

**Clinton-Glen Gardner Board of Education
BUSINESS SESSION MINUTES**

November 17, 2021

CPS All purpose room 7:00pm

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 7:01 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. Craig Sowell, Mrs. Lorraine Linfante, Mrs. Meghan Moore
 Also Present: Dr. Seth Cohen, Superintendent/Principal
 Mrs. Bernadette Wang, Business Administrator/Board Secretary
 Absent: Mr. Carl Sabatino

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 1 investigation 0 confirmed

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

RESOLUTION 2021-2022: 33

ACCEPT SCHOOL DATA REPORTS

Mrs Linfante moved, seconded by Mr. Sowell, and passed unanimously by a roll call vote, 4-0 to accept the aforementioned monthly school data report, items 1A-E

Assistant Principal- Curriculum Coordinator Report - Mrs. Turner

- Dear Parents went out virtual last week. Next in 2 weeks
- working with new teachers assigned mentors with various levels of support
- 1st assembly in school, mix of in person and online - VHS marching band and show choir
- After care is continuing to expand with high enrollment. Always looking for staff to help.

- **Mr. Sowell inquired about virtual Dear Parents delivery and desire to see paper return since the communication is important.**

Superintendent/Principal’s Report

- Tryouts for Grade 4 musical taking place. Spring tryouts soon for middle school.
- ESSR fund survey to be sent to community
- COVID is still a challenge. Publicly thanks all taking preventive measures.

Special Services Report -

- Mrs. McVerry and Mrs Duryea present regarding programs and Second Step learning.

-Mr McIsaac and Sowell acknowledge the need and importance for a strong guidance and support system in these times.

Student Representative Report NONE

Clinton Education Association Report NONE

Public Comment NONE

Presentation of Debt Service and the Referendum Process for Playground improvement and pending January referendum:

- **Mr. Solimine Bond Counsel**
- **Mr. Weiss BKC Auditor**
- **Mr. Gianforcaro Architect**

7. Personnel

RESOLUTION 2021-2022: 34

APPROVE PERSONNEL ITEMS A-C

Mrs Linfante moved, seconded by Mr. Sowell, and passed unanimously by a roll call vote, 4-0, to approve motions for **PERSONNEL ITEMS A-C:**

A. Staff approvals

<i>Motion: To approve the following staff member and rates for the listed position for the 2021-2022 school year:</i>				
Position	Name	Rate	Effective Date	Att.
Before/Aftercare	Catherine Kapigian	\$17.25	21/22 school year	
Substitute Teacher	Jennifer Adase	\$115.00 per diem	11/17/21 pending completed paperwork	

Substitute Teacher	Theresa Vitovitch	\$115.00 per diem	11/17/21 pending completed paperwork	
Substitute Custodian	David Stoker	\$16.00/hour	21/22 school year	
Substitute Teacher	Alexis Levers	\$115.00/day	11/1/2021	

B. Mentor

Motion:
 To approve Tracy Reinhardt as mentor for MaryAnn Gallaway the 2021-2022 school year.

C. Approve Lead Night Custodian Stipend Job Description (forthcoming)

Dr. Cohen clarifies: Same job description as night custodian with a few extra bullets of duties required

8. Curriculum, Instruction, Assessment, & Technology

RESOLUTION 2021-2022: 35 APPROVE PROFESSIONAL DEVELOPMENT

Mrs Linfante moved, seconded by Mr. Sowell, and passed unanimously by a roll call vote, 4-0, to approve the following requests for professional development and travel related mileage in accordance with NJAC 18A: 11-12:

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 seminar	11/7/21, 12/7/21	Bernadette Wang	0	0	0
NJASBO seminar	11/18/21	Bernadette Wang	\$100		\$100
NJASBO seminar	11/30/21	Bernadette Wang	\$50	0	\$50

