

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

March 25, 2015

Brendan McIsaac 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: Brendan McIsaac, Craig Sowell and Erin Roop

Absent: Robert Moul, Charles Sampson

Also Present: Seth Cohen, Superintendent/Principal
Lisa Craft, Business Administrator

GENERAL INFORMATION: MONTHLY SCHOOL DATA**A. Enrollment Data Report****B. Student Suspensions:**

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

C. School Nurse's Report:**D. Violence and Vandalism (EVVRS Data), HIB****E. Fire Drill and Bus Evacuation Drill Report****RESOLUTION 2014-2015: 106****ACCEPT SCHOOL DATA REPORTS**

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

SUPERINTENDENT/PRINCIPAL’S REPORT:

PARCC
 Spring Musical
 Summer 2015

PUBLIC COMMENT: Mr. Sabatino spoke on behalf of the teachers. Brendan McIsaac responded on the process and meeting March 26th.

POLICY AND REGULATIONS:

RESOLUTION 2014-2015: 107

APPROVE POLICIES

Craig Sowell moved, seconded by Erin Roop, to approve the listed First and Second Readings and Adopt or Repeal the Policies and By Laws with Second Readings

#	TITLE	M	SUMMARY	ACTION
0142.1	NEPOTISM		Updated to reflect Per diem substitute teachers and student employees are excluded from this nepotism policy.	Att.# 3A

PERSONNEL REPORT:

RESOLUTION 2014-2015: 108

STAFF APPOINTMENTS

Craig Sowell moved, seconded by Erin Roop, to approve the following staff member for the listed positions for the 2014-15 school year. Motion carried unanimously with all “ayes” by roll call vote.

Position	Name	Rate/ Salary	Effective Date	Att.
Team Create	Amy Santacross	\$866	Spring Session	
Team Create	Kate Lascelle	\$866	Spring Session	
Home Instruction	Amy Santacross	\$40/per hr.	3/4/15	
Chess Club	Tom Larkin	\$866		
Substitute Teacher	Janet Sampson	\$85	3/25/15	

CURRICULUM, INSTRUCTION, ASSESSMENT, & TECHNOLOGY**STAFF DEVELOPMENT:****RESOLUTION 2014-2015: 109 APPROVE PROFESSIONAL DEVELOPMENT**

Craig Sowell moved, seconded by Erin Roop, 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	# BOE	Event Cost	Substitute Pay	Total Cost
Helping Challenging Kids	03/23/15	Sue Penn		\$0.00 + mileage	\$0.00	\$0.00 + mileage
NJALC – 50 th Celebration and Conference	04/24/15	Jenine Kastner		\$190.00 + mileage	\$0.00	\$190.00 + mileage

FIELD TRIPS:**RESOLUTION 2014-2015: 110 APPROVE FIELD TRIPS**

Craig Sowell moved, seconded by Erin Roop, to approve the following requests for field trips as listed. Motion carried unanimously with all “ayes”.

Date	Grade	Destination	Cost per student
May 2015	8 th Grade Students	Camp Speers Eljabar	TBD
May 2015	7 th /8 th Grade Students	North Hunterdon High School Track and Field	\$0.00
April 2015	7 th Grade Students	Museum of Jewish Heritage	\$11.50
June 2015	1 st Grade Students	Lakota Wolf Preserve	\$14.50
May 2015	4 th Grade Students	Waterloo Village	TBD
April 2015	6 th , 7 th , 8 th Grade Students	WRNJ	\$0.00

GENERAL INFORMATION: BUSINESS ADMINISTRATOR’S REPORT

Referendum Projects & Facility Update:

Small tree removal to be done over Spring Break to give crane access.

12 Month Staff Coordination over Spring Break

Energy Rebate Application Update

Food Service Update:

Three Year Monitoring

Reapprove 2015-16 Budget Resolution:

RESOLUTION 2014-2015: 111 RE-APPROVE 15-16 BUDGET RESOLUTION

Craig Sowell moved, seconded by Erin Roop, to re-approve and amend the 2014-15 Resolution #106 to include mandated language for the use of Banked Cap for the 2015-16 Budget as listed below. Motion carried unanimously with all “ayes” by roll call vote.

2015-2016 Annual School Budget

The Board of Education of Clinton-Glen Gardner hereby adopts the following

Tentative budget for the 2015-16 school year:

The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.

The proposed budget includes the use of banked cap in the amount of \$121,106 in the base budgeted needed for increased Special Education costs, and these costs will be expended by June 30, 2016.

