

Clinton-Glen Gardner Board of Education
May 24, 2023
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

1. Call to Order

2. Opening Statement:

Mrs Moore 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.

3. Roll Call

Present: Meghan Moore, Ashley Dunker, Theresa Tsakalakos, Laura Burr, Dan Brkich

Also Present: Seth Cohen, Superintendent/Principal

Bernadette Wang, Business Administrator/Board Secretary

Absent: Jaclyn Carruthers

1. Monthly School Data:

A. Enrollment Data Report (Attachment #1)

B. Student Suspensions:

1. In-School Suspensions: 1

2. Out-of-School Suspensions: 2

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

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

RESOLUTION 2022-2023: 100

ACCEPT SCHOOL DATA REPORTS

Dr. Tsakalakos moved, seconded by Laura Burr, and passed unanimously by a roll call vote, 5-0, to accept the aforementioned monthly school data report, items 4A-E.

1. Superintendent/Principal's Report

- Dr Cohen discussed DC trip, end of year happenings, RVCC boat race, and upcoming field days and picnics. Dr Cohen reviewed HIB process and how the current and future investigations are to be approached

A. HIB Reports**• Dr. Cohen presents the following new process for HIB reporting**

- The results of each investigation shall be reported to the board of education no later than the date of the board of education meeting following the completion of the investigation, along with information on any services provided, training established, discipline imposed, or other action taken or recommended by the superintendent--meeting 1.
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- Parents or guardians of the students who are parties to the investigation shall be entitled to receive information about the investigation, in accordance with federal and State law and regulation, including the nature of the investigation, whether the district found evidence of harassment, intimidation, or bullying, or whether discipline was imposed or services provided to address the incident of harassment, intimidation, or bullying. This information shall be provided in writing within 5 school days after the results of the investigation are reported to the board ---5 days after meeting 1--
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- *** The Superintendent will indicate at the May meeting----meeting 1- that there was a HIB investigation in grade XXXX that was based upon perceived or observable characteristics and that the incident was confirmed to be HIB. Discipline was imposed on the student who committed the act and counseling services were offered to both the student who committed the act and the victim. This will serve as the report.
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- We will send letters home to parties involved indicating the results of the report. If the parties do not wish to appeal the finding in the report, the Board will affirm, reject, or modify the superintendent's decision by roll call voice vote at the June meeting----meeting #2.
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- If the parties do wish to appeal the parent or guardian may request a hearing before the board after receiving the information 5 days after the incident was reported to the Board. The hearing shall be held within 10 days of the request (meeting #2A. The board shall meet in executive session for the hearing to protect the confidentiality of the students. At the hearing the board may hear from the school anti-bullying specialist about the incident, recommendations for discipline or services, and any programs instituted to reduce such incidents;
- (e) at the next board of education (meeting #2. meeting following its receipt of the report, the board shall issue a decision, in writing, to affirm, reject, or modify the superintendent's decision. The board's decision may be appealed to the Commissioner of Education)

HIB Report Receipt: May 2023 - 3 Investigations.

#12 Not HIB

#13 HIB confirmed against 1 student and unconfirmed against 2

#14 Not HIB

B. Clinton Education Association Report -

- Mrs. Brownell and Mrs. Cepedes provided a summary of all the grade level curriculum and activities.

C. Assistant Principal- Curriculum Coordinator Report NONE

D. Special Services Report - NONE

6 Public Comment - NONE

7. Personnel

RESOLUTION 2022-2023: 101

APPROVE PERSONNEL ITEMS A-I

Dr. Tsakalakos moved, seconded by Mrs. Burr and passed unanimously by a roll call vote, 5-0, to approve motions for **PERSONNEL ITEM A-I:**

A. Staff Approval

Motion: To approve/adjust the following staff members for the listed positions for the 2023-2024 school year: RESOLUTION 2022-2023: 101

