

CLINTON-GLEN GARDNER BOARD OF EDUCATION

BUSINESS SESSION MEETING MINUTES

June 12, 2017

Brendan McIsaac called the meeting together at 6:00 p.m. by announcing 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.

ROLL CALL: Present: Brendan McIsaac, Charles Sampson (arrived at 6:50pm), Craig Sowell, Carl Sabatino and Lorraine Linfante

Also Present: Seth Cohen, Superintendent/Principal (dismissed at 8:25pm) Lisa Craft, Business Administrator/Board Secretary (dismissed at 8:25pm)

GENERAL INFORMATION: MONTHLY SCHOOL DATA

A. Enrollment Data Report

B. Student Suspensions:

In-School Suspensions: 0
Out-of-School Suspensions: 0

C. School Nurse's Report:

D. Violence and Vandalism (EVVRS Data), HIB 1 investigations, 0 confirmed

E. Fire Drill and Bus Evacuation Drill Report

RESOLUTION 2016-2017: 164 ACCEPT SCHOOL DATA REPORTS

Lorraine Linfante moved, seconded by Carl Sabatino, to accept the monthly school data reports. Motion carried unanimously with all "ayes".

SUPERINTENDENT/PRINCIPAL'S REPORT:

RESOLUTION 2016-2017: 165 APPROVE ESL PLAN

Charles Sampson moved, seconded by Lorraine Linfante, to approve ESL Plan. Motion carried unanimously with all "ayes".

**Student Representative Report:** None

**Clinton Education Association (CEA) Report:** None

**Assistant Principal/Curriculum Coordinator’s Report:** Discussed district professional development plans and how they related to the district goals.

**Special Services Report:** Discussed HIB Survey

**PUBLIC COMMENT:** None

**PERSONNEL REPORT:**

**RESOLUTION 2016-2017: 166**

**APPROVE ESY STAFF**

Carl Sabatino moved, seconded by Lorraine Linfante, to approve the following staff member to serve extended school year roles as listed below per negotiated agreement. Motion carried unanimously with all “ayes” by roll call vote.

Position	Name	Rate
ESY Aide	Melissa Bowlby (Rescind Joani Iselin)	\$16/hr.

**RESOLUTION 2016-2017: 167**

**APPROVE SUMMER OFFICE & CLERICAL**

Carl Sabatino moved, seconded by Charles Sampson, to approve the following staff member to serve as office and clerical support during the summer of 2017 NTE 65 hours total to be split with staff previously approved. Motion carried unanimously with all “ayes” by roll call vote.

Name	Hours	Rate
Janet Traphagen	TBD	\$16

**RESOLUTION 2016-2017: 168**

**APPROVE CO-CURRICULAR STIPENDS**

Lorraine Linfante moved, seconded by Carl Sabatino, to approve the following staff members for the 2017-18 school year for the following stipend positions, amounts to be adjusted for negotiated agreement. Motion carried unanimously with all “ayes” by roll call vote.

Position	Name	Rate/Salary
Basketball Supervision	Patricia Weiss	\$65.00

**RESOLUTION 2016-2017: 169****APPROVE STAFF APPOINTMENTS**

Carl Sabatino moved, seconded by Lorraine Linfante, to approve the following staff members for the following staff members for the listed position for the 2016-2017 and 2017-2018 school year as per the negotiated agreement. Motion carried unanimously with all “ayes” by roll call vote.

Position	Name	Rate/Salary	Effective Date	Att.
Guidance PCN 93	Angela McVerry	Step 13 (MA +15)	08/29/2017	#5
Elementary PCN 9	Kimberly Peterson	Step 9 (BA)	08/29/2017	#6
Substitute Teachers	List Attached		08/31/17	#7
Substitute Custodians	Robert Adase David Stoker Thomas Attanasio, Jr Joseph Harris Cal Harris	\$16/Hour   \$12/hour	06/20/2017- 06/30/2017 and 07/01/2017- 06/30/2018	

**RESOLUTION 2016-2017: 170****APPROVE STAFF RESIGNATIONS**

Charles Sampson moved, seconded by Carl Sabatino, to approve staff resignations. Motion carried unanimously with all “ayes” by roll call vote.

