cara Morris as Board Vice President. Motion carried unanimously with all “ayes”

F. President announces that an email will follow designating committee members, representatives and delegates.

**RESOLUTION 2009-2010: 257****IMPLEMENT BUDGET**

Amanda DiRienz moved, seconded by Cara Morris, to authorize the Superintendent and Business Administrator to implement the 2010-2011 budget at which time the taxes have been certified. Motion carried unanimously with all ‘ayes’.

**RESOLUTION 2009-2010: 258****REQUISITION TAXES**

Amanda DiRienz moved, seconded by Cara Morris, to authorize the Business Administrator to requisition the taxes from the Town of Clinton and the Borough of Glen Gardner after resolutions have been passed by the municipalities certifying the amounts to be raised. Motion carried unanimously with all ‘ayes’.

**RESOLUTION 2009-2010: 259****INITIATE TRANSFERS**

Amanda DiRienz moved, seconded by Cara Morris, to authorize the Superintendent and the Business Administrator to initiate any line item transfers as may be necessary to facilitate any unanticipated encumbrances/expenditures that may arise between Board meetings, with disclosure to the Board at subsequent meetings. Motion carried unanimously with all “ayes”.

**RESOLUTION 2009-2010: 260****BOARD MEETINGS**

Amanda DiRienz moved, seconded by Cara Morris, to set the third Wednesday of each month as the Board Work Session, and the 4<sup>th</sup> Tuesday of each month as the Regular Business Meeting of the Board. All meetings will be held in the Clinton Public School Library at 7:30 PM. Motion carried unanimously with all “ayes”.

May 12, 2010\*(2<sup>nd</sup> Wednesday)

May 18, 2010\*(3<sup>rd</sup> Tuesday)

June 16, 2010

June 22, 2010

July 21, 2010

July 27, 2010

August 18, 2010

August 24, 2010

September 15, 2010

September 28, 2010

October 20, 2010

October 26, 2010

November 17, 2010

November 23, 2010

December 15, 2010

December 21, 2010\* (3<sup>rd</sup> Tuesday)

January 19, 2011

January 25, 2011

February 16, 2011

February 22, 2011

March 16, 2011

March 22, 2011

April 13, 2011\* (2nd Wednesday)

April 26, 2011

**RESOLUTION 2009-2010: 261  
NEWSPAPER****OFFICIAL**

Amanda DiRienz moved, seconded by Cara Morris, to approve the following publications as official newspapers: Hunterdon County Democrat, Courier News (alternate), and Express Times (alternate). Motion carried unanimously with all “ayes”.

**RESOLUTION 2009-2010: 262****LEGAL COUNSEL**

Amanda DiRienz moved, seconded by Cara Morris, to approve Paul Barger of Parker McCay as legal counsel at \$150 per hour for the 2010-2011 school year. Motion carried unanimously with all “ayes”.

**RESOLUTION 2009-2010: 263****SCHOOL AUDITOR**

Amanda DiRienz moved, seconded by Cara Morris, to approve William M. Colantano, Jr. CPA as the auditor at the maximum rate of \$125 for principal for the 2010-2011 school year. Motion carried unanimously with all “ayes”.

**RESOLUTION 2009-2010: 264      GIANFORCARO ARCHITECTS AND ENGINEERS**

Amanda DiRienz moved, seconded by Cara Morris, to approve Gianforcaro Architects and Engineers for consulting services at \$100 per hour as needed for facility projects. Motion carried unanimously with all “ayes”.

**RESOLUTION 2009-2010: 265****BROKER OF RECORD FOR MEDICAL**

Amanda DiRienz moved, seconded by Cara Morris, to name ELES, Inc. as the Board’s Broker of Record for medical insurance for the 2010-2011 school year. Motion carried unanimously with all “ayes”.

**RESOLUTION 2009-2010: 266****SCHOOL COMMERCIAL INSURANCE**

Amanda DiRienz moved, seconded by Cara Morris, to appoint G.R. Murray as our school commercial package insurance agent for 2010-2011 school year. Motion carried unanimously with all “ayes”.

**RESOLUTION 2009-2010: 267****SCHOOL PHYSICIAN**

Amanda DiRienz moved, seconded by Cara Morris, to appoint Dr. Ronald Frank, M.D. as School Physician and approve a contract in the amount of \$1,750 for the 2010-2011 school year. Motion carried unanimously with all “ayes”.

