

## CLINTON-GLEN GARDNER BOARD OF EDUCATION

## BUSINESS SESSION MEETING MINUTES

December 20, 2011

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

**GENERAL INFORMATION: MONTHLY SCHOOL DATA**

- A. Enrollment Data Report
- B. Student Suspensions:
  - In-School Suspensions: 3
  - Out-of-School Suspensions: 2
- C. School Nurse's Report:
- D. Violence and Vandalism (EVVRS Data):
- E. Fire Drill Report and Bus Evacuation Drill Report

**RESOLUTION 2011-2012: 117****ACCEPT SCHOOL DATA REPORTS**

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

**SUPERINTENDENT/PRINCIPAL'S REPORT:**

Fire Alarm repair update, relocation of fire panel, and roof repairs.  
 Teacher induction program continuation.  
 February In Service update.  
 Suzanne Lauricella – Artist in Residence Program

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

Mrs. Palomba was present to give a report on grade level activities.

**PUBLIC COMMENT:** None

**PERSONNEL REPORT****RESOLUTION 2011-2012: 118                      APPROVE VIOTTO LEAVE OF ABSENCE**

Cara Morris moved, seconded by Patricia Cooper, to approve an extension to the Leave of Absence for Stacy Viotto for the care of her child from through January 31, 2012. Motion carried unanimously with all "ayes".

**RESOLUTION 2011-2012: 119                      APPROVE STAFF MEMBER**

Margaret Layding, moved, seconded by Robert Pyle, to approve the following staff member for the 2011-12 School Year for the listed positions. Motion carried unanimously with all "ayes".

Position	Name	Rate/ Salary	Effective
<b>Student Teachers</b>	Kalyn McHenry (Grade 1 Hedden) Jennifer Truby (Grade 4 Ferro)		January - May

**CURRICULUM, INSTRUCTION, ASSESSMENT, & TECHNOLOGY****RESOLUTION 2011-2012: 120                      STAFF DEVELOPMENT**

Amanda DiRienz moved, seconded by Cara Morris, 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
2012 ASCD Annual Conference	3/24/12-3/26/12	Richard Katz		\$259.00	\$0.00	\$259.00 +travel, meals and lodging
Innovative Technology Projects to Enhance Content Learning and Increase Student Success	01/18/12	Denise Rella Pam Lorenson Barb Smith		\$225.00	\$255.00	\$480.00
Modeling Moon Phases	12/7/11	Tracy Palomba		\$50.00	\$0.00	\$50.00
Using Data to Inform & Inspire Instructional Improvement	1/23/12	Jenine Kastner		\$145.00	\$0.00	\$145.00
Kindergarten Seminar	1/13/12, 2/10/12, 2 dates TBD	Lauren Gallagher		\$0.00	\$170.00	\$170.00

**RESOLUTION 2011-2012: 121****APPROVE FIELD TRIPS**

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

Date	Grade	Destination	Cost per person
January 2012	8th Grade	Voorhees High School	\$0.00

**POLICY:****RESOLUTION 2011-2012: 122****ADOPT POLICIES**

Margaret Layding moved, seconded by Patricia Cooper, to approve the listed First and Second Readings and Adopt or Repeal the Policies with Second Readings. Motion carried unanimously with all "ayes".

#	TITLE	M	SUMMARY	ACTION	ATT.#
P5111	Eligibility of resident/nonresident pupils (Revised)		Change provision for non-resident pupil tuition rates	1 <sup>st</sup> Reading	5A
P5519	Dating Violence (New)	M	New law requires school districts to approve policy to prevent, respond, and educate their pupils, in regards to incidents of dating violence that occur at school	1 <sup>st</sup> Reading	5B

R5519	Dating Violence (New)	M	Guidelines for school districts implementation of policy regarding prevention, response and education of the pupils, in regards to incidents of dating violence that occur at school	1 <sup>st</sup> Reading	5C
P6424	Emergency Contracts(Revised)		Language added specifying actual or imminent emergency must exist requiring the immediate delivery of the goods or the performance of the service.	1 <sup>st</sup> Reading	5D
P6472	Tuition Assistance (new)		New law provisions for tuition assistance for Board employees	1 <sup>st</sup> Reading	5E
P8505	School Nutrition (Revised)	M	Update to Federal Healthy, Hunger Act 2010 requirements for School Nutrition Policy	1 <sup>st</sup> Reading	5F

### GENERAL INFORMATION: BUSINESS ADMINISTRATOR'S REPORT

Ameriflex Documents have been processed  
 Re-inspection of Versico Roof  
 Replacement of Gym Water Heater

### RESOLUTION 2011-2012: 123

### BOARD MINUTES

Amanda DiRienz moved, seconded by Margaret Layding, to approve the Board of Education Meeting minutes from the November 1, 2011 Special Business Session; and the November 16, 2011 Work and Executive Sessions; and the November 22, 2011 Business Session. Motion carried unanimously with all "ayes" and Patricia Cooper abstained.

