

CLINTON-GLEN GARDNER BOARD OF EDUCATION

BUSINESS SESSION MEETING MINUTES

September 27, 2017

Craig Sowell called the meeting together at 7:00 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: Craig Sowell, Charles Sampson (arrived at 7:10pm), Carl Sabatino and Lorraine Linfante

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

Absent: Brendan McIsaac

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 0 investigations, 0 confirmed****E. Fire Drill and Bus Evacuation Drill Report****RESOLUTION 2017-2018: 34****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:

Maker Space Open House October 3, 2017 at 6:30pm. Town Mayors are invited.
 Dedication of the Eagle Scout Project October 6, 2017 at 2:00pm
 Presentation of the Socktober service project at Town hall

Student Representative Report: Student Council members Katie Padmos and Charlotte Kelly presented. Maker Space introduced, reported on Peer to Peer Program, Sports, Musical events upcoming. The new schedule, longer lunch 3rd period electives are all well liked.

Clinton Education Association (CEA) Report: None

Assistant Principal/Curriculum Coordinator's Report: Jackie Turner reports: We had a successful opening to the new school year. We have many new students and some new teachers and all seem to be adjusting well as they acclimate themselves to our CPS family! Teachers are gearing up for Professional Learning Communities that connect with our district goals of Communication, Pride, and Service. BSI services are up and running, and students are loving their Elective classes!

Special Services Report: Jenine Kastner – Unified sports

PUBLIC COMMENT: None

PERSONNEL REPORT:

RESOLUTION 2017-2018: 35

APPROVE 17/18 STAFFING

Carl Sabatino moved, seconded by Lorraine Linfante, to approve the following staff members for the 2017-18 school year. Motion carried unanimously with all "ayes" by roll call vote.

Position	Name	Rate/Salary	Att.
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 Effective date: 9/12/17-Straw poll	
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	

MENTOR ASSIGNMENT

RESOLUTION 2017-2018: 36

APPROVE MENTOR ASSIGNMENT

Carl Sabatino moved, seconded by Lorraine Linfante, to approve the following mentor assignment for the 2017-18 school year. Motion carried unanimously with all “ayes” by roll call vote.

Mentor during 17-18 school year	To be mentored during 17-18 school year
Laurie Ruch	Melissa Burton (Music)

STAFF RESIGNATION

RESOLUTION 2017-2018: 37

APPROVE STAFF RESIGNATION

Carl Sabatino moved, seconded by Lorraine Linfante, to approve the following staff resignation for the 2017-18 school year. Motion carried unanimously with all “ayes” by roll call vote.

Position	Name	Att.
School Psychologist (PCN 84)	Ryan Patel effective 10/31/17	#2

CROSS COUNTRY VOLUNTEER

RESOLUTION 2017-2018: 38

APPROVE CROSS COUNTRY VOLUNTEER

Carl Sabatino moved, seconded by Lorraine Linfante, to approve the following volunteer for the 2017-18 school year. Motion carried unanimously with all “ayes” by roll call vote.

Names:
Sarah Conti Jack Schneiderhan Donna Ignacz

CURRICULUM, INSTRUCTION, ASSESSMENT, & TECHNOLOGY:**RESOLUTION 2017-2018: 39****APPROVE PROFESSIONAL DEVELOPMENT**

Lorraine Linfante moved, seconded by Carl Sabatino, 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”.

Professional Development

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

FIELD TRIPS- Approved at the September 19, 2017 Work Session**RESOLUTION 2017-2018: 40****APPROVE FIELD TRIPS**

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

October	Kindergarten	Country Fresh Farms	TBD
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POLICY AND REGULATIONS:

RESOLUTION 2017-2018: 41

APPROVE POLICIES

Carl Sabatino moved, seconded by Lorraine Linfante, to approve the listed First and Second Readings and Adopt or Repeal the Policies and By-Laws with Second Readings. Motion carried unanimously with all “ayes”.

Motion: 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. #
P&R 7100 – Long-Range Facilities Planning	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.	1st Reading M	#3
7101 – Educational Adequacy of Capital Projects	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.	1st Reading M	
P&R 7102 – Site Selection and Acquisition	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.	1st Reading	
7130 – School	Policy Guide 7130 – School Closing has been updated providing more detailed information on the assurances a school district	1st	

Closing	must provide to the New Jersey Department of Education and Executive County Superintendent to receive approval to close a school. The 2 nd 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.	Reading	
7300 – Disposition of Property (Revised)	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.	1st Reading	
R 7300.1 – Disposition of Instructional Property (Abolished)	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. Regulation Guide 7300.1 should be ABOLISHED	1st Reading	
R 7300.2 – Disposition of Land (Revised)	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.	1st Reading	
R 7300.3 – Disposition of Personal Property (Revised)	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.	1st Reading	
R 7300.4 – Disposition of Federal Property (Revised)	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	1st Reading	

	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.		
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GENERAL INFORMATION: BUSINESS ADMINISTRATOR'S REPORT:

RESOLUTION 2017-2018: 42 APPROVE MINUTES & FINANCIAL REPORTS

Lorraine Linfante moved, seconded by Carl Sabatino, 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 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)**

Federal Grant Applications for 2017-18

RESOLUTION 2017-2018: 43 APPROVE APPLICATION OF FEDERAL GRANTS

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

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

CORRESPONDENCE: None

NEW BUSINESS:

RESOLUTION 2017-2018: 44 APPROVE NURSING SERVICES PLAN

Carl Sabatino moved, seconded by Lorraine Linfante, to accept the Nursing Services Plan. Motion carried unanimously with all “ayes”.

Nursing Services Plan approval

OLD BUSINESS:

- Dear Parents:** Drafted and ready to go, will run on lobby screen
- Board Liaison Reports:** Next month Carl Sabatino will report
- Board Goals 2017-2018**

District Goals 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.

PUBLIC COMMENT: None

RESOLUTION 2017-2018: 45

EXECUTIVE SESSION

Carl Sabatino moved, seconded by Charles Sampson to adjourn to Executive Session at 7:14pm in accordance with the Sunshine Law, Chapter 231, P.L.1975, to discuss Special Education student matter. 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. Motion carried unanimously with all "ayes".

RESOLUTION 2017-2018: 46

ADJOURNMENT

Carl Sabatino moved, seconded by Lorraine Linfante to adjourn the Board Meeting at 7:18p.m. Motion carried unanimously with all "ayes".

Respectfully submitted,



Lisa Craft
Business Administrator



Craig Sowell, Vice President