

**CLINTON-GLEN GARDNER BOARD OF EDUCATION****BUSINESS SESSION MEETING MINUTES**

November 13, 2014

Margaret Layding called the meeting together at 7:00 p.m. 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.

ROLL CALL: Present: Margaret Layding, Craig Sowell and Brendan McIsaac (arrived at 7:07 pm)

Absent: Patricia Cooper and Robert Moul

Also Present: Seth Cohen, Superintendent/Principal(excused at 9:00 pm)  
Jacqueline Evans-Turner, Assistant Principal  
Lisa Craft, Business Administrator  
Jenine Kastner, Supervisor of Special Services

**GENERAL INFORMATION: MONTHLY SCHOOL DATA****A. Enrollment Data Report****B. Student Suspensions:**

1. In-School Suspensions: 0
2. Out-of-School Suspensions: 0

**C. School Nurse's Report:****D. Violence and Vandalism (EVVRS Data ), HIB****E. Fire Drill and Bus Evacuation Drill Report****RESOLUTION 2014-2015: 52****ACCEPT SCHOOL DATA REPORTS**

Brendan McIsaac moved, seconded by Craig Sowell, to accept the monthly school data reports. Motion carried unanimously with all "ayes".

**SUPERINTENDENT/PRINCIPAL'S REPORT:**

PA System  
 BASF Grant  
 Therapy Animals  
 15-16 School Calendar

**ASSISTANT PRINCIPAL/CURRICULUM COORDINATOR'S REPORT:**

NJASK Presentation  
 Basic Skills Program

**SPECIAL SERVICES REPORT:**

Wilson Training  
 Wilson Instruction and Success in RC  
 Therapy Dogs  
 Parent Training on Dyslexia

**ARCHITECT UPDATE ON HVAC AND ROOF SPECIFICATIONS****CLINTON TEACHERS ASSOCIATION REPORT:**

Mrs. Schorr and Mrs. Palomba reported on grade level activities.

**PUBLIC COMMENT:** None

**PERSONNEL REPORT:****RESOLUTION 2014-2015: 53****STAFF TERMINATION**

Brendan McIsaac moved, seconded by Craig Sowell, to approve the following staff termination for good and just cause for the 2014-15 school year. Motion carried unanimously with all "ayes" by roll call vote.

Position	Name	Effective Date
Custodian(PCN119)	John DellaValle	11/14/14
Custodian(PCN120)	Janine McKinney	11/14/14

**RESOLUTION 2014-2015: 54****STAFF APPOINTMENTS**

Brendan McIsaac moved, seconded by Craig Sowell, to approve the following staff member for the listed positions for the 2014-15 school year through June 30, 2015. Motion carried unanimously with all "ayes" by roll call vote.

Position	Name	Rate/ Salary	Effective Date	Att.
<b>Parent Math</b>	<b>Lauren Gallagher, Stacy Adams, Michelle Graffis, Pam Lorenson, Jamie Friedel, Jodi Lounds, Hailey McGavisk, Amy Santacross, Jennifer Merrigan, Donna Zaugg, Joe Harris</b>	<b>2 Hours Prep \$37 2 Hours Present \$61</b>	<b>12/1/14</b>	
<b>Custodian (PCN119)</b>	<b>Kelly Hanisak</b>	<b>\$15.30/Hour, Full Time w/Single EPO Benefits</b>	<b>11/24/14</b>	
<b>Custodian (PCN120)</b>	<b>Brian Serridge</b>	<b>\$15.30/Hour, Full Time w/ Single EPO Benefits</b>	<b>11/10/14 w/ Straw Poll</b>	
<b>Lead Night Custodian (PCN122)</b>	<b>Walter Smickle</b>	<b>Increase of \$2.00/Hr to \$17.30 for Supervision</b>	<b>11/14/14</b>	

**CURRICULUM, INSTRUCTION, ASSESSMENT, & TECHNOLOGY****STAFF DEVELOPMENT:****RESOLUTION 2014-2015: 55****APPROVE PROFESSIONAL DEVELOPMENT**

Brendan McIsaac moved, seconded by Craig Sowell, to approve the following requests for professional development and travel related mileage in accordance with NJAC18A:11-12. Motion carried unanimously with all "ayes".

