



**Clinton-Glen Gardner Board of Education**

April 26, 2017

CPS Library/Media Center 7:00pm

**BUSINESS SESSION BUDGET HEARING AGENDA**

**Action may be taken**

The Clinton-Glen Gardner School District is a community who values traditions. Our MISSION is to nurture and cultivate each child to be a compassionate, curious, and creative thinker, entrusted and empowered to build and lead the future.

Adopted 3/2016

**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:

2. Out-of-School Suspensions: 0

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

**D. Violence and Vandalism (EVVRS Data), HIB 0 investigation 0 confirmed**

**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 Representative Report**

**B. Clinton Education Association Report**

**C. Assistant Principal- Curriculum Coordinator Report**

**D. Special Services Report**

**6 Public Comment**

**7. Personnel**

**A. Staff Appointments 2016-17**

<i><b>Motion:</b> To approve the following staff member for the listed position for the 2016-2017 school year:</i>				
<b>Position</b>	<b>Name</b>	<b>Rate/Salary</b>	<b>Effective Date</b>	<b>Att.</b>
<b>Amend- Middle School Musical Stipend</b>	Donna Zaugg-off			
	Tonya Lunger	\$1,200		

**B. Staff Appointments 2017-18**

***Motion:** To approve the attached staff members for the 2017-18 school year through June 30, 2018 , salaries pending final CEA negotiations. **(Attachment #4)***

**C. Elective Course Curriculum Writing 2017-18**

<i><b>Motion:</b> To approve the following staff members to write elective courses not to exceed 7 hours at the curriculum writing negotiated agreement:</i>	
<b>Name</b>	<b>Elective Title</b>
Tonya Lunger	Stand Up! (Debate-Speech--Poetry)
Tonya Lunger	Mindfulness
Kyle Rehrig	Coding--Google Swift

**D. Approve Director of Special Education Stipend Job Description**

***Motion:** To approve the job description as attached for the Director of Special Education Stipend. **(Attachment #5)***

## 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
Rutgers Center for Literacy	04/24/17	Pam Lorenson		\$150.00 +mileage	\$85.00	\$235.00 +mileage
Applied Suicide Intervention Skills Training	05/16/17 - 05/17/17	Lisa Morra		\$60.00 materials +mileage	\$0.00	\$60.00 materials +mileage
An Insiders Guide to Legal Tactics Used Against Schools & Vice Versa	05/05/17	Jenine Kastner Lisa Morra		\$20.00 each +mileage	\$0.00	\$40.00 +mileage
Oppositional, Defiant & Disruptive Children & Adolescents	05/02/17	Ryan Patel		\$199.99 +mileage	\$0.00	\$199.99 +mileage

### B. Field Trips

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

Date	Grade	Destination	Cost per student
May	7th/8th Grade Students	North Hunterdon Track & Field	n/a
May	1st Grade (Graffis/Gilmore)	Conley School	\$3.75

## 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 (summaries attached):

Policy #	Title	Action	Att. #
P 2320	Independent Study Programs	Abolished	#6A
P 2415.06	Unsafe School Choice Option (M) (Revised)	2nd Reading	#6B
P & R 2460	Special Education (M) (Revised)	2nd Reading	#6C,D
R 2460.1	Special Education – Location, Identification, and Referral (M) (Revised)	2nd Reading	#6E

<b>Policy # (cont.)</b>	<b>Title</b>	<b>Action</b>	<b>Att. #</b>
R 2460.8	Special Education – Free and Appropriate Public Education (M) (Revised)	2nd Reading	#6F
R 2460.9	Special Education – Transition From Early Intervention Programs to Preschool Programs (M) (Revised)	2nd Reading	#6G
R 2460.15	Special Education – In-Service Training Needs for Professional and Paraprofessional Staff (M) (New)	2nd Reading	#6H
R 2460.16	Special Education - Instructional Material to Blind or Print-Disabled Students (M) (No Revision Required/Readopt)	2nd Reading	#6I
P 2464	Gifted and Talented Students (M) (Revised)	2nd Reading	#6J
P 2467	Surrogate Parents and Foster Parents (M) (Revised)	2nd Reading	#6K
P 2622	Student Assessment (M) (Revised)	2nd Reading	#6L
P & R 3160	Physical Examination (M) (Revised)	2nd Reading	#6M,N
P & R 4160	Physical Examination (M) (Revised)	2nd Reading	#6O,P
P & R 5116	Education of Homeless Children (Revised)	2nd Reading	#6Q,R
P 7446	School Security Program (New)	2nd Reading	#6S
P 8350	Records Retention (New)	2nd Reading	#6T
P 4433	Vacations	2nd Reading	#6U

