

## CLINTON-GLEN GARDNER BOARD OF EDUCATION

## BUSINESS SESSION MEETING MINUTES

August 23, 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, Amanda DiRienz, Cara Morris, 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: 0
  - 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: 26****ACCEPT SCHOOL DATA REPORTS**

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

**SUPERINTENDENT/PRINCIPAL'S REPORT:**

Meeting with new Mayor of Clinton, Richard Miller, to discuss Town and School mutual issues.

**ASSISTANT PRINCIPAL'S REPORT:**

Update on summer curriculum work.  
Review of new programs/initiatives/practices for 2011-12

**RESOLUTION 2011-2012: 27****DISPOSE OF TEXTBOOKS**

Robert Pyle moved, seconded by Patricia Cooper, to dispose of textbooks as recommended by the Assistant Principal as per attached. Motion carried unanimously with all "ayes".

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

Mrs. Lounds demonstrated Power Teacher Gradebook.

**PUBLIC COMMENT:** None

**PERSONNEL REPORT****RESOLUTION 2011-2012: 28****APPROVE STAFF MEMBER**

Amanda DiRienz 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".

<b>Position</b>	<b>Name</b>	<b>Rate/ Salary</b>	<b>Effective</b>	<b>Att.</b>
Learning Disabilities Teacher Consultant	<b>Jenine Kastner</b>	Step N(19 yrs) M+30 \$76,767	8/30/11 or release date	
Middle School Science Leave Replacement	<b>Karen Culver</b>	\$150 per diem for 60 days. Step B, BA per diem thereafter	8/30/11	#3
Child Study Team Administrative Assistant	<b>Jeanette Donovan</b>	4 hrs/day \$20,000, 12 mths	8/29/2011	
Substitute Teacher	<b>Ceara Heft Christine Cosgrove Diane Bower</b>	\$85/diem	9/1/11	

**RESOLUTION 2011-2012: 29****APPROVE STIPEND POSITIONS**

Cara Morris moved, seconded by Amanda DiRienz, to approve the following staff member for the 2011-12 school year for the following stipend positions. Motion carried unanimously with all "ayes.

Position	Name	Rate/Salary
<b>Special Instruction Specialist</b>	<b>Jenine Kastner</b>	<b>\$5,000</b>
<b>I&amp;RS</b>	<b>Jenine Kastner</b>	<b>In accordance with CTA Agreement</b>

**RESOLUTION 2011-2012: 30****APPROVE SUMMER WORK**

Amanda DiRienz moved, seconded by Patricia Cooper, to approve the following staff members for the 2011 summer work. Motion carried unanimously with all "ayes.

Position	Name	Rate/Salary
Office/Clerical Assistance	<b>Debbie Herold Barbara Plundeke</b>	<b>\$14.96/hr (not to exceed 20 combined total hours)</b>

**RESOLUTION 2011-2012: 31 INCREASE NON-INSTRUCT. SUBSTITUTE RATE**

Amanda DiRienz moved, seconded by Patricia Cooper, to increase the pay rate for non-instructional substitute staff to \$11 per hour effective September 1, 2011. Motion carried unanimously with all "ayes.

**RESOLUTION 2011-2012: 32****APPROVE JOB DESCRIPTIONS**

Cara Morris moved, seconded by Amanda DiRienz, to approve job descriptions for the following co-curricular staff positions as listed. Motion carried unanimously with all "ayes.

3<sup>rd</sup> and 4<sup>th</sup> Grade Musical Director  
 3<sup>rd</sup> and 4<sup>th</sup> Grade Musical Assistant Director  
 Spring Musical Director  
 Spring Musical Assistant Director  
 Student Club Advisor  
 Student Council Advisor  
 Yearbook Advisor  
 Athletic Coach  
 Athletic Director

**DISCUSSION TOPICS**

LDTC Role

Teacher Recognition/Training: Reviewed thoughts for a school program.

