

CLINTON-GLEN GARDNER BOARD OF EDUCATION**WORK SESSION MEETING MINUTES****September 16, 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 9:15pm), Charles Sampson, Craig Sowell and Timothy Cutarelli

Also Present: Seth Cohen, Superintendent/Principal
Lisa Craft, Business Administrator/Board Secretary

APPOINTMENT OF BOARD MEMBER**RESOLUTION 2015-2016: 27****APPOINT NEW BOARD MEMBER**

Brendan McIsaac moved, seconded by Craig Sowell, to appoint Timothy Cutarelli as a Board Member through 12/31/2015. Motion carried unanimously with all "ayes" by roll call vote.

OATH OF OFFICE WAS ADMINISTERED**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 2015-2016: 28**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:

Opening of School
Professional Development
Enrollment

ASSISTANT PRINCIPAL/CURRICULUM COORDINATOR’S REPORT:

Foundations Training - September 11th for Kindergarten, Special Education and BSI Teachers
Lucy Calkins Units of Study - September 18th
Rutgers National Writing Project – Five training dates scheduled

SUPERVISOR OF SPECIAL SERVICES REPORT:

Progress Training
Proactive Measure – Eric Harrison training CST & some Teachers
SEPAC Meeting – Thursday, September 17th
Dyslexia Parent Training – October

CLINTON TEACHERS’ ASSOCIATION (CTA) REPORT:

Mr. Bidwell and Mr. Rehrig reported on grade level activities.

PUBLIC COMMENT: None

PERSONNEL REPORT:**RESOLUTION 2015-2016: 29****APPROVE STAFF APPOINTMENTS**

Brendan McIsaac moved, seconded by Craig Sowell, to approve the following staff member for the listed position for 2015-16 school year. Motion carried unanimously with all “ayes” by roll call vote.

Position	Name	Rate/ Salary	Effective Date	Att.
Substitute Teacher	James Hattauer	\$85.00 per diem	09/16/15	
Substitute Teacher	Dawn Hartfelder	\$85.00 per diem	09/16/15	
Substitute Teacher	Robin Balick	\$85.00 per diem	09/16/15	
Detention/Homework Club	Tonya Lunger Michele Graffis Barbara Smith Donna Zaugg Patti Weiss Barbara Plundeke Corinne Covino Kate Lascelle Hailey McGavisk Kari Gursky Allyson Castellano Janet Traphagen Heidi Singer Shannon Mayurnik	\$37.00 per diem *per 2011-2014 contract	09/16/15	

CURRICULUM, INSTRUCTION, ASSESSMENT, & TECHNOLOGY

STAFF DEVELOPMENT:

RESOLUTION 2015-2016: 30

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
Safe Schools Symposium	10/15/15	Jenine Kastner		\$199.00 + mileage		\$199.00 + mileage
NJ Dyslexia Association Training	10/16/15	Jenine Kastner Judy Liptak		\$230.00 each + mileage	\$85.00	\$545.00 + mileage
33 rd Annual Autism Conference	10/15/15 – 10/16/15	Carolyn Schorr		\$500.00 + mileage	\$85.00 each day	\$670.00 + mileage
33 rd Annual Autism Conference	10/15/15 – 10/16/15	Allyson Castellano		\$500.00 + mileage	\$85.00 each day	\$670.00 + mileage
Art Educators Annual Conference	10/5/15	Suzanne Lauricella		\$220.00 + mileage	\$85.00	\$305.00 + mileage
School Health Conference	10/14/15	MaryEllen Bowlby		\$195.00 + mileage	\$125.00	\$320.00 + mileage

PESI – Special Education Law in New Jersey	10/15/15	Ryan Hoover Lisa Morra		\$199.99 each + mileage	\$0.00	\$399.98 + mileage
Program Name	Date	# Employees	# BOE	Event Cost	Substitute Pay	Total Cost
Suicide Awareness Training	10/12/15	Sue Penn		\$0.00 + mileage	\$0.00	\$0.00 + mileage
Anxiety Disorders in Children & Adolescents	11/18/15	Lisa Morra Ryan Hoover		\$199.99 each + mileage	\$0.00	\$399.98 + mileage
Collaborating to Strengthen Educator Evaluation	9/21 & 12/14	4 (Seth Cohen, Judy Liptak, Jessica Crespo, Jackie Turner)		\$250 + mileage	\$170	\$420 + mileage
Intervention and Referral Services	10/9	Jackie Turner, Sue Penn, Denise Grimm		\$149.00 each + mileage		\$447.00 + mileage

