

Clinton-Glen Gardner Board of Education

November 18, 2020

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

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)

RESOLUTION 2020-2021: 44

ACCEPT SCHOOL DATA REPORTS

Mrs. Linfante moved, seconded by Mr. Sabatino, and passed unanimously by a roll call vote, 4-0, to accept the aforementioned monthly school data report, items 4A-E.

Superintendent/Principal's Report

A. 12/11/20 12:45 Dismissal--Staff Wellness Activity

- No office hours

B. School Update

- Dr Cohen offers thanks to all who continue to make the school run as safely as possible during the pandemic
- continuing to look at schedules and surveys and will move forward with trying to get onsite more with health, safety and education all as a priority.

C. Student Representative Report NONE

D. Clinton Education Association Report

- Mrs. Latanzio-Crespo Virtual attendance - updated on upcoming community activities and student pride events and current learning happenings around the school.

E. Assistant Principal- Curriculum Coordinator Report

- Mrs. Turner advised of the curriculum approval on the agenda. Explains the need for the curriculum creation even if not offered.

F. Special Services Report

- Mrs. McVerry and Mrs. Cespedes present regarding Mental health Wellness @ CPS
- Dr Kastner advised of mental health services and NJ Handle with Care

Public Comment-

- **Melissa Stowers, 26 Rachel Ct Clinton re: considering longer school day and high school readiness of 8th grade students**
- **Bob Stowers, 26 Rachel Ct Clinton re: format of these meetings/clarity for home viewers, parent survey results, key lessons learned in the first 2 months of instruction re student success, retention of learning comment.**
- **Melissa Stowers, 26 Rachel Ct Clinton re: confirming comment of books being sent home as much as possible.**

7. Personnel

RESOLUTION 2020-2021: 45

APPROVE PERSONNEL ITEMS A-D

Mr. Sabatino moved, seconded by Mrs. Linfante , and passed unanimously by a roll call vote, 4-0, to approve motions for **PERSONNEL ITEMS A-D** for the 2020-2021 school year.

A. Childcare/Maternity Leave of Absence

<i>Motion: To approve a Maternity Leave of Absence and/or FMLA for listed staff :</i> (RESOLUTION 2020-2021: 45)		
Employee #	Effective	Att.
8019	1/4/2021	4
8115	1/4/2021	4A

B. Co-Curricular

Motion: To approve the following staff member(s) for the following co-curricular appointments for 2020-2021 if allowed by NJSIAA. (RESOLUTION 2020-2021: 45)

Position	Name	Rate/Salary
Yearbook	Tonya Reese and Debbie O'Grady	\$958.50 each(total \$1917)
Basketball Girls	Joe Harris	\$4081.00
Basketball Boys	Tim Bidwell	\$4081.00
Cheerleading	Amy Brenner	\$4081.00

C. Substitutes

Motion: To approve the following substitutes for the 2020-2021 School Year: (RESOLUTION 2020-2021: 45)

Position	Name	Rate/Salary
Substitute Teacher	Sarah Bobrowski	\$95.00 per diem
Substitute Teacher	Erika O'Dell	\$95.00 per diem
Substitute Teacher	David Kelleher	\$95.00 per diem

D. Resignation

Motion: To approve the resignation Kaitlyn Rooney effective December 18, 2020. Attachment #4B (RESOLUTION 2020-2021: 45)

8. Curriculum, Instruction, Assessment, & Technology**A. Professional Development**

RESOLUTION 2020-2021: 46

APPROVE PROFESSIONAL DEVELOPMENT

Mrs Linfante moved, seconded by Mr. Sabatino and passed by roll call vote, 4-0, 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
Smart but Scattered	12/14/2020	Jenine Kastner	\$119	\$0	\$119
5 Steps to Engage and Motivate Employees	14 days from date of purchase (11/1/2020)	Carolyn Schorr	\$26.00	\$0	\$26.00
Conference for School-Based Speech-Language Pathologists	12/1/2020	Nicole Vazquez; Amanda Thomas	\$578.00	\$0	\$578.00

B. Field Trips NONE

C. Curriculum Approval

RESOLUTION 2020-2021: 47

APPROVE CURRICULA REVISIONS

Mrs Linfante moved, seconded by Mr. Sabatino and passed unanimously by a roll call vote, 4-0, to approve the following curricula revisions as listed on the cpsnj.org website:

Sign Language Geometry Algebra 1 Math K-8 Dance K-2, 3-5, 6-8 Theatre K-2, 3-5, 6-8
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**9. Policy and Regulations -
RESOLUTION 2020-2021: 48**

APPROVE POLICIES

Mrs Linfante moved, seconded by Mr. Sabatino, and passed by roll call vote, 4-0, to approve the listed First and Second Readings and Adopt or Repeal the Policies and Bylaws with Second Readings (summaries attached):

