

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

July 21, 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 7:00 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, Mrs. Lorraine Linfante, Mr. Carl Sabatino, Mr. Craig Sowell
 Also Present: Dr. Seth Cohen, Superintendent/Principal
 Mrs. Bernadette Wang, Business Administrator/Board Secretary
 Absent: Mrs. Meghan Moore

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 (EVRVS Data), HIB 1 investigation 0 confirmed

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

RESOLUTION 2021-2022: 1

ACCEPT SCHOOL DATA REPORTS

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

Superintendent/Principal's Report

- Dr Cohen offered thanks to all for the efforts in a challenging year.
- ESY/Summer Enrichment has the school busy with activity

Student Representative Report NONE

Clinton Education Association Report NONE

Assistant Principal- Curriculum Coordinator Report - Mrs Turner reports that Summer Enrichment is well attended and has been a great opportunity for a second look at lessons and for previous 100% virtual students to get back in the building

Special Services Report -

- HIB Reporting Period 2 next month
- Dr Kastner ESY and Summer Enrichment engaging in fun and learning activities. First harvest picked. Next year enhancements are expected in the Special Education program including progress monitoring, reading instructional enhancements, and 17 students transitioning to Middle School. Also adding a life skills component.

The Road Forward

- The Road Forward document discussed
- Full day, every day - Virtual not an option unless rare potential home instruction or quarantine is required, spacing will be closer than 3 feet
- Strongly suggesting masks, bus riders must wear masks by CDC order
- Nimble to change as needed

Public Comment

- **Robert Adase - Asbury, NJ re: mask mandate and efficiency**
- **Joe Harris - Clinton NJ parent re: mask mandate and efficiency and impact for his children**
- **Alexis Levers - Clinton parent re: extra educational help before and after school/Tuesday tutorial or homework help programs**
 - Dr Cohen confirmed that Tuesday tutorial will take place along with AIM high program.
- **Melissa Stowers Clinton parent re: playground equipment and potential sick days related to cold symptoms being similar to COVID**
 - Dr Cohen confirmed mulch is to be delivered for the playground and he is waiting to hear from the vendor regarding equipment.
 - Syllabus for each class will help with any days at home.
 - Dr Cohen reviews protocol for streaming education if a quarantine is necessary that would involve Hunterdon County Health Department Focus is on being sure the children do not fall behind.

7. Personnel

RESOLUTION 2021-2022: 2 APPROVE PERSONNEL ITEMS A-C

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

A. Rescind offer of employment

Motion: As recommended by the Superintendent, to rescind previous offer of employment (approved under RESOLUTION 2020-2021: #120) at the May 18, 2021 BOE meeting to appoint Amber Taylor as Middle School ELA teacher.

approved under RESOLUTION 2021-2022: 2

B. Staff Approval

Motion: To approve the following staff members for the listed positions for the 2021-2022 school year: approved under RESOLUTION 2021-2022: 2

Position	Name	Rate/Salary	Effective	Att.
Guidance	Courtney Duryea	Step 1 MA 60,022	8/30/2021	#4
MS ELA	Coreen Decker	Step 12 MA 73,842	8/30/2021	#4A

C. North Hunterdon Spanish

Motion: To approve certificated staff member from the North Hunterdon Regional High School to provide Spanish instruction to students at Clinton Public School for one period daily at the NHVRS D sixth period rate of \$6,800 for the 2021-2022 school year.

approved under RESOLUTION 2021-2022: 2

8. Curriculum, Instruction, Assessment, & Technology

RESOLUTION 2021-2022: 3 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:

A. Professional Development

Program Name	Date	# Employees	Event Cost	Substitute Pay	Total Cost
Wilson Foundations Conference	July 13 - July 14	Jenine Kastner	\$319	\$0	\$319
Teaching LGBTQIA Literature in Secondary School	July 21	Jacqueline Turner Jessica Latanzio-Crespo	\$130.97 per person	\$0	\$261.94

