



Clinton-Glen Gardner Board of Education

October 17, 2018

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 0 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. Substitute Teacher

Motion: To approve the following staff member for the listed position for the 2018-2019 school year:

Position	Name	Rate	Effective Date	Att.
Substitute	Meghan Moore	\$85.00 per diem	10/17/18 Pending completed paperwork	

8. Curriculum, Instruction, Assessment, & Technology

A. Professional Development

Motion: To approve the following requests for professional development and travel related mileage in accordance with NJAC 18A: 11-12:

Program Name	Date	# Employees	Event Cost	Substitute Pay	Total Cost
Accounting and Audit checkup NJASBO	January 15, 2019	Christina Muench	100.00	n/a	100.00
Purchasing NJASBO	March 21, 2019	Christina Muench	100.00	n/a	100.00
Getting Ready for Audit NJASBO	April 11, 2019	Christina Muench	100.00	n/a	100.00
Admin Assistant Program NJASBO	May 9, 2019	Christina Muench	100.00	n/a	100.00
ESSA & Submission of AudSum NJASBO	Oct 30, 2018	Bernadette Wang	100.00	n/a	100.00

Professional Development Cont.

Program Name	Date	# Employees	Event Cost	Substitute	Total
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				Pay	Cost
Capital Projects Start to Finish NJASBO	Dec 4, 2018	Bernadette Wang	100.00	n/a	100.00
Steps & Reqs on Lease Purchasing NJASBO	Dec 11, 2018	Bernadette Wang	50.00	n/a	50.00
Accounting and Audit checkup NJASBO	Jan 17, 2019	Bernadette Wang	100.00	n/a	100.00
Reveiw of 1st Download of Budget NJASBO	Jan 30, 2019	Bernadette Wang	50.00	n/a	50.00
Legislative & Legal Update & Purchasing NJASBO	March 27, 2019	Bernadette Wang	50.00	n/a	50.00
Preparing for Audit NJASBO	May 14, 2019	Bernadette Wang	50.00	n/a	50.00
New Jersey Science Convention	October 23, 2018	Stacy Viotto	\$175.00 +mileage	\$85.00	\$260.00 +mileage

B. Field Trips

<i>Motion: To approve the following requests for field trips as listed:</i>			
Date	Grade	Destination	Cost per student
November	5th/6th/7th Elective	Martin Guitar Factory	\$11.50
October	2	Downtown Clinton	\$0.00

9. Policy and Regulations

<i>Motion: To approve the listed First and Second Readings and Adopt or Repeal the Policies and Bylaws with Second Readings (summaries attached): Move the Board of Education suspend the rules of Bylaw 0131 requiring two Board readings to adopt a Policy and adopt Policy 5512 – Harassment, Intimidation, and Bullying with one reading to have this Policy effective for Ocotber 17, 2018.</i>			
Policy #	Title	Action	Att. #
P & R 1613	Disclosure and Review of Applicant’s Employment History (New)(M) In accordance with the provisions of N.J.S.A. 18A:6-7.6 et seq. effective June 1, 2018 a school district, charter school, or nonpublic school shall not employ for pay or contract for the paid services of any persons serving in a		4A,B

	position which involves regular contact with students without a current and prior employment history review for past child abuse or sexual misconduct to be consented to by the applicant, disclosed by a former employer, and reviewed by the school district, charter school, or nonpublic school (hiring entity) considering the applicant for employment.		
P 5512	Harassment, Intimidation, and Bullying (HIB) (M) (Revised) The New Jersey State Board of Education (NJDOE) approved revisions to the Harassment, Intimidation, and Bullying (HIB) administrative code, N.J.A.C. 6A:16-7.7, on November 1, 2017. The code revisions appear minor, but some of the revisions are complicated in their implementation.		4C
R 5512	Harassment, Intimidation, or Bullying Investigation Procedure (M) (Abolished)		
P & R 5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) (Revised) P.L. 2017, Chapter 291, N.J.S.A. 18A:46-13.4 through 13.7, concerning the use of restraint and seclusion techniques on students with disabilities was approved on January 2018. Strauss Esmay provided updated Policy and Regulation Guides 5561 in Policy Alert 215 in April 2018 because the new law was effective immediately. Our office informed school districts these Guides would need to be revised when the New Jersey Department of Education (NJDOE) published guidelines as required in the law. This Guidance was provided by the NJDOE on July 10, 2018.		4D,E
P 8561	Procurement Procedures for School Nutrition Programs (Revised) The New Jersey Department of Agriculture (NJDA) is currently conducting audits of school districts to verify compliance with the new Federal regulations regarding procurement procedures for the United States Department of Agriculture (USDA) School Nutrition Program. Strauss Esmay Associates worked with the first school district in the State audited under these new requirements and the NJDA to develop Policy Guide 8561 to ensure compliance with the USDA's new regulations. The new Policy Guide 8561 was provided to school districts in Alert 215 in April 2018. However, Strauss Esmay Associates was recently notified by the NJDA the following statement on page one of Policy 8561 needed to be removed, <i>"FSMC's billing invoices will be monitored to ensure compliance with Federal and State procurement regulations and will comply with any additional monitoring requirements as outlined in the approved FSMC Contract."</i> This revision was recommended to Strauss Esmay by the NJDA and explained in an NJDA Memorandum titled <u>Clarification about School Food Authority (SFA) Monitoring Responsibilities when Contracting with a Food Services Management Company (FSMC)</u> dated July 5, 2018 addressed to School Business Administrators, Charter School Leads, Non-Public School Administrators, and Food Service Directors		4F

10. General Information: Business Administrator’s Report

A. Use of Maintenance Reserve for mold remediation

Motion: Authorize the withdraw from existing Maintenance Reserve account balance of \$12,500 for mold remediation and HVAC cleaning of the four classroom payable to Aspen Inc. **(Attachment #5)**

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 September 25,2018 Business Sessions. **(Attachment #6)**
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 2018-2019 school year. **(Attachment #7)**

August, 2018 \$1,665,115.36

3. Approval of the Bill List in the specified amounts **(Attachment #8)**
 - a. General Account: \$ 530,232.50
 - b. Cafeteria Account: \$ 0
4. Checking Account Balances – August, 2018
 - a. Student Activities \$ 61,914.43
 - b. Cafeteria: \$ 5,806.01
 - c. Payroll Agency: \$ 26,635.84
 - d. Unemployment: \$ 59,218.38
5. Transfers in the amount of \$0 for September, 2018. **(Attachment #9)**

11. Correspondence

12. New Business

13. Old Business

A. Dear Parents

B. Board Liaison Reports

C. Board Goals 2018-2019

To support the CPS mission and 2018-2019 strategic district goals via policy, budget, and guidance in the governance of programs and personnel.

Represent and advocate for the district by building bridges with the community and surrounding cluster districts and engaging in appropriate DOE and legislative processes.

Enrich the strategic plan through ongoing board education on educational trends and by acting as liaisons to district, county, and state organizations supportive of education.

D. District Goals for 2018-2019

Ensure that all curricula provide opportunities for students to create and explore using inquiry based and project based learning.

Increase teacher use of community and other outside resources to enrich learning opportunities for students.

Utilize community resources to build and recreate spaces that will enrich school wide resources for learning opportunities.

Reinvent courtyard spaces as natural environments for learning.

Institute an enrichment/remediation program that improves academic skills through interesting topics, such as sharpening math skills through architecture.

Provide personalized enrichment such as mentorships or on-line learning 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.

16. Adjournment