

**CLINTON-GLEN GARDNER BOARD OF EDUCATION****BUSINESS SESSION MEETING MINUTES**

March 27, 2012

Robert Pyle called the meeting together at 7:00 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, Cara Morris, Amanda DiRienz, Patricia Cooper and Margaret Layding

**Also Present:** Richard Katz, Superintendent/Principal  
Lisa Craft, Business Administrator

**STUDENT PRESENTATION:**

Mrs. Russo presented Spanish educational videos made by her students.  
Mrs. Lauricella presented her art students.

**GENERAL INFORMATION: MONTHLY SCHOOL DATA**

- A. Enrollment Data Report
- B. Student Suspensions:
  - In-School Suspensions: 2
  - 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 2011-2012: 173****ACCEPT SCHOOL DATA REPORTS**

Cara Morris moved, seconded by Patricia Cooper, to accept the monthly school data reports. Motion carried unanimously with all "ayes".

**SUPERINTENDENT/PRINCIPAL'S REPORT:**

Black Potatoe Event update

**CLINTON TEACHER'S ASSOCIATION (CTA) UPDATE:**

Mrs. Hedden and Mrs. Friedel were present to give a report on grade level activities.

**PUBLIC COMMENT:** None

**PERSONNEL REPORT**

**RESOLUTION 2011-2012: 174**

**APPROVE STIPEND POSITION**

Amanda DiRienz moved, seconded by Patricia Cooper, to approve the following staff member for the 2011-12 school year for the stipend below. Motion carried unanimously with all "ayes" by roll call vote.

Position	Name	Rate/Salary
Girls Softball Coach (0.5)	<b>Amy Santacross</b>	<b>In accordance with CTA agreement</b>

**RESOLUTION 2011-2012: 175**

**AMEND PRIOR STIPEND APPROVAL**

Cara Morris moved, seconded by Amanda DiRienz, to amend prior approval for the following staff member for the 2011-12 school year for the stipend below. Motion carried unanimously with all "ayes" by roll call vote.

Position	Name	Salary
Girls Softball Coach (0.5)	<b>Jamie Friedel</b>	<b>In accordance with CTA agreement</b>

**RESOLUTION 2011-2012: 176****APPROVE STAFF MEMBERS**

Margaret Layding moved, seconded by Patricia Cooper, to approve the following staff members for the 2011-12 school year for the listed positions below. Motion carried unanimously with all "ayes" by roll call vote.

Position	Name	Rate/ Salary	Effective
Special Education Paraprofessional	<b>Posting Closes 3/26 and candidate will be presented at the meeting</b>		<b>3/27/12</b>
Substitute Teachers	<b>Jennifer Frohlich Snider Brittany Whittemore Jenna Crincoli</b>	<b>\$85 per diem</b>	<b>03/27/12</b>

**RESOLUTION 2011-2012: 177 APPROVE COORDINATOR JOB DESCRIPTION**

Cara Morris moved, seconded by Robert Pyle, to approve the Character Education Coordinator Job Description as shown in attachment. Motion carried unanimously with all "ayes" by roll call vote.

**CURRICULUM, INSTRUCTION, ASSESSMENT, & TECHNOLOGY****RESOLUTION 2011-2012: 178****STAFF DEVELOPMENT**

Amanda DiRienz moved, seconded by Patricia Cooper, to approve the following requests 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
<b>IEP Development and Implementation</b>	<b>03/30/12</b>	<b>Heather Alvarez Jenine Kastner Amy Kagan</b>		<b>\$0.00</b>		<b>\$0.00</b>

**RESOLUTION 2011-2012: 179****APPROVE FIELD TRIPS**

Cara Morris moved, seconded by Patricia Cooper, to approve the following field trips as listed. Motion carried unanimously with all "ayes".

<b>Date</b>	<b>Grade</b>	<b>Destination</b>	<b>Cost per person</b>
April 2012	1st grade	Lakota Wolf Preserve	\$6.00 per student/\$15.00 per adult
April 2012	Kindergarten	Crayola Factory	\$6.50
April 2012	2nd grade	Turtle Back Zoo	\$7.50
May 2012	1st grade /Mrs. Graffis	Conley School	\$9.50
May 2012	Preschool	Clinton Community	\$0.00
May 2012	7th grade	Fonthill Castle/Mercer Museum	\$8.00
May 2012	5th grade	Sandy Hook/Twin Lights	\$14.75
May 2012	Preschool	Clinton Community	\$0.00
May 2012	1st grade	The Theatre at RVCC	\$14.00
May 2012	Preschool	Clinton Community	\$0.00
May 2012	7th/8th grade Track & Field Day at HS	North Hunterdon High School	\$0.00
May 2012	Preschool	Peaceful Valley Orchard	\$10.50
June 2012	3rd grade	Red Mill Museum	\$10.00
June 2012	6th grade	Liberty Science Center	\$37.25

**POLICY:** None

**GENERAL INFORMATION: BUSINESS ADMINISTRATOR'S REPORT****RESOLUTION 2011-2012: 180****BOARD MINUTES**

Cara Morris moved, seconded by Patricia Cooper, to approve the Board of Education Meeting minutes from the February 15, 2012 Work Session; and the February 23, 2012 Business and Executive Sessions; and March 1, 2012 Special Budget and Executive Sessions. Motion carried unanimously with all "ayes".

**RESOLUTION 2011-2012: 181****SECRETARY AND TREASURER'S REPORTS**

Cara Morris moved, seconded by Patricia Cooper, to approve the Secretary's and Treasurer's reports as the cash receipts, cash expenditures, and cash balances of \$868,720.55 for January, 2012, 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. Motion carried unanimously with all "ayes".

