

**Clinton-Glen Gardner Board of Education**  
September 25, 2018

**BUSINESS SESSION MINUTES**

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**

**Opening Statement:**

Brendan McIsaac called the meeting together at 7pm 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: Lorraine Linfante, Brendan McIsaac, Carl Sabatino, Craig Sowell  
Also Present: Seth Cohen, Superintendent/Principal  
Bernadette Wang, Business Administrator/Board Secretary

**Monthly School Data:**

- A. Enrollment Data Report 431 (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)**

**RESOLUTION 2018-2019: 37**

**ACCEPT SCHOOL DATA REPORTS**

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

**SUPERINTENDENT/PRINCIPAL REPORT:**

All staff started out well. New teacher, new position, carnival all have gone well. Dr. Cohen reported on the mold situation from Friday's discovery to the current status.

**Student Representative Report**

**Clinton Education Association Report**

**Assistant Principal- Curriculum Coordinator Report**

PAARC testing – results shared with the Board  
Statement of Assurance for teacher's mentoring – specifics of how the process takes place

Professional Development plan – How each teacher’s is met and their specific PD for the year is developed

### Special Services Report

Public Comment NONE

### PERSONNEL REPORT:

#### RESOLUTION 2018-2019: 38

#### APPROVE SUBSTITUTE TEACHER

Lorraine Linfante moved, seconded by Carl Sabatino to approve the following staff for the listed positions for the 2018-2019 school year. Motion carried unanimously with all “ayes”.

Position	Name	Rate	Effective Date	Att.
Substitute Teacher	Sheryl Schroeder	\$85.00 per diem	09/25/18	
Substitute Teacher	Sue Penn	\$85.00 per diem	09/25/18	
Substitute Secretary		\$11.00 per hour		
Substitute Teacher	Jacqueline Pine	\$85.00 per diem	09/25/18	

#### RESOLUTION 2018-2019: 39

#### APPROVE SPEECH LEAVE REPLACEMENT

Lorraine Linfante moved, seconded by Carl Sabatino to Jessica Verilli as speech therapist leave replacement. Motion carried unanimously with all “ayes”.

Position	Name	Rate/Salary	Effective Date	Att.
<b>Speech Therapist Leave Replacement (continued from 2018-2019)</b>	Jessica Verilli	Step MA 22, \$81,555 hourly rate of \$58.00	4/19/2018-- 10/20/18	<b>#4</b>

#### RESOLUTION 2018-2019: 40

#### APPROVE SALARY INCREASES

Lorraine Linfante moved, seconded by Carl Sabatino to approve the following salary increases. Motion carried unanimously with all “ayes”.

Position	Name	Current Step and Salary	New Step and Salary	Effective	Att.
Teacher	Cassie Rudd	BA Step 7	BA Step 7 + 15 \$58,425	10/1/18	
Teacher	Allyson Kubik	MA Step 4+15	MA Step 4+30 \$59,725	10/1/18	

**CURRICULUM, INSTRUCTION, ASSESSMENT & TECHNOLOGY****PROFESSIONAL DEVELOPMENT****RESOLUTION 2018-2019: 41 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”.

<b>Program Name</b>	<b>Date</b>	<b># Employees</b>	<b># BOE</b>	<b>Event Cost</b>	<b>Substitute Pay</b>	<b>Total Cost</b>
Art Academy	October 4 Sessions	1	0	\$155	NA	\$155
Brendan McIsaac NJ School Boards	October 22-24		1	\$300 registration + \$198 lodging + mileage		
Lorraine Linfante NJ School Boards	October 22-23		1	\$300 registration + \$99 lodging + mileage		
Seth Cohen NJ School Boards	October 22-24			\$300 registration + \$198 lodging + mileage		
NJTESOL Annual Conference	10/26/18	Hanna Olczak		\$180.00 +mileage	\$0.00	\$180.00 +mileage
2018 NJTEEA Conference and Expo	10/19/18	Evelyn Ferro		\$150.00 +mileage	\$85.00	\$235.00 +mileage
Managing Anxiety & Depression Among Students	10/23/18	Jessica Kolodziej Lisa Morra		\$0.00 +mileage	\$0.00	\$0.00 +mileage
School Safety Seminar	10/30/18	Jessica Kolodziej Lisa Morra		\$0.00 +mileage	\$0.00	\$0.00 +mileage
Special Education Laws Made Simple	12/12/18	Jessica Kolodziej Lisa Morra		\$708.00 +mileage	\$0.00	\$708.00 +mileage

**FIELD TRIPS****RESOLUTION 2018-2019: 42****APPROVE FIELD TRIPS**

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

<b>Date</b>	<b>Grade</b>	<b>Destination</b>	<b>Cost per student</b>
Once per month	Foundations	Hill House - Centenary	TBD
October 2018	6th Grade	Hunterdon Art Museum	\$0.00
October 2018	3rd Grade	Hunterdon Art Museum	\$0.00
October 2018	Various Students	MetLife Stadium - Unifified Sports	TBD
Once per month 2018-2019 school year	7th Grade	Meals on Wheels	\$0.00
October 2018	8th Grade	Clinton Middle School - Bullying Program	TBD
October 2018	6th Grade	Sterling Hill Mine and Museum	TBD
October 2018	2nd Grade	Longmeadow Farm	TBD
May 2019	2nd Grade	Turtle Back Zoo	TBD
May 2019	8th Grade	Pocono Springs Resort	TBD
Added adhoc October 2018	Kindergarten	Schaffer Farm(Life Cycle)	TBD

