

CLINTON-GLEN GARDNER BOARD OF EDUCATION

BUSINESS SESSION MEETING MINUTES

January 23, 2014

Margaret Layding 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: Margaret Layding, Robert Moul, Patricia Cooper,
Brendan McIsaac and Craig Sowell

Also Present: Judith Burd, Interim Superintendent/Principal(excused 10:00pm)
Lisa Craft, Business Administrator
Christine Steiner, Assistant Principal
Jenine Kastner, Supervisor of Special Services

GENERAL INFORMATION: MONTHLY SCHOOL DATA

A. Enrollment Data Report

B. Student Suspensions:

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

C. School Nurse's Report:

D. Violence and Vandalism (EVVRS Data)

HIB – 1 incident, inappropriate behavior on bus – determined not to be HIB

E. Fire Drill and Bus Evacuation Drill Report

RESOLUTION 2013-2014: 126

ACCEPT SCHOOL DATA REPORTS

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

SUPERINTENDENT/PRINCIPAL’S REPORT:

HIB Training and Programs Report: Reporting Period 1 (September 1- December 31, 2013)

HIB Investigations and Affirmed HIB Incidents Report: Reporting Period 1 (September 1- December 31, 2013)

1 incident, inappropriate language – affirmed (found to be HIB)

Incidents of Violence, Vandalism, Affirmed HIB, Substance Offenses and Weapons Offenses Report: Reporting Period 1 (September 1-December 31, 2013)

Violence and Vandalism - 1 incident

ASSISTANT PRINCIPAL’S REPORT:

NJ ASK: Upcoming staff training on test specifications

PARCC: Samples released, instructional shifts, PARCC tutorial

NJECC: Attended meeting with Scott Reilly to learn about LMS for iPad initiatives

SPECIAL SERVICES REPORT:

Judith Burd reported on IEP meetings for the 8th graders.

CLINTON TEACHER’S ASSOCIATION (CTA) REPORT:

Robert Stein reported

PUBLIC COMMENT: None

PERSONNEL REPORT:

RESOLUTION 2013-2014: 127

APPROVE STAFF MEMBER

Robert Moul moved, seconded by Patricia Cooper, 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 Date | Att. |
|-----------------------------|-------------|--|------------------|------|
| Spanish Teacher [PCN 45] | Rosa Guzman | \$52,547, prorated Step 7, BA on teachers’ guide | January 22, 2014 | #4 |

| | | | | |
|---------------------------|-------------------------|--------------------------|--------------------------------|--|
| Substitute Teacher | Monica Berkman | \$85.00 per diem | 01/21/14 | |
| Substitute Teacher | Zachary Berkman | \$85.00 per diem | Pending County approval | |
| Substitute Nurse | Loretta Borowsky | \$125.00 per diem | Pending County approval | |
| Substitute Teacher | Jonathan Teich | \$85.00 per diem | 1/21/14 | |
| Substitute Teacher | Susan Adair | \$85.00 per diem | 1/21/14 | |
| Substitute Teacher | Bruce McKillip | \$85.00 per diem | Pending County approval | |

RESOLUTION 2013-2014: 128**APPROVE PEST MGMT COORDINATOR**

Patricia Cooper moved, seconded by Robert Moul, to approve the following staff member for the listed position. Motion carried unanimously with all "ayes" by roll call vote.

| Position | Name |
|---|---------------------|
| Integrated Pest Management Coordinator | Rick Trimmer |

RESOLUTION 2013-2014: 129**APPROVE MCGAVISK LEAVE EXTENSION**

Robert Moul moved, seconded by Patricia Cooper, to approve the extension of an unpaid child care leave for Hailey McGavisk through the end of the 2013-2014 school year. Motion carried unanimously with all "ayes" by roll call vote.

CURRICULUM, INSTRUCTION, ASSESSMENT, & TECHNOLOGY**PROFESSIONAL DEVELOPMENT****RESOLUTION 2013-2014: 130****APPROVE PROFESSIONAL DEVELOPMENT**

Robert Moul moved, seconded by Patricia Cooper, to approve the following requests for professional development and travel related mileage in accordance with NJAC18A:11-12. Motion carried unanimously with all "ayes".

| Program Name | Date | # Employees | # Board Member | Event Cost | Sub Pay | Total Cost |
|--|-----------------|---|----------------|-------------------------------|----------------|-------------------------------|
| Curriculum Coordinator Meeting | 01/22/14 | Barbara Shaffer Jen Merrigan | | \$0.00 + mileage | \$85.00 | \$85.00 + mileage |
| Current Adolescent Trends | 01/17/14 | Susan Penn | | \$0.00 + mileage | \$0.00 | \$0.00 + mileage |
| Hunterdon County Librarians Association Winter Workshop | 02/27/14 | Cathy Ahart | | \$40.00 + mileage | \$85.00 | \$125.00 + mileage |
| Starlab Workshop | 02/25/14 | Kate Fischer | | \$75.00 + mileage | \$85.00 | \$160.00 + mileage |
| Social Thinking | 02/14/14 | Carolyn Schorr | | \$100.00 + mileage | \$85.00 | \$185.00 + mileage |