Policy #	Title	Action	Att. #
P1620	<p>Administrative Employment Contracts (M) (Revised) Policy Guide 1620 has been revised in response to a recent New Jersey Appellate Court case (<i>Wall Township Education Association v. Wall Township Board of Education</i>, DKT. NO. 252-10/17, Commissioner of Education, 01 June 2018). The Court overturned a Commissioner of Education decision regarding the public notice and hearing requirements for an administrative contract that is rescinded or terminated by the Board before it is due to expire and the parties agree to new employment terms. A Board of Education rescinded an existing Superintendent’s contract and provided the Superintendent with a new contract. The Board followed the statutory language and a New Jersey Department of Education (NJDOE) Guidance and did not provide public notice or have a public hearing. This action was challenged. The Commissioner upheld the written language of the law, the NJDOE Guidance, and the Board’s action indicating public notice and a public hearing is not required when an existing contract is rescinded and a new contract is approved. N.J.S.A. 18A:11-11 does not include the term “rescind” when indicating a public notice and hearing is required. The Appellate Court, on appeal, overturned the Commissioner’s decision and indicated the legislative intent of N.J.S.A. 18A:11-11 was to require a public notice and hearing under these circumstances, which was contrary to the Commissioner’s decision, NJDOE Guidance, and a Memorandum from the Executive County Superintendent. Policy Guide 1620 has been revised to require a public notice and hearing under these circumstances. In addition, Policy Guide 1620 has been revised to reflect P.L. 2019, Chapter 169 which, among other issues, abolished the Superintendent salary caps and made several revisions related to abolishing the salary caps in N.J.S.A. 18A:7-8, N.J.S.A. 18A:7-8.1, and N.J.S.A. 18A:17-19.2. Policy Guide 1620 is now mandated based on the Appellate Court case. Policy Guide 1620 is MANDATED</p>	2nd Reading	5
P1648	<p>Restart and Recovery Plan (M) (New) On June 26, 2020, the New Jersey Department of Education (NJDOE)</p>	2nd Reading	5A

	<p>published “The Road Back: Restart and Recovery Plan for Education” (NJDOE Guidance), a guidance document for reopening New Jersey schools in September 2020 during the COVID-19 pandemic. School districts are required to develop a Restart and Recovery Plan (Plan) for the reopening of schools for September 2020 that is consistent with the NJDOE Guidance. The NJDOE Guidance indicates each school district must develop, in collaboration with community stakeholders, the details of their Plan to reopen schools in September 2020. Strauss Esmay has developed a Plan Template a school district may use in developing their Plan.</p> <p>The Plan Template includes items a school district should incorporate into their Plan referred to as “anticipated minimum standards” in the NJDOE Guidance and identifies those areas where the school district must develop protocols that best fit the district’s local needs. The Plan Template is designed to have a school district insert its locally developed protocols into an Appendices section of the Plan Template, which would complete the school district’s Plan.</p> <p>Strauss Esmay has reviewed the NJDOE Guidance and identified those areas that require a Board Policy. In addition, we have identified areas in the NJDOE Guidance that indicate the school district “must” take specific action. Policy Guide 1648 – Restart and Recovery Plan is a Policy Guide that includes the areas in the NJDOE Guidance that <i>require</i> a Policy and areas in the NJDOE Guidance that indicate a school district <i>must</i> take specific action. Sections of the Policy Guide reference Appendices that must be attached to this Policy. These Appendices are the same locally developed protocols school officials included in the school district’s Restart and Recovery Plan.</p> <p>The school district must attach Appendices C, E, F, G, K, N, and O from the district’s Restart and Recovery Plan to Policy 1648 in order to meet the Policy requirements of the NJDOE Guidance.</p> <p>Strauss Esmay believes adopting one Policy that addresses the NJDOE’s Guidance and having to abolish just one Policy when this pandemic is over is preferred to revising six or seven policies now and then revising the same six or seven policies when this pandemic is over. This Policy Guide shall only be effective through the current COVID-19 pandemic and will take precedence over any existing district Policy or Regulation on the same or similar subject, unless determined otherwise by the Superintendent.</p> <p>Policy Guide 1648 is MANDATED</p>		
<p>P1648.0 2</p>	<p>Remote Learning Options for Families (M) (New) On July 24, 2020, the New Jersey Governor and Commissioner of Education published guidance titled “Clarifying Expectations Regarding Fulltime Remote Learning Options for Families 2020-2021”</p>	<p>2nd Reading</p>	<p>5B</p>

(Remote Learning Guidance), regarding full-time remote learning. The Remote Learning Guidance is in response to the COVID-19 pandemic and supplements the New Jersey Department of Education June 26, 2020 guidance document, “The Road Back: Restart and Recovery Plan for Education” (NJDOE Guidance). This Remote Learning Guidance includes an additional “anticipated minimum standard,” as this phrase is used throughout the NJDOE Guidance. This additional “anticipated minimum standard” (required component) provides that, in addition to the methods and considerations explicitly referenced in the NJDOE Guidance for scheduling students for in-person, remote, or hybrid learning, families/guardians (hereinafter referred to as “parents”) may submit, and school districts shall accommodate, requests for full-time remote learning.

To ensure clarity and consistency in implementation of such full-time remote learning, the Remote Learning Guidance requires Boards of Education adopt policies that address, at a minimum:

1. Unconditional Eligibility for Full-Time Remote Learning;
2. Procedures for Submitting Full-Time Remote Learning Requests;
3. Scope and Expectations of Full-Time Remote Learning;
4. Procedures to Transition from Full-Time Remote Learning to In-Person Services;
5. Reporting; and
6. Procedures for Communicating District Policy with Families.

