

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

September 24, 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

NJSBA FIELD REPRESENTATIVE:

Gwen Thornton, Superintendent Search

GENERAL INFORMATION: MONTHLY SCHOOL DATA

A. Enrollment Data Report

B. Student Suspensions:

1. In-School Suspensions: 0
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 2013-2014: 42**ACCEPT SCHOOL DATA REPORTS**

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

SUPERINTENDENT/PRINCIPAL'S REPORT:

District selected to be included in PARCC field testing in March/April 2014
 EVVRS Incident
 HIB Incident

CLINTON TEACHER'S ASSOCIATION (CTA) REPORT: None**PUBLIC COMMENT:** None**PERSONNEL REPORT:****RESOLUTION 2013-2014: 43****APPROVE STAFF MEMBER**

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	Rate/ Salary	Effective Date
Custodial Substitute	Joyce Flower	\$12/Hour	09/25/13
Custodian –Full Time and Single EPO Benefits(PCN119)	John Della Valle	\$15/hour plus Plus \$600 Boilers License	10/01/13-06/30/14
Custodian –Full Time and Single EPO Benefits(PCN122)	Walter Smickle	\$15/hour	10/01/13-06/30/14
Custodian – Part Time -5 Hrs/Day (PCN121)	Scott Blazure	\$15/hour plus \$600 Boilers License	10/01/13 - 06/30/14
Long term substitute – Spanish Teacher	Carlos Valencia	\$150/day	9/3/13 Att. #4
I&RS Committee	Ryan Hoover	\$866	9/3/13
Science Club	Stacy Viotto	\$866	9/25/13
Substitute Teacher	MaryAnn Gallaway	\$85.00 per diem	09/24/13
Substitute Teacher	Katherine Steinberg	\$85.00 per diem	09/24/13
Substitute nurse	Deborah Melillo	\$125.00 per diem	09/24/13

RESOLUTION 2013-2014: 44**APPROVE MATERNITY LEAVES**

Margaret Layding moved, seconded by Brendan McIsaac, to approve the following requests for a Maternity Leave of Absence/Federal Family Medical Leave. Motion carried unanimously with all “ayes” by roll call vote.

Position	Name	Anticipated Leave
4 th Grade Teacher (PCN 22)	Hailey McGavisk	10/21/13
Middle School Teacher (PCN 34)	Jessica Crespo	12/23/13
BSI Teacher (PCN 104)	Tracy Palomba	11/25/13

RESOLUTION 2013-2014: 45**APPROVE SUBSTITUTE NURSE RATE**

Margaret Layding moved, seconded by Brendan McIsaac, to approve an increase in the Nurse’s Substitute rate effective for the 2013-14 to \$125/day. Motion carried unanimously with all “ayes” by roll call vote.

RESOLUTION 2013-2014: 46**APPROVE OBSERVATION REQUEST**

Brendan McIsaac moved, seconded by Robert Moul, to approve the request by Samantha Schorr to observe the district’s occupational therapist to fulfill course requirement for Elizabethtown College. Motion carried unanimously with all “ayes” by roll call vote.

Vacancies:

Chess Club
3rd Grade Musical Director
1FTE Night Custodian

CURRICULUM, INSTRUCTION, ASSESSMENT, & TECHNOLOGY**STAFF DEVELOPMENT****RESOLUTION 2013-2014: 47****APPROVE PROFESSIONAL DEVELOPMENT**

Margaret Layding moved, seconded by Brendan McIsaac, 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
Autism New Jersey 31 st Conference	10/17/2013 10/18/2013	Carolyn Schorr		\$400 \$50 + mileage	\$85.00 each	\$620 + mileage
Art Educators of New Jersey Convention	10/4/2013	Suzanne Lauricella		\$185.00 + mileage	\$85.00	\$270.00 + mileage
Section 504 The ADA & IDEA – What's New	10/9/2013	Amy Kagan MaryEllen Bowlby Sue Penn Christine Steiner		\$75.00 each + mileage	\$60.00	\$360.00 + mileage
Crisis Management Prevention	09/04/2013	Amy Kagan		\$0.00 + mileage	\$0.00	\$0.00 + mileage
Artists for Art's Sake	10/21/2013	Suzanne Lauricella		\$45.00 + mileage	\$85.00	\$130.00 + mileage
The Challenges Our Youth Face	11/1/2013	Sue Penn Amy Kagan		\$25.00 + mileage	\$0.00	\$25.00 + mileage
Using the DSM-V for effective Assessment & Treatment	9/24/2013	Ryan Hoover		\$89.99 + mileage	\$0.00	\$89.99 + mileage
Teaching Social Skills	11/14/2013	Amy Kagan		\$75.00 + mileage	\$0.00	\$75.00 + mileage
Coming together to Raise Achievement in Writing: Addressing the Para Assessment	10/23/2013	Denise Grimm		\$0.00 + mileage	\$0.00	\$0.00 + mileage
Access to Literacy for All	10/18/2013	Jenine Kastner		\$200.00 + mileage	\$0.00	\$200.00 + mileage
The Blending of Virtual Worlds & Augmented Reality: Kids at Risk	10/28/2013	Sue Penn Amy Kagan Ryan Hoover Barbara Shaffer Judy Liptak		\$0.00 + mileage	\$85.00	\$85.00 + mileage
Presentation by the Division of Children & Families	09/27/2013	Sue Penn		\$0.00 + mileage	\$0.00	\$0.00 + mileage
APA Training	09/10/2013	Jenine Kastner Carolyn Schorr		\$0.00 + mileage	\$0.00	\$0.00 + mileage
Enrichment Consortium Meeting	09/10/2013	Denise Grimm Amy Santacross Cathy Ahart		\$0.00 + mileage	\$42.50 each	\$127.50 + mileage
How to Investigate HIB claims	11/13/2013	Sue Penn		\$150.00 each + mileage	\$0.00	\$300.00 + mileage
Non-Violent Physical Crisis Intervention	09/11/2013 10/09/2013 11/3/2013	Carolyn Schorr Laurel Kelly Jodi Lounds Ryan Hoover		\$46.00 each + mileage	\$42.50 each	\$807.00 + mileage