9. Policy and Regulations

RESOLUTION 2021-2022: 4

APPROVE POLICIES

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

Policy #	Title	Action	Att. #
P 0131	<p>Bylaws, Policies, and Regulations (Revised) Bylaw Guide 0131 has been revised to assist a Board of Education in bylaw, policy, and regulation management. The major revisions are:</p> <ol style="list-style-type: none"> Revised Bylaw Guide 0131 now references and defines the term “regulations” because Boards are required by statute and administrative code to adopt certain regulations. Revised Bylaw Guide 0131 now has an option for the Board to abolish a bylaw, policy, or regulation at one meeting. Strauss Esmay typically recommends abolishing a bylaw, policy, or regulation when statutes or codes change and the bylaw, policy, or regulation is no longer applicable or when the bylaw, policy, or regulation is replaced with a new bylaw, policy, or regulation with a different policy number due to statutory or administrative code changes. Because of these reasons, it is more efficient to abolish these bylaws, policies, and regulations at one meeting. In addition, most Boards have indicated a preference to abolish bylaws, policies, and regulations at one meeting. The Consideration of Bylaws, Policies, and Regulations section of revised Bylaw Guide 0131 has been revised to outline a process that is more likely to be used in school districts. The revised process is not 	1st Reading	5a

	<p>governed by any statute or administrative code; therefore, a Board may revise this section to meet local needs.</p> <p>Bylaw Guide 0131 is not mandated by statute or administrative code, but the Board should have a bylaw that addresses bylaw, policy, and regulation management.</p> <p>Bylaw Guide 0131 is RECOMMENDED</p>		
P 1521	<p>Educational Improvement Plans (M) (Abolished) Policy Guide 1521 was a mandated Policy for Special Needs School Districts and is no longer required. A school district that has Policy 1521 in their Policy and Regulation Manual should abolish this Policy.</p> <p>Policy Guide 1521 is ABOLISHED</p>	1st Reading ABOLISH ED	
P 1649	<p>Federal Families First Coronavirus (COVID-19) Response Act (M) (Abolished) The Federal Families First Coronavirus (COVID-19) Response Act (FFCRA) was effective April 1, 2020 and expired December 31, 2020. This Federal law and Policy Guide 1649 provided extended Federal Family Leave with pay and emergency paid sick leave for specific reasons related to COVID-19. The FFCRA has expired and employers are no longer required to comply with the provisions of the law. However, an employer may provide these benefits on a voluntary basis. Policy Guide 1649 requiring paid leave should be abolished.</p> <p>Policy Guide 1649 is ABOLISHED</p>	1st Reading ABOLISH ED	
P 3134	<p>Assignment of Extra Duties (Revised) Policy Guide 3134 addresses a Board of Education's right to assign extra duties to teaching staff members. These extra duty assignments are typically addressed in a collective bargaining agreement (CBA) and include, but are not limited to: cafeteria duty, playground duty, study hall duty, and bus duty. Policy Guide 3134 has been updated to clearly define the Board's right to assign these extra duties consistent with the provisions of a CBA. In addition, Policy Guide 3134 has been updated to reference the statute, N.J.S.A. 34:13A-23, that permits a Board of Education to assign a qualified teaching staff member to an extra-curricular position when the Board is unable to fill the position with a qualified person who holds an appropriate New Jersey teaching certificate from inside or outside of the school district. Provisions in Policy Guide 3134 that are no longer applicable have been removed. Policy Guide 3134 is suggested if a school district wants guidance regarding such assignments. A school district that does not have such a</p>	1st Reading	5b

	<p>Policy does not waive its management rights to the assignment of extra duties. A school district that has the current Policy Guide 3134 in its Policy Manual should abolish it, even if the Board does not want to adopt this updated version of Policy Guide 3134.</p> <p>Policy Guide 3134 is SUGGESTED</p>		
<p>P&R 3142</p>	<p>Nonrenewal of Nontenured Teaching Staff Member (Revised) Policy and Regulation Guides 3142 have been revised to incorporate some minor revisions. The revisions in Policy and Regulation Guides 3142 clarify “days” to be “calendar days” because the only reference to “days” in the statute or code is “calendar days”, except one location where the administrative code expressly states “working days” which has been left as is in Policy and Regulation Guides 3142. To be consistent, “days” in the Guides have been revised to “calendar days” everywhere but those two locations. In addition, N.J.A.C. 6A:10-8.1 as cited in Policy and Regulation Guides 3142 has been re-codified to N.J.A.C. 6A:10-9.1. Regulation Guide 3142 includes the same revisions as Policy Guide 3142 with additional revisions that provide greater detail. There are no revisions that affect the existing procedures regarding the nonrenewal of nontenured teaching staff members.</p> <p>Although this is not a mandated Policy and Regulation Guide, it is highly recommended Policy Guide 3142 be adopted by the Board and included in its Policy Manual.</p> <p>Policy Guide 3142 is RECOMMENDED Regulation Guide 3142 is RECOMMENDED</p>	<p>1st Reading</p>	<p>5c</p>
<p>P&R 3221 P&R 3222 P&R 3223 P&R 3224</p>	<ul style="list-style-type: none"> ● Evaluation of Teachers (M) (Revised) ● Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised) ● Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised) ● Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revise <p>The New Jersey State Board of Education adopted revisions to N.J.A.C. 6A:10 – Educator Effectiveness prior to the Governor’s declared state of emergency due to the COVID-19 pandemic. The provisions in this Chapter address the evaluation procedures for all teaching staff</p>	<p>1st Reading</p>	<p>5d 5e 5f 5g</p>

