

**Clinton-Glen Gardner Board of Education**  
January 5, 2021

**REORGANIZATION 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: Mr. Brendan McIsaac, Mr. Carl Sabatino, Mrs. Lorraine Linfante, Mr. Craig Sowell (Mrs. Meghan Moore joined to be sworn in)  
Also Present: Dr. Seth Cohen, Superintendent/Principal  
Mrs. Bernadette Wang, Business Administrator/Board Secretary

**Oath of Office for Elected Board Members** swearing in of Lorriane Linfante and Meghan Moore administered and witnessed by the Board Secretary, Mrs. Wang.

**Election Results Click for PDF ([Attachment #1](#))**

**Nominations for President:** Mr. Sowell nominated Brendan McIsaac

**RESOLUTION 2020-2021: 67                      NOMINATION OF BOARD PRESIDENT**

Bernadette Wang closed nominations and votes for Brendan McIsaac for President. Motion carried unanimously with all “ayes” by roll call vote 5-0.

**Board Secretary turns meeting over to President**

**Nominations for Vice President:** Mr. McIsaac nominated Mr. Craig Sowell

**RESOLUTION 2020-2021: 68                      NOMINATION OF BOARD VICE PRESIDENT**

Mr. McIsaac moved, seconded by Mrs. Linfante, to close nominations and cast a vote for Mr. Craig Sowell for Vice President. Motion carried with all “ayes” by roll call vote, 4-0, with Mr. Sowell abstaining.

**President announces committees and delegates:**

**Policy & Negotiations Committees:** Mrs. Linfante and Mrs. Moore on Policy committee and Mr. Sabatino and Mr. Sowell on Negotiations committee

**Education Foundation –CPSPIE Rep:** Mr. McIsaac

**PTA & Booster Club Rep:** Mrs. Moore

**NJSBA & HCSBA Delegate:** Mrs. Linfante with Mr. McIsaac assisting

**HCESC School Board Rep:** Dr. Cohen

**NHVRSD Cluster BOE Articulation Rep:** Mr. McIsaac

**Town Council Liaison:** Mrs. Linfante

**Ethics Training** Click for PDF ([Attachment #2](#)) to be returned to Mrs. Wang

**Annual Adoptions, authorizations and appointments** reapproval below

**E. Audit Presentation of 2019-2020 School Year by Bedard, Kurowicki & Co.** followed annual adoptions, authorizations and appointments approval. Auditors advised the print copies of the audit

#### **F. Annual School Year Approval, Adoptions and Authorizations**

#### **RESOLUTION 2020-2021: 69 RE-APPROVE ADOPTIONS, AUTHORIZATIONS & APPOINTMENTS**

Mrs. Linfante moved, seconded by Mr. Sabatino to acknowledge and re-approve the adoptions, authorizations and appointments for the 2020-2021 school year. Motion passed unanimously by a roll call vote, 5-0.

1.	<i>To authorize the Superintendent/Principal to offer employment via a "Letter of Intent" to candidates for vacancies between regularly scheduled Board Meetings that require an emergent hire. This authority extends only to formerly approved Board of Education Positions, as represented on the district's Position Control Roster. The Superintendent/Principal is required to "straw poll" all members of the Board to discuss the candidate, qualifications, salary requirements, and references. Candidates who receive three "individual approvals" will be placed on the next agenda for formal hire. Should any aspect of this process not be followed, the "Letter of Intent" is void as of midnight on the calendar date of the Board of Education Meeting.</i>
2.	<i>To authorize the Superintendent/Principal and the Business Administrator to initiate any line item transfers as may be necessary to facilitate any unanticipated encumbrances/ expenditures that may arise between Board meetings, with disclosure to the Board at subsequent Board meetings.</i>
3.	<i>To approve the following publications as official newspapers:</i> <i>A. Hunterdon County Democrat</i> <i>B. Courier News (alternate)</i> <i>C. Express Times (alternate)</i>