Anticipated Enrollment	<u>487</u>		
<u>Expenditures</u>		<u>Revenue</u>	
General Current Expense	<u>\$7,775,173</u>	Withdrawal from Capital Reserve	<u>\$100,000</u>
Capital Outlay	<u>\$114,443</u>	Local Tax Levy-General	<u>\$6,547,034</u>
		Surplus Appropriation	<u>\$0</u>
		Misc Revenue	<u>\$7,500</u>
		Tuition	<u>\$10,800</u>
		State Aid	<u>\$1,224,282</u>
Total Operating Budget	<u>\$7,889,616</u>	Total Operating Budget	<u>\$7,889,616</u>
Special Revenue Fund	<u>132,113</u>	Special Revenue Fund	<u>\$132,113</u>
Repayment of Debt	<u>372,482</u>	Debt Service Aid	<u>\$75,019</u>
		Local Tax Levy-Debt	<u>\$297,463</u>
Total Expenditures	<u><u>\$8,394,211</u></u>	Total Revenue	<u><u>\$8,394,211</u></u>

As per NJAC 6A:23B-1.2(b), the proposed budget provides for a maximum expenditure amount that may be allotted for travel and expense reimbursement.

The 2015-16 tentative budget includes a maximum travel appropriation of \$25,000

The School Business Administrator shall track and record these costs to insure that the

maximum amount is not exceeded.

Included in the 2015-16 proposed budget is a maximum regular business travel amount of

\$1000 per employee
(total travel not to exceed \$1500 per employee)

AUTHORIZATION TO BID LIGHTING PROJECT

RESOLUTION 2014-2015: 112 AUTHORIZE BIDDING OF LIGHTING PROJECT

Craig Sowell moved, seconded by Erin Roop, to authorize bidding of School Lighting project and approve specifications prepared by Anthony Gianforcaro, Architect of Record. Motion carried unanimously with all “ayes”.

RESOLUTION 2014-2015: 113 APPROVE MINUTES & FINANCIAL REPORTS

Craig Sowell moved, seconded by Erin Roop, to approve the Minutes and monthly financial transactions and reports. Motion carried unanimously with all “ayes”.

A. Approval of Board of Education Minutes from February 18, 2015 Work and Executive Sessions; and February 24, 2015 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 2014-2015 school year.

January, 2015 \$2,998,956.47

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

General Account: \$ 798,458.40
Cafeteria Account: \$ 14,050.31

D. Checking Account Balances – January, 2015

Student Activities: \$ 20,375.82
Cafeteria: \$ 43,234.59
Payroll Agency: \$ 5,309.97
Unemployment: \$ 48,421.25

E. Transfers and Budget Adjustments in the amount of \$5,936.19 for February, 2015.

SPECIAL EDUCATION TUITION PLACEMENT:**RESOLUTION 2014-2015: 114****APPROVE SPECIAL ED. PLACEMENT**

Craig Sowell moved, seconded by Erin Roop, to approve a special education autism placement through Warren County School District, and tuition and aide contracts in the amount of \$14,570 and \$10,644 respectively, prorated to enrollment date of 3/16/15. Transportation will also be provided through WCSSD at \$40 per day plus the cost of an aide. Motion carried unanimously with all "ayes".

CORRESPONDENCE:

QSAC Waiver Approval Letter dated 2/17/15 from NJDOE.

NEW BUSINESS:

12 Month Employee Calendar & Custodial Calendar.

RESOLUTION 2014-2015: 115**APPROVE 2015-16 CALENDARS**

Craig Sowell moved, seconded by Erin Roop, to approve the 12 Month Employee Calendar and Custodial Calendar for the 2015-16 School Year. Motion carried unanimously with all "ayes".

OLD BUSINESS:

Dear Parents

Negotiations – Meeting tomorrow.

Board Liaison Reports – Erin Roop updated on PTO. Playground upgrades.

District Goals for 2014 – 2015/Action Plan

1. To successfully implement the K-8 math program-educating parents to understand and enable them to support their children.
2. To identify opportunity to provide additional supports to students and staff in ELA, K to grade 5.
3. To continue implementation of the district Long Range Facilities plan with a focus on referendum and energy saving projects.

Board Goals 2014-2015

1. To work to ensure a successful transition for our new administrative team.
2. To create a professional development plan for the board
3. To successfully complete negotiations balancing the needs of the students, staff and community.

PUBLIC COMMENT: None

RESOLUTION 2014-2015: 116

EXECUTIVE SESSION

Craig Sowell moved, seconded by Erin Roop, to adjourn to Executive Session at 7:35p.m. in accordance with the Sunshine Law, Chapter 231, P.L. 1975, to discuss 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 2014-2015: 117

ADJOURNMENT

Craig Sowell moved, seconded by Erin Roop, to adjourn the Board Meeting at 7:50 p.m. Motion carried unanimously with all "ayes".

Respectfully submitted,



Lisa Craft
Business Administrator



Brendan McIsaac, Vice-President