



Clinton-Glen Gardner Board of Education

June 9, 2021

All purpose room at CPS 7:00pm

WORK AND BUSINESS SESSION AGENDA

Action may be taken

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

1. Call to Order

2. Opening Statement:

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.

3. Roll Call

4. 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 May (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.*

5. Superintendent/Principal's Report

A. Student Representative Report

B. Clinton Education Association Report

C. Assistant Principal- Curriculum Coordinator Report

D. Special Services Report

6 Public Comment

American Rescue Plan (ARP) Act

7. Personnel

A. Salary Increases

<i>Motion: To advance the following teacher on the salary guide in accordance with CEA negotiated agreement:</i>					
Position	Name	Current Step & Salary	New Step & Salary	Effective	Att
Teacher	Kristen Pignio	BA15+/Step 7 \$60897 (2020-2021)	BA30+/Step 8 (2021-2022) \$64782	8/31/2021	

B. Staff Approval

<i>Motion: To approve the following staff members for the listed positions for the 2020-2021/2021-2022 school year:</i>				
Position	Name	Rate/Salary	Effective	Att.
Substitute Teacher	Emma Graham	\$95.00 per diem	06/09/21 pending completion of paperwork	

Substitute Teacher/Nurse/Secretary	See Attachment	\$12.00/hour Secretary \$95.00 per diem Teacher \$200.00 per diem Nurse	2020-2021/2021-2022	Attachment #4
Special Education Teacher	David Kelleher (pending certification)	Step 1 BA \$56,542	2021-2022	Attachment #4a
Elementary .5 ESSR Grant Funded	Mary Ann Gallaway	Step 1 BA \$28,271	2021-2022	Attachment #4b
Elementary Teacher	Jennifer Rispoli	Step 2 BA \$57,542	2021-2022	Attachment #4c
ESL/Special Education	Amy D'Esposito (pending certifications)	Step 1 MA	2021-2022	Attachment # 4d

C. Aftercare Directors

<i>Motion: To approve the following staff members to serve as Aftercare Directors for the 2021-2022 school year.</i>		
Name	Title	Stipend

D. Summer Office & Clerical

<i>Motion: To approve the following staff member(s) to serve as office and clerical support during the summer of 2021 NTE 60 hours total split between approved staff listed below or previously approved</i>		
Name	Hours	Rate
		\$16

E. Co-Curricular 2020-2021

Motion: To approve the following staff member(s) for the following co-curricular appointments for 2020-2021:

Activity	Staff Member	Rate
Chess Club	Tom Larkin	\$1035.00

F. Co-Curricular 2021-2022

Motion: To approve the following staff member(s) for the following co-curricular appointments for 2021-2022

Activity	Staff Member	Rate
Soccer - Girls		
Soccer - Boys	Tim Bidwell	\$2314.00
Cross Country	Kate Lascelle	\$2314.00
Volleyball	Evelyn Ferro	\$2102.00
Basketball - Boys	Tim Bidwell	\$4208.00
Cheerleading		
Basketball - Girls	Joe Harris	\$4208.00
Baseball	Tim Bidwell	\$2314.00
Softball	Jamie Friedel	\$2314.00
Golf	Tom Larkin/Stacy Viotto	\$2102.00/2
Athletic Director	Joe Harris	\$2769.00
Peer to Peer Leader #1	Tim Bidwell	\$1399
Peer to Peer Leader #2	Angela McVerry	\$1399
Team Leader Specials	Tim Bidwell	\$1067.00
Team Leader K-2	Elizabeth Hedden	\$1067.00
Team Leader 3-4	Kate Metelitsa	\$1067.00
Team Leader 5-8	Jessica Latanzio Crespo	\$1067.00
Team Leader 5-8	Jennifer Merrigan	\$1067.00
Team Leader Special Ed	Judith Liptak	\$1067.00
I&RS #1	Toni Cespedes	\$1067.00
I&RS #2	Denise Grimm	\$1067.00
I&RS #3		\$1067.00
I&RS #4		\$1067.00
I&RS #5	Carolyn Schorr	\$1067.00
I&RS #6	Allyson Kubik	\$1067.00
I&RS Nurse	Jennifer Sedlacek	\$1067.00
Middle School Coordinator	Jessica Latanzio Crespo	\$6309.24
Character Ed Coord. #1	Amy Brenner	\$1399.00
Character Ed Coord. #2	Tim Bidwell	\$1399.00
Team Create #1	Amy Brenner	\$1067.00
Team Create #2	Kate Lascelle	\$1067.00
Future Cities #1	Amy Brenner	\$1067.00
Future Cities #2	Kate Lascelle	\$1067.00
Aim High Session 1	Denise Grimm	\$1067.00