Position	Name	Rate/Salary	Effective	Att.
Middle School Special Education	Nicole Kish	Step 6 BA+15 \$64,060	2023-2024 School Year	
Elementary/Special Education	Cora Hill	Step 1 BA \$59,410	2023-2024 School Year Pending completion of paperwork & certification	
Spanish	Ashley Heath	BA step 2 FTE.42 \$25,372.20	2023-2024 School Year	

B. Staff Approval

Motion: To approve the following staff member for the listed position for the 2022-2023 school year: RESOLUTION 2022-2023: 101

Position	Name	Rate/Salary	Effective	Att.
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Substitute Teacher	Bonnie Kminekt	\$115.00 per diem	5/24/23 Pending completion of paperwork	
Substitute Teacher	Sofia Cuello	\$115.00 per diem	5/24/23 Pending completion of paperwork	

C. Resignation

Motion: To approve the resignation of David Kelleher at the end of the 22-23 school year. (Attachment #4) **RESOLUTION 2022-2023: 101**

D. Maternity Leave

Motion: To approve the maternity leave request for employee #8019 with an anticipated return of January/February 2024 (Attachment #5)

E. Aftercare Directors

Motion: To approve the following staff members to serve as Aftercare Directors for the 2023-2024 school year.

Name	Title	Stipend

F. Summer Office & Clerical

Motion: To approve the following staff member(s) to serve as office and clerical support during the summer of 2023 NTE 60 hours total for split between staff listed below.

Name	Hours	Rate

G. Co-Curricular 2022-2023

Motion: To approve the following staff member(s) for the following co-curricular appointments for 2022-2023 **RESOLUTION 2022-2023: 101**

Activity	Staff Member	Rate
Book Club	Tonya Lunger	\$1099

H. Co-Curricular 2023-2024

Motion: To approve the following staff member(s) for the following co-curricular appointments for 2023-2024 **RESOLUTION 2022-2023: 101**

Activity	Staff Member	Rate
Soccer - Girls		
Soccer - Boys	Tim Bidwell	\$2454
Cross Country	Robert Adase/Sam Homan	\$2230
Volleyball	Evelyn Ferro	\$2454
Basketball - Boys	Tim Bidwell	\$4464
Cheerleading		
Basketball - Girls	Michelle Gallagher	\$4128
Baseball	Tim Bidwell	\$2454
Softball		
Golf	Tom Larkin/Stacy Viotto	\$2454 Split
Athletic Director	Joe Harris	\$2938
Peer to Peer Leader #1	Courtney Durea	\$1484
Peer to Peer Leader #2	Angela McVerry	\$1484
Team Leader Specials	Tim Bidwell	\$1132
Team Leader K-2	Cassie Rudd	\$1132
Team Leader 3-4	Kate Metelitsa	\$1132
Team Leader 5-8	Jamie Friedel	\$1132
Team Leader 5-8	Jennifer Merrigan	\$1132
Team Leader Special Ed	Judith Liptak	\$1132
I&RS #1	Toni Cespedes	\$1132
I&RS #2	Carolyn Schorr	\$1132
I&RS #3	Courtney Duryea	\$1132
I&RS #4	Angela McVerry	\$1132
I&RS #5	Coreen Decker	\$1132
I&RS #6	Jessica Crespo	\$1132
I&RS #7	Lauren Peachey	\$1132
I&RS #8	Kristin Pignio	\$1132
I&RS Nurse	Jennifer Sedlacek	\$1132
Middle School Coordinator	Jessica Latanzio Crespo	\$6693.47
Character Ed Coord. #1		\$1484
Character Ed Coord. #2		\$1484
Team Create #1		
Team Create #2		
Future Cities #1		
Future Cities #2		

