



**Clinton-Glen Gardner Board of Education**  
September 27, 2017  
CPS All-Purpose Room 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 #9)**

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

**E. Fire Drill and Bus Evacuation Drill Report (Attachment #10)**

**Motion:** *To accept the aforementioned monthly school data report, items 5A-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 Approvals**

<i>Motion: To approve the following staff members for the 2017-2018 school year</i>			
<b>Position</b>	<b>Name</b>	<b>Rate/Salary</b>	<b>Att.</b>
Custodian (PCN 22)	Thomas Attanasio	Change to Full Time for the 2017/18 School Year	
Supervisor of Building & Grounds	Richard Trimmer	\$5,000 Project Management Stipend	
Substitute Custodian	Yves Keedjens Joseph	\$16.00	
Before/AfterCare	Debra Wellet	\$16.00	
Before/AfterCare	Deb Herold	\$16.00	
Before/AfterCare	Heidi Singer	\$16.00	
Before/AfterCare	Pattie Weiss	\$16.00	
Before/AfterCare	Barb Plundeke	\$16.00	
Before/AfterCare	Maryann Galloway	\$16.00	
Before/AfterCare	Bob Adase	\$16.00	
Before/AfterCare	Janet Traphagen	\$16.00	
Before/AfterCare	Katie Nardi	\$12.00	
Before/AfterCare	Ally Nardi	\$12.00	
Before/AfterCare	Kelsey Racundo	\$16.00	
Before/AfterCare	Rebecca Clinbell	\$16.00	

**B. Mentor Assignment**

<b>Motion: To approve the following mentor assignemnt:</b>	
<b>Mentor during 17-18 school year</b>	<b>To be mentored during 17-18 school year</b>
Laurie Ruch	Melissa Burton (Music)

**C. Staff Resignation**

<b>Motion:</b> To approve the following staff resignation		
<b>Position</b>	<b>Name</b>	<b>Att.</b>
School Psychologist	Ryan Patel	<b>#2</b>

**D. Cross Country Volunteer**

<b>Motion:</b> To approve the following cross country volunteers for the 2017 season
<b>Names:</b>
Sarah Conti Jack Schneiderhan Donna Ignacz

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

**A. Professional Development**

<b>Motion:</b> 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
Hunterdon County School Admin	9/28-9/29	Seth Cohen		\$45.10 +mileage	NA	\$45.10 +mileage
Everyone has a right to read, it begins with you	10/13/17	Lisa Morra		\$230.00 +mileage	\$0.00	\$230.00 +mileage
Autism Conference	10/19/17 10/20/17	Carolyn Schorr Ally Kubik		\$500.00 +mileage	\$85.00 each	\$670.00 +mileage
PECS Level 1 training	10/25/17 10/26/17	Amanda Thomas		\$399.00 +mileage	\$0.00	\$399.00 +mileage
PECS Level 2 training	11/6/17 - 11/7/17	Amanda Thomas Nicole Vazquez Carolyn Schorr		\$399.00 each +mileage	\$85.00	\$1,282.00 +mileage

Dyslexia fall conference	10/13/17	Judy Liptak		\$230.00 each +mileage	\$85.00	\$315.00 +mileage
Yoga Mindfulness for Kids	10/26/17	Judy Liptak		\$199.00 +mileage	\$85.00	\$284.00 +mileage
Olweus - Bullying Prevention	09/28/17 - 09/29/17	Angela McVerry		\$0.00 +mileage	\$0.00	\$0.00 +mileage
Wilson Reading System	11/13/17 - 11/15/17	Denise Rella		\$450.00 +mileage	\$85.00 each	\$705.00 +mileage

### B. Field Trips-Approved at the September 19, 2017 Work Session

<b>Motion:</b> To approve the following requests for field trips as listed:			
Date	Grade	Destination	Cost per student
September 2017	2nd grade	Grow a Row (Pittstown or Millford)	TBD
October 2017	8th grade	Clinton Township Middle School	TBD
November 2017	Aftercare	West Hunterdon Lanes	TBD
November 2017	Aftercare	Pohatcong Movie Theatre	TBD

