

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

December 18, 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: Margaret Layding, Patricia Cooper, Robert Moul,
Robert Pyle, and Brendan McIsaac

Also Present: Judith Burd, Interim Superintendent/Principal
Lisa Craft, Business Administrator
Christine Steiner, Assistant Principal

HEARING ON ANNUAL FINANCIAL AUDIT:

William Colantano, Auditor, reviewed the audit synopsis for the Board and answered questions.

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)

E. Fire Drill and Bus Evacuation Drill Report

RESOLUTION 2013-2014: 104**ACCEPT SCHOOL DATA REPORTS**

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

SUPERINTENDENT/PRINCIPAL'S REPORT:

HIB Public Reporting: Report Period 2, January 2013-June 2013. Two HIB investigations, 1 affirmed HIB incident.

Reporting on training provided during this period for target populations.

ASSISTANT PRINCIPAL'S REPORT:

District Evaluation Advisory Committee: Weighting of domains in evaluation process.
iPad Update

SPECIAL SERVICES REPORT:

Safety Team Updates
HIB Report for first data collection period
Staffing with teachers about student progress
Child Find completed

CLINTON TEACHER'S ASSOCIATION (CTA) REPORT:

Mrs. Steinberg and Mrs. Brownell updated on classroom projects and events

PUBLIC COMMENT: None

PERSONNEL REPORT:**RESOLUTION 2013-2014:****APPROVE STAFF MEMBER**

Margaret Layding moved, seconded by Robert Moul, 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.
Character Education Coordinator	Tim Bidwell	\$519.60 (\$866, prorated)	1/2/14	
I &RS Team member	Kelly DeJesus	\$681 (\$1135, prorated)	1/2/14	
Music Ensemble	Rob Stein	\$866	1/2/14	
Grade 3 Musical Director	Laurie Ruch	\$866	1/2/14	

Grade 3 Musical Asst. Director	Margaret Blickenderfer	\$866	1/2/14	
Spanish Teacher	Carlos Valencia	\$250/day	12/21/13-1/21/14	
Home Basketball Game Supervision	TBD	\$61/game	12/19/13	

RESOLUTION 2013-2014: 106**APPROVE RETIREMENT**

Margaret Layding moved, seconded by Robert Moul, to approve the following retirement effective 07/01/14. Motion carried unanimously with all "ayes" by roll call vote.

Position	Name	Effective Date	Att.
Speech Teacher PCN 91	Susan Kirby DeSapio	07/01/14	#4

RESOLUTION 2013-2014: 107**APPROVE MATERNITY LEAVE**

Robert Moul moved, seconded by Patricia Cooper, to approve the following Maternity Leave of Absence. Motion carried unanimously with all "ayes" by roll call vote.

Position	Name	Effective Date	Att
Third Grade Teacher (PCN 19)	Jamie Freidel	04/28/14-06/30/14	#5

RESOLUTION 2013-2014: 108**APPROVE CAREER SHADOWING**

Margaret Layding moved, seconded by Brendan McIsaac, 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
High School Student Career Shadowing	Katie Jeffries

CURRICULUM, INSTRUCTION, ASSESSMENT, & TECHNOLOGY**PROFESSIONAL DEVELOPMENT****RESOLUTION 2013-2014: 109****APPROVE PROFESSIONAL DEVELOPMENT**

Brendan McIsaac moved, seconded by Robert Moul, 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	Substitute Pay	Total Cost
FEA – School Safety Team Training – Understanding the REAL role of the School Safety Team	02/14/14	Judy Liptak MaryEllen Bowlby Sue Penn Christine Steiner Jenine Kastner		\$50.00 each + mileage	\$85.00 \$125.00	\$460.00 + mileage
Rutgers 46 th Annual Conference on Reading and Writing	03/28/14	Barbara Shaffer Judy Liptak		\$180.00 + mileage	\$85.00	\$530.00 + mileage
Very Best Treatments for ADHD & Processing Disorders	2/19/14	Ryan Hoover		\$199.00 \$ 29.95 + mileage	\$0.00	\$228.95 + mileage
NJAHPERD	02/25/14	Tim Bidwell		\$60.00 + mileage	\$85.00	\$145.00 + mileage

RESOLUTION 2013-2014: 110

APPROVE 2014-2015 CALENDARS

Margaret Layding moved, seconded by Robert Moul , to approve the attached 2014-15 Calendars; School, Board of Education Meeting, BOE Special Executive Session for Superintendent Search, Budget, 12 Month Staff Calendar, and Custodial Calendar. Motion carried unanimously with all “ayes”.