B. Field Trips NONE**9. Policy and Regulations****RESOLUTION 2021-2022: 36****APPROVE POLICIES**

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

Policy #	Title	Action	Att. #
<p>P 1648.13</p>	<p>School Employee Vaccination Requirements (M) (New)</p> <p>On August 23, 2021, Governor Murphy signed Executive Order 253 requiring all public school districts, charter schools, parochial schools, and private school employees to be fully vaccinated or submit to COVID-19 testing at a minimum of one or two times per week. Executive Order 253 shall be effective October 18, 2021. Strauss Esmay has developed Policy Guide 1648.13 to address the vaccination and testing requirements of Executive Order 253. School districts were recently surveyed regarding their preference for their employees to be tested by a State's contractor or to be reimbursed by the State for the expense of testing of district employees provided by other means.</p> <p>Policy Guide 1648.13 satisfies the vaccination and testing policy requirement in Executive Order 253. However, Policy Guide 1648.13 must be supplemented by protocols to be developed by the school district that should be included in Appendix A of Policy Guide 1648.11 – The Road Forward Covid-19 – Health and Safety that was provided to school districts in Policy Alert 224 in August 2021. These protocols should include, but not be limited to, the vaccination verification process, testing intervals, the testing confirmation process, and other protocols the district needs to include in Appendix A of Policy Guide 1648.11. The Policy Guide 1648.11 Appendices can be found on the Strauss Esmay's website under the Policy Alerts tab – "Download Alert" section.</p> <p>The State may provide additional guidance on the vaccination and testing requirements of Executive Order 253 and Strauss Esmay will revise Policy Guide 1648.13 if needed. Our office did not want to wait for any additional guidance to provide Policy Guide 1648.13 to districts to begin the planning process for an October 18, 2021 implementation date. This is the same Policy Guide that has been available for</p>	<p>1st Reading</p>	<p>4a</p>

	<p>download on our website since August 30, 2021.</p> <p>A school district is required to comply with the provisions of Executive Order 253 and based on the importance of this issue during this pandemic, Policy Guide 1648.13 is mandated.</p> <p>Policy Guide 1648.13 is MANDATED</p>		
<p>P1648.14</p>	<p>Safety Plan for Healthcare Settings in School Buildings – COVID-19 (M) (New)</p> <p>New Jersey’s Public Employees Occupational Safety and Health (PEOSH) adopted Emergency Temporary Standard (ETS) issued by the Federal Occupational Safety and Health Administration (OSHA) aimed at protecting workers facing the highest COVID-19 hazards – those working in healthcare settings where suspected or confirmed COVID-19 patients are treated. The ETS are not written with any consideration to schools as nowhere in the ETS does it mention schools or school nurses’ offices. However, school districts have been informed by the New Jersey Department of Labor and Department of Education that the ETS applies to healthcare settings in schools, specifically a school nurse’s office and any adjoining clinical areas in a school district building.</p> <p>The ETS requirements included in 29 CFR §1910.502 Subpart U are very detailed and will require a school district to establish unique protocols to protect healthcare workers that work in healthcare settings in schools.</p> <p>Policy Guide 1648.14 has been developed to be in compliance with the ETS. Like most of the COVID-19 related Policy Guides this past year, Policy Guide 1648.14 requires appendices where a school district will include their locally developed protocols for healthcare settings and employees working in a healthcare setting in a school. These appendices are noted within the content of Policy Guide 1648.14 and there is an appendix page for each appendix attached to Policy Guide 1648.14 that provides a description of the information the district must include in the appendix. The Superintendent is required to appoint a COVID-19 Safety Coordinator who will have responsibilities outlined in the ETS and Policy Guide 1648.14.</p> <p>Strauss Esmay developed Policy Guide 1648.14 in accordance with the provisions of 29 CFR §1910.502 Subpart U and OSHA’s Model Policy.</p>	<p>1st Reading</p>	<p>4b</p>

	<p>Policy Guide 1648.14 includes Federal regulatory language relevant to school districts. Strauss Esmay also included language from the OSHA Model Policy in each appendix that is attached to Policy Guide 1648.14 to provide districts guidance for developing their local protocols. Strauss Esmay recommends school districts use information from their locally developed protocols included in their appendices developed for the Restart and Recovery Plan (Summer 2020) and 1648.11 (Summer 2021) to assist in developing appendices for Policy Guide 1648.14 as many of the protocols for Policy Guide 1648.14 have been previously developed by a school district to address the New Jersey Department of Education’s mandates and recommendations for the safe operation of the school district during the pandemic.</p> <p>The provisions of these ETS are required for all school districts that have a healthcare setting – school nurses’ office. Therefore, Policy Guide 1648.14 is mandated.</p> <p>Policy Guide 1648.14 is MANDATED</p>		
<p>P2425</p>	<p>Emergency Virtual or Remote Instruction Program (M) (New)</p> <p>P.L. 2020, c. 57 was approved on July 2, 2020 and codified under the already existing statute section, N.J.S.A. 18A:7F-9. The revised statute permits a school district to implement a Commissioner-approved program of virtual or remote instruction in the event the school district is required to close a school or the schools of the district for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure. These days of virtual or remote instruction will count toward the 180-day requirement. Strauss Esmay developed Policy Guide 2425 to address the new provisions of the statute.</p> <p>Policy Guide 2425 includes the statutory language stating the Commissioner shall allow a district to apply to the 180-day requirement established pursuant to N.J.S.A. 18A:7F-9, one or more days of a program of virtual or remote instruction provided to students on the day or days a school or schools of the district are closed. The program of virtual or remote instruction shall meet such criteria that may be established by the Commissioner of Education, is approved by the Board of Education, and is approved by the Commissioner of Education. A school district is required to submit their program of virtual or remote learning instruction to the New Jersey Department of Education (NJDOE) by October 29, 2021 for approval. Strauss Esmay</p>	<p>1st Reading</p>	<p>4c</p>

