

Clinton-Glen Gardner Board of Education
August 28, 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
Also Present: Seth Cohen, Superintendent/Principal
Bernadette Wang, Business Administrator/Board Secretary
Absent: Charles Sampson, Craig Sowell

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)**

RESOLUTION 2018-2019: 17

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:

Student Representative Report

Clinton Education Association Report

Assistant Principal- Curriculum Coordinator Report

Jackie Evans Turner reported on summer focus on Language Arts and Math curriculum ensuring that all requirements are in place. Discussed UDL (Universal Design Learning) for ESL, Special Ed and Gifted

World Language Update

Dr Cohen presented regarding K-4 ASL (American Sign Language) with connection to music. Class will be taught by Maria Buniva and Melissa Burton. Kaitlyn Rooney with a Bachelor’s in ASL will be on staff as a substitute then after 50 hours alternate route will be ½ time sign teacher to assist Mrs. Buniva and Burton and will instruct elective ASL for grades 5-8.

Grades 5-8 will be offered French, German, Latin or Spanish through Rosetta Stone under the supervision of Amy Brenner and Heather Hill, and with monthly support from North/Voorhees Teachers (and potentially students) to include onsite visits during elective period. Google hangout could be used in future as an opportunity for communication with high school as well.

Special Services Report

RESOLUTION 2018-2019: 18 APPROVE SUBMISSION OF SCHOOL ASSESSMENT

Lorraine Linfante moved, seconded by Carl Sabatino to approve the submission of the School Assessment for Determining Grades under the ABR self-assessment. (Attachment #3a). Motion carried unanimously with all “ayes”.

Jenine Kastner presented on HIB (spoke on the entire process including reporting, staff roles, regulations and procedures. ABS (Anti Bullying Specialist) is Mrs McVerry and the ABC (AntiBullying Coordinator) is Mrs. Kastner

Public Comment NONE

PERSONNEL REPORT:

RESOLUTION 2018-2019: 19 APPROVE ASL TEACHER/SUB TEACHER

Lorraine Linfante moved, seconded by Carl Sabatino to approve Kaitlyn Rooney as ALS teacher/Substitute Teacher. Motion carried unanimously with all “ayes”.

A. Substitute Teacher

Position	Name	Rate	Effective Date	Att.
Substitute Teacher	Kaitlyn Rooney	\$85 per diem	TBA pending paperwork	

RESOLUTION 2018-2019: 20 APPROVE MIDDLE SCHOOL MATH LEAVE REPLACEMENT

Lorraine Linfante moved, seconded by Carl Sabatino to Heather Hill as Middle School Math Leave replacement. Motion carried unanimously with all “ayes”.

B. Middle School Math Leave Replacement

Position	Name	Step	Effective Date	Att.
Math 5-8	Heather Hill	0-1 BA 55, \$53,905	8-28-2018	

RESOLUTION 2018-2019: 21**APPROVE CO-CURRICULAR STAFF**

Lorraine Linfante moved, seconded by Carl Sabatino to approve the following staff members for the following 2018-2019 co-curricular guide. Motion carried unanimously with all “ayes”.

C. Co-Curricular

Position	Name	Rate/Salary
H.W Club/Detention	Barbara Plundeke	\$41
Home Basketball Supervision	Barbara Plundeke	\$69
Volleyball	Sue Penn	\$2,115

RESOLUTION 2018-2019: 22**APPROVE 2018-19 AFTERCARE STAFF**

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

D. Aftercare

Position	Name	Rate/Salary
Aftercare Assistants	Melissa Manks Caroline Sergison	\$16
Aftercare Helper	Kristin Ebersole Jonatha Berg	\$12

RESOLUTION 2018-2019: 23**APPROVE FTE INCREASE MUSIC/STRINGS**

Lorraine Linfante moved, seconded by Carl Sabatino to approve the following FTE increase for Melissa Burton from .5 FTE to .8 FTE. Motion carried unanimously with all “ayes”.

