



Clinton-Glen Gardner Board of Education

Tuesday, June 19, 2012

5:00 pm, CPS Library/Media Center

BOARD RETREAT & BUSINESS SESSION 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. Annual School Board Retreat - NJSBA Field Representative
5:00 to 7:00 p.m.

- a. Board Evaluation
- b. Goal Setting
- c. Ethics Training

5. Monthly School Data:

- a. Enrollment Data Report **(Attachment #1)**
- b. Student Suspensions:
 - i. In-School Suspensions: 0
 - 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 the following staff member for the 2012-2013 School Year:

Position	Name	Rate/Salary
Special Education Paraprofessional (0.5 FTE)	Laurel Kelly	\$11,597

B. Motion: To approve the following staff members for 2012 summer work:

Position	Name	Rate/Salary	Effective
Powerschool Scheduling and Updating	Kathi Savarese	In accordance with CTA agreement (not to exceed 30 hours)	7/1/12
Scheduling (Grades 5-8)	Barbara Shaffer	In accordance with CTA agreement (not to exceed 25 hours)	7/1/12
Health Office Records and Information Preparation	Mary Ellen Bowlby	In accordance with CTA agreement (not to exceed 20 hours)	7/1/12
Preparation for K-Care/Child Care	Martie Orlando	\$36/hr (not to exceed 20 hours)	7/1/12
Office/Clerical Assistance	Debbie Herold Barbara Plundeke	\$15.26/hr (not to exceed 60 combined total hours)	7/1/12
Library Media Center Inventory	Cathy Ahart	In accordance with CTA agreement (not to exceed 25 hours)	7/1/12
Summer Custodial Work	Michael Bonavita Ashley Zenerovitz	\$7.25/hr	6/20/12

C. Motion: To approve the following staff member for 2012 Extended School Year position:

Position	Name	Rate/Salary
Teacher (K-3)	Karen Brownell	In accordance with CTA Agreement
Paraprofessional	Margaret Blickenderfer	\$15.26/hr

D. Motion: To approve the following staff members for the 2012-13 school year for the following curriculum writing and hourly work positions:

Position	Name	Rate/Salary
21st Century Life and Career Curriculum	Barbara Shaffer Jessica Crespo	In accordance with CTA Agreement (20 Hours Each)
Crisis Management Committee	Mary Ellen Bowlby Amy Kagan Susan Penn Kelly DeJesus Heather Alvarez	In accordance with CTA Agreement (20 Hours Each)

E. Motion: To approve the following staff members for 2012 summer work:

Position	Name	Rate/Salary
Leveled Library Committee	Denise Grimm Elizabeth Hedden	In accordance with CTA Agreement (20 Hours Each)

F. Motion: To approve the following staff member for the 2012-13 school year:

Position	Name	Rate/Salary
Substitute Teacher	Kalyn McHenry	\$85/diem

G. Motion: To final approve the following Administrative Contract with approval received on May 18, 2012 from the Hunterdon County ECS.

Position	Name	Salary	Term of Contract
School Business Administrator	Lisa Craft	\$105,751	07/01/12 - 06/30/12

H. Motion: To acknowledge Dr. Katz on the achievement of the performance goals, as listed, and approve merit pay in accordance with his contract:

- Goal #1: To develop a district communication strategy.
- Goal #2: By 2012, align all areas of the curriculum with the 2009 NJ Core Curriculum Content Standards and/or the National Common Core State Standards.
- Goal #3: To establish a consistent and systematic implementation of new curricula, instructional strategies and district philosophy in every classroom.

- Vacancies
 - Co-Curricular Stipend
 - Chess Club
 - Student Council 5-6
 - Yearbook
 - Aim High (1)
 - Curriculum Writing
 - Math Common Core Grades 6-8

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	Board Member	Event Cost	Substitute Pay	Total Cost
What's New in School Health Services	06/08/2012	MaryEllen Bowlby		\$0.00	\$110.00	\$110.00

b. Common Core Math Curriculum Adoption (Grades 3-5)

Motion: To adopt the Common Core Math (Grades 3-5) curriculum management system document (rewritten during the 2011-2012 school year) (**Attachment #4**):

c. District Professional Development Plan

Motion: To approve the Clinton-Glen Gardner Professional Development Plan for 2012-2013 (**Attachment #5**)

10. Policy

a. **Motion:** To approve the listed First and Second Readings and Adopt or Repeal the Policies and By Laws with Second Readings.