Policy Guide 1648.02 has been developed to address the provisions in the Remote Learning Guidance, including all six areas listed above. Policy Guide 1648.02 must be adopted by the Board.

The Remote Learning Guidance requires school districts to provide a process for a parent to request full-time remote learning which shall be included in a school district’s Restart and Recovery Plan (Plan) in addition to the required methods and considerations explicitly referenced in the NJDOE Guidance for scheduling students for in-person, remote, or hybrid learning. Therefore, in addition to the Board adopting Policy Guide 1648.02, Policy Guide 1648.02 must be added to the school district’s Plan submitted to the Executive County Superintendent. The last provision in Policy Guide 1648.02 indicates this Policy Guide will also be included in the school district’s Plan as “Appendix Q – Remote Learning Options for Families.” Policy Guide 1648.02/Appendix Q provides the process for a student to transition into and out of full-time remote learning as required in the Remote Learning Guidance. This process will supplement the school district’s locally developed protocols for in-person and/or hybrid instruction and virtual/remote learning in the school district’s Plan “Appendix N –

	<p>Scheduling of Students.” Policy Guide 1648.02 has several options a school district must select regarding the written request from a parent to address a student transitioning between full-time remote and in-person services.</p> <p>This Summary, Policy Guide 1648.02, and a supplemental Appendix page for Appendix Q were made available for download under the “Policy Alerts” tab – “Other Downloads” section on our website, www.straussesmay.com, on July 31, 2020. This Policy Guide is mandated and must be adopted by the Board and also included under Appendix Q in the school district’s Plan.</p> <p>Policy Guide 1648.02 is MANDATED</p>		
P1648.03	<p>Restart and Recovery Plan – Full-Time Remote Instruction (M) (New)</p> <p>On August 13, 2020, the Governor of New Jersey signed Executive Order 175 indicating public school districts shall resume partial or full-time in-person instruction during the fall of school year 2020-2021. However, Executive Order 175 also indicates public school districts that are or become unable to satisfy the health and safety requirements for in-person instruction delineated in the NJDOE’s “Checklist for Re-Opening of School 2020-2021” and detailed in the “The Road Back: Restart and Recovery Plan for Education” (NJDOE Guidance), may provide full-time remote instruction to all students pursuant to N.J.S.A. 18A:7F-9.</p> <p>School districts that determine they cannot provide in-person instruction must submit documentation to the Department of Education that includes, among other things, a date by which the school or school district anticipates the resumption of in-person instruction. Policy Guide 1648.03 has been developed to incorporate the full-time remote instruction option addressed in the August 13, 2020 Executive Order 175.</p> <p>This new Policy Guide 1648.03 must be adopted by the Board and was made available for download under the “Policy Alerts” tab – “Other Downloads” section of our website, www.straussesmay.com, on August 20, 2020.</p> <p>Policy Guide 1648.03 is MANDATED</p>	2nd Reading	5C
P2431&R2431.1	<p>P 2431 – Athletic Competition (M) (Revised) R 2431.1 – Emergency Procedures for Sports and other Athletic Activity (M) (Revised)</p> <p>P.L. 2019, c. 292 was passed and is effective for the 2020-2021 school year. The new law was codified at N.J.S.A. 18A:40-41.11 through 18A:40-41.12 and requires school districts that include any of the grades six through twelve to establish and implement an emergency action plan for responding to a serious or life-threatening sports-related injury</p>	2nd Reading	5D

	<p>sustained while participating in sports and other athletic activities. N.J.S.A. 18A:40-41.11 outlines the required information that must be included in the emergency action plan and requires the plan to be reviewed annually and updated as necessary.</p> <p>Strauss Esmay has revised Policy Guide 2431 and Regulation Guide 2431.1 to comply with the requirements of the new law. Policy Guide 2431 now includes language required for districts with any grades six through twelve and is optional for a district without any of the grades six through twelve addressing the statutory requirement mandating a Board establish and implement an emergency action plan in accordance with N.J.S.A. 18A:40-41.11.</p> <p>The title of Regulation Guide 2341.1 has been revised to “Emergency Procedures for Sports and other Athletic Activity” to align with the new language in N.J.S.A. 18A:40-41.11 and 18A:40-41.12. Regulation Guide 2431.1 Section C. “Emergency Procedures” is now titled “Emergency Action Plan and Procedures” and has been revised to align with the language from the new law and outlines all of the requirements placed on school districts by N.J.S.A. 18A:40-41.11. This section of the Regulation Guide is required for a district with any grades six through twelve and is optional for a district without any of the grades six through twelve. These Policy and Regulation Guides are mandated.</p> <p>Policy Guide 2431 is MANDATED Regulation Guide 2431.1 is MANDATED</p>		
<p>P2464</p>	<p>Gifted and Talented Students (M) (Revised)</p> <p>P.L. 2019, c. 338 was passed and is effective for the 2020-2021 school year. The new law was codified at N.J.S.A. 18A:35-34 through 18A:35-39 and outlines the requirements placed on school districts regarding their Gifted and Talented Education Programs. Policy Guide 2464 has been updated to better align with the language in N.J.S.A. 18A:35-34 through 18A:35-39. The revisions include requirements regarding the accessibility and development of the Gifted and Talented Education Program, submission of an annual report to the New Jersey Department of Education (NJDOE), a complaint procedure for individuals who believe the district has violated N.J.S.A. 18A:35-34 through 18A:35-39, and notice requirements for the district’s policy on Gifted and Talented Education Programs.</p> <p>The corresponding Regulation Guide that outlines the identification and selection process and the program to be offered in a school district has not been revised as the NJDOE does not endorse a program or model and districts have local control over these issues. Therefore, the procedures in the Regulation Guide should be unique to each school district and should include the details of the school district’s program. Most importantly, all school districts must have a Board-approved</p>	<p>2nd Reading</p>	<p>5E</p>

