

**CLINTON TOWNSHIP SCHOOL DISTRICT  
BOARD OF EDUCATION**

**AGENDA**

**Regular Meeting July 24, 2017, 2017 at 7:30 PM  
Clinton Township Middle School Auditorium**

**CALL TO ORDER:** \_\_\_\_\_ called the meeting to order at \_\_\_\_\_ pm.

**PUBLICATION OF NOTICE:**

In accordance with the provisions of the New Jersey Open Public Meetings Act, Chapter 231, Laws of 1975, adequate notice of this meeting was provided through public notice on January 5, 2017.

- a. Faxing to three newspapers designated by the Board – Hunterdon County Democrat, Hunterdon Review and Express Times
- b. Posting on the District Website, the main bulletin board in the Administration Offices and in each Clinton Township School
- c. Faxing to the Clerk of Clinton Township

**ROLL CALL**

	<b>Present</b>	<b>Absent</b>	<b>Time of Arrival after meeting has been called to order</b>
Ms. Maria Grant			
Mrs. Rachel McLaughlin			
Mrs. Alicia Demmerle			
Dr. Jeffrey Foy			
Mrs. Maria McHugh			
Mr. Kevin Maloy			
Mrs. Alissa Olawski			
Mrs. Yehara Raddalgoda			
Mrs. Susan Vanderoef			

**Present:**     *District Administrators:*  
                  \_\_\_\_\_ Dr. Gina Villani, Superintendent of Schools  
                  \_\_\_\_\_ Mr. Edward McManus, Interim Business Administrator/Board Secretary

**Also Present:** \_\_\_\_\_ Vito Gagliardi, Esq., Board Attorney

**PLEDGE OF ALLEGIANCE:** \_\_\_\_\_ led the Board in the Pledge of Allegiance.

**PROCESS GUARDIAN:** \_\_\_\_\_ was appointed Process Guardian.

**PRESIDENT'S COMMENTS/REPORT**

**REPORT OF THE SUPERINTENDENT OF SCHOOLS**

**Action Items 18-SU-001**

Dr. Villani will present the following to the Board of Education:

1. Monthly Report
2. Presentations

**Action 18-SU-001:**

***BE IT RESOLVED** that the Board of Education hereby affirms the second reading of the Superintendent of Schools' recommendation for disciplinary consequences and/or remedial actions as required by the State of New Jersey under the Anti-Bullying Rights for the following reports:*

- *HIB Report Tracking Number 42887*
- *HIB Report Tracking Number 42908*
- *HIB Report Tracking Number 53060*
- *HIB Report Tracking Number 53275*
- *HIB Report Tracking Number 53450*
- *HIB Report Tracking Number 53456*
- *HIB Report Tracking Number 53499*
- *HIB Report Tracking Number 53676*
- *HIB Report Tracking Number 53701*
- *HIB Report Tracking Number 53725*
- *HIB Report Tracking Number 53732*

***Board of Education Roll Call Vote***

	Mrs. Demmerle	Dr. Fov	Mrs. McHugh	Mrs. McLaughlin	Mr. Malov	Mrs. Olawski	Mrs. Raddalgoda	Mrs. Vanderoef	Ms. Grant
Motion									
Aye									
Nay									
Abstain									
Absent									

**PUBLIC COMMENTS – AGENDA ITEMS ONLY**

PLEASE RESPECT THE 3-MINUTE SPEAKING RULE AS PER BOARD OF EDUCATION BYLAW #9322 SO THAT THE BUSINESS OF THE BOARD MAY PROCEED IN A TIMELY MANNER.

**FIRST RECOGNITION OF THE PUBLIC**

PLEASE RESPECT THE 3-MINUTE SPEAKING RULE AS PER BOARD OF EDUCATION BYLAW #9322 SO THAT THE BUSINESS OF THE BOARD MAY PROCEED IN A TIMELY MANNER.

**REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY**

Action Items 18-BA-001 through 18-BA-004

**Informational:**

- The date of the Board of Education's next regular meeting is scheduled for Monday, August 21, 2017 at 7:30 p.m., in the Auditorium of Clinton Township Middle School.

