

Clinton-Glen Gardner Board of Education
April 25, 2023
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 Dunker 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.

3. Roll Call

Present: Ashley Dunker, Theresa Tsakalacos, Laura Burr, Jacyln Carruthers, Dan Brkich
Also Present: Seth Cohen, Superintendent/Principal
Bernadette Wang, Business Administrator/Board Secretary
Absent: Meghan Moore

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), 3 HIB investigation 0 confirmed

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

(The following item was approved at the 4/19/23 meeting)

RESOLUTION 2022-2023: 89

ACCEPT SCHOOL DATA REPORTS

Mrs. Dunker moved, seconded by Dr. Tsakalacos, and passed unanimously by a roll call vote, 6-0, to accept the aforementioned monthly school data report, items 4A-E.

1. Superintendent/Principal's Report

- Dr. Cohen presented a summary of the busy schedule with the planned activities for the remaining 35 days of school. It has many field trips as well as planned in-school events that will culminate with the graduation planned on June 13th.

A. Student Representative Report NONE

B. Clinton Education Association Report -

- Mrs. Duryea provided a summary of all the grade level curriculum and activities report that is ongoing and planned for the remainder of 22-23 school year.

C. Assistant Principal- Curriculum Coordinator Report

- Mrs. Turner updated the Board and the audience of the upcoming test schedule for the relevant grade level. It will span over the upcoming two weeks in May.

D. Special Services Report -

- Dr. Kastner informed the Board that the pre-K for 23-24 will be set up as a full day vs. the current half day for 3 year olds and half day for 4 year olds. This change is in anticipation of potential State approval of funding the district for the full day preschool program. The process of the application is cumbersome and timing is tight and the State is not forthcoming with the details. However, in being proactive in changing the current schedule for the pre-K program, it will allow the district to be in a better position to transition if and when the State does award the district the go ahead.

6 Public Comment

Mrs. Nicole Ayers, 18 Fairview Ave, Clinton, parent, and Mrs. Kaitlyn Price, 2 Fairview Ave, Clinton, parent, posed the question of how the Board came to the conclusion of removing days from the end of the school calendar as it posed a hardship on working parents to scramble for bridging the gap of the earlier last day of school until the summer camp can start at a later date. The discussion was presented to request the Board to consider changing the process to determine how the last day of school is selected for future school years.

7. Personnel

RESOLUTION 2022-2023: 93

APPROVE PERSONNEL ITEMS A-C

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

A. Staff Approval

Motion: To approve the following staff member and rates for the listed position for the 2022-2023 school year **RESOLUTION 2022-2023:93**

| 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

Motion: To approve the following staff member and rates for the listed position for the 2023-2024 school year: **RESOLUTION 2022-2023: 93**

| 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

Motion: To approve the following staff member to serve 2022-2023 extended school year roles as listed below per negotiated agreement: **RESOLUTION 2022-2023: 93**

| 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

RESOLUTION 2022-2023: 94 APPROVE PROFESSIONAL DEVELOPMENT

Dr. Tsakalagos moved, seconded by Mrs. Burr, 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

Motion: To approve the following requests for professional development and travel related mileage in accordance with NJAC 18A:11-12: RESOLUTION 2022-2023: 94

| 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 |

RESOLUTION 2022-2023: 95

APPROVE FIELD TRIPS

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

B. Field Trips

Motion: To approve the following requests for field trips as listed: RESOLUTION 2022-2023: 95

| 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

RESOLUTION 2022-2023: 96

APPROVE POLICIES

Dr. Tsakalagos moved, seconded by Mrs. Burr, 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 First Readings (summaries attached):

Motion: To approve the listed First Readings and Adopt or Repeal the Policies and Bylaws with First Readings (summaries attached):

| 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 Presentation

B. Monthly Minutes and Financial Approval

RESOLUTION 2022-2023: 97 APPROVE BUSINESS ADMINISTRATOR ITEMS A-L
 Dr. Tsakalagos moved, seconded by Mrs. Burr, and passed unanimously by a roll call vote, 5-0, to approve the following items **A-L**:

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 (updated since post for meeting on 4/19/23) and Executive Sessions. Note: March 28, 2023 meeting was canceled. **(Attachment #6) (Attachment #7)**
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 #8)**

| | |
|----------------|----------------|
| February, 2023 | \$3,265,261.88 |
|----------------|----------------|

3. Approval of the Bill List in the specified amounts
 - a. General Account: \$860,342.79 (3/16/23-4/20/23) **(Attachment 9)**
 - b. Cafeteria Account: 30932.87 March 2023 checks **(Attachment 9)**
4. Checking Account Balances – February, 2023
 - a. Student Activities: \$ 35,692.99
 - b. Cafeteria: \$ 154,908.41
 - c. Unemployment: \$ 93,508.65
 - d. Payroll Agency: \$ 66,218.46
5. Transfers in the amount of \$449,559.04 for March, 2023

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. **RESOLUTION 2022-2023: 97**

