



## Clinton-Glen Gardner Board of Education

April 15, 2015

CPS Library/Media Center 7:00pm

### **WORK SESSION AGENDA** **Action will not be taken**

The mission of Clinton Public School is to inspire our students to become contributing members of society who are independent, innovative, life-time learners equipped with the necessary skills to meet the demands of our ever-changing world.

Adopted 11/2008

#### **1. Call to Order**

#### **2. Opening Statement:**

*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.*

#### **3. Roll Call**

#### **4. Teacher of the Year Reception for Amy Santacross**

#### **5. Monthly School Data:**

- A. Enrollment Data Report (Attachment #1)**
- B. Student Suspensions:**
  - 1. In-School Suspensions: 0
  - 2. Out-of-School Suspensions: 1
- C. School Nurse's Report (Attachment #2)**
- D. Violence and Vandalism (EVVRS Data), HIB**
- E. Fire Drill and Bus Evacuation Drill Report (Attachment #3)**

**Motion:** To accept the aforementioned monthly school data report, items 5A-E.

#### **6. Superintendent/Principal's Report**

**7. Assistant Principal/Curriculum Coordinator’s Report**

**8. Special Services Report**

**9. Clinton Teachers’ Association (CTA) Report**

**10. Public Comment**

**11. Personnel**

**A. Administrative Contract Submission to HCDOE for 2015-16**

**1. Superintendent/Principal’s Contract**

**Motion:** To approve submission of the 2015-16 contract for Dr. Seth Cohen, Superintendent/ Principal, to the Hunterdon County Interim Executive County Superintendent at the annual salary of \$128,775. **(PCN 69) (Attachment #4)**

**2. Business Administrator’s Contract**

**Motion:** To approve submission of the 2015-16 contract for Lisa Craft, Business Administrator, to the Hunterdon County Interim Executive County Superintendent at the annual salary of \$127,500. **(PCN 73) (Attachment #5)**

**B. Teacher & Paraprofessional Staff Appointments for 2015-16**

**Motion:** To approve the tenured and non-tenured Teaching Staff and Paraprofessional Staff for the 2015-16 school year per attached listing. Years of service and salary reflect 2013-14 amounts subject to labor negotiations. **(Attachment #6)**

**C. Staff Appointment for 2014-15**

<b>Motion:</b> To approve the following staff member for the listed position for the 2014-15 school year:				
<b>Position</b>	<b>Name</b>	<b>Rate/ Salary</b>	<b>Effective Date</b>	<b>Att.</b>
High Bridge Teacher Aide	TBD	\$85		

## 12. Curriculum, Instruction, Assessment, & Technology

### A. Professional Development

**Motion:** To approve the following requests for professional development and travel related mileage in accordance with NJAC 18A: 11-12:

Program Name	Date	# Employees	# BOE	Event Cost	Substitute Pay	Total Cost
Crime Victim's Right Conference	04/20/15	Jenine Kastner Sue Penn Ryan Hoover Lynn Morang		\$0.00 + mileage	\$0.00	\$0.00 + mileage

### B. Field Trips

**Motion:** To approve the following requests for field trips as listed:

Date	Grade	Destination	Cost per student
April 2015	3 <sup>rd</sup> Grade	Town of Clinton Arbor Day Celebration	\$0.00
May 2015	Team Create	NJ Transit – Secaucus Station	\$15.00
May 2015	5 <sup>th</sup> Grade	Sandy Hook	\$22.00
May 2015	Kindergarten	Crayola Factory	\$18.50
May 2015	5 <sup>th</sup> Grade	YMCA Camp Bernie	\$20.00
June 2015	1 <sup>st</sup> Grade	Conley School Bethlehem Township	\$2.50
June 2015	3 <sup>rd</sup> Grade	Red Mill	TBD
June 2015	6 <sup>th</sup> Grade	Princeton University Art Museum	\$11.75
June 2015	1 <sup>st</sup> Grade	Clinton A&P	\$0.00

## 13. Policy and Regulations

**Motion:** To approve the listed First and Second Readings and Adopt or Repeal the Policies and By Laws with Second Readings:

#	TITLE	M	SUMMARY	ACTION
P 0134	Board Self Evaluation (Revised)		The most recent QSAC monitoring provisions no longer require a Board to perform an annual self-evaluation. Although a Board self-evaluation process may be a best practice, Bylaw 0134 has been revised to make this process optional. A district may revise or abolish this Bylaw.	1 <sup>st</sup> Reading <b>ATT. #7A</b>
P 0152	Board Officers (Revised)		There have been recent requests for additional bylaw/policy guidance on the election of Board officers and Bylaw Guide 0152 has been updated to provide some additional guidance in the election of Board officers. (Select Option 1 or 2)	1 <sup>st</sup> Reading <b>ATT. #7B</b>

