

## CLINTON-GLEN GARDNER BOARD OF EDUCATION

## BUSINESS SESSION MEETING MINUTES

October 18, 2011

Cara Morris 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: Amanda DiRienz, Cara Morris, Patricia Cooper and Margaret Layding

Absent: Robert Pyle

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

**STUDENT PRESENTATION:**

Amy Santacross' E-Squared class presented on the NJ Stock Market Game.

**GENERAL INFORMATION: MONTHLY SCHOOL DATA**

- A. Enrollment Data Report
- B. Student Suspensions:
  - In-School Suspensions: 0
  - Out-of-School Suspensions: 1
- C. School Nurse's Report:
- D. Violence and Vandalism (EVVRS Data):
- E. Fire Drill Report and Bus Evacuation Drill Report

**RESOLUTION 2011-2012: 75**

**ACCEPT SCHOOL DATA REPORTS**

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

**SUPERINTENDENT/PRINCIPAL'S REPORT:** None

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

Sandy Adams reported on grade level activities.

**PUBLIC COMMENT:** None

**PERSONNEL REPORT**

**RESOLUTION 2011-2012: 76**

**ACCEPT LIEFFRIG RESIGNATION**

Amanda DiRienz, moved, seconded by Margaret Layding, to accept, with regret, the resignation of Sherri Lieffrig, K-Care aide, effective October 14, 2011. Motion carried unanimously with all "ayes".

**RESOLUTION 2011-2012: 77**

**APPROVE STAFF MEMBER**

Amanda DiRienz, moved, seconded by Margaret Layding, 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	Att.
Grade 2 Maternity Leave Replacement (PCN # 95)	Susan Haney	\$150 per diem for 60 days. Step B, BA per diem thereafter	10/19/11 (Anticipated start date is 10/26/11)	#5
Child Care Aide - K-Care (PCN #108)	Karen Brownell	\$12.75/hr (0 YOE)	10/19/11	#6
School Psychologist (PCN #84)	Heather Alvarez	\$53,067 Step B (0 YOE) MA+30	11/21/11 (or as soon as released)	

**RESOLUTION 2011-2012: 78****APPROVE STAFF MEMBER**

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

Position	Name	Rate/ Salary	Effective
Supervisor of Special Services	<b>Jenine Kastner</b>	<b>\$13,000 (prorated)</b>	<b>11/28/11</b>
Administrative Council (Related Arts)	<b>Tim Bidwell</b>	<b>In accordance with CTA agreement (prorated)</b>	<b>11/28/11</b>

**RESOLUTION 2011-2012: 79****RESCIND KASTNER STIPEND**

Patricia Cooper moved, seconded by Margaret Layding, to rescind, effective November 25, 2011, Jenine Kastner's special education instructional specialist stipend. Motion carried unanimously with all "ayes".

**RESOLUTION 2011-2012: 80****APPROVE ANTI-BULLYING COORD.**

Amanda DiRienz moved, seconded by Margaret Layding, to approve Jenine Kastner as District Anti-Bullying Coordinator, effective November 28, 2011. Motion carried unanimously with all "ayes".

**DISCUSSION TOPICS**

Update on Vacancy Search Processes: Music Teacher Search is still underway with interviews next week.

**CURRICULUM, INSTRUCTION, ASSESSMENT, & TECHNOLOGY****RESOLUTION 2011-2012: 81****STAFF DEVELOPMENT**

Amanda DiRienz moved, seconded by Margaret Layding, 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
Experienced ELS Supervisors Training	10/18/2011	1		\$0.00	\$0.00	\$0.00
iPad & Apps in the Classroom	12/13/2011	1		\$125.00	\$0.00	\$125.00
HIB Networking	10/14/2011	1		\$0.00	\$0.00	\$0.00
Today's Kids + Digital Dangers + Unprepared Adults = Trouble x 3	10/28/2011	1		\$129.00	\$0.00	\$129.00
Common Core Literacy	10/20/2011	1		\$55.00	\$0.00	\$55.00
Developing Grading Principles	11/30/2011	1		\$25.00	\$0.00	\$25.00
Taking Prof. Learning Communities to the next level	11/16/2011	1		\$55.00	\$0.00	\$55.00
Using Your Smart Board to Support CCLS for Math	10/27/2011	3		\$49.00 each	\$0.00	\$147.00
Smart Board Advanced Workshop	02/22/2012	1		\$0.00	\$0.00	\$0.00
Promoting Early Childhood Literacy	11/1/2012	3		\$49.00 each	\$0.00	\$147.00