	<p>Gifted and Talented Program for students in grades Kindergarten through twelve. The Program is mandated and the Policy must be adopted by the Board. This Policy Guide is the same Policy Guide that has been available for download on www.straussesmay.com since September 21, 2020.</p> <p>Policy Guide 2464 is MANDATED</p>		
P&R 5330.05	<p>Seizure Action Plan (M) (New)</p> <p>P.L. 2019, c. 290 was recently passed and codified at N.J.S.A. 18A:40-12.34 through 40-12.38. These new statutes require the parent of a student with epilepsy or a seizure disorder to submit the student's seizure action plan on an annual basis to the school nurse. The seizure action plan is a comprehensive document provided by the student's physician, advanced practice nurse, or a physician's assistant which includes information regarding the student's seizure history and treatment. The school nurse shall develop an individualized health care plan and an individualized emergency health care plan for the student provided the parent of the student annually provides to the Board written authorization for the provision of epilepsy or seizure disorder care. These plans shall be updated annually by the school nurse. The new statutes require the school district to coordinate epilepsy and seizure disorder care at school and ensure that all staff are trained in the care of students with epilepsy and seizure disorder, including staff working with school-sponsored programs outside the regular school day. School bus drivers, contracted and district-employed, shall be provided notice and information if they are transporting a student with epilepsy or a seizure disorder. New Policy and Regulation Guides 5330.05 have been developed to address the requirements of the new statutes and the school district's responsibility in caring for students with epilepsy and seizure disorders. These new statutes and the requirements of the law are effective for the 2020-2021 school year. Policy and Regulation Guides 5330.05 are mandated for all school districts.</p> <p>Policy Guide 5330.05 is MANDATED Regulation Guide 5330.05 is MANDATED</p>	2nd Reading	5F
P6440	<p>Cooperative Purchasing (M) Revised</p> <p>Policy Guide 6440 has been revised to reflect changes in N.J.A.C. 5:34-7 et seq. that governs Public School Contracts Law - Cooperative Purchasing and N.J.S.A. 18A:18A-11 that governs joint purchases by school districts. Policy Guide 6440 has been revised to include updated definitions for "lead agency", "registered members", "cooperative purchasing system", and "joint purchasing system". Language has been removed from this Policy Guide that was redundant. Two legal cites that were no longer accurate have been updated. Policy Guide 6440 is now mandated due to these statutory requirements.</p>	2nd Reading	5G

	<p>Policy Guide 6440 is MANDATED</p>		
<p>P&R 6470.01</p>	<p>Electronic Funds Transfer and Claimant Certification (M) (New)</p> <p>The New Jersey Department of Community Affairs (DCA) recently published Local Finance Notice, LFN 2018-13, providing guidance to public entities, including Boards of Education and Charter School Boards, on the use of electronic funds transfer (EFT) for payment of claims electronically. Updated administrative code N.J.A.C. 5:30-9A et seq. and N.J.A.C. 5:31-4 implementing N.J.S.A. 40A:5-16.5 provide the details for a school district and charter school using an EFT technology for payment of claims electronically in lieu of paper checks.</p> <p>School districts and charter schools operate under the provisions of N.J.S.A. 18A, but several provisions of the recently revised EFT administrative code for other public entities are available to school districts and charter schools. These provisions are outlined in the administrative code and LFN 2018-13. New Policy and Regulation Guides 6470.01 have been developed for school districts and charter schools that want to use EFTs for payment of claims. School districts and charter schools are not required to use EFTs for payment of claims, but N.J.S.A. 40A:5-16.5.a requires a Policy and Regulation for school districts and charter schools that decide to use EFTs for the payment of claims. Below is a summary of the provisions in the statute, administrative code, and LFN.</p> <p>N.J.S.A. 40A:5-16.5.b requires a policy specify the EFT methods that may be used to electronically pay claims. Policy and Regulation Guides 6470.01 indicate the EFT methods will be only those permitted by statute and code, which currently include wire transfers, e-checks, and automated clearing house (ACH) transfers.</p> <p>The statute and administrative code require the School Business Administrator/Board Secretary, as the Chief Financial Officer, to be responsible for the oversight and administration of the policy and to document and implement internal controls to mitigate the potential for fraud and abuse.</p> <p>The statute and administrative code require adequate segregation of duties between the initiation, authorization, and review functions associated with EFTs. Policy Guide 6470.01 assigns initiation of an EFT payment to the School Business Administrator/Board Secretary and the authorization to pay the claim using an EFT method to the Superintendent or a designee not under the direct supervision of the</p>	<p>2nd Reading</p>	<p>5H</p>

