

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

October 15, 2014

Margaret Layding called the meeting together at 6:30 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(arrived at 7:10pm) and Craig Sowell

**Absent:** Brendan McIsaac

**Also Present:** Seth Cohen, Superintendent/Principal(excused at 9:00pm)  
Jacqueline Evans-Turner, Assistant Principal  
Lisa Craft, Business Administrator  
Jenine Kastner, Supervisor of Special Services

**REFERENDUM PROJECTS & FACILITY UPDATE:**

Anthony Gianforcaro presented specs for Roof and HVAC Projects and Energy Analysis Update.

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

1. In-School Suspensions: 3
2. Out-of-School Suspensions: 0

**C. School Nurse's Report:****D. Violence and Vandalism (EVVRS Data ), HIB****E. Fire Drill and Bus Evacuation Drill Report**

**RESOLUTION 2014-2015: 38****ACCEPT SCHOOL DATA REPORTS**

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

**SUPERINTENDENT/PRINCIPAL’S REPORT:****RESOLUTION 2014-2015: 39****APPROVE EVALUATION RUBRIC**

Robert Moul moved, seconded by Patricia Cooper, to approve the Charlotte Danielson 2011 Teacher Evaluation Rubrics for the 2014-15 school year. Motion carried unanimously with all “ayes”.

NHVRSD Articulation Meetings  
Action Plan for Goals 1 & 2  
Parent Survey Responses

**ASSISTANT PRINCIPAL/CURRICULUM COORDINATOR’S REPORT:**

EBoard Presentation

**SPECIAL SERVICES REPORT:**

Dyslexia Training  
Wilson Training  
FATE Training  
Lockdown Drills  
HIB School Survey – Climate and Culture

**CLINTON TEACHERS ASSOCIATION REPORT:**

Jamie Friedel and Tracy Reinhardt reported on grade level activities.

**PUBLIC COMMENT:**

Chris Byk thanked Dr. Cohen for assistance with his son and Rick Trimmer for building care.

**PERSONNEL REPORT:****RESOLUTION 2014-2015: 40****STAFF APPOINTMENTS**

Robert Moul moved, seconded by Patricia Cooper, to approve the following staff member for the listed position for the 2014-15 school year. Motion carried unanimously with all “ayes” by roll call vote.

Position	Name	Rate/ Salary	Effective Date	Att.
Substitute Teacher	Stephanie Evans	\$85.00 per diem	10/15/14	
Substitute Nurse	Veronica Upwood	\$125.00 per diem	10/15/14	

**CURRICULUM, INSTRUCTION, ASSESSMENT, & TECHNOLOGY****STAFF DEVELOPMENT:****RESOLUTION 2014-2015: 41****APPROVE PROFESSIONAL DEVELOPMENT**

Patricia Cooper 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	# BOE	Event Cost	Substitute Pay	Total Cost
The Transformation Process – Dyslexia Association	10/24/14	Kelly DeJesus Denise Grimm		\$223.00 Each + mileage	\$85.00	\$531.00 + mileage
AMTNJ Conference	10/23/14 10/24/14	Donna Zaugg Jen Merrigan		\$295.00 each + mileage	\$85.00 each	\$760.00 + mileage
NJECC Annual Conference	01/07/15	Barbara Shaffer		\$90.00 + mileage	\$85.00	\$175.00 + mileage
Next Generation Science Standards	10/21/14	Karen DiLollo Kate Lascelle		\$100.00 each + mileage	\$85.00 each	\$370.00 + mileage
NJECC – Update to PARCC	11/21/14	Barbara Shaffer		\$0.00 + mileage	\$85.00	\$85.00 + mileage
Rutgers 47 <sup>th</sup> Annual Conference on Reading & Writing	01/23/15	Jessica Crespo Barbara Shaffer Denise Grimm		\$180.00 each + mileage	\$85.00 each	\$710.00 + mileage
Bucks-Lehigh Education Summit	08/12/14	Barbara Shaffer Alex Jordan		\$0.00 + mileage	\$0.00	\$0.00 + mileage
Introduction to ABA	10/20/14 10/21/14	Jeanne Steinberg Nicole Vazquez Amanda Thomas		\$0.00 + mileage	\$85.00 each day	\$170.00 + mileage

**FIELD TRIPS:****RESOLUTION 2014-2015: 42****APPROVE FIELD TRIPS**

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

Date	Grade	Destination	Cost per student
May 2015	2 <sup>nd</sup> grade	Turtle Back Zoo	\$13.50
March 2015	2 <sup>nd</sup> grade	The Theatre at RVCC	\$10.75
January 2015	8 <sup>th</sup> grade	Voorhees High School	\$ 0.00
November 2014	4 <sup>th</sup> grade	Trenton State House	\$ 6.50

**RESOLUTION 2014-2015: 43****APPROVE JOB DESCRIPTIONS**

Robert Moul moved, seconded by Patricia Cooper, to approve all Job Descriptions as listed on attachment. Motion carried unanimously with all “ayes”.

**RESOLUTION 2014-2015: 44****APPROVE CURRICULA**

Robert Moul moved, seconded by Patricia Cooper, to approve curricula revisions to include modifications for special education, English language learners, students at risk of school failure and gifted students. Motion carried unanimously with all “ayes”.

**RESOLUTION 2014-2015: 45****APPROVE STUDENT TEACHER OBSERVATION**

Patricia Cooper moved, seconded by Robert Moul, to approve observation of class by s student teacher, Jillian Kirby. Motion carried unanimously with all “ayes”.

**POLICY AND REGULATIONS****RESOLUTION 2014-2015: 46****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 Readings. Motion carried unanimously with all “ayes”.

