

Clinton-Glen Gardner Board of Education
July 24, 2019

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 7:00 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: Brendan McIsaac, Lorraine Linfante, Carl Sabatino and Craig Sowell

Also Present: Seth Cohen, Superintendent/Principal
Bernadette Wang, Business Administrator/Board Secretary

Absent: Dr. Ashutosh Tewari

RESOLUTION 2019-2020: 1

ACCEPT SCHOOL DATA REPORTS

Mr. Sabatino moved, seconded by Mrs. Linfante to accept the following monthly school data reports. Motion carried unanimously with all "ayes".

Monthly School Data:

- A. Enrollment Data Report (Attachment #1)**
415 enrolled, Kindergarten is at 49 replacing outgoing 55 8th graders
- B. Student Suspensions:**
 - 1. In-School Suspensions: 1 (from June 2019)
 - 2. Out-of-School Suspensions: 0
- C. School Nurse's Report (Attachment #2)**
- D. Violence and Vandalism (EVVRS Data), HIB 1 investigation 1 confirmed**
- E. Fire Drill and Bus Evacuation Drill Report (Attachment #3)**

SUPERINTENDENT/PRINCIPAL REPORT 2019-2020 Goals:

- 2019-2020 goals will be reviewed and hope to be approved in the August meeting
- Strategic planning
- Ongoing review for curriculum writing

- Enrichment for various grades: Summer, additional clubs, program, projects. Large part of what can be provided depends on if Lebanon Borough send/received agreement will be approved
- Theme is TEAM for the 19-20 school year
- Focus on LinkIt
- Realtime will be tool for record maintenance for 19-20 school year
- Building is in good shape with little construction during the summer months
- Will explore energy saving venue for future referendum that will set the school up for moving into the future

a. Student Representative Report

b. Clinton Education Association Report

c. Assistant Principal- Curriculum Coordinator Report

d. Special Services Report

Public comment - NONE

PERSONNEL REPORT:

A. Administrative Assistants- Summer Custodial

RESOLUTION 2019-2020: 2 APPROVE STAFF FOR 19-20 SCHOOL YEAR
 Mr. Sabatino moved, seconded by Mrs. Linfante to approve the following staff members for the 2019-2020 school year. Motion carried unanimously with all "ayes".

Position	Name	Rate/Salary	Effective Date	Att.
Administrative Assistant	Deborah O'Grady	\$26,500 + Single EPO Benefits	August 5, 2019 (5 hours per day - 12 month contract)	
Administrative Assistant	Mary Ann Gallaway	\$26,500 + Single EPO Benefits	July 29, 2019 (5 hours per day - 12 month contract)	
Summer Custodial	Ryan Ragozine	\$12.00	Updated: June 15, 2019	
Evening Custodian	Heather Lynn Trepiccione	\$16.50 Single EPO Benefits	August 15, 2019	

B. Curriculum Writing

RESOLUTION 2019-2020: 3 APPROVE 19-20 CURRICULUM WRITING STAFF

Mr. Sabatino moved, seconded by Mrs. Linfante to approve the following staff members for the following 2019-2020 Curriculum writing. Motion carried unanimously with all “ayes”.

Position	Name	Rate/Salary
Curriculum Writing	Joe Harris Algebra ----5 Hours	\$43 per hour
	Tim Bidwell Physical Education - 10 Hours	
	Denise Grimm - BSI - 5 Hours	
	Stephanie Evans Music - 5 Hours	
	Kelly DeJesus Music - 5 Hours	
	Maria Buniva - Sign Language 12 Hours	
	Kaitlyn Rooney - Sign Language 12 Hours	
	Melissa Burton - Sign Language 12 Hours	

C. Substitutes

RESOLUTION 2019-2020: 4 APPROVE 19-20 SUBSTITUTE LIST

Mr. Sabatino moved, seconded by Mrs. Linfante to approve the list of substitutes for the 2019-2020 SY as they appear in (Attachment #4) Motion carried unanimously with all “ayes”.

