



Clinton-Glen Gardner Board of Education

Tuesday, May 3, 2011

7:30 pm

CPS Library/Media Center

REORGANIZATION MEETING

The mission of Clinton Public School is to inspire our students to become contributing members of society who are independent, innovative, life-time learners equipped with the necessary skills to meet the demands of our ever-changing world.

Adopted 11/2008

I. CALL TO ORDER-Board Secretary

II. OPENING STATEMENT:

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 by having duly posted the same information in the Board Office, the faculty room and the Town Hall.

III. ROLL CALL

IV. REORGANIZATION MEETING

1. Oath of Office for newly elected Board Members
2. Election Results
3. Nominations for President
4. Board Secretary turns meeting over to President
5. Nominations for Vice President
6. President announces committees and delegates:

Policy & Negotiations Committees
Education Foundation –CPSPIE Rep
PTA & Booster Club Rep
NJSBA & HCSBA Delegate
HCESC School Board Rep

7. Annual Approvals

- a. To authorize the Superintendent/Principal and Business Administrator to implement the 2011-2012 budget at which time the taxes have been certified
- b. To authorize the Superintendent/Principal to offer employment via a "Letter of Intent" to candidates for vacancies between regularly scheduled Board Meetings that require an emergent hire. This authority extends only to formerly approved Board of Education Positions, as represented on the district's Position Control Roster. The Superintendent/Principal is required to "straw poll" all members of the Board to discuss the candidate, qualifications, salary requirements, and references. Candidates who receive three "individual approvals" will be placed on the next agenda for formal hire. Should any aspect of this process not be followed, the "Letter of Intent" is void as of midnight on the calendar date of the Board of Education Meeting.
- c. To authorize the Business Administrator to requisition the taxes from the Town of Clinton and the Borough of Glen Gardner after the amounts to be raised have been certified.
- d. To authorize the Superintendent/Principal and the Business Administrator to initiate any line item transfers as may be necessary to facilitate any unanticipated encumbrances/ expenditures that may arise between Board meetings, with disclosure to the Board at subsequent Board meetings.
- e. To set the 3rd Wednesday of each month as the Board Work Session, and the 4th Tuesday of each month as the Regular Business Meeting of the Board. All meetings will be held in the Clinton Public School Library beginning at 7:00 pm

May 18, 2011 (3rd Wednesday Business only)
June 8, 2011 (2nd Wednesday Work Session)

June 14, 2011 (3rd Tuesday Business Session)
July 26, 2011 (4th Tuesday Business only)
August 17, 2011
August 23, 2011
September 21, 2011
September 27, 2011
October 19, 2011
October 25, 2011
November 16, 2011
November 22, 2011
December 14, 2011 (2nd Wednesday)
December 20, 2011 (3rd Tuesday)
January 18, 2012
January 24, 2012
February 15, 2012
February 21, 2012
March 21, 2012
March 27, 2012
April 18, 2012
April 24, 2012

- f. To approve the following publications as official newspapers:

Hunterdon County Democrat
Courier News (alternate)
Express Times (alternate)

- g. To approve Russ Weiss of Parker McCay as general legal counsel at \$165 per hour for the 2011-2012 school year.
- h. To approve Paul Kalac of Kalac, Barger & Bacigalupo, LLC as legal counsel for labor negotiations at \$160 per hour for the 2011-12 school year.
- i. To approve William Colantano as the auditor at the maximum fee of \$15,500.
- j. To approve Gianforcaro Architects and Engineers for consulting services at \$100 per hour as needed for facility projects.

- k. To name ELES, Inc as the Board's Broker of Record for medical insurance for the 2011-2012 school year.
- l. To name Brown & Brown as the Board's Broker of Record for dental insurance for the 2011-2012 school year.
- m. To appoint G.R. Murray as our school commercial package insurance agent for 2011-2012 school year.
- n. To appoint On-Tech as the E-Rate Consultant for the 2011-12 school year.
- o. To appoint Dr. Ronald Frank, M.D. as School Physician for the 2011-2012 school year.
- p. To appoint the Town of Clinton Police Chief as attendance officer.
- q. To authorize the following signatures for the depositories of the board of education:

General Account (3 Signatures) President,
Business Administrator, Treasurer

Payroll Account (1 Signature) Treasurer

Payroll Agency Account (1 Signature) Treasurer

Student Activities Account (2 Signatures)
Supt/Principal, Business Administrator

Cafeteria Account (2 Signatures) Supt/Principal,
Business Administrator

Unemployment Account (Any 1 Signature)
Business Administrator, Treasurer

Capital Reserve (Any 2 Signatures) President,
Supt/Principal, Business Administrator, Treasurer

- r. To designate the following banks as approved depositories, while authorizing the School Business

Administrator to select the depository offering the most financially beneficial services

- Peapack Gladstone Bank
- TD Financial
- PNC Bank
- Unity Bank
- Investors Savings