#	TITLE	M	SUMMARY	ACTION
P 1522	School Level Planning (abolished)	M	<b>This code provision was repealed because the Quality Annual Assurance Report is no longer used by NJDOE to evaluate school districts it has been replaced by NJQSAC</b>	<b>Motion to abolish as no longer required</b>
P 5305	Health Services Personnel (Revised)		<b>Code re-adopted with minor revisions that eliminates the specific services a non-certified school nurse can provide and indicates the non-certified school nurse will perform services permitted under the non-certified nurse's license issued by the State Board of Nursing. Gives school districts increased flexibility to use these nurses to provide specialized care, as appropriate and as permitted by their license.</b>	<b>1<sup>st</sup> Reading (Att.#7A)</b>
P & R 5308	Student Health Records (Revised)	M	<b>Code re-adopted with minor revisions to the school district's responsibility in maintaining and transferring student health records while limiting access to and disclosure of such information</b>	<b>1<sup>st</sup> Reading (Att.#7B)</b>
P & R 5310	Health Services (Revised)	M	<b>Revised to align with the Scholastic Student-Athlete Safety Act</b>	<b>1<sup>st</sup> Reading (Att.#7C)</b>
P 5339	Screening for Dyslexia (New)	M	<b>A new statute requires every school district to screen students who have exhibited one or more potential indicators of dyslexia or other reading disabilities with a screening instrument provided by the Commissioner of Education</b>	<b>1<sup>st</sup> Reading (Att.#7D)</b>
P & R 5530	Substance Abuse (Revised)	M	<b>The re-adopted code provides clarification when the Superintendent "may" and "must" disclose the identity of a student to law enforcement authorities depending on whether the student is under the influence of alcohol or other drugs or has in their possession or distributes certain substances on school grounds</b>	<b>1st Reading (Att.#7E)</b>
P & R 5600	Student Discipline/Code of Conduct (Revised)	M	<b>The Policy and Regulation Guide have been revised to align with the code sections and subsections and required development of a new Policy and Regulation Guide to replace the existing Guides.</b>	<b>1st Reading (Att.#7F)</b>
P 8505	Wellness Policy/Nutrient Standards for Meals and Other Foods (Revised)	M	<b>The Model Nutrition Policy previously accepted as a Wellness Policy no longer meets the requirements of the USDOA and 2010 (HHFKA). This policy will replace the existing policy and will be revised as the new requirements are finalized</b>	<b>1st Reading (Att.#7G)</b>
P 5112	Entrance Age		<b>Eligible age for kindergarten and first grade</b>	<b>1st Reading (Att.#7H)</b>

**GENERAL INFORMATION: BUSINESS ADMINISTRATOR'S REPORT****RESOLUTION 2014-2015: 47****APPROVE FINANCIAL REPORTS**

Robert Moul moved, seconded by Brendan McIsaac, to approve the financial transactions and reports. Motion carried unanimously with all "ayes".

**A. Approval of Board of Education Minutes** from September 17, 2014 Work and Executive Session; and the September 23, 2014 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.

August, 2014     \$3,659,974.94

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

General Account: \$ 709,651.90  
Cafeteria Account: \$            0.00

**D. Checking Account Balances – August, 2014**

Student Activities: \$ 53,400.80  
Cafeteria:            \$ 42,486.19  
Payroll Agency:    \$ 6,484.49  
Unemployment:    \$ 53,703.00

**D. Transfers** in the amount of \$152,369.97 for the period August 1, 2014 to September 25, 2014.

**CORRESPONDENCE:**

RVCC Student Teachers Thank You notes.

**NEW BUSINESS:****RESOLUTION 2014-2015: 48****APPROVE NJSAC SUBMISSION**

Robert Moul moved, seconded by Craig Sowell, to approve the NJQSAC Statement of Assurance School Year 2014-2015 for submission to the New Jersey Department of Education. Motion carried unanimously with all "ayes".

**OLD BUSINESS:****District Goals for 2014 – 2015/Action Plan:**

To successfully implement the K-8 math program-educating parents to understand and enable them to support their children.

To identify opportunity to provide additional supports to students and staff in ELA, K to grade 5.

To continue implementation of the district Long Range Facilities plan with a focus on referendum and energy saving projects.

**Board Goals 2014-2015:**

To work to ensure a successful transition for our new administrative team.

To create a professional development plan for the board

To successfully complete negotiations balancing the needs of the students, staff and community

**Dear Parents:**

Facility continued.

**Calendar 2015-2016:**

Proposed 1 week before Labor Day.

Referendum work to begin day after school ends.

**Negotiations**

Next meeting projected to be in November.

**RESOLUTION 2014-2015: 49****APPROVE SUPERINTENDENT MERIT GOALS**

Patricia Cooper moved, seconded by Robert Moul, to approve Superintendent Merit Goals pursuant to NJAC 6A:23A-3.1 for the 2014-2015 school year. Motion carried unanimously with all "ayes".

**PUBLIC COMMENT:**

Chris Byk offered advice on the HVAC Project.

**RESOLUTION 2014-2015: 50****EXECUTIVE SESSION**

Robert Moul moved, seconded by Patricia Cooper, to adjourn to Executive Session at 8:50 p.m. in accordance with the Sunshine Law, Chapter 231, P.L. 1975, to discuss HIB Update 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 2014-2015: 51****ADJOURNMENT**

Robert Moul moved, seconded by Patricia Cooper, to adjourn the Board Meeting at 9:58 p.m. Motion carried unanimously with all "ayes".

Respectfully submitted,



Lisa Craft  
Business Administrator

  
Margaret Layding, President