

Clinton-Glen Gardner Board of Education
March 11, 2020

WORK 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 7:01 pm 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: Mr. Brendan McIsaac, Mrs. Lorraine Linfante, Mr. Carl Sabatino
Dr. Ashutosh Tewari (arrived at 7:35), Mr. Craig Sowell
Also Present: Seth Cohen, Superintendent/Principal
Bernadette Wang, Business Administrator/Board Secretary

RESOLUTION 2019-2020: 135 **ACCEPT SCHOOL DATA REPORTS**

Mrs. Linfante moved, seconded by Mr. Sabatino, and passed unanimously by a roll call vote, 4-0, to accept the following monthly school data reports.

1. Monthly School Data:

- A. Enrollment Data Report (Attachment #1)**
- B. Student Suspensions:**
 - 1. In-School Suspensions: 3
 - 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)**

SUPERINTENDENT/PRINCIPAL REPORT:

- Dr Cohen updated Board that 2020-2021 Kindergarten enrollment to date is currently at 39 students.
- **COURTYARD Renovation** – PTO funding will renovate the courtyard over Spring break with Ragozine Landscaping including stone, lattice, stepping stones, drainage and overall trimming and cleaning. This ties in with the desire to expand the middle school lunchtime experience to use the courtyard and playground (with table and chairs added) in addition to the cafeteria.

- **COVID-19- Calendar Adjustment Professional Development Day -- Online Learning Plan Development Monday March 16 -**

RESOLUTION 2019-2020: 136 ACCEPT UPDATE SCHOOL CALENDAR:3/16/2020

Mrs. Linfante moved, seconded by Mr. Sabatino, and passed unanimously by a roll call vote, 4-0, to convert 3/16/2020 from a regular school day to an inclement weather day.

Student Representative Report-NONE

Clinton Education Association Report NONE

Assistant Principal- Curriculum Coordinator Report NONE

Special Services- NONE

Public comment – NONE

PERSONNEL REPORT:

RESOLUTION 2019-2020: 137 APPROVE BEFORE/AFTERCARE STAFF

Mrs. Linfante moved, seconded by Mr. Sabatino, and passed unanimously by a roll call vote, 4-0, to approve the following staff members for 2019-2020 Before & Aftercare program:

A. Aftercare

Position	Name	Rate/Salary
Before & Aftercare	Emma Stentz	\$12.00
Before & Aftercare	Kira Mullins	\$12.00

B. Sub Custodian

RESOLUTION 2019-2020: 138 APPROVE SUB CUSTODIAL STAFF

Mrs. Linfante moved, seconded by Mr. Sabatino, and passed unanimously by a roll call vote, 4-0, to approve the following staff members for 2019-2020 substitute custodian roster:

Position	Name	Rate/Salary
Substitute Custodian	Cynthia Harris	\$16.00

C. Resignation

RESOLUTION 2019-2020: 139 ACCEPT RESIGNATION

Mrs. Linfante moved, seconded by Mr. Sabatino, and passed unanimously by a roll call vote, 4-0, to accept the resignation of Thomas Attanasio III effective February 26, 2020.

CURRICULUM, INSTRUCTION, ASSESSMENT & TECHNOLOGY:**PROFESSIONAL DEVELOPMENT****RESOLUTION 2019-2020: 140****APPROVE FIELD TRIPS**

Mrs. Linfante moved, seconded by Mr. Sabatino, and passed unanimously by roll call vote, 4-0, to approve the following requests for field trips as listed:

Date	Grade	Destination	Cost per student
March 2020	Save the Horses Club	Mylestone Equine Rescue Center	TBD
May 2020	6th Grade	Princeton Art Museum	\$12.50

COLLEGE/UNIVERSITY STUDENT OBSERVATION**RESOLUTION 2019-2020: 141****APPROVE CLASSROOM OBSERVATION**

Mr. Sabatino moved, seconded by Mrs. Linfante, and passed unanimously by roll call vote, 4-0, to approve the following classroom observations from college/university students:

College/University	Name
Kutztown University	Gianna Buffa

POLICY AND REGULATIONS – NONE**10. General Information: Business Administrator's Report****A. 2020-2021 School Budget Preliminary Approval - DRAFT**

Motion: To approve submission of the 2020-21 Preliminary Budget. **(to be moved on at the 3/17/2020 meeting)**

The Board of Education of Clinton-Glen Gardner hereby adopts the following Preliminary budget for the 2020-21 school year:

The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the New Jersey Student Learning Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.

The proposed budget includes a \$30,000 reduction in Borough of Glen Gardner tax certification to be paid by the reserve set aside by the Borough for school tax relief in July 2009 when the district was merged.

The proposed budget includes the use of Capital Projects Fund Balance from the 2014 Referendum transferred to Post-Merger Debt Payment in the amount of \$47,071.

The proposed budget includes “banked cap” to be included in the 2020-2021 base budget in the amount of \$65,045 from 2017-2018 and \$86,536 from 2018-2019. This is to help continue our behavior programs, social and emotional learning programs, autism programs and special needs student costs. The use of the “banked cap” also is necessary to reduce the impact of the loss of State Aid which came in at a much greater impact than originally anticipated.