RESOLUTION 2015-2016: 31**APPROVE FIELD TRIPS**

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

Date	Grade	Destination	Cost per student
September 2015	Selected 4th grade students	Point Mountain State Park	\$5.00
September 2015	1st grade	Walking trip through Clinton	\$0.00
September or October 2015	Selected 5th grade students	Grounds for Sculpture	\$5.00
October 2015	6th grade	Sterling Hill Mine	\$22.00
October 2015	8th grade	Clinton Township Middle School	\$3.50
November 2015	Selected 7th/8th grade students	Debate Competition – Clinton Township Middle School	\$0.00
December 2015	Selected 6th grade students	Hunterdon Art Museum	\$6.00
January 2016	Selected 5th/8th grade students	Math Workshops – Conley School	\$0.00
January 2016	Selected 8th grade students	Voorhees High School	\$0.00
April 2016	Selected 6th grade students	Crime Scene Investigation	\$0.00
May 2016	Selected 7th/8th grade students	Film Festival – Clinton Township Middle School	\$0.00
May 2016	Selected 6th grade students	Artline II – Hoppock School	\$0.00

RESOLUTION 2015-2016: 32**APPROVE STUDENT OBSERVATIONS**

Brendan McIsaac moved, seconded by Craig Sowell, to approve the following RVCC Student Observations for Fall 2015 listed below. Motion carried unanimously with all "ayes".

College	Name
RVCC	Elise Vroegindewey
RVCC	Lauren Webster
RVCC	Julia Oostdyke
RVCC	Alberto Zamora
RVCC	Reed McMurray

RESOLUTION 2015-2016: 33**APPROVE STUDENT OBSERVATIONS**

Brendan McIsaac moved, seconded by Craig Sowell, to approve the following Fall 2015 Sport Volunteers listed below. Motion carried unanimously with all "ayes".

Name	Sport
Jack Schneiderhan	Cross Country
Kaylee Colantano	Girls Soccer

POLICY AND REGULATIONS:**RESOLUTION 2015-2016: 34****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
3322	Staff Member's Use of Personal Cellular Telephones/Other Communication Device		The constantly changing methods in which people communicate using electronic devices require an update to Policy Guides 3322 and 4322 regarding a staff member's use of personal cellular telephones for non-school related, personal matters during the workday.	1 st Reading (Att. #3A)
4322	Staff Member's Use of Personal Cellular Telephones/Other Communication Devices		The constantly changing methods in which people communicate using electronic devices require an update to Policy Guides 3322 and 4322 regarding a staff member's use of personal cellular telephones for non-school related, personal matters during the workday.	1 st Reading (Att. #3B)

P&R 5330	Administration of Medication – Policy & Regulation	M	Public Law 2015, Chapter 13 concerning the emergency administration of epinephrine to students for anaphylaxis was signed into law and is effective beginning the 2015-2016 school year. The law amends provisions of N.J.S.A. 18A:40-12.5 and 12.6 permitting the school nurse or trained designee to administer epinephrine via an auto-injector mechanism to any student without a known history of anaphylaxis or to any student whose parent has not met the requirements for the nurse or designee to administer epinephrine when the nurse or trained designee believes in good faith the student is having an anaphylactic reaction	1 st Reading (Att. #3C)
5339	Screening for Dyslexia – Policy	M	There have been some additional statutes regarding dyslexia which are required to be incorporated into Policy Guide 5339 – Screening for Dyslexia. One additional statute requires the New Jersey Department of Education (NJDOE) to incorporate the International Dyslexia Association’s definition of dyslexia into Chapter 14 of Title 6A of the Administrative Code.	1 st Reading (Att. #3D)
8540	Free and Reduced Rate Meals – Policy & Regulation		Policy Guide 8540 has been revised to address several issues. Revised Policy Guide 8540 addresses requirements for all School Nutrition Programs of the New Jersey Department of Agriculture including the National School Lunch Program, the School Breakfast Program, the After-School Snack Program, and the Special Milk Program.	1 st Reading (Att. #3E)
8550	Outstanding Food Service Charges – Policy		Public Law 2015, Chapter 15 codified at N.J.S.A. 18A:33-21, permits a school district to withhold serving breakfast or lunch to a student when the student’s breakfast or lunch bill is in arrears. The new law requires several notices be sent to the parent before breakfast or lunch can be denied to a student.	1 st Reading (Att. #3F)