Aim High Session 1	Debra Nolan	\$1067.00
Aim High Session 1	Katherine Metelitsa	\$1067.00
Aim High Session 1		
Aim High Session 2		
Aim High Session 2		
Aim High Session 2		
Aim High Session 2		
Spring Musical Director	Laurie Ruch	\$4208
Spring Musical Asst Dir #1	Suzanne Lauricella	\$1394.00
Spring Musical Asst Dir #2	Tonya Lunger	\$1394.00
Spring Musical Asst Dir #3a	Stephanie Evans	\$1394.00
Spring Musical Asst Dir #3b		
3rd Grade Musical Director	Laurie Ruch	\$1067.00
3rd Grade Musical Asst Dir #1a	Sue Haney	\$535.50
3rd Grade Musical Asst Dir #1b	Lisa Rizzi	\$535.50
4th Grade Musical Director	Laurie Ruch	\$1067.00
4th Grade Musical Asst Dir #1a	Lisa Rizzi	\$535.50
4th Grade Musical Asst Dir #1b	Stephanie Evans	\$535.50
Student Council 5&6 Grade	Denise Grimm	\$1399.00
Student Council 7&8 Grade	Jessica Latanzio Crespo	\$1399.00
Yearbook	Toni Cespedes	\$1976.00
Archery Club	Tim Bidwell	\$1067.00
Archery Club	Amy Brenner	\$1067.00
Chess Club	Tom Larkin	\$1067.00
Art Club	Suzanne Lauricella	\$1067.00
Technology Student Assoc.	Evelyn Ferro	\$1067.00
Chill Zone/Game Board Club	Judith Liptak	\$1067.00
Science Club	Stacy Viotto	
Robotics & Engineering Club	Evelyn Ferro	\$1067.00
Home Basketball Supervision	Joe Harris-Barb Plundeke-Robert Adase	\$75 per event
Color Guard Club	Stepahie Evans	\$1067.00

G. Extended School Year Staff & Summer Enrichment

Motion: To approve the following staff members to serve extended school year roles as listed below per negotiated agreement: 2021-2022:

Name	Position	Hours/Rate
Tom Larkin Tonya Lunger Joe Harris Jen Merrigan	Summer Erichment	

Jen Rispoli Suzanne Lauricella Jessica Latanzio		
Lexi Kripetz	Summer Enrichment Helper	
Debra Wellet	ESY SUB	
Emma Graham	ESY AIDE SUB	

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
NJASBO 2021 virtual conference	June 9-11	Bernadette Wang	\$0		\$0

B. Field Trips

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

Date	Grade	Destination	Cost per student
None			

9. Policy and Regulations

Motion: 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. #
	None		

10. General Information: Business Administrator's Report

A. Fiscal Year-end Reserve Deposits

Motion: To deposit into the following Reserves as of 6/30/2020:

Reserve	Current Balance	Maximum Deposit
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Capital	\$760,970	\$750,000
Maintenance	\$406,069	\$500,000

