

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

August 27, 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, Brendan McIsaac(excused at 9:15pm), Robert Moul, Patricia Cooper(arrived at 7:10pm) and Craig Sowell (arrived at 7:20pm)

**Also Present:** Seth Cohen, Superintendent/Principal(excused at 9:15pm)  
Lisa Craft, Business Administrator  
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: 0

**C. School Nurse's Report:****D. Violence and Vandalism (EVVRS Data ), HIB****E. Fire Drill and Bus Evacuation Drill Report****RESOLUTION 2014-2015: 12****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:**

**National Science Foundation and Rutgers University  
 Superintendent Professional Development Plan  
 NAEP Grade 4  
 Curriculum Revision Process to add new novels  
 REBEL 2  
 Opening of School for Staff and Students 2014-2015  
 NHVRHS Calendar 2015-16 FYI**

**SPECIAL SERVICES REPORT:**

**Wilson Training in November  
 FATE Training  
 HIB Report Card Scores  
 Active Shooter Drills  
 Special Education New Staff  
 Full Preschool Classes**

**ASSISTANT PRINCIPAL'S REPORT:**

**September Teacher In-Service on new Go-Math Program  
 Set up of new math program webinar  
 New Student enrollment  
 Getting to know teachers and staff**

**PUBLIC COMMENT:**

Mrs. Ahart announced that notification was received that five teachers have been awarded grants totaling \$4,100 from ExxonMobil.

**PERSONNEL REPORT:****RESOLUTION 2014-2015: 13****APPROVE STAFF MEMBERS**

Robert Moul moved, seconded by Brendan McIsaac, 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.
Foundations Teacher (PCN 6)	Allyson Castellano	MA , 0 Years \$53,522	8/26/14	#4

<b>Yearbook</b>	<b>Tonya Reese</b>	<b>\$801.50</b>	<b>08/26/14</b>	
<b>Yearbook</b>	<b>Darlene Nardi</b>	<b>\$801.50</b>	<b>08/26/14</b>	
<b>Childcare Substitutes</b>	<b>Amanda Thomas Lynn Morang Carolyn Schorr Cathy Ahart Jordan Latanzio</b>	<b>\$12.75 per hour</b>	<b>8/28/14</b>	

**RESOLUTION 2014-2015: 14****STAFF ASSIGNMENT TRANSFER**

Brendan McIsaac moved, seconded by Robert Moul, to approve the following Assignment Transfer for the 2014-15 school year. Motion carried unanimously with all “ayes” by roll call vote.

Staff Member	From	PCN	FTE	To	PCN	FTE	Change
<b>Carolyn Schorr</b>	<b>Foundations</b>	<b>6</b>	<b>1.0</b>	<b>Multiply Disabled</b>	<b>126</b>	<b>1.0</b>	<b>n/a</b>

**RESOLUTION 2014-2015: 15****APPROVE STUDENT OBSERVATIONS**

Brendan McIsaac moved, seconded by Patricia Cooper, to approve the following RVCC Students to complete classroom observation from 9/10/14-11/10/14. Observation will be once per week for a duration of 3 hours. Motion carried unanimously with all “ayes” by roll call vote.

Position	Name	Rate/Salary	Effective Date	Att.
<b>RVCC Observe</b>	<b>Ritz, Christine</b>	<b>NA</b>	<b>9/10/14-11/10/14</b>	
<b>RVCC Observe</b>	<b>Stratton, Sarah</b>	<b>NA</b>	<b>9/10/14-11/10/14</b>	
<b>RVCC Observe</b>	<b>Ward, Alexander</b>	<b>NA</b>	<b>9/10/14-11/10/14</b>	

**CURRICULUM, INSTRUCTION, ASSESSMENT, & TECHNOLOGY****STAFF DEVELOPMENT:****RESOLUTION 2014-2015: 16****APPROVE PROFESSIONAL DEVELOPMENT**

