

CLINTON-GLEN GARDNER BOARD OF EDUCATION

BUSINESS SESSION MEETING MINUTES

April 21, 2015

Robert Moul 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: Robert Moul, Brendan McIsaac(excused at 9:00pm), Craig Sowell and Erin Roop

Absent: Charles Sampson

Also Present: Seth Cohen, Superintendent/Principal

BUILDING TOUR FOR LIGHTING PROJECT: Supervisor of Building & Grounds

GENERAL INFORMATION: MONTHLY SCHOOL DATA

A. Enrollment Data Report

B. Student Suspensions:

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

C. School Nurse's Report:

D. Violence and Vandalism (EVVRS Data), HIB

E. Fire Drill and Bus Evacuation Drill Report

RESOLUTION 2014-2015: 120

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:

PARCC

PUBLIC COMMENT: None**PERSONNEL REPORT:****ADMINISTRATIVE CONTRACT SUBMISSION TO HCDOE FOR 2015-16****SUPERINTENDENT/PRINCIPAL'S CONTRACT:****RESOLUTION 2014-2015: 121 APPROVE COHEN CONTRACT SUBMISSION**

Brendan McIsaac moved, seconded by Craig Sowell, to approve submission of the 2015-16 contract for Dr. Seth Cohen, Superintendent/Principal, to the Hunterdon County Interim Executive County Superintendent at the annual salary of \$128,775 (PCN 69). Motion carried unanimously with all "ayes" by roll call vote.

BUSINESS ADMINISTRATOR'S CONTRACT:**RESOLUTION 2014-2015: 122 APPROVE CRAFT CONTRACT SUBMISSION**

Brendan McIsaac moved, seconded by Craig Sowell, to approve submission of the 2015-16 contract for Lisa Craft, Business Administrator, to the Hunterdon County Interim Executive County Superintendent at the annual salary of \$127,500 (PCN 73). Motion carried unanimously with all "ayes" by roll call vote.

TEACHER & PARAPROFESSIONAL STAFF APPOINTMENTS FOR 2015-16:**RESOLUTION 2014-2015: 123 APPOINT TEACHING & PARA-PROF. STAFF**

Brendan McIsaac moved, seconded by Erin Roop, to approve the tenured & non-tenured Teaching Staff and Paraprofessional Staff for the 2015-16 school year. Years of service and salary reflect 2013-14 amounts subject to labor negotiations. Motion carried unanimously with all "ayes" by roll call vote.

STAFF APPOINTMENTS FOR 2014-15:

RESOLUTION 2014-2015: 124

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. Motion carried unanimously with all “ayes” by roll call vote.

Position	Name	Rate/ Salary	Effective Date	Att.
High Bridge Teacher Aide	Joani Iselin	\$85	4/22/15	

FAMILY MEDICAL LEAVE OF ABSENCE (FMLA)

RESOLUTION 2014-2015: 125

APPROVE FAMILY MEDICAL LEAVE

Brendan McIsaac moved, seconded by Craig Sowell, to approve the Family Medical Leave of Absence as listed below. Motion carried unanimously with all “ayes” by roll call vote.

Position	Name	Effective Date	Att.
Basic Skills Teacher (PCN56)	Jodi Lounds	4/20/15-5/31/15	

CURRICULUM, INSTRUCTION, ASSESSMENT, & TECHNOLOGY

STAFF DEVELOPMENT:

RESOLUTION 2014-2015: 126

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
Crime Victim’s Rights Conference	04/20/15	Jenine Kastner Sue Penn Ryan Hoover Lynn Morang		\$0.00 + mileage	\$0.00	\$0.00 + mileage

FIELD TRIPS:

RESOLUTION 2014-2015: 127

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
April 2015	3 rd Grade	Town of Clinton Arbor Day Celebration	\$0.00
May 2015	Team Create	NJ Transit – Secaucus Station	\$15.00
May 2015	5 th Grade	Sandy Hook	\$22.00
May 2015	Kindergarten	Crayola Factory	\$18.50
May 2015	5 th Grade	YMCA Camp Bernie	\$20.00
June 2015	1 st Grade	Conley School Bethlehem Township	\$2.50
June 2015	3 rd Grade	Red Mill	TBD
June 2015	6 th Grade	Princeton University Art Museum	\$11.75
June 2015	1 st Grade	Clinton A&P	\$0.00
April 2015	G&T Grimm	Walk to Town	\$0.00
May or June 2015	Art Students	Walk to Town to Paint Mural	\$0.00

POLICY AND REGULATIONS:

RESOLUTION 2014-2015: 128

APPROVE POLICIES

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

#	TITLE	M	SUMMARY	ACTION
P 0134	Board Self Evaluation (Revised)		The most recent QSAC monitoring provisions no longer require a Board to perform an annual self-evaluation. Although a Board self-evaluation process may be a best practice, Bylaw 0134 has been revised to make this process optional. A district may revise or abolish this Bylaw.	1 st Reading ATT. #7A
P 0152	Board Officers (Revised)		There have been recent requests for additional bylaw/policy guidance on the election of Board officers and Bylaw Guide 0152 has been updated to provide some additional guidance in the election of Board officers. (Select Option 1 or 2)	1 st Reading ATT. #7B

