

CLINTON-GLEN GARDNER BOARD OF EDUCATION

BUSINESS SESSION MEETING MINUTES

March 16, 2017

Brendan McIsaac called the meeting together at 5:30 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, Craig Sowell (arrived at 5:35 pm), Charles Sampson, Carl Sabatino and Lorraine Linfante

Also Present: Seth Cohen, Superintendent/Principal
Lisa Craft, Business Administrator/Board Secretary

GENERAL INFORMATION: MONTHLY SCHOOL DATA**A. Enrollment Data Report****B. Student Suspensions:**

In-School Suspensions: 1

Out-of-School Suspensions: 0

C. School Nurse's Report:**D. Violence and Vandalism (EVVRS Data), HIB 0 investigations, 0 confirmed****E. Fire Drill and Bus Evacuation Drill Report****RESOLUTION 2016-2017: 113****ACCEPT SCHOOL DATA REPORTS**

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

SUPERINTENDENT/PRINCIPAL'S REPORT:

Student Representative Report: None

Clinton Education Association (CEA) Report: Mary Bulger reported

Assistant Principal/Curriculum Coordinator's Report: Discussed Parent Presentation: At Risk Learners scheduled later in the evening,

Special Services Report: Seth Cohen Reported: Discussed Parent Presentation PARCC and Special ED scheduled later in the evening.

PUBLIC COMMENT: None

PERSONNEL REPORT:

RESOLUTION 2016-2017: 114

APPROVE STAFF APPOINTMENTS

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

Position	Name	Rate/Salary	Effective Date	Att.
Replacement Teacher for Grade 4 & Basic Skills Teacher (PCN 21 & 56)	Tracy Palomba	Increase to .74 FTE (\$46,936 from .5 FTE (\$31,713.50)	March 13, 2017	

CURRICULUM, INSTRUCTION, ASSESSMENT, & TECHNOLOGY

PROFESSIONAL DEVELOPMENT:

RESOLUTION 2016-2017: 115

APPROVE PROFESSIONAL DEVELOPMENT

Carl Sabatino moved, seconded by Lorraine Linfante, to approve the following requests for professional development and travel related mileage in accordance with NJAC 18A:11-12. Motion carried unanimously with all “ayes”.

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

FIELD TRIPS:

RESOLUTION 2016-2017: 116

APPROVE FIELD TRIPS

Lorraine Linfante moved, seconded by Carl Sabatino, to approve the following requests for field trips. Motion carried unanimously with all “ayes”.

Date	Grade	Destination	Cost per student
May 2017	1st Grade	Conley School	TBD

POLICY AND REGULATIONS: None

GENERAL INFORMATION: BUSINESS ADMINISTRATOR’S REPORT:

Referendum Project: Maker Space Bid

RESOLUTION 2016-2017: 117 APPROVE SUBMISSION OF PRELIM. BUDGET

Charles Sampson moved, seconded by Lorraine Linfante, to approve submission of the 2017-18 Preliminary Budget. Motion carried unanimously with all “ayes” by roll call vote.

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.

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

RESOLUTION 2016-2017: 118 APPROVE MINUTES & FINANCIAL REPORTS

Carl Sabatino moved, seconded by Craig Sowell, to approve the Minutes and monthly financial transactions and reports. Motion carried unanimously with all “ayes”.

1. **Approval of Board of Education Minutes** from February 22, 2017 Work Session; and February 28, 2017 Business 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.

January, 2016 \$2,025,691.95

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

General Account: \$ 724,639.22
 Cafeteria Account: \$ 0.00

4. Checking Account Balances – January, 2017

Student Activities: \$ 37,308.61
 Cafeteria: \$ 10,948.69
 Payroll Agency: \$ 16,723.63
 Unemployment: \$ 60,332.53

5. Transfers in the amount of \$85,626.20 for February, 2017.

NEW BUSINESS: None

OLD BUSINESS:

Dear Parents:

Board Liaison Reports: Carl Sabatino reported on National Endowment Funding

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: 119

ADJOURNMENT

Carl Sabatino moved, seconded by Lorraine Linfante, to adjourn the Board Meeting at 6:35p.m. Motion carried unanimously with all "ayes".

Respectfully submitted,



Lisa Craft
Business Administrator



Brendan McIsaac, President