

Clinton-Glen Gardner Board of Education  
April 30, 2024  
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 7:01 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: Ashley Dunker, Meghan Moore, Dan Brkich, Theresa Tsakalacos, Jaclyn Carruthers, (Laura Burr arrived at 7:17)

Also Present: Seth Cohen, Superintendent/Principal

Bernadette Wang, Business Administrator/Board Secretary

**4. Superintendent/Principal's Report**

**A. Student Representative Report - NONE**

**B. Clinton Education Association Report - Mrs Evans reported on the student happenings throughout the school**

**C. Assistant Principal- Curriculum Coordinator Report - NONE**

**D. Special Services Report - NONE**

- Dr Cohen offers thanks to the staff coordinating the NY Trip to see The Outsiders
- State testing upcoming this month
- 44 Kindergarten students for 24/25 3 sessions
- EOY luncheon upcoming
- Mrs. Dunker offers kudos to first grade teachers "baby chicks in classrooms" project and appreciation for being in a community that offers the ability to do many walking trips
- Dr. Tsakalacos mentioned the Ellis Island trip success

**5. Public Comment**

**6. Personnel**

**RESOLUTION 2023-2024: 108**

**APPROVE PERSONNEL ITEM A-F**

Mrs. Moore moved, seconded by Dr. Tsakalakos, and passed unanimously by a roll call vote, 6-0-0, upon the recommendation of the Superintendent, to approve motion for personnel items A-F:

**A. 2024-2025 Staff Approvals**

<b>Motion:</b> To approve the following staff member and rates for the listed position for the <b>2024-2025</b> and remainder of the 23-24 school year: <b>RESOLUTION 2023-2024: 108</b>			
Position	Name	Rate	Effective Date
Substitute Custodians	David Stoker Liam Love Jonathan Valko Kaitlyn Fonseca	\$18	7/1/2024
Sub Nurse	Christine Gadd	\$50	5/1/2024
Sub Nurse	Patricia Butler	\$50	5/1/2024
Aftercare	Julia Cabete	\$15.13/hr	5/1/2024

**B. After School Enrichment:**

<b>Motion:</b> To approve the following staff members to teach the ASE Spring 2024 courses at ½ club stipend per negotiated agreement. <b>RESOLUTION 2023-2024: 108</b>	
Class	Teacher
Bulldog Baking	Kish, Viotto, T. Reese, Duryea; each ½ club stipend
DIY Board Games	Homan
Indoor Games	Gallagher, Malmros; each ½ club stipend
Lego Club	J. Harris
Paper Crafts	DeJesus
Ukelele	Larkin

**C. ESY**

<b>Motion:</b> To approve the following staff members to serve 2024-2025 extended school year roles as listed below per negotiated agreement: <b>RESOLUTION 2023-2024: 108</b>		
Position	Name	Rate
<b>Teachers</b> (5 weeks, 4 days/wk, 3hr instruction & 30 min prep/day)	Carolyn Schorr Lindsay Zengel Nicole Kish	
<b>Paraprofessionals</b> (5 week,	Julianne Bavaro	

4 days/wk, 3hr/day)	Kaitlyn Schoendorf Elizabeth Upwood Clare Bubb Samantha Zangari	
<b>PreSchool Teacher</b> (4 weeks, 4 days/wk, 3hr instruction & 30 min prep/day)	Melissa Valente	
<b>PreSchool Paraprofessionals</b> (4 week,4 days/wk, 3hr/day)	Catherine Kapigian Madison Viotto Sharon Schoendorf	
<b>Nurse</b>	Maryellen Bowlby	
<b>Speech Therapy</b> (3hr/wk)	Amanda Thomas Nicole Vazquez	
<b>Substitute Para/Teachers</b>	Robert Adase	
<b>Social worker (at 24/25 hourly rate)</b>	Lauren Peachey	

**D. Co-Curricular 2023-2024**

*Motion: To approve the following staff member(s) for the following co-curricular appointments for 2023-2024*  
**RESOLUTION 2023-2024: 108**