	<p>members including: classroom teachers (Policy and Regulation Guides 3221); educational services staff members, including school nurses, guidance counselors, child study team members, library media specialist, etc. (Policy and Regulation Guides 3222); administrators, excluding Principals, Vice Principals, and Assistant Principals (Policy and Regulation Guides 3223); and Principals, Vice Principals, and Assistant Principals (Policy and Regulation Guides 3224). The revisions in these updated Policy and Regulation Guides are minor. The only material revision was N.J.A.C. 6A:10-2.1(c) that now requires evaluation rubrics to be submitted to the Commissioner of Education by August 1 every year for approval by August 15. The Administrative Code previously required submission of the evaluation rubrics to the Commissioner by June 1st for approval by August 1. This Code revision has been updated in each of the Policy and Regulation Guides listed above.</p> <p>The revisions in these Policy and Regulation Guides align with the administrative code changes that were adopted by the State Board of Education prior to the Governor’s declared state of emergency in April 2020 due to the COVID-19 pandemic. The Governor signed Executive Order No. 103 effective April 3, 2020 that made temporary modifications to the rules governing the provisions of educator evaluations to cope with the COVID-19 pandemic. These temporary modifications affect the following administrative code sections: 6A:10-2.2(a)3; 6A:10-2.5(h) and (k); 6A:10-4.1(b), (c) and (d); 6A:10-4.4(c)4; 6A:10-5.1(b), (c) and (d); 6A:10-5.4(e); and 6A:10-6.2(c). The New Jersey Department of Education has informed school districts of these temporary rules and school districts have implemented these temporary rules in their educator evaluation process. Strauss Esmay did not incorporate these temporary modifications into these revised evaluation Policy and Regulation Guides because Executive Order 103 was an emergency adoption of temporary modifications to the rules governing the provisions of educator evaluations and these temporary rules will expire once the state of emergency is lifted by the Governor. Upon expiration of these temporary rules, the administrative code provisions incorporated into these revised evaluation Policy and Regulation Guides that existed prior to Executive Order 103 are expected to be back in effect. If necessary,</p>	
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	<p>Strauss Esmay will make additional revisions to these Guides in the event there are any new administrative code revisions that will be in effect when the temporary modifications of Executive Order 103 expire.</p> <p>These revisions impact the evaluation procedures school districts are required to implement.</p> <p>Policy and Regulation Guides 3221, 3222, 3223, and 3224 are mandated and must be adopted by the Board.</p> <p>Policy Guide 3221 is MANDATED Regulation Guide 3221 is MANDATED Policy Guide 3222 is MANDATED Regulation Guide 3222 is MANDATED</p> <p>Policy Guide 3223 is MANDATED Regulation Guide 3223 is MANDATED</p> <p>Policy Guide 3224 is MANDATED Regulation Guide 3224 is MANDATED</p>		
<p>P&R 4146</p>	<p>Nonrenewal of Nontenured Support Staff Member (Revised)</p> <p>Policy and Regulation Guides 4146 – Nonrenewal of Nontenured Support Staff Member are similar to Policy and Regulation Guides 3142 – Nonrenewal of Nontenured Teaching Staff Member because most districts follow the same timelines and process for the nonrenewal of nontenured teaching staff members and the nonrenewal of nontenured support staff members. However, a Commissioner of Education decision in 2009, James A. Hensel v. Board of Education of the Township of Voorhees, Camden County, DKT. No. 230-8/0, held, among other issues, the May 15 date to notify nontenured staff members of their contract renewal for the next school year as required in N.J.S.A. 18A:27-10 only applies to nontenured teaching staff members and does not apply to support staff members. The Commissioner, in Hensel, held the contract renewal notification date for a support staff member was the timeline provided in the language of the governing collective bargaining agreement and not May 15. Policy and</p>	<p>1st Reading</p>	<p>5h</p>

