

Clinton-Glen Gardner Board of Education
March 22, 2022
WORK AND 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:

Mrs. Moore called the meeting together at 7:01pm 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.

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:** Present: Mrs. Meghan Moore, Craig Sowell, Mrs. Lorraine Linfante,
Dr. Theresa Tsakalacos and Mrs. Ashley Dunker
Also Present: Dr. Seth Cohen, Superintendent/Principal
Mrs. Bernadette Wang, Business Administrator/Board Secretary

Dr Cohen recognized Mrs. Kate Lascelle, Governor's Educator of the Year and Mrs. Jennifer Sedlacek, Educational Service Provider of the Year followed by cake for celebrants and attendees.

4. Monthly School Data:

A. Enrollment Data Report (Attachment #1)

B. Student Suspensions:

1. In-School Suspensions: 1
2. Out-of-School Suspensions:

C. School Nurse's Report (Attachment #2)

D. Violence and Vandalism (EVVRS Data), HIB 1 investigation 0 confirmed

E. Fire Drill and Bus Evacuation Drill Report (Attachment #3)

RESOLUTION 2021-2022: 74

ACCEPT SCHOOL DATA REPORTS

Mrs. Linfante moved, seconded by Mr. Sowell, and passed unanimously by a roll call vote, 5-0 to accept the aforementioned monthly school data report, items 4A-E.

5. Superintendent/Principal’s Report

A. Student Representative Report NONE

B. Clinton Education Association Report -

Mrs. Palomba presented an update of the happenings around the school.

C. Assistant Principal- Curriculum Coordinator Report

Mrs. Turner presented information on the Literacy Program K-4, Readers/Writers workshops

D. Special Services Report -

Dr Kastner informed the Board on:

- preschool lottery on hold as SPED referrals and evaluations are tended to.
- Looking to schedule HIB training for parents as well as Dyslexia training.
- Annual review meetings are taking place.
- Safety drill notification for parents to allow for discussion at home

Dr Cohen discussed:

- still COVID contact tracing as needed
- musical Cinderella Wednesday 3/23 and 3/25 at 7 as well as live streaming
- 8th grade walk to town for lunch monthly to start at various town restaurants
- Appreciation for donations collected with assistance from Mrs. Latanzio and Mrs. Grimm and the Student Ambassador Club to be sent to Ukraine.

6. Public Comment NONE

7. Personnel

RESOLUTION 2021-2022: 75

APPROVE PERSONNEL ITEM B

Mrs Linfante moved, seconded by Dr. Tsakalakos, and passed unanimously by a roll call vote, 5-0, to approve motion for **PERSONNEL ITEM B:**

A. Staff Approval NONE

B. Co-Curricular 2021-2022

Activity	Staff Member	Rate
Archery	Michelle Gallagher (replacing Amy Brenner for the full 16 sessions)	\$1067.00
Aim High	Amy Brenner and Deb Nolan (will split a session)	\$1067.00 total

8. Curriculum, Instruction, Assessment, & Technology

RESOLUTION 2021-2022: 76 APPROVE PROFESSIONAL DEVELOPMENT

Mrs Linfante moved, seconded by Mrs. Dunker, and passed unanimously by a roll call vote, 5-0, to approve the following requests for professional development and travel related mileage in accordance with NJAC 18A: 11-12:

A. Professional Development

Program Name	Date	# Employees	Event Cost	Substitute Pay	Total Cost
NJAPSA Winter Academy Conference for Directors, Supervisors, CST, Principals, and Administrators	4/7/22	Jenine Kastner Toni Cespedes	\$199 +mileage	\$0	\$398 +mileage
NJ Association for Behavioral Analysis Annual Conference	4/1/22	Carolyn Schorr	\$300 +mileage	\$115	\$415 +mileage

B. Field Trips

RESOLUTION 2021-2022: 78 APPROVE FIELD TRIPS

Mrs Linfante moved, seconded by Mrs. Dunker and passed unanimously by a roll call vote, 5-0, to approve the following requests for field trips as listed:

Date	Grade	Destination	Cost per student
April 13, 2022	selected Art students	Hunterdon County Polytech	\$9.50
May 19, 2022	7th Grade	Hellericks Family Farm	\$43.00
May 6, 2022	2nd Grade	Turtle Back Zoo	\$24.50
May 13, 2022	4th Grade	Ellis Island Trip	\$34.00
April 29, 2022	3rd Grade	Hunts Mill Park	\$0.00

9. Policy and Regulations

RESOLUTION 2021-2022: 79 APPROVE POLICIES

Mrs Linfante moved, seconded by Dr. Tsakalakos, and passed unanimously by a roll call vote, 5-0, to approve the listed first readings and Adopt or Repeal the Policies and Bylaws with Second Readings (summaries attached):