Activity	Staff Member	Rate
Spring Musical Asst Dir #1	Lisa Rizzi	\$1479
Spring Musical Asst Dir #3a	Kelly DeJesus (split)	\$739.50
Softball Club	Joe Harris	\$1132

**E. Resignation**

**Motion:** To approve the resignation of Jennifer Sedlacek effective June 30, 2024.

**(Attachment #1)RESOLUTION 2023-2024: 108**

**F. School Business Administrator’s Contract for 2024-2025**

**Motion:** To approve the recommended contract for the 2024-2025 school year for Bernadette Wang, Business Administrator, at the annual salary of \$121,693, based upon approval by the Hunterdon County Executive Superintendent. **(Attachment #2) RESOLUTION 2023-2024: 108**

**8. Curriculum, Instruction, Assessment, & Technology**

**RESOLUTION 2023-2024: 109 APPROVE PROFESSIONAL DEVELOPMENT**

Mrs. Moore moved, seconded by Dr. Tsakalakos, and passed unanimously by a roll call vote, 6-0-0, 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 2023-2024: 109**

Program Name	Date	# Employees	Event Cost	Substitute Pay	Total Cost
NJPSA/FEA Annual Special Education Summit	4/26/24	Carolyn Schorr	\$150	\$115	\$265 + mileage
CEEL Series 2 Learn C: Leveraging Diversity for Improvement	5/6/24 - 5/24/24	Dr Jenine Kastner	\$245	\$0	\$245
CEEL Series 2 Learn D: Effective Teams 6/3/24-6/21/24	6/3/24-6/21/24	Dr Jenine Kastner	\$245	\$0	\$245
NJPSA Illuminate Assistant Principal Conference	10/16/24	Matt Stanbro	\$200	\$0	\$200 + mileage and lodging
2024 NJSHA Convention	5/9/24	Nicole Vazquez	\$255	\$0	\$255 + mileage and lodging
Wilson Reading System Introductory Course	5/21/24, 5/22/24, 5/23/24	MaryAnn Gallaway Nicole Kish Alex Jordan	\$650 each	\$115	\$2,985

**B. Field Trips**

**RESOLUTION 2023-2024: 109 APPROVE FIELD TRIPS**

Mrs. Moore moved, seconded by Dr. Tsakalakos, and passed unanimously by a roll call vote, 6-0-0, to approve the following requests for field trips as listed:

*Motion: To approve the following requests for field trips as listed:* **RESOLUTION 2023-2024: 109**

Date	Grade	Destination	Cost per student
April 2024	Select 7th Graders	Lebanon Borough School	N/A
April 2024	8th Grade	New York City	\$94.50
May 2024	6th Grade	Grounds for Sculpture	TBD
April 2024	7th Grade	Red Mill	\$11.00

April 2024	3rd Grade	Hunts Mill Park	N/A
May 2024	8th Grade	Pocono Springs	\$139.00
May 2024	7th Grade	Hellerick's Family Farm	\$33.75
May 2024	1st Grade	Echo Hill Park	\$13.00
May 2024	5th/6th Grade	Somerset Patriots Stadium	TBD
June 2024	3rd Grade	Red Mill	\$12.50
June 2024	5th Grade	RVCC Pool	TBD

## 8. Policy and Regulations

### RESOLUTION 2023-2024: 110

### APPROVE POLICIES AND BYLAWS

Mrs. Moore moved, seconded by Dr. Tsakalakos, and passed unanimously by a roll call vote, 6-0-0, to approve the listed first readings and Adopt or Repeal the Policies and Bylaws with Second Readings (summaries attached):

**Motion:** To approve the listed Second Readings and Adopt or Repeal the Policies and Bylaws with Second Readings (summaries attached): **RESOLUTION 2023-2024: 110**