	<p>School Business Administrator/Board Secretary.</p> <p>The statute and administrative code require the School Business Administrator/Board Secretary, as the Chief Financial Officer, prepare EFT Activity Reports to be reviewed by an employee or non-employee (i.e. school auditor, accountant, Board President) on at least a weekly basis. Policy and Regulation Guides 6470.01 require these Activity Reports be provided to the Board at the first regular monthly Board meeting following the EFT transaction. The administrative code and LFN require these Activity Reports be maintained for audit. Board approval of the expenditures included on the weekly Activity Reports is not required because the EFT transaction only addresses the payment process after the Board has previously approved the payment of the claim on the bill list.</p> <p>The LFN and Policy and Regulation Guides 6470.01 require all EFT transactions be reconciled with bank statements and accounting records on a monthly basis.</p> <p><i>The LFN indicates several EFT options available to other governmental units are not available to school districts. The LFN indicates automated debits, payment services, procurement cards, bank charge cards, and charge cards issued by a specific vendor are not authorized for use by a Board of Education as indicated in the LFN and pursuant to law.</i></p> <p>The LFN indicates the Board should annually, at its reorganization meeting, approve the individuals with EFT responsibilities. Therefore, for Boards of Education the following individuals, with responsibilities outlined below, must be approved by the Board:</p> <ol style="list-style-type: none">1. School Business Administrator/Board Secretary - Shall be responsible to initiate a claim for payment using an EFT method that has been approved in accordance with the N.J.S.A. 18A:19-1 et seq. and Policy and Regulation 6470.01 and to make the payment once authorization is granted.2. The Superintendent of Schools or the Superintendent's designee not under the direct supervision of the School Business Administrator/Board Secretary - Shall be responsible to review and authorize, in writing, the EFT payment of claim using an EFT technology that was initiated and presented by the School Business Administrator/Board Secretary.	
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	<p>3. An employee, non-employee, Board President, or other individual who is not under the direct supervision of the School Business Administrator/Board Secretary - Shall be responsible to review all EFT weekly Activity Reports on all EFT-based transactions.</p> <p>Payment of claims using an EFT technology must strictly comply with statutes, administrative code, the LFN, and Policy and Regulation Guides 6470.01. A Board of Education that is considering the adoption of this Policy and Regulation should review N.J.A.C. 5:30-9A and 5:31-4 implementing N.J.S.A. 40A:5-16.5, the DCA's LFN 2018-13, and Policy and Regulation Guides 6470.01 with their Board auditor. These Policy and Regulation Guides should not be adopted by a Board of Education that does not want to permit EFT transactions for the payment of claims. However, Policy and Regulation Guides 6470.01 are mandated and must be adopted by a Board of Education to permit the use of EFT transactions for the payment of claims.</p> <p>Policy Guide 6470.01 is MANDATED Regulation Guide 6470.01 is MANDATED</p>		
<p>P&R74 40</p>	<p>School District Security (M) (Revised)</p> <p>P.L. 2019, c. 478 was passed and is effective for the 2020-2021 school year. The new law was codified at N.J.S.A. 18A:41-14 and requires school districts to annually conduct a school safety audit for each school building in the district using a checklist developed by the New Jersey Office of Homeland Security and Preparedness. The district must submit the completed audit to the New Jersey Office of Homeland Security and Preparedness and the New Jersey Department of Education. N.J.S.A. 18A:41-14 also outlines what is included on the checklist. Policy and Regulation Guides 7440 have been revised to address the new requirements outlined in N.J.S.A. 18A:41-14. Policy Guide 7440 has been revised to include language addressing the requirement the district annually conduct security audits in accordance with the new law. Regulation Guide 7440 has been revised to include a new section "H. Annual School Safety Audit for Each School Building" which thoroughly outlines the new law and the requirements for school districts. These Policy and Regulation Guides are mandated.</p> <p>Policy Guide 7440 is MANDATED Regulation Guide 7440 is MANDATED</p>	<p>2nd Reading</p>	<p>5I</p>