**Action 18-BA-001:**

*BE IT RESOLVED that the Board of Education hereby approves the following Board Meeting minutes and Executive Session minutes for:*

**Minutes**

June 1, 2017  
June 26, 2017  
July 5, 2017  
July 10, 2017

**Executive Session**

June 1, 2017  
June 26, 2017  
July 5, 2017  
July 10, 2017

**Action 18-BA-002:**

*BE IT RESOLVED that the Board of Education hereby approves the Board Secretary and Treasurer's Reports for the period ending June 30, 2017.*

**Action 18-BA-003:**

*BE IT RESOLVED that the Board of Education hereby approves the line item transfers for the periods ending June 30, 2017.*

**Action 18-BA-004:**

***BE IT RESOLVED** that the Board Secretary, pursuant to N.J.A.C. 6A: 23A-16.10 (c) 3 does hereby certify that as of the date of these reports, no line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of N.J.A.C. 6A: 23A-16.10 (a);*

***BE IT FURTHER RESOLVED** that the Superintendent of Schools recommends that the Clinton Township Board of Education accept the monthly financial reports of the Secretary and Treasurer of School Monies for the month(s) of June 30, 2017; and further recommends, in compliance with N.J.A.C. 6A: 23A-16.10 (c) 4, that the Board of Education certifies that no major account has been over-expended in violation of N.J.A.C. 6A: 23A-16.10 (b), and that as of this report sufficient funds are available to meet the district's financial obligations for the remainder of the year.*

**Board of Education Roll Call Vote**

	Mrs. Demmerle	Dr. Fov	Mrs. McHugh	Mrs. McLaughlin	Mr. Maloy	Mrs. Olawski	Mrs. Raddalgoda	Mrs. Vanderoef	Ms. Grant
Motion									
Aye									
Nay									
Abstain									
Absent									

**COMMITTEE REPORTS**

**FACILITIES/FINANCE:**

Alissa Olawski- Chair; Kevin Maloy, Alicia Demmerle, Maria Grant  
Action Items 18-FF-001 through 18-FF-018

**Action 18 FF-001:**

***BE IT RESOLVED** that the Board of Education hereby approves the payment of bills in the amount of \$239,767.64 for the period ending June 30, 2017.*

**Action 18 FF-002:**

***BE IT RESOLVED** that the Board of Education hereby approves the payment of bills in the amount of \$1,313,049.86 for the period ending July 24, 2017.*

**Action 18-FF-003:**

**BE IT RESOLVED** that the Board of Education hereby authorizes Edward McManus as an authorized signature on the following accounts with Investors Savings Bank: Regular Checking Account, Capital and Capital Reserve Accounts, replacing Dr. Gina Villani as of July 25, 2017.

**Action 18-FF-004**

**BE IT RESOLVED** that the Board of Education hereby authorizes Edward McManus as an authorized signature replacing Anthony Juskiewicz on the following accounts with Investors Savings Bank as of July 25, 2017:

*Student Activities Accounts and Petty Cash Accounts for Spruce Run School, Round Valley School, Patrick McGaheran School and Clinton Township Middle School*

*District Petty Cash Account*

*Payroll Account*

*Payroll Agency Account*

*Unemployment Trust Account*

*Flexible Spending Account*

*Cafeteria Account*

**Action 18-FF-005:**

**BE IT RESOLVED** that the Board of Education hereby authorizes Cheryl Zarra as an authorized signature replacing Maxine Boll-Hughes on the Round Valley School Petty Cash Account with Investors Savings Bank as of July 25, 2017.

**Action 18-FF-006:**

**BE IT RESOLVED** that the Board of Education hereby approves the following requests for employee/board member travel in accordance with the School District Accountability Act and Board of Education Policy #9250 "Expenses and Reimbursements." Only overnight stays are eligible for meal reimbursement. Mileage, meals, and lodging reimbursements shall be in accordance with NJ Statute, Code and NJ Department of Treasury Guidelines. Where more than five individuals from the district are to attend the same out-of-state conference, the school district shall obtain the prior written approval of the Executive County Superintendent, OMB Mileage Reimbursement Rate: \$0.31.

