

CLINTON-GLEN GARDNER BOARD OF EDUCATION

BUSINESS SESSION MEETING MINUTES

April 27, 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: Amanda DiRienz, Marie Kisch, Robert Pyle, and Cara Morris

Absent: John Romagna

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: 0

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: 295

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-

Prior to the Reorganization Meeting, the 8th Grade students presented their science projects.

ASSISTANT PRINCIPAL'S REPORT - None

CLINTON TEACHERS' ASSOCIATION (CTA) UPDATE – None

PUBLIC COMMENT

Kelly Love commented that she was sorry that the budget didn't pass and that she felt it was due to a lack of awareness.

PERSONNEL REPORT

RESOLUTION 2009-2010: 296

APPROVE PERSONNEL MOTIONS

Marie Kisch moved, seconded by Cara Morris, 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.
Grade 1 Long-Term Substitute	Dana Frey	\$46,742 (paid per diem)	Step B (0-1 Y of E)	4/15/10	#4
K Care Aide (2:00-3:00)	Laurie Scanniello	\$12.75		4/28/10	
Social Studies Curriculum Writing (K-4)	Evelyn Ferro	\$35/hr at a maximum of 15 hours		4/27/10	
	Elizabeth Hedden	\$35/hr at a maximum of 15 hours		4/27/10	

RESOLUTION 2009-2010: 297

APPROVE SUMMER PERSONNEL

Marie Kisch moved, seconded by Cara Morris, to approve the following staff members for 2010 summer sports camp positions listed below. Motion carried unanimously with all "ayes".

Summer Sports Camps	Name	Rate/Salary	Effective
Baseball			6/22/10

Soccer Boys Basketball All-Sports	Tim Bidwell	\$39/hr or \$780 per camp			
Baseball Softball Soccer Basketball (G&B) All-Sports	Joe Harris	\$39/hr or \$780 per camp		6/22/10	
Girls Basketball	Tracy Palomba	\$39/hr or \$780		6/22/10	
Volleyball	Sue Penn	\$39/hr or \$780		6/22/10	

RESOLUTION 2009-2010: 298**ELIMINATE POSITIONS**

Cara Morris moved, seconded by Amanda DiRienz, to eliminate the positions listed below, of the employees due to a reduction in force. Motion carried unanimously with all “ayes”

- Elementary Teachers
 - Janine Hueston
- Administrative Assistant (1.0)
 - Janet O’Connor .5
 - Pat Leone .5
- Library Aide
 - Laurel Kelly
- Regular Education Instructional Aide
 - Tara Hoey
- Lunch Aides
 - Laurie Scaniello
 - Tiffany Meyers

RESOLUTION 2009-2010: 299**APPROVE REDUCTION IN FORCE**

Amanda DiRienz moved, seconded by Cara Morris to approve a reduction in force for positions of all non-tenured teachers, listed below, due to budget concerns and the assignment of teaching staff for the 2010-2011 school year. Motion carried unanimously with all “ayes”

- Elementary Teachers
 - Jamie Friedel
 - Robert Adase
 - Evelyn Ferro
 - Susan Haney
 - Hailey McGavisk
- Teacher of Art
 - Danielle Kotopoulos

- Teacher of Spanish
 - Lisa Obara
- Learning Disabilities Teacher Consultant
 - Mary Jennifer Warren Walsh

**RESOLUTION 2009-2010: 300
RESIGNATION**

ACCEPT RANDAZZO

Marie Kisch moved, seconded by Amanda DiRienz, to accept the resignation of Nancy Randazzo, lunch aide, effective March 28, 2010. Motion carried unanimously with all “ayes”.

RESOLUTION 2009-2010: 301

ACCEPT ROZYCKI RESIGNATION

Cara Morris moved, seconded by Amanda DiRienz, to accept, with regret, the resignation of Susan Rozycki, teacher, effective May 31, 2010. Motion carried unanimously with all “ayes”.

RESOLUTION 2009-2010: 302

DESIGNATE GRAFFIS LEAVE

Marie Kisch moved, seconded by Cara Morris, to designate the leave of absence for Michele Graffis as both a Federal and NJ Family Medical Leave entitlement for the care of a family member. Notice was provided on April 7, 2010 that the leave will begin on April 12, 2010 with medical coverage continued through September 1, 2010. Motion carried unanimously with all “ayes”.

CURRICULUM, INSTRUCTION, ASSESSMENT, & TECHNOLOGY

RESOLUTION 2009-2010: 303

AUTHORIZATION: INTENT TO HIRE

Marie Kisch moved, seconded by Cara Morris, to authorize Superintendent/Principal, Richard Katz, to offer employment via a “Letter of Intent” to candidates for vacancies between regularly scheduled Board of Education Meetings. The Superintendent/Principal is required to “straw poll” all members of the Personnel Committee to discuss the candidate, qualifications, salary requirements, and references. Candidates who receive three “individual approvals” will be placed on the next agenda for formal hire. Should any aspect of this process not be followed, the “Letter of Intent” is void as of midnight on the calendar date of the Board of Education Meeting. This authorization will be removed at the first Board of Education Meeting in May, 2010, where the district will return to its regular process. Motion carried unanimously with all “ayes”.

RESOLUTION 2009-2010: 304

ADOPT TECHNOLOGY PLAN

Cara Morris moved, seconded by Amanda DiRienz, to adopt the Clinton-Glen Gardner Three Year Technology Plan for 2010-2013.

