

Clinton-Glen Gardner Board of Education

BUSINESS SESSION MINUTES

April 21, 2021
CPS All purpose room 7:00pm

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: Mr. Brendan McIsaac, Mrs. Lorraine Linfante, Mr. Carl Sabatino, and Mr. Craig Sowell
 Also Present: Dr. Seth Cohen, Superintendent/Principal
 Mrs. Bernadette Wang, Business Administrator/Board Secretary
 Absent: Mrs. Meghan Moore

Monthly School Data:

1. 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.*

Motion: *To Approve the 21-22 School Calendar (Attachment #4)*

1. Superintendent/Principal's Report

a. End of Year Dates

- i. **Graduation Date 6/21 rain date 6/22**

-Dr Cohen reported awaiting guidance from the State regarding crowd size allowed and other limitations.

- ii. **Last day for Students 6/22**
- iii. **Last day for staff 6/23**

b. Clinton Education Association Report

c. Assistant Principal- Curriculum Coordinator Report

d. Special Services Report

6. Public Comment

- Melissa Stowers, 26 Rachel Ct Clinton re: revisit use of outdoor playground equipment, and keeping 8th gr parents involved in year end activity prep
- Lori Kripetz, 11 Busher Place, Clinton NJ via email re: using high school stadium for graduation
- Lauren Oliva, Glen Gardner parent via email re: Kindergarten return

7. Personnel

A. Retirements

Motion: To approve with gratitude and best wishes the retirement of Barbara Shaffer **Attachment #5**

Motion: To approve with gratitude and best wishes the retirement of Mary Bulger **Attachment #6**

Motion: To approve with gratitude and best wishes the retirement of Shannon Mayurnik **Attachment # 7**

Motion: To approve with gratitude and best wishes the retirement of Hanna Olczak **Attachment #8**

Mr. Sabatino moved, seconded by Mrs Linfante., and passed unanimously by a roll call vote, 4-0, to approve motions for the following **2 PERSONNEL ITEMS:**

Motion: <i>To adjust Heather Trepiccione effective April 23, 2021 from full time custodian and approve move to on-call as needed part-time custodian.</i>
Motion: <i>To proceed with hiring Pritchard Industries for 11am-7pm substitute custodial needs.</i>

B. ESY

Motion: <i>To approve the following staff member to serve extended school year roles as listed below per negotiated agreement:</i>		
Position	Name	Rate
Teachers (5 weeks,4 days/wk, 3hr instruction & 30 min prep/day)	Forthcoming	\$51/hr
Paraprofessionals (5 week, 4 days/wk, 3hr/day)	Forthcoming	\$19.00/hr
PreSchool Teacher (4 weeks, 4 days/wk, 3hr instruction & 30 min prep/day)	Forthcoming	\$51/hr
PreSchool Paraprofessionals (4 week,4 days/wk, 3hr/day)	Forthcoming	\$19.00/hr
Nurse	Forthcoming	\$51/hr
Speech Therapy (4hr/wk)	Forthcoming	\$96/hr
Substitute Para/Teachers	Forthcoming	\$19.00/hr or \$41/hr

C. Staff Appointments

Motion: <i>To approve the following staff member for the listed position for the 2020-2021 school year:</i>				
Position	Name	Rate/Salary	Effective	Att.
Substitute Teacher	Holly Lione	\$95.00 per diem	04/21/21	

			pending completion of paperwork	
Aim High	Kate Metelitsa,, Jessica Latanzio Crespo	\$1,035	1/2021	
Spring Musical Asst. Director Increase	Tonya Lunger	\$1352--Additional	1/2021	
Spring Musical Tech Director	Stephanie Evans	\$676	1/2021	
Substitute Nurse	MaryEllen Bowlby	\$200.00 per diem	6/1/2021	

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
Carryover Techniques in Articulation and Phonology	4/26/21	Nicole Vazquez	\$0 Covered by annual subscription	\$0	\$0

B. Field Trips - NONE

Motion: To approve the following requests for field trips as listed:

Date	Grade	Destination	Cost per student

9. Policy and Regulations

10. General Information: Business Administrator's Report

A. 2021-22 School Budget Presentation

B. 2021-22 School Budget Final Approval

Motion: To approve the adoption of the 2021-2022 School Budget.

The final 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 final budget includes the following amounts to be raised in local taxes to support relevant funding. General Fund of \$7,660,592 and Debt Service Fund of \$305,620. The final 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 final budget includes the use of the Emergency Reserve transferred to the General Fund for the use of loss of contribution due to Chapter 44 healthcare implementation in the amount of \$135,000.