	<p>Regulation Guides 4146 were previously revised indicating the contract renewal date for nontenured support staff members shall be “in accordance with the terms of any applicable collective bargaining agreement, individual contract, or any other agreement between the parties.”</p> <p>These revisions to Policy and Regulation Guides 4146 make the same revision re-codifying N.J.A.C. 6A:10-8.1 to N.J.A.C. 6A:10-9.1 and the same “calendar days” revisions as included in Policy and Regulation Guides 3142. There are no revisions in these revised Guides that affect the existing procedures regarding nonrenewal of nontenured support staff members.</p> <p>Although this is not a mandated Policy and Regulation Guide, it is highly recommended Policy Guide 4146 be adopted by the Board and included in its Policy Manual.</p> <p>Policy Guide 4146 is RECOMMENDED Regulation Guide 4146 is RECOMMENDED</p>		
<p>P&R 6471</p>	<p>School District Travel (M) (Revised) N.J.A.C. 6A:23A-7 – School District Travel Policies and Procedures has been amended with several sections of the subchapter being re-written. These administrative code sections were re-written to align with the State of New Jersey Department of the Treasury, Office of Management and Budget (OMB) Circular 16-11. Subsequently, the New Jersey OMB released OMB Circular 20-04, which supersedes Circular 16-11, with minor revisions.</p> <p>The existing Policy and Regulation Guides 6471 have been re-written to provide the details included in N.J.A.C. 6A:23A-7. Policy Guide 6471 includes the following two options available to a Board of Education:</p> <ol style="list-style-type: none"> 1. The Board may establish an annual maximum amount per employee for regular business travel not requiring prior Board approval; and 	<p>1st Reading</p>	<p>5i</p>

	<p>2. The Board may exclude from prior approval travel that is in an existing employment contract.</p> <p>In addition, Policy Guide 6471 requires the Board to designate a final approval authority for travel who must be the Superintendent and/or the School Business Administrator.</p> <p>The shortened Policy Guide 6471 and expanded comprehensive Regulation Guide 6471 include essentially the same provisions included in the existing Policy Guide 6471 with the major difference being the new Policy Guide 6471 is brief, with all the details now included in the revised Regulation Guide 6471. The revised Policy and Regulation Guides should replace the existing Policy and Regulation Guides 6471.</p> <p>Policy and Regulation Guides 6471 are mandated and must be approved by the Board.</p> <p>Policy Guide 6471 is MANDATED Regulation Guide 6471 is MANDATED</p>		
<p>P 8561</p>	<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.</p> <p>Policy Guide 8561 was provided to school districts in Policy Alert 215 – April 2018 and revised in Policy Alert 216 – July 2018, Policy Alert 217 – January 2019, Policy Alert 219 – August 2019, and Policy Alert 221 – September 2020 to include minor revisions released by the NJDA. Strauss Esmay has recently been notified by the New Jersey Department of Agriculture (NJDA) that “Form 358 – Federal Funds</p>	<p>1st Reading</p>	<p>5j</p>

	<p>Procurement Method Selection Chart” (Form 358) was recently updated. Based on advice from the NJDA and the fact the Chart is updated frequently, Strauss Esmay recommends school districts remove this Chart from the Policy Guide. The revised Policy Guide 8561 now incorporates the Chart by reference and going forward, school districts can access the current Chart on the NJDA webpage and will not need a Policy revision every time the Chart is revised by the USDA.</p> <p>Strauss Esmay has only included four pages of Policy Guide 8561. The first three pages contain minor edits to remove any reference to the Policy Guide’s “Appendix”, which is no longer attached to the Policy Guide. The revisions are located in Sections A.1., C.2 and D. of Policy Guide 8561. We have also included the “Appendix” page, entirely struck through to indicate a district should now remove the Appendix as an attachment to the Policy Guide.</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; therefore, Policy Guide 8561 is 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>		
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10. Facility and Building Use NONE

