

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

July 26, 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

NJ SCHOOL BOARD ASSOCIATION ANNUAL RETREAT & GOAL SETTING

Jane Kershner from NJSBA led the Board through reviewing their Self-Evaluation and establishing goals for the 11/12 school year. Goals will be approved at the September Board meeting.

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: 1

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:

Technology Update:

Donated Equipment to non-profit agency that helps to train unemployed individuals with equipment that no longer has educational use.

Installation of security cameras.

Router installation

Powerschool update

QSAC Update:

Process will be less tedious than last round, and is scheduled to take place this year.

Pritchard Update:

Robert Plimpton is the new Head Custodian and we are very excited to have him at CPS.

Roof Project Update

Curriculum is now posted on the website.

Strauss Esmay Bullying Workshop attendance.

Water Main Project

ASSISTANT PRINCIPAL’S REPORT:

Curriculum implementation with regards to materials to be used this coming school year.

CLINTON TEACHER’S ASSOCIATION (CTA) UPDATE:

Mrs. Ahart was present to give an update on summer activities.

PUBLIC COMMENT:

Parents should be notified again of the expanded Water Main Project.

PERSONNEL REPORT**RESOLUTION 2011-2012: 2****ACCEPT WALSH RESIGNATION**

Amanda DiRienz moved, seconded by Cara Morris, to accept the resignation of Mary Jennifer Warren Walsh, LDTC, effective immediately. Motion carried unanimously with all "ayes".

RESOLUTION 2011-2012: 3**ACCEPT O'CONNOR RESIGNATION**

Amanda DiRienz moved, seconded by Cara Morris, to accept the resignation of Janet O'Connor, CST Secretary, effective August 26, 2011. Motion carried unanimously with all "ayes".

RESOLUTION 2011-2012: 4**APPROVE ANTI-BULLYING/DISTRICT COORD.**

Patricia Cooper moved, seconded by Margaret Layding, to approve Sue Penn as the Anti-Bullying Specialist and District Coordinator in accordance with the Anti-Bullying Legislation requirements for the 2011-12 school year. Motion carried unanimously with all "ayes".

RESOLUTION 2011-2012: 5**APPROVE VIOTTO LEAVE OF ABSENCE**

Amanda DiRienz moved, seconded by Patricia Cooper, to approve a Leave of Absence for Stacy Viotto for the care of her child from September 12, 2011 through December 23, 2011 with benefit coverage under the Federal Family Leave Act; and accept her resignation as cross country coach for the 2011-12 school year. Motion carried unanimously with all "ayes".

RESOLUTION 2011-2012: 6**APPROVE CROSS COUNTRY COACH**

Amanda DiRienz moved, seconded by Robert Pyle, to approve Kate Fischer as Cross Country Coach for the 11/12 school year as per negotiated agreement. Motion carried unanimously with all "ayes".

RESOLUTION 2011-2012: 7**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 position. Motion carried unanimously with all “ayes”.

Position	Name	Rate/ Salary	Guide Step	Effective	Att.
Math Teacher	Amy Santacross	\$51,717	Step B (0 YOE) MA	8/30/11	#6

RESOLUTION 2011-2012: 8**APPROVE CHILDCARE STAFF**

Amanda DiRienz moved, seconded by Patricia Cooper, to approve the following staff member for 2011-12 School Year Child Care Program. Motion carried unanimously with all “ayes”.

Position	Name	Rate/ Salary	Guide Step	Effective
Child Care Aide	Sharon Cifranic	\$12.75	0 YOE	9/1/11

RESOLUTION 2011-2012: 9**APPROVE ESY STAFF MEMBER**

Amanda DiRienz moved, seconded by Margaret Layding, to approve the following staff member for the 2011 Extended School Year position (due to a student program change). Motion carried unanimously with all “ayes”.

Position	Name	Rate/Salary
Primary Teacher	Nicole Payton	In accordance with CTA Agreement

DISCUSSION TOPICS

Vacancies – Still searching to fill LDTC Position.