D. Director of Special Education/LDTC Job Description

RESOLUTION 2019-2020: 5 APPROVE DIRECTOR OF SPEC ED/LDTC JOB DESCRIPTION

Mr. Sabatino moved, seconded by Mrs. Linfante to approve the Director of Special Education/LDTC Job Description. Motion carried unanimously with all “ayes”.

E. Affirmative Action Officer**RESOLUTION 2019-2020: 6 APPROVE AFFIRMATIVE ACTION OFFICER**

Mr. Sabatino moved, seconded by Mrs. Linfante to approve the following Affirmative Action Officer. Motion carried unanimously with all "ayes".

Position	Name	Effective Date	Att.
Affirmative Action Officer	Seth Cohen	7/1/2019	

F. Before & After Care**RESOLUTION 2019-2020: 7 APPROVE 19-20 BEFORE/AFTER CARE STAFF**

Mr. Sabatino moved, seconded by Mrs. Linfante to approve the following staff members for the following 2019-2020 before and aftercare staff. Motion carried unanimously with all "ayes".

Position	Names	Rate/Salary
Before & After Care	Janet Traphagen, Patricia Weiss, Robert Adase, Deborah Herold, Barbara Plundeke, Heidi Singer, Tonya Lungner	16.50

G. Summer Sports Camp Staff**RESOLUTION 2019-2020: 8 APPROVE SUMMER CAMP STAFF**

Mr. Sabatino moved, seconded by Mrs. Linfante to approve the following staff members to serve as summer sports camp teachers per negotiated agreement. Motion carried unanimously with all "ayes".

Name	Title
Jamie Friedel (replacing Sue Penn)	Summer Sports Camp Teacher-Volleyball

H. Employment Termination

RESOLUTION 2019-2020: 9 APPROVE TERMINATION OF EMPLOYMENT

Mr. Sabatino moved, seconded by Mrs. Linfante to approve the termination of the following staff member. Motion carried unanimously with all "ayes".

Position	Name/ID Number	
Shift Custodial Supervisor	008067	

I. Rescission of 2019-2020 Contract**RESOLUTION 2019-2020: 10 APPROVE RECISSION OF CONTRACT**

Mr. Sabatino moved, seconded by Mrs. Linfante to approve rescission of 2019-2020 employment contact for the following staff member Motion carried unanimously with all "ayes".

Position	Name/ID Number	
Shift Custodial Supervisor	008067	

CURRICULUM, INSTRUCTION, ASSESSMENT & TECHNOLOGY:**A. Professional Development****RESOLUTION 2019-2020: 11 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
NJMEA Summer Workshop	08/06/19	Stephanie Evans Melissa Burton		\$90.00 each +mileage	\$0.00	\$180.00 +mileage

NJASBO Summer Workshop	08/06/19	Bernadette Wang		\$100.00		\$100.00
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B. Establishment of Grade 2-4 Multiply Disabled Classroom Program

RESOLUTION 2019-2020: 12 APPROVE MULTIPLY DISABLED PROGRAM

Mr. Sabatino moved, seconded by Mrs. Linfante to approve the establishment of a grade 2-4 Multiply Disabled Program (Horizons). Motion carried unanimously with all “ayes”.

C. Program Development & Enhancement

RESOLUTION 2019-2020: 13 APPROVE STAFF FOR PROGRAM DEVELOPMENT

Mr. Sabatino moved, seconded by Mrs. Linfante to approve the following staff members for the 2019-2020 school year for the Program development/enhancement elementary self-contained for new students enrollment. Motion carried unanimously with all “ayes”.

Position	Name	Rate/Salary
Program development/enhancement elementary self- contained for new students enrollment	Carolyn Schorr	NTE: 15 Hours/ \$43.00 per hr

D. School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights

RESOLUTION 2019-2020: 14 APPROVE SUBMISSION OF NJ DEPT OF ED SCHOOL ASSESSMENT

Mr. Sabatino moved, seconded by Mrs. Linfante to approve submission of the New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act July 1, 2018 - June 30, 2019. Motion carried unanimously with all “ayes”.