<i>Motion: To approve the listed Second Readings and Adopt or Repeal the Policies and Bylaws with Second Readings (summaries attached):</i>			
Policy #	Title	Action	Att. #
P 2415.05	Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment (M) (Revised)	2nd Reading	4A
P & R 2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)	2nd Reading	4B
R 2460.30	Additional/Compensatory Special Education and Related Services (M) (New)	2nd Reading	4C
P 2622	Student Assessment (M) (Revised)	2nd Reading	4D
R 2622	Student Assessment (M) (New)	2nd Reading	4E
P 3233	Political Activities (Revised)	2nd Reading	4F
P 5541	Anti-Hazing (M) (New)	2nd Reading	4G
P 7540	Joint Use of Facilities (Revised)	2nd Reading	4H
P & R 8465	Bias Crimes and Bias-Related Acts (M) (Revised)	2nd Reading	4I
P 9560	Administration of School Surveys (M) (Revised)	2nd Reading	4J

10. General Information: Business Administrator's Report

A. Audit of 2020-2021 School Year by Bedard, Kurowicki & Co.**RESOLUTION 2021-2022: 80 ACCEPT 2020-2021 AUDIT, CAFR & CORRECTIVE ACTION PLAN**

Mrs. Linfante moved, seconded by Mrs. Dunker, and passed by individual roll call vote, 5-0, to accept the audit, CAFR and Corrective Action Plan for the 2020-2021 school year. The Clinton Public School Board acknowledged that it has reviewed the 2020-2021 audit report as required by N.J.S.A. 18A:23-5. (Attachment #7)

RESOLUTION 2021-2022: 81 APPROVE CLOSING CERTIFICATE FOR BOND

Mrs. Dunker moved, seconded by Mrs. Linfante, and passed by roll call vote, 5-0, to approve the closing certificate along with the supporting documentation to be completed by March 30, 2022 for a Bond Series 2022 issuance in the amount of \$985,000 at 2.16% maturing 03/15/2027.

C. 2022-2023 School Budget Tentative Approval**RESOLUTION 2021-2022: 82 2022-23 SCHOOL BUDGET PRELIMINARY APPROVAL**

Mrs Linfante moved, seconded by Dr. Tsakalagos and passed by individual roll call vote, all ayes, 5-0, that the preliminary budget be approved for the 2022-2023 school year and that the Business Administrator/Board Secretary be authorized to submit the following preliminary budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline of March 28, 2022.

The Board of Education of Clinton-Glen Gardner hereby adopts the following Preliminary budget for the 2022-23 school year:

The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the New Jersey Student Learning Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.

The proposed budget includes a \$30,000 reduction in Borough of Glen Gardner tax certification to be paid by the reserve set aside by the Borough for school tax relief in July 2009 when the district was merged.

The proposed budget includes the use of Capital Reserve transferred to the General Fund for the proposed renovation of two student bathrooms in the estimated amount of \$200,000 and paving around the perimeter following playground renovation in the estimated amount of \$40,000.

The proposed budget includes the use of Capital Reserved transferred to the Debt Service Fund of \$150,000 for the loss of State Aid due to the instrument sales occurring only in March of 2022 which delay the disbursement of State Aid for 22-23.

The proposed budget includes the use of the Emergency Reserve transferred to the General Fund for the use of loss of contribution due to Chapter 44 healthcare implementation in the amount of \$110,462.

Anticipated Enrollment 440

Expenditures

General Current Expense \$9,444,352

Capital Outlay \$ 390,000

Capital Interest \$ 650

Total Operating Budget \$9,835,002

Special Revenue Fund 217,176

Repayment of Debt 416,191

Revenue

Local Tax Levy-General \$7,813,804

Withdraw from Emergency Reserve \$110,462

Withdraw from Cap Res \$390,000

Misc Revenue \$15,755

Tuition \$520,278

State Aid \$ 984,703

Total Operating Budget \$9,835,002

Special Revenue Fund \$217,176

Debt Reserve \$150,000

Debt Service Aid \$83,573

LocalTaxLevy-Debt \$182,553

		Budgeted Fund Balance	\$65
		Total Debt Fund	\$416,191
Total Expenditures	<u>\$10,468,369</u>	Total Revenue	<u>\$10,468,369</u>

As per NJAC 6A:34B-1.2(b), the proposed budget provides for a maximum expenditure amount that may be allotted for travel and expense reimbursement.

The 2022-2023 tentative budget includes a maximum travel appropriation of \$25,000.

The School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded.