RESOLUTION 2009-2010: 305

PROFESSIONAL DEVELOPMENT

Amanda DiRienz moved, seconded by Marie Kisch, to adopt the Clinton-Glen Gardner Professional Development Plan for 2010-2011. Motion carried unanimously with all “ayes”.

POLICY

RESOLUTION 2009-2010: 306

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
6471	School District Travel	<i>M</i>	<i>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</i>	1st reading Note: This policy had been approved on 2nd reading in March 2010

			<i>programs and services currently being delivered or soon to be implemented in the school district, or related to school district operations;</i>	
8500	Food Service		<p><i>The Board shall provide food service facilities for the consumption of food on school premises.</i></p> <p><i>The operation and supervision of the food services program shall be the responsibility of the School Business Administrator.</i></p> <p><i>The district shall participate in the Federal Child Nutrition Program.</i></p> <p><i>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.</i></p> <p><i>This revision removes languages that the Board will encourage students to purchase lunches from the food service.</i></p>	1st Reading
9321	Fingerprinting Pupils		<p><i>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.</i></p> <p><i>The Board will make school facilities available for the fingerprinting of children by law enforcement officers. Language revisions clarify that the school is not required to fingerprint, but will cooperate with local authorities for voluntary fingerprinting.</i></p>	1st Reading
6660	Student Activity Fund	<i>M</i>	<p><i>Sets forth the procedures for the collection, disbursement and accounting of student activity funds.</i></p> <p><i>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</i></p>	1st Reading

			activity funds are maintained under the jurisdiction of the Board of Education and are under the supervision of the School Business Administrator/Board Secretary	
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>	1st Reading
2431	Athletic Competition	<i>M</i>	<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>	1st 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 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</p>	1st Reading

			<i>the damage. 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.</i>	
<i>Bylaw 0163</i>	Quorum		<i>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 a quorum, except when the Doctrine of Necessity is invoked.</i>	<i>1st Reading</i>

GENERAL INFORMATION: BUSINESS ADMINISTRATOR'S REPORT

Aramark Report

RESOLUTION 2009-2010: 307

BOARD MINUTES

Amanda DiRienz moved, seconded by Cara Morris, to approve the Board of Education Meeting minutes from the March 3, 2010 Work Session and March 10, 2010; March 18, 2010; March 22, 2010; and March 26, 2010 Business Sessions. Motion carried unanimously with all "ayes".

RESOLUTION 2009-2010: 308

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 \$286,144.12 for February 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: 309

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: | \$ 758,255.73 |
| 2. | Cafeteria Account: | \$ 11,649.07 |

RESOLUTION 2009-2010: 310**ACCOUNT BALANCES**

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

Checking Account Balances for February 2010:

- | | | |
|----|---------------------|--------------|
| 1. | Student Activities: | \$31,703.10 |
| 2. | Cafeteria: | \$33,511.52 |
| 3. | Payroll Agency: | \$ 4,267.09 |
| 4. | Unemployment: | \$ 11,245.88 |

RESOLUTION 2009-2010: 311**TRANSFERS**

Amanda DiRienz moved, seconded by, Cara Morris, to approve transfers in the amount of \$9,068.16 for the month of March, 2010. Motion carried unanimously with all “ayes”.

Transfers were needed for Facility Maintenance, and substitute allocations.

RESOLUTION 2009-2010: 312**AMEND 2009/10 BUDGET**

Amanda DiRienz moved, seconded by, Cara Morris, to amend the 2009/10 budget for an increase in Special Education Tuition as follows:

Account 10-1300 – Tuition Revenue \$15,000
 Account 11-000-217-106 – Personal Aide \$7,500
 Account 11-214-100-101 – Foundation Salaries \$7,500

Motion carried unanimously with all “ayes”.

CORRESPONDENCE

1. Letter from CPSPIE President Molly Naughton.

NEW BUSINESS:

1. Board of Education Retreat

2. Building Use Policy

OLD BUSINESS:**RESOLUTION 2009-2010: 313****MODIFY 2010-2011 CALENDAR**

Amanda DiRienz moved, seconded by Cara Morris, to modify the previously adopted 2010-2011 School Year calendar so that spring break be scheduled for April 18-25. Motion carried unanimously with all “ayes”.

1. 2010-2011 Budget:

- Meeting on May 5th with Councils. Richard Katz, Lisa Craft, Robert Pyle and John Romagna will attend.
- Public Town Council Meetings are Town of Clinton, May 11 and Borough of Glen Gardner, May 18.
- Post Meetings so those interested may attend.

PUBLIC COMMENT:

Kelly Love inquired about the budget procedure after the defeat.

Richard Katz explained the defeated budget process.

RESOLUTION 2009-2010: 314**ENTER EXECUTIVE SESSION**

Marie Kisch moved, seconded by Amanda DiRienz, to enter into Executive Session at 8:45 p.m for the purpose of discussing Health Benefits and Negotiations. Motion carried unanimously with all “ayes”.

RESOLUTION 2009-2010: 315**ADJOURNMENT**

Amanda DiRienz moved, seconded by Cara Morris, to adjourn the Board Meeting at 9:30 p.m. Motion carried unanimously with all “ayes”.

Respectfully submitted,

Lisa Craft
Business Administrator/Board Secretary

Robert Pyle, President