## **10. General Information: Business Administrator's Report**

### **A. 2017-18 School Budget Presentation**

**B. 2017-18 School Budget Hearing and Budget Adoption**

**Motion:** To adopt the 2017-18 Budget. (Attachment #7)

The Board of Education of Clinton-Glen Gardner hereby adopts the following budget for the 2017-18 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 Capital Reserve transferred for Debt Payment in the amount of \$200,000 and the use of Capital Projects Fund Balance from the 2014 Referendum transferred to Post-Merger Debt Payment in the amount of \$128,700.

The proposed budget includes a \$30,000 reduction in Borough of Glen Gardner tax certification to be paid by the reserve set aside by the Borough for school tax relief in July 2009 when the district was merged.

The Proposed Budget generated a \$67,853 Health Care Adjustment to be banked for a maximum of 3 years.

Anticipated Enrollment 446

<u>Expenditures</u>		<u>Revenue</u>	
General Current Expense	8,129,396	Withdrawal from Capital Reserve	200,000
Capital Outlay	214,643	Local Tax Levy-General	6,853,532
		Misc Revenue	29,800
		Tuition	18,000
		State Aid	1,242,707
		Total Operating Budget	8,344,039
Total Operating Budget	8,344,039	Special Revenue Fund	133,222
Special Revenue Fund	133,222	Trf From Cap Project	200,000

		Debt Reserve	129,699
		Debt Service Aid	78,779
		Local Tax Levy-Debt	311,324
Repayment of Debt	719,802	Total Debt Fund	719,802
Total Expenditures	9,197,063	Total Revenue	9,197,063

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 2017-18 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 2017-18 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 March 16, 2017 Business Session. **(Attachment #8)**
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 2016-2017 school year. **(Attachment #9A,9B)**

February, 2017                      \$ 3,108,205.71

3. Approval of the Bill List in the specified amounts **(Attachment #10)**
  - a. General Account: \$896,059.16
  - b. Cafeteria Account: \$ 11,014.25

4. Checking Account Balances – February, 2017

- a. Student Activities \$35,194.60
- b. Cafeteria: \$ 5,732.21
- c. Payroll Agency: \$18,735.22
- d. Unemployment: \$60,332.53

5. Transfers in the amount of \$ 84,705.34 for March, 2017. (**Attachment #11**)

11. **Correspondence**

12. **New Business**

13. **Old Business**

- A. **Dear Parents**
- B. **Board Liaison Reports**
- C. **Board Goals 2016-2017**
- D. **Negotiations**

**Board Goals 2016-2017**

- **Policy:** Review, revise and/or create policies that support the strategic plan initiatives in the areas of budget, personnel, programs and community partnerships.
- **Resources:** Plan and build community support for a referendum to support the physical plan and program needs of the school facility and site consistent with the strategic plan.
- **Governance:** Incorporate the progress and activities of the strategic plan into meetings and publications from the Board.

E. **District Goals for 2016-2017**

**District Goals 2016-2017**

- Increase teacher knowledge and application of inquiry based learning and project based learning to build curious and creative thinkers.
- Formalize a school wide Olweus program to foster and recognize compassionate behaviors.
- Utilize community resources to enhance learning experiences that will occur both within and beyond the classroom.
- Convert the media center to a maker space that sparks imagination and creativity and cultivates cognitive and physical development.

- Create an annual whole school theme that cultivates compassion within the school community.

**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.**

**16. Adjournment**