NJECC Meetings	09/20/13, 10/18/2013, 11/15/2013, 12/20/2013, 1/17/2014, 2/28/2014, 03/11/2014, 4/11/2014, 05/16/2014, 06/13/2014	Scott Reilly		\$0.00 + mileage	\$0.00	\$0.00 + mileage
HC Curriculum Coordinators Meeting	09/17/2013	Scott Reilly		\$0.00 + mileage	\$0.00	\$0.00 + mileage
The Hunterdon County Education Association Luncheon	09/30/2013	Judy Liptak		\$0.00 + mileage	\$42.50	\$42.50 + mileage
SGO Special Ed. Meeting	09/25/2013	Judy Liptak Jenine Kastner		\$0.00 + mileage	\$85.00	\$85.00 + mileage

RESOLUTION 2013-2014: 48**FIELD TRIPS**

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

Date	Grade	Destination	Cost per student
October 2013	8 th grade	Clinton Township – Michael Fowlin	\$2.25
October 2013	Pre-K	Melick's Town Farm	\$6.95
January 2014	8 th grade	Voorhees High School	\$0.00
October 2013	1 st grade	Walking trip through Clinton	\$0.00

POLICY**RESOLUTION 2013-2014: 49****APPROVE POLICY**

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

#	TITLE	M	SUMMARY	ACTION
B 0000.01	Introduction (revised)	M	Revised to allow updates of titles or definitions without having to update every policy or regulation that does not require a substantive change	2 nd Reading
P 3232	Tutoring Services (new)		Makes distinction b/w additional help provided in school by a staff member and parent hiring services in excess of additional help	2 nd Reading
P 5120	Assignment of Pupils (revised)	M	Updated to address classroom placement of twins or higher order multiples	2 nd Reading
P 5300	AED Automated External Defibrillators (revised)	M	Janet's law takes effect 9/1/2014. Requirement of AEDs in school, an emergency action plan to include responding to cardiac event	2 nd Reading

R 5300	AED Automated External Defibrillators (new)	M	To include new regulation for AED	2 nd Reading
P 5533	Pupil Smoking (revised)	M	Updated to include electronic smoking devices as act of smoking	2 nd Reading
P 7434	Smoking in School building and on School grounds (revised)	M	Updated to include electronic smoking devices as act of smoking	2 nd Reading
P 7523	School district provided technology devices to pupils (new)		General guidelines on providing devices to pupils and obligations from the addition of Anti-big brother act that took effect July 1, 2013	2 nd Reading
P 9181	Volunteer Coaches		Updated to include co-curricular volunteers	2 nd Reading Att. #6

RESOLUTION 2013-2014: 50 DESIGNATE VIOLENCE AWARENESS WEEK

Robert Moul moved, seconded by Margaret Layding, to designate the week of October 21-25 as School Violence Awareness Week. Motion carried unanimously with all "ayes".

GENERAL INFORMATION: BUSINESS ADMINISTRATOR'S REPORT:

Facility Update:

- Windows
- Hot Water Heater
- SDA Grant Workshop
- Debt Service Application

RESOLUTION 2013-2014: 51 APPROVE FINANCIAL REPORTS

Robert Moul moved, seconded by Margaret Layding, 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 July 17, 2013 Business and Executive Sessions; and August 21, 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.

July, 2013 - **Report forthcoming due to a medical leave**

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

General Account: \$ 361,127.58
 Cafeteria Account: \$ 0.00

D. Checking Account Balances – July, 2013

Student Activities: \$ 50,961.64
 Cafeteria: \$ 38,611.65
 Payroll Agency: \$ 14,315.28
 Unemployment: \$ 74,025.74

D. Transfers and Amendments in the amount of \$65,489.79 and \$0 respectively for the month of August, 2013.

RESOLUTION 2013-2014: 52**APPROVE MAINTENANCE VENDOR RATES**

Robert Moul moved, seconded by Patricia Cooper, to approve hourly rates for various maintenance contracts for the 2013-14 school year as listed below. Motion carried unanimously with all “ayes”.