Policy #	Title	Action	Att. #
P 1140	Educational Equity Policies (M)	2nd rdg	3A
P 1523	Comprehensive Equity Plan (M)	2nd rdg	3B
P&R 1530	Equal Employment Opportunities (M)	2nd rdg	3C
P 1550	Equal Employment/Anti-Discrimination Practices (M)	2nd rdg	3D
R 2200	Curriculum Content (M)	2nd rdg	3E
P&R 2260	Equity in School and Classroom Practices (M)	2nd rdg	3F
P 2411	Guidance Counseling (M)	2nd rdg	3G
P&R 2423	Bilingual Education (M)	2nd rdg	3H
P&R 2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries (M)	2nd rdg	3I
P3211	Code of Ethics	2nd rdg	3J
R 5540	Honoring Student Achievement	2nd rdg	3K
P 5570	Sportsmanship	2nd rdg	3L
P 5750	Equitable Educational Opportunity (M)	2nd rdg	3M
P 5841	Secret Societies	2nd rdg	3N

P 5842	Equal Access of Student Organizations	2nd rdg	3O
P&R 7610	Vandalism	2nd rdg	3P
P 9323	Notification of Juvenile Offender Case Disposition	2nd rdg	3Q

## 10. General Information: Business Administrator's Report

### A. 2024-2025 School Budget Presentation

- Dr Cohen and Mrs Wang present the missions, goals, key educational programs and the budget information

### B. Monthly Minutes and Financial Approval

#### RESOLUTION 2023-2024: 111 APPROVE BUSINESS ADMINISTRATOR ITEMS B-H

Mrs. Moore moved, seconded by Mrs. Burr, and passed unanimously by a roll call vote, 6-0-0, to approve the following items **B-H**:

**Motion:** To approve the Minutes and monthly financial transactions and reports items 1-5: **RESOLUTION 2023-2024: 111**

1. Approval of Board of Education Minutes from March 12, 2024 and April 16, 2024 Work/Business and Executive Sessions. **(Attachment #4)**
2. Certification of the Secretary's and Treasurer's report that the cash receipts, Certification of the Board of Secretary's and Cash reconciler'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 6A:23A-16/10(c) 3 and 4, there are sufficient funds available to meet financial obligations for the remainder of the 2023-2024 school year. That no major account or fund has been over-expended pursuant to NJSA 18A:22-9.1, and that no line-item account has encumbrances and expenditure, which is totally exceed the line item appropriation in violation of NJAC 6A 23-2.22(a) that as of the date of their reports.  
**(Attachment #5)**

February, 2024      \$3,675,396.26

3. Approval of the Bill List in the specified amounts

- a. General Account: **\$2,039,681.06**
- b. Cafeteria Account: **\$26,583.29** Checks written in March

## 4. Checking Account Balances – February, 2024

- a. Student Activities: \$ **58,537.74**
- b. Cafeteria: \$ **211,497.75**
- c. Unemployment: \$ **104,376.60**
- d. Payroll Agency: \$ **12,762.50**

## 5. Transfers in for March, 2024

<b>Fund 10</b>	<b>\$453,674.72</b>
<b>Fund 20</b>	<b>\$ 40,872.00</b>

**C. Staff Appointments 2024-2025**

**Motion:** To approve the attached staff members for the 2024-2025 school year through June 30, 2025. **(Attachment #6) RESOLUTION 2023-2024: 111**

**D. 2024-2025 School 12 Month Employee Calendar (Attachment #7) RESOLUTION 2023-2024: 111**

**E. 2024-2025 School 12 Month Custodial Calendar (Attachment #8)**

**Motion:** To approve 2024-2025 12 month employee and custodial school calendars **RESOLUTION 2023-2024: 111**

**F. Payroll Schedule Approval**

**Motion:** To approve the payroll processing schedule for the 2024-2025 school year **(Attachment #9) RESOLUTION 2023-2024: 111**

**G. Food Service Contract RFP for 2024-2025**

**Motion:** To approve the advertisement of RFP for 2024-2025 Food service contract with the bid opening on May 1, 2024. **(Attachment #10) RESOLUTION 2023-2024: 111**

**H. Hunterdon County ESC Coordinated transportation agreements**

**Motion:** To approve Hunterdon County ESC to provide Coordinated transportation services for the 2024-2025 School Year **(Attachment #11) RESOLUTION 2023-2024: 111**