Position	Name	Effective Date	Att.
Music Teacher PCN 41	Margaret Blickenderfer	June 30, 2017	#8
Basic Skills Teacher	Jodi Lounds	Revised - June 1, 2017	#9

**RESOLUTION 2016-2017: 171****APPROVE CO-CURRICULAR STIPEND**

Lorraine Linfante moved, seconded by Carl Sabatino, to approve the following co-curricular change for the 16-17 school year due to increased number of sessions for national qualifiers. Motion carried unanimously with all “ayes” by roll call vote.

Position	Name	Rate
Archery Club	Tim Bidwell	\$ 459.50
Archery Club	Mary Bulger	\$ 459.50



**CURRICULUM, INSTRUCTION, ASSESSMENT, & TECHNOLOGY: None****POLICY AND REGULATIONS:****RESOLUTION 2016-2017: 172****APPROVE POLICIES**

Lorraine Linfante moved, seconded by Carl Sabatino, to approve the listed First and Second Readings and Adopt or Repeal the Policies and Bylaws with Second Readings. Motion carried unanimously with all "ayes".

<b>Policy #</b>	<b>Title</b>	<b>Action</b>	<b>Att. #</b>
<b>P &amp; R 1240</b>	<p><b>Evaluation of Superintendent (Revised)</b>            The New Jersey State Board of Education (NJDOE) recently adopted additional revisions to N.J.A.C. 6A:10 – Educator Effectiveness. The only revision required in Policy and Regulation Guides 1240 is removal of “written” from “annual written performance report.” The explanation provided by the NJDOE for this revision is below:            The Department proposes throughout the chapter to replace "written performance report" and "annual written performance report" with "annual performance report." "Annual performance report" is the correct, defined term to describe a teaching staff member's performance report. The proposed amendment does not alter policy or practice regarding the development and storage of annual performance reports.            A Policy and Regulation Guide for the evaluation of the Superintendent is mandated; however, a district may decide to defer making these minor revisions until additional revisions are required to this Policy and Regulation Guide in the future. The Policy and Regulation Guides are mandated and are listed on the Strauss Esmay Index of Regulation Guides that must be adopted by the Board.</p>	<b>1st Reading</b>	<b>10A, 10B</b>
<b>P 1511</b>	<p><b>Board of Education Website Accessibility (New)</b>            Several school districts in New Jersey have been cited by the United States Department of Education, Office of Civil Rights (OCR) for its website content and functionality not being accessible to people with disabilities. These school districts were required to develop and adopt a Policy as part of a Resolution Agreement between the school district and OCR. Strauss Esmay, in working with the school district, the Board Attorneys, and OCR, developed Policy Guide 1511 - Board of Education Website Accessibility. This new Policy Guide has been accepted by OCR as part of the Resolution Agreement. The requirements outlined in the Policy Guide are technical and will require additional information technology (IT) work by the school district. OCR has indicated to these several school districts these requirements are applicable for all public school district websites. There is no law mandating this Policy</p>	<b>1st Reading</b>	<b>10C</b>