<b>#</b>	<b>TITLE</b>	<b>M</b>	<b>SUMMARY</b>	<b>ACTION</b>
<b>P 2622</b>	<b>Student Assessment (M) (Revised)</b>	M	Policy Guide 2622 has been revised to incorporate the provisions outlined in the Memorandum to assist districts in addressing the "opt-out" inquiries and to align with the current administrative code subchapter, N.J.A.C. 6A:8-4 – Implementation of the Statewide Assessment System.	1 <sup>st</sup> Reading <b>ATT. #7C</b>
<b>P 3212</b>	<b>Attendance (Revised)</b>	M	Policy Guides 3212 for teaching staff and 4211 for support staff have been revised. The updated Guides address two frequently asked questions. The N.J.S.A. 18A:30-1 definition of "sick leave has been added to these Policy Guides indicting sick leave is a person's absence from work because of "personal disability due to injury or illness...." The second issue is the Superintendent's right to require a physician's certificate as per N.J.S.A. 18A:30-4, which has also been added to the two Guides	1 <sup>st</sup> Reading <b>ATT. #7D</b>
<b>P 4212</b>	<b>(formerly P4211 – Attendance)</b>	M	Policy Guides 3212 for teaching staff and 4211 for support staff have been revised. The updated Guides address two frequently asked questions. The N.J.S.A. 18A:30-1 definition of "sick leave has been added to these Policy Guides indicting sick leave is a person's absence from work because of "personal disability due to injury or illness...." The second issue is the Superintendent's right to require a physician's certificate as per N.J.S.A. 18A:30-4, which has also been added to the two Guides	1 <sup>st</sup> Reading <b>ATT. #7E</b>
<b>P &amp; R 3218</b>	<b>Substance Abuse (M) (Revised)</b>	M	New Policy and Regulation Guides 3218 and 4218 concerning a staff member's use of drugs, alcohol, and anabolic steroids have been significantly revised to reflect the current practices used in school districts if a staff member is suspected of reporting to work under the influence of drugs or alcohol.	1st Reading <b>ATT. #7F</b>
<b>P &amp; R 4218</b>	<b>Substance Abuse (M) (Revised)</b>	M	New Policy and Regulation Guides 3218 and 4218 concerning a staff member's use of drugs, alcohol, and anabolic steroids have been significantly revised to reflect the current practices used in school districts if a staff member is suspected of reporting to work under the influence of drugs or alcohol.	1st Reading <b>ATT. #7G</b>
<b>P &amp; R 5200</b>	<b>Attendance (M) (Revised)</b>	M	The New Jersey Department of Education (NJDOE) published a Broadcast Memorandum on September 30, 2014 regarding Reporting Student Absences. Based on this Memorandum, the reference to "unexcused absences that do not count toward truancy" can now be referred to as "excused absences." In addition, excused absences listed in the directions of the School Register for "Take Your Children to Work Day" and other NJDOE rules, excluding observances of religious holidays, are not mandatory excused absences and may be excused at the option of the school district.	1st Reading <b>ATT. #7H</b>

#	TITLE	M	SUMMARY	ACTION
P 8630	<b>Bus Driver/Bus Aide Responsibility (M) (Revised)</b>	M	Policy Guide 8630 concerning bus driver/bus aide responsibility and Regulation Guide 8630 concerning emergency school bus procedures have been revised and updated.	1st Reading <b>ATT. #7I</b>
R 8630	<b>Emergency School Bus Procedures</b>	M	Policy Guide 8630 concerning bus driver/bus aide responsibility and Regulation Guide 8630 concerning emergency school bus procedures have been revised and updated.	1st Reading <b>ATT. #7J</b>

## 14. General Information: Business Administrator's Report

### A. Referendum Projects & Facility Update

### B. Safety Grant

**Motion:** To approve the 2015 Safety Grant from New Jersey Schools Insurance Group in the amount of \$1,900 for the purchase of 2 security cameras.

### C. Monthly Minutes and Financial Approval

**Motion:** To approve the Minutes and monthly financial transactions and reports items 1-5:

1. Approval of Board of Education Minutes from the March 11, 2015 Work and Executive Sessions; and March 25, 2015 Business and Executive Sessions. **(Attachment #8A, 8B, 9A, 9B)**

2. 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. **(Attachment #10A, 10B)**

(a) February, 2015 \$ 00.00

3. Approval of the Bill List in the specified amounts **(Attachment #11)**

(a) General Account: \$ 00.00

(b) Cafeteria Account: \$ 00.00

4. Checking Account Balances – February, 2015

(a) Student Activities: \$ 22,366.67

(b) Cafeteria: \$ 38,233.83

(c) Payroll Agency: \$ 31,955.02

(d) Unemployment: \$ 48,410.25

**5. Transfers in the amount of \$14,742.18 for March, 2015.  
(Attachment #12)**

**15. Correspondence** – Rebate Approval Letter, NJ Clean Energy Program – dated March 25, 2015. **(Attachment #13)**

**16. New Business**

**17. Old Business**

**A.** Dear Parents

**B.** Negotiations

**C.** Board Liaison Reports

**D. 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.

**E. 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

**18. Public Comment**

**19. Executive Session**

**A.** Call for Motion to adjourn to Executive Session in accordance with the Sunshine Law, Chapter 231, P.L.1975, to discuss matters listed below. 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.

1. Negotiations

2. Staffing

**20. Adjournment**