Brendan McIsaac moved, seconded by Patricia Cooper, to approve the following 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
<b>The Transformation Process</b>	<b>10/24/14</b>	<b>Karen Brownell</b>		<b>\$223.00 + mileage</b>	<b>\$85.00</b>	<b>\$308.00 + mileage</b>

<b>New Jersey Leadership Academy</b>	<b>12/8/14; 2/25/15; 4/21/15</b>	<b>Seth Cohen</b>		<b>\$750.00 + mileage</b>	<b>\$0.00</b>	<b>\$750.00 + mileage</b>
--------------------------------------	--	-------------------	--	-------------------------------	---------------	-------------------------------

**FIELD TRIPS:****RESOLUTION 2014-2015: 17****APPROVE FIELD TRIPS**

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

Date	Grade	Destination	Cost per student
09/2014	1 <sup>st</sup> Grade	Walking trip through Clinton	\$0.00
09/2014	Selected students (grade 2-8)	Hunterdon Art Museum	\$0.00
10/2014	Selected Students (grades 2-8)	Hunterdon Art Museum	\$0.00
10/2014	Selected 4 <sup>th</sup> grade students	Point Mountain, Hunterdon Cty	\$5.00
10/2014	Selected 5 <sup>th</sup> grade students	Grounds for Sculpture	\$2.00
11/2014	Selected students (grades 2-8)	Hunterdon Art Museum	\$0.00
11/2014	Selected students (grades 7-8)	Clinton Township Middle School (Debate)	\$0.00
12/2014	Selected students (grades 2-8)	Hunterdon Art Museum	\$0.00
12/2014	Selected 6 <sup>th</sup> grade students	Artline I – Hunterdon Art Museum	\$6.00
1/2015	Selected students (grades 2-8)	Hunterdon Art Museum	\$0.00
01/2015	Selected students (grades 5-8)	Bethlehem Township School (math enrichment)	\$0.00
02/2015	Selected students (grades 2-8)	Hunterdon Art Museum	\$0.00
03/2015	Selected students (grades 2 – 8)	Hunterdon Art Museum	\$0.00
04/2015	Selected 6th grade students	Crime Scene Investigation – High Bridge Middle School	\$0.00
04/2015	Selected students (grades 2-8)	Hunterdon Art Museum	\$0.00
05/2015	Selected students (grades 2 – 8)	Hunterdon Art Museum	\$0.00
05/2015	Selected 7th/8th grade students	Clinton Township Middle School – Film Festival	\$0.00
06/2015	Selected students (grades 2 – 8)	Hunterdon Art Museum	\$0.00
06/2015	Selected 6th grade students	Artline II – High Bridge Middle School	\$0.00