**RESOLUTION 2011-2012: 182****BILL LIST**

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

## Bill List

- |    |                    |               |
|----|--------------------|---------------|
| 1. | General Account:   | \$ 732,515.34 |
| 2. | Cafeteria Account: | \$ 12,452.00  |

**RESOLUTION 2011-2012: 183****ACCOUNT BALANCES**

Cara Morris moved, seconded by Patricia Cooper, to accept account balances as of January, 2012 as specified below. Motion carried unanimously with all "ayes".

## Checking Account Balances for January, 2012:

- |    |                     |             |
|----|---------------------|-------------|
| 1. | Student Activities: | \$32,228.14 |
| 2. | Cafeteria:          | \$57,037.84 |
| 3. | Payroll Agency:     | \$19,356.57 |
| 4. | Unemployment:       | \$77,087.24 |

**RESOLUTION 2011-2012: 184****TRANSFERS**

Cara Morris moved, seconded by Patricia Cooper, to approve Transfers in the amount of \$40,190.05 for the month of February, 2012. Motion carried unanimously with all "ayes".

**RESOLUTION 2011-2012: 185****LONG RANGE FACILITY PLAN AMENDMENT**

Cara Morris moved, seconded by Margaret Layding, to authorize the Architect to submit an amendment to the district's Long Range Facility Plan to include the Parking Lot Resurfacing, Hot Water Heater Replacement and Fire Alarm Relocation. Motion carried unanimously with all "ayes".

**RESOLUTION 2011-2012: 186****APPROVE SAFETY GRANT**

Patricia Cooper moved, seconded by Robert Pyle, to approve the submission of the grant application for the 2012 Safety Grant Program through the New Jersey School Boards Association Insurance Group's ERIC WEST subfund for the purpose described in the application, in the amount of \$3,600 for the period July 1, 2012 through June 30, 2013. Motion carried unanimously with all "ayes".

**SCHOOL BUDGET HEARING**

Dr. Katz and Mrs. Craft presented the Budget

**RESOLUTION 2011-2012: 187**

**ADOPT 2012/13 SCHOOL BUDGET**

Cara Morris moved, seconded by Amanda DiRienz, to adopt the 2012-13 School Budget as listed below. Motion carried unanimously with all "ayes" by roll call vote.

**2012-2013 Annual School Budget**

The Board of Education of Clinton-Glen Gardner hereby adopts the following budget for the 2012-13 school year:

The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.

Anticipated Enrollment 495

<u>Expenditures</u>	
General Current Expense	<u>\$7,311,962</u>
Capital Outlay	<u>219,167</u>

<u>Revenue</u>	
Transfer from Other Funds	<u>\$90,000</u>
Local Tax Levy-General	<u>\$6,055,296</u>
Surplus Appropriation	<u>\$184,113</u>
Misc Revenue	<u>\$11,075</u>
Tuition	<u>\$34,000</u>
State Aid	<u>\$1,156,645</u>

Total Operating Budget \$7,531,129

Total Operating Budget \$7,531,129

Special Revenue Fund	<u>126,020</u>
Repayment of Debt	<u>533,538</u>

Special Revenue Fund	<u>\$126,020</u>
Debt Service Aid	<u>\$993</u>
Local Tax Levy-Debt	<u>\$532,544.50</u>

Total Expenditures \$8,190,687

Total Revenue \$8,190,687

As per NJAC 6A:23B-1.2(b), the proposed budget provides for a maximum expenditure amount that may be allotted for travel and expense reimbursement.

The 2012-13 tentative budget includes a maximum travel appropriation of \$18,000

The School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

Included in the 2012-13 proposed budget is a maximum regular business travel amount of \$500 per employee

(not to exceed \$1500 per employee)

**CORRESPONDENCE**

Letter from Hunterdon County DOE – SEMI Waiver approval.

**NEW BUSINESS****RESOLUTION 2011-2012: 188****APPROVE BOE MEETING CALENDAR**

Amanda DiRienz moved, seconded by Margaret Layding, to approve the 2012 Board of Education Meeting Calendar per attached. Motion carried unanimously with all “ayes”.

**OLD BUSINESS:**

QSAC

**PUBLIC COMMENT:** None

**RESOLUTION 2011-2012: 189****ENTER EXECUTIVE SESSION**

Margaret Layding moved, seconded by Cara Morris, to enter into Executive Session at 8:25 p.m. for the purpose of discussing Negotiations. Motion carried unanimously with all “ayes”.

**RESOLUTION 2011-2012: 190****RE-ENTER REGULAR SESSION**

Margaret Layding moved, seconded by Cara Morris, to re-enter Regular Session at 9:30 p.m. Motion carried unanimously with all “ayes”.

**RESOLUTION 2011-2012: 191****APPROVE ATTORNEY OF RECORD**

Cara Morris moved, seconded by Patricia Cooper, to approve Matthew Giacobbe of Cleary, Giacobbe, Alfieri & Jacobs as the Attorney of Record for the remainder of the 2011-12 school year at the hourly rate of \$145 per hour. Motion carried unanimously with all “ayes”.

**RESOLUTION 2011-2012: 192**


**ADJOURNMENT**

Cara Morris moved, seconded by Patricia Cooper, to adjourn the Board Meeting at 9:35 p.m.  
Motion carried unanimously with all "ayes".

Respectfully submitted,



Lisa Craft  
Business Administrator

  
Robert Pyle, President