



Clinton-Glen Gardner Board of Education

April 19, 2023

Media Center 7:00pm

WORK 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: 1

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

D. Violence and Vandalism (EVVRS Data), 2 HIB 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

7. Personnel

A. Staff Approval

<i>Motion: To approve the following staff member and rates for the listed position for the 2022-2023 school year</i>				
Position	Name	Rate	Effective Date	Att.
Substitute Teacher	Sierra Fezenko	\$115.00 per diem	4/19/2023 upon completion of paperwork	

B. 2023-2024 Staff approvals

<i>Motion: To approve the following staff member and rates for the listed position for the 2023-2024 school year:</i>				
Position	Name	Rate	Effective Date	Att.
Substitute Custodians	David Stoker Liam Love Jonathan Valko Thomas Ryan Debra Gunning Kaitlyn Fonseca	\$17	7/1/2023	

C. ESY

<i>Motion: To approve the following staff member to serve 2022-2023 extended school year roles as listed below per negotiated agreement:</i>		
Position	Name	Rate
Teachers (5 weeks,4 days/wk, 3hr instruction & 30 min prep/day)		
Paraprofessionals (5 week,		

4 days/wk, 3hr/day)		
PreSchool Teacher (4 weeks, 4 days/wk, 3hr instruction & 30 min prep/day)		
PreSchool Paraprofessionals (4 week,4 days/wk, 3hr/day)		
Nurse		
Speech Therapy (4hr/wk)		
Substitute Para/Teachers		

8. Curriculum, Instruction, Assessment, & Technology

A. Professional Development

<i>Motion: To approve the following requests for professional development and travel related mileage in accordance with NJAC 18A: 11-12:</i>					
Program Name	Date	# Employees	Event Cost	Substitute Pay	Total Cost
Centenary University's 2023 Literacy Conference	4/21/2023	Dr Jenine Kastner Jacqueline Turner	\$99 + mileage	0	\$198 + mileage

B. Field Trips

<i>Motion: To approve the following requests for field trips as listed:</i>			
Date	Grade	Destination	Cost per student
April 2023	Soar	Hunterdon Health and Wellness	TBD
May 2023	2nd	Downtown Clinton	N/A
May 2023	8th	Washington DC	TBD
June 2023	Band/Orchestra	Dorney Park	TBD
May 2023	5th	RVCC Pool	\$8.00 per student

9. Policy and Regulations

<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 0144	Board Member Orientation and Training	1st Reading	4A

P&R 2520	Instructional Supplies (M)	1st Reading	4B
P 3217	Use of Corporal Punishment	1st Reading	4C
P 4217	Use of Corporal Punishment	1st Reading	4D
P 5305	Health Services Personnel (M)	1st Reading	4E
P&R 5308	Student Health Records (M)	1st Reading	4F
P&R 5310	Health Services (M)	1st Reading	4G
P 6112	Reimbursement of Federal and Other Grant Expenditures (M)	1st Reading	4H
P 6115.04	Federal Funds - Duplication of Benefits (M)	1st Reading	4I
R 6115.01	Federal Awards/Funds Internal Controls - Allowability of Costs (M)	1st Reading	4J
P 6311	Contracts for Goods or Services Funded by Federal Grants (M)	1st Reading	4K
P 7440	School District Security (M)	1st Reading	4L
P 9140	Citizens Advisory Committees	1st Reading	4M

10. General Information: Business Administrator's Report

A. 2023-24 School Budget Approval

2023-24 School Budget Presentation on April 25, 2023 after newspaper advertisement

2023-24 School Budget approval received from County

Motion: To approve the 2023-2024 School Budget

The Board of Education of Clinton-Glen Gardner hereby adopts the following budget for the 2023-24 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 \$19,000 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 district has qualified for enrollment adjustment in the amount of \$97,675 and adjustment for healthcare of \$215,450 for potential utilization on the 2023-2024 budget. The district plans to utilize \$32,037 and apply this adjustment for providing additional security due to the increase in the number of students. The remainder of the adjustment total of \$281,088 will be available as bank cap for the following 3 years to be made use of by the district.

