

Clinton-Glen Gardner Board of Education  
September 24, 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 7:00 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, Laura Burr, Dan Brkich, Theresa Tsakalacos, Jaclyn Carruthers

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: 1.5
2. Out-of-School Suspensions: 0

**C. School Nurse's Report (Not Available This Month)**

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

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

**RESOLUTION 2024-2025: 14**

**ACCEPT SCHOOL DATA REPORTS**

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

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

Dr. Cohen updated the Board on:

- North Hunterdon Demographic study discussion; \$1000 investment to be included
- Back to School night
- Transportation expenses for Preschool
- Fall Sports

**A. Clinton Education Association Report**

Mrs. Latanzio updated the Board on the happenings around the school

**B. Assistant Principal- Curriculum Coordinator Report**

Mr. Stanbro updated the Board on:

- NJSLA discrepancies
- Wit and Wisdom
- Math in Focus

**C. Special Services Report NONE (covered under Dr. Cohen’s reporting)**

**6 Public Comment**

Mrs. DaSilva, a Clinton parent, gave feedback regarding the Wit and Wisdom and IXL and looks forward to the parent workshops related.

**7. Personnel**

**RESOLUTION 2024-2025: 15**

**APPROVE PERSONNEL ITEMS A-E**

Mrs. Burr moved, seconded by Mrs. Carruthers , and passed unanimously by a roll call vote, 5-0-0, to approve personnel items A-E

**A. Maternity Leave**

**Motion:** To approve the maternity leave request for employee #8136 with an anticipated start of December 13, 2024 and return date on or about May 23, 2025. **(Attachment #3)**

**RESOLUTION 2024-2025: 15**

**B. Staff approvals**

**Motion:** To approve the following staff member and rates for the listed position for the 2024-2025 school year:**RESOLUTION 2024-2025: 15**

Position	Name	Rate
Aftercare Jr. Assistants	Natalia Blume Georgia Rentoulis Alexa Camacho Brady Matis	\$15.13/hr
Substitutes	Michael Devita Kim Ragozine Amanda Schiavo	\$115.00 per diem pending completion of paperwork.
Part Time Registered Nurse	Brianna McKenna	\$50 per hour pending paperwork completion. 18 hours per week.
Special Education (Until 12/20/24)	Dana Blum	MA Step 10 .54FTE

**C. Alternate Nursing Services**

**Motion:** To approve BrightStar Care of Hunterdon, for alternate mandated nursing services, as needed, for the 24/25 school year per the attached agreement.  
**(Attachment #4 )RESOLUTION 2024-2025: 15**

**D. LDTC Service Provider**

**Motion:** To approve Lisa Fallon for providing LDTC services, as needed between October 1, 2024 and June 30, 2025, upon completion of paperwork and presentation of insurance coverage and approved criminal history check at the rate of \$85/hour and \$400 per evaluation report including evaluation for Educational Assessments.**RESOLUTION 2024-2025: 15**

**E. Centenary University Observation approvals**

**Motion:** To approve Centenary Undergraduate Students Nicole Gyeski, Brianna Moreno, Samantha Parlato to each complete 2 classroom observations **RESOLUTION 2024-2025: 15**

Dr. Cohen reminds all that we still need adults to work the aftercare program and to spread the word

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

**A. Professional Development**

**RESOLUTION 2024-2025: 16 APPROVE PROFESSIONAL DEVELOPMENT/ TRAVEL & POLICY AND REGULATIONS**

Mrs. Burr moved, seconded by Mrs. Carruthers , and passed unanimously by a roll call vote, 5-0-0, 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
HIB Law Update	10/21/24	Angela McVery	\$150	\$0	\$150 +mileage
Handle With Care Full Program	1/6/25 - 1/8/25	Dr Jenine Kastner Carolyn Schorr	\$3,050.00	\$0	\$3050 + mileage and lodging
NJ 2024 Science Convention	10/15/24- 10/16/24	Stacy Viotto	\$325	\$230	\$555 + mileage and lodging
CEEL Series 3 Learn A: Cornerstone Educator Competencies	3/3/25 - 3/21/25	Dr Jenine Kastner	\$245	\$0	\$245

CEEL Series 3 Learn B: Teaching for Cognitive Growth	4/1/25 - 4/18/25	Dr Jenine Kastner	\$245	\$0	\$245
CEEL Series 3 Learn C: Effective Classroom Management	10/7/24 - 10/25/24	Dr Jenine Kastner	\$245	\$0	\$245
CEEL Series 3 Learn D: Universal Design for Learning	11/4/24 - 11/22/24	Dr Jenine Kastner	\$245	\$0	\$245
CEEL Series 3: Plan and Apply	1/13/25 - 2/7/25	Dr Jenine Kastner	\$0	\$0	\$0y
HCASA Fall Workshop	9/26-9/27	Dr. Seth Cohen	\$232	\$0	\$232

**B. Field Trips**

**Motion:** To approve the following requests for field trips as listed: **RESOLUTION 2024-2025: 16**

Date	Grade	Destination	Cost per student
September 2024	7	Fairview Lake YMCA	Grant Funded ARP/ESSER
October 2024	7	Clinton Township Middle School	TBD
November 2024	7	Trenton State House	TBD
May 2025	2	Turtle Back Zoo	TBD
October 2024	2	Pumpkin Race - Downtown Clinton	N/A
October 2024	Unified	Glen Gardner VFW	N/A