Substitute rate for non-instructional staff – Recommend \$1 increase from \$10 to \$11/hr.

Co-curricular job descriptions

CURRICULUM, INSTRUCTION, ASSESSMENT, & TECHNOLOGY**RESOLUTION 2011-2012: 10****STAFF DEVELOPMENT**

Patricia Cooper moved, seconded by Amanda DiRienz, 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
Using your SMART Board – Mathematics	06/29/2011	1		\$49.00		\$49.00
School Nurse Education Conference	07/07/2011	1		\$0.00	\$55.00	\$55.00
Diabetes Symposium for School Personnel	10/10/2011	1		\$50.00	\$110.00	\$165.00

RESOLUTION 2011-2012: 11**ADOPT CURRICULUM MGMT SYSTEMS**

Amanda DiRienz moved, seconded by Robert Pyle, to adopt the following Curriculum Management Systems. Motion carried unanimously with all “ayes”.

Language Arts K-8
Math K-2 Common Core, 3-8 NJCCCS

POLICY**RESOLUTION 2011-2012: 12****APPROVE POLICY**

Amanda DiRienz moved, seconded by Cara Morris, 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	1 st Reading	8A
2431.4 Regulation	Prevention & Treatment of Sports related Concussions and Head Injuries (New)	M	Regulation regarding the above policy	Review/ Approval	8B
2440	Summer Session (Revised)		Recently updated to align with changes coming to NJ Administrative Code. The changes indicate that a school district <u>may</u> charge resident pupils tuition for remedial or advanced summer session courses.	1 st Reading	8C

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.	1 st Reading	8D
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.	1 st Reading	8E
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	1 st Reading	8F
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.	1 st Reading	8G

GENERAL INFORMATION: BUSINESS ADMINISTRATOR'S REPORT

Roof Update
 Health Benefits implementation
 NJSBA Convention in October
 Year end closing and next week's Audit
 Supply ordering and contracts

RESOLUTION 2011-2012: 13**BOARD MINUTES**

Patricia Cooper moved, seconded by Amanda DiRienz, to approve the Board of Education Meeting minutes from the May 26, 2011 Special and Executive Sessions; June 8, 2011 Regular and Executive Sessions; and June 14, 2011 Regular and Executive Sessions. Motion carried unanimously with all "ayes".

RESOLUTION 2011-2012: 14**SECRETARY AND TREASURER'S REPORTS**

Patricia Cooper moved, seconded by Amanda DiRienz, to approve the Secretary's and Treasurer's reports as the cash receipts, cash expenditures, and cash balances of \$653,364.62 for May 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: 15**BILL LIST**

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

Bill List

- | | | |
|----|--------------------|--------------|
| 1. | General Account: | \$803,570.70 |
| 2. | Cafeteria Account: | \$ 19,130.37 |

RESOLUTION 2011-2012: 16**ACCOUNT BALANCES**

Patricia Cooper moved, seconded by Amanda DiRienz, to accept account balances as of May and June 2011 as specified below. Motion carried unanimously with all "ayes".

Checking Account Balances for May and June 2011, respectively:

- | | | | |
|----|---------------------|-------------|-------------|
| 1. | Student Activities: | \$41,889.11 | \$40,544.59 |
| 2. | Cafeteria: | \$42,810.81 | \$38,956.25 |
| 3. | Payroll Agency: | \$14,325.08 | \$ 546.66 |
| 4. | Unemployment: | \$55,736.32 | \$85,475.34 |

RESOLUTION 2011-2012: 17**TRANSFERS**

Patricia Cooper moved, seconded by Amanda DiRienz, to approve Transfers in the amount of \$55,862.42 for June, 2011. Motion carried unanimously with all "ayes".

RESOLUTION 2011-2012: 18**PARTICIPATE HCESC TRADES BID**

Amanda DiRienz moved, seconded by Robert Pyle to participate in the above referenced bid through June 13, 2012. Motion carried unanimously with all "ayes".

