



Clinton-Glen Gardner Board of Education

Tuesday, April 23, 2013

7:00 pm, CPS Library/Media Center

BUSINESS SESSION MEETING AGENDA

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

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. Reception for Mary Ellen Bowlby – Educational Services Professional of the Year

5. Monthly School Data:

A. Enrollment Data Report (Attachment #1)

B. Student Suspensions:

i. In-School Suspensions: 1

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.

6. Superintendent/Principal's Report

7. Public Comment

8. Personnel

A. Motion: To approve a Federal Family Medical Leave for Tom Larkin (PCN 24) beginning May 20, 2013 through June 19, 2013. (Attachment #4)

B. Motion: To approve the payment of 15 hours at the rate of \$37 per hour to Tom Larkin for the completion of agreed upon teacher responsibilities completed while on leave. This includes maintenance of the class grade book, completion of report cards, and end of year classroom clean up responsibilities.

C. Motion: To approve the listed personnel appointments and positions for 2013-14.

a. Creation of Positions for the 2013-14 School Year

Position	PCN	FTE	Description
Kindergarten	7	.5 Increase	Full Day K
Kindergarten	8	.5 Increase	Full Day K

b. Current Teaching Staff FTE Changes & Assignment Transfers

Teacher	From	PCN	FTE	To	PCN	FTE
<i>Pam Lorenson</i>	<i>Grade 3</i>	<i>14</i>	<i>1.0</i>	<i>BSI</i>	<i>54 & 103</i>	<i>1.0</i>
<i>Tracy Reinhardt</i>	<i>BSI</i>	<i>104</i>	<i>.5</i>	<i>Kindergarten</i>	<i>7</i>	<i>1.0</i>
<i>Tracy Palomba</i>	<i>Middle School</i>	<i>27</i>	<i>1.0</i>	<i>BSI</i>	<i>104</i>	<i>.5</i>
<i>Lauren Gallagher</i>	<i>Kindergarten</i>	<i>8</i>	<i>.5</i>	<i>Kindergarten</i>	<i>8</i>	<i>1.0</i>

c. New Appointment

Position	Name	Rate/Salary
0.5 FTE , PCN 56 Basic Skills Teacher	Susan Haney	\$28,276 BA (11 YOE)

d. Tenure Recommendation

Name	Position
Jennifer Russo	Spanish Teacher FTE .5, PCN 44
Suzanne Lauricella	Art Teacher FTE 1.0, PCN 38

e. Tenured and Non-Tenured Teaching Staff (**Attachment #11**)

vi. Administrative Staff, Child Care Director and Technology Coordinator; for Business Administrator approval is pending the Hunterdon County Office contract review and approval.
(Attachment #12)

f. Substitute Teachers (**Attachment #13**)

D. Motion: To approve the following staff member for the listed position for the 2013-14 school year:

Position	Name	Rate/ Salary	Effective
Substitute Nurse	Rebecca DiMemmo	\$110.00 per diem	

E. Motion: To approve the following observation for the 2013-14 school year:

Position	Name
High School Student Career Shadowing	Samantha Schorr

F. Motion: To approve the following staff member for the 2013-14 school year for the following stipend position:

Position	Name	Rate/Salary
Supervisor of Special Services	Jenine Kastner	\$13,260

G. Motion: To approve the following staff members for the 2013-14 school year for the following stipend positions:

Position	Name	Rate/Salary
Golf Club	Mary Bulger	\$866
Peer to Peer (2)	Sue Penn Tim Bidwell	\$1,135 each
3 rd Grade Musical Assistant Director(s)	Laurie Ruch	\$866
4 th Grade Musical Director	Laurie Ruch	\$866
4 th Grade Musical Assistant Director(s)	Lisa Rizzi (0.5) Evelyn Ferro (0.5)	\$866 shared
Spring Musical Director	Laurie Ruch	\$3,414