<b>P &amp; R 3126</b>	<b>District Mentoring Program (Revised)</b> The New Jersey State Board of Education, when revising N.J.A.C. 6A:10 revised N.J.A.C. 6A:9C – Professional Development. The revisions in the administrative code require a few revisions in Policy and Regulation Guides 3126 – District Mentoring Program. The Regulation Guide was revised as the revised code clarifies the length of time a new non-tenured teacher shall be employed in their first year of employment to receive support (See Regulation Guide Section B.3.). In addition, the Policy and Regulation Guides replace the term “Core Curriculum Content Standards” with “New Jersey Student Learning Standards”. These Policy and Regulation Guides are not mandated by statute or code, but adopting these Policy and Regulation Guides are highly recommended	<b>1st Reading</b>	<b>10D, 10E</b>
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<p><b>P &amp; R 3221</b></p>	<p><b>Evaluation of Teachers (Revised)</b> <b>tion of Teaching Staff Members, Excluding Teachers and</b></p>	<p><b>1st Reading</b></p>	<p><b>10F, 10G</b></p>
<p><b>P &amp; R 3222</b></p>	<p><b>Administrators (Revised)</b> <b>Evaluation of Administrators, Excluding Principals, Vice Principals, and</b> <b>Assistant Principals (Revised)</b></p>		<p><b>10H, 10 I</b></p>
<p><b>P &amp; R 3223</b></p>	<p><b>Evaluation of Principals, Vice Principals, and Assistant Principals</b> <b>(Revised)</b></p>		<p><b>10J, 10K</b></p>
<p><b>P &amp; R 3224</b></p>	<p>The New Jersey State Board of Education recently adopted additional revisions to N.J.A.C. 6A:10 – Educator Effectiveness. This Chapter addresses the evaluation procedures for all teaching staff members including: classroom teachers (Policy and Regulation 3221); educational services staff members, including school nurses, guidance counselors, child study team members, library media specialist, etc. (Policy and Regulation 3222); administrators, excluding Principals, Vice Principals, and Assistant Principals (Policy and Regulation 3223); and Principals, Vice Principals, and Assistant Principals (Policy and Regulation 3224). Strauss Esmay developed separate policy and regulation guides for these four categories of teaching staff members as TEACHNJ and the AchieveNJ administrative code initially only addressed classroom teachers and Principals, Vice Principals, and Assistant Principals and not educational services staff members and administrators other than Principals, Vice Principals, and Assistant Principals. The changes are in the details of the Regulation Guides as the Policy Guides refer to the detailed code sections that are outlined in the Regulation Guides. Each Policy Guide has only a minor revision. Below is a summary of the more important revisions that are incorporated into the updated Regulation Guides:</p> <ol style="list-style-type: none"> <li>1. Definitions – There are some minor revisions in several definitions. The new code deletes the definition of “long observation” and “short observation” and each observation shall now be at least twenty minutes. Several sections of the new code refer to the person designated by the Superintendent to complete the evaluation to be the “designated supervisor”;</li> <li>2. Training – The new code requires annual updates and refresher training for supervisors who complete evaluations;</li> <li>3. Co-observations – The new code permits a co-observation to count as one observation for the purposes of evaluation;</li> <li>4. District Evaluation Advisory Committee - The new code provides a district some discretion to continue such committees;</li> <li>5. Student Growth Objectives (SGOs) – The new code requires the Superintendent to develop a process for developing and scoring SGOs;</li> <li>6. Corrective Action Plan (CAP) – The new code makes several revisions regarding the development and timelines for a CAP and timelines for mid-year evaluations for a staff member with a CAP;</li> <li>7. Timelines – The new code revises several timelines for the development of Professional Development Plans (PDPs) and SGOs;</li> <li>8. Observations – The new code no longer makes a distinction between long and short observations and all observations must be at least twenty minutes. Non-tenured staff must be observed three times per school year and tenured staff must receive at least two observations per school year;</li> <li>9. Principal Practice – The new code increases the percentage of the principal practice from “thirty percent” to “no less than fifty percent” to account for the removal of the leadership practice component from the principal’s evaluation rubric;</li> <li>10. Administrator Goals – The new code provides some additional requirements regarding the establishment of administrator goals; and</li> </ol> <p>Performance Reports – The new code revises “written annual performance reports” to “annual performance reports”. Below is the New Jersey Department of Education (NJDOE) explanation for this change:</p> <p>These revisions impact the evaluation procedures school districts are required to implement. These revisions should be carefully reviewed to ensure the school district is complying with these requirements. These revised Policy and Regulation Guides 3221, 3222, 3223, and 3224 are mandated and are listed on the Strauss Esmay Index of Regulation Guides that must be adopted by the Board</p>		<p><b>10L, 10M</b></p>

