

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

April 23, 2013

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, Margaret Layding, Brendan McIsaac, Robert Moul, and Patricia Cooper

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

**RECEPTION FOR MARYELLEN BOWLBY – EDUCATIONAL SERVICES  
PROFESSIONAL OF THE YEAR****GENERAL INFORMATION: MONTHLY SCHOOL DATA**

A. Enrollment Data Report

B. Student Suspensions:

1. In-School Suspensions: 1
2. Out-of-School Suspensions: 0

C. School Nurse's Report:

D. Violence and Vandalism (EVVRS Data )

E. Fire Drill and Bus Evacuation Drill Report

**RESOLUTION 2012-2013: 163****ACCEPT SCHOOL DATA REPORTS**

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

**SUPERINTENDENT/PRINCIPAL'S REPORT:**

Confirmed last day of school is June 18<sup>th</sup> and Board Meeting will be June 19<sup>th</sup>.  
 Ipad Committee meeting scheduled for May 7<sup>th</sup>.  
 Review of Kindergarten Parent Information Night

**PUBLIC COMMENT:** None

**PERSONNEL REPORT:****RESOLUTION 2012-2013: 164****APPROVE LARKIN FAMILY LEAVE**

Patricia Cooper moved, seconded by Robert Moul, to approve a Federal Family Leave for Tom Larkin (PCN 24) beginning May 20, 2013 through June 19, 2013. Motion carried unanimously with all "ayes" by roll call vote.

**RESOLUTION 2012-2013: 165****APPROVE LARKIN HOURLY RATE**

Patricia Cooper moved, seconded by Robert Moul, to approve a 15 hours at the rate of \$37 per hour to Tom Larkin for the completion of agreed upon teacher responsibilities completed while on leave. This includes maintenance of the class grade book, completion of report cards, and end of year classroom clean up responsibilities. Motion carried unanimously with all "ayes" by roll call vote.

**RESOLUTION 2012-2013: 166****APPROVE CREATED POSITIONS**

Patricia Cooper moved, seconded by Robert Moul, to approve the creation of positions for the 2013-14 school year. Motion carried unanimously with all "ayes" by roll call vote.

Position	PCN	FTE	Description
<b>Kindergarten</b>	<b>7</b>	<b>.5 Increase</b>	<b>Full Day K</b>
<b>Kindergarten</b>	<b>8</b>	<b>.5 Increase</b>	<b>Full Day K</b>

**RESOLUTION 2012-2013: 167****APPROVE CHANGES & TRANSFERS**

Patricia Cooper moved, seconded by Robert Moul, to approve the current teaching staff FTE changes and assignment transfers for the 2013-14 school year. Motion carried unanimously with all "ayes" by roll call vote.

Teacher	From	PCN	FTE	To	PCN	FTE
<b>Pam Lorenson</b>	<b>Grade 3</b>	<b>14</b>	<b>1.0</b>	<b>BSI</b>	<b>54 &amp; 103</b>	<b>1.0</b>
<b>Tracy Reinhardt</b>	<b>BSI</b>	<b>104</b>	<b>.5</b>	<b>Kindergarten</b>	<b>7</b>	<b>1.0</b>
<b>Tracy Palomba</b>	<b>Middle School</b>	<b>27</b>	<b>1.0</b>	<b>BSI</b>	<b>104</b>	<b>.5</b>
<b>Lauren Gallagher</b>	<b>Kindergarten</b>	<b>8</b>	<b>.5</b>	<b>Kindergarten</b>	<b>8</b>	<b>1.0</b>

**RESOLUTION 2012-2013: 168****APPROVE NEW APPOINTMENT**

Robert Moul moved, seconded by Margaret Layding, to approve the new appointment for the 2013-14 school year. Motion carried unanimously with all "ayes" by roll call vote.

Position	Name	Rate/Salary
<b>0.5 FTE , PCN 56 Basic Skills Teacher</b>	<b>Susan Haney</b>	<b>\$28,276 BA (11 YOY)</b>

**RESOLUTION 2012-2013: 169****APPROVE TENURE RECOMMENDATION**

Margaret Layding moved, seconded by Brendan McIsaac, to approve the Tenure recommendations for the 2013-14 school year. Motion carried unanimously with all "ayes" by roll call vote.