<b>Employee/School</b>	<b>Program Title/Location</b>	<b>Date</b>	<b>Cost</b>	<b>Mileage</b>	<b>Lodging/ Meals</b>
Tracy Carew	50th Annual Conference on Reading & Writing New Brunswick, NJ	10/27/2017	\$180.00	OMB	N/A

<i>Judith Hammond</i>	<i>2017 FEA/NJPSA/NJASCD Fall Conference Long Branch, NJ</i>	<i>10/19/2017 - 10/20/2017</i>	<i>\$285.00</i>	<i>OMB</i>	<i>N/A</i>
<i>Alice Steinheimer</i>	<i>NJASA New Superintendent's Academy Trenton, NJ</i>	<i>7 sessions from 9/2017 through 5/2018</i>	<i>\$1,750.00</i>	<i>OMB</i>	<i>N/A</i>

**Action 18-FF-007:**

***BE IT RESOLVED*** that the Board of Education hereby acknowledges the following requests for graduate course approval, in accordance with the Negotiated Agreement:

<i>Employee</i>	<i>Program Title</i>	<i>Location</i>	<i>Date</i>
<i>Michele Cone</i>	<i>Administrative Internship Human Resource Management Facility Management</i>	<i>Centenary University</i>	<i>Fall 2017</i>
<i>Kerri Harbison</i>	<i>ADHD: Focusing, Learning, Teaching</i>	<i>Colorado State University</i>	<i>Fall 2017</i>
<i>Stephanie Snyder</i>	<i>Co Teaching Partners in Practice</i>	<i>Colorado State University</i>	<i>Fall 2017</i>

**Action 18-FF-008:**

***BE IT RESOLVED*** that the Board of Education hereby approves two interfund transfers from Fund 10 to Fund 60 for a total of \$8,100 for Maschio's Food Service Management Expenses. Reimbursement to be made upon receipts of National School Lunch Program June Reimbursement.

**Action 18-FF-009**

***BE IT RESOLVED*** that the Board of Education hereby approves acceptance of FY18 IDEA grant funds as follows:

<i>Basic</i>	<i>\$322,474</i>
<i>Basic Non-Public</i>	<i>\$53,746</i>
<i>Preschool</i>	<i>\$12,175</i>

**Action 18-FF-010:**

***BE IT RESOLVED*** that the Board of Education hereby approves the software contract with Powerschool for the 2017/18 school year at a cost of \$12,233.20.

**Action 18-FF-011:**

***BE IT RESOLVED** that the Board of Education hereby approves a contract with The Ann Robinowitz Education Center, part of the Newgrange School of Princeton, to provide Wilson Foundations Level 2 Training for staff on September 28, 2017 in the amount of \$2,292.18.*

**Action 18-FF-012:**

***BE IT RESOLVED** that the Board of Education hereby approves a contract with Garco Research Co. for the 2017/18 school year to provide a Licensed Operator for district Wastewater Treatment Plants with fees as follows:*

Round Valley	\$1,325.00/month
Patrick McGaheran	\$1,107.00/month
Non-Routine Maintenance	\$55.00/hour

**Action 18-FF-013:**

***BE IT RESOLVED** that the Board of Education hereby approves Ellyn Atherton, Affirmative Action Investigator, to complete an Affirmative Action Report for the 2016-2017 school year in the amount of \$4,312.50.*

**Action 18-FF-014:**

***BE IT RESOLVED** that the Board of Education hereby approves Ellyn Atherton, Affirmative Action Trainer, to complete an Affirmative Action training session for 1.5 hours on October 9, 2017 in the amount of \$750.00.*

**Action 18-FF-015:**

***BE IT RESOLVED** that the Board of Education hereby adopts the Comprehensive Equity Plan Annual Statement of Assurance for the 2017/18 school year.*

**Action 18-FF-016:**

***BE IT RESOLVED** that the Board of Education hereby approves the submission of the Right to Know survey to the New Jersey Department of Health.*

**Action 18-FF-017:**

***BE IT RESOLVED** that the Board of Education hereby amends prior motion 17-FF-173 (February 27, 2017) to reflect a change in SID # from 9766553204 to 4838554343 and to add the cost of an aide to the bus route for an additional cost of \$5,142.80.*

**Action 18-FF-018:**

***BE IT RESOLVED** that the Board of Education hereby approves the disposal of obsolete and/or non-functioning technology equipment as per the attached lists.*

***Board of Education Roll Call Vote***

	Mrs. Demmerle	Dr. Foy	Mrs. McHugh	Mrs. McLaughlin	Mr. Maloy	Mrs. Olawski	Mrs. Raddalgoda	Mrs. Vanderoef	Ms. Grant
Motion									
Aye									
Nay									
Abstain									
Absent									