<b>P &amp; R 3240</b>	<p><b>Professional Development for Teachers and School Leaders (Revised)</b>  The New Jersey State Board of Education, when revising N.J.A.C. 6A:10 revised N.J.A.C. 6A:9C – Professional Development. The revisions in the administrative code require a few revisions in Policy and Regulation Guide 3240 - Professional Development for Teachers and School Leaders. The revised code requires a teacher’s or school leader’s Professional Development Plan (PDP) to be developed by October 31 except if the teacher is hired after October 1, then the PDP must be developed within twenty-five working days of hire. The new code also eliminates the provision that the PDP is effective for one year indicating a PDP is a living document that has no start and stop date once it is initially written.</p>	<b>1st Reading</b>	<b>10N,10O</b>
<b>P &amp; R 5610</b>	<p><b>Suspension (Revised)</b>  P.L. 2016, Chapter 45 was recently signed into law limiting a school district’s ability to expel or suspend young students. The new law, N.J.S.A. 18A:37-2a, places limits on out-of-school suspensions and expulsions in school districts and charter schools. N.J.S.A. 18A:37-2b also requires school districts and charter schools to implement early detection and prevention programs to identify young students in Preschool through grade two who are experiencing behavioral or disciplinary problems. Policy Guide 5610 has been revised to incorporate the limitations outlined in the new law and the requirement to implement an early detection and prevention program. The only revision in Regulation Guide 5610 is updating the term “Core Curriculum Content Standards” to “New Jersey Student Learning Standards” in two places. The Policy and Regulation Guides are mandated and are listed on the Strauss Esmay Index of Regulation Guides that must be adopted by the Board.</p>	<b>1st Reading</b>	<b>10P, 10Q</b>
<b>P5620</b>	<p><b>Expulsion (Revised)</b>  P.L. 2016, Chapter 45 was recently signed into law limiting a school district’s ability to expel or suspend young students. The new law, N.J.S.A. 18A:37-2a, places limits on out-of-school suspensions and expulsions in school districts and charter schools. N.J.S.A. 18A:37-2b also requires school districts and charter schools to implement early detection and prevention programs to identify young students in Preschool through grade two who are experiencing behavioral or disciplinary problems. Policy Guide 5620 has been revised to incorporate the limitations outlined in the new law and the requirement to implement an early detection and prevention program. There is a new section specific to Charter Schools at the end of the Policy Guide. Policy Guide 5620 also has a few formatting revisions. This Policy Guide is mandated</p>	<b>1st Reading</b>	<b>10R</b>



<p><b>P8505</b></p>	<p><b>Local Wellness Policy/Nutrient Standards for Meals and Other Foods (Revised)</b>                  School districts that are participating in any program of the National School Lunch Program and/or School Breakfast Program are required to develop a local wellness Policy. In July 2016, the United States Department of Agriculture (USDA) finalized regulations of the Healthy, Hunger Free Kids Act of 2010 (HHFKA) and a required Wellness Policy. The existing Policy Guide 8505 was developed by Strauss Esmay Associates when the HHFKA was approved in September 2014. However, an updated Policy consistent with the implementing regulations adopted in July 2016 is now required and must be in place for the 2017-2018 school year. The New Jersey Department of Agriculture (NJDOA) did not publish a model New Jersey Wellness Policy; therefore, this updated Policy Guide has been revised after reviewing many USDA documents and model policies recommended by the USDA. When this Policy Guide was updated in September 2014 there were questions from school districts asking whether all the obligations listed in the Policy Guide were required. The answer to this question then and now is Strauss Esmay cannot confirm the minimum policy requirements of the HHFKA. We can confirm Strauss Esmay’s existing Policy Guide 8505 has been accepted by the NJDOA since September 2014 as not one client school district was cited for a deficient Wellness Policy. Wellness policy goals; goals for nutrition education and physical activity; the establishment of a district wellness committee; annual school and district progress reports; the designation of a district and school wellness policy coordinator; and a wellness policy assessment every one, two, or three years, are required to be included in a district’s Wellness Policy. The goals listed in the Policy Guide may be revised or adjusted accordingly, but we do not know if there is a requirement for a minimum number of goals. However, we know the goals listed in the existing Policy Guide have been accepted by the NJDOA during their reviews and remain in this updated Policy Guide 8505.</p>	<p><b>1st Reading</b></p>	<p><b>10S</b></p>
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P8550	<p><b>8550 – Unpaid Meal Charges/Outstanding Food Service Charges (Revised)</b>  School districts participating in the National School Lunch Program (NSLP) and the School Breakfast Program (SBP) have been informed by the United States Department of Agriculture (USDA) that it must have an unpaid meal charge policy in place for the 2017-2018 school year. The Policy must explain how the food service program will handle situations where children eligible for reduced price or paid meals do not have money to cover the cost of their meal at the time of service. The USDA published the most recent Unpaid Meal Charges: Guidance and Q&amp;A dated March 23, 2017. The USDA has indicated a school district’s policy should allow children to receive the nutrition they need to stay focused during the school day, minimize identification of children with insufficient funds to pay for school meals, and maintain the financial integrity of the nonprofit school food service account. The USDA has indicated the specifics of a policy are at the discretion of the school district. However, a required USDA unpaid meal charge policy must be consistent with the provisions of N.J.S.A. 18A:33-21 – School Meals, Notification to Parent of Payment in Arrears Before Denying Student, that are outlined in the existing Policy Guide 8550 – Unpaid Meal Charges/Outstanding Food Service Charges. Therefore, the USDA requirements for an unpaid meal charge policy have been incorporated into Policy Guide 8550 using the collection provisions of N.J.S.A. 18A:33-21 to collect breakfast and lunch charges that are in arrears. The revised Policy Guide includes three options:</p> <p><b>Option 1</b> – The Option does not provide a student a meal without payment and will place a call to the parent to arrange for breakfast or lunch or money to be brought to school. This option is permitted by the USDA and N.J.S.A. 18A:33-21. However, it is more likely than not that a school district will provide a student a meal if the child does not have money one day. This option includes the Department of Children and Families (DC&amp;F) notification provisions of the existing Policy Guide 8550.</p> <p><b>Option 2</b> – The Option provides the student a meal without payment, as encouraged by the USDA, and addresses repayment in accordance with the collection provisions of N.J.S.A. 18A:33-21 when arrears reach a pre-determined amount of money as determined by the Board. However, this option indicates a student will not be served breakfast or lunch as permitted by N.J.S.A. 18A:33-21 if payment is not made within a week of the second notice to the parent. This option also includes the DC&amp;F notification provisions of the existing Policy Guide 8550.</p> <p><b>Option 3</b> – The Option also provides the student a meal without payment, as encouraged by the USDA, and addresses repayment in accordance with the collection provisions of N.J.S.A. 18A:33-21 when arrears reach a pre-determined amount of money as determined by the Board. This Option indicates the school district will provide the student an alternate meal if payment is not made within a week of the second notice to the parent. However, this Option indicates an alternate meal will only be provided until the student’s account reaches a pre-determined amount of money as determined by the Board, at which time the student will no longer be served an alternate meal. Therefore, the alternate meal without payment cannot be permanent. This option also includes the DC&amp;F notification provisions of the existing Policy Guide 8550.</p> <p><b>Options 2 and 3</b> require the district to provide a meal if the student has money to pay for breakfast or lunch on that day regardless of the amount in arrears as the district cannot use the student’s money to repay previously unpaid charges if the student intended to use the money to purchase that day’s meal. The last three paragraphs of the revised Policy Guide include new language required by the USDA.</p> <p>This Policy is now mandated for every school district that participates in the National School Lunch Program (NSLP) and the School Breakfast Program (SBP).</p>	1st Reading	10T
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**GENERAL INFORMATION: BUSINESS ADMINISTRATOR’S REPORT:**