Spring Musical Assistant Director (3)	Kelly DeJesus Donna Zaugg Lisa Rizzi (0.5) Suzanne Lauricella (0.5)	\$1,131 \$1,131 \$1,131 shared
Student Council 5-6	Denise Grimm	\$1,135
Student Council 7-8	Jessica Latanzio Crespo	\$1,135
Aim High (2)	Jenine Kastner	\$866 each
Intervention & Referral Services Committee	Heather Alvarez Amy Kagan Sue Penn Mary Ellen Bowlby Susan DeSapio Denise Grimm	\$866 each
Middle School Coordinator	Jessica Latanzio Crespo	\$5,000
Team Leaders K-2 3-4 5-8 Special Area Special Education	Kelly DeJesus Jamie Friedel Jessica Latanzio Crespo Barbara Shaffer Tim Bidwell Judy Liptak	\$866 each
Character Education Coordinator (2)	Heather Alvarez Sue Penn	\$1,135 each
Athletic Director	Joe Harris	\$2,247
Boys' Soccer Coach	Tim Bidwell	\$1,878
Girls' Soccer Coach	Amy Santacross	\$1,706
Volleyball Coach	Sue Penn	\$1,878
Boys' Basketball Coach	Tim Bidwell	\$3,414
Baseball Coach	Tim Bidwell	\$1,878
Softball Coach	Amy Santacross	\$1,878

H. Motion: To approve the following staff members for the following summer 2013 positions:		
Position	Name	Rate/Salary
Powerschool Scheduling and Updating	Kathi Savarese	(not to exceed 30 hours) \$37 per hour
Scheduling (Grades 5-8)	Barbara Shaffer	(not to exceed 25 hours) \$37 per hour
Health Office Records and Information Preparation	Mary Ellen Bowlby	(not to exceed 20 hours) \$37 per hour
Preparation for K-Care/Child Care	Martie Orlando	\$37/hr (not to exceed 20 hours)
Office/Clerical Assistance	Debbie Herold Barbara Plundeke	\$15.56/hr (not to exceed 60 combined total hours)

I. Motion: To approve the following staff members for the following 2013-14 curriculum/committee positions:

Position	Name	Rate/Salary
Social Studies	Thomas Larkin	\$37 per hour (not to exceed 25 hours)
Crisis Management Committee	Jenine Kastner Heather Alvarez Amy Kagan Sue Penn Mary Ellen Bowlby Kelly DeJesus	\$37 per hour (not to exceed 15 hours each)
Report Card Revisions (K-4)	Elizabeth Hedden Kelly DeJesus Jamie Friedel Tracy Reinhardt	\$37 per hour (not to exceed 5 hours each)
Character Education Program Development	<u>10 Hours Each</u> Heather Alvarez Sue Penn <u>6 Hours Each</u> Mary Ellen Bowlby Suzanne Lauricella Jamie Friedel Tracy Reinhardt	\$37 per hour

J. Motion: To approve the following staff members for 2013 Extended School Year positions:

Position	Name	Rate/Salary
Foundations Teacher	Carolyn Schorr	\$40 per hour
K-3 Teacher	Karen Brownell	\$40 per hour
Preschool Teacher	Lisa Rizzi	\$40 per hour
School Nurse	Mary Ellen Bowlby	\$40 per hour
Speech and Language Therapist	Camille Reilly	\$77 per hour
Behaviorist	Heather Alvarez	\$77 per hour
Paraprofessionals	Janet Traphagen Kelly DeJesus Laurel Kelly Margaret Blickenderfer Megan Sheenan	\$15.56 per hour
Substitute Teacher	Joe Harris Tracy Palomba Denise Rella Ashley Hoffman Jennifer Merrigan	\$40 per hour

K. Motion: To approve the following staff members for the following 2013 Summer Sports Camps positions:

Summer Sports Camps	Name	Rate/Salary
Summer Sports Camp Coordinator	Joe Harris	\$1,547
Baseball Soccer Basketball (G&B) All-Sports	Tim Bidwell Joe Harris	\$40 per hour
Volleyball	Sue Penn	\$40 per hour
Substitutes	Jennifer Merrigan	\$40 per hour

Ø Vacancies:

- Chess Club
- Aim High (1)
- Science Club
- 3rd Grade Musical Director
- Yearbook
- Cross Country Coach
- Girls' Basketball Coach
- Cheerleading Coach
- Report Card Revision Committee (1)
- Character Education Program Development (1)