	<p>recommends a school district submit a program of virtual or remote instruction to the NJDOE for approval in the event the school district needs to close a school or the schools of the district for more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure.</p> <p>Policy Guide 2425 also addresses payment of compensation, benefits, and emoluments to district employees, contracted service providers, educational services commission, county special services school district, and a jointure commission, and under any shared services agreement and cooperative contract entered into with any other public entity during a school or school district closing as outlined in N.J.S.A. 18A:7F-9e.(1) through (4).</p> <p>Policy Guide 2425 is mandated for a school district that wants the option of implementing a virtual or remote program of instruction and having such a program count toward the 180-day requirement in accordance with the new provisions of N.J.S.A. 18A:7F-9.</p> <p>This is the same Policy Guide that has been available for download on our website since September 29, 2021.</p> <p>Policy Guide 2425 is MANDATED</p>		
<p>P 5751 R 5751</p>	<p>Sexual Harassment of Students (M) (Revised) Sexual Harassment of Students (M) (Revised)</p> <p>The United States Department of Education (USDOE) recently published a Final Rule amending the Federal Title IX regulations regarding sexual harassment of students by school employees, other students, or third parties. These new Federal regulations revise the definition of sexual harassment and include a detailed procedure on how public school districts must respond to allegations of sexual harassment. The Final Rule defines sexual harassment; requires the school district to designate a Title IX Coordinator; outlines notice requirements; and establishes reporting, investigation, hearing, and appeal process requirements. It is apparent there was little consideration given to the operations of a public elementary and secondary school district when these Federal regulations were developed as there is no reference to minor students; parents of minor students; Superintendent of Schools; a Board of Education; State laws; or other matters typically relevant in an elementary or secondary public school. These new regulations will be procedurally difficult; legally complex; labor intensive; and</p>	<p>1st Reading</p>	<p>4d</p>

	<p>time-consuming to implement.</p> <p>In addition, these new Federal regulations do not align with provisions of the New Jersey Anti-Bullying Bill of Rights Act (ABR) and do not relieve a school district from investigating allegations of sexual harassment under the Federal law even if there is a similar State law such as the ABR or New Jersey’s Law Against Discrimination.</p> <p>The USDOE – Office of Civil Rights recently released a fifty-six page document – Questions and Answers (Q & A) on the Title IX Regulations on Sexual Harassment (July 2021) to describe the Federal Office of Civil Rights (OCR) interpretation of a school district’s responsibility under Title IX related to sexual harassment. This Q & A provides some model policy language that could be used in a public elementary or secondary school district policy and procedure and addresses important questions that are helpful in developing updated Policy and Regulation Guides 5751. In summary, these Federal regulations require:</p> <ol style="list-style-type: none"> 1. Designation of a “Title IX Coordinator” to coordinate the school district’s efforts to comply with its responsibilities under the Federal regulations; 2. An “investigator,” who may be the Title IX Coordinator, to investigate alleged sexual harassment of a student; 3. A “decision-maker,” who may not be the Title IX Coordinator or investigator, to objectively evaluate the evidence and reach a conclusion about whether the respondent is responsible for the alleged sexual harassment; and 4. An “appeal officer,” who may not be the same person as the Title IX Coordinator, investigator, or decision-maker, to hear any appeals from the parties. <p>The new Federal regulations also include a complex grievance process that will require, at a minimum, consultation with the Board Attorney to ensure the process is being completed in accordance with the Federal regulations. In addition, the new Federal regulations do not address how the requirements of these regulations shall be implemented when a State has a similar statute, such as the ABR. Therefore, the revised Policy and Regulation Guides 5751 require all sexual harassment</p>		
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	<p>reports also be investigated in accordance with the requirements of the ABR and Policy Guide 5512.</p> <p>Policy and Regulation Guides 5751 have been re-written and school districts should replace their existing Policy and Regulation Guides 5751 with these updated versions. Policy and Regulation Guides 5751 are mandated and both should be adopted by the Board.</p> <p>Policy Guide 5751 is MANDATED Regulation Guide 5751 is MANDATED</p>		
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10. Facility and Building Use NONE