Anticipated Enrollment	440
	<hr/>

Expenditures

Revenue

General Expense	Current	<u>\$8,669,817</u>
-----------------	---------	--------------------

Local Tax Levy-General	<u>\$7,425,545</u>
------------------------	--------------------

Capital Outlay	<u>\$0</u>
----------------	------------

Withdraw from Capital and Emergency Reserve	<u>\$0</u>
--	------------

Prior Year Encumbrance	<u>\$0</u>
------------------------	------------

Misc Revenue	<u>\$11,200</u>
--------------	-----------------

Tuition	<u>\$141,002</u>
---------	------------------

State Aid	<u>\$1,092,070</u>
-----------	--------------------

Total Budget	Operating	<u>\$8,669,817</u>
--------------	-----------	--------------------

Total Operating Budget	<u>\$8,669,817</u>
------------------------	--------------------

Special Fund	Revenue	<u>136,672</u>
--------------	---------	----------------

Special Revenue Fund	<u>\$136,672</u>
----------------------	------------------

	_____		_____
Repayment	of		
Debt		443,129	Debt Reserve
		_____	\$47,071

			Debt Service Aid
			\$100,417

			LocalTaxLevy-Debt
			\$295,641

			Total Debt Fund
			\$443,129

Total			
Expenditures		\$9,249,618	Total Revenue
		_____	\$9,249,618

As per NJAC 6A:34B-1.2(b), the proposed budget provides for a maximum expenditure amount that may be allotted for travel and expense reimbursement.

The 2020-2021 tentative budget includes a maximum travel appropriation of \$25,000.

The School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded.

Included in the 2020-21 proposed budget is a maximum regular business travel amount of \$1,000 per employee (total travel not to exceed \$1500 per employee)

B. Monthly Minutes and Financial Approval

1. Approval of Board of Education Minutes from the February 19, 2020 Work Session; and February 25, 2020 Business and Executive Sessions. (**Attachment #4, Attachment #5**)

2. Certification of the Secretary’s and Treasurer’s report 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 2019-2020 school year.
(Attachment #6)

January 2020 \$2,041,963.39

3. Approval of the Bill List in the specified amounts (**Attachment #7**)
 - a. General Account: (FORTHCOMING AT 3/17/2020 Meeting)
 - b. Cafeteria Account: (FORTHCOMING AT 3/17/2020 Meeting)
4. Checking Account Balances – January 2020
 - a. Student Activities \$ 78,434.10
 - b. Cafeteria: \$ 19,100.50
 - c. Payroll Agency: \$ 76,666.23
 - d. Unemployment: \$ 55,377.88
5. Transfers in the amount of \$102,694.81 for February, 2020. (**Attachment #8**)

Mrs. Wang updated Board regarding Acrisure representatives visiting to meet staff March 11th and their ability to continue to do so on an ongoing basis.

11. Correspondence -NONE

Note: Dr Tewari is in attendance for following

12. New Business

RESOLUTION 2019-2020: 142 APPROVE 20/21 NEGOTIATED AGREEMENT

Mr. Sabatino moved, seconded by Mr. Sowell, and passed unanimously by roll call vote, with 3 ayes and with Mr. McIsaac and Mrs. Linfante abstaining, to approve the negotiated agreement between the Clinton Education Association and the Clinton-Glen Gardner Board of Education effective Jul 1, 2020 through June 30, 2021. (**Attachment # 9**)

13. Old Business

A. Dear Parents – Next date TBD

B. Board Liaison Reports

Mr. McIsaac provided updates on following matters discussed at the roundtable meeting:

- Regionalization conversations and views
- Shared services with surrounding districts
- Student wellness including topics such as: suicide prevention, impact of technology use on students (pros and cons), peer counseling, diversity/HIB

C. Clinton Glen Gardner Board of Education Goals 2019-2020

To support the CPS mission and 2019-2020 strategic district goals via policy, budget, and guidance in the governance of programs, personnel, and facilities.

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 self-education on trends and acting as liaisons to district, county, and state organizations supportive of education.

D. Clinton Public School Goals 2019-2020

Increase teacher skill and use of questioning and discussion strategies to build curious and creative thinkers.

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

Increase learning opportunities by utilizing outside resources for STEAM learning experiences.

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

14. Public Comment -NONE

15. Executive Session

RESOLUTION 2019-2020: 143

ADJOURN TO EXECUTIVE SESSION

Mrs. Linfante moved, seconded by Mr. Sabatino, and passed unanimously by roll call vote, 5-0, to adjourn to Executive Session at 8:02 in accordance with the Sunshine Law, Chapter 231, P.L. 1975 to discuss below matters. 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 exist.

PERSONNEL

RESOLUTION 2019-2020: 144

RESUME BUSINESS SESSION MEETING

Mrs. Linfante moved, seconded by Mr. Sabatino, at 8:39 pm and passed unanimously by roll call vote, 5-0, to resume regular business session meeting.

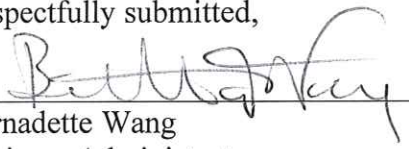
Adjournment


RESOLUTION 2019-2020: 145

ADJOURNMENT

Mr. Sabatino moved, seconded by Mr. Sowell and passed unanimously by roll call vote, 5-0, to adjourn the Board Meeting at 8:40 p.m.

Respectfully submitted,


Bernadette Wang
Business Administrator


Brendan McIsaac
President