9. 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	Event Cost	Substitute Pay	Total Cost
Practical Ideas to Differentiate Your Writing Instruction	04/24/2013	Lauren Gallagher	\$195	\$42.50	\$237.50
Timesaving Math Work Stations to Practice and Reinforce the Common Core Mathematics Standards	05/07/2013	Lauren Gallagher	\$219	\$42.50	\$261.50
2013 NJSHA Convention	04/25/2013 04/26/2013	Susan DeSapio Camille Reilly	\$275 each	\$0.00	\$550.00
NJASBO Annual Conference	06/05/2013 06/06/2013 06/07/2013	Lisa Craft	\$150 \$200	\$0.00	\$350.00

			lodging		
The Orton Gillingham Classroom Reading and Writing Perfect Together Training	05/28/2013	Carolyn Schorr Judy Liptak Alex Jordan Maria Buniva Jean Maksymovich Jeanne Steinberg Lisa Rizzi AnneMarie DeSavino Sue DeSapio Tracy Reinhardt Denise Grimm Pam Lorenson	\$40 each (max. cost)	\$85.00 \$85.00 \$85.00 \$85.00 \$85.00 \$85.00 \$85.00 \$85.00 \$85.00 \$42.50 \$85.00	\$1287.50

B. Field Trips

Motion: To approve the following requests for field trips as listed:

Date	Grade	Destination	Cost per person
April 2013	Third Grade	Clinton Town	\$0.00
May 2013	Various Track Students	North Hunterdon High School	\$0.00
May 2013	1st Grade	Conley School	\$2.50
June 2013	Third Grade	Red Mill Museum	\$10.00
June 2013	1st Grade	Lakota Wolf Preserve	\$6.50

Motion: To approve the elimination of the preschool disabilities resource program. (Attachment #5)

Note: This program was previously eliminated when the integrated class was created, but required official Board action.

Motion: To approve the alternate method of compliance in accordance with N.J.A.C. 6A:26-6.3(h)4ii by providing toilet rooms adjacent to or outside the classroom in lieu of individual toilet rooms in each classroom. Our school children shall be supervised through a paraprofessional at all times. This request has been approved by the Hunterdon County office of the Department of Education.

10. Policy

11. General Information: Business Administrator's Report

A. Monthly Minutes and Financial Approval

Motion: To approve the Minutes and monthly financial transactions and reports items 1-5.

1. Approval of Board of Education Minutes from the March 5, 2013 Special Budget and Executive Sessions; the March 20, 2013 Work and Executive Sessions; and the March 26, 2013 Business and Executive Sessions. (Attachment #6A, 6B, 6C)

2. Certification of the Secretary's and Treasurer's Reports that the cash receipts, cash expenditures, and cash balances in the 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 2012-2013 school year. (Attachment #7A, 7B)

i. February, 2013 \$ 924,084.14

3. Approval of the Bill List in the specified amounts. (Attachment #8)

i. General Account: \$ 781,841.82
 ii. Cafeteria Account: \$ 11,613.59

Note: The final Bill List will not be available until the Business Meeting.

4. Checking Account Balances – February, 2013

i. Student Activities: \$28,144.47
 ii. Cafeteria: \$34,978.02
 iii. Payroll Agency: \$85,496.45
 iv. Unemployment: \$66,474.53

5. Transfers and Amendments in the amount of \$12,321.27 and \$0 respectively for the month of March, 2013. (Attachment #9)

B. Motion: To approve the listed Choice Students for 2013-14.

District to Attend	Number of Students Enrolled	Grades
Clinton Township	2 students	8 th Grade (2)
Alexandria Township	1 student	8 th Grade

C. Motion: Authorization to proceed with bidding for West Wing Window Replacement and Gymnasium Wing Hot Water Heater Replacement

D. Motion: Authorization to issues Request for Proposals for Food Service Management Companies for 2013-14.

12. Correspondence

13. New Business

14. Old Business

a. District Goals Update

b. School Choice **(Attachment #10 revised)**

Motion: To approve the submission of the Inter-district Public School Choice Application to begin participation in the 2014-15 school year.

15. Public Comment

16. Executive Session

Call for Motion to adjourn to Executive Session in accordance with the Sunshine Law, Chapter 231, P.L.1975, to discuss matters listed below. The matters discussed will be made public if and when the circumstances requiring confidentiality no longer exist; however, it is not presently known when such circumstances will exist.

Ø Paraprofessional Association Contract Negotiations

Ø Pritchard Industries Custodial Contract

17. Adjournment