

Clinton-Glen Gardner Board of Education
March 15, 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 Meghan Moore called the meeting together at 7:03 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,
Jacyln Carruthers, Dan Brkich

Also Present: Seth Cohen, Superintendent/Principal
Bernadette Wang, Business Administrator/Board Secretary

4. Monthly School Data:

A. Enrollment Data Report (Attachment #1)

B. Student Suspensions:

1. In-School Suspensions: 0
2. Out-of-School Suspensions:

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 2022-2023: 80

ACCEPT SCHOOL DATA REPORTS

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

5. Superintendent/Principal’s Report

- Musical Bye Bye Birdie all inclusive for students from Clinton, Lebanon and Glen Gardner
- DC day trip potential for end of May
- Bulldog Bulletin volume 2 out on 3/15/23
- End of year dates to discuss in Executive session

A. Student Representative Report NONE

B. Clinton Education Association Report NONE

C. Assistant Principal- Curriculum Coordinator Report NONE

D. Special Services Report NONE

6 Public Comment NONE

7. Personnel

A. Staff Approval

RESOLUTION 2022-2023: 81

APPROVE PERSONNEL ITEM A

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

Position	Name	Rate	Effective Date	Att.
Substitute Teacher	Kyra Hissner	\$115.00 per diem	03/15/2023 pending completion of paperwork	
Substitute Teacher	Jessica Reilly	\$115.00 per diem	03/15/2023 pending completion of paperwork	
Substitute Teacher	Emma D’Alesandro	\$115.00 per diem	03/15/2023 pending completion of paperwork	

8. Curriculum, Instruction, Assessment, & Technology

A. Professional Development

RESOLUTION 2022-2023: 82

APPROVE PROFESSIONAL DEVELOPMENT

Dr. Tsakalakos moved, seconded by Mrs. Burr, 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

Program Name	Date	# Employees	Event Cost	Substitute Pay	Total Cost
New Jersey Association of School Administrators	5/17/23 - 5/19/23	Dr Cohen	\$0	\$0	\$0 + mileage

B. Field Trips

RESOLUTION 2022-2023: 83

APPROVE FIELD TRIPS

Mrs. Dunker moved, seconded by Dr. Tsakalacos, and passed unanimously by a roll call vote, 5-0, to approve the following requests for field trips as listed and discussed under the Superintendent's report:

Date	Grade	Destination	Cost per student
5/23/23	8	Washington DC	\$25

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. #
NONE			

10. General Information: Business Administrator's Report

A. Audit of 2021-2022 School Year by Bedard, Kurowicki & Co.

RESOLUTION 2022-2023: 84 (Items A-D) ACCEPT 2021-2022 AUDIT & ACFR

Mrs. Burr moved, seconded by Dr. Tsakalacos, and passed by individual roll call vote, 5-0, to accept the audit, ACFR for the 2021-2022 school year. The Clinton Public School Board acknowledged that it has reviewed the 2021-2022 audit report as required by N.J.S.A. 18A:23-5. (Attachment #4)

B. 2023-2024 School Budget Tentative Approval

RESOLUTION 2022-2023: 84 2023-24 SCHOOL BUDGET PRELIMINARY APPROVAL

Dr. Tsakalagos moved, seconded by Mrs. Burr and passed by individual roll call vote, all ayes, 5-0, that the preliminary budget be approved for the 2023-2024 school year and that the Business Administrator/Board Secretary be authorized to submit the following preliminary budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline of March 20, 2023.

The Board of Education of Clinton-Glen Gardner hereby adopts the following Preliminary 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 proposed budget includes the adjustment for enrollment in the amount of \$32.037. The district intends to utilize this adjustment for providing additional security for the increase in the number of students.

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.

Anticipated Enrollment 440

Expenditures

General Current Expense \$9,475,670

Revenue

Local Tax Levy-General \$8,002,117

	<hr/>	Withdraw from Emergency Reserve	<hr/>
Capital Outlay	\$ 430,000		0
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Capital Interest	\$1,000	Withdraw from Cap Res	\$430,000
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		Misc Revenue	\$12,708
		Tuition	\$480,117
		State Aid	\$ 981,728
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Total Operating Budget	\$9,906,670	Total Operating Budget	\$9,906,670
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Special Revenue Fund	\$511,205	Special Revenue Fund	\$511,205
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Repayment of Debt	\$564,237	Debt Reserve	\$0
	<hr/>	Debt Service Aid	\$249,773
		Local Tax Levy-D ebt	\$184,464
		Budgeted Fund Balance	\$130,000
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		Total Debt Fund	\$564,237
	<hr/>		<hr/>
Total Expenditures	\$10,982,112	Total Revenue	\$10,982,112
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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)

C. NJDOE Rod Grant Submission

RESOLUTION 2022-2023: 84 APPROVE SUBMISSION OF NJDOE ROD GRANT

Dr. Tsakalakos moved, seconded by Mrs. Burr and passed by individual roll call vote, all ayes, 5-0, to approve the submission of the NJDOE Rod Grant.