**RESOLUTION 2011-2012: 82****APPROVE FIELD TRIPS**

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

Date	Grade	Destination	Cost per Student
October 2011	1st Grade	Downtown Clinton	\$0.00

**POLICY:** None

**GENERAL INFORMATION: BUSINESS ADMINISTRATOR'S REPORT****RESOLUTION 2011-2012: 83****BOARD MINUTES**

Margaret Layding moved, seconded by Patricia Cooper, to approve the Board of Education Meeting minutes from the September 21, 2011 Regular and Executive Sessions; and the September 27, 2011 Regular and Executive Sessions. Motion carried unanimously with all "ayes".

**RESOLUTION 2011-2012: 84                      SECRETARY AND TREASURER'S REPORTS**

Margaret Layding moved, seconded by Patricia Cooper, to approve the Secretary's and Treasurer's reports as the cash receipts, cash expenditures, and cash balances of \$1,117,359.70 for July 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: 85                      BILL LIST**

Margaret Layding 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:   | \$700,369.87 |
| 2. | Cafeteria Account: | \$ 421.74    |

**RESOLUTION 2011-2012: 86                      ACCOUNT BALANCES**

Margaret Layding moved, seconded by Patricia Cooper, to accept account balances as of August, 2011 as specified below. Motion carried unanimously with all "ayes".

## Checking Account Balances for August, 2011:

- |    |                     |             |
|----|---------------------|-------------|
| 1. | Student Activities: | \$42,502.46 |
| 2. | Cafeteria:          | \$44,401.77 |
| 3. | Payroll Agency:     | \$ 1,650.09 |
| 4. | Unemployment:       | \$84,183.76 |

**RESOLUTION 2011-2012: 87                      TRANSFERS**

Margaret Layding moved, seconded by Patricia Cooper, to approve Transfers in the amount of \$2,366.00. Motion carried unanimously with all "ayes".



**RESOLUTION 2011-2012: 88****JOIN ERIC-WEST CONSORTIUM**

Cara Morris moved, seconded by Amanda DiRienz, to approve the resolution to join the ERIC-West Consortium for the 2011-12, 2012-13, and 2013-14 school years. Motion carried unanimously with all "ayes".

**RESOLUTION 2011-2012: 89****APPROVE COMP. MAINT. PLAN**

Amanda DiRienz moved, seconded by Patricia Cooper, to approve submission of the district's Comprehensive Maintenance Plan and Form M-1 Annual Maintenance Budget Worksheet. Motion carried unanimously with all "ayes".

**RESOLUTION 2011-2012: 90****APPROVE FSA 125 PROGRAM**

Amanda DiRienz moved, seconded by Patricia Cooper, pursuant to NJPL 2011 Ch 78, the Board resolves to implement a Section 125 FSA Program effective 01/01/12 as listed:

Designate AmeriFlex, LLC as the Board's FSA Administrator per the recommendation of its group insurance broker, Brown & Brown Benefit Advisors, Inc. for the proposal received 09/15/11.

The Board appoints Brown & Brown Benefit Advisors, Inc. as its FSA broker-of-record.

Authorize the Business Administrator to affect such documentation as necessary to implement the program.

**CORRESPONDENCE:** None

**NEW BUSINESS**

Patricia Cooper commented that CPS received media coverage the past two Sundays. She also requested that 7<sup>th</sup> & 8<sup>th</sup> grade dance information be placed on the website.

Margaret Layding reminded the Board of CPSPiE Casino Night November 18, 2011.

**OLD BUSINESS:** None

**PUBLIC COMMENT:** None

**RESOLUTION 2011-2012: 91**

**ENTER EXECUTIVE SESSION**

Cara Morris moved, seconded by Amanda DiRienz, to enter into Executive Session at 7:30 p.m. for the purpose of discussing Negotiations and Personnel. Motion carried unanimously with all "ayes".

**RESOLUTION 2011-2012: 92**


**ADJOURNMENT**

Cara Morris moved, seconded by Amanda DiRienz, to adjourn the Board Meeting at 8:40 p.m. Motion carried unanimously with all "ayes".

Respectfully submitted,



Lisa Craft  
Business Administrator



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Cara Morris, Vice-President