**PERSONNEL/NEGOTIATIONS:**

**Personnel:** Susan Vanderoef – Chair; Maria Grant & Alissa Olawski

**Negotiations (CTEA):** Maria Grant- Chair; Alissa Olawski, Kevin Maloy & Alicia Demmerle

**Negotiations (CTAA):** Susan Vanderoef - Chair; Rachel McLaughlin Alissa Olawski & Maria Grant

**Action Items 18-PN-001 through 18-PN-012**

**PLEASE NOTE THAT ALL STAFF APPOINTMENTS ARE AT THE RECOMMENDATION OF THE SUPERINTENDENT OF SCHOOLS AND THAT ALL SALARIES ARE PRO-RATED TO THE EFFECTIVE DATE OF EMPLOYMENT AND WITHIN THE CURRENT SCHOOL BUDGET.**

**Action 18-PN-001:**

***BE IT RESOLVED** that the Board of Education hereby approves the following teachers to serve as curriculum chairs in the 2017-2018 school year at a stipend of \$500 each, as per negotiated agreement.*

*Jean Allen*

*Tracy Carew*

*Patricia Comly*

*Jennifer Cwynar*

*Ronda Ferri*

*Joanne Filus*

*Roberta Grambor*

*Courtney Hauck*

*Donald Helmstetter*

*Justine Henry*

*Kelly Hill*

*Jill Jordan*

*Chelsey Lindaberry*

*Jennifer Paccione*

*Lina Rothbard*

*Brent Ruge*

*Jennifer Sandorse*

*Richard Tarriff*

*Lori Zockoff*

**Action 18-PN-002:**

***BE IT RESOLVED** that the Board of Education hereby accepts with regret the resignation of **Maxine Boll-Hughes**, RVS .5 Secretary, effective June 30, 2017.*



**Action 18-PN-003:**

***BE IT RESOLVED*** that the Board of Education hereby accepts with regret the resignation of **Martha LaValette**, CTMS Teacher – ICS, effective June 30, 2017.

**Action 18-PN-004:**

***BE IT RESOLVED*** that the Board of Education hereby amends prior motion 17-PN-211 to adjust the hourly rate of pay for **Joan Slagus** from \$47.23 to \$59.02 not to exceed 39 hours to complete summer evaluations.

**Action 18-PN-005:**

***BE IT RESOLVED*** that the Board of Education hereby amends prior motion 17-PN-248 (June 26, 2017) to adjust the rates for the 2017/2018 school year to read: substitute rates for the 2017/2018 school year.

**Action 18-PN-006:**

***BE IT RESOLVED*** that the Board of Education hereby amends prior motion 17-PN-255 (June 26, 2017) to rescind **Richard Hoffman** from the 2017/2018 substitute custodian list.

**Action 18-PN-007:**

***BE IT RESOLVED*** that the Board of Education hereby approves the request for Disability/Maternity Leave of Absence for **Maggie Bradford**, SRS/PMG Teacher – Literacy Support, for the period beginning November 9, 2017 through December 10, 2017, and Child Rearing Leave beginning December 11, 2017 through March 30, 2018.

**Action 18-PN-008:**

***BE IT RESOLVED*** that the Board of Education hereby approves the following CTSD part-time secretaries to work an additional 10 hours per week at their specified hourly rate below through August 31, 2017:

Brenda Butler	- \$24.20/hour
Cindy Christopher	- \$24.20/hour
Cindy Gugliandolo	- \$25.24/hour
Jean Hansen	- \$24.20/hour
Nancy Paul	- \$24.55/hour

**Action 18-PN-009:**

***BE IT RESOLVED*** that the Board of Education hereby approves the employment of ***Karen Gerth***, .5 Preschool Inclusion Teacher, Step K, BA+30, \$32,421 effective August 30, 2017, for the 2017/2018 school year.

**Action 18-PN-010:**

***BE IT RESOLVED*** that the Board of Education hereby approves the employment of ***Michaela Glover***, Speech/Language Specialist, Step H, MA in F, \$60,580, effective August 30, 2017 for the 2017/2018 school year.

**Action 18-PN-011:**

***BE IT RESOLVED*** that the Board of Education hereby approves Laura Jaw to provide training at the new teacher program on August 17, 2017 for two (2) hours at the specified hourly rate of \$50.27 per hour.