**RESOLUTION 2016-2017: 173**

**RESCIND FOOD SERVICE CONTRACT**

Carl Sabatino moved, seconded by Lorraine Linfante, to rescind the Maschio’s contract renewal for 2017-18 (May Resolution # 161), and advertise Request for Proposals to include a new Breakfast Program. Motion carried unanimously with all “ayes”.

**RESOLUTION 2016-2017: 174**

**FISCAL YEAR END VOID CHECKS**

Carl Sabatino moved, seconded by Craig Sowell, to void the listed checks permanently on the districts Operating Account due to balances that are no longer due to the payee. Motion carried unanimously with all “ayes”.

- Check 14055 - \$39.98
- Check 14611 - \$19.95
- Check 14930 - \$1,052.00
- Check 15079 - \$342.00

**RESOLUTION 2016-2017: 175**

**FISCAL YEAR END RESERVE DEPOSITS**

Charles Sampson moved, seconded by Carl Sabatino, to deposit into the following Reserves as of 6/30/2017. Motion carried unanimously with all “ayes”.

<b>Reserve</b>	<b>Current Balance</b>	<b>Maximum Deposit</b>
Capital	\$655,613.15	None
Emergency	\$ 75,515.59	None
Maintenance	\$ 80,800.00	\$200,000

**RESOLUTION 2016-2017: 176**

**ANNUAL SY APPROVAL, ADOPT. & AUTHORIZ.**

Carl Sabatino moved, seconded by Lorraine Linfante, to approve the list below for the 2017-18 school year. Motion carried unanimously with all “ayes”.