**CURRICULUM, INSTRUCTION, ASSESSMENT, & TECHNOLOGY****RESOLUTION 2011-2012: 33****STAFF DEVELOPMENT**

Margaret Layding 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
Asthma Management for the School Nurse	09/19/2011	1		\$25.00	\$55.00	\$80.00
School Nurses: Discover the Leader in You	10/22/2011	1		\$25.00	\$0.00	\$25.00
Safer Schools for a Better Tomorrow	10/27/11	1		\$0.00	\$0.00	\$0.00

**RESOLUTION 2011-2012: 34****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
9/2011	4th grade	Point Mountain - Hunterdon Cty	\$3.00
10/2011	5th grade	Grounds for Sculpture	\$0.00
12/2011	6th grade	Artline I - Hunterdon Art Museum	\$0.00
1/2012	7th/8th grade	Poetry Slam - Clinton Township	\$0.00
2/2012	5th/8th grade	Math Workshop - Conley School	\$0.00
3/2012	7th/8th grade	Clinton Township Middle School	\$0.00
3/2012	6th grade	Clinton Community Center	\$0.00
5/2012	6th grade	High Bridge Middle School	\$0.00
6/2012	7th/8th grade	Film Festival - Clinton Township	\$0.00

**RESOLUTION 2011-2012: 35****ADOPT CURRICULUM MGMT SYSTEM**

Margaret Layding moved, seconded by Cara Morris, to adopt the following content area curriculum management system document for Visual Arts . Motion carried unanimously with all “ayes”.

**POLICY****RESOLUTION 2011-2012: 36****APPROVE POLICY**

Cara Morris moved, seconded by Patricia Cooper, to approve the listed First and Second Readings and Adopt or Repeal the Policies with the Second Readings. Motion carried unanimously with all “ayes”.

#	TITLE	M	SUMMARY	ACTION	Att. #
2431.4	Prevention & Treatment of Sports related Concussions and Head Injuries (New)	M	The NJDOE published their guidance for the prevention and treatment of sports related concussions and head injuries. New policy and regulation guides have been developed that cover the basic requirements	2nd Reading	
2431.4 Regulation	Prevention & Treatment of Sports related Concussions and Head Injuries (New)	M	Regulation regarding the above policy	Review/ Approval	
2440	Summer Session (Revised)		Recently updated to align with changes coming to NJ Administrative Code. The changes indicate that a school district may charge resident pupils tuition for remedial or advanced summer session courses.	2nd Reading	
0144 (Bylaw)	Board Member Orientation and Training (Revised)		As revised in a section of the Anti-Bullying Bill of Rights Board Member Orientation has been revised to reflect the new requirement that all Board members complete a training program on harassment, intimidation and bullying, including the school districts responsibilities under the harassment, intimidation, and bullying prevention statutes.	2nd Reading	
5512	Harassment, Intimidation, and Bullying (Revised Policy/New Regulation)	M	Due to the required significant changes that updates and expands the definition of HIB acts SE recommends that existing policy 5512.01/.02 be abolished and completely replaced with 5512.	2nd Reading	

8461	Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Abuse (Revised)	M	As revised in a section of the Anti-Bullying Bill of Rights regarding the reporting of certain acts of violence and vandalism by school employees and now includes certain reporting to include acts of harassment, intimidation, and bullying. The Superintendent is required to report acts of violence, vandalism and harassment, intimidation or bullying to the Board at a public hearing and to the NJDOE 2 times per year. The Superintendants report must be posted on the district website	2nd Reading	
0142	Board Member Qualifications, Prohibited Acts and Code of Ethics (revised)	M	An updated Policy Guide 0142 will be forwarded to school districts in the next Policy Alert. In the meantime, a district Board has the option to reimburse Board members for the cost of this search. Until the Policy is adopted, a Board that wants to reimburse Board members for the expense should pass a Board Resolution authorizing reimbursement of the criminal history record check for Board members in accordance with the provisions of P.L. 2011, Chapter 72.	2nd Reading	

## GENERAL INFORMATION: BUSINESS ADMINISTRATOR'S REPORT

### Roof Update

Ethics: NJSBA School Ethics Materials and Code of Ethics previously distributed to BOE and discussion followed allowing opportunity for questions and review of BOE operations.

