

Clinton-Glen Gardner Board of Education
September 22, 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, and Mr. Craig Sowell
Also Present: Dr. Seth Cohen, Superintendent/Principal
Mrs. Bernadette Wang, Business Administrator/Board Secretary
Absent: Mrs. Lorraine Linfante, 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: 24

ACCEPT SCHOOL DATA REPORTS

Mr. Sabatino moved, seconded by Mr. Sowell, and passed unanimously by a roll call vote, 3-0, to accept the aforementioned monthly school data report, items 4A-E.

Superintendent/Principal's Report

- November 3, 2020 – Election Day.
Election Day will be a virtual instruction day for ALL students 12:45 dismissal for all.
- Dr. Cohen thank the staff, parents, custodians for all their work the last couple of months to allow the opening of the school
- The schedule is being reviewed and taking into consideration what will need to be adjusted based on the feedback learned the last two week
- Increase time for K-1 for face to face instruction. More to come as the plan takes shape

- Mr. Mc asked about the before and aftercare program the school is running. Right now, we have a wraparound from 12:45-3:00 for anyone who needs to be here. Aftercare starts at 3:00PM until about 5:30PM. The level of participation this year has not been the same as in previous year but all is working well

Assistant Principal- Curriculum Coordinator Report-

- Mrs. Turner noted that all activities have been in full swing since school started. Encourage parents to check their students' status with classwork as many grades have already well into their science project, reading assignment etc.
- Dear parents will be returning in October
- Any newsletter being distributed is geared towards the parents to allow them to be familiar with the instructions and events happening for the students

Dr. Cohen reiterated that Back to School Night this year will be set up a little differently. No large scale Google meet and teachers' have been busy preparing videos to provide updates to the parents.

There will be a parents' academy to showcase See Saw that will be utilized for the 1st and 2nd grades. There will also be a showcase for Google Classroom to help parents to view what it is like from the teachers' end in providing instruction to the students.

Student Representative Report- NONE

Clinton Education Association Report - NONE

Special Services Report-

- Dr. Kastner wanted to acknowledge Mrs. Weiss' services and contribution for her years at CPS. Wishing her the best for her upcoming retirement.
- The students are all making good progress since the opening of the school year
- Virtual training for parents will be starting to help parents to familiarize with the program
- Dr. Kastner also noted as mandated by the State, the school is also obligated to have the required fire drill, lock down, evacuation taking place at the school. Phase I has begun with getting the students familiar with the layout and process

Public Comment-

- Lynn Cataldo (parent) 41 Quarry Ridge Rd, Clinton NJ in the audience ask about the schedule for Foundations starting for this year?

Mrs. Turner responded that the assessment phase is still in process and a determination will be made on the starting date but most likely October is where it is at.

- Dominique Grasso (parent) 37 Sanitorium Rd, Glen Gardner, NJ, in the audience asked about timing of parents' training, why can't it start sooner?

Dr. Cohen stated the launch is scheduled for October but if the parents feel the need now, just call and we can do 1 on 1 as needed. We are totally here to accommodate and make sure the needs of the parents are met

- Dominique Grasso (parent) 37 Sanitorium Rd, Glen Gardner, NJ had a question on issue with internet connection that may affect the learning progress and subsequent lag in response during testing of the students

Dr. Cohen noted that the school is aware of the issue. We have just double the capacity for our internet service but Google Meet continues to be a problem. The school can offer the family use of the hot spot if the problem may be home connection and speed. Parents can also bring in the device to have it assessed to see where the problem might reside

- Lynn Cataldo (parent) 41 Quarry Ridge Rd, Clinton NJ in the audience asked about when the integration of science, social studies, arts and special will be starting.

Dr. Cohen indicated that social studies and science will start soon. Uncertain on the related arts on virtual days.

- Melissa Stowers(parent) 26 Rachel Court, Clinton NJ sent in question via email asking whether the administration is aware that for 1st grade, the primary tool used is See Saw and that it is a touch screen based technology which with chromebook is a disadvantage. Maybe suggest adding a mouse to help overcome the difficulties

Mrs. Turner confirmed that administration is aware that some Seesaw functionality is better suited to touch screen; however for our main purpose which is student/teacher communication, uploading of videos, and allowing recorded instructions and feedback Chromebook and Seesaw work well.