Policy and Regulations - none

General Information:

Business Administrator’s Report

A. Payroll Calendar Approval

RESOLUTION 2019-2020: 15 APPROVE REVISED PAYROLL CALENDAR

Mr. Sabatino moved, seconded by Mrs. Linfante to approve the revision of the payroll processing calendars for school year 2019-20 to correct final end of year pay dates. Motion carried unanimously with all “ayes”.

B. Lebanon Boro Extended School year contract**RESOLUTION 2019-2020: 16****ACCEPT PURCHASE OF ESY SERVICES**

Mr. Sabatino moved, seconded by Mrs. Linfante to accept purchase of ESY services by Lebanon Boro from Clinton Glen Gardner BOE for 2019 in the amount of \$2,828.75 per contracted agreement Motion carried unanimously with all "ayes".

C. Federal Grant Submission for 2019-2020**RESOLUTION 2019-2020: 17****ACCEPT SUBMISSION OF GRANTS**

Mr. Sabatino moved, seconded by Mrs. Linfante to submit the following Federal Grants for the 2019-20 school year. Motion carried unanimously with all "ayes".

Grant	Amount	Allocation
IDEA	\$5,514.00	Preschool
IDEA	\$117,223.00	Basic

D. 2018-2019 Extraordinary Aid**RESOLUTION 2019-2020: 18****ACCEPT EXTRAORDINARY AID**

Mr. Sabatino moved, seconded by Mrs. Linfante to accept 2018-1029 Extraordinary Aid from the State of New Jersey in the amount of \$197,207 for special education student excess costs and to approve, as needed, an increase in the 2018-2019 budget of \$197,207 pursuant to State law and NJ Department of Education regulations for special education tuition account 11-000-100-56X.. Motion carried unanimously with all "ayes".

G. Monthly Minutes and Financial Approval**RESOLUTION 2019-2020: 19****APPROVE MONTHLY MINUTES & FINANCIALS**

Mr. Sabatino moved, seconded by Mrs. Linfante 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 12, 2019 Business and Executive Sessions. **(Attachment #6A, 6B)**
2. Certification of the Secretary's 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 #7A)**

May, 2019 \$ 1,058,483.49

3. Approval of the Bill List in the specified amounts **(Attachment #8)**
 - a. General Account: \$712,104.34
 - b. Cafeteria Account: \$ 39,198.94
4. Checking Account Balances – May, 2019
 - a. Student Activities \$ 77,572.92
 - b. Cafeteria: \$ 17,021.71
 - c. Payroll Agency: \$ 27,698.59
 - d. Unemployment: \$ 59,192.20
5. Transfers in the amount of \$313,606.52 for June, 2019. **(Attachment #9)**

F. Conduct Comprehensive Equity Plan

RESOLUTION 2019-2020: 20 APPROVE CONDUCTION OF COMPREHENSIVE EQUITY PLAN

Mr. Sabatino moved, seconded by Mrs. Linfante to authorize the Affirmative Action Team to conduct the needs assessment and develop a Comprehensive Equity Plan. Motion carried unanimously with all "ayes"

G. Submission of Comprehensive Equity Plan

RESOLUTION 2019-2020: 21 APPROVE SUBMISSION OF COMPREHENSIVE EQUITY PLAN

Mr. Sabatino moved, seconded by Mrs. Linfante to authorize the submission of the Comprehensive Equity Plan and to submit the proposed Comprehensive Equity Plan to the Warren County Department of Education Office Motion carried unanimously with all "ayes"

Correspondence NONE

New Business NONE

Old Business NONE

A. Dear Parents

B. Board Liaison Reports Town letter that is due in August, Mr. McIsaac will be drafting a summary for update

C. Board Goal 2018-2019 - Goals for 2019-2020 will be drafted this month for review in August.

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.

Public Comment –NONE

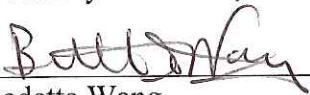
No Executive Session

RESOLUTION 2019-2020: 22

ADJOURNMENT

Mrs. Linfante moved, seconded by Mr. Sabatino to adjourn the Board Meeting at 7:29p.m.
Motion carried unanimously with all "ayes".

Respectfully submitted,



Bernadette Wang
Business Administrator



Brendan McIsaac
President