Program Name	Date	# Employees	# BOE	Event Cost	Substitute Pay	Total Cost
<b>Wilson Reading Training</b>	<b>11/12/14, 11/13/14, 11/14/14</b>	<b>Lisa Rizzi</b>		<b>\$0.00</b>	<b>\$255.00</b>	<b>\$255.00</b>
<b>Texas Music Educators Convention</b>	<b>02/09/15- 02/13/15</b>	<b>Rob Stein</b>		<b>\$0.00 + mileage</b>	<b>\$425.00</b>	<b>\$425.00</b>
<b>Artists for Arts Sake</b>	<b>11/17/14</b>	<b>Suzanne Lauricella</b>		<b>\$45.00 + mileage</b>	<b>\$85.00</b>	<b>\$130.00</b>

<b>Executive Function Skills: Strategies for Organizing Tasks, Times, Materials, Behavior</b>	<b>11/17/14</b>	<b>Lisa Rizzi Karen Brownell</b>		<b>\$239.00 each + mileage</b>	<b>\$85.00 each</b>	<b>\$648.00 + mileage</b>
<b>Fate – Creating A Willing Learner</b>	<b>12/15/14, 12/16/14</b>	<b>Jeanne Steinberg</b>		<b>\$0.00 + mileage</b>	<b>\$85.00 each Day</b>	<b>\$170.00 + mileage</b>
<b>NJECC</b>	<b>01/07/15</b>	<b>Carolyn Schorr Alex Jordan</b>		<b>\$0.00 + mileage</b>	<b>\$85.00 each</b>	<b>\$170.00 + mileage</b>

**FIELD TRIPS:****RESOLUTION 2014-2015: 56****APPROVE FIELD TRIPS**

Brendan McIsaac moved, seconded by Craig Sowell, to approve the following requests for field trips as listed. Motion carried unanimously with all “ayes”.

Date	Grade	Destination	Cost per student
<b>11/17/2014</b>	<b>6/7/8 Ensembles</b>	<b>Hunterdon County Library</b>	<b>\$0.00</b>

**POLICY AND REGULATIONS****RESOLUTION 2014-2015: 57****APPROVE POLICY**

Brendan McIsaac moved, seconded by Craig Sowell, to approve the listed First and Second Readings and Adopt or Repeal the Policies and By Laws with Second Readings. Motion carried unanimously with all “ayes”.

#	TITLE	M	SUMMARY	ACTION
P 1522	School Level Planning (abolished)	M	<b>This code provision was repealed because the Quality Annual Assurance Report is no longer used by NJDOE to evaluate school districts it has been replaced by NJQSAC</b>	<b>Motion to abolish as no longer required</b>
P 5305	Health Services Personnel (Revised)		<b>Code re-adopted with minor revisions that eliminates the specific services a non-certified school nurse can provide and indicates the non-certified school nurse will perform services permitted under the non-certified nurse's license issued by the State Board of Nursing. Gives school districts increased flexibility to use these nurses to provide specialized care, as appropriate and as permitted by their license.</b>	<b>2<sup>nd</sup> Reading</b>
P & R 5308	Student Health Records (Revised)	M	<b>Code re-adopted with minor revisions to the school district's responsibility in maintaining and transferring student health records while limiting access to and disclosure of such information</b>	<b>2<sup>nd</sup> Reading</b>
P & R 5310	Health Services (Revised)	M	<b>Revised to align with the Scholastic Student-Athlete Safety Act</b>	<b>2<sup>nd</sup> Reading</b>