RESOLUTION 2011-2012: 19 APPROVE PEDIATRIC WORKSHOP CONTRACT

Cara Morris moved, seconded by Patricia Cooper, to approve a contract with Pediatric Workshop for physical therapy for the 2011+12 school year for one student at the Midland School at the rate of \$107 per hour. Motion carried unanimously with all "ayes".

RESOLUTION 2011-2012: 20 APPROVE BEHAVIORAL CONSULTATION SVCS

Robert Pyle moved, seconded by Patricia Cooper, to approve a Behavioral Consultation Services contract with Jacqueline Weber for the 2011-12 school year in the amount of \$150 per hour, not to exceed 50 hours or \$7,500 maximum. Motion carried unanimously with all "ayes".

RESOLUTION 2011-2012: 21 APPROVE MIDLAND TUITION CONTRACT

Robert Pyle moved, seconded by Patricia Cooper, to approve the school year tuition contract for one student to attend The Midland School in the amount of \$42,768 for the 2011-12 ten month school year (summer contract previously approved). Motion carried unanimously with all "ayes".

RESOLUTION 2011-2012: 22 APPROVE HCESC SERVICES CONTRACT

Robert Pyle moved, seconded by Patricia Cooper, to approve, on an as needed basis, the HCESC CST & Special Education Services contract for the 2011-12 school year. Motion carried unanimously with all "ayes".

RESOLUTION 2011-2012: 23**APPROVE MASCHIO'S CONTRACT**

Cara Morris moved, seconded by Robert Pyle, to approve the contract renewal (Year 3) with Maschio's Food Service for the 2011-12 school year at the annual management fee of \$7,337 with a guaranteed return of \$6,000. Motion carried unanimously with all "ayes".

RESOLUTION 2011-2012: 24 DONATE OBSOLETE COMPUTER EQUIPMENT

Amanda DiRienz moved, seconded by Robert Pyle to donate the 2010-11 computer equipment deemed obsolete for educational purposes to the Urban Renewal Corporation. Motion carried unanimously with all "ayes".

ACKNOWLEDGMENT OF INSTRUMENT DONATIONS:

Jennifer Creagh-Drum Set
Cara Morris-Casio Keyboard

CORRESPONDENCE

Letter from Anna Tupe regarding Mary Ellen Bowlby's election to the Executive Board of the NJ School Nurse's Association.

NEW BUSINESS

State Aid – Lisa Craft reported on additional \$96,000 of State Aid to be held to the 2012-13 Budget.

Staff Pension and Health Benefit Contributions – Lisa Craft reported on October 1, 2011 implementation and software updates on the district HR software.

QSAC

OLD BUSINESS None

PUBLIC COMMENT

With regard to Tewksbury Teachers Contract, Cathy Ahart referenced an article regarding implementation of health benefit clauses.

RESOLUTION 2011-2012: 25**ENTER EXECUTIVE SESSION**


Amanda DiRienz moved, seconded by Margaret Layding, to enter into Executive Session at 8:45 p.m. for the purpose of discussing a Legal Matter and Negotiations. Motion carried unanimously with all "ayes".

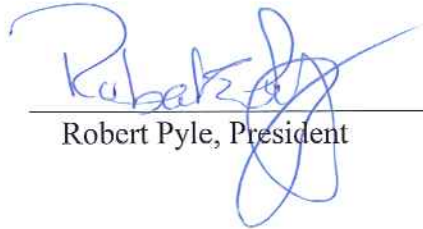
RESOLUTION 2011-2012: 26

ADJOURNMENT

Robert Pyle moved, seconded by Amanda DiRienz, to adjourn the Board Meeting at 9:20 p.m.
Motion carried unanimously with all "ayes".

Respectfully submitted,


Lisa Craft
Business Administrator


Robert Pyle, President