

Clinton-Glen Gardner Board of Education
September 17, 2025
WORK/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, Laura Burr, Dan Brkich, Meghan Moore,
Theresa Tsakalacos, Benedict Valliere
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: 0

C. School Nurse's Report (Attachment #2)

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

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

RESOLUTION 2025-2026: 19

ACCEPT SCHOOL DATA REPORTS

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

1. Superintendent/Principal's Report

Dr Cohen updated the Board on the Condition of the building, foundation of the pole barn, conversion of garage project (discussed at a later conversation), literacy team efforts to be presented at October meeting, Pre-K. Congratulations to Mr Stanbro on completion of his action research project as part of his Principal residency program. Online report cards vs USPS mailing.

A. Clinton Education Association Report NONE

B. Assistant Principal- Curriculum Coordinator Report (NJSLA Results)

Mr Stanbro presented regarding NJSLA. Results will be posted on cpsnj.org

C. Special Services Report (HIB Presentation)

Dr Cohen, Dr Kastner, Mr. Stanbro, Mrs McVerry, Mrs Duryea presented on HIB evolution and processes.

6 Public Comment NONE

7. Personnel

RESOLUTION 2025-2026: 20 APPROVE ALL ITEMS IN SECTIONS 7, 8, 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, 8 and 9.

A. Staff approvals

Motion: To approve the following staff member and rates for the listed position for the 2025-2026 school year:		
Position	Name	Rate
Aftercare Jr. Assistant	Julian Arce	\$15.49/hr
Before/aftercare Sr asst	Samantha Rivera	\$20.50/hr
Before/aftercare Sr asst	Julia Cline	\$20.50/hr
Before/aftercare Sr asst	Ruth Arce	\$20.50/hr
Before/aftercare Sr asst	Monica Martinez	\$20.50/hr
Before/aftercare Sr asst	Kelly Biczak	\$20.50/hr
Substitute Teacher	Cal Harris	\$125.00 per diem
Substitute Teacher	Raina Filipiak	\$125.00 per diem
Substitute Teacher	Lauren Hall	\$125.00 per diem pending completion of paperwork
Substitute Teacher	Jessica Pellicane	\$125.00 per diem pending completion of paperwork
Substitute Teacher	Wendy Guidetti	\$125.00 per diem pending completion of paperwork
Home Instruction student ID #12107	Katherine Kelsey Kelly Biczak	4 hours/week 6 hours/week Starting 9/15/25 w/ end date TBD \$55/hr up to 10 hours week total

B. Co-Curricular 2025-2026

Motion: To approve the following staff member(s) for the following co-curricular appointments for 2025-2026 **RESOLUTION 2025-2026: 20**

Activity	Staff Member	Rate
RTI Elementary	Toni Cespedes	\$1221
RTI Elementary	Carolyn Schorr	\$1221
RTI Elementary	Courtney Duryea	\$1221
RTI Elementary	Amanda Thomas	\$1221
RTI Elementary	Tracy Palomba	\$1221
RTI Middle School	Jessica Latanzio-Crespo	\$1221
RTI Middle School	Coreen Decker	\$1221
RTI Middle School	Angela McVerry	\$1221
RTI Middle School	Lauren Peachey	\$1221
RTI Middle School	Debra Wellet	\$1221
RTI Nurse	Jessica Storey	\$1221

C. Rutgers University Alternate Route

Motion: To approve Raina Filipiak to complete the required 20 hours of clinical field experience for Rutgers Alternate Route Pre-service program in Art Education. **RESOLUTION 2025-2026: 20**

D. Behaviorist Job Description

Motion: To approve the [linked job description for Behaviorist](#). **RESOLUTION 2025-2026: 20**

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 2025-2026: 20**

Program Name	Date	# Employees	Event Cost	Substitute Pay	Total Cost
Autism NJ	10/16/25	Ally Kubik	\$300	\$125	\$425 + mileage
Using AI Tools to Increase Social Studies Learning and Enhance Teacher Productivity (Virtual)	10/29/25	Bob Adase	\$295	\$125	\$420

B. Field Trips

Motion: To approve the following requests for field trips as listed: RESOLUTION 2025-2026: 20			
Date	Grade	Destination	Cost per student
October 2025	Unified	Glen Gardner VFW	N/A
October 2025	8	Clinton Township Middle School	TBD
November 2025	7	New Jersey State House	\$17.00
June 2026	7	Hellerick's Adventure Farm	\$50.00
October 2025	Kindergarten	Ort Farms	\$23.00

