



Clinton-Glen Gardner Board of Education

August 21, 2024

CPS Media Center 7:00pm

BUSINESS 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: 0

C. School Nurse's Report (Attachment N/A)

D. Violence and Vandalism (EVVRS Data), 0 HIB investigation 0 confirmed

E. Fire Drill and Bus Evacuation Drill Report (Attachment #2)

Motion: *To accept the aforementioned monthly school data report, items 4A-E.*

5. Superintendent/Principal’s Report

Motion: To approve the Student Safety Data System report for the 2023-2024 school year. (Attachment #3)

Motion to approve the Emergency Virtual or Remote Instruction Programs for the 2024-2025 School Year. [Please click here for link](#)

School District Mentoring Plan for review of fiscal impact.

A. Student Representative Report

B. Clinton Education Association Report

C. Assistant Principal- Curriculum Coordinator Report

1. Curriculum Updates

Motion: To approve the following curriculum updates: [Please click here for link](#)

ELA:

K-8 English Language Arts curricula and instruction aligned to the 2023 NJSLs – ELA

Math:

K-8 Mathematics curricula and instruction aligned to the 2023 NJSLs – Mathematics.

D. Special Services Report

HIB

Motion: To approve the submission of the 2023-2024 School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act (Attachment #4)

6 Public Comment

7. Personnel

A. Threat Assessment Team 2024-2025

Motion: To approve the following staff member(s) to the Threat Assessment Team for 2024-2025 school year:
Staff Member
Jenine Kastner, School Safety Specialist, Director of Special Services
Angela McVerry, Guidance Counselor
Courtney Duryea, Guidance Counselor
Toni Cespedes, School Psychologist
Timothy Bidwell, Physical Education Teacher
Scott Reilly, Technology Director
Karen Brownell, Special Education Teacher
Seth Cohen, Superintendent/Principal
Matthew Stanbro, Assistant Principal
Lauren Peachey, Social Worker

B. RN Job Description

Motion: To approve the Registered Nurse Job Description. [Link to Job Description](#)

C. Summer Curriculum 2024-2025

Motion: To approve the following staff member(s) for the following summer curriculum work.		
Activity	Staff Member	Rate
ELA Curriculum Revisions - 6-8 NTE 24 Hours	Jessica Latanzio Crespo (Revision to move 12 hours previously approved on 5/21/24 for Denise Grimm to Jessica Crespo for a total NTE 24 hours)	\$50

D. Approval

Motion: To approve the following staff members for the listed positions for the 2024-2025 school year:		
Position	Name	Rate/Salary
Summer Tech Support Meeting	Ruth Arce	2 hours @ \$50/hr

E. Before and Aftercare Staff 2024-25

Motion: To approve the staff and hourly wages for before and after care 24-25 school year		
Position	Rate/Salary	Effective
Sr Before/Aftercare Staff	\$18.50 per hour	24/25 school Year
Jr Assistant staff	\$15.13 per hour	24/25 school Year
Director sub coverage	\$ 48.50 per hour	24/25 school Year

Miranda Abarca	Jr Assistant
Alli Kripetz	Jr Assistant
Madeline Sowell	Jr Assistant
Tatum Pfuelb	Jr Assistant
Natalie Ochs	Jr Assistant
Eva Liu	Jr Assistant
Kaylee Mclsaac	Jr Assistant
Mia Cancelliere	Jr Assistant
Mia Lione	Jr Assistant
Julianne Bavaro	Sr. Staff
Elizabeth Upwood	Sr. Staff/Director substitute
Madison Viotto	Sr. Staff/Director substitute
Christina Muench	Sr. Staff/Director substitute
Barbara Plundeke	Sr. Staff/Director substitute
Heidi Singer	Sr. Staff

F. Aftercare Directors

Motion: To approve the following staff members to serve as Aftercare Directors for the 2024-2025 school year.

Name	Title	Stipend
Carolyn Schorr	Director	\$ 8500
Catherine Kapigian	Director	\$ 8500
Jenine Kastner	Director	\$ 3250

G. Lead Night Custodian

Motion: To approve Nicholas Buniva as Lead Night Custodian with a stipend to be paid in the amount of \$2500. for the 2024-2025 school year.

H. Summer Office & Clerical

Motion: To approve the following staff member(s) to serve as office and clerical support during the summer of 2024 NTE 60 hours total for split between staff listed below.