The final budget includes the use of Capital Reserve transferred to the General Fund for the proposed renovation of two student bathrooms which allow for upgrades to the facility to service the needs of the students, in the estimated amount of \$200,000 as noted in the Statement of Purpose for Capital Reserve Withdrawal. (**Attachment #9**)

The final budget includes a "banked cap" to be included in the 2021-2022 base budget in the amount of \$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 continued loss of State Aid. The purpose for the use of the "banked cap" will be completed by 6/30/2022 and will not be deferred or incrementally completed over a longer period of time. The amount of the "banked cap" requested is only the amount used to increase the tax levy. The "banked cap" from 2018-2019 is the only remainder of the available banked cap for utilization.

Anticipated Enrollment 427

Expenditures

General Current Expense \$9,013,398

Capital Outlay \$214,143

Capital Interest \$1,200

Total Operating Budget \$9,228,741

Special Revenue Fund 101,883

Repayment of Debt \$387,289

Total Expenditures \$9,717,913

Revenue

Local Tax Levy-General \$7,660,592

Withdraw from
Emergency and Capital
Reserve \$335,000

PriorYear Encumbrance \$0

Misc Revenue \$50,139

Tuition \$181,922

State Aid \$1,001,088

Total Operating Budget \$9,228,741

Special Revenue Fund \$101,883

Debt Reserve \$0

Debt Service Aid \$81,669

LocalTaxLevy-Debt \$305,620

Total Debt Fund \$387,289

Total Revenue \$9,717,913

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 2021-2022 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 2021-22 proposed budget is a maximum regular business travel amount of \$1,000 per employee (total travel not to exceed \$1500 per employee)

C. 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 December 16 Business and Executive sessions, January 5, 2021 Reorganization Meeting (no meeting on January 26 due to snow), and March 10, 2021 Work Session, and March 16, 2021 Business and Executive Sessions. **(Attachment #10)**
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 2020-2021 school year. **(Attachment #11)**

February, 2021	\$2,834,512.30
----------------	----------------
3. Approval of the Bill List in the specified amounts **(Attachment #12)**
 - a. General Account: \$FORTHCOMING at 4/27 meeting
 - b. Cafeteria Account: \$ 3825.92
4. Checking Account Balances – February, 2021
 - a. Student Activities: \$65,071.50
 - b. Cafeteria: \$ 5,674.11
 - c. Unemployment: \$78,967.99

d. Payroll Agency \$12,080.93

5. Transfers in the amount of \$167,188.81 for March, 2021. **(Attachment #13)**

D. NJSIG Safety Grant Application Submission for 2021-22

Motion: To approve submission of the 2021-2022 Safety Grant in the amount of \$4,700 for the purchase of relevant security equipment.

E. Staff Appointments 2021-2022

Motion: To approve the attached staff members for the 2021-2022 school year through June 30, 2022. **(Attachments #14)**

11. Correspondences

12. New Business

A. 2021-2022 School 12 Month Employee Calendar (Attachment #15)

B. 2021-2022 School 12 Month Custodial Calendar (Attachment #16)

Motion: To approve 2021-2022 12 month employee and custodial school calendars

C. Payroll Calendar Approval

Motion: To approve the payroll processing calendars for school year 2021-2022 for 10/12 month staff and custodial staff **(Attachment #17, Attachment #18)**

D. Superintendent Evaluation

Mr. McIsaac reviewed process leading to the June 30 submission

13. Old Business

A. Dear Parents

B. Board Liaison Reports

To begin the strategic planning process, building upon the 2016-2020 plan, charting a course for 2021-2026.

Connections/Community Goal

14. Public Comment NONE

15. Executive Session

RESOLUTION 2020-2021: 99

ADJOURN TO EXECUTIVE SESSION

Mr. Sabatino moved, seconded by Mrs. Moore, and passed by roll call vote, 4-0, to adjourn to Executive Session at 7:41pm in accordance with the Sunshine Law, Chapter 231, P.L. 1975, to discuss Negotiations/Superintendent Contract. 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

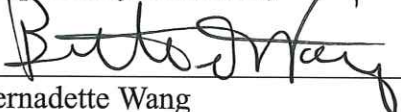
17. Adjournment

RESOLUTION 2020-2021: 100

ADJOURNMENT

Mr. Sabatino moved, seconded by Mrs. Linfante, and passed unanimously by a roll call vote, 4-0, to adjourn the Board Meeting at 8:20 p.m.

Respectfully submitted,



Bernadette Wang
Business Administrator



Brendan McIsaac
President