

Clinton-Glen Gardner Board of Education
March 13, 2025
WORK AND BUSINESS SESSION MINUTES

Revised
adding 56a

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, Benedict Valliere, Meghan Moore

Also Present: Seth Cohen, Superintendent/Principal

Bernadette Wang, Business Administrator/Board Secretary

Absent: NONE

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 #2)

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

RESOLUTION 2024-2025: 52

ACCEPT SCHOOL DATA REPORTS

Mrs. Burr moved, seconded by Mrs Moore, and passed unanimously by a roll call vote, 6-0-0, to accept the aforementioned monthly school data report, items 4A-D.

5. Superintendent/Principal's Report

A. Student Representative Report

B. Clinton Education Association Report

Mrs. Metelita and Mrs. Rizzi reported on the classroom happenings around the school.

C. Assistant Principal- Curriculum Coordinator Report

Mr. Stanbro discussed upcoming science curriculum writing by Mrs. Viotto and Mrs. Polenz, and also shared the presentation covering the math driven cookie project headed by Dr. Brenner and Mrs. Freidel.

D. Special Services Report

Dr. Kastner reported on the PEA lottery process, eligibility requirements and deadlines for preschool enrollment, guidelines for late arrivals, start time at YMCA adjustment. Lottery will be held for remaining spots on April 2nd at 9:30am

6. Public Comment NONE

RESOLUTION 2024-2025: 53 APPROVE ALL ITEMS IN SECTIONS 7 through 9

Mrs. Burr moved, seconded by Mr. Valliere, and passed by a roll call vote, 6-0-0, to approve all items under Sections 7 through 9 (all of the following items under Personnel, Curriculum, Instruction, Assessment & Technology, Professional Development, Field Trips, Policy & Regulations)

7. Personnel

A. Retirement and Resignation

Motion: To approve with gratitude and best wishes the retirement of Denise Grimm (Attachment #4) **RESOLUTION 2024-2025: 53**

Dr. Cohen expressed his appreciation for Dr. Grimm.

B. Staff Approval

Motion: To approve the following staff member and rate for the listed position for the 2024-2025 school year **RESOLUTION 2024-2025: 53**

Position	Name	Rate	Effective Date
Substitute Teacher	Sophia Brotons	\$125.00 per diem	3/13/25 pending completion of paperwork
Home Instruction	Katherine Kelsey Carolyn Schorr	\$53/hr up to 10 hours week total	3/14/25 (precise start/end to be determined based on need)

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: **RESOLUTION 2024-2025: 53**

Program Name	Date	Employees	Event Cost	Substitute Pay	Total Cost
NJABA 2025 Annual Conference (Virtual)	4/25/2025	Allyson Kubik	\$275	\$125	\$400
Developing Critical Thinking Skills in Pediatric Dysphagia Parts 1, 2, and 3	Virtual On Demand Dates TBD	Amanda Thomas	\$357	\$0	\$357
NJASBO Seminar	3/27/25, 4/15/25	Bernadette Wang	\$150 for each session	\$0	\$300

9. Policy and Regulations NONE

10. General Information: Business Administrator's Report

As a result of the decision of the Board after discussion at the meeting, the following tentative budget was adjusted to reflect what will be submitted to the County for approval.

RESOLUTION 2024-2025: 54 APPROVE BUSINESS ADMINISTRATOR ITEMS 10A-C

Mrs. Burr moved, seconded by Mrs. Moore, and passed by a roll call vote, all ayes, 6-0-0, to approve all items under Section 10 items A-C.

A. 2025-2026 School Budget Tentative Approval

Motion: To approve submission of the 2025-26 tentative budget. **RESOLUTION 2024-2025: 54**

The Board of Education of Clinton-Glen Gardner hereby adopts the following Preliminary budget for the 2025-26 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 the adjustment for Healthcare in the amount of \$165,117. The district intends to utilize this adjustment for pay for the additional increase in health benefit premium.

The proposed budget includes the use of Capital Reserve transferred to the General Fund for the proposed renovation of garage space into small group instruction and additional staff bathroom for the estimated amount of \$300,000.

The proposed budget included an enrollment adjustment of \$1,019,004 noted from the SFRA calculation of Adjusted Prebudget Year Tax & Enrollment Report. The amount will be included in the Cap Bank eligibility that is deemed generated in 25-26 and be available for the next three years.