Name	Hours	Hourly Rate
Catherine Kapigian	TBD	\$16
Erica O'Dell	TBD	\$16
Elizabeth Upwood	TBD	\$16

I. Elementary Teacher Approval

Motion: To approve the following staff members for the listed positions for the 2024-2025 school year:

Position	Name	Rate/Salary	Att #
Elementary	Madison Viotto	Step 1 BA	5

J. Summer Health Office Records

Motion: To approve the following staff member for Summer Health Office Records Information Preparation NTE 20 Hours 2024-2025 school year:

Position	Name	Rate/Salary	Att #
Summer Health Office Records	Jessica Storey	Per negotiated agreement	NA

K. Staff Member Increase

Motion: To approve the following staff member increase for the 2024-2025 school year		
Position	Name	Rate/Salary
Spanish	Jennifer Watkins	From .8FTE to .9FTE = \$73,309

L. Substitute Teachers

Motion: To approve the following substitute teachers for the 2024-2025 school year			
Position	Name	Rate/Salary	Att #
Substitutes	See Attachment	Substitute Teachers \$115.00 per diem Substitute Nurse \$50.00 per hour Substitute Secretary \$15.13 per hour	6

M. Salary Increase

Motion: To advance the following teacher on the salary guide in accordance with CEA negotiated agreement:				
Position	Name	Current Step and Salary	New Step and Salary	Effective
Speech teacher	Amanda Thomas	MA/12 \$76555	MA+15/12 \$77,455	8/27/2024

8. Curriculum, Instruction, Assessment, & Technology

A. Professional Development

Motion: 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
Autism NJ Annual Conference	10/24/24 and 10/25/24	Carolyn Schorr Jenine Kastner	\$500	\$115	\$1,230 +mileage and lodging

B. Staff Leave approvals

Motion: To approve the following leaves for listed staff			
Employee #	Effective	Leave type	Att #
8101	8/27/24-1/1/25	extended Maternity	7

9. Policy and Regulations

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

Policy #	Title	Action	Att. #
P 0141	Board Member Number and Term	1st rdg	8A
P 0141.1	Board Member Number and Term - Sending District	1st rdg	8B
P 0141.2	Board Member Number and Term - Receiving District	1st rdg	8C
P 2200	Curriculum Content	1st rdg	8D
P&R 3160	Physical Examination	1st rdg	8E
P&R 4160	Physical Examination	1st rdg	8F
R 5200	Attendance	1st rdg	8G
P 5337	Service Animals	1st rdg	8H
P 5350	Student Suicide Prevention	1st rdg	8I
P 8420	Emergency and Crisis Situations	1st rdg	8J
P&R 8467	Firearms and Weapons	1st rdg	8K
P 9181	Volunteer Athletic Coaches	1st rdg	8L

10. General Information: Business Administrator's Report

A. ESEA Grant Applications for 2023-2024

Motion: To re-approve application and submission of ESEA Grant applications for the 2023-2024 school year:

Grant	Amount	Allocation
ESEA	\$10,893	Title I
ESEA	\$12,438	Title II-A
ESEA	\$ 2,022	Title III (Consortium)
ESEA	\$ 2,565	Title III Immigrant
ESEA	\$10,000	Title IV Part A
Title I Salary Funded – BSI teacher		20%

B. IDEA Applications for 2023-2024

Motion: To re-approve application and submission of IDEA for the 2023-2024 School Year

Grant	Amount	Allocation
IDEA	\$ 6,043	Preschool
IDEA	\$133,687	Basic

C. ESEA Grant Applications for 2024-2025

Motion: To approve application and submission of ESEA Grant applications for the 2024-2025 school year:

Grant	Amount	Allocation
ESEA	\$17,465	Title I
ESEA	\$ 6,630	Title II-A
ESEA	\$ 2,370	Title III (Consortium)
ESEA	\$ 1,549	Title III Immigrant
ESEA	\$10,000	Title IV Part A

D. IDEA Applications for 2024-2025

Motion: To approve application and submission of IDEA for the 2024-2025 School Year

Grant	Amount	Allocation
IDEA	\$ 5,926	Preschool
IDEA	\$134,247	Basic

E. 2023-2024 Extraordinary Aid

Motion: To accept 2023-2024 Extraordinary Aid from the State of New Jersey in the amount of \$638,284 for special education student excess costs. An increase of \$170,212 from 2022-2023 of \$468,072 (**Attachment #9**)

F. 2023-2024 Non Public School Transportation Aid

Motion: To accept 2023-2024 Non Public School Transportation Aid from the State of New Jersey in the amount of 5,005 for transportation of the nonpublic school students. An increase of \$2,821 from 2022-2023 of \$2,184 (**Attachment #10**)

G. Student Activities

Motion: To transfer balances within the student activities account(s) to close out inactive accounts and re-align additional funds to other active account(s)..