4.	<i>To approve Matthew Giacobbe of Cleary, Giacobbe, Alfieri and Jacobs as general legal counsel and Wilenz Goldman &amp; Spitzer as Bond Counsel.</i>
5.	<i>To approve Therapeutic Intervention, Inc. for physical and occupational therapy services.</i>
6.	<i>To appoint Glasberg Behavioral Consulting Services, for BCBA behavioral services.</i>
7.	<i>To approve the firm of Bedard, Kurowicki &amp; Co. CPA's as Financial Auditor and Phoenix Advisors, LLC as Financial Advisors.</i>
8.	<i>To approve Gianforcaro Architects and Engineers as Architect of Record.</i>
9.	<i>To name Acrisure as the Board's Broker of Record for medical insurance.</i>
10.	<i>To name Brown &amp; Brown as the Board's Broker of Record for dental insurance.</i>
11.	<i>To appoint Arthur Gallagher &amp; Company as our school commercial package insurance agent and NJSIG as General Insurance &amp; Workers Compensation Provider.</i>
12.	<i>To approve Horizon of New Jersey for Health and Dental Insurance.</i>
13.	<i>To appoint Education Consortium as the E-Rate Consultant.</i>
14.	<i>To appoint CDK Systems and R&amp;L Payroll for Personnel and Payroll processing.</i>
15.	<i>To appoint Dr. Ronald Frank, M.D. as the School Physician.</i>
16.	<i>To approve Bayada Nursing for alternate mandated nursing services, as needed.</i>
17.	<i>To appoint the Town of Clinton Police Chief as attendance officer.</i>
18.	<p><i>To authorize the following signatures for the depositories of the board of education:</i></p> <ul style="list-style-type: none"> <li><i>A. <u>General Account</u> (3 Signatures) President, Business Administrator, Treasurer</i></li> <li><i>B. <u>Payroll Account</u> (1 Signature) Treasurer</i></li> <li><i>C. <u>Payroll Agency Account</u> (1 Signature) Treasurer</i></li> <li><i>D. <u>Student Activities Account</u> (2 Signatures) Supt/Principal, Business Administrator</i></li> <li><i>E. <u>Cafeteria Account</u> (2 Signatures) Supt/Principal, Business Administrator</i></li> <li><i>F. <u>Unemployment Account</u> (Any 1 Signature) Business Administrator, Treasurer</i></li> <li><i>G. <u>Capital Reserve</u> (Any 2 Signatures) President, Business Administrator, Treasurer</i></li> <li><i>H. <u>Emergency Reserve</u> (Any 2 Signatures) President, Business Administrator, Treasurer</i></li> <li><i>I. <u>Capital Projects Account and Sweep</u> (Any 2 Signatures) President, Business Administrator, Treasurer</i></li> </ul>

19.	<i>To designate the listed bank as approved depository, while authorizing the School Business Administrator to also select any depository which holds a current certificate of eligibility for the State of New Jersey Banking Association and offering the most financially beneficial services.</i>  <i>Investors Bank</i>
19a	<i>To authorize investments to be secured in any other bank holding a current certificate of eligibility for the State of New Jersey Banking Association</i>
20.	<i>To adopt the existing curriculum guides and Curriculum Evaluation Schedule (on file in Main Office).</i>
21.	<i>To adopt Clinton-Glen Gardner Board of Education Policy Manual (on file in Main Office).</i>
22.	<i>To adopt the textbook list (on file in Main Office).</i>
23.	<i>To adopt the NJSBA Code of Ethics.</i>
24.	<i>To set the petty cash account amount at \$150 and to appoint the Business Administrator as the disbursing agent, funds to be reviewed by another administrator before paid.</i>
25.	<i>To designate the Business Administrator/Board Secretary as school funds investor.</i>
26.	<i>To authorize Business Administrator to remit payment, as deemed necessary, between scheduled Board meetings, for financial obligations that are contractual in nature, are considered emergency needs, or are to be paid timely to avoid late fees. All such expenditures shall be approved by the Superintendent/Principal or his designee.</i>
27.	<i>To approve the listed Tuition Rates plus related services.</i> <i>A. Preschool Integrated                      \$1,950</i>
28.	<i>To appoint the Superintendent\Principal, as district Affirmative Action Officer.</i>
29.	<i>To appoint the Assistant Principal as the 504 Compliance Officer.</i>
30.	<i>To appoint the School Nurse as the Chemical Hygiene Officer.</i>
31.	<i>To appoint the Guidance Counselor as the Anti-Bullying Specialist.</i>
32.	<i>To appoint the Director of Special Services as the Anti-Bullying Coordinator.</i>
33.	<i>To approve purchasing and contracting through the Hunterdon County ESC and the Middlesex County Regional ESC, as listed:</i> <i>A. Electricity</i> <i>B. General Supplies &amp; Materials</i> <i>C. Equipment</i>