P7450	<p>Property Inventory (M) (Revised)</p> <p>In accordance with the updated “Uniform Minimum Chart of Accounts for New Jersey Public Schools and Approved Private Schools for Students with Disabilities” 2020-2021 edition published by the New Jersey Department of Education (NJDOE), Policy Guide 7450 has been revised to more accurately reflect the definitions of “equipment” and “supply”. The revised Policy Guide also includes language from the NJDOE’s chart of accounts that states the Board will use the criteria outlined in the revised definitions to make distinctions when recording property inventory in the district. An outdated New Jersey administrative code cite was also removed. Policy Guide 7450 is now mandated in accordance with the “Uniform Minimum Chart of Accounts”.</p> <p>Policy Guide 7450 is MANDATED</p>	2nd Reading	5J
P&R 7510	<p>Use of School Facilities (M) (Revised)</p> <p>P.L. 2019, c. 480 was approved and is effective for the 2020-2021 school year. The new law revised N.J.S.A. 18A:41-7 and requires school districts ensure all persons who supervise youth programs that are not sponsored by the school district and operate a program in a school district building before or after hours, are provided with information and training on the school district’s practices and procedures on school safety and security, including non-confidential information on school building security drills, evacuation procedures, and emergency response protocols. It is the responsibility of the organization that sponsors the youth program to train the program’s employees and volunteers on school security and emergency procedures in the school building where the youth program is located. The organization shall submit a statement of assurance to the district indicating this training has been completed.</p> <p>Policy and Regulation Guides 7510 have been revised to reflect the changes to N.J.S.A. 18A:41-7 and provides districts with language that is in compliance with the new mandates. Policy Guide 7510 has been revised to include a statement that the Board shall provide the safety and security information to the organization that sponsors the youth program in accordance with N.J.S.A. 18A:41-7. Regulation Guide 7510 has been revised to include a new section “G. Provision of Training on School Safety and Security” which thoroughly outlines the new requirements of</p>	2nd Reading	5K

	<p>the law.</p> <p>Strauss Esmay recommends the plan the district provides to organizations that sponsor and host youth programs on school grounds be the district's safety and security plan with all confidential information on school security drills, evacuation procedures, and emergency response protocols removed.</p> <p>Most school districts have a locally-developed Use of School Facilities Policy and Regulation. If a district is not using Strauss Esmay's Policy and Regulation Guides 7510, it is strongly recommended the N.J.S.A. 18A:41-7 provisions on school safety and security training be incorporated into the district's current locally-developed Use of School Facilities Policy and Regulation. Due to the new requirements mandated in N.J.S.A. 18A:41-7, Policy and Regulation Guides 7510 are now mandated.</p> <p>Policy Guide 7510 is MANDATED Regulation Guide 7510 is MANDATED</p>		
P8420	<p>Emergency and Crisis Situations (M) (Revised)</p> <p>P.L. 2019, c. 480 was approved and is effective for the 2020-2021 school year. The new law revised N.J.S.A. 18A:41-7 and requires school districts to ensure that individuals employed in the school district in a substitute capacity are provided with information and training on the school district's practices and procedures on school safety and security. The revision to the statute requires the substitute employee be trained in instruction on school security drills, evacuation procedures, and emergency response protocols. Strauss Esmay has revised Policy Guide 8420 to include the new language in N.J.S.A. 18A:41-7 regarding substitute employees. Policy Guide 8420 is mandated.</p> <p>Policy Guide 8420 is MANDATED</p>	2nd Reading	5L
P8561	<p>Procurement Procedures for School Nutrition Programs (M) (Revised)</p> <p>The New Jersey Department of Agriculture (NJDA) has been conducting audits of school districts to verify compliance with the new Federal regulations regarding procurement procedures for the United States Department of Agriculture's (USDA) School Nutrition Programs. Strauss Esmay worked with the first school district in the State audited under these new requirements and the NJDA to develop Policy Guide 8561 to ensure compliance with the USDA's new regulations. Policy</p>	2nd Reading	5M

	<p>Guide 8561 was provided to school districts in Policy Alert 215 - April 2018 and revised in Policy Alert 216 - July 2018 to include minor revisions released by the NJDA. Strauss Esmay also revised the “Federal Funds Procurement Method Selection Chart” in the Appendix in January 2019 after there were additional revisions announced by the NJDA.</p> <p>Strauss Esmay was notified by the NJDA that their model policy, which was the basis for Strauss Esmay’s Policy Guide 8561, was revised in August 2020. We have included these revisions in Policy Guide 8561 to be in compliance with the NJDA’s guidance.</p> <p>Please be advised the NJDA has requested general procurement questions be directed to Emma Davis-Kovacs at (609) 984-1438 or emma.davis-kovacs@ag.nj.gov. Questions specifically dealing with food service management company (FSMC) contracts should be directed to Nani Lepicard at (609) 984-0698 or nani.lepicard@ag.nj.gov.</p> <p>School districts participating in any USDA School Nutrition Program, either self-operated or with a FSMC, are required to adopt Policy Guide 8561 making Policy Guide 8561 mandated for those school districts. School districts not participating in a USDA School Nutrition Program are not required to adopt this Policy Guide.</p> <p>Policy Guide 8561 is MANDATED</p>		
<p>P1631</p>	<p>Residency Requirement For Person Holding School District Office, Employment, or Postion</p> <p>Every person holding an office, employment, or position in a school district shall have his or her principal residence in New Jersey in accordance with the provisions of N.J.S.A. 52:14-7.</p> <p>For the purpose of this Policy, “school district” means any local or regional school district established pursuant to Chapter 8 or Chapter 13 of Title 18A of the New Jersey Statutes and any jointure commission, county vocational school, county special services district, educational services commission, educational research and demonstration center, environmental education center, and educational information and resource center.</p> <p>For the purpose of this Policy, a person may have at most one principal residence and the State of a person's principal residence means the State where the person spends the majority of his or her nonworking time,</p>	<p>1st Reading</p>	<p>6</p>