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

RESOLUTION 2021-2022: 83 APPROVE BUSINESS ADMINISTRATOR ITEMS D-H
 Dr. Tsakalakos moved, seconded by Mrs Linfante, and passed unanimously by a roll call vote, 5-0, to approve the following items, **D-H**:

D. Monthly Minutes and Financial Approval

Motion: To approve the Minutes and monthly financial transactions and reports items 1-5:
RESOLUTION 2021-2022: 83

1. Approval of Board of Education Minutes from the February 23, 2022 Work/Business Session (**Attachment #6**)
2. Certification of the Secretary’s and Treasurer’s report that the cash receipts, cash expenditures, and cash balances in the specified amounts, are in agreement and further approve that in compliance with NJAC 6:20-2.13E, that no major account or fund has been over-expended and that as of the date of their reports there are sufficient funds available to meet financial obligations for the remainder of the 2021-2022 school year.
(Attachment #7)

January 2022 \$3,171,717.27

3. Approval of the Bill List in the specified amounts (**Attachment #8**)
 - a. General Account: \$1,015,062.08

- b. Cafeteria Account: \$ 299.00
- 4. Checking Account Balances – January 2022
 - a. Student Activities \$ 36,744.65
 - b. Cafeteria: \$ 34,693.31
 - c. Payroll Agency: \$ 9,345.58
 - d. Unemployment: \$ 87,310.47
- 5. Transfers in the amount of \$71,161.49 for February, 2022. **(Attachment #9)**

E. Tuition and related costs for outgoing Special Education Student(s)

Motion: to approve the below Special Education Tuition and related services contract rates for the 2021-2022 School Year (to be prorated to date of enrollment): RESOLUTION 2021-2022: 83			
Initials/School Student ID#	Receiving District	Service	Est Tuition Cost
TC/3084516264	SCESC/Somerset Elementary Academy	21/22 Tuition	\$57,849.00
TC/3084516264	SCESC/Somerset Elementary Academy	OT 1x/week; Speech 2x/week	\$350.80/month

F. Coordinated Transportation 22-23 school year

Motion: <i>To participate in the Hunterdon County Educational Services Commission coordinated transportation programs for the 2022-2023 school year. (Attachment #10) RESOLUTION 2021-2022: 83</i>

G. Painting for All Purpose Room

Motion: To authorize the Business Administrator the use of Maintenance Reserve for painting the All Purpose Room at the cost of \$44,000. Work to be completed by Northeastern Interior Services LLC. **(Attachment #11) RESOLUTION 2021-2022: 83**

H. Duct Cleaning at Clinton Public School

Motion: To authorize the Business Administrator the use of the Maintenance Reserve of \$13,888 for duct cleaning at Clinton Public School. The remainder of the total cost of \$43,888 will be

funded from ARP grant. Work to be completed by DRX Duct LLC. (Attachment #12)
RESOLUTION 2021-2022: 83

11. Correspondence

A. SEMI Waiver Approval Letter (Attachment #13)

12. New Business

21-22 Ethics and Financial Disclosure

13. Old Business

Referendum update: 3/29/22 last day for questions from contractors, 3/30/22 send out addendum, 4/8/22 open bids. 4/13/22 bid will be awarded at Board meeting.

Acknowledgement of Mrs. Wang for her efforts on the budget.

A. Dear Parents

B. Board Liaison Reports

- **Community Counsel - NJ Local Government week 4/3-4/9/22 several events, with hope of Town Hall for 7th and 8th grade**
- **PTO - Harlem Wizards vs CPS Staff to benefit CPS staff and students**

C. Motion to approve the 2022-2023 school year calendar (Attachment#14)

RESOLUTION 2021-2022: 84 APPROVE 2022-2023 SCHOOL CALENDAR

Mrs Linfante moved, seconded by Dr. Tsakalacos, and passed unanimously by a roll call vote, 5-0, to Approve the 2022-2023 School Calendar.

D. June 2022 Board meeting date status -Mrs. Wang asked the Board to advise if the June meeting can be rescheduled and advise if so.

Clinton Glen Gardner Board of Education Goals 2021-2022 & Clinton Public School Goals 2021-2022

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

Connections/Community Goal

14. Public Comment NONE

15. Executive Session

RESOLUTION 2021-2022: 85

ADJOURN TO EXECUTIVE SESSION

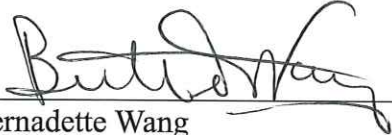
Mrs Linfante moved, seconded by Dr. Tsakalacos, and passed by roll call vote, 5-0, to adjourn to Executive Session at 8:40 pm in accordance with the Sunshine Law, Chapter 231, P.L. 1975, to discuss personnel matters. The matters discussed will be made public if and when the circumstances requiring confidentiality no longer exist; however, it is not presently known when such circumstances will exist.

RESOLUTION 2021-2022: 86


ADJOURNMENT

Mrs Linfante moved, seconded by Mrs Dunker, and passed unanimously by roll call vote, 5-0, to adjourn the Board Meeting at 9:27 pm.

Respectfully submitted,



Bernadette Wang
Business Administrator



Meghan Moore
President