



**Clinton-Glen Gardner Board of Education**  
December 14, 2016  
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: 0
  - 2. Out-of-School Suspensions: 0
- C. School Nurse's Report (Attachment #2)**
- D. Violence and Vandalism (EVVRS Data), HIB 1 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 Resignation**

**Motion:** To accept the resignation of Michael Zulla effective Monday, November 21, 2016.

**B. 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>
Custodial Shift Supervisor <b>(PCN 131)</b>	Kerry Kennedy	\$44,000 w/ PPO Benefits	12/27/16 -06/30/17	<b>#4</b>
Custodian <b>(PCN120)</b>	Nicholas Buniva	\$16.00 per hour with Single EPO	12/15/16-06/30/17	
4th Grade Teacher <b>(PCN 129)</b>	Katherine Metelitsa	.5FTE (\$28,476) to .85 FTE (\$48,409 prorated to effective date)	12/05/16 w/ straw poll	
Replacement Science Teacher (PCN 27)	Glenn Warkala	\$262 per diem (BA Step 1 \$52,477)	11/21/2016	<b>#5</b>

**C. Staff Retirements**

<i><b>Motion:</b> To accept the following staff members retirement at the conclusion of this school year:</i>			
<b>Position</b>	<b>Name</b>	<b>Effective Date</b>	<b>Att.</b>
Middle School Math Teacher <b>(PCN31)</b>	Donna Zaugg	7/1/2017	<b>#6</b>
First Grade Teacher <b>(PCN 9)</b>	Michele Graffis	7/1/2017	<b>#7</b>
Guidance Counselor <b>(PCN93)</b>	Susan Penn	7/1/2017	<b>#8</b>

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

### A. Professional Development

<b>Motion: To approve the following requests for professional development and travel related mileage in accordance with NJAC 18A: 11-12:</b>						
Program Name	Date	# Employees	# BOE	Event Cost	Substitute Pay	Total Cost
NJECC	1/11/17 1/12/17	Tom Larkin		\$299.00 +mileage	\$170.00	\$469.00 +mileage
Teaching Critical Communication Skills Online Workshop	1/9/17	Amanda Thomas Nicole Vazquez Lisa Morra Carolyn Schorr Jeanne Steinberg		\$99.00	\$0.00 \$0.00 \$0.00 \$85.00 \$85.00	\$269.00
Interactive Workshop - Community Services to Students with Special Needs	12/1/16	MaryEllen Bowlby		\$0.00 +mileage	\$62.50	\$62.50 +mileage
Art Educators Roundtable	02/13/17	Suzanne Lauricella		\$45.00 +mileage	\$85.00	\$130.00 +mileage
Enhance your STEM instruction Using Project Based Learning	01/05/17	Evelyn Ferro		\$245.00 +mileage	\$85.00	\$330.00 +mileage
Black Seal - Low Pressure	1/10/17, 1/24/17, 2/7/17, 2/21/17	Robert Adase Robert Reese		\$550.00 each +mileage	\$0.00	\$1,100.00 +mileage
NJASA Techspo	1/26/17 1/27/17	Seth Cohen		\$425 +mileage	\$0.00	\$425 +mileage

### B. Field Trips

<b>Motion: To approve the following requests for field trips as listed:</b>			
Date	Grade	Destination	Cost per student
None			

## 9. Policy and Regulations

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

### A. Transportation Contract

**Motion:** To approve one special education student to be transported by the Essex Regional ESC during the month of October and November, 2016.

**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 November 3, 2016 Special Executive Session and the November 16, 2016 Business and Executive Sessions. **(Attachment #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 2016-2017 school year. **(Attachment #10A, 10B)**  

October, 2016	\$ 2,069,949.80
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3. Approval of the Bill List in the specified amounts **(Attachment #11)**
  - a. General Account: \$738,946.58
  - b. Cafeteria Account: \$ 21,278.65
  
4. Checking Account Balances – October, 2016
  - a. Student Activities: \$ 42,505.40
  - b. Cafeteria: \$ 43,547.24
  - c. Payroll Agency: \$ 17,635.88
  - d. Unemployment: \$ 60,332.53
  
5. Transfers and budget adjustments in the amount of \$ 33,841.21 and \$0 respectively, for October and November, 2016. **(Attachment #12)**

**D. Accepting Donations**

<b>Motion:</b> To accept the following donations		
Items	Donor	Att.
50 Thesauruses	Telecom Pioneers Chapter 99	
\$650. 00 STEM Grant	FirstEnergy	<b>#13</b>
\$250.00	Tranquilli Financial Advisors (Grade 8 trip)	

**15. Correspondence**

- A. Thank you from Open Cupboard Food Pantry for 15 pounds of groceries. **(Attachment #14)**

**16. New Business**

**17. Old Business**

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

**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.

**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.

**20. Adjournment**