The Board of Education approves the submission of the ROD Grant application and plans to the New Jersey department of Education for their approval. The following projects are being submitted:

Clinton Public School

- ***HVAC – Condenser Replacement***

The Board of Education also approves any changes (if necessary) to the Long Range Facility Plan as part of this project application

RESOLUTION 2022-2023: 84 APPROVE BUSINESS ADMINISTRATOR ITEM D

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

D. 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 February 28, 2023 Work/Business Session and Executive Session(**Attachment #5**)
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 #6)

January 2023 \$3,412,084.91

3. Approval of the Bill List in the specified amounts (**Attachment #7**)
 - a. General Account: \$ **917,375.58** (as addendum @ 3/15/23 meeting for period of 3/1/23-3/15/23)
 - b. Cafeteria Account: \$ 5492.97 (February 2023 checks)
4. Checking Account Balances – January 2023
 - a. Student Activities \$ 34,579.60
 - b. Cafeteria: \$139,141.93
 - c. Payroll Agency: \$ 14,477.83
 - d. Unemployment: \$ 93,628.88
5. Transfers in the amount of \$31 691.70 for February, 2023. (**Attachment #8**)

11. Correspondence

- A. SEMI Waiver Approval Letter (**Attachment #9**)

12. New Business

13. Old Business

- A. Dear Parents
- B. Board Liaison Reports
- C. Motion to approve the 2023-2024 school year calendar (**Attachment #10**)

RESOLUTION 2022-2023: 85 APPROVE 2023-2024 SCHOOL CALENDAR

Dr. Tsakalakos moved, seconded by Mrs. Burr and passed unanimously by a roll call vote, 5-0, to Approve the 2023-2024 School Calendar.

- D. Motion to approve the revised 2023 Board meeting calendar (**Attachment #11**)

RESOLUTION 2022-2023: 85 APPROVE 2023 REVISED BOARD MEETING CALENDAR

Dr. Tsakalakos moved, seconded by Mrs. Burr, and passed unanimously by a roll call vote, 5-0, to approve the 2023 revised board meeting calendar.

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

14. Public Comment NONE

15. Executive Session

RESOLUTION 2022-2023: 86

ADJOURN TO EXECUTIVE SESSION

Mrs. Dunker moved, seconded by Dr. Tsakalacos, and passed unanimously by a roll call vote, 5-0, to adjourn to Executive Session at 8:06pm in accordance with the Sunshine Law, Chapter 231, P.L. 1975, to discuss a **CONTRACT and SCHOOL CALENDAR**. 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.

RESOLUTION 2022-2023: 87

RESUME BUSINESS SESSION MEETING

Mrs. Dunker moved, seconded by Dr. Tsakalacos, at 8:20 pm and passed unanimously by roll call vote, 5-0, to resume the regular business session meeting.

15. RESOLUTION 2022-2023:87 APPROVE INTERLOCAL SERVICES AGREEMENT

Dr. Tsakalacos moved, seconded by Mrs. Burr, and passed unanimously by a roll call vote, 5-0, to approve the Interlocal Services Agreement (**Attachment #12**) between the Clinton-Glen Gardner School District and the Town of Clinton to have one (1) part-time special police officer employed by the Town/ assigned to the School.

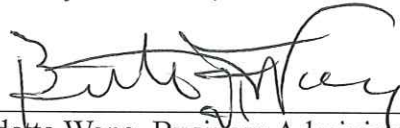
16. Adjournment

RESOLUTION 2022-2023: 88

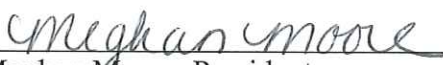
ADJOURNMENT

Mrs. Burr moved, seconded by Mrs. Carruthers, and passed unanimously by a roll call vote, 5-0 to adjourn the Board Meeting at 8:22pm.

Respectfully submitted,



 Bernadette Wang, Business Administrator



 Meghan Moore, President