Name	Position
<b>Jennifer Russo</b>	<b>Spanish Teacher FTE .5, PCN 44</b>
<b>Suzanne Lauricella</b>	<b>Art Teacher FTE 1.0, PCN 38</b>

**RESOLUTION 2012-2013: 170****APPROVE TENURED & NON-TENURED**

Margaret Layding moved, seconded by Brendan McIsaac, to approve the Tenured and Non-Tenured teaching staff for the 2013-14 school year as per attachment. Motion carried unanimously with all "ayes" by roll call vote.



**RESOLUTION 2012-2013: 171****APPROVE STAFF**

Margaret Layding moved, seconded by Brendan McIsaac, to approve the Administrative staff, Child Care Director, Technology Coordinator for the 2013-14 school year as per attachment; for Business Administrator approval is pending the Hunterdon County Office contract review and approval. Motion carried unanimously with all "ayes" by roll call vote.

**RESOLUTION 2012-2013: 172****APPROVE SUBSTITUTE TEACHERS**

Brendan McIsaac moved, seconded by Margaret Layding, to approve the Substitute Teachers for the 2013-14 school year as per the attachment. Motion carried unanimously with all "ayes" by roll call vote.

**RESOLUTION 2012-2013: 173****APPROVE SUBSTITUTE NURSE**

Patricia Cooper moved, seconded by Robert Pyle, to approve the following staff member for the listed position for the 2013-14 school year. Motion carried unanimously with all "ayes" by roll call vote.

Position	Name	Rate/ Salary	Effective
Substitute Nurse	<b>Rebecca DiMemmo</b>	<b>\$110.00 per diem</b>	

**RESOLUTION 2012-2013: 174****APPROVE OBSERVATIONS**

Brendan McIsaac moved, seconded by Robert Moul, to approve the following observations for the 2013-14 school year. Motion carried unanimously with all "ayes" by roll call vote.

Position	Name
High School Student Career Shadowing	<b>Samantha Schorr</b>
Centenary College – Special Ed. Class	<b>Lindsey Jordan</b>

**RESOLUTION 2012-2013: 175****APPROVE KASTNER**

Robert Moul moved, seconded by Brendan McIsaac, to approve the following staff member for the 2013-14 school year for the following stipend position. Motion carried unanimously with all "ayes" by roll call vote.

Position	Name	Rate/Salary
<b>Supervisor of Special Services</b>	<b>Jenine Kastner</b>	<b>\$13,260</b>

**RESOLUTION 2012-2013: 176****APPROVE STIPEND POSITIONS**

Brendan McIsaac moved, seconded by Robert Moul, to approve the following staff members for the 2013-14 school year for the following stipend position. Motion carried unanimously with all "ayes" by roll call vote.

Position	Name	Rate/Salary
<b>Golf Club</b>	<b>Mary Bulger</b>	<b>\$866</b>
<b>Peer to Peer (2)</b>	<b>Sue Penn</b> <b>Tim Bidwell</b>	<b>\$1,135 each</b>
<b>3<sup>rd</sup> Grade Musical Assistant Director(s)</b>	<b>Laurie Ruch</b>	<b>\$866</b>
<b>4<sup>th</sup> Grade Musical Director</b>	<b>Laurie Ruch</b>	<b>\$866</b>
<b>4<sup>th</sup> Grade Musical Assistant Director(s)</b>	<b>Lisa Rizzi (0.5)</b> <b>Evelyn Ferro (0.5)</b>	<b>\$866 shared</b>
<b>Spring Musical Director</b>	<b>Laurie Ruch</b>	<b>\$3,414</b>
<b>Spring Musical Assistant Director (3)</b>	<b>Kelly DeJesus</b> <b>Donna Zaugg</b> <b>Lisa Rizzi (0.5)</b> <b>Suzanne Lauricella (0.5)</b>	<b>\$1,131</b> <b>\$1,131</b> <b>\$1,131 shared</b>
<b>Student Council 5-6</b>	<b>Denise Grimm</b>	<b>\$1,135</b>
<b>Student Council 7-8</b>	<b>Jessica Latanzio Crespo</b>	<b>\$1,135</b>
<b>Aim High (2)</b>	<b>Jenine Kastner</b>	<b>\$866 each</b>
<b>Intervention &amp; Referral Services Committee</b>	<b>Heather Alvarez</b> <b>Amy Kagan</b> <b>Sue Penn</b> <b>Mary Ellen Bowlby</b> <b>Susan DeSapio</b> <b>Denise Grimm</b>	<b>\$866 each</b>
<b>Middle School Coordinator</b>	<b>Jessica Latanzio Crespo</b>	<b>\$5,000</b>
<b>Team Leaders</b> K-2 3-4 5-8	<b>Kelly DeJesus</b> <b>Jamie Friedel</b> <b>Jessica Latanzio Crespo</b> <b>Barbara Shaffer</b> <b>Tim Bidwell</b> <b>Judy Liptak</b>	<b>\$866 each</b>
<b>Special Area Special Education</b>		
<b>Character Education Coordinator (2)</b>	<b>Heather Alvarez</b> <b>Sue Penn</b>	<b>\$1,135 each</b>
<b>Athletic Director</b>	<b>Joe Harris</b>	<b>\$2,247</b>
<b>Boys' Soccer Coach</b>	<b>Tim Bidwell</b>	<b>\$1,878</b>
<b>Girls' Soccer Coach</b>	<b>Amy Santacross</b>	<b>\$1,706</b>
<b>Volleyball Coach</b>	<b>Sue Penn</b>	<b>\$1,878</b>
<b>Boys' Basketball Coach</b>	<b>Tim Bidwell</b>	<b>\$3,414</b>
<b>Baseball Coach</b>	<b>Tim Bidwell</b>	<b>\$1,878</b>
<b>Softball Coach</b>	<b>Amy Santacross</b>	<b>\$1,878</b>