7. Personnel

RESOLUTION 2020-2021: 25

APPROVE PERSONNEL ITEMS A-F

Mr. Sabatino moved, seconded by Mr. Sowell , and passed unanimously by a roll call vote, 3-0, to approve motions for **PERSONNEL ITEMS A-F** for the 2020-2021 school year.

A. Staff approvals

Motion: To approve the following staff member for the listed position for the 2020-2021 school year:

Position	Name	Rate	Effective Date	Att.
School Nurse COVID 19 support	Jennifer Sedlacek	Step 10 BA	9/8/20	1.0 FTE
Temporary COVID 19 Teacher	Jennifer Rispoli	Step 1 BA	9/8/20	0.5 FTE
Aftercare	Heidi Singer	16.50	9/8/20	
	Barbara Plundeke	16.50	9/8/20	
	Robert Adase	16.50	9/8/20	
	Denem Teague	16.50	9/8/20	
	Kristin Ebersole	12.00	9/8/20	
	Lexi Kripetz	12.00	9/22/20	

B. Summer Work 2020-2021

Motion: To approve the following staff members for summer 2020 work:

Position	Name	Rate	Effective Date	Att.
Summer Tech Support NTE 15 hours	Tim Bidwell	44.00/hr	8/25/2020	
Summer Tech Support NTE 15 hours	Kyle Rehrig	44.00/hr	8/25/2020	
Covid 19 Prep NTE 30 hours	Mary Ellen Bowlby	44.00/hr	7/1/2020	
Health office records NTE 60 hours	Mary Ellen Bowlby	44.00/hr	7/1/2020	

C. Salary Increases

Motion: To advance the following teachers on the salary guide in accordance with CEA negotiated agreement:

Position	Name	Current Step and Salary	New Step and Salary	Effective	Att.
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Teacher	Cassie Rudd	BA30/Step 9 \$63,767	MA/Step 9 \$65,507	10/1/2020	
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D. Retirement

Motion: To approve with best wishes the retirement of Patricia Weiss effective 12/31/2020 (Attachment #4)

- Dr. Cohen emphasize Mrs. Weiss work at CPS and appreciate her years of service and wish her the best on retirement

E. Sub Custodian

Motion: To approve the following staff members for 2020-2021 substitute custodian roster		
Position	Name	Rate/Salary
Substitute Custodian	Cynthia Harris	\$16.00
Substitute Custodian	David Stoker	\$16.00

F. Substitute

Motion: To approve the following staff members for 2020-2021 substitute roster		
Position	Name	Rate/Salary
Substitute Teacher	Amanda Casalins	\$95.00 per diem

8. Curriculum, Instruction, Assessment, & Technology

A. Professional Development

RESOLUTION 2020-2021: 26

APPROVE PROFESSIONAL DEVELOPMENT

Mr. Sabatino moved, seconded by Mr. Sowell, and passed by roll call vote, 3-0, 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

NJASBO Academy 4 webinars	9/29,10/28,12/8 and 1/21/2021	Bernadette Wang	\$100	na	\$100
29th Annual School Health Conference	10/14/2020	Jen Sedlacek	\$200	na	\$200

B. Field Trips NONE

9. Policy and Regulations - NONE

10. Facility and Building Use NONE

11. General Information: Business Administrator’s Report

A. Revised 2019-2020 Extraordinary Aid

Mrs. Wang updated the Board on the revised 2019-20 ExAid revision due to the amendment of service cost originally submitted with the state

RESOLUTION 2020-2021: 27 ACCEPT 2019-20 EXTRAORDINARY AID

Mr. Sabatino moved, seconded by Mr. Sowell and passed by roll call vote, 3-0, to accept revised 2019-2020 Extraordinary Aid from the State of New Jersey in the amount of \$252,637 for special education student excess costs. The original amount was for \$286.392 and the revision was due to the amendment of costs associated with the services rendered. **(Attachment #5)**

B. 19-20 Monthly Financial Re-Approval

The re-approval of the 19-20 monthly financials is needed with the auditor’s visit to reflect the correct ending numbers that will be submitted to the county.

RESOLUTION 2020-2021: 29 RE-APPROVE MONTHLY MINUTES & FINANCIALS

Mr. Sabatino moved, seconded by Mr. Sowell and passed by roll call vote, 3-0, To re-approve the Minutes and monthly financial transactions and reports items 1-3:

1. 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 2019-2020 school year.