E. Music/Strings Increase

Position	Name	Step	Effective Date	Att.
Music/Strings	Melissa Burton	0-1 BA .8 fte \$43,124	8-28-2018	

CURRICULUM, INSTRUCTION, ASSESSMENT & TECHNOLOGY

Professional Development

RESOLUTION 2018-2019: 24 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”.

Program Name	Date	# Employees	# BOE	Event Cost	Substitute Pay	Total Cost
USA Archery Level 1 instructor certification class	08/04/18	Mary Bulger		\$86.75 +mileage	\$0.00	\$86.75 +mileage
AENJ Convention	10/01/18- 10/2/18	Suzanne Lauricella		\$265.00 \$184.00 lodging +mileage	\$170.00	\$430.00 \$184.00 lodging +mileage
Rewire the Anxious Brain	online	Lisa Morra		\$199.00	\$0.00	\$199.00
New Jersey Music Educators Association	08/07/18	Melissa Burton Stephanie Evans		\$160.00 +mileage	\$0.00	\$160.00 +mileage

B. Field Trips

RESOLUTION 2018-2019: 25

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
September 2018	selected 4th graders	Pointe Mountain State Park	\$5.00
October 2018	selected 5th graders	Grounds for Sculpture	\$5.00
November 2018	selected 7th/8th graders	Clinton Township Middle School Debate Competition	\$0.00
December 2018	selected 6th graders	Hunterdon Art Museum / Artline I	\$6.00
January 2019	selected 5th/8th graders	Union Township School / Math Enrichment	\$0.00
February 2019	selected 7th/8th graders	Bethlehem Township School / Poetry Slam	\$0.00
April 2019	selected 6th graders	High Bridge Middle School Crime Scene Investigation	\$0.00
May 2019	selected 7th/8th graders	Clinton Township Middle School Film Festival	\$0.00
2018-2019	Grade 7	Meals on Wheels-Monthly	\$0.00
June 2019	selected 6th graders	Bethlehem Township - Hoppock School Artline II	\$0.00

C. Curricula Revisions

RESOLUTION 2018-2019: 26

APPROVE CURRICULUA REVISIONS

Lorraine Linfante moved, seconded by Carl Sabatino to approve the following curricula revisions as posted on the CPS site Motion carried unanimously with all “ayes”.

- K-8 ELA
- K-8 Mathematics
- Dance

D. Technology Donation

RESOLUTION 2018-2019: 27

APPROVE TECHNOLOGY DONATIONS

Lorraine Linfante moved, seconded by Carl Sabatino to approve the technology donations to Urban Renewal Corp . Motion carried unanimously with all “ayes”.

E. World Language Program Update

RESOLUTION 2018-2019: 28 APPROVE WORLD LANG SUMMER CURRIC WORK

Lorraine Linfante moved, seconded by Carl Sabatino to approve the following staff members for World Language Program Update Summer Work NTE 10 hours each. Motion carried unanimously with all “ayes”.

Position	Name	Rate/Salary
Teacher Summer Curriculum Development	Melissa Burton, Maria Buniva & Amy Brenner	\$41 per hour

F. Safety Team Update

RESOLUTION 2018-2019: 29 APPROVE INCREASE OF HOURS FOR SAFETY TEAM

Lorraine Linfante moved, seconded by Carl Sabatino to approve increase summer hours for Safety Team Members from 6 to 8 hours each. 8 hours was the posted number of hours when staff applied. Motion carried unanimously with all “ayes”.

Position	Name	Rate/Salary
Crisis Management Committee/Safety Team Members	Jessica Kolodziej Mary Ellen Bowlby Kelly DeJesus Lisa Morra Karen Brownell Tim Bidwell Angela McVerry	\$41 per hour

RESOLUTION 2018-2019: 30

APPROVE POLICIES

Lorraine Linfante moved, seconded by Carl Sabatino to approve the listed First and Second Readings and Adopt or Repeal the Policies and Bylaws with Second Readings (summaries attached): Motion carried unanimously with all “ayes”.