**RESOLUTION 2012-2013: 177****APPROVE SUMMER POSITIONS**

Brendan McIsaac moved, seconded by Robert Moul, to approve the following staff members for the following summer 2013 positions. Motion carried unanimously with all "ayes" by roll call vote.

Position	Name	Rate/Salary
<b>Powerschool Scheduling and Updating</b>	<b>Kathi Savarese</b>	<b>(not to exceed 30 hours) \$37 per hour</b>
<b>Scheduling (Grades 5-8)</b>	<b>Barbara Shaffer</b>	<b>(not to exceed 25 hours) \$37 per hour</b>
<b>Health Office Records and Information Preparation</b>	<b>Mary Ellen Bowlby</b>	<b>(not to exceed 20 hours) \$37 per hour</b>
<b>Preparation for K-Care/Child Care</b>	<b>Martie Orlando</b>	<b>\$37/hr (not to exceed 20 hours)</b>
<b>Office/Clerical Assistance</b>	<b>Debbie Herold Barbara Plundeke</b>	<b>\$15.56/hr (not to exceed 60 combined total hours)</b>

**RESOLUTION 2012-2013: 178****APPROVE CURRICULUM/COMMITTEE**

Robert Moul moved, seconded by Brendan McIsaac, to approve the following staff members for the following 2013-14 curriculum/committee positions. Motion carried unanimously with all "ayes" by roll call vote.

Position	Name	Rate/Salary
<b>Social Studies</b>	<b>Thomas Larkin</b>	<b>\$37 per hour (not to exceed 25 hours)</b>
<b>Crisis Management Committee</b>	<b>Jenine Kastner Heather Alvarez Amy Kagan Sue Penn Mary Ellen Bowlby Kelly DeJesus</b>	<b>\$37 per hour (not to exceed 15 hours each)</b>
<b>Report Card Revisions (K-4)</b>	<b>Elizabeth Hedden Kelly DeJesus Jamic Friedel Tracy Reinhardt</b>	<b>\$37 per hour (not to exceed 5 hours each)</b>
<b>Character Education Program Development</b>	<b><u>10 Hours Each</u> Heather Alvarez Sue Penn  <u>6 Hours Each</u> Mary Ellen Bowlby Suzanne Lauricella Jamic Friedel Tracy Reinhardt</b>	<b>\$37 per hour</b>



**RESOLUTION 2012-2013: 179****APPROVE ESY POSITIONS**

Brendan McIsaac moved, seconded by Robert Moul, to approve the following staff members for 2013 Extended School Year positions. Motion carried unanimously with all "ayes" by roll call vote.