1.	<i>To authorize the Superintendent/Principal to offer employment via a "Letter of Intent" to candidates for vacancies between regularly scheduled Board Meetings that require an emergent hire. This authority extends only to formerly approved Board of Education Positions, as represented on the district's Position Control Roster. The Superintendent/Principal is required to "straw poll" all members of the Board to discuss the candidate, qualifications, salary requirements, and references. Candidates who receive three "individual approvals" will be placed on the next agenda for formal hire. Should any aspect of this process not be followed, the "Letter of Intent" is void as of midnight on the calendar date of the Board of Education Meeting.</i>
2.	<i>To authorize the Superintendent/Principal and the Business Administrator to initiate any line item transfers as may be necessary to facilitate any unanticipated encumbrances/ expenditures that may arise between Board meetings, with disclosure to the Board at subsequent Board meetings.</i>
3.	<i>To approve the following publications as official newspapers:</i> A. <i>Hunterdon County Democrat</i> B. <i>Courier News (alternate)</i> C. <i>Express Times (alternate)</i>
4.	<i>To approve Matthew Giacobbe of Cleary, Giacobbe, Alfieri and Jacobs as general legal counsel and Wilentz Goldman &amp; Spitzer as Bond Counsel.</i>
5.	<i>To approve Therapeutic Intervention, Inc. for physical and occupational therapy services.</i>
6.	<i>To appoint Behavioral Consultants, LLC, for BCBA behavioral services.</i>
7.	<i>To approve the firm of William Colantano as Financial Auditor and Phoenix Advisors, LLC as Financial Advisors.</i>
8.	<i>To approve Gianforcaro Architects and Engineers as Architect of Record.</i>
9.	<i>To name ELES, Inc as the Board's Broker of Record for medical insurance.</i>
10.	<i>To name Brown &amp; Brown as the Board's Broker of Record for dental insurance.</i>
11.	<i>To appoint Arthur Gallagher &amp; Company as our school commercial package insurance agent and NJSIG as General Insurance &amp; Workers Compensation Provider.</i>
12.	<i>To approve Horizon of New Jersey for Health and Dental Insurance.</i>
13.	<i>To appoint Educational Consortium as the E-Rate Consultant.</i>
14.	<i>To appoint CDK Systems and R&amp;L Payroll for Personnel and Payroll processing.</i>
15.	<i>To appoint Dr. Ronald Frank, M.D. as School Physician.</i>
16.	<i>To approve Bayada Nursing and Liberty Health Care Services for alternate mandated nursing services, as needed.</i>
17.	<i>To appoint the Town of Clinton Police Chief as attendance officer.</i>



18.	To authorize the following signatures for the depositories of the board of education: A. <u>General Account (3 Signatures)</u> President, Business Administrator, Treasurer B. <u>Payroll Account (1 Signature)</u> Treasurer C. <u>Payroll Agency Account (1 Signature)</u> Treasurer D. <u>Student Activities Account (2 Signatures)</u> Supt/Principal, Business Administrator E. <u>Cafeteria Account (2 Signatures)</u> Supt/Principal, Business Administrator F. <u>Unemployment Account (Any 1 Signature)</u> Business Administrator, Treasurer G. <u>Capital Reserve (Any 2 Signatures)</u> President, Business Administrator, Treasurer H. <u>Emergency Reserve (Any 2 Signatures)</u> President, Business Administrator, Treasurer I. <u>Capital Projects Account and Sweep (Any 2 Signatures)</u> President, Business Administrator, Treasurer
19.	To designate the listed banks as approved depositories, while authorizing the School Business Administrator to select the depository offering the most financially beneficial services. A. Investors Bank B. Team Capital C. PNC Bank
20.	To adopt the existing curriculum guides and Curriculum Evaluation Schedule (on file in Main Office).
21.	To adopt Clinton-Glen Gardner Board of Education Policy Manual (on file in Main Office).
22.	To adopt the textbook list (on file in Main Office).
23.	To adopt the NJSBA Code of Ethics.
24.	To set the petty cash account amount at \$150 and to appoint the Business Administrator as the disbursing agent, funds to be reviewed by another administrator before paid.
25.	To designate the Business Administrator/Board Secretary as school funds investor.
26.	To authorize Business Administrator to remit payment, as deemed necessary, between scheduled Board meetings, for financial obligations that are contractual in nature, are considered emergency needs, or are to be paid timely to avoid late fees. All such expenditures shall be approved by the Superintendent/Principal or his designee.
27.	To approve the listed Tuition Rates plus related services. A. Preschool Integrated \$1,800
28.	To appoint the Superintendent/Principal, as district Affirmative Action Officer.
29.	To appoint the Assistant Principal as the 504 Compliance Officer.
30.	To appoint the School Nurse as the Chemical Hygiene Officer.
31.	To appoint the Guidance Counselor as the Anti-Bullying Specialist.
32.	To appoint the Supervisor of Special Services as the Anti-Bullying Coordinator.