Policy #	Title	Action	Att. #
P1613 R1613	Disclosure and Review of Applicant’s Employment History (M) NEW N.J.S.A. 18A:6-7.6 et seq. - “Pass the Trash” requires a Policy Guide and an extensive Regulation Guide. The law requires applicants for certain positions in school districts, charter schools, and non-public schools to authorize the release of employment history from current	2nd Reading	#4A #4B

	<p>and/or former employers regarding any issue of child abuse and sexual misconduct of the applicant. On June 25, 2018 the NJDOE published guidance on the new law to include a FAQ and recommended forms. Strauss Esmay developed a new Policy and Regulation Guide 1613 – Disclosure and Review of Applicant’s Employment History consistent with the new law and the NJDOE Guidance.</p>		
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**General Information:
Business Administrator’s Report**

**RESOLUTION 2018-2019: 31 AUTHORIZE USE OF MAINTENANCE RESERVE
A. Replacement Lighting Project**

Lorraine Linfante moved, seconded by Carl Sabatino to authorize the Business Administrator the use of Maintenance Reserve to complete the lighting project for rooms 22-28 for additional cost of \$11,750. This is in addition to the original cost of \$7,725.00 authorized by the Board in the May 22, 2018 board meeting. The work is still to be performed by Mt. Salem Electric Co. Inc. (the lowest, most responsive quoter). Motion carried unanimously with all “ayes”.

B. Monthly Minutes and Financial Approval

RESOLUTION 2018-2019: 32 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 June 13, 2018 Business and Executive Sessions. **(Attachment #5)**

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 #6A, 6B)

June, 2018 \$ 1,458,623.98

3. Approval of the Bill List in the specified amounts **(Attachment #7)**

- a. General Account: \$381,954.13
- b. Cafeteria Account: \$ 39,198.94

4. Checking Account Balances – June, 2018

- a. Student Activities \$ 64,238.84
- b. Cafeteria: \$ 3,434.51

- c. Payroll Agency: \$ 33,476.31
 - d. Unemployment: \$ 59,218.38
5. Transfers in the amount of \$8,050.00 for July, 2018. (**Attachment #8**)

C. Lunch Price Increase

RESOLUTION 2018-2019: 33

APPROVE LUNCH PRICE INCREASE

Lorraine Linfante moved, seconded by Carl Sabatino to approve the increase of 18-19 lunch price to \$2.90. The \$0.05 increase from current pricing of \$2.85 is mandated by the Department of Agriculture PLE software and the school would lose funding if not complied with the calculated guidelines. Motion carried with all “ayes”.

D. Transport for Choice Students

RESOLUTION 2018-2019: 34

APPROVE TRANSPORT AGREEMENT

Lorraine Linfante moved, seconded by Carl Sabatino to authorize arrangement with Lebanon Township to transport eligible choice students for 18-19 school year. The estimated cost is \$865 per student for the school year. Motion carried with all “ayes”.

11. Correspondence –

A. Board Member Resignation

RESOLUTION 2018-2019: 35

ACCEPT RESIGNATION

Lorraine Linfante moved, seconded by Carl Sabatino to approve the resignation of Board Member Mr. Charles Sampson effective August 1, 2018 from the Clinton Public School Board of Education. (**Attachment #9**)

Memo will be sent to the Board outlining the process for advertising and the process for proceeding with the search for new Board members

12. New Business

13. Old Business

- A. Dear Parents** Early September distribution to include World Language update and info regarding Back to School

B. Board Liaison Reports

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)*

14. Public Comment NONE

RESOLUTION 2018-2019: 36

ADJOURNMENT

Lorraine Linfante moved, seconded by Carl Sabatino to adjourn the Board Meeting at 8:45 p.m. Motion carried unanimously with all “ayes”.

Respectfully submitted,

Bernadette Wang
Business Administrator

Brendan McIsaac
President