POLICY

RESOLUTION 2013-2014: 111

APPROVE POLICY

Brendan McIsaac moved, seconded by Robert Moul, 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 4124	Employment Contract (Revised)		Revised to remove provision that nontenured support staff contract will include probationary period as well as important contract provisions. (This probationary period may be included.)	2nd Reading
P 5117	Interdistrict Public School Choice		Includes all the requirements of the 2010 statutes and the new administrative code for school choice districts	2nd Reading

P 5512	Harassment, intimidation, bullying (Revised)	M	Revised to incorporate NJDOE updates. The revisions do not affect the manner in which school districts have been implementing the policy and do not affect the procedures that are included in previous versions of the Policy	2nd Reading
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GENERAL INFORMATION: BUSINESS ADMINISTRATOR'S REPORT

Facility Update: Windows are installed and waiting on customizing molding and replacing sills.

RESOLUTION 2013-2014: 112

APPROVE FINANCIAL REPORTS

Robert Moul moved, seconded by Brendan McIsaac, 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 November 6, 2013 Special and Executive Sessions; and November 20, 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 2013-2014 school year.

October 2013 \$1,216,600.64

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

General Account: \$ 738,899.13
Cafeteria Account: \$ 0.00

D. Checking Account Balances – October, 2013

Student Activities: \$ 52,860.77
Cafeteria: \$ 43,562.67
Payroll Agency: \$ 51,489.58
Unemployment: \$ 73,766.68

D. Transfers and Amendments in the amount of \$47,010.38 and \$0 respectively for the month of November, 2013.

RESOLUTION 2013-2014: 113**ACCEPT ANNUAL AUDIT REPORT**

Robert Moul moved, seconded by Brendan McIsaac, to accept the audit for the fiscal year ended June 30, 2013 with no findings/recommendations. Motion carried unanimously with all "ayes".

RESOLUTION 2013-2014: 114**ACCEPT PROJECT FINAL ELIGIBLE COSTS**

Margaret Layding moved, seconded by Robert Moul, to accept the NJDOE letter dated 12/12/13 for determination of Final Eligible Costs for the School Facility Project for Roof, HVAC and Fire Alarm System; and to accept Debt Service Aid as the State Funding Support for the project; and authorize the District as entity to construct the project. Motion carried unanimously with all "ayes" by roll call vote.

RESOLUTION 2013-2014: 115**APPROVE TIMELINE & RESOLUTION**

Margaret Layding moved, seconded by Brendan McIsaac, to approve the Resolution to Schedule the March 11, 20`14 Referendum for the hours of 7:00a.m. to 9:00p.m. Motion carried unanimously with all "ayes".

CORRESPONDENCE: None

NEW BUSINESS: None

OLD BUSINESS:

- A. Superintendent Search
- B. Referendum

PUBLIC COMMENT: None

RESOLUTION 2013-2014: 116**EXECUTIVE SESSION**

Brendan McIsaac moved, seconded by Robert Moul, to adjourn to Executive Session at 9:45 p.m. in accordance with the Sunshine Law, Chapter 231, P.L. 1975, to discuss Grievance, Staffing Matters, and Negotiations. 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: 117


ADJOURNMENT

Robert Moul moved, seconded by Brendan McIsaac, to adjourn the Board Meeting at 11:25 p.m. Motion carried unanimously with all "ayes".

Respectfully submitted,



Lisa Craft
Business Administrator



Robert Pyle, President