### RESOLUTION 2011-2012: 124

### SECRETARY AND TREASURER'S REPORTS

Amanda DiRienz moved, seconded by Margaret Layding, to approve the Secretary's and Treasurer's reports as the cash receipts, cash expenditures, and cash balances of \$1,104,307.77 for October, 2011, 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: 125****BILL LIST**

Amanda DiRienz moved, seconded by Margaret Layding, to approve final payment of bills in the amounts specified below. Motion carried unanimously with all "ayes".

## Bill List

- |    |                    |              |
|----|--------------------|--------------|
| 1. | General Account:   | \$596,111.80 |
| 2. | Cafeteria Account: | \$ 11,663.18 |

**RESOLUTION 2011-2012: 126****ACCOUNT BALANCES**

Amanda DiRienz moved, seconded by Margaret Layding, to accept account balances as of October, 2011 as specified below. Motion carried unanimously with all "ayes".

## Checking Account Balances for October, 2011:

- |    |                     |             |
|----|---------------------|-------------|
| 1. | Student Activities: | \$41,646.33 |
| 2. | Cafeteria:          | \$52,056.64 |
| 3. | Payroll Agency:     | \$ 7,959.14 |
| 4. | Unemployment:       | \$84,034.98 |

**RESOLUTION 2011-2012: 127****TRANSFERS**

Amanda DiRienz moved, seconded by Margaret Layding, to approve Transfers in the amount of \$10,561.79 for November, 2011. Motion carried unanimously with all "ayes".

**RESOLUTION 2011-2012: 128****ACCEPT AUDIT & FINANCIAL REPORT**

Patricia Cooper moved, seconded by Margaret Layding, to accept the Comprehensive Annual Financial Report (CAFR) and annual Audit Report for the year ended June 30, 2011. Corrective Action Report, required to be filed by all districts, will be forwarded with no audit recommendations or findings. Motion carried unanimously with all "ayes".

**RESOLUTION 2011-2012: 129****ACCEPT EXXON MOBIL GRANT**

Amanda DiRienz moved, seconded by Robert Pyle, to accept a grant from Exxon Mobil in the amount of \$1,500 to be used for science equipment in the outdoor learning environment, and for the construction of 6 gravity wells. Motion carried unanimously with all "ayes".

**RESOLUTION 2011-2012: 130****APPROVE TECHNOLOGY LEASE BID**

Margaret Layding moved, seconded by Robert Pyle, to approve the Technology Lease Bid award resolution for the bid opened on December 13, 2011 as reviewed by the Board's Attorney, Parker McCay. Lease Terms: \$240,000 at 2.465% for a 36 month lease, annual payment in the budget at \$83,800. Motion carried unanimously with all "ayes" by roll call vote.

**RESOLUTION 2011-2012: 131****REVISE PRESCHOOL TUITION RATE**

Margaret Layding moved, seconded by Robert Pyle, to revise the 2011-12 Preschool Disabilities Tuition Rate from \$19,500 to \$15,000. Motion carried unanimously with all "ayes".

**CORRESPONDENCE:** None

**NEW BUSINESS**

Summer Sports Camps: Dr. Katz presented recommendation to increase the fee. Consideration of different fees for non-resident. Agreement to keep the same to be able to gauge demand for the program. The fees and dates will be approved in January.

2012-2013 Budget Calendar: No update

**OLD BUSINESS:**

District Goals and Action Plans: Waiting on call back regarding Realtor open house.  
Communications Plan needs to be revisited through a follow up meeting with Dr. Katz, Mr. Pyle & Mrs. Layding.  
Individual Board Member communications with parent groups moving ahead.

**PUBLIC COMMENT:** None

**RESOLUTION 2011-2012: 132****ADJOURNMENT**

Amanda DiRienz moved, seconded by Patricia Cooper, to adjourn the Board Meeting at 7:45 p.m. Motion carried unanimously with all "ayes".

Respectfully submitted,

  
Lisa Craft  
Business Administrator

  
Robert Pyle, President