**POLICY AND REGULATIONS****RESOLUTION 2014-2015: 18****APPROVE POLICY**

Brendan McIsaac moved, seconded by Robert Moul, 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 & R 2412	Home Instruction Due to Health Condition (Revised)	M	Eliminates the requirement that the teacher providing home instruction must be certified for the subject, grade level, and/or special need of the student. Only requires that the teacher be a certified teacher. Additionally, the number of required instruction hours has been eliminated.	1 <sup>st</sup> Reading Att.#10A 10B
P & R 2417	Student Intervention and Referral Services (Revised)	M	The revisions in the re-adoption are mostly language changes.	1 <sup>st</sup> Reading Att.# 10C 10D
P & R 2481	Home or Out-of-School Instruction for a General Education Student for Reasons Other Than a Temporary or Chronic Health Condition (Revised)	M	Eliminates the requirement that the teacher providing home instruction must be certified for the subject, grade level, and/or special need of the student. Only requires that the teacher be a certified teacher.	1 <sup>st</sup> Reading Att.#10E 10F
P 3283	Electronic Communications Between Teaching Staff Members and Students (New)	M	Public Law 2014, Chapter 2/S-441 was approved and requires every school district to adopt a written policy concerning electronic communications between school employees and students enrolled in the district.	1 <sup>st</sup> Reading Att.#10G
P 4283	Electronic Communications Between Support Staff Members and Students (New)	M	Public Law 2014, Chapter 2/S-441 was approved and requires every school district to adopt a written policy concerning electronic communications between school employees and students enrolled in the district.	1 <sup>st</sup> Reading Att.#10H
P & R 5200	Attendance (Revised)	M	The statute was re-codified and established three types of absences: excused absences, unexcused absences that count toward truancy and unexcused absences that do not count toward truancy.	1 <sup>st</sup> Reading Att.#10I 10J
P & R 5610	Suspension (Revised)	M	Revised to incorporate the new administrative code provisions.	1 <sup>st</sup> Reading Att.#10K 10L
P & R 5611	Removal of Students for Firearms Offenses (Revised)	M	Revised to incorporate the revisions in the re-adoption. Regulation 5611 should replace the district's existing Regulation 5611 as the Regulation has been completely revised to better align with the requirements of N.J.A.C. 6A:16-5.5.	1 <sup>st</sup> Reading Att.#10M 10N
P & R 5612	Assaults on District Board of Education Members or Employees (P Revised, R New)	M	Revised with additional language included in N.J.A.C. 6A:16-5.7. Regulation 5612 has been developed to align with the requirements of N.J.A.C. 6A:16-5.7.	1 <sup>st</sup> Reading Att.#10O 10P
P & R 5613	Removal of Students for Assaults with Weapons Offenses (New)	M	These provisions were included in Policy and Regulation 5611, but have been and are now addressed in this new Policy and Regulation 5613.	1 <sup>st</sup> Reading Att.10Q 10R
P & R 8462	Reporting Potentially Missing or Abused Children (Revised)	M	The revisions in the re-adoption are mostly language changes.	1 <sup>st</sup> Reading Att.#10S 10T

## GENERAL INFORMATION: BUSINESS ADMINISTRATOR'S REPORT

### Referendum Projects & Facility:

Anthony Gianforcaro updated on Fire Alarm Project, Roof and HVAC Specifications

### Fiscal Year End:

Audit was completed the first week in August

**RESOLUTION 2014-2015: 19****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 July 7, 2014 Special Session; and the July 16, 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 2013-2014 school year.

June, 2014     \$742,283.71

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

General Account: \$ 578,978.84  
Cafeteria Account: \$            0.00

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

Student Activities: \$ 57,665.84  
Cafeteria:            \$ 37,322.11  
Payroll Agency:    \$ 4,589.53  
Unemployment:    \$ 57,908.26

**D. Transfers** in the amount of \$2,232.30 for July, 2014.

**CORRESPONDENCE:** None

**NEW BUSINESS:**

**RESOLUTION 2014-2015: 20****TABLE HIB MOTION**

Brendan McIsaac moved, seconded by Robert Moul, to table the motion for submission of the HIB self-assessment. Motion carried unanimously with all “ayes”.

**Merit Goal Process: Margaret Layding reviewed process.****RESOLUTION 2014-2015: 21****ADOPT GOALS**

Patricia Cooper moved, seconded by Robert Moul, to adopt District and Board Goals as listed. Motion carried unanimously with all “ayes”.

**District Goals for 2014 – 2015**

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

**Board Professional Development****OLD BUSINESS:****Dear Parents**

**Negotiations:** Meetings will resume in September.

**PUBLIC COMMENT:** None

**RESOLUTION 2014-2015: 22****EXECUTIVE SESSION**

Robert Moul moved, seconded by Brendan McIsaac, to adjourn to Executive Session at 9:15 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: 23**

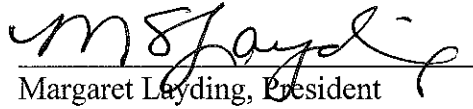
**ADJOURNMENT**

Patricia Cooper moved, seconded by Robert Moul, to adjourn the Board Meeting at 9:41 p.m.  
Motion carried unanimously with all "ayes".

Respectfully submitted,



Lisa Craft  
Business Administrator

  
Margaret Layding, President