Maintenance Contractor	Hourly Rate	Service
Jurin Roofing	\$72/hour	Roof
Cintas Fire	\$95/hour	Fire Alarm System
Manner Plumbing	\$87.55/hour	Plumbing
Mack Industries	\$84/hour	Boilers

RESOLUTION 2013-2014: 53**ACCEPT WILENTZ PROPOSAL**

Margaret Layding moved, seconded by Brendan McIsaac, to accept the proposal dated August 19, 2013 from Wilentz Goldman & Spitzer for Bond Counsel Services to support funding of District Long Range Facility Plan Projects. Motion carried unanimously with all “ayes”.

RESOLUTION 2013-2014: 54**ACCEPT ARCHITECT PROPOSAL**

Margaret Layding moved, seconded by Robert Moul, to accept the proposal dated September 12, 2013 from Gianforcaro Architects & Engineers as the Architect of Record for the District Long Range Facility Plan Projects. Motion carried unanimously with all “ayes”.

RESOLUTION 2013-2014: 55**APPROVE BEHAVIORAL CONSULTANT**

Margaret Layding moved, seconded by Robert Moul, to approve a contract with Behavioral Consultants, LLC for the 2013-14 school year at the rate of \$125/hour, not to exceed 20 hours. Report writing to be billed at \$62.50/hour. Motion carried unanimously with all "ayes".

RESOLUTION 2013-2014: 56**APPROVE BAYADA NURSING SERVICE**

Margaret Layding moved, seconded by Robert Moul, to approve a contract with Bayada Home Health Care, Inc. for Nursing Services, as needed, at the rate of \$56/hour for the 2013-14 school year. Motion carried unanimously with all "ayes".

RESOLUTION 2013-2014: 57**ACCEPT EXXON MOBIL GRANT**

Robert Moul moved, seconded by Robert Pyle, to accept a grant from Exxon Mobil in the amount of \$2,200 for Science Materials. Motion carried unanimously with all "ayes".

CORRESPONDENCE: None

NEW BUSINESS:

Superintendent Search: Scheduling date for presentation
Volunteer Handbook discussion

OLD BUSINESS:

A. 2013-14 District Goals

RESOLUTION 2013-2014: 58**APPROVE GOALS**

Margaret Layding moved, seconded by Robert Moul, to approve Goals for 2013-14 as listed below. Motion carried unanimously with all "ayes".

District Goals:

1. To complete preparations for the implementation of PARCC
2. To successfully implement Achieve NJ

Board Goals:

1. To hire a Superintendent/Principal for CPS. The Board will first place an Interim and then complete a search for a Permanent Superintendent/Principal.
2. To secure funding for the CPS Facility Plan.

B. Dear Parents

PUBLIC COMMENT: None

RESOLUTION 2013-2014: 59

EXECUTIVE SESSION

Patricia Cooper moved, seconded by Robert Moul, to adjourn to Executive Session at 8:55 p.m. in accordance with the Sunshine Law, Chapter 231, P.L. 1975, to discuss Special Education Legal Proceedings, Negotiations, and HIB. 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: 60

RE-ENTER REGULAR SESSION

Brendan McIsaac moved, seconded by Robert Moul, to re-enter the Board Meeting at 9:50 p.m. Motion carried unanimously with all “ayes”.

RESOLUTION 2013-2014: 61

APPROVE SETTLEMENT AGREEMENT

Patricia Cooper moved, seconded by Robert Moul, to approve the Settlement Agreement reached prior to the Due Process Hearing between the Clinton-Glen Gardner Board of Education and M.I. and C.I. o/b/o M.I. . Motion carried unanimously with all “ayes”.

RESOLUTION 2013-2014: 62

AFFIRM HIB INCIDENT

Patricia Cooper moved, seconded by Robert Moul, to affirm determination of August 30th Bullying incident. Motion carried unanimously with all “ayes”.

RESOLUTION 2013-2014: 63

APPROVE TUITION CONTRACT

Robert Moul moved, seconded by Brendan McIsaac, to approve the following tuition contract for the 2013-14 school year. Motion carried unanimously with all “ayes”.

School	Tuition	Effective Date
The Craig School	\$33,220	Retroactive to 9/9/13

RESOLUTION 2013-2014: 64

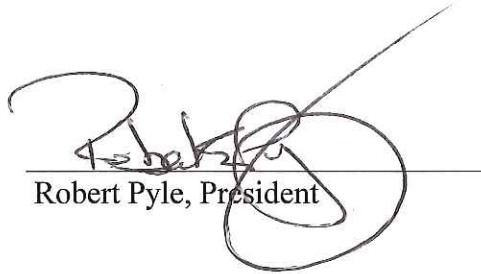
ADJOURNMENT

Brendan McIsaac moved, seconded by Robert Moul, to adjourn the Board Meeting at 9:55 p.m.
Motion carried unanimously with all "ayes".

Respectfully submitted,



Lisa Craft
Business Administrator



Robert Pyle, President