	<p>which is most clearly the center of his or her domestic life, and which is designated as his or her legal address and legal residence for voting. Having a home in New Jersey is not significant enough by itself to meet the principal residence requirement of the law. The fact that a person is domiciled in New Jersey shall not by itself satisfy the requirement of principal residency.</p> <p>A person, regardless of the office, employment, or position, who holds an office, employment, or position in the school district on September 1, 2011, but does not have his or her principal residence in New Jersey on September 1, 2011, shall not be subject to this residency requirement of N.J.S.A. 52:14-7 while the person continues to hold office, employment, or position without a break in public service of greater than seven days.</p> <p>A person may request an exemption from the provisions of N.J.S.A. 52:14-7 on the basis of critical need or hardship. The request shall be made to a five-member committee established in accordance with the provisions of N.J.S.A. 52:14-7 to consider applications for such exemptions. The decision on whether to approve an application from any person shall be made by a majority vote of the members of the committee, and those voting in the affirmative shall so sign the approved application. If the committee fails to act on an application within thirty days after the receipt thereof, no exemption shall be granted and the residency requirement of N.J.S.A. 52:14-7 shall be operative.</p> <p>Any person holding or attempting to hold an office, employment, or position in violation of N.J.S.A. 52:14-7 shall be considered as illegally holding or attempting to hold the office, employment, or position; however, the person shall have one year from the time of taking the office, employment, or position to satisfy the requirement of principal residency. If such person fails to satisfy the requirement of principal residency as defined in N.J.S.A. 52:14-7 after the 365-day period, that person shall be deemed unqualified for holding the office, employment, or position. The Superior Court shall, in a civil action in lieu of prerogative writ, give judgment of ouster against such person, upon the complaint of any officer or citizen of the State, provided that any such complaint shall be brought within one year of the alleged 365-day period of failure to have his or her principal residence in this State.</p> <p>Notice of the residency requirements as outlined in N.J.S.A. 52:14-7 and this Policy should be provided to all existing persons holding office,</p>	
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	<p>employment, or a position in the school district and to candidates seeking to hold office, employment, or a position in the school district.</p>		
<p>P5615</p>	<p>Suspected Gang Activity Students that initiate, advocate, or promote unacceptable activities or conduct, openly or otherwise, and/or threaten the safety or well-being of others, disrupt the school environment and are harmful to the educational process in this school district. This unacceptable conduct, including but not limited to, physical or verbal harassing, intimidating, or bullying conduct; unlawful use of force; threats; violence; or other violations of the school district’s student code of conduct by a student or group of students directed toward any school staff member or any other student or group of students anywhere on school grounds, at any school related or sponsored activity, on school buses, at school bus stops, and any other place where students are supervised by school district staff will not be tolerated.</p> <p>In the event the Principal or designee believes any unacceptable activities or conduct was, or is being committed, for the benefit of, at the direction of, or in association with a group of three or more persons, the school staff will investigate further to determine if the conduct was committed by students representing a “criminal street gang” (hereinafter referred to as a “gang”) as defined in N.J.S.A. 2C:33-29.</p> <p>In accordance with N.J.S.A 2C:33-29, "criminal street gang" means three or more persons associated in fact. Individuals are associated in fact if: (1) two of the following seven criteria that indicate criminal street gang membership apply: (a) self-proclamation; (b) witness testimony or official statement; (c) written or electronic correspondence; (d) paraphernalia or photographs; (e) tattoos; (f) clothing or colors; (g) any other indicia of street gang activity; and (2) individually or in combination with other members of a criminal street gang, while engaging in gang-related activity, have committed or conspired or attempted to commit, within the preceding five years from the date of the present offense, excluding any period of imprisonment, one or more offenses on separate occasions of robbery, carjacking, aggravated assault, assault, aggravated sexual assault, sexual assault, arson, burglary, kidnapping, extortion, tampering with witnesses and informants or a violation of Chapter 11, Section 3, 4, 5, 6, or 7 of Chapter 35, or Chapter 39 of Title 2C of the New Jersey Statutes.</p> <p>If it is determined unacceptable activities or conduct was committed by</p>	<p>1st Reading</p>	<p>6A</p>