33.	<i>To approve purchasing and contracting through the Hunterdon County ESC and the Middlesex County Regional ESC and Ed Data, as listed: A. Electricity B. General Supplies &amp; Materials C. Equipment D. Janitorial Supplies E. Maintenance Contracting F. OT/PT Evaluation G. Paraprofessionals H. Glen Gardner Regular Bus Routes</i>
34.	<i>To participate in the Hunterdon County Educational Services Commission and Warren County Special Services transportation programs.</i>
35.	<i>To appoint Lisa Craft as Board Secretary/ Business Administrator.</i>
36.	<i>To appoint the Vice-President of the Board as the Acting Secretary in the absence of the Board Secretary.</i>
37.	<i>To appoint the Supervisor of Building &amp; Grounds as the Asbestos Management Officer, AHERA Officer, Safety &amp; Health Designee, Indoor Air Quality Designee, Integrated Pest Management Coordinator, and Right to Know Officer.</i>
38.	<i>To appoint the School Business Administrator as the Qualified Purchasing Agent; and authorize to award contracts up to the bid threshold, and set quote threshold at 15% of bid threshold amount.</i>
39.	<i>To appoint the School Business Administrator as the Custodian of Records.</i>
40.	<i>To authorize Darlene Nardi to sign purchase orders, quarterly tax returns, and take minutes as needed in the absence of the Business Administrator/Board Secretary.</i>
41.	<i>To appoint Kathleen Olsen as the School Treasurer.</i>
42.	<i>To approve the rate of pay for leave replacements and long-term substitutes at \$150 per diem for the first 60 days, followed by a per diem equivalent of the first step, BA column, on the CTA negotiated agreement.</i>
43.	<i>To approve the Substitute Rates as: Teacher \$85/day, Nurse \$125/day, Custodian \$16/hour and Secretary \$11/hour.</i>
44.	<i>To appoint the Business Administrator as the Public Agency Compliance Officer for the purpose of affirmative action with public contracting</i>

45.	<i>To approve time &amp; material maintenance work with Hunterdon County Educational Services Commission, Middlesex Regional Educational Services Commission, Morris County Cooperative Purchasing.</i>		
	<i>Maintenance Contractor</i>	<i>Hourly Rate</i>	<i>Service</i>
	<i>Stank Environmental</i>	<i>\$195/month</i>	<i>Pest Control</i>
	<i>Mack Industries</i>	<i>\$84/hour</i>	<i>Boilers</i>
	<i>Premier Disposal</i>	<i>\$456.50/month</i>	<i>Garbage Disposal</i>
	<i>Fire &amp; Securities Technologies FAST</i>	<i>Per proposal</i>	<i>Fire &amp; Security</i>
46.	<i>To approve the listed Tax Shelter Annuities as approved vendors in the district 403B Plan:</i> A. <i>AXA Equitable</i> B. <i>Ameriprise</i> C. <i>Lincoln Financial Group</i> D. <i>Lincoln National Life</i>		
47.	<i>To adopt all other resolutions still in force as policy of the Board.</i>		
48.	<i>To approve the Danielson 2011 and the MPPR model as the approved observation tools to comply with AchieveNJ.</i>		
49.	<i>To approve all job descriptions as listed in the Board Office.</i>		

**RESOLUTION 2016-2017: 177      APPROVE FEDERAL GRANT APPL. FOR 2017-18**

Carl Sabatino moved, seconded by Charles Sampson, to approve application and submission of the following Federal Grants for the 2017-18 school year. Motion carried unanimously with all “ayes”.

<b>Grant</b>	<b>Amount</b>	<b>Allocation</b>
IDEA	\$5,415	Preschool
IDEA	\$118,519	Basic
NCLB	<b>TBA</b>	Title I
NCLB	<b>TBA</b>	Title II
NCLB	<b>TBA</b>	Title III (Consortium)
Title I Salary Funded – Pam Lorenson and Denise Grimm		____%



**RESOLUTION 2016-2017: 178 APPROVE SPEC. ED. TUITION CONTRACTS 17-18**

Charles Sampson moved, seconded by Lorraine Linfante, to approve the following Special Education Tuition Contracts for 17-18 school year. Motion carried unanimously with all “ayes”.