#	TITLE	M	SUMMARY	ACTION
0132	Executive Authority		Establishes that Superintendent is the executive officer and is a non-voting member of the Board. Also gives Superintendent the right to prepare regulations which are not inconsistent with policy, and gives Board the right to overrule regulations by a majority vote.	2 nd Reading
0143	Board Member Election and Appointment		Provides that election and appointment will be held in compliance with the law and codifies the current rules on filling a Board vacancy.	2 nd Reading
0145	Board Member Resignation and Removal		Defines, in accordance with the law, termination conditions for a Board member.	2 nd Reading

0146	Board Member Authority		Codifies that a Board member does not individually possess the authority to speak for the Board except as authorized by Policy 9120. Requires a Board member making a formal expression of opinion (letters to editor, etc.) that his/her opinion does not necessarily represent that of the Board.	2 nd Reading
0151	Organization Meeting		Provides for an annual organization meeting to be held in the first or second week of January at which time a President and Vice-President will be elected.	2 nd Reading
0152	Board Officers		Provides that a President and Vice-President are elected by majority via a verbal roll call and if the office becomes vacant the Board will fill the vacancy within 30 days.	2 nd Reading
0155	Board Committees		Formalizes that we will have two standing committees (Policy and Negotiations) and that other Committees may be formed on an ad-hoc basis by either the President or a majority of Board members.	2 nd Reading
0164	Conduct of Board Meetings		Formalizes timing of agendas and conduct of meetings via parliamentary procedure.	2 nd Reading
0167	Public Participation in Meetings		Defines how public participation will be included in the meeting, limits comments to 5 minutes per person	2 nd Reading
2361	Acceptable Use of Computer Networks/Computers and Resources	M	Federal Communications Commission (FCC) released an order that requires school districts to update their acceptable use Policy. The Policy needs to state that we are "educating minors about appropriate online behavior, including interacting with other individuals on social networking sites and in chat rooms and cyberbullying awareness and response.	2 nd Reading

2431	Athletic Competition (Revised)	M	New Jersey State Interscholastic Athletic Association's (NJSIAA) recent policy revision stating a Board of Education is not required to allow a child educated elsewhere than at school to participate in curricular and extracurricular activities or sports activities. Several other revisions are provided as well.	2 nd Reading
7510	Use of School Facilities (Revised)		These new Guides were mandated that provides immunity to school districts for the injury or death of a person due to the action or inaction of persons employed by or under contract with a youth sports team organization that operates on school grounds provided the organization provides proof of a specific level of liability insurance and a statement of assurance the organization will comply with the district's Policy and Regulation 2431.4. The immunity from liability provisions of N.J.S.A. 18A:40-41.5 are required to protect all school districts that permit youth sports team organizations to use its school facilities.	2 nd Reading

11. General Information: Business Administrator's Report

a. Approval of Board of Education Minutes as follows (Attachment #7A, 7B)

Motion: To approve the Board of Education Meeting minutes from the May 9, 2012 Work and Executive Sessions; and the May 15, 2012 Business and Executive Sessions.

b. Secretary's and Treasurer's Reports (Attachments #8A, 8B)

- i. April, 2012 \$ 1,011,506.44

Motion: To approve the above referenced Secretary's and Treasurer's report as the cash receipts, cash expenditures, and cash balances in the above 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 2011-2012 school year.

c. Bill List (Attachment #9)

- i. General Account: \$879,579.09
- ii. Cafeteria Account: \$ 10,468.50

Motion: To approve the payment of the bills in the above-specified amounts.

d. Checking Account Balances –April, 2012

- i. Student Activities: \$44,899.25
- ii. Cafeteria: \$54,141.07
- iii. Payroll Agency: \$39,103.89
- iv. Unemployment: \$65,802.69

Motion: To approve the balances of the above specified amounts.

e. Transfers (Attachment #10)

Motion: To approve Transfers and Amendments in the amount of \$ for the months of May, 2012.