**10. Correspondences**

- Mrs. Burr updates from the Town regarding the town's all inclusive playground grant received

**11. New Business**

**24-25 Budget received final approval from the Executive County Superintendent on April 17, 2024.**

## 12. Old Business

### A. Dear Parents

### B. Board Liaison Reports

- PTO raised \$9192 at the Color Run (thanks to Dr. Cohen and Mr. Stanbro for allowing and the custodians for working on a Saturday) and \$500 at the talent show. Upcoming contributions: Teacher appreciation week treats, Mother's Day flowers, 2 umbrellas, medals for 100 Book club, egg drop prizes, and 8th grade leadership award and Stand Up be a Bulldog shirts for Lebanon students, Koda Ice and Silent Auction planning

### C. 2024-2025 School Year Calendar

### D. End of year Dates for June 2024

Last day of school for students June 14, 2024 12:45 Dismissal

Graduation June 14, 2024 at 6:00 pm CPS Gym

Last day for staff June 17, 2024

## RESOLUTION 2023-2024: 112 APPROVE 2024-2025 SCHOOL YEAR CALENDAR

Mrs. Moore moved, seconded by Mrs. Burr, and passed unanimously by a roll call vote, 6-0-0, to approve the 2024-2025 school year calendar (**Attachment #12**)

## LDTTC service provider

**Motion:** To approve Lisa Fallon for providing LDTTC services, as needed, upon completion of paperwork and criminal history check @ the rate of **TBD**.  
(No action taken on this matter as the rate is not yet available)

## Clinton Public School Goals 2023-2024

- Incorporate general wellness opportunities
- Incorporate real world experiences through assemblies
- Interdisciplinary experiences to increase relations with stakeholders and develop an open door sense of community belonging.

## 13. Public Comment

## 14. Executive Session

### A. RESOLUTION 2023-2024: 104 ADJOURN TO EXECUTIVE SESSION

Mrs. Moore moved, seconded by Mrs. Burr, and passed unanimously by a roll call vote, 6-0-0, to adjourn to Executive Session at 8:09 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.



### Contracts, HIB

**RESOLUTION 2023-2024: 114**                      **RESUME BUSINESS SESSION MEETING**  
Mrs. Moore moved, seconded by Mrs. Burr, at 8:15 pm and passed unanimously by roll call vote, 6-0-0, to resume the regular business session meeting.

**RESOLUTION 2023-2024: 115** Mrs. Moore moved, seconded by Mrs. Burr, and passed unanimously by a roll call vote, 6-0-0, RESOLVED, that the Clinton Glen Gardner Board of Education (hereinafter referred to as the "Board") hereby moved as noted regarding the Superintendent's decision(s) in the following HIB Investigations and directs the Assistant Principal to transmit a copy of the Board's decision to the affected students' parents forthwith.

#### 15. HIB Report Receipt #5: April 2024

HIB#	1st or 2nd reading	Status (Confirmed as HIB <u>or</u> Not confirmed as HIB)	Board Affirmed, rejected, or modified
HIB Report Receipt# 5 Offender 1	1st reading	Confirmed as NOT HIB	Affirmed
HIB Report Receipt #5 Offender 2	1st reading	Confirmed as HIB	Affirmed
HIB Report Receipt# 5 Offender 3	1st reading	Confirmed as HIB	Affirmed
HIB Report Receipt# 5 Offender 4	1st reading	Confirmed as HIB	Affirmed

HIB Report Receipt# 5 Offender 5	1st reading	Confirmed as HIB	Affirmed
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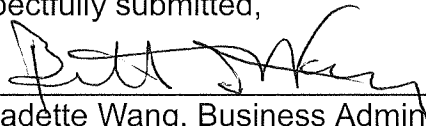
**16. Adjournment**


**RESOLUTION 2023-2024: 116**

**ADJOURNMENT**

Mrs. Moore moved, seconded by Mrs. Carruthers, and passed unanimously by a roll call vote, 6-0-0, to adjourn the Board Meeting at 8:16 pm.

Respectfully submitted,

  
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Bernadette Wang, Business Administrator

  
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Ashley Dunker, President