GENERAL INFORMATION: BUSINESS ADMINISTRATOR’S REPORT:

Finance & Facility Report

Horizon NJ Renewal Options for 16/17 (ACA Changes): Advice not to elect October 1st option.

RESOLUTION 2015-2016: 35

ACCEPT INSTRUMENT DONATIONS

Brendan McIsaac moved, seconded by Craig Sowell, to accept with gratitude, instrument donations of a Bell Kit from the DiRienz Family and a Keyboard from the Layding Family. Motion carried unanimously with all “ayes”.

RESOLUTION 2015-2016: 36

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 August 25, 2015 Work 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.

July, 2015 \$2,771,572.03

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

General Account: \$608,812.52
Cafeteria Account: \$ 620.00

D. Checking Account Balances – July, 2015

Student Activities: \$ 52,501.93
Cafeteria: \$ 24,531.26
Payroll Agency: \$ 4,923.18
Unemployment: \$ 56,227.85

- E. Transfers** in the amount of \$62,689.51 and Budget Amendments in the amount of \$21,234.00 for July & August, 2015.

RESOLUTION 2015-2016: 37

APPROVE TUITION CONTRACTS

Brendan McIsaac moved, seconded by Craig Sowell, to approve the 15/16 tuition contracts listed below. Motion carried unanimously with all "ayes".

School to Attend	Tuition Cost	Contract Duration
Celebrate the Children	\$96,431	09/01/15-06/30/16
The Midland School	\$57,443.40	07/01/15-06/30/16
Developmental Center for Children & Families	\$7,200	07/01/15-08/31/15
Children's Center Morris County	\$97,073.94	07/01/15-06/30/16

RESOLUTION 2015-2016: 38**APPROVE TRANSPORTATION CONTRACTS**

Brendan McIsaac moved, seconded by Craig Sowell, to approve transportation contracts with Hunterdon ESC for the 15/16 school year listed below. Motion carried unanimously with all "ayes".

Route Name	Annual Cost
GG1	\$36,112.23
GG2	\$36,112.23
GG3	\$36,112.23
GG4	\$36,112.23
Fee for Route Coordination	\$2,500.00

CORRESPONDENCE: None

NEW BUSINESS:

Walk to School invitation to the Board of Education
Town Development and Impact on the School

OLD BUSINESS:

Dear Parents: Draft for October
Negotiations: Waiting for Ratification
Board Liaison Reports:
Board Goals 2015-16

To work with the Administrative Team to develop a strategic plan for the district.
District Goals for 2015 – 2016

Continue to implement the math program and improving articulation with the high school.

Review the language arts program with a focus on curriculum and professional development.

Revise the facilities plan to reimagine and optimize the learning spaces in and around the building.

Develop a plan to provide service learning opportunities to all CPS students

PUBLIC COMMENT: None

RESOLUTION 2015-2016: 39**EXECUTIVE SESSION**

Brendan McIsaac moved, seconded by Craig Sowell, to adjourn to Executive Session at 8:30p.m. in accordance with the Sunshine Law, Chapter 231, P.L. 1975, to discuss Special Education and 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 2015-2016: 40**ADJOURNMENT**

Charles Sampson moved, seconded by Robert Moul, to adjourn the Board Meeting at 9:30p.m. Motion carried unanimously with all "ayes".

Respectfully submitted,



Lisa Craft
Business Administrator


Robert Moul, President