B. Annual School Year Approval, Adoptions and Authorizations

Motion: *To approve the listed for the 2021-2022 school year*

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> A. <i>Hunterdon County Democrat</i> B. <i>Courier News (alternate)</i> C. <i>Express Times (alternate)</i>
4.	<i>To approve Matthew Giacobbe of Cleary, Giacobbe, Alfieri and Jacobs as general legal counsel and Wilenz Goldman & 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 & Co., CPA's, PC 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, Inc as the Board's Broker of Record for medical insurance.</i>
10.	<i>To name Brown & Brown as the Board's Broker of Record for dental insurance.</i>
11.	<i>To appoint Arthur Gallagher & Company as our school commercial package insurance agent and NJSIG as General Insurance & Workers Compensation Provider.</i>
12.	<i>To approve Horizon of New Jersey for Health and Dental Insurance.</i>
13.	<i>To appoint Educational Consortium as the E-Rate Consultant.</i>
14.	<i>To appoint CDK Systems and R&L Payroll for Personnel and Payroll processing.</i>
15.	<i>To appoint Dr. Ronald Frank, M.D. as School Physician.</i>

16.	To approve Bayada Nursing and Hunterdon Medical Center for alternate mandated nursing services, as needed.
17.	To appoint the Town of Clinton Police Chief as attendance officer.
18.	To authorize the following signatures for the depositories of the Board of Education: A. <u>General Account</u> (3 Signatures) President, Business Administrator, Treasurer B. <u>Payroll Account</u> (1 Signature) Treasurer C. <u>Payroll Agency Account</u> (1 Signature) Treasurer D. <u>Student Activities Account</u> (2 Signatures) Supt/Principal, Business Administrator E. <u>Cafeteria Account</u> (2 Signatures) Supt/Principal, Business Administrator F. <u>Unemployment Account</u> (Any 1 Signature) Business Administrator, Treasurer G. <u>Capital Reserve</u> (Any 2 Signatures) President, Business Administrator, Treasurer H. <u>Emergency Reserve</u> (Any 2 Signatures) President, Business Administrator, Treasurer I. <u>Capital Projects Account and Sweep</u> (Any 2 Signatures) President, Business Administrator, Treasurer
19.	To designate the listed banks as approved depositories, while authorizing the School Business Administrator to select the depository offering the most financially beneficial services. A. Investors Bank B. Team Capital C. PNC Bank
20.	To adopt the existing curriculum guides and Curriculum Evaluation Schedule (on file in Main Office).
21.	To adopt Clinton-Glen Gardner Board of Education Policy Manual (on file in Main Office).
22.	To adopt the textbook list (on file in Main Office).
23.	To adopt the NJSBA Code of Ethics.
24.	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.
25.	To designate the Business Administrator/Board Secretary as school funds investor.
26.	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.
27.	To approve the listed Tuition Rates plus related services. A. Preschool Integrated \$1,950
28.	To appoint the Assistant Principal as district Affirmative Action Officer.
29.	To appoint the Assistant Principal as the 504 Compliance Officer.
30.	To appoint the School Nurse as the Chemical Hygiene Officer.
31.	To appoint the Guidance Counselor as the Anti-Bullying Specialist.
32.	To appoint the Director of Special Services as the Anti-Bullying Coordinator.
33.	To approve purchasing and contracting through the Hunterdon County ESC and the ESC of NJ and ACES as listed: A. Electricity/Gas