	<p><i>D. Janitorial Supplies</i>  <i>E. Maintenance Contracting</i>  <i>F. OT/PT Evaluation</i>  <i>G. Paraprofessionals</i>  <i>H. Glen Gardner Regular &amp; Special Ed Bus Routes</i>  <i>I. Clinton Town Regular &amp; Special Ed Bus Routes</i></p>	
34.	<i>To participate in the Hunterdon County Educational Services Commission and Warren County Special Services transportation programs.</i>	
35.	<i>To appoint Bernadette Wang as Board Secretary/ Business Administrator.</i>	
36.	<i>To appoint the Vice-President of the Board as the Acting Secretary in the absence of the Board Secretary.</i>	
37.	<i>To appoint the Supervisor of Building &amp; Grounds as the Asbestos Management Officer, AHERA Officer, Safety &amp; Health Designee, Indoor Air Quality Designee, Integrated Pest Management Coordinator, and Right to Know Officer.</i>	
38.	<i>To appoint the School Business Administrator as the Qualified Purchasing Agent; and authorize to award contracts up to the bid threshold, and set quote threshold at 15% of bid threshold amount.</i>	
39.	<i>To appoint the School Business Administrator as the Custodian of Records.</i>	
40.	<i>To authorize Christina Muench to sign purchase orders, quarterly tax returns, and take minutes as needed in the absence of the Business Administrator/Board Secretary.</i>	
41.	<i>To appoint Kathleen Olsen as the School Treasurer.</i>	
42.	<i>To approve the rate of pay for leave replacements and long-term substitutes at \$150 per diem for the first 60 days, followed by a per diem equivalent of the first step, BA column, on the CEA negotiated agreement.</i>	
43.	<i>To approve the Substitute Rates as: Teacher \$95/day, Nurse \$135/day, Custodian \$12-\$16 hour and Secretary \$11/hour.</i>	
44.	<i>To appoint the Business Administrator as the Public Agency Compliance Officer for the purpose of affirmative action with public contracting</i>	
45.	<i>To approve time &amp; material maintenance work with Hunterdon County Educational Services Commission, Middlesex Regional Educational Services Commission, Morris County Cooperative Purchasing.</i>	
	<i>Maintenance Contractor</i>	<i>Hourly Rate</i>
		<i>Service</i>

	<i>Stank Environmental</i>	<i>\$195/month</i>	<i>Pest Control</i>
	<i>Mack Industries</i>	<i>\$82/hour</i>	<i>Boilers</i>
	<i>Republic Disposal</i>	<i>\$453/month</i>	<i>Garbage Disposal</i>
	<i>Fire &amp; Securities Technologies FAST</i>	<i>Per proposal</i>	<i>Fire &amp; Security</i>
46.	<i>To approve OMNI as 3rd Party Administrator for district 403B Plan.</i>		
46a	<i>To approve the listed Tax Shelter Annuities as approved vendors in the district 403B Plan:</i>		
	a.	<i>Ameriprise</i>	
	b.	<i>Aspire</i>	
	c.	<i>Equitable (formerly AXA Equitable)</i>	
	d.	<i>Lincoln Investment Planning</i>	
	e.	<i>ROTH accounts for Aspire, Equitable, Lincoln and Security Benefits</i>	
	f.	<i>Security Benefits</i>	
47.	<i>To adopt all other resolutions still in force as policy of the Board.</i>		
48.	<i>To approve the Danielson 2011 and the MPPR model as the approved observation tools to comply with AchieveNJ.</i>		
49.	<i>To approve all job descriptions as listed in the Board Office.</i>		
50	<i>To appoint Dr. Jenine Kastner as Handle with Care Act point of contact designee</i>		

**Correspondence- NONE****Curriculum, Instruction, Assessment & Technology - NONE****Student Teacher****RESOLUTION 2020-2021: 70****APPROVE STUDENT TEACHER**

Mrs. Linfante moved, seconded by Mr. Sabatino, and passed by roll call vote, 5-0, to approve Amanda Petty from Grand Canyon University's College of Education Teacher Preparation Program, to student teach during the spring 2021 semester in special education and elementary education.

**New Business NONE**

**Old Business NONE**

**Public Comment**

Melissa Stowers, 26 Rachel Ct, Clinton NJ re: Teacher of year recipient choice and jump rope for heart

Dr. Cohen confirms that Mrs. Grimm has been selected as teacher of the year. He also advised that along with many other school activities this years jump rope for heart may be considered for outside.

**Executive Session**

Call for Motion to adjourn to Executive Session in accordance with the Sunshine Law, Chapter 231, P.L.1975, to discuss matters listed below. 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.

**NO EXECUTIVE SESSION HELD**

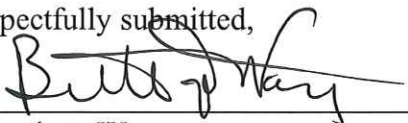
**Adjournment**

**RESOLUTION 2020-2021: 71**

**ADJOURNMENT**

Mrs. Linfante moved, seconded by Mr. Sabatino and passed by roll call vote, 5-0, to adjourn the Board Meeting at 7:58 p.m.

Respectfully submitted,



Bernadette Wang  
Business Administrator



Brendan McIsaac  
President