Aim High Session 1	Debra Nolan	\$1132
Aim High Session 1	Amy D'Esposito	\$1132
Aim High Session 1	Tom Larkin	\$1132
Aim High Session 1		
Aim High Session 1		
Aim High Session 2		
Aim High Session 2		
Aim High Session 2		
Aim High Session 2		
Aim High Session 2		
Spring Musical Director	Laurie Ruch	\$4484
Spring Musical Asst Dir #1		
Spring Musical Asst Dir #2	Tonya Lunger	\$1479
Spring Musical Asst Dir #3a	Suzanne Lauricella	\$1479
Spring Musical Asst Dir #3b		
3rd Grade Musical Director	Laurie Ruch	\$1132
3rd Grade Musical Asst Dir #1a	Lisa Rizzi	\$566
3rd Grade Musical Asst Dir #1b	Caitlyn Reilly	\$566
4th Grade Musical Director	Laurie Ruch	\$1132
4th Grade Musical Asst Dir #1a	Lisa Rizzi	\$566
4th Grade Musical Asst Dir #1b	Stephanie Evans	\$566
Student Council 5&6 Grade	Denise Grimm	\$1484
Student Council 7&8 Grade	Jessica Latanzio Crespo	\$1484
Yearbook (2)	Amy D'Esposito & Jennifer Rispoli	\$2097 each
Archery Club	Tim Bidwell	\$1132
Archery Club	Michelle Gallagher	\$1132
Chess Club	Tom Larkin	\$1132
Art Club		
Technology Student Assoc.	Evelyn Ferro	\$1132
Chill Zone/Game Board Club		
Science Club	Stacy Viotto	\$1132
Robotics & Engineering Club	Evelyn Ferro	\$1132
Home Basketball Supervision	Barb Plundeke, Lisa Rizzi, Kelly	\$80 per event

	DeJesus, Joe Harris, Deb Nolan	
Color Guard Club	Stephanie Evans	\$1132
Summer Book Club	Tonya Lunger	\$1132

I. Curriculum/Committee Staffing

<i>Motion: To approve the following staff members for the following 2023-2024 curriculum/committee/ESY positions: NONE</i>		
Position	Name	Rate/Salary
Crisis Management Committee /Safety Team Leaders		NA
Crisis Management Committee/Safety Team Members		NTE 8 Hours each per negotiated agreement
HIB Coordinator		NA
HIB Specialist		NTE 10 Hours per negotiated agreement
Character Education Program		NTE 8 Hours each per negotiated agreement
Real Time Summer Schedule		NTE 45 Hours each per negotiated agreement

J. School Business Administrator’s Contract for 2023-2024

Motion: To approve the recommended contract for the 2023-2024 school year for Bernadette Wang, Business Administrator, at the annual salary of \$114,805.29, based upon approval by the Hunterdon County Executive Superintendent. **(Attachment #6) (ITEM J WILL BE MOVED AFTER EXECUTIVE SESSION)**

K. School Treasurer

RESOLUTION 2022-2023: 102

APPROVE PERSONNEL ITEMS K

Dr. Tsakalakos moved, seconded by Mrs. Burr and passed unanimously by a roll call vote, 5-0, to approve the resignation of the school treasurer at the end of 2022-2023 school year effective June 30, 2023. **(Attachment #7)**

8. Curriculum, Instruction, Assessment, & Technology

A. Professional Development NONE

B. Field Trips NONE

Chair	Debra J. P. Miller
Secretary	Stephanie Evans
Treasurer	Tommy Gardner

9. Policy and Regulations

RESOLUTION 2022-2023: 103

APPROVE POLICIES

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

Policy #	Title	Action	Att. #
P 0144	Board Member Orientation and Training	2nd Reading	8A
P&R 2520	Instructional Supplies (M)	2nd Reading	8B
P 3217	Use of Corporal Punishment	2nd Reading	8C
P 4217	Use of Corporal Punishment	2nd Reading	8D
P 5305	Health Services Personnel (M)	2nd Reading	8E
P&R 5308	Student Health Records (M)	2nd Reading	8F
P&R 5310	Health Services (M)	2nd Reading	8G
P 6112	Reimbursement of Federal and Other Grant Expenditures (M)	2nd Reading	8H
P 6115.04	Federal Funds - Duplication of Benefits (M)	2nd Reading	8I
R 6115.01	Federal Awards/Funds Internal Controls - Allowability of Costs (M)	2nd Reading	8J
P 6311	Contracts for Goods or Services Funded by Federal Grants (M)	2nd Reading	8K