	<ul style="list-style-type: none"> B. General Supplies & Materials C. Equipment D. Janitorial Supplies E. Maintenance Contracting F. OT/PT Evaluation G. Paraprofessionals H. Glen Gardner Regular Bus Routes 															
34.	To participate in the Hunterdon County Educational Services Commission and Warren County Special Services transportation programs.															
35.	To appoint Bernadette Wang as Board Secretary/ Business Administrator.															
36.	To appoint the Vice-President of the Board as the Acting Secretary in the absence of the Board Secretary.															
37.	To appoint the Supervisor of Building & Grounds as the Asbestos Management Officer, AHERA Officer, Safety & Health Designee, Indoor Air Quality Designee, Integrated Pest Management Coordinator, and Right to Know Officer.															
38.	To appoint the School Business Administrator as the Custodian of Records.															
39.	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.															
40.	To appoint Kathleen Olsen as the School Treasurer.															
41.	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 CTA negotiated agreement.															
42.	To approve the Substitute Rates as: Teacher \$95/day, Nurse \$200/day, Sub Custodian \$16 or \$12/hour, and Secretary \$12/hour.															
43.	To appoint the Business Administrator as the Public Agency Compliance Officer for the purpose of affirmative action with public contracting															
44.	<p>To approve time & material maintenance work with Hunterdon County Educational Services Commission, Middlesex Regional Educational Services Commission, Morris County Cooperative Purchasing.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #d9ead3;"> <th style="text-align: left;">Maintenance Contractor</th> <th style="text-align: left;">Hourly Rate</th> <th style="text-align: left;">Service</th> </tr> </thead> <tbody> <tr> <td>Safe Schools Integrated Pest Management (formally doing business as Stank Environmental)</td> <td>\$195/month</td> <td>Pest Control</td> </tr> <tr> <td>Hobbie Heat & Power</td> <td>\$94/hour</td> <td>Boilers</td> </tr> <tr> <td>Republic Disposal</td> <td>\$453/month estimate</td> <td>Garbage Disposal</td> </tr> <tr> <td>Fire & Securities Technologies FAST</td> <td>\$2315. per proposal</td> <td>Fire & Security</td> </tr> </tbody> </table>	Maintenance Contractor	Hourly Rate	Service	Safe Schools Integrated Pest Management (formally doing business as Stank Environmental)	\$195/month	Pest Control	Hobbie Heat & Power	\$94/hour	Boilers	Republic Disposal	\$453/month estimate	Garbage Disposal	Fire & Securities Technologies FAST	\$2315. per proposal	Fire & Security
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45.	<p>To approve the listed Tax Shelter Annuities as approved vendors in the district 403B Plan:</p> <ul style="list-style-type: none"> A. Equitable Life Insurance Company (formerly AXA) B. Ameriprise Financial Service Inc. C. Lincoln Investment Planning D. Aspire 															

	<i>E. Security Benefit</i>
46.	<i>To adopt all other resolutions still in force as policy of the Board.</i>
47.	<i>To approve the Danielson 2011 and the MPPR model as the approved observation tools to comply with AchieveNJ.</i>
48.	<i>To approve all job descriptions as listed in the Board Office.</i>

C. 2021-2022 Lebanon Borough Tuition Contract Approval

Motion: To approve the 2021-2022 Lebanon Borough Tuition Contract for 9 sending students to the district.

D. 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 the May 18,2021 Work/Business and Executive Sessions. **(Attachment #5)**
2. Certification of the Secretary’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 #6)**

April, 2021 \$ 2,606,375.24

3. Approval of the Bill List in the specified amounts **(Attachment #7)**
 - a. General Account: \$ 472,212.10
 - b. Cafeteria Account: \$ 3,932.99
4. Checking Account Balances – April, 2021
 - a. Student Activities \$ 63,663.78
 - b. Cafeteria: \$ 6,021.91
 - c. Payroll Agency: \$ 26,709.97
 - d. Unemployment: \$ 83,397.44
5. Transfers in the amount of \$8,565.14 for May, 2021. **(Attachment #8)**

11. Correspondence

A. DONATION

Motion: To accept the following donation.

Donor	Amount
Coca-Cola give - based on community members participation (Attachment #9)	\$26.39

12. New Business

A. American Rescue Plan Act Elementary and Secondary School Emergency Relief

13. Old Business

A. Dear Parents

B. Board Liaison Reports

C. Board Goal 2020-21

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

Connections/Community Goal

D. District Goals for 2020-2021

14. Public Comment

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.

1. Superintendent's Evaluation

16. Motion: To approve the recommended 2021-2022 contract for Bernadette Wang, Business Administrator based on the Hunterdon County Office Of Education approval.
(Attachment #10)

17. Adjournment