11. General Information: Business Administrator’s Report

A. Submission of a Special Ballot Question for January 25th, 2022 Special School District Election

RESOLUTION 2021-2022: 37 APPROVE SUBMISSION OF SPECIAL BALLOT QUESTION

Mrs Linfante moved, seconded by Mr Sowell, and passed unanimously by a roll call vote, 4-0, to approve the attached resolution of the Board of Education of Clinton Glen Gardner District in the County of Hunterdon, New Jersey providing for the submission of a special ballot question to the school district voter at a special school district election to be held on Tuesday January 25, 2022. (Attachment #5)

RESOLUTION 2021-2022: 38 APPROVE BUSINESS ADMINISTRATOR ITEMS B-C

Mrs Linfante moved, seconded by Mr Sowell, and passed unanimously by a roll call vote, 4-0, to approve the following items **B-C**:

B. 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 October 20, 2021 Business Session and Executive session. **(Attachment #6, 6A)**
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 2021-20212 school year.

(Attachment #7)

Sept 2021 \$3,491,998.95

3. Approval of the Bill List in the specified amounts **(Attachment #8)**

- a. General Account: \$ 830,077.50
- b. Cafeteria Account: \$ 15,372.63

3-1. Approval of the Corrected General account Bill List total for bills paid 9/22/2021-10/20/2021 approved at the October meeting in the following corrected amounts **(Attachment #9)**

- a. General Account: \$ **818,526.44**
- Cafeteria Account: \$ 33.05

4. Checking Account Balances – September, 2021

- a. Student Activities \$ 57653.52
- b. Cafeteria: \$ 11668.64
- c. Payroll Agency: \$ 4,108.47
- d. Unemployment: \$ 86,616.50

5. Transfers in the amount of \$0 for October, 2021. **(Attachment #10)**

C. Federal Grant American Recovery Plan Applications for 2021-2024.

Motion: To approve submission of the following Federal Grant American Recovery Plan for the duration of March 11, 2021 through September 30, 2024 school year.		
Grant	Amount	Allocation
ESSER	\$215,302	TBD
Accelerated Learning Coaching and Educator Support Grant	\$50,000	TBD
Evidence-Based Summer Learning and Enrichment Activities Grant	\$40,000	TBD
Evidence-Based Comprehensive Beyond the School Day Activities Grant	\$40,000	TBD
NJTSS Mental Health Support Staffing Grant	\$45,000	TBD

12. Correspondence Thank you note from the CEA to the Board for the apples from Mrs. Linfante.

A. Donations

RESOLUTION 2020-2021: 39

ACCEPT DONATION

Mrs. Linfante moved, seconded by Mr. Sowell, and passed unanimously by a roll call vote, 4-0, to accept the following donations:

Donor	Amount
Zachary Nekola (via Costco employee match program managed by Frontstream)	96.00

13. New Business

- A. Board Meeting and Budget Calendar for 2022 (Attachment #11, #12)**
- B. Budget Goals for 2022**
- C. Update on Chapter 44 Educator Health Plan Garden State Plan -**

Mr. McIsaac welcomes newly elected Board Members Theresa Tsakalagos and Ashley Dunker.

14. Old Business

- A. Dear Parents** Next in 2 weeks
- B. Board Liaison Reports** PTO- Dec 10 Trivia night
next roundtable Dec 16

Clinton-Glen Gardner Board of Education Goals 2021-2022

To complete the strategic planning process, building upon the 2016-2020 plan, charting a course for 2022-2027.

15. Public Comment

16. Executive Session NONE

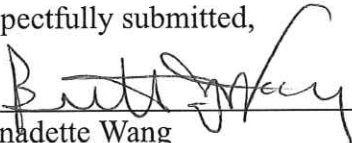
17. Adjournment

RESOLUTION 2021-2022: 40


ADJOURNMENT

Mr. Sowell moved, seconded by Mrs. Linfante , and passed by roll call vote, 4-0, to adjourn the Board Meeting at 8:12 pm.

Respectfully submitted,



Bernadette Wang
Business Administrator



Brendan McIsaac
President