Anticipated Enrollment	539
	<hr/>

Expenditures

General Current Expense	\$10,546,734
	<hr/>

Capital Outlay	\$300,000
	<hr/>

Capital Interest	\$1,000
	<hr/>

Total Operating Budget	\$10,847,734
	<hr/>

Special Revenue Fund	\$1,200,405
	<hr/>

Revenue

Local Levy-General	\$8,586,099
	<hr/>

Withdraw from Emergency Reserve	0
	<hr/>

Withdraw from Cap Res	\$300,000
	<hr/>

Misc Revenue	\$16,096
	<hr/>

Tuition	\$535,895
	<hr/>

State Aid	\$1,409,644
	<hr/>

Total Operating Budget	\$10,847,734
	<hr/>

Special Revenue Fund	\$1,200,405
	<hr/>

Repayment of Debt	\$183,834	Debt Reserve	\$0
		Debt Service Aid	\$63,807
		Local Tax Levy-Debt	\$120,027
		Budgeted Fund Balance	\$0
		Total Debt Fund	\$183,834
Total Expenditures	\$12,231,973	Total Revenue	\$12,231,973

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 2025-2026 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 2025-26 proposed budget is a maximum regular business travel amount of \$1,000 per employee (total travel not to exceed \$1500 per employee)

B. 2025-2026 Preschool Expansion Aid tentative Budget

Motion: To approve submission of the 2025-26 Preschool Expansion Aid tentative budget to the State for approval. (**Attachment #5**) **RESOLUTION 2024-2025: 54**

B1. Emergency Plumbing

Motion: To authorize the Business Administrator the use of Maintenance Reserve of \$13,338.15 for emergency plumbing issues. **RESOLUTION 2024-2025: 54**

Motion: To authorize the Business Administrator to secure a vendor to provide the service with Richard E. Yard Plumbing & Heating, Inc.. **(Attachment #5A)**

RESOLUTION 2024-2025: 54

C. Monthly Minutes and Financial Approval

Motion: To approve the Minutes and monthly financial transactions and reports items 1-5: **RESOLUTION 2024-2025: 54**

1. Approval of Board of Education Minutes from the February 19, 2025 Work/Business Session and Executive Session **(Attachment #6)**
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 6A: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 reports.
(Attachment #7)

January 2025 \$3,786,481.02

3. Approval of the Bill List in the specified amounts **(Attachment #8)**
 - a. General Account: \$1,392,205.15 (2/20/25 to 3/13/25)
 - b. Cafeteria Account: \$ 40,172.77 (February 2025 checks)
4. Checking Account Balances – January 2025
 - a. Student Activities \$ 69,795.10
 - b. Cafeteria: \$235,716.47
 - c. Payroll Agency: \$ 19,568.45
 - d. Unemployment: \$116,331.34
5. Transfers in the amount of:

\$116,015.20 for January, 2025. **(Attachment #9)**

\$ 35,296.11 for February, 2025 Fund 10

\$ 2,000.00 for February, 2025 Fund 20. **(Attachment #10)**

11. Correspondence

A. SEMI Waiver Approval Letter (Attachment #11)**12. New Business****A. Dear Parents**

(Bulldog Bulletin) to be sent near end of April

B. Board Liaison Reports

Mrs. Burr updated on the near completion of the town park.

Clinton Public School Goals 2024-2025

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**15. Executive Session****RESOLUTION 2024-2025: 55****ADJOURN TO EXECUTIVE SESSION**

Mrs. Burr moved, seconded by Mr. Valliere, and passed unanimously by a roll call vote, 6-0-0, to adjourn to Executive Session at 8:28 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.

HIB

Call for a motion to exit executive Session and to re-enter public session.

RESOLUTION 2024-2025: 56**RESUME BUSINESS SESSION MEETING**

Mr. Valliere moved, seconded by Mrs. Moore, at 8:40 pm and passed unanimously by roll call vote, 6-0-0, to resume the regular business session meeting.

Motion to affirm, reject or modify the recommendation of the superintendent that HIB #3 was found to be HIB. Second Reading HIB Report Receipt # 3 February 19 2025

RESOLUTION 2024-2025: 56a Mrs. Burr moved, seconded by Mr. Valliere, 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 School Business Administrator/Board Secretary to transmit a copy of the Board's decision to the affected students' parents forthwith.

HIB#	1st or 2nd reading	Status (Confirmed as HIB <u>or</u> Not confirmed as HIB)
HIB Report Receipt# 3	2nd reading	Confirmed as HIB

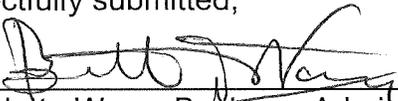
16. Adjournment

RESOLUTION 2024-2025: 57

ADJOURNMENT

Mrs. Burr moved, seconded by Mrs. Moore, and passed unanimously by a roll call vote, 6-0-0, to adjourn the Board Meeting at 8:41 pm.

Respectfully submitted,



 Bernadette Wang, Business Administrator



 Ashley Dunker, President