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 2025-2026: 20			
Policy #	Title	Action	Att. #
P 0143	BOARD MEMBER ELECTION AND APPOINTMENT	2nd rdg	4A
P 0173	DUTIES OF PUBLIC SCHOOL ACCOUNTANT	2nd rdg	4B
P 0174	LEGAL SERVICES (M)	2nd rdg	4C
P 0177	PROFESSIONAL SERVICES	2nd rdg	4D
P&R 1570	INTERNAL CONTROLS (M)	2nd rdg	4E
P 1620	ADMINISTRATIVE EMPLOYMENT CONTRACTS (M)	2nd rdg	4F
P1636.01	NOTIFICATION OF PROMOTION, NEW JOB, AND TRANSFER OPPORTUNITIES	2nd rdg	4G
P 2422	STATUARY CURRICULUM REQUIREMENTS (M)	2nd rdg	4H
P&R 5117	INTERDISTRICT SCHOOL CHOICE	2nd rdg	4I
P 5339.01	STUDENT SUN PROTECTION (M)	2nd rdg	4J
P&R 6111	SPECIAL EDUCATION MEDICAID INITIATIVE (SEMI) PROGRAM (M)	2nd rdg	4K
P&R 6220	BUDGET PREPARATION (M)	2nd rdg	4L

RESOLUTION 2025-2026: 21 APPROVE BUSINESS ADMINISTRATOR ITEMS 10A-D

Mrs. Burr moved, seconded by Mrs Moore, and passed unanimously by a roll call vote, 6-0-0, to approve the following items 10A-D:

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 25-26 school year. The total cost is \$1,050. (1 student, destination Woodglen school)

B. 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. This eliminates the expense to the Board for cell phones, maintenance, and line cost for each.

C. 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 August 20, 2025 Business Session and Executive session **(Attachment #5)**
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 2025-2026 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 #6)**

June, 2025	\$ 2,957,314.78
July, 2025	\$ 3,695,620.89

3. Approval of the Bill List in the specified amounts **(Attachment #7)**
 - a. General Account: \$ 892,512.67 (8/21/25-9/17/25)

b. Cafeteria Account: \$ 860.50(Checks written in August)

4. Checking Account Balances – July, 2025

- a. Student Activities \$ 79,962.71
- b. Cafeteria: \$ 211,181.92
- c. Payroll Agency: \$ 18,136.48
- d. Unemployment: \$ 126,415.31

5. Transfers for June, 2025 (**Attachments #8 and #9**)

Fund 10	\$433,655.29
Fund 20	\$ 47,221.26

July Transfer	August Transfer
Fund 11 \$ TBA	Fund 11 \$ TBA

D. HCESC PIC/PIRS agreement

Motion: To approve the HCESC Preschool Instructional Coach (PIC) and a Preschool Intervention and Referral Specialist (PIRS) agreement for 25/26 SY at the hourly rate of \$78

11. Correspondence

12. New Business

A. Nursing Services Plan

RESOLUTION 2025-2026: 22 APPROVE NURSING SERVICE PLAN

Mrs. Burr moved, seconded by Mr. Valliere and passed unanimously by a roll call vote, 6-0-0, to approve 25-26 Nursing Services Plan (**Attachment #10**)

13. Old Business

- A. **24-25 Audit**
 - Transfer for Reserve
 - Recommendation
 - CAP
 - Board meeting Schedule
- B. **Bulldog Bulletin**
- C. **Board Liaison Reports**

D. 2025-2026 Goals

- Teachers will focus on building a positive school culture by modeling and teaching respect, acceptance, and character at the elementary level, and promoting the ABCs of Middle School – Accountability, Belonging, and Character – in grades 5–8.
- Strengthen literacy instruction to align with NJ literacy law requirements. Incorporate evidence-based literacy strategies in daily instruction.
- Implement the district's new Math in Focus program with fidelity in daily instruction. Leverage program resources, including manipulatives and other supports, to maximize learning opportunities and meet the needs of diverse learners.

14. Public Comment

15. Executive Session

RESOLUTION 2025-2026: 23

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 8:47 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.

Student

RESOLUTION 2025-2026: 24

RESUME BUSINESS SESSION MEETING

Mrs. Burr moved, seconded by Mr. Valliere, at 9:11 pm and passed unanimously by roll call vote, 6-0-0, to resume the regular business session meeting.

16. Adjournment

RESOLUTION 2025-2026: 25

ADJOURNMENT

Mrs. Burr moved, seconded by Mr. Valliere, and passed unanimously by a roll call vote, 6-0-0, to adjourn the Board Meeting at 9:12 pm.

Respectfully submitted,



Bernadette Wang, Business Administrator



Ashley Dunker, President