P 7440	School District Security (M)	2nd Reading	8L
P 9140	Citizens Advisory Committees	2nd Reading	8M

10. General Information: Business Administrator's Report

RESOLUTION 2022-2023: 104 APPROVE BUSINESS ADMINISTRATOR ITEMS A-J

Dr. Tsakalakos moved, seconded by Mrs. Burr, and passed unanimously by a roll call vote, 5-0, to approve the following items A-J:

A. 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 \$9,480. (Attachment #9) **RESOLUTION 2022-2023: 104**

B. Cafeteria Pricing for 2023-2024
Motion: To approve the cost of cafeteria pricing with breakfast at \$2.00 and lunch at \$3.50. Increase of \$0.20 for each category from previous pricing that was in effect for 22-23 school year. (Attachment #10) **RESOLUTION 2022-2023: 104**

C. SFA to School agreement with Lebanon Borough School District.
Motion: To approve SFA agreement with Lebanon Borough School District
This agreement will allow a SFA (School Food Authority, Clinton Public School) and a school (Lebanon Borough School), in which SFA agrees to operate the school meal programs for the school not under its jurisdiction. This is to assist Lebanon Borough School to provide Free and Reduced meals to its students. **RESOLUTION 2022-2023: 104**

D. Sealing of School Parking Lot
Motion: To authorize the Business Administrator the use of Maintenance Reserve for sealing the school parking at the cost of \$15,500. Work to be completed by J. Pip's Paving Company.. (Attachment #11) **RESOLUTION 2022-2023: 104**

E. Sealing of Walkway
Motion: To authorize the Business Administrator the use of Maintenance Reserve for sealing the school walkway at the cost of \$4,900. Work to be completed by J. Pip's Paving Company. (Attachment #12) **RESOLUTION 2022-2023: 104**

F. Replacement of Pre-K Classroom's Flooring
Motion: To authorize the Business Administrator the use of Maintenance Reserve for replacing the Pre-K classroom's flooring at the cost of \$14,734.74. Work to be completed by Direct Flooring. (Attachment #13) **RESOLUTION 2022-2023: 104**

G. Replacement of ARP Fire Doors

Motion: To authorize the Business Administrator the use of Maintenance Reserve for replacing the APR Fire Doors at the cost of \$20,600.00. Work to be completed by C&M Door Controls, INC. **(Attachment #14) RESOLUTION 2022-2023: 104**

H. Expenditures of School operation for remainder of 22-23 School Year

Motion: To authorize the Business Administrator the use of Maintenance Reserve for relevant expenditures of school operation for the remainder of 22-23 School Year. The total amount requested may not be fully utilized and will be returned to the Maintenance Reserve once the 22-23 school year closes out after the final audit in July. The amount requested \$44,265.26. **RESOLUTION 2022-2023: 104**

I. Monthly Minute Approval

Motion: To approve the Minutes and monthly financial transactions and reports items 1-5: **RESOLUTION 2022-2023: 104**

1. Approval of Board of Education Minutes from the April 19, 2023 Work and April 25, 2023 Business Session Budget Hearing. No executive sessions were held. **(Attachments #15)**
2. Certification of the Board of 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 #16)**