Motion: Be it RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the following Building Use Requests

Organization	Dates & Times	Purpose	Room Requested
NONE			

11. General Information: Business Administrator’s Report

RESOLUTION 2021-2022: 5 APPROVE BUSINESS ADMINISTRATOR ITEMS A-E

Mrs. Linfante moved, seconded by Mr. Sabatino, and passed unanimously by a roll call vote, 4-0, to approve the following items A-E:

A. ESEA Grant Applications for 2021-2022

Motion: To approve application and submission of ESEA Grant applications for the 2021-2022 school year: approved under RESOLUTION 2021-2022: 5		
Grant	Amount	Allocation
ESEA	\$24,787	Title I
ESEA	\$ 5,030	Title II-A
ESEA	\$ 1,803	Title III (Consortium)
ESEA	\$10,000	Title IV Part A
Title I Salary Funded – BSI teacher		20%

B. Monthly Minutes and Financial Approval

Items B 1-5 approved under RESOLUTION 2021-2022: 5

1. Approval of Board of Education Minutes from the June 9, 2021 Business session and June 24, 2021 Business and Executive Sessions. (**Attachment #6,6a**)
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 #7)

May, 2021 \$ 2,721,218.27

3. Approval of the Bill List in the specified amounts **(Attachment #xx)**
 - a. General Account: 6/2/21-6/30/21 \$ 677,411.03
 - b. General Account 7/1/21-7/21/21 \$ 367,510.01
 - c. Cafeteria Account: \$9698.64

4. Checking Account Balances – May, 2021
 - a. Student Activities \$ 67339.08
 - b. Cafeteria: \$ 7218.59
 - c. Payroll Agency: \$ 22,423.92
 - d. Unemployment: \$ 83400.31

5. Transfers in the amount of \$189,997.29 for June, 2021. **(Attachment #9)**

C. 2020-2021 Extraordinary Aid

Motion: To accept 2020-2021 Extraordinary Aid from the State of New Jersey in the amount of \$388,093 for special education student excess costs. **(Attachment #10)**

approved under RESOLUTION 2021-2022: 5

D. 2020-2021 Non Public School Transportation Aid

Motion: To accept 2020-2021 Non Public School Transportation Aid from the State of New Jersey in the amount of \$1,740 for transportation of the nonpublic school students. **(Attachment #11)**

approved under RESOLUTION 2021-2022: 5

E. Special instructional services Contracts 2021-2022

Motion: To approve the following Special instructional services contract for 2021-2022
approved under RESOLUTION 2021-2022: 5

School	# of Students	Tuition Amount	Effective Date
Mountain Lakes BOE	1 student	\$3300.00 2 50 min session/month	2021/2022 School Year

11. Correspondences NONE**12. New Business**

- Strategic planning process in Fall of this year and looking to partner with new community members from Lebanon Borough

13. Old Business**A. Dear Parents**

- on website, expecting to be back on paper and still available online. The next is expected to be at the end of September/beginning of October

B. Board Liaison Reports**C. Board Goal 2021-2022****D. District Goals for 2021-2022****14. Public Comment**

- Elvira Bruno Clinton NJ parent re: resiliency of students and masking requirements
- Lisa Intrabartola Clinton parent re: location of 7/8 grade curriculum

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.

RESOLUTION 2021-2022: 6**ADJOURN TO EXECUTIVE SESSION**

Mr. Sabatino moved, seconded by Mrs. Linfante, and passed by roll call vote, 4-0, to adjourn to Executive Session at 8:01 pm in accordance with the Sunshine Law, Chapter 231, P.L. 1975, to discuss Negotiations/Superintendent Contract. 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.

HIB

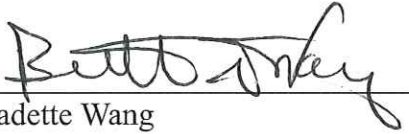
17. Adjournment

RESOLUTION 2021-2022: 7

ADJOURNMENT

Mrs. Linfante moved, seconded by Mr. Sabatino, and passed by roll call vote, 4-0, to adjourn the Board Meeting at 8:16 pm.

Respectfully submitted,



Bernadette Wang
Business Administrator



Brendan McIsaac
President