## RESOLUTION 2011-2012: 37

## BOARD MINUTES

Margaret Layding moved, seconded by Patricia Cooper, to approve the Board of Education Meeting minutes from the July 26, 2011 Regular and Executive Sessions. Motion carried unanimously with all "ayes".

**RESOLUTION 2011-2012: 38                      SECRETARY AND TREASURER'S REPORTS**

Cara Morris moved, seconded by Margaret Layding, to approve the Secretary's and Treasurer's reports as the cash receipts, cash expenditures, and cash balances of \$406,759.44 for June 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 2010-2011 school year. Motion carried unanimously with all "ayes".

**RESOLUTION 2011-2012: 39                      BILL LIST**

Patricia Cooper 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:	\$409,695.85
2.	Cafeteria Account:	\$            0.00

***CHECKING ACCOUNT BALANCES:*** None (June was approved last month, and July will be approved next month.)

**RESOLUTION 2011-2012: 40                      TRANSFERS**

Amanda DiRienz moved, seconded by Robert Pyle, to approve Transfers in the amount of \$637.87 for July, 2011. Motion carried unanimously with all "ayes".

**RESOLUTION 2011-2012: 41                      SECOND FLOOR ROOF PROJECT**

Margaret Layding moved, seconded by Patricia Cooper to authorize final payment to Barrett Roofing upon receipt of all ROD Grant required documents and Architect Certification of Completion for the bid amount of \$153,845 and any additional bid amounts certified at \$8.00 /square foot. Motion carried unanimously with all "ayes".

**RESOLUTION 2011-2012: 42                      TRANSPORTATION TO WEST ORANGE**

Amanda DiRienz moved, seconded by Robert Pyle, to approve a transportation jointure with NHVRHSD for one CPS student to be transported to West Orange for the 2011-12 school year. Motion carried unanimously with all "ayes".

**RESOLUTION 2011-2012: 43****APPROVE TUITION CONTRACT**

Amanda DiRienz moved, seconded by Patricia Cooper, to approve the ten month tuition contract for a second student to attend Celebrate the Children in the amount of \$59,175 plus a Personal Aide in the tentative amount of \$26,911 for the 2011-12 school year. Motion carried unanimously with all "ayes".

**RESOLUTION 2011-2012: 44****DONATION OF SCOREBOARD REPAIRS**

Margaret Layding moved, seconded by Patricia Cooper, to accept a donation from the DiRienz Family in the amount of \$431.96 for repairs and replacement parts for the gymnasium scoreboards. Motion carried unanimously with all "ayes".

**CORRESPONDENCE**

Letter from Peggy McDonald, Interim Director of State Special Education Programs, regarding our district meeting the requirements for special education implementation.

Letter from State Senator Michael J. Doherty commending us on applying for and receiving a grant for roof repair.

Letters from Andrea Romano, Director of Schools, ESC, thanking Laurie Ruch and Tom DiGiovanni for our schools participation in Teen Arts.

**NEW BUSINESS - None****OLD BUSINESS**

Negotiations update.

QSAC

Anti-Bullying update

District Goals: Robert Pyle reviewed the Goals as established at the July Retreat.

**RESOLUTION 2011-2012: 45****NAME ANTI-BULLYING COORDINATOR**

Margaret Layding moved, seconded by Patricia Cooper, to name Joan Muldoon the Anti-Bullying Coordinator. Motion carried unanimously with all "ayes".



**PUBLIC COMMENT**

Publicizing decision to hold aid for 2012-13

**RESOLUTION 2011-2012: 46**

**ENTER EXECUTIVE SESSION**

Margaret Layding moved, seconded by Patricia Cooper, to enter into Executive Session at 9:00 p.m. for the purpose of discussing Negotiations. Motion carried unanimously with all "ayes".

**RESOLUTION 2011-2012: 47**

**ADJOURNMENT**

Margaret Layding moved, seconded by Amanda DiRienz, to adjourn the Board Meeting at 9:06 p.m. Motion carried unanimously with all "ayes".

Respectfully submitted,



Lisa Craft  
Business Administrator



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Robert Pyle, President