**RESOLUTION 2009-2010: 268****ATTENDANCE OFFICER**

Amanda DiRienz moved, seconded by Cara Morris, to appoint the Town of Clinton Police Chief as Attendance Officer. Motion carried unanimously with all “ayes”.

**RESOLUTION 2009-2010: 269****AUTHORIZED CHECKING ACCOUNT SIGNERS**

Amanda DiRienz moved, seconded by Cara Morris, to authorize the following signatures for depositories of the board of education. Motion carried unanimously with all “ayes”.

General Account (3 Signatures) President, Business Administrator, Treasurer

Payroll Account (1 Signature) Treasurer

Payroll Agency Account (1 Signature) Treasurer

Student Activities Account (2 Signatures) Principal, Business Administrator

Cafeteria Account (2 Signatures) Supt/Principal, Business Administrator

Unemployment Account (Any 1 Signature) Business Administrator, Treasurer

Capital Reserve (Any 2 Signatures) President, Supt/Principal, Business Administrator, Treasurer

**RESOLUTION 2009-2010: 270****APPROVED DEPOSITORIES**

Amanda DiRienz moved, seconded by Cara Morris, to designate the following banks as approved depositories, while authorizing the School Business Administrator to select the depository offering the most financially beneficial services: TD Financial, PNC Bank, Bank of America, Unity Bank, and Peapack Gladstone Bank and for Lisa Craft, Business Administrator to accept proposals from designated depositories. Motion carried unanimously with all “ayes”.

**RESOLUTION 2009-2010: 271****CURRICULUM GUIDES**

Amanda DiRienz moved, seconded by Cara Morris, to adopt the existing curriculum guides for 2010-2011 and Curriculum Evaluation Schedule (on file in Main Office). Motion carried unanimously with all “ayes”.

**RESOLUTION 2009-2010: 272****POLICY MANUAL**

Amanda DiRienz moved, seconded by Cara Morris, to adopt Clinton-Glen Gardner Board of Education Policy Manual for 2010-2011 (on file in Main Office). Motion carried unanimously with all “ayes”.

**RESOLUTION 2009-2010: 273****TEXTBOOK LIST**

Amanda DiRienz moved, seconded by Cara Morris, to adopt the textbook list for 2010-2011 (on file in Main Office). Motion carried unanimously with all “ayes”.

**RESOLUTION 2009-2010: 274****CODE OF ETHICS**

Amanda DiRienz moved, seconded by Cara Morris, to adopt the NJSBA Code of Ethics. Motion carried unanimously with all “ayes”.

**RESOLUTION 2009-2010: 275****PETTY CASH**

Amanda DiRienz moved, seconded by Cara Morris, to set the 2010-2011 petty cash account amount at \$150 and to appoint the Business Administrator as disbursing agent, funds to be reviewed by another administrator before paid. Motion carried unanimously with all “ayes”.

**RESOLUTION 2009-2010: 276****REGULAR ED. PRIVATE TUITION**

Amanda DiRienz moved, seconded by Cara Morris, to approve 2010-2011 private tuition rates at \$6,500 for first child and \$5,900 for the second child in regular education. Motion carried unanimously with all “ayes”.

**RESOLUTION 2009-2010: 277****SCHOOL FUNDS INVESTOR**

Amanda DiRienz moved, seconded by Cara, to designate the Business Administrator/Board Secretary as school funds investor for 2010-2011. Motion carried unanimously with all “ayes”.

**RESOLUTION 2009-2010: 278****PAYMENT BETWEEN BOARD MEETINGS**

Amanda DiRienz moved, seconded by Cara Morris, to authorize Business Administrator to remit payment, as deemed necessary, between scheduled Board Meetings, for financial obligations that

are contractual in nature, are considered emergency needs or are to be paid timely to avoid late fees. All such expenditures shall be approved by the Superintendent or his designee. Motion carried unanimously with all "ayes".

**RESOLUTION 2009-2010: 279****TUITION RATES**

Amanda DiRienz moved, seconded by Cara Morris, to approve the following rates for 2010-2011 school year. Motion carried unanimously with all "ayes".

Foundations	\$23,500
Summer Foundations	\$ 3,200
Preschool Disabled	\$19,500
Preschool Integrated	\$ 1,800
Summer Preschool	\$ 1,500

**RESOLUTION 2009-2010: 280****AFFIRMATION ACTION OFFICER**

Amanda DiRienz moved, seconded by Cara Morris, to appoint Richard Katz, the Superintendent/Principal, as the district Affirmation Action Officer, for the 2010-2011 school year. Motion carried unanimously with all "ayes".