f. Reserve Deposits

Reserve Account	Current Account Balance	Deposit Maximum
Maintenance Reserve	\$20,000	\$45,000
Emergency Reserve	\$36,547	\$38,349
Capital Reserve	\$10,670	TBD

Motion: To approve maximum deposit amounts to the Maintenance Reserve, Emergency Reserve, and Capital Reserve as listed for the 2011-12 school year.

g. OT/PT Services for 2012-13

School	Vendor	Hourly Rate	Contract Duration
Clinton Public	Sam's Kids	\$78/hour	07/01/12-06/30/12
The Midland School	Pediatric Workshop	\$86/week	07/01/12-06/30/12

Motion: To approve the Occupational and Physical Therapy Service Contracts for the 2012-13 as listed.

h. Special Education Tuition 2012-13 for CPS Students Sent Out of District

School to Attend	Tuition Cost	Contract Duration
Celebrate the Children	\$62,000	09/01/12 to 06/30/12
The Midland School	\$52,180	07/01/12 to 06/30/12
Developmental Center for Children & Families	2 students @ \$4,450 plus \$2,200 Aide = \$13,300	07/01/12 to 08/31/12

Motion: To approve Tuition Contracts for out of district placements as listed.

i. Special Education Tuition 2012-13 for Students Received from Other School Districts

Resident District	Tuition Revenue	Contract Duration
Califon	3 students @ \$1,500 plus Related Services	07/01/12 to 08/30/12

Motion: To accept the placement of 3 Califon Preschool students and approve the Contracts as listed.

j. Choice Student Applications for 2012-13

District to Attend	Number of Students Enrolled	Grades
Clinton Township	3 students	3 rd , 4 th , & 8 th (one family)
Alexandria Township	1 student	7 th Grade
Lebanon Borough	1 student	1 st Grade

Motion: To acknowledge notice of enrollment of Choice Students as listed.

k. HCESC Transportation Contract for Glen Gardner Routes

Route Name	Annual Cost
GG1	\$36,112.23
GG2	\$36,112.23
GG3	\$36,112.23
GG4	\$36,112.23
GG6	\$10,821.93
Fee for Route Coordination	\$2,500.00

Motion: To approve a Transportation Contract with HCESC for the Glen Gardner Routes for the 2012-13 school year as listed.

l. Maintenance Vendors -Hourly Rate Approvals 2012-13

Maintenance Contractor	Hourly Rate	Service
Jurin Roofing	\$72/hour	Roof
Cintas Fire	\$95/hour	Fire Alarm System
Manner Plumbing	\$87.55/hour	Plumbing
Mack Industries	\$87/hour	Boilers

Motion: To approve hourly rates for various maintenance contracts for the 2012-13 school year as listed.

m. Computer Equipment Donation

Motion: To donate to the Urban Renewal Corporation computer equipment that has been deemed unusable to CPS due to disrepair or obsolescence, as recommended by the Technology Coordinator.

n. Food Service Management Company Contract Renewal

Motion: To approve the contract renewal (Year 4) with Maschio's Food Service for the 2012-13 school year at the annual management fee of \$7,547 with a profit guarantee of **\$3,000**.

o. Lunch Price

Motion: To increase the school lunch price **from \$2.50 to \$2.60** for the 2012-13 school year to accommodate the additional labor and food costs associated with the new standards of nutrition adopted by the National School Lunch Program.

p. **Health Benefit Plan- Age 26 Implementation**

Motion: *To approve Dependents to Age 26 implementation within the district's Horizon Health Benefit Plan as provided by the underwriter at Horizon.*

12. Correspondence

- a. Letter from Jeff Scott, Interim County Superintendent/ECSBA approving the employment contract for Lisa Craft, SBA, for the term 07/01/12 to 06/30/12. **(Attachment #11)**
- b. Letter from Sallee Lord, County Chairperson, with regard to approval of our District Professional Development Plan. **(Attachment #12)**

13. New Business

14. Old Business

- a. Recommendation for Teacher Evaluation Model

Motion: *To approve the Charlotte Danielson Framework as our model for teacher evaluations in compliance with Excellent Educators for New Jersey (EE4NJ). This approval allows for the purchase of related software, licensing, training and other related costs.*

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.

17. Adjournment