

CLINTON-GLEN GARDNER BOARD OF EDUCATION

WORK SESSION MEETING MINUTES

October 20, 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, Charles Sampson,
Craig Sowell(arrived at 7:08pm) and
Timothy Cutarelli(arrived at 7:05pm)

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

PRESENTATION: Mrs. Merrigan's students presented their Macy's Challenge Video.

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

In-School Suspensions: 0

Out-of-School Suspensions: 0

C. School Nurse's Report:**D. Violence and Vandalism (EVVRS Data), HIB**

One Investigation: Found not to be HIB

E. Fire Drill and Bus Evacuation Drill Report

RESOLUTION 2015-2016: 44

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:**Nursing Services Plan****RESOLUTION 2015-2016: 45****APPROVE NURSING SERVICES PLAN**

Brendan McIsaac moved, seconded by Craig Sowell, to approve the Nursing Services Plan for 2015-16 school year. Motion carried unanimously with all "ayes".

Memorandum of Agreement Between Education and Law**RESOLUTION 2015-2016: 46****APPROVE UNIFORM STATE MEMORANDUM**

Brendan McIsaac moved, seconded by Craig Sowell, to approve the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials. Motion carried unanimously with all "ayes".

NJQSAC Submission Update: Dr. Cohen presented**RESOLUTION 2015-2016: 47****APPROVE NJQSAC SUBMISSION**

Brendan McIsaac moved, seconded by Craig Sowell, to approve the NJQSAC Statement of Assurance School Year 2015-2016 for submission to the New Jersey Department of Education. Motion carried unanimously with all "ayes".

CLINTON EDUCATION ASSOCIATION:

Mrs. Morra updated

PUBLIC COMMENT: None

PERSONNEL REPORT:**RESOLUTION 2015-2016: 48****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 | Amount | Effective Date |
|-----------------------------------|---|-------------------------|----------------|
| Supervisor of B&G | Rick Trimmer | \$5,000 Project Stipend | 10/20/15 |
| Maintenance Custodian (PCN127) | TBD | | |
| Substitute Teacher | Christine Duval | \$85.00 per diem | 10/20/15 |
| Childcare Substitutes | Allyson Castellano Carolyn Schorr Michele Graffis Corinne Covino | \$12.75 per hr | 10/20/15 |
| Teacher Mentor (Chris Neighbor) | Denise Grimm | \$550 | 2015-16 SY |

CURRICULUM, INSTRUCTION, ASSESSMENT, & TECHNOLOGY

STAFF DEVELOPMENT:

RESOLUTION 2015-2016: 49

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 |
|--|--------------------|--|-----------------|---|----------------|---|
| Eduscape Learning | 10/15/15 | Scott Reilly | | \$295.00 + mileage | \$0.00 | \$295.00 + mileage |
| Progress Monitoring and Reporting on IEP Goals | 11/10/15 | Jenine Kastner Ryan Hoover | | \$0.00 + mileage | \$0.00 | \$0.00 + mileage |
| Annual Professional Fall Conference: The Challenges Our Youth Face | 11/12/15 | Sue Penn MaryEllen Bowlby Jenine Kastner | | \$0.00 + mileage | \$125.00 | \$125.00 + mileage |
| PEOSH NJADP – Indoor Air Quality Training | 3/11/16 | MaryEllen Bowlby | | \$0.00 + mileage | \$125.00 | \$125.00 + mileage |
| Experience ESL Supervisors Workshop | 10/6/15 | Hanna Olczak | | \$0.00 + mileage | \$0.00 | \$0.00 + mileage |
| NJSBA Convention | 10/27- 10/29/15 | | Brendan McIsaac | \$250.00 \$188.00 lodging + mileage | \$0.00 | \$250.00 \$188.00 lodging + mileage |

RESOLUTION 2015-2016: 50**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 |
|----------------------|---|---------------------------------------|-------------------------|
| October 2015 | Jazz Band | Downtown Clinton | \$0 |
| November 2015 | 4th | Trenton State House | \$ 7.25 |
| December 2015 | 2nd | Raritan Valley College Theatre | \$10.75 |
| May 2016 | 2nd | Turtle Back Zoo | \$17.50 |
| November 2015 | 6E² & Team Create | Rutgers EcoComplex, Bordentown | \$14.00 |

POLICY AND REGULATIONS:**RESOLUTION 2015-2016: 51****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. | 2 nd Reading |
| 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. | 2 nd Reading |
| 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 | 2 nd Reading |

| | | | | |
|-------------|--|---|--|---|
| 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. | 2 nd Reading |
| 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. | 2 nd Reading |
| 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. | 2 nd Reading |
| 5756 | Transgendered Students | | Policy Guide 5756 has been revised to provide some additional detail regarding a school district’s legal requirement to provide equal educational opportunities and equal access to transgender students. | 1 st Reading (Att. #8) |

GENERAL INFORMATION: BUSINESS ADMINISTRATOR’S REPORT:

Finance & Facility Report: Roof and HVAC Progress

RESOLUTION 2015-2016: 52 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 September 16, 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 2015-2016 school year.

August, 2015 \$2,857,579.81

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

General Account: \$910,778.20
Cafeteria Account: \$ 13.75

D. Checking Account Balances – August, 2015

Student Activities: \$ 55,266.93
Cafeteria: \$ 24,531.26
Payroll Agency: \$ 9,610.82
Unemployment: \$ 55,038.13

E. Transfers in the amount of \$12,415.51 for September, 2015.

CORRESPONDENCE: None

NEW BUSINESS:

Discussion: Administrative Staff Salaries and Job Descriptions
Strategic Planning: November Meeting Presentations
Discussion: Childcare Program

OLD BUSINESS:

Dear Parents: Mr. McIsaac reviewed
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: 53

ADJOURNMENT

Brendan McIsaac moved, seconded by Craig Sowell, to adjourn the Board Meeting at 8:30p.m.
Motion carried unanimously with all "ayes".

Respectfully submitted,



Lisa Craft
Business Administrator



Robert Moul, President