**Action 18-PN-012:**

***BE IT RESOLVED*** that the Board of Education hereby approves the following six job descriptions:

*Chaperone/Crowd Control Basketball*  
*Mail Courier*  
*Secretary*  
*Score Keeper*  
*Systems Manager*  
*Theater Manager*

***Board of Education Roll Call Vote***

	Mrs. Demmerle	Dr. Foy	Mrs. McHugh	Mrs. McLaughlin	Mr. Maloy	Mrs. Olawski	Mrs. Raddalgoda	Mrs. Vanderoef	Ms. Grant
<b>Motion</b>									
<b>Aye</b>									
<b>Nay</b>									
<b>Abstain</b>									
<b>Absent</b>									

**POLICY/CURRICULUM:**

**Rachel McLaughlin – Chair; Maria McHugh & Yehara Raddalgoda**  
**Action Items 18-PC-001 through 18-PC-006**

**Action 18-PC-001:**

***BE IT RESOLVED** that the curriculum as described in the district selected course guides, courses of study, curriculum guides, and program materials, be adopted for use in Preschool through Grade 8 of the Clinton Township School District for the 2017-2018 school year.*

**Action 18-PC-002:**

***BE IT RESOLVED** that the Board of Education hereby approves the five-year curriculum cycle.*

**Action 18-PC-003:**

***BE IT RESOLVED** that the Board of Education hereby approves the Pre K - 8 Code of Conduct for the 2017/2018 school year.*

**Action 18-PC-004:**

***BE IT RESOLVED** that the Board of Education hereby approves the use of the Danielson Framework for the evaluation of certificated staff members.*

**Action 18-PC-005:**

***BE IT RESOLVED** that the Board of Education approves the use of the Multidimensional Principal Performance Rubric for the evaluation of administrators.*

***Board of Education Roll Call Vote***

	Mrs. Demmerle	Dr. Fov	Mrs. McHugh	Mrs. McLaughlin	Mr. Maloy	Mrs. Olawski	Mrs. Raddalgoda	Mrs. Vanderoef	Ms. Grant
Motion									
Aye									
Nay									
Abstain									
Absent									

**FEASIBILITY OF SCHOOL CLOSING**

**Maria Grant – Chair; Susan Vanderoef & Rachel McLaughlin**

**OLD BUSINESS**

**NEW BUSINESS**

**SECOND RECOGNITION OF THE PUBLIC**

**PLEASE RESPECT THE 3-MINUTE SPEAKING RULE AS PER BOARD OF EDUCATION BYLAW #9322 SO THAT THE BUSINESS OF THE BOARD MAY PROCEED IN A TIMELY MANNER.**

**EXECUTIVE SESSION:**

***WHEREAS,** while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Clinton Township Board of Education to be held in public, N.J.S.A. 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in "Executive Session," i.e. without the public being permitted to attend, and*

***WHEREAS,** the Clinton Township Board of Education has determined that the following issues are permitted by N.J.S.A. 10: 4-12(b) to be discussed without the public in attendance and shall be discussed during an Executive Session.*

***WHEREAS,** any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer. The nature of the matter, described as specifically as possible without undermining the need for confidentiality is attorney-client privilege, personnel and negotiations;*

***WHEREAS,** the length of the Executive Session is estimated to be thirty (30) minutes after which the meeting shall reconvene and proceed with business.*

***NOW, THEREFORE, BE IT RESOLVED** that the Clinton Township Board of Education will go into Executive Session for only the above stated reasons;*

***BE IT FURTHER RESOLVED** that the Board hereby declares that its discussion of the aforementioned subject will be made public at such time as the reason for confidentiality no longer exists.*

*Action may be taken upon return.*

Time:

( \_\_\_\_\_ Moved; \_\_\_\_\_ Seconded; \_\_\_\_\_ Ayes; \_\_\_\_\_ Nays; \_\_\_\_\_ Abstain; \_\_\_\_\_ Absent)

***BE IT RESOLVED*** that the Board of Education hereby approves reconvening the regular Board meeting.

Time:

( \_\_\_\_\_ Moved; \_\_\_\_\_ Seconded; \_\_\_\_\_ Ayes; \_\_\_\_\_ Nays; \_\_\_\_\_ Abstain; \_\_\_\_\_ Absent)

**ADJOURNMENT**

**Action 18-AJ-003:**

***BE IT RESOLVED*** that the Board of Education hereby adjourns this meeting.

Time:

( \_\_\_\_\_ Moved; \_\_\_\_\_ Seconded; \_\_\_\_\_ Ayes; \_\_\_\_\_ Nays)