	<p>students representing a gang or by students that may be representing a gang, the Principal or designee will assign appropriate disciplinary action and will notify the parent of the victim(s) and the offender(s). The Principal or designee will also inform the Superintendent of Schools and local law enforcement.</p> <p>To further ensure the safety and well-being of all students in the district and to increase awareness within the school community regarding potential gang activity, students are prohibited from wearing while on school grounds, at any school related or sponsored activity, on school buses, and any other place where students are supervised by school district staff, any type of clothing or accessory that would indicate a student has membership in, or affiliation with, any gang associated with criminal activities pursuant to N.J.S.A. 18A:11-9.</p> <p>The parent of any student identified as being potentially involved in gang-related activities shall be notified by the Principal or designee. A student identified as being potentially involved in gang-related activities shall be offered appropriate counseling by school district staff.</p> <p>The Superintendent of Schools, Assistant Superintendent, Principal, or other administrator employed by the school district shall attend a gang education seminar program pursuant to N.J.S.A. 52:17B-4.7 within the first year of initial employment as an administrator in the district. The Superintendent of Schools, Assistant Superintendent, Principal, or other administrator shall be exempt from this requirement if the administrator has successfully completed a gang education seminar conducted by a public school district which is substantially equivalent to the seminar required pursuant to N.J.S.A. 52:17B-4.7. Other school staff members shall be provided in-service training on gangs and gang-related conduct and activities including, but not limited to, recruitment procedures; threats/intimidation; clothing; insignia; hand signs; symbols; graffiti; terminology; or other indicia of gang association.</p> <p>Information regarding gangs shall be shared by school district staff to local law enforcement officials and the school district's administrative staff members will encourage local law enforcement to share gang-related information with school officials.</p> <p>Nothing in this Policy shall supersede or negate any existing New Jersey law or Board Policy regarding student discipline and/or the school district's student code of conduct. This Policy shall be made available</p>		
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	to school staff, students, and parents.		
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10 . General Information: Business Administrator’s Report

A. Use of Capital Reserve for HVAC replacement over Media Center, Main Offices and Corridor by Gymnasium

RESOLUTION 2020-2021: 49 Authorize use of Capital Reserve for HVAC replacement

Mr. Sabatino moved, seconded by Mr. Sowell, and passed by roll call vote, 4-0, to authorize the appropriation from existing Capital Reserve account balance for HVAC replacement over the Media Center, Main Offices and Corridor by Gymnasium.

The bid opening is scheduled for Friday, December 11. Due to the continued maintenance issues with these units and the current COVID19 situation for upgraded requirements on ventilation and filtration for indoor areas, it is recommended by the architect that the district should seek emergency replacement prior to the start of switching of the system come Spring 2021. The proposal will be subject for review and approval by the County as it is not part of the Capital Project submitted with the 20-21 school budget.

B. Joint Transportation Agreement with HCESC

RESOLUTION 2020-2021: 50 Approve Joint Transportation / HCESC

Mr. Sabatino moved, seconded by Mr. Sowell,, and passed by roll call vote, 4-0, to approve the joint transportation agreement with HCESC in the amount of \$151,738.84 for Glen Gardner routes, school related activities transportation at \$60 hourly and \$95 for athletic/drop off only for 2020-21.

C. Monthly Minutes and Financial Approval

RESOLUTION 2020-2021: 51 APPROVE MONTHLY MINUTES & FINANCIALS

Mr. Sabatino moved, seconded by Mr. Sowell,, and passed by roll call vote, 4-0, to approve the Minutes and monthly financial transactions and reports items 1-5:

1. Approval of Board of Education Minutes from the October 14, 2020 Business Sessions. **(Attachment #7)** No executive session was held.
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 2020-2021 school year.

(Attachment #8, #8A)

Sept 2020	\$2,630,782.08
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3. Approval of the Bill List in the specified amounts **(Attachment #9)**

- a. General Account: \$1,085,718.63
- b. Cafeteria Account: \$ 5814.50

3-1. Approval of the Corrected General account Bill List total for bills paid 9/17/2020-10/8/2020 approved at the September meeting in the following corrected amounts **(Attachment #9A)**

- a. General Account: **\$626,145.89**
- Cafeteria Account: \$ 415.00

4. Checking Account Balances – September, 2020

- a. Student Activities \$ 66,184.91
- b. Cafeteria: \$ 15,402.21
- c. Payroll Agency: \$ 49,869.86
- d. Unemployment: \$ 79,956.55

5. Transfers in the amount of \$50,585.65 for October, 2020. **(Attachment #10)**

11. Correspondence NONE

12. New Business

A. Board meeting and Budget Calendar for 2021 (Attachment #11, #12)

- Mrs. Wang requests Board to review the scheduling of Board Meetings and Budget Calendar

B. Budget Goals for 2021

- Mrs. Wang is working with staff now to prep for budget and mentions impact of Lebanon Borough coming on board

C. Update on Chapter 44 Educator Health Plan

- Mrs. Wang updates on process and deadline of Dec 2, 2020 for staff to make a choice and will update the Board on financial impact.

D. Preparing for CEA Contract Negotiation

- Mrs. Wang will be working with the Negotiations team more toward the new year

13. Old Business

- A. **Dear Parents** - recently sent at the end of last month.
- B. **Board Liaison Reports**

Clinton Glen Gardner Board of Education Goals 2020-2021 & Clinton Public School Goals 2020-2021

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

Call for a 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 no longer exist.

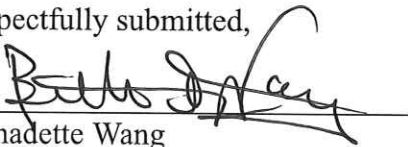
NO EXECUTIVE SESSION HELD

RESOLUTION 2020-2021: 52

ADJOURNMENT

Mr. Sabatino moved, seconded by Mrs Linfante and passed by roll call vote, 4-0, to adjourn the Board Meeting at 8:21 p.m.

Respectfully submitted,



Bernadette Wang
Business Administrator



Brendan McIsaac
President