**RESOLUTION 2009-2010: 281****HUNTERDON COUNTY ESC**

Amanda DiRienz moved, seconded by Cara Morris, to approve purchase of 2010-2011 general supplies through the Hunterdon County ESC Cooperative Purchasing Program. Motion carried unanimously with all "ayes" except Marie Kisch abstained.

**RESOLUTION 2009-2010: 282****OCCUPATIONAL THERAPIST**

Amanda DiRienz moved, seconded by Cara Morris, to approve Barbara Hofler as provider of Occupational Therapy services at the rate of \$80.00 per hour for the 2010/11 summer and school year programs. Motion carried unanimously with all "ayes".

**RESOLUTION 2009-2010: 283****PHYSICAL THERAPIST**

Amanda DiRienz moved, seconded by Cara Morris, to approve Sam's Kids as provider of Physical Therapy services at the summer rate of \$85.25 per hour; and an increased rate of \$88.00 per hour effective 9/1/2010. Motion carried unanimously with all "ayes".

**RESOLUTION 2009-2010: 284****WARREN COUNTY TRANSPORTATION**

Amanda DiRienz moved, seconded by Cara Morris, to participate, if deemed necessary, in the Warren County Special Services Transportation Consortium for the 2010-2011 school year. Motion carried unanimously with all "ayes".

**RESOLUTION 2009-2010: 285            HUNTERDON COUNTY ESC TRANSPORTATION**

Amanda DiRienz moved, seconded by Cara Morris, to participate in the Hunterdon County Education Services Commission Transportation Program as needed for the 2010-2011 school year. Motion carried unanimously with all “ayes” except Marie Kisch abstained.

**RESOLUTION 2009-2010: 286            SOMERSET COUNTY TRANSPORTATION**

Amanda DiRienz moved, seconded by Cara Morris, to participate in Somerset County Educational Services Commission Transportation Program as needed for the 2010-2011 school year. Motion carried unanimously with all “ayes”.

**RESOLUTION 2009-2010: 287            BOARD SECRETARY/BOARD ADMINISTRATOR**

Amanda DiRienz moved, seconded by Cara Morris, to appoint Lisa Craft as Board Secretary/Business Administrator for the 2010-2011 school year. Motion carried unanimously with all “ayes”.

**RESOLUTION 2009-2010: 288            QUALIFIED PURCHASING AGENT**

Amanda DiRienz moved, seconded by Cara Morris, to appoint the School Business Administrator as the Qualified Purchasing Agent for the 2010-2011 school year. Motion carried unanimously with all “ayes”.

**RESOLUTION 2009-2010: 289            ADDITIONAL SIGNER**

Amanda DiRienz moved, seconded by Cara Morris, to authorized Darlene Nardi to sign purchase orders, quarterly tax returns, and take minutes as needed in the absence of the Business Administrator/Board Secretary. Motion carried unanimously with all “ayes”.

**RESOLUTION 2009-2010: 290            SCHOOL TREASURER**

Amanda DiRienz moved, seconded by Cara Morris, to appoint Kathleen Olsen as the School Treasurer for the 2010-2011 school year. Motion carried unanimously with all “ayes”.

**RESOLUTION 2009-2010: 291            PUBLIC AGENCY COMPLIANCE OFFICER**

Amanda DiRienz moved, seconded by Cara Morris, to appoint Lisa Craft as the 2010-2011 Public Agency Compliance Officer for the purpose of affirmative action with public contracting. Motion carried unanimously with all “ayes”.

**RESOLUTION 2009-2010: 292**

**TAX SHELTER ANNUITIES**

Amanda DiRienz moved, seconded by Cara Morris, to approve the following Tax Shelter Annuities as approved vendors in the district 403B:

AXA Equitable  
Ameriprise  
Lincoln Financial Group  
Lincoln National Life  
Siracusa  
Valic

**RESOLUTION 2009-2010: 293**

**PRIOR RESOLUTIONS**

Amanda DiRienz moved, seconded by Cara Morris, to adopt all other resolutions still in force as policy of the Board. Motion carried unanimously with all "ayes".

**RESOLUTION 2009-2010: 294**

**ADJOURNMENT**

Amanda DiRienz moved, seconded by Cara Morris, to adjourn the re-organization board meeting at 8:15 PM. Motion carried unanimously with all "ayes".

Respectfully submitted,

Lisa J. Craft  
Business Administrator/Board Secretary

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Robert Pyle, President