## 9. Policy and Regulations

<b>Motion:</b> To approve the listed First and Second Readings and Adopt or Repeal the Policies and Bylaws with Second Readings (summaries attached):			
Policy #	Title	Action	Att. #
<b>P&amp;R 7100 – Long-Range Facilities Planning</b>	Policy and Regulation Guides 7100 have been revised to be consistent with N.J.A.C. 6A:26-2.1, 6A:26-2.2, and 6A:26-2.3 regarding long-range facilities plans. The Regulation Guide has been updated to provide more detailed guidance regarding long-range facilities plans. The Policy and Regulation Guides are mandated as they provide guidance on the requirements of long-range facilities planning.	<b>1st Reading M</b>	<b>#3</b>
<b>7101 – Educational Adequacy of Capital Projects</b>	Policy and Regulation Guides 7101 have been revised to align with revisions in N.J.A.C. 6A:26 – Educational Facilities. Comprehensive guidance is provided in the Regulation Guide regarding the process for a school district to receive approval for capital projects, State agency and/or department names have been updated, and an additional section for capital projects not subject to educational adequacy review has been added to the Regulation Guide. The Policy and Regulation Guides are recommended as they provide comprehensive guidance when a school district needs direction on receiving approval for capital projects.	<b>1st Reading M</b>	

<p><b>P&amp;R 7102 – Site Selection and Acquisition</b></p>	<p>New Policy and Regulation Guides 7102 have been developed to align with N.J.A.C. 6A:26-7.1, 6A:26-7.2, and 6A:26-7.3 for the approval of the acquisition of land or approval for acquisition of existing facilities. The existing Policy Guide 7102 was very detailed and read like a Regulation Guide rather than a Policy Guide. Therefore, the language in the existing Policy Guide 7102 was updated to be more comprehensive in order to align with the new administrative code sections and was relocated into a new Regulation Guide 7102. This new Policy Guide 7102 should replace the existing Policy Guide 7102 and this new Regulation Guide 7102 should be included in a district's Policy and Regulation Manual. The Policy and Regulation Guides are recommended as they provide comprehensive guidance when a school district needs direction on receiving approval for school site selection and acquisition.</p>	<p><b>1st Reading</b></p>	
<p><b>7130 – School Closing</b></p>	<p>Policy Guide 7130 – School Closing has been updated providing more detailed information on the assurances a school district must provide to the New Jersey Department of Education and Executive County Superintendent to receive approval to close a school. The 2<sup>nd</sup> paragraph of the existing Policy Guide has been removed as the Guide lists some requirements not included in the administrative code. Some additional requirements have been expanded toward the end of the Policy Guide. The Policy Guide is recommended as it provides comprehensive guidance when a school district needs direction on receiving approval for school closing. This Policy Guide does not have corresponding Regulation Guide.</p>	<p><b>1st Reading</b></p>	
<p><b>7300 – Disposition of Property (Revised)</b></p>	<p>Policy Guide 7300 – Disposition of Property and corresponding Regulation Guides 7300.1 – Disposition of Instructional Property, 7300.2 – Disposition of Real Property, 7300.3 – Disposition of Personal Property, and 7300.4 – Disposition of Federal Property have been reviewed and revised to incorporate minor revisions in the administrative code over the past several years. Policy Guide 7300 has several minor revisions, most importantly providing clarification of a district procedure to dispose of scrap or waste school district personal property after there are no bids for the property after a public or a private sale. This Policy Guide is recommended as it provides comprehensive guidance when a school district needs direction on disposal of school property.</p>	<p><b>1st Reading</b></p>	
<p><b>R 7300.1 – Disposition of Instructional Property (Abolished)</b></p>	<p>This Regulation Guide outlines the procedure for disposal of instructional school district property which was the same procedure required for the disposal of school district personal property as outlined in Regulation Guide 7300.3 – Disposal of Personal Property. Therefore, it is recommended a school district abolish Regulation Guide 7300.1.</p> <p>Regulation Guide 7300.1 should be <b>ABOLISHED</b></p>	<p><b>1st Reading</b></p>	