Position	Name	Rate/Salary
Foundations Teacher	<b>Carolyn Schorr</b>	<b>\$40 per hour</b>
K-3 Teacher	<b>Karen Brownell</b>	<b>\$40 per hour</b>
Preschool Teacher	<b>Lisa Rizzi</b>	<b>\$40 per hour</b>
School Nurse	<b>Mary Ellen Bowlby</b>	<b>\$40 per hour</b>
Speech and Language Therapist	<b>Camille Reilly</b>	<b>\$77 per hour</b>
Behaviorist	<b>Heather Alvarez</b>	<b>\$77 per hour</b>
Paraprofessionals	<b>Janet Traphagen Kelly DeJesus Laurel Kelly Margaret Blickenderfer Megan Sheenan</b>	<b>\$15.56 per hour</b>
Substitute Teacher	<b>Joe Harris Tracy Palomba Denise Rella Ashley Hoffman Jennifer Merrigan</b>	<b>\$40 per hour</b>

**RESOLUTION 2012-2013: 180****APPROVE SPORTS CAMPS POSITIONS**

Patricia Cooper moved, seconded by Margaret Layding, to approve the following staff members for the following 2013 Summer Sports Camps positions. Motion carried unanimously with all "ayes" by roll call vote.

Summer Sports Camps	Name	Rate/Salary
<b>Summer Sports Camp Coordinator</b>	<b>Joe Harris</b>	<b>\$1,547</b>
<b>Baseball Soccer Basketball (G&amp;B) All-Sports</b>	<b>Tim Bidwell Joe Harris</b>	<b>\$40 per hour</b>
<b>Volleyball</b>	<b>Sue Penn</b>	<b>\$40 per hour</b>
<b>Substitutes</b>	<b>Jennifer Merrigan Tracy Palomba</b>	<b>\$40 per hour</b>

## Vacancies:

Chess Club  
Aim High (1)  
Science Club  
3<sup>rd</sup> Grade Musical Director  
Yearbook

Cross Country Coach  
 Girls' Basketball Coach  
 Cheerleading Coach  
 Report Card Revision Committee (1)  
 Character Education Program Development (1)

## CURRICULUM, INSTRUCTION, ASSESSMENT, & TECHNOLOGY

### RESOLUTION 2012-2013: 181

### STAFF DEVELOPMENT

Brendan McIsaac moved, seconded by Robert Moul, 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	Event Cost	Substitute Pay	Total Cost
Practical Ideas to Differentiate Your Writing Instruction	04/24/2013	Lauren Gallagher	\$195	\$42.50	\$237.50
Timesaving Math Work Stations to Practice and Reinforce the Common Core Mathematics Standards	05/07/2013	Lauren Gallagher	\$219	\$42.50	\$261.50
2013 NJSHA Convention	04/25/201304/26/2013	Susan DeSapio Camille Reilly	\$275 each	\$0.00	\$550.00
NJASBO Annual Conference	06/05/201306/06/2013 06/07/2013	Lisa Craft	\$150  \$200 lodging	\$0.00	\$350.00
The Orton Gillingham Classroom Reading and Writing Perfect Together Training	05/28/2013	Carolyn Schorr Judy Liptak Alex Jordan Maria Buniva Jean Maksymovich Jeanne Steinberg Lisa Rizzi AnneMarie DeSavino Sue DeSapio Tracy Reinhardt Denise Grimm Pam Lorenson	\$40 each (max. cost)	\$85.00 \$85.00 \$85.00 \$85.00 \$85.00 \$85.00 \$85.00 \$85.00 \$42.50 \$85.00	\$1287.50



**RESOLUTION 2012-2013: 182****FIELD TRIPS**

Patricia Cooper moved, seconded by Margaret Layding, to approve the following requests for Field Trips as listed. Motion carried unanimously with all "ayes".

Date	Grade	Destination	Cost per person
April 2013	Third Grade	Clinton Town	\$0.00
May 2013	Various Track Students	North Hunterdon High School	\$0.00
May 2013	1st Grade	Conley School	\$2.50
May 2013	Various Students	Red Mill Museum	\$0.00
June 2013	Third Grade	Red Mill Museum	\$10.00
June 2013	1st Grade	Lakota Wolf Preserve	\$6.50

**RESOLUTION 2012-2013: 183****APPROVE ELIMINATION OF PROGRAM**

Brendan McIsaac moved, seconded by Robert Moul, to approve the elimination of the preschool disabilities resource program. Motion carried unanimously with all "ayes".

**RESOLUTION 2012-2013: 184****APPROVE ALT. METHOD OF COMPLIANCE**

Brendan McIsaac moved, seconded by Robert Moul, to approve the alternate method of compliance in accordance with N.J.A.C. 6A:26-6.3(h)4ii by providing toilet rooms adjacent to or outside the classroom in lieu of individual toilet rooms in each classroom. Our school children shall be supervised through a paraprofessional at all times. This request has been approved by the Hunterdon County office of the Department of Education. Motion carried unanimously with all "ayes".