D. State Stabilization Aid Application Submission for 2022-2023

Motion: To approve submission of the 2022-2023 Stabilization Aid in the amount of \$33,907 for supplementing loss aid for district under S2 category. **RESOLUTION 2022-2023: 97**

E. Staff Appointments 2023-2024

Motion: To approve the attached staff members for the 2023-2024 school year through June 30, 2024. **(Attachment #10) RESOLUTION 2022-2023: 97**

F. Horizon Blue Cross/Blue Shields Health Insurance Renewal for 2023-2024

Motion: To approve the renewal with Horizon Blue Cross/Blue Shields Health Insurance for 2023-2024 school year at the rate of 7.50% increase over the current year. **RESOLUTION 2022-2023: 97**

G. 2023-2024 School 12 Month Employee Calendar (Attachment #11) RESOLUTION 2022-2023: 97**H. 2023-2024 School 12 Month Custodial Calendar (Attachment #12)**

Motion: To approve 2023-2024 12 month employee and custodial school calendars **RESOLUTION 2022-2023: 97**

I. 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 #13)RESOLUTION 2022-2023: 97**

J. Approve shared services agreement - World language teacher with Lebanon Borough

Motion: To approve shared service agreement for World language teacher (.2 FTE being spent with Lebanon Borough) for the 2023-2024 School Year, and invoicing of applicable salary and health benefit to Lebanon. **RESOLUTION 2022-2023: 97**

K. Approve shared services agreement for Child Study Team services

Motion: To approve shared service agreement for CST services for the 2023-2024 School Year. **RESOLUTION 2022-2023: 97**

L. Approve contract for shared speech services with Lebanon Borough

Motion: To approve sending CPS speech staff to Lebanon Borough for the 2023-2024 School Year and billing Lebanon Borough for said services at the applicable hourly rate and reimbursement to each employee for mileage. **RESOLUTION 2022-2023: 97**

- Bernadette presented the 23-24 School Budget along with Dr. Cohen. It outlined the source of the revenue, allocation of the expenditure within the guidelines of the 2.41 increase to the budget approved by the Board. Dr. Cohen highlighted the district's goals and the focus of how the funding will support key educational programs. Bernadette provided a top view of the impact of the school budget pertaining to Clinton and Glen Gardner's general fund and debt service tax impact. The overall strategy of technology spending as well as the long range facility plan were also highlighted. The User Friendly Budget will be posted to the CPS website and a copy of the budget will also be available at the central office during school hours for anyone who would like to review the details.

- Bernadette highlighted the items C-L regarding the request for the Board to approve.

11. Correspondences

12. New Business

A 22-23 Facility and Supply Spending

- Parking lot and walkway
- Gaga Pit re-service
- Barrier around gas line
- Water Fountain and paving by the playground
- Doors for APR and kitchen exterior
- Doors to complete the 2014 referendum project
- Indoor Drones
- Technology purchases
- Supplies to replace and replenish various departments and classrooms
- Bernadette confirmed to the Board the strategy for managing the expected challenging year with the 23-24 budget, the strategy is to reduce transfer into Capital Reserve but utilize the potential year end savings from 22-23 to fund the projects and set up programs in current year to reduce the burden for laying out funding in 23-24.

B. State of NJ Administrative Review for Food Services

-
- The district will be having the scheduled NJ Administrative Review for food services next Tuesday 5/2 and Wednesday 5/3. Maschio's staff have been diligently working to ensure the process of delivering breakfast and lunch meets the State requirement. Tonya Reese has been coordinate the necessary applications and disclosure forms that is required by the State for record keeping as recipients of the aides reimbursing the district for meal counts.

13. Old Business

A. Bulldog Bulletin

B. Board Liaison Reports

- Dr. Tsakalaso updated the Board on PTO happening and support on behalf of the district. Mrs. Burr updated the Board on activities the students were engaging with Clinton Mayor Kovach resulting in a memorial event for both.

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

RESOLUTION 2022-2023: 98 APPROVE END OF YEAR DATES FOR 22/23 SY

Dr. Tsakalagos moved, seconded by Mrs. Burr, and passed unanimously by a roll call vote, 5-0, to approve the end of year dates for the 2022-2023 school year

June 12—12:45 Dismissal

June 13— 12:45 Dismissal Last Day for Students

June 13 – Graduation 6pm

14. Public Comment NONE

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. **NO EXECUTIVE SESSION HELD**

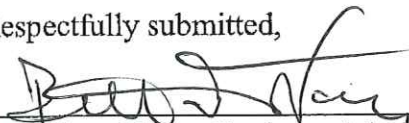
16. Adjournment

RESOLUTION 2022-2023: 99


ADJOURNMENT

Dr. Tsakalagos moved, seconded by Mrs. Burr, and passed unanimously by a roll call vote, 5-0 to adjourn the Board Meeting at 9:04pm.

Respectfully submitted,



 Bernadette Wang, Business Administrator



 Ashley Dunker, Vice President