P 5339	Screening for Dyslexia (New)	M	<b>A new statute requires every school district to screen students who have exhibited one or more potential indicators of dyslexia or other reading disabilities with a screening instrument provided by the Commissioner of Education</b>	2 <sup>nd</sup> Reading
P & R 5530	Substance Abuse (Revised)	M	<b>The re-adopted code provides clarification when the Superintendent “may” and “must” disclose the identity of a student to law enforcement authorities depending on whether the student is under the influence of alcohol or other drugs or has in their possession or distributes certain substances on school grounds</b>	2 <sup>nd</sup> Reading
P & R 5600	Student Discipline/Code of Conduct (Revised)	M	<b>The Policy and Regulation Guide have been revised to align with the code sections and subsections and required development of a new Policy and Regulation Guide to replace the existing Guides.</b>	2 <sup>nd</sup> Reading

## GENERAL INFORMATION: BUSINESS ADMINISTRATOR’S REPORT

### RESOLUTION 2014-2015: 58

### AUTHORIZE BIDDING FOR HVAC & ROOF

Brendan McIsaac moved, seconded by Craig Sowell, to authorize bidding of the HVAC and Roof Projects for November release of specifications and December 17, 2014 award of contract. Motion carried unanimously with all “ayes”.

### RESOLUTION 2014-2015: 59

### APPROVE DISCLOSURE INITIATIVE

Brendan McIsaac moved, seconded by Craig Sowell, to approve SEC Continuing Disclosure Initiative as advised by Lisa Gorab. Motion carried unanimously with all “ayes”.

### RESOLUTION 2014-2015: 60

### APPROVE COMPREHENSIVE MAINT. PLAN

Brendan McIsaac moved, seconded by Craig Sowell, to approve the Comprehensive Maintenance Plan and M-1 Report for submission to the State as required annually. Motion carried unanimously with all “ayes”.

### RESOLUTION 2014-2015: 61

### APPROVE FINANCIAL REPORTS

Brendan McIsaac moved, seconded by Craig Sowell, to approve the financial transactions and reports. Motion carried unanimously with all “ayes”.

**A. Approval of Board of Education Minutes** from October 15, 2014 Business and Executive Sessions.

**B. Certification of the Secretary's and Treasurer's Reports** that the cash receipts, cash expenditures, and cash balances in the specified amounts, are in agreement and further approve that in compliance with NJAC 6:20-2.13E, that no major account or fund has been over-expended and that as of the date of their reports there are sufficient funds available to meet financial obligations for the remainder of the 2014-2015 school year.

September, 2014    \$3,301,249.67

**C. Approval of the Bill List in the specified amounts.**

General Account:    \$ 783,684.29  
Cafeteria Account: \$ 18,105.84

**D. Checking Account Balances – September, 2014**

Student Activities:    \$ 40,067.28  
Cafeteria:                \$ 52,377.47  
Payroll Agency:        \$ 32,705.14  
Unemployment:        \$ 53,707.41

**D. Transfers** in the amount of \$7,445.32 for the period October, 2014.

**CORRESPONDENCE:**

Hunterdon Freeholders Shared Services  
Approval of Dr. Cohen's Merit Goals

**NEW BUSINESS:**

2015 Board Calendar

**OLD BUSINESS:**

**NJSAC Update**  
**Dear Parents**  
**Negotiations**

**PUBLIC COMMENT:** None

**RESOLUTION 2014-2015: 62****EXECUTIVE SESSION**

Brendan McIsaac moved, seconded by Craig Sowell, to adjourn to Executive Session at 9:00 p.m. in accordance with the Sunshine Law, Chapter 231, P.L. 1975, to discuss Negotiations. 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. Motion carried unanimously with all "ayes".

**RESOLUTION 2014-2015: 63****ADJOURNMENT**

Brendan McIsaac moved, seconded by Craig Sowell, to adjourn the Board Meeting at 9:06 p.m. Motion carried unanimously with all "ayes".

Respectfully submitted,



Lisa Craft  
Business Administrator



Margaret Layding, President