



Clinton-Glen Gardner Board of Education

March 15, 2017

CPS Library/Media Center 7:00pm

BUSINESS SESSION 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: 1
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>Motion: To approve the following staff member for the listed position for the 2016-2017 school year:</i>				
Position	Name	Rate/Salary	Effective Date	Att.
Resource Center Teacher - .5 FTE (Create Position)	TBD			
Replacement Teacher for Grade 4 & Basic Skills Teacher (PCN 21 & 56)	Tracy Palomba	Increase to .74 FTE (\$46,9360 from .5 FTE (\$31,713.50)	March 13, 2017	

8. Curriculum, Instruction, Assessment, & Technology

A. Professional Development

<i>Motion: To approve the following requests for professional development and travel related mileage in accordance with NJAC 18A: 11-12:</i>						
Program Name	Date	# Employees	# BOE	Event Cost	Substitute Pay	Total Cost
HMC Leadership Conference	06/09/17	MaryEllen Bowlby		32.64 +mileage	\$125.00	\$157.64 +mileage
Hunterdon County Agency Resources	03/23/17	MaryEllen Bowlby Lisa Morra		\$0.00 +mileage	\$62.50	\$62.50 +mileage

B. Field Trips

<i>Motion: To approve the following requests for field trips as listed:</i>			
Date	Grade	Destination	Cost per student
May 2017	1st Grade	Conley School	TBD

9. Policy and Regulations

<i>Motion: To approve the listed First and Second Readings and Adopt or Repeal the Policies and By-Laws with Second Readings (summaries attached):</i>			
Policy #	Title	Action	Att. #
	none		

10. General Information: Business Administrator’s Report

A. 2017-18 School Budget Preliminary Adoption

Motion: To approve submission of the 2017-18 Preliminary Budget. **(Attachment #3A)**

The Board of Education of Clinton-Glen Gardner hereby adopts the following Preliminary 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.

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)

B. 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 22, 2017 Work Session; and February 28, 2017 Business and Executive Sessions. **(Attachment #4A, 4B, 4C)**

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 #5A, 5B)

January, 2017	\$ 2,025,691.95
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3. Approval of the Bill List in the specified amounts **(Attachment #6)**
- | | |
|-----------------------|--------------|
| a. General Account: | \$724,639.22 |
| b. Cafeteria Account: | \$ 0.00 |
4. Checking Account Balances – January, 2017
- | | |
|-----------------------|-------------|
| a. Student Activities | \$37,308.61 |
| b. Cafeteria: | \$10,945.69 |
| c. Payroll Agency: | \$16,723.63 |
| d. Unemployment: | \$60,332.53 |
5. Transfers in the amount of \$85,626.20 for February, 2017. **(Attachment #7)**

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