<b>R 7300.2 – Disposition of Land (Revised)</b>	Regulation Guide 7300.2 has been revised to incorporate revisions in the administrative code. State agency names have been updated, additional details on the procedures to be used to dispose of real property have been included. The title “Disposition of Real Property” has been changed to “Disposition of Land” as “land” is in the administrative code title N.J.A.C. 6A:26-7.4. This Regulation Guide is recommended as it provides comprehensive guidance when a school district needs direction on disposal of school district land.	<b>1st Reading</b>	
<b>R 7300.3 – Disposition of Personal Property (Revised)</b>	Regulation Guide 7300.3 has been revised to incorporate revisions in the administrative code. The revisions to this Guide are the addition of a procedure for disposing textbooks as required by N.J.S.A. 18A:34-3, a district procedure to dispose of scrap or waste school district personal property, and requiring Board approval for the sale of any personal property at private sale after a public sale. This Regulation Guide is recommended as it provides comprehensive guidance when a school district needs direction on disposal of school district personal property.	<b>1st Reading</b>	
<b>R 7300.4 – Disposition of Federal Property (Revised)</b>	Regulation Guide 7300.4 has been revised to incorporate revisions in the Federal requirements to dispose of property purchased with Federal funds and used in Federal programs. There have been several material revisions in this Guide including some additional definitions: reference to the Federal “Uniform Grant Guidance” as the current source of the Federal requirements for disposition of Federal property in schools; and providing separate disposition procedures for Federal equipment, supplies, and real property as outlined in the Uniform Grant Guidance. This Regulation Guide is recommended as it provides comprehensive guidance when a school district needs direction on disposal of Federal property purchased with Federal funds and used in Federal programs.	<b>1st Reading</b>	

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

### A. Monthly Minute Approval

**Motion:** To approve the Minutes and monthly financial transactions and reports items 1-5:

1. Approval of Board of Education Minutes from the August 23, 2017 Business Session. **(Attachment #4 )**
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 2017-2018 school year. **(Attachment #5A, 5B)**

July, 2017                      \$ 2,780,470.16

- 3. Approval of the Bill List in the specified amounts (**Attachment #6**)
  - a. General Account:   \$901,309.54
  - b. Cafeteria Account:   \$           0.00
  
- 4. Checking Account Balances – July, 2017
  - a. Student Activities   \$ 54,511.81
  - b. Cafeteria:           \$ 6,342.51
  - c. Payroll Agency:     \$ 20,794.26
  - d. Unemployment:     \$ 64,674.10
  
- 5. Transfers in the amount of \$24,377.01 for the month of July, 2017. (**Attachment #7**)

**B. Federal Grant Applications for 2017-18**

Motion: To approve application and submission of the following Federal Grants for the 2017-18 school year:		
Grant	Amount	Allocation
ESEA	<b>\$46,880</b>	Title I
ESEA	<b>transferred to Title II</b>	Title II
ESEA	<b>transferred to consortium</b>	Title III (Consortium)
ESEA	<b>transferred to Title I</b>	Title IV
Title I Salary Funded – Pam Lorenson		<b>28%</b>

**11. Correspondence**

**12. New Business**

**A. Nursing Services Plan**

Motion: To approve the 2017-2018 Nursing Services plan	<b>Att # 8</b>
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**13. Old Business****A. Dear Parents****B. Board Liaison Reports****C. Board Goals 2017-2018****D. District Goals for 2017-2018**

- **Create optimal learning environments that are supportive of service learning and celebratory of our school environment.**
- **Increase service learning opportunities for students to enrich learning**
- **Convert classrooms and hallways into workshops for learning.**
- **Reinvent additional outdoor spaces to inspire creativity and curiosity.**
- **Expand elective and cycle options on special Interest topics to better stimulate student interests in cross-curricular and cross-grade level opportunities.**

**14. Public Comment****15. Executive Session**

**Call for a 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 no longer exist.**

**Special Education****16. Adjournment**