(Attachment #6)

June, 2020 **\$1,777,136.03**

previous approved amount \$1,804,582.84

2. Transfers in the amount of **\$331,077.58** for June, 2020. **(Attachment #7)**
previous approved amount \$204,266.48.
3. Bill List in the General Account of **\$488,022.03 (Attachment #8)**
previous approved amount of \$487,385.12

C. Monthly Minutes and Financial Approval**RESOLUTION 2020-2021: 30 APPROVE MONTHLY MINUTES & FINANCIALS**

Mr. Sabatino moved, seconded by Mr. Sowell and passed by roll call vote, 3-0, to approve the Minutes and accept monthly financial transactions and reports, following items 1-5.

1. Approval of Board of Education Minutes from the August 19, 2020 Business Sessions. **(Attachment #9)**
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 #10)

July, 2020 \$ 2,238,301.45

3. Approval of the Bill List in the specified amounts **(Attachment #11)**
 - a. General Account: \$686914.92
 - b. Cafeteria Account: \$ 0
4. Checking Account Balances – July, 2020
 - a. Student Activities \$ 60,039.09
 - b. Cafeteria: \$ 14,648.69
 - c. Payroll Agency: \$ 35,802.42
 - d. Unemployment: \$ 53,757.74
5. Transfers in the amount of \$429.06 for August, 2020. **(Attachment #12)**

D. Void Stale dated checks

Items on the voided stale checks as a result from cleaning up the records as recommended by the auditors during the 19-20 audit

RESOLUTION 2020-2021: 31 APPROVE VOID/REISSUE STALE CHECKS

Mr. Sabatino moved, seconded by Mr. Sowell and passed by roll call vote, 3-0, to approve the void/reissue of stale dated general account checks listed below:

Check # 18315	\$258.00	-	lost/reissued to vendor Elizabeth Claire
Check #18379	\$270.00	-	To be cancelled Raritan Valley college
Check #18531	\$12,874.04		lost/reissued to Treasurer, State of NJ

E. Use of Maintenance Reserve for Fall Property Clean Up

Request use of Maintenance Reserve for Fall property clean up. The work would have been done normally in house but due to the impact of COVID19 this past summer for cleaning, installing and moving classroom, it was deemed necessary to have the outside service to maintain the appearance of the property

RESOLUTION 2020-2021: 32 APPROVE MAINT RESERVE USE/LANDSCAPING

Mr. Sabatino moved, seconded by Mr. Sowell and passed by roll call vote, 3-0 to authorize the appropriation from the existing Maintenance Reserve account balance of \$5,925 for fall property clean up to be done by Ragozine's Landscaping LLC.

11. Correspondence

- Thank you letter from the Clinton Education Association to the Board for stocking the teachers room for the start of the 20/21 school year with treats! (**Attachment #13**)

12. New Business**13. Old Business**

- A. Dear Parents will be scheduled to be sent out in October
- B. No updates for Board Liaison Report

Discussion between Mr. Mc and Dr. Cohen regarding the strategic planning process for the coming years for the Board. The thought is to engage the outside consulting service that the Board had used previously to provide the workshop again in identifying goals and shaping up the landscape for the next cycle.

Mr. Sabatino interjected that the Board should consider looking beyond the 5 years as we are in uncharted territory as the impact of the pandemic has forced the district to think in a much longer term and a different light of where this might take us.

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.

Clinton Public School Goals 2020-2021

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

Add one more goal

Public Comment-

Dominique Grasso (parent) 37 Sanitorium Rd, Glen Gardner, NJ from the audience asked the Board the status of moving towards a full day session. She teaches in a private school environment where they are in full day sessions with break out for lunch by group. She thought this would be something the school might be considering to get back to a full day instruction routine.

Dr. Cohen acknowledged that this is definitely something we will be thinking about but just not at this time because we are still trying to work through the current issues to provide the best setting for learning as we can.

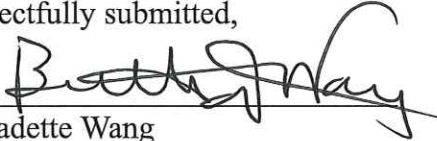
Executive Session NONE

RESOLUTION 2020-2021: 33

ADJOURNMENT

Mr. Sabatino moved, seconded by Mr. Sowell and passed by roll call vote, 3-0, to adjourn the Board Meeting at 8:00 p.m.

Respectfully submitted,



Bernadette Wang
Business Administrator



Brendan McIsaac
President