



Clinton-Glen Gardner Board of Education

March 16, 2016

CPS Library/Media Center 7:00pm

SPECIAL BUDGET & BUSINESS SESSION AGENDA
Action will 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. Monthly School Data:

A. Enrollment Data Report (Attachment #1)

B. Student Suspensions:

1. In-School Suspensions: 0

2. Out-of-School Suspensions: 0

C. School Nurse's Report (Attachment #2)

D. Violence and Vandalism (EVVRS Data), HIB 1 report and 1 confirmation

E. Fire Drill and Bus Evacuation Drill Report (Attachment #3)

Motion: To accept the aforementioned monthly school data report, items 4A-E.

5. Superintendent/Principal's Report

- A. Student Presentation
- B. Clinton Teachers' Association (CTA) Report
- C. Assistant Principal/Curriculum Coordinator's Report
- D. Special Services Report
- E. Mission, Goals and Strategies

Motion: Motion to approve the Mission Statement, Goals and Strategies as presented and developed at the Clinton-Glen Gardner Strategic Planning meetings held on March 1 and 2, 2016. **(Attachment #4)**

6. Public Comment

7. Personnel

A. Job Description

Motion: Motion to approve Substitute Nurse Job Description (Attachment #5)

B. Leave of Absence

Motion: To approve the following leave of absence

Position	Name	Type of Leave	Effective Date	Att.
Speech Teacher (PCN 92)	Nicole Vazquez	Maternity Leave	June 1, 2016	#6

C. Staff Appointment

Motion: To approve the following staff member for the listed position for the 2015-2016 school year:

Position	Name	Rate/ Salary	Effective Date	Att.
Sub Custodian	Cindy Harris	\$12.00/hr. \$15.00/hr. after 20 th day	3/17/16	#7
Sub Nurse & Administrative Assistant (PCN 75)	Veronica Upwood	\$250/diem not to exceed 150 days per year w/EPO single benefits	3/17/16	

8. 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
Understanding Sensory Processing and How to Develop a Sensory Diet	04/08/16	Carolyn Schorr		\$75.00	\$85.00	\$160.00
Dyslexia, Dyscalculia & Dysgraphia	05/19/16	Lisa Rizzi Maria Buniva		\$99.99 each + mileage	\$85.00 each	\$369.98 + mileage

B. Field Trips

Motion: To approve the following requests for field trips as listed:			
Date	Grade	Destination	Cost per student
June 2016	1 st Grade	Lakota Wolf Preserve	\$14.75
June 2016	6 th Grade	Princeton University Art Museum	\$9.50
May 2016	1 st Grade	The Conley School	\$4.00
May 2016	5 th Grade	YMCA – Camp Bernie	\$24.50
May 2016	4 th Grade	Waterloo Village	\$18.50
March 2016	8 th Grade Girls	Princeton University	\$0.00

9. 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
P4240	Employee Training		Continuing training and study is essential to the improvement of employee performance and the acquisition of technological skills. The Board prepares regulations for participation in appropriate training programs.	2nd Reading (Att.#8)

10. General Information: Business Administrator's Report

A. Referendum Projects & Facility Update

B. Adoption of the Preliminary School Budget for 2016-17

The Board of Education of Clinton-Glen Gardner hereby adopts the following Preliminary budget for the 2016-17 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 \$41,175 in the base budget needed for increased Special Education costs, and these costs will be expended by June 30, 2017.

Anticipated Enrollment 445

Expenditures

General Current Expense \$7,992,713
 Capital Outlay \$15,143

Total Operating Budget \$8,007,856

Special Revenue Fund 136,512
 Repayment of Debt 387,989

Total Expenditures \$8,532,357

Revenue

Withdrawal from Capital Reserve \$0
 Local Tax Levy-General \$6,719,149
 Surplus Appropriation \$0
 Misc Revenue \$28,000
 Tuition \$18,000
 State Aid \$1,242,707

Total Operating Budget \$8,007,856

Special Revenue Fund \$136,512
 Debt Service Aid \$78,371
 Local Tax Levy-Debt \$309,618

Total Revenue \$8,532,357

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 2016-17 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 2016-17 proposed budget is a maximum regular business travel amount of \$1000 per employee

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

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 February 17, 2016 Work and Executive Sessions, and February 23, 2016 Business Session. **(Attachment # 9A, 9B, 9C)**

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 2015-2016 school year. **(Attachment # 10A, 10B)**

(a) January, 2016 \$ 2,087,810.85

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

(a) General Account: \$1,011,409.01

(b) Cafeteria Account: \$ 00.00

4. Checking Account Balances – January, 2016

(a) Student Activities: \$ 37,433.85

(b) Cafeteria: \$ 32,858.32

(c) Payroll Agency: \$ 20,735.56

(d) Unemployment: \$ 52,517.46

Transfers and budget adjustments in the amount of 41,925.13 for February, 2016 **(Attachment #12)**

11. Correspondence

12. New Business

- A. Motion to approve Comprehensive Equity Plan for the school year 2016-2017 through 2018-2019 and to approve submission to the County Office, Department of education. 2016-2019 **(Attachment #13 separate attachment)**

13. Old Business

- A.** Dear Parents
- B.** Board Liaison Reports
- C.** Board Goals 2015-2016
 - To work with the Administrative Team to develop a strategic plan for the district.
- D.** District Goals for 2015 – 2016
 - Continue to implement the math program and improving articulation with the high school.
 - Review the language arts program with a focus on curriculum and professional development.
 - Revise the facilities plan to reimagine and optimize the learning spaces in and around the building.
 - Develop a plan to provide service learning opportunities to all CPS students

14. Public Comment

15. 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.** Personnel - Worker's Compensation Claim

16. Adjournment