Close obsolete accounts and transfer to miscellaneous (\$5,310.72) within student activities:

Bell Project (\$635.26); Challenge 20/20 (\$294.73); Early Act (\$821.86); Field Maintenance (\$1.49); iPad (\$2.62); Multiage (\$944.19); Peer to Peer (\$211.97); Soda (\$184.09); Sports (\$579.71); Foundations (\$1,634.80)

Close obsolete accounts and transfer to Life Skills (\$1,165.04) within student activities:

Walmart Grant (\$34.30); Unified Sports (1,130.74)

Close Student Council Accounts and Transfer them to Student Ambassadors (\$5,865.90) within student activities:

5th/6th student council (\$3,016.31); 7th/8th student council (\$2,849.59)

H. Special instructional services Contracts 2024-2025

<i>Motion: To approve the following Special instructional services contract for 2024-2025</i>			
School	# of Students	Tuition Amount	Effective Date
Mountain Lakes BOE	1 student	\$6840.00 1 50 min session/week	2024/2025 School Year

I. Tuition and related transportation cost for incoming and outgoing Special Ed Students for 2024-2025 ESY and Regular School year

<i>Motion: to approve 2024-25 ESY and Regular School Year Tuition Contract(s) for incoming and outgoing Special Ed students.</i>			
State Student ID#	School	Transportation	Est Tuition & Svc Cost per each student
State # 7139964337 Local #11633	INCOMING: Lebanon Boro School District	NA	RSY .5 of 1:1 aide: \$23947.50 (\$47895/2=\$23947.50)
Local # 3410166	INCOMING: Alpha School District	NA	RSY 1:1 aide: \$47895.00

J. Hunterdon County ESC Joint transportation agreements

Motion: To approve Hunterdon County ESC to provide Joint transportation services for the 2024-2025 School Year

K. Donations

Motion: To accept the donation of the memorial tree from Site One Landscape Supply in Branchburg, NJ. (Tree: Japanese Maple) planted in courtyard

L. Removal of Trees

Motion: To authorize the Business Administrator the use of Maintenance Reserve of \$12,000 for removal of trees around the property

Motion: To authorize the Business Administrator to secure a vendor to provide the service to remove trees around the property with Rich Tree Services State contract #18-DPP-00645. **(Attachment #11)**

M. Void Stale dated checks

Motion: To approve the void of stale dated checks for cafeteria and student activities accounts **(Attachment #12)**

N. 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 June 25, 2024 Work/Business session and Executive Session. (June 12, 2024 and July 24, 2024 meetings were canceled **(Attachment #13)**)
2. 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 6:23A-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 report. **(Attachment #14A and #14B)**

May, 2024 \$ 3,371,251.30

June, 2024 \$ 3,005,635.33

2. Approval of the Bill List in the specified amounts **(Attachment #15)**
 - a. General Account: 6/26/24-6/30/24 \$225,590.04
 - b. General Account: 7/1/24-8/15/24 \$793,514.98
 - c. Cafeteria Account: \$ 23829.49 (checks written in June)
 - d. Cafeteria Account: \$ 0 (checks written in July)

- 3. Checking Account Balances – **May, 2024**
 - a. Student Activities \$ 74,913.35
 - b. Cafeteria: \$ 194,264.73
 - c. Payroll Agency: \$ 14,272.34
 - d. Unemployment: \$ 109,981.27

- Checking Account Balances – **June, 2024**
 - e. Student Activities \$ 78,054.25
 - f. Cafeteria: \$ 171,902.96
 - g. Payroll Agency: \$ 65,475.41
 - h. Unemployment: \$ 113,857.34

- 4. Transfers in the amount of \$136,584.37 for May, 2024 (**Attachment #16**)

Transfers in the amount of \$209,989.07 for June, 2024 (**Attachment #17**)

11. Correspondence

12. New Business

A. Discussion of remainder of 2024 Board meeting dates

B. 23-24 Audit Wrap up

13. Old Business

A. Dear Parents

B. Board Liaison Reports

14. Public Comment

15. Executive Session

Call for a 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 no longer exist. --

HIB

Call for a motion to exit Executive Session and enter public session

HIB Report Receipt: June 2024 Second Reading

HIB#	1st or 2nd reading	Status (Confirmed as HIB <u>or</u> Not confirmed as HIB)
HIB Report # 9	2nd reading	Confirmed as NOT HIB
HIB Report # 10	2nd reading	Confirmed as NOT HIB

- A.** Motion to affirm, reject, or modify the superintendent’s decision by roll call voice vote incident #9 **Confirmed as NOT HIB.**
Motion to affirm, reject, or modify the superintendent’s decision by roll call voice vote incident #10 **Confirmed as NOT HIB**

16. Adjournment