- s. To adopt the existing curriculum guides for 2011-2012 and Curriculum Evaluation Schedule (on file in Main Office).
- t. To adopt Clinton-Glen Gardner Board of Education Policy Manual for 2011-2012 (on file in Main Office).
- u. To adopt the textbook list for 2011-2012 (on file in Main Office).
- v. To adopt the NJSBA Code of Ethics.
- w. To set the 2011-2012 petty cash account amount at \$150 and to appoint the Business Administrator as the disbursing agent, funds to be reviewed by another administrator before paid.
- x. To designate the Business Administrator/Board Secretary as school funds investor for 2011-2012.
- y. To authorize Business Administrator to remit payment, as deemed necessary, between scheduled Board meetings, for financial obligations that are contractual in nature, are considered emergency needs, or are to be paid timely to avoid late fees. All such expenditures shall be approved by the Superintendent/Principal or his designee.
- z. To approve the following base tuition rates (plus related services) for the 2011-12 school year:

Non-Resident	\$6,500
Non-Resident-2 nd child	\$5,900
Foundations	\$23,500
Foundations ESY	\$3,200

Preschool Disabled	\$19,500
Preschool Integrated	\$2,500
Preschool Disabled ESY	\$1,500

- aa. To appoint Rich Katz, Superintendent\Principal, as district Affirmative Action Officer, for the 2011-2012 school year.
- bb. To appoint Christine Maines as the 504 Compliance Officer for the 2011-12 school year.
- cc. To appoint Sue Penn as the 504 Committee Coordinator for the 2011-12 school year.
- dd. To appoint the School Nurse as the Chemical Hygiene Officer for the 2011-12 school year.
- ee. To approve purchase of 2011-2012 general supplies through the Hunterdon County ESC Cooperative Purchasing program.
- ff. To approve Barbara Hofler as provider of Occupational Therapy services at the rate of \$84/hour for the 2011-12 school year.
- gg. To approve Sam's Kids as provider of Physical Therapy services at rate of \$90/hour for the 2011/12 summer and school year programs.
- hh. To participate if deemed necessary in the Warren County Special Services Transportation Consortium for the 2011-2012 school year.
- ii. To participate in the Hunterdon County Educational Services Commission transportation program for the 2011-2012 school year.
- jj. To participate in Somerset County Educational Services Commission transportation program as needed for the 2011-2012 school year.
- kk. To appoint Lisa Craft as Board Secretary/ Business Administrator for the 2011-2012 school year.

- ll. To appoint the Vice-President of the Board as the Acting Secretary in the absence of the Board Secretary.
- mm. To appoint the Facility Manager as the Asbestos Management Officer, Safety & Health Designee, Indoor Air Quality Designee, Integrated Pest Management Coordinator, Right to Know Officer, and Ahera Officer.
- nn. To appoint the School Business Administrator as the Qualified Purchasing Agent for the 2011-2012 school year; and authorize to award contracts up to the bid threshold, and set quote threshold at 15% of bid threshold amount.
- oo. To appoint the School Business Administrator as the Custodian of Records for the 2011-12 school year.
- pp. To authorize Darlene Nardi to sign purchase orders, quarterly tax returns, and take minutes as needed in the absence of the Business Administrator/Board Secretary.
- qq. To appoint Kathleen Olsen as the School Treasurer for the 2011-2012 school year.
- rr. To approve the rate of pay for leave replacements and long-term substitutes at \$150 per diem for the first 60 days, followed by a per diem equivalent of the first step, BA column, on the CTA negotiated agreement.
- ss. To approve an increase in the Substitute Rate for the 2011-12 school year from \$75 to \$85.
- tt. To appoint Lisa Craft as the 2011-2012 Public Agency Compliance Officer for the purpose of affirmative action with public contracting.
- uu. To approve the following Tax Shelter Annuities as approved vendors in the district 403B Plan:

AXA Equitable

Ameriprise
Lincoln Financial Group
Lincoln National Life
Syracusa
Valic

- vv. To adopt all other resolutions still in force as policy of the Board.

V. EXECUTIVE SESSION

VI. PERSONNEL

A. Personnel Appointments for 2011-12 School Year

1. Tenured and Non-Tenured Teachers

*Motion: To reappoint, for the 2011-2012 school year, the Tenured and Non-Tenured Teaching Staff as listed on **Attachment #1** pending the results of negotiations.*

2. Para-Professional Staff

*Motion: To reappoint, for the 2011-2012 school year, the Para-Professional Staff as listed on **Attachment #2***

3. Administrative Staff, Child Care Director and Technology Coordinator

*Motion: To reappoint, for the 2011-2012 school year, the Administrative Staff, Child Care Director and Technology Coordinator as listed on **Attachment #3** pending the results of negotiations.*

4. Teacher Assignment Transfers

Motion: To approve the following assignment transfers for the 2011-12 school year:

	From	PCN	To	PCN	FTE
Kelly DeJesus	Grade 1	11	Grade 2	13	1.0
Denise Rella	Foundations	5	Grade 3	19	1.0
Anne Marie DeSavino	Foundations	99	Resource Rm	48	1.0
Caroline Schorr	Resource Rm	48	Foundations	99	1.0
Jennifer Merrigan	Middle School	28	Grade 5	23	.5
Jennifer Merrigan	Basic Skills	103	Grade 5	23	.5
Donna Zaugg	Middle School	31	Basic Skills	103	.5
Debby Sarmir	Basic Skills	27	Middle School	27	.5
Tracy Palumba	Middle School	27	Basic Skills	110	.5

5. Substitute Teachers

*Motion: To re-appoint all substitute teachers for the 2011-12 school year per **Attachment #4***

VII. PUBLIC COMMENT

VIII. EXECUTIVE SESSION

- **Negotiations**

IX. ADJOURNMENT