**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): **RESOLUTION 2024-2025: 16**

Policy #	Title	Action	Att. #
P 0141	Board Member Number and Term	2nd rdg	5A
P 0141.1	Board Member Number and Term - Sending District	2nd rdg	5B
P 0141.2	Board Member Number and Term - Receiving District	2nd rdg	5C
P 2200	Curriculum Content	2nd rdg	5D
P&R 3160	Physical Examination	2nd rdg	5E
P&R 4160	Physical Examination	2nd rdg	5F

R 5200	Attendance	2nd rdg	5G
P 5337	Service Animals	2nd rdg	5H
P 5350	Student Suicide Prevention	2nd rdg	5I
P 8420	Emergency and Crisis Situations	2nd rdg	5J
P&R 8467	Firearms and Weapons	2nd rdg	5K
P 9181	Volunteer Athletic Coaches	2nd rdg	5L

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

#### **RESOLUTION 2024-2025: 17 APPROVE BUSINESS ADMINISTRATOR ITEMS A-E**

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

#### **A. Transport for Choice Students**

**Motion:** To request authorization for arrangement with Lebanon Township to transport eligible choice students from our district attending Lebanon Township schools for 24-25 school year. The estimated cost is \$1,000, same as last year. (2 students total, destination Woodglen school)**RESOLUTION 2024-2025: 17**

#### **B. Replace Security Bar for Kindergarten Classroom Door**

**Motion:** To authorize the Business Administrator the use of Maintenance Reserve of \$5,596 for replacing security bar for Kindergarten classroom's door

**Motion:** To authorize the Business Administrator to secure a vendor to provide the service to replace security bar with Lock Tech State contract #18-DPP-00645.  
**(Attachment #6)RESOLUTION 2024-2025: 17**

#### **C. Cell Phone Reimbursement Payment**

**Motion:** To approve the reimbursement of cell phone use for Tonya Reese (Substitute Teacher Caller) and Timothy Bidwell (Athletic Director) in the amount of \$50 per month (12 months for Mrs. Reese; 10 months for Mr. Bidwell) This eliminates the expense to the Board for cell phones, maintenance, and line cost for each.**RESOLUTION 2024-2025: 17**

## D. Monthly Minutes and Financial Approval

**Motion:** To approve the Minutes and monthly financial transactions and reports items 1-5:**RESOLUTION 2024-2025: 17**

1. Approval of Board of Education Minutes from the August 21, 2024 Business Session and Executive session (**Attachment #7**)
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 2024-2025 school year. That no major account or fund has been over-expended pursuant to NJSA 18A:22-8.1, 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 #8**)

July, 2024            \$ 3,354,303.95

3. Approval of the Bill List in the specified amounts (**Attachment #9**)
  - a. General Account: \$ 908,604.47 (8/16/24-9/24/24 )  
Bill list revision for check numbering only - checks #22307-22369 are now adjusted by -1; new numbering is 22306-22368 (CDK skipped a check number)
  - b. Cafeteria Account: \$ 7187.88(Checks written in August)
  - c. reapprove JuneTotal \$36,864.42(checks written in June, no checks in July)
4. Checking Account Balances – July, 2024
  - a. Student Activities    \$ 80843.97
  - b. Cafeteria:                \$ 183602.46
  - c. Payroll Agency:        \$ 18,156.18
  - d. Unemployment:        \$ 113,898.43
5. Transfers: (**Attachments #10 and #11**)

July Transfer

August Transfer

Fund 11 \$ 7,105.09

Fund 11 \$ 12,723.78.

**E. HCESC PIC/PIRS agreement**

**Motion:** To approve the HCESC Preschool Instructional Coach (PIC) and a Preschool Intervention and Referral Specialist (PIRS) agreement for 24/25 SY at the hourly rate of \$78 **RESOLUTION 2024-2025: 17**

**11. Correspondence****12. New Business****A. Citizen Banking Policy Change** Positive pay requirement**B. Nursing Services Plan****RESOLUTION 2024-2025: 18 APPROVE NURSING SERVICE PLAN**

Mrs. Burr moved, seconded by Mrs. Carruthers and passed unanimously by a roll call vote, 5-0-0, to approve 24-25 Nursing Services Plan (**Attachment #12**)

**13. Old Business****A. 23-24 Audit**

**Transfer for Reserve  
Recommendation  
CAP**

**B. Bulldog Bulletin****C. Board Liaison Reports**

Dr. Tsakalagos updated on the PTO's involvement and support of the following:

- Disability Acceptance Inclusion
- Tricky Tray raised \$16,900 with \$14,645 profit
- Jared Campbell assembly on Oct 1
- Donation of bench in memory of Grayson Eubanks
- Harlem Wizards Oct 11
- Screenagers in the fall
- Prizes for the trunk or treat on October 25th
- Book fair 10/29-10/31/24

Mrs. Burr updated on PIE's involvement in and support of the following:

- Yoga for grades 3-5 for 8 weeks
- Mindful movement for K-2
- Restarting Script Gift cards as fundraiser

**D. 2024-2025 Goals**

**Goal Statement: To create a learning environment and foster academic programs focused on meeting the needs of each learner and cultivate independence.**

- Find out/identify what resources teachers need and provide

- **Identify areas for cross-curricular/interdisciplinary instruction**
- **Provide opportunities for cross-grade learning**
- **Balance the use of technology and interpersonal SEL, real-world applications.**

**14. Public Comment NONE**

**15. Executive Session NONE**

**16. Adjournment**

**RESOLUTION 2024-2025: 19**

**ADJOURNMENT**

Mrs. Carruthers moved, seconded by Mrs. Burr, and passed unanimously by a roll call vote, 5-0-0, to adjourn the Board Meeting at 7:55 pm.

Respectfully submitted,

  
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Bernadette Wang, Business Administrator

  
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Ashley Dunker, President