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 \$300,000.

The proposed budget includes the use of Capital Reserved transferred to the Debt Service Fund of \$130,000 for mitigating impact of new financing in effect for 23-24 from 22-23 approved referendum.

The proposed budget includes the use of the Emergency Reserve transferred to the General Fund for the use of security supplies in the amount of \$116.00

Anticipated Enrollment	433
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<u>Expenditures</u>	
General Current Expense	\$9,457,906
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Capital Outlay	\$430,000
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	\$1,000
Capital Interest	
	<hr/>
Total Operating Budget	\$9,888,906

<u>Revenue</u>	
Local Tax Levy-General	\$8,002,117
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Withdraw from Emergency Reserve	116
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Withdraw from Cap Res	\$430,000
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Misc Revenue	\$12,708
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Tuition	\$462,237
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State Aid	\$ 981,728
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Total Operating Budget	\$9,888,906

	\$511,205		\$511,205
Special Revenue Fund		Special Revenue Fund	
	\$564,237		\$0
Repayment of Debt		Debt Reserve	
		Debt Service Aid	\$249,773
		Local Tax Levy-Debt	\$184,464
		Budgeted Fund Balance	\$130,000
		Total Debt Fund	\$564,237
	\$10,964,348		\$10,964,348
Total Expenditures		Total Revenue	

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 2023-2024 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 2023-24 proposed budget is a maximum regular business travel amount of \$1,000 per employee (total travel not to exceed \$1500 per employee)

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 March 15, 2023 Work/Business and Executive Sessions. Note: March 28, 2023 meeting was canceled. **(Attachment #5) (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 2022-2023 school year.

(Attachment #7)

February, 2023 \$3,265,261.88

3. Approval of the Bill List in the specified amounts

- a. General Account: **Forthcoming at 4/25/23 meeting**
- b. Cafeteria Account: **Forthcoming at 4/25/23 meeting**

4. Checking Account Balances – February, 2023

- a. Student Activities: \$ **Forthcoming at 4/25/23 meeting**
- b. Cafeteria: \$ **Forthcoming at 4/25/23 meeting**
- c. Unemployment: \$ 93,508.65
- d. Payroll Agency: \$ 66,218.46

5. Transfers in the amount of \$X for March, 2023 **Forthcoming at 4/25/23 meeting**

C. NJSIG Safety Grant Application Submission for 2022-23

Motion: To approve submission of the 2022-2023 Safety Grant in the amount of \$2,600 for improving safety around the school perimeter.

D. Staff Appointments 2023-2024

Motion: To approve the attached staff members for the 2023-2024 school year through June 30, 2024. **Forthcoming at 4/25/23 meeting**

E. 2023-2024 School 12 Month Employee Calendar (Attachment #8)

F. 2023-2024 School 12 Month Custodial Calendar (Attachment #9)

Motion: To approve 2023-2024 12 month employee and custodial school calendars

G. Payroll Calendar Approval

Motion: To approve the payroll processing calendars for school year 2023-2024 for 10/12 month staff and custodial staff (conditional upon approval of 10a/10b) **(Attachment #10)**

H. Maschio’s Food Service Contract Renewal for 2023-2024

Motion: To approve the renewal of Maschio’s Food service Inc. contract for the 2023-2024 school year for the fee of \$

11. Correspondences

12. New Business

13. Old Business

A. Bulldog Bulletin

B. Board Liaison Reports

2022-2023 Goals

To empower students, staff, and families to nurture emotional well being

- Provide universal training for the CPS community--Create a common language that is simple and easy for all to use
- Infuse multicultural literature through the school year (PreK-8)

Diversity & Global Citizenship

- Introduce and infuse the 17 UN sustainable goals

To create a learning environment and foster academic programs focused on meeting the needs of each learner and cultivate independence

Rebuild the child’s stamina for learning

C. End of Year Dates

June 12—12:45 Dismissal

June 13— 12:45 Dismissal Last Day for Students

June 13 – Graduation 6pm

14. Public Comment

15. Executive Session

- A.** Call for 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 exist.

16. Adjournment