March 2023	\$2,715,741.16
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3. Approval of the Bill Lists in the specified amounts General Account:
 - a. General Account: \$1,077,786.50 (4/21/23-5/22/23)
 - b. Cafeteria Account: \$0 (No checks written in April) **(Attachment #17)**
4. Checking Account Balances – March, 2023
 - a. Student Activities \$38,780.32
 - b. Cafeteria: \$156,537.32
 - c. Payroll Agency: \$125,281.46
 - d. Unemployment: \$98,524.97
5. Transfers in the amount of \$279,649.66, April 2023. **(Attachment #18)**

J. Payroll Calendar Re-Approval

Motion: To reapprove the payroll processing calendar for school year 2023-2024 for custodial staff correcting January payroll date only (**Attachment #19**) **RESOLUTION 2022-2023: 104**

11. Correspondences**12. New Business****A. Replacement for current Treasurer's position****B. Additional Projects using:****Cafeteria Fund****Remainder disbursement from 2016 Referendum****Remainder disbursement from Playground Referendum****13. Old Business****A. NJ State Administrative Review from May 1st and 2nd 2023**

- **Result**
- **CAP**
- **Suggestion(s)**

B. Board Liaison Reports

- **Dr. Tsakalakos updated re: PTO**

14. Public Comment NONE**15. Executive Session****RESOLUTION 2022-2023: 105****ADJOURN TO EXECUTIVE SESSION**

Mrs. Burr moved, seconded by Dr. Tsakalakos, and passed unanimously by a roll call vote, 5-0, to adjourn to Executive Session at 7:45pm in accordance with the Sunshine Law, Chapter 231, P.L. 1975, to discuss below listed 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.

Superintendent Annual Review**Business Administrator 23-24 Contract submission****HIB****Contracts**

RESOLUTION 2022-2023: 106 RESUME BUSINESS SESSION MEETING/REOPEN PUBLIC COMMENT

Mrs. Dunker moved, seconded by Dr. Tsakalacos, at 7:46 pm and passed unanimously by roll call vote, 5-0, to resume the regular business session meeting and to reopen for public comment.

Revisit and add Public Comment:

- **Fellenza Maligi, parent, 4 E Main St, Clinton re: HIB policy**

15. Executive Session - Re-enter**RESOLUTION 2022-2023: 107****ADJOURN TO EXECUTIVE SESSION**

Mrs. Burr moved, seconded by Dr. Tsakalacos, and passed unanimously by a roll call vote, 5-0, to adjourn to Executive Session at 7:51 pm in accordance with the Sunshine Law, Chapter 231, P.L. 1975, to discuss below listed 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.

Superintendent Annual Review**Business Administrator 23-24 Contract submission****HIB****Contracts****RESOLUTION 2022-2023: 108****RESUME BUSINESS SESSION MEETING**

Mrs. Dunker moved, seconded by Dr. Tsakalacos, at 9:15 pm and passed unanimously by roll call vote, 5-0, to resume the regular business session meeting.

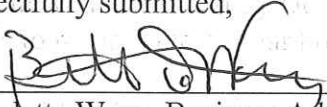
J. School Business Administrator's Contract for 2023-2024**RESOLUTION 2022-2023: 109 APPROVE BUSINESS ADMINISTRATOR CONTRACT**

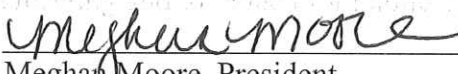
Mrs. Dunker moved, seconded by Dr. Tsakalacos, unanimously by roll call vote, 5-0, To approve the recommended contract for the 2023-2024 school year for Bernadette Wang, Business Administrator, at the annual salary of \$114,805.29, based upon approval by the Hunterdon County Executive Superintendent. **(Attachment #6)**

16. Adjournment**RESOLUTION 2022-2023: 110****ADJOURNMENT**

Dr. Tsakalagos moved, seconded by Mrs. Burr, and passed unanimously by a roll call vote, 5-0 to adjourn the Board Meeting at 9:16 pm.

Respectfully submitted,


Bernadette Wang, Business Administrator


Meghan Moore, President