**Policy and Regulations** None

**General Information:****Business Administrator’s Report****RESOLUTION 2018-2019: 43****Accept 2018-2019 Extraordinary Aid**

Lorraine Linfante moved, seconded by Carl Sabatino to accept 2018-2019 Extraordinary Aid from the State of New Jersey in the amount of \$83,691 for special education student excess costs and to approve, as needed, an increase in the 2018-2019 budget of \$84,016 pursuant to State law and NJ Department of Education regulations for special education tuition account #11-000-100-56X. (**Attachment #5**)

**RESOLUTION 2018-2019: 44****Accept 2018-2019 non-public transportation aid**

Lorraine Linfante moved, seconded by Carl Sabatino to accept additional New Jersey State aid for 2018-2019 non-public transportation in the amount of \$2,521 and to approve, as needed, an increase in the 2018-2019 budget account #11-000-270-503 in the amount of \$2,521 pursuant to N.J.A.C. 6A:23-13.3(d). (**Attachment #6**)

**RESOLUTION 2018-2019: 45 Approve submission of form for Compliance with alternate method for Pre-K Toilet Facility**

Lorraine Linfante moved, seconded by Carl Sabatino to approve submission of compliance request form with the county superintendent electing to use the alternate method of compliance in accordance with N.J.A.C. 6A:26-6.3(h) 4ii and iii by providing toilet adjacent to or outside the classroom in lieu of individual toilet rooms in each classroom.

**RESOLUTION 2018-2019: 46 Accept contract for Onsite Instruction for Hospital Bound Student**

Lorraine Linfante moved, seconded by Carl Sabatino to accept contract with Princeton Healthcare System to provide onsite instruction for hospital bound student at the rate of \$65 per hour, 10 hours per week for approximate 4-6 weeks stay. (**Attachment #7**)

**RESOLUTION 2018-2019: 47 Approve Destruction of 17-18 Payroll printed reports**

Lorraine Linfante moved, seconded by Carl Sabatino to approve the immediate destruction of printed payroll reports which are available if needed online and/or from cd produced by R&L payroll. These reports were meant for simplifying auditor review however per BKC are not necessary in printed format going forward (with the exception of the signed Gross by department report).

**B. Monthly Minutes and Financial Approval**

**RESOLUTION 2018-2019: 48 APPROVE MONTHLY MINUTES & FINANCIALS**

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 28, 2018 Business Sessions. (**Attachment #8**)
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 #8A**)

July, 2018                      \$ 946,291.11

3. Approval of the Bill List in the specified amounts (**Attachment #9**)
  - a. General Account: \$1,027,192.59
  - b. Cafeteria Account: \$ 0
4. Checking Account Balances – July, 2018
  - a. Student Activities \$ 63985.05
  - b. Cafeteria: \$ 3,434.51
  - c. Payroll Agency: \$ 18,581.31
  - d. Unemployment: \$ 59,218.38
5. Transfers in the amount of \$49,050.70 for August, 2018. (**Attachment #9A**)

#### **11. Correspondence –**

Thank you from former student (**Attachment #10**)

Lorraine Linfante provided a card for the Board to sign acknowledging Gregory Merrigan achieving Eagle Scout status.

#### **12. New Business**

Dr. Tewari is applying for the position of Board member. Mr. McIsaac explained the process of interviewing the candidates to solicit background and interest as well as serving out the current year's term. The Board members asked Dr. Tewari about his interest and his observation relating to the school. Dr. Tewari has been a parent with children attending the school in the district for the last 3 years and his experience with the school has been very positive and he felt he can be more involved with the activities of the school.

#### **13. Old Business**

**A. Dear Parents** Distribution next in October

**B. Board Liaison Reports**

#### **RESOLUTION 2018-2019: 49**

#### **APPROVE BOARD GOALS 2018**

**Board Goals 2018-** 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.

**District Goals for 2018-2019 – Community theme**

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. *(Note: Dr Cohen will work with Staff on this, could include summer program with a 2 year goal, still in works)*

Provide personalized enrichment such as mentorships or on-line learning opportunities. *(Note: works well with World Language)*

**RESOLUTION 2018-2019: 50****EXECUTIVE SESSION**

Lorraine Linfante moved, seconded by Carl Sabatino to adjourn to Executive Session at 8:10pm in accordance with the Sunshine Law, Chapter 231, P.L.1975, to discuss student matter and discuss the Board vacancy. 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 2018-2019 51****RESUME REGULAR SESSION**

Lorraine Linfante moved, seconded by Carl Sabatino to reenter into regular session at 8:21

**RESOLUTION 2018-2019: 52 APPROVE DR A TEWARI FOR VACANT BOARD SEAT**

Lorraine Linfante moved, seconded by Carl Sabatino to approve Dr Ashutosh Tewari as the new Board member. Motion carried unanimously with all “ayes”.

**Public Comment NONE**

**RESOLUTION 2018-2019: 53****ADJOURNMENT**

Lorraine Linfante moved, seconded by Carl Sabatino to adjourn the Board Meeting at 8:24 p.m. Motion carried unanimously with all “ayes”.

Respectfully submitted,

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Bernadette Wang  
Business Administrator

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Brendan McIsaac  
President