#	TITLE	M	SUMMARY	ACTION
P 2622	Student Assessment (M) (Revised)	M	Policy Guide 2622 has been revised to incorporate the provisions outlined in the Memorandum to assist districts in addressing the “opt-out” inquiries and to align with the current administrative code subchapter, N.J.A.C. 6A:8-4 – Implementation of the Statewide Assessment System.	1 st Reading ATT. #7C
P 3212	Attendance (Revised)	M	Policy Guides 3212 for teaching staff and 4211 for support staff have been revised. The updated Guides address two frequently asked questions. The N.J.S.A. 18A:30-1 definition of “sick leave has been added to these Policy Guides indicting sick leave is a person’s absence from work because of “personal disability due to injury or illness...” The second issue is the Superintendent’s right to require a physician’s certificate as per N.J.S.A. 18A:30-4, which has also been added to the two Guides	1 st Reading ATT. #7D
P 4212	(formerly P4211 – Attendance)	M	Policy Guides 3212 for teaching staff and 4211 for support staff have been revised. The updated Guides address two frequently asked questions. The N.J.S.A. 18A:30-1 definition of “sick leave has been added to these Policy Guides indicting sick leave is a person’s absence from work because of “personal disability due to injury or illness...” The second issue is the Superintendent’s right to require a physician’s certificate as per N.J.S.A. 18A:30-4, which has also been added to the two Guides	1 st Reading ATT. #7E
P & R 3218	Substance Abuse (M) (Revised)	M	New Policy and Regulation Guides 3218 and 4218 concerning a staff member’s use of drugs, alcohol, and anabolic steroids have been significantly revised to reflect the current practices used in school districts if a staff member is suspected of reporting to work under the influence of drugs or alcohol.	1st Reading ATT. #7F
P & R 4218	Substance Abuse (M) (Revised)	M	New Policy and Regulation Guides 3218 and 4218 concerning a staff member’s use of drugs, alcohol, and anabolic steroids have been significantly revised to reflect the current practices used in school districts if a staff member is suspected of reporting to work under the influence of drugs or alcohol.	1st Reading ATT. #7G
P & R 5200	Attendance (M) (Revised)	M	The New Jersey Department of Education (NJDOE) published a Broadcast Memorandum on September 30, 2014 regarding Reporting Student Absences. Based on this Memorandum, the reference to “unexcused absences that do not count toward truancy” can now be referred to as “excused absences.” In addition, excused absences listed in the directions of the School Register for “Take Your Children to Work Day” and other NJDOE rules, excluding observances of religious holidays, are not mandatory excused absences and may be excused at the option of the school district.	1st Reading ATT. #7H
P 8630	Bus Driver/Bus Aide Responsibility (M) (Revised)	M	Policy Guide 8630 concerning bus driver/bus aide responsibility and Regulation Guide 8630 concerning emergency school bus procedures have been revised and updated.	1st Reading ATT. #7I
R 8630	Emergency School Bus Procedures	M	Policy Guide 8630 concerning bus driver/bus aide responsibility and Regulation Guide 8630 concerning emergency school bus procedures have been revised and updated	1st Reading ATT. #7J

GENERAL INFORMATION: BUSINESS ADMINISTRATOR'S REPORT

Referendum Projects & Facility Update:

Child Care Administrative Services Agreement

RESOLUTION 2014-2015: 129 APPROVE ADMIN. SERVICES AGREEMENT

Brendan McIsaac moved, seconded by Craig Sowell, to approve the 2015-16 Administrative Services Agreement with Work Family Connection, Inc. at a 7% administrative fee based on collected tuition. Motion carried unanimously with all "ayes".

RESOLUTION 2014-2015: 130 APPROVE EXXON MOBIL GRANT

Brendan McIsaac moved, seconded by Craig Sowell, to approve a science grant from Exxon Mobil Grant in the amount of \$500. Motion carried unanimously with all "ayes".

RESOLUTION 2014-2015: 131 APPROVE SAFETY GRANT

Brendan McIsaac moved, seconded by Erin Roop, to approve the 2015 Safety Grant from New Jersey Schools Insurance Group in the amount of \$1,900 for the purchase of 2 security cameras. Motion carried unanimously with all "ayes".

RESOLUTION 2014-2015: 132 APPROVE MINUTES & FINANCIAL REPORTS

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

A. Approval of Board of Education Minutes from March 11, 2015 Work and Executive Sessions; and March 25, 2015 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.

February, 2015 \$3,134,988.46

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

General Account: \$ 929,478.44
Cafeteria Account: \$ 13,645.32

D. Checking Account Balances – February, 2015

Student Activities:	\$ 22,366.67
Cafeteria:	\$ 38,233.83
Payroll Agency:	\$ 31,955.02
Unemployment:	\$ 48,410.25

E. **Transfers** in the amount of \$14,742.18 for March, 2015.

CORRESPONDENCE:

Rebate Approval Letter, NJ Clean Energy Program – dated March 25, 2015.

NEW BUSINESS: None

OLD BUSINESS:

Dear Parents
Negotiations
Board Liaison Reports

District Goals for 2014 – 2015/Action Plan

1. To successfully implement the K-8 math program-educating parents to understand and enable them to support their children.
2. To identify opportunity to provide additional supports to students and staff in ELA, K to grade 5.
3. To continue implementation of the district Long Range Facilities plan with a focus on referendum and energy saving projects.

Board Goals 2014-2015

1. To work to ensure a successful transition for our new administrative team.
2. To create a professional development plan for the board
3. To successfully complete negotiations balancing the needs of the students, staff and community.

PUBLIC COMMENT: None

RESOLUTION 2014-2015: 133

EXECUTIVE SESSION

Brendan McIsaac moved, seconded by Craig Sowell, to adjourn to Executive Session at 9:00p.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: 134

ADJOURNMENT

Craig Sowell moved, seconded by Erin Roop, to adjourn the Board Meeting at 9:45 p.m. Motion carried unanimously with all "ayes".

Respectfully submitted,



Dr. Seth Cohen
Superintendent/Principal



Robert Moul, President