RESOLUTION 2013-2014: 131**APPROVE FIELD TRIPS**

Robert Moul moved, seconded by Patricia Cooper, to approve the following requests for field trips as listed below. Motion carried unanimously with all "ayes".

| Date | Grade | Destination | Cost per student |
|-------------|-------------------------------------|----------------------------------|------------------|
| March | 2 nd grade | Raritan Valley Community College | \$10.50 |
| March/April | 6 th grade | North Branch County Library | \$0.00 |
| February | 5 th /6 th E2 | Rutgers University | \$12.50 |
| January | 3 rd grade | Raritan Valley Community College | \$24.25 |

RESOLUTION 2013-2014: 131**APPROVE REVISED CALENDAR**

Robert Moul moved, seconded by Patricia Cooper, to approve the revised attached 2014-2015 CPS School Calendar. Motion carried unanimously with all "ayes".

POLICY**RESOLUTION 2013-2014: 132****APPROVE POLICY**

Robert Moul moved, seconded by Brendan McIsaac, to approve the First and Second Readings and Adopt or Repeal the Policies and By Laws with Second Readings. Motion carried unanimously with all "ayes".

| # | TITLE | M | SUMMARY | ACTION |
|--------|--|---|--|------------------------------------|
| P 7422 | School Integrated Pest Management Plan (revised) | M | Revised to update name of Integrated Pest Management Coordinator | 1 st Reading (Att. #6A) |
| R 7422 | School Integrated Pest Management Plan (revised) | | Revised to update name of Integrated Pest Management Coordinator | 1 st Reading (Att. #6B) |

GENERAL INFORMATION: BUSINESS ADMINISTRATOR'S REPORT

Facility Update: Lisa Craft reported

RESOLUTION 2013-2014: 133**APPROVE FINANCIAL REPORTS**

Robert Moul moved, seconded by Patricia Cooper, to approve the monthly financial transactions and reports as listed below. Motion carried unanimously with all "ayes".

- A. Approval of Board of Education Minutes** from December 18, 2013 Business and Executive Sessions; and January 7, 2014 Reorganization Work Session and Executive Session.
- 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 2013-2014 school year.

November 2013 \$1,166,958.44

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

General Account: \$ 812,388.36
Cafeteria Account: \$ 20,624.45

- D. Checking Account Balances** – November, 2013

Student Activities: \$ 55,658.48
Cafeteria: \$ 38,731.47
Payroll Agency: \$ 58,380.98
Unemployment: \$ 73,772.74

- D. Transfers and Amendments** in the amount of \$135,161.91 and \$43,020.98 respectively for the month of December, 2013.

RESOLUTION 2013-2014: 134**APPROVE SEMI WAIVER**

Robert Moul moved, seconded by Patricia Cooper, to approve the waiver for SEMI participation for the 2014-15 school year due to fewer than 40 Medicaid eligible students projected. Motion carried unanimously with all "ayes".

RESOLUTION 2013-2014: 135**APPROVE PHOENIX ADVISORS PROPOSAL**

Robert Moul moved, seconded by Brendan McIsaac, to approve the January 9, 2014 proposal from Mary Lyons, Phoenix Advisors, for Annual Financial Advisory Services for 2014. Motion carried unanimously with all "ayes".

RESOLUTION 2013-2014: 136**APPROVE TUITION PLACEMENT**

Patricia Cooper moved, seconded by Robert Moul, to approve a new special education tuition placement at Phillipsburg School District in the amount of \$18,541 per year prorated plus transportation at \$100 per day through HCESC. Motion carried unanimously with all "ayes".

CORRESPONDENCE: Note from Jack O'Brien, Glen Gardner Council President, on support of the referendum.

NEW BUSINESS: None

OLD BUSINESS:

- A. School Budget: Technology and Curriculum. Judith Burd reported briefly on technology and Scott Reilly will present in February.
- B. Superintendent Search: Executive Session
- C. Referendum : Fact Sheet and one page hand-out distributed to the Board.
- D. Dear Parents: Subjects for the next few months were reviewed.

PUBLIC COMMENT: None

RESOLUTION 2013-2014: 137**EXECUTIVE SESSION**

Brendan McIsaac moved, seconded by Patricia Cooper, to adjourn to Executive Session at 8:45 p.m. in accordance with the Sunshine Law, Chapter 231, P.L. 1975, to discuss Negotiations and Superintendent Search. 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".

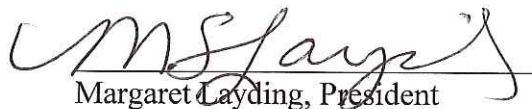
RESOLUTION 2013-2014: 138**ADJOURNMENT**

Robert Moul moved, seconded by Brendan McIsaac, to adjourn the Board Meeting at 11:06 p.m. Motion carried unanimously with all "ayes".

Respectfully submitted,



Lisa Craft
Business Administrator



Margaret Cayding, President