**POLICY:** None

**GENERAL INFORMATION: BUSINESS ADMINISTRATOR'S REPORT****RESOLUTION 2012-2013: 185 APPROVE MINUTES & FINANCIAL REPORTS**

Margaret Layding moved, seconded by Robert Pyle, to approve the Minutes and monthly financial transactions and reports as listed below. Motion carried unanimously with all "ayes".

- A. **Approval of Board of Education Minutes** from the March 5, 2013 Special Budget and Executive Sessions; the March 20, 2013 Work and Executive Sessions; and the March 26, 2013 Business and Executive Sessions.

B. **Certification of the Secretary’s and Treasurer’s Reports** that the cash receipts, cash expenditures, and cash balances in the specified amounts, 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 2012-2013 school year.

February, 2013      \$ 924,084.14

C. **Approval of the Bill List in the specified amounts.**

General Account: \$ 781,841.82  
Cafeteria Account: \$ 11,613.59

D. **Checking Account Balances – February, 2013**

Student Activities: \$28,144.47  
Cafeteria: \$34,978.02  
Payroll Agency: \$85,496.45  
Unemployment: \$66,474.53

E. **Transfers and Amendments** in the amount of \$12,321.27 and \$0 respectively for the month of March, 2013.

**RESOLUTION 2012-2013: 186**

**APPROVE CHOICE STUDENT**

Robert Moul moved, seconded by Brendan McIsaac, to approve the Choice Student listed below. Motion carried unanimously with all “ayes”.

District to Attend	Number of Students Enrolled	Grades
Alexandria Township	1 student	8 <sup>th</sup> Grade

**RESOLUTION 2012-2013: 187**

**AUTHORIZE BIDDING**

Margaret Layding moved, seconded by Brendan McIsaac, for authorization to proceed with bidding for West Wing Window Replacement and Gymnasium Wing Hot Water Heater Replacement. Motion carried unanimously with all “ayes”.

**RESOLUTION 2012-2013: 188**

**AUTHORIZE RFP**

Robert Moul moved, seconded by Patricia Cooper, for authorization to issue Requests for Proposals for Food Service Management Companies for 2013-14. Motion carried unanimously with all “ayes”.

**CORRESPONDENCE:** None

**NEW BUSINESS:** None

**OLD BUSINESS:**

District Goals Update – Communication Committee meets May 8<sup>th</sup>.

**RESOLUTION 2012-2013: 189                      APPROVE SUBMISSION OF CHOICE APP.**

Robert Moul moved, seconded by Brendan McIsaac, to approve the submission of the Inter-district Public School Choice Application to begin participation in the 2014-15 school year. Motion carried unanimously with all “ayes”.

**PUBLIC COMMENT:** None

**RESOLUTION 2012-2013: 190                      EXECUTIVE SESSION**

Patricia Cooper moved, seconded by Brendan McIsaac, to adjourn to Executive Session at 7:50 p.m. in accordance with the Sunshine Law, Chapter 231, P.L. 1975, to discuss Paraprofessional Contract Negotiations, Pritchard Industries Custodial Contract and Personnel. The matters discussed will be made public if and when the circumstances requiring confidentiality no longer exist; however, it is not presently known when such circumstances will exist. Motion carried unanimously with all “ayes”.

**RESOLUTION 2012-2013: 191                      APPROVE PARAPROFESSIONAL STAFF**

Robert Moul moved, seconded by Patricia Cooper, to appoint the paraprofessional staff for the 2013-14 school year. Motion carried unanimously with all “ayes” by roll call vote.

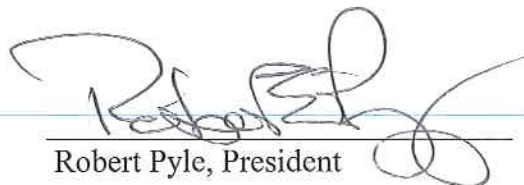
**RESOLUTION 2012-2013: 192                      ADJOURNMENT**

Margaret Layding moved, seconded by Patricia Cooper, to adjourn the Board Meeting at 9:15 p.m. Motion carried unanimously with all “ayes”.

Respectfully submitted,



Lisa Craft  
Business Administrator



Robert Pyle, President