School	# of Students	Tuition Amount	Effective Date
Princeton Child Development Institute	1 student	\$103,500 plus Summer \$17,250= \$120,750	7/1/2017- 06/30/2018 Extended School Year

**RESOLUTION 2016-2017: 179 APPROVE PUBLIC LAW CHAPT 47 CONTRACTS**

Charles Sampson moved, seconded by Lorraine Linfante, The Clinton-Glen Gardner Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the Board of Education. These contracts are, have been, and will continue to be in full compliance with all State and Federal statutes and regulations; in particular, NJ Title 18A:18, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2 CFR, Part200:. Motion carried unanimously with all “ayes”.

Vendor	Service	Amount
Drill Construction	Maker Space Project	\$218,400
Northeastern Interior Services	LED Lights & Ceiling Renovation Project	\$554,000
Hobbie Heat and Power, Inc	Boiler Replacement	\$51,733
CFI	Maker Space Furniture	\$30,540.12
Virco	Maker Space Furniture	\$15,681.60
Northeastern Interior Services	Flooring	\$42,192.00
CFI	General Furniture	\$35,395.70
Singer Equipment Co	Cafe Appliances	\$17,515.04

**RESOLUTION 2016-2017: 180 APPROVE MINUTES & FINANCIAL REPORTS**

Carl Sabatino moved, seconded by Lorraine Linfante, to approve the Minutes and monthly financial transactions and reports items 1-5. Motion carried unanimously with all “ayes”.

- 1. Approval of Board of Education Minutes** from May 23, 2017 Business Session and Executive Sessions.

- 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.

April, 2017    \$2,977,746.80

- 3. Approval of the Bill List in the specified amounts.**

General Account:    \$ 740,642.93  
Cafeteria Account: \$            0.00

- 4. Checking Account Balances – April, 2017**

Student Activities:    \$ 35,460.66  
Cafeteria:                \$ 7,587.08  
Payroll Agency:        \$ 24,631.81  
Unemployment:        \$ 60,332.53

- 5. Transfers** in the amount of \$156,682.63 for May, 2017.

**CORRESPONDENCE:** Letter of gratitude from Michele Graffis

**NEW BUSINESS: Board Meeting Date Changes-**  
September: September 19 & 27, 2017 (from Sept. 20 & 26, 2017)

**OLD BUSINESS:** Brendan McIsaac reported on NHVRSD Presidents Meeting.

**Dear Parents:**

**Board Liaison Reports:** No reports

**Negotiations:**

**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.

**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.

**PUBLIC COMMENT:** None

**RESOLUTION 2016-2017: 181****INVOKE DOCTRINE OF NECESSITY**

Carl Sabatino moved, seconded by Lorraine Linfante, to invoke the attached Doctrine of Necessity Resolution for the purpose of ratifying the agreement between the Clinton-Glen Gardner Board of Education and the Clinton Education Association for the period of July 1, 2017 to June 30, 2020. Motion carried unanimously with all "ayes".

**RESOLUTION 2016-2017: 182****EXECUTIVE SESSION**

Lorraine Linfante moved, seconded by Carl Sabatino, to adjourn to Executive Session at 8:15p.m.in accordance with the Sunshine Law, Chapter 231, P.L. 1975, to discuss Special Education and Negotiations. 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. Motion carried unanimously with all "ayes".

**RESOLUTION 2016-2017: 183****RE-ENTER REGULAR SESSION**

Charles Sampson moved, seconded by Lorraine Linfante, to re-enter Regular Board Meeting Session at 8:20 pm. Motion carried unanimously with all "ayes".

**RESOLUTION 2016-2017: 184****RATIFICATION OF CEA CONTRACT**

Carl Sabatino moved, seconded by Lorraine Linfante, to ratify the negotiated contract between the Clinton Education Association and the Clinton-Glen Gardner Board of Education for the term July 1, 2017 to June 30, 2020. Motion carried unanimously with all "ayes".



**RESOLUTION 2016-2017: 185****EXECUTIVE SESSION**

Carl Sabatino moved, seconded by Lorraine Linfante, to adjourn to Executive Session at 8:25p.m.in accordance with the Sunshine Law, Chapter 231, P.L. 1975, to discuss Personnel. 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. Motion carried unanimously with all "ayes".

**RESOLUTION 2016-2017: 186****ADJOURNMENT**

Carl Sabatino moved, seconded by Charles Sampson, to adjourn the Board Meeting at 8:44p.m. Motion carried unanimously with all "ayes".

Respectfully submitted,



Lisa Craft  
Business Administrator



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Brendan McIsaac, President