

**CLINTON TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION**

**AGENDA
Regular Meeting January 25, 2010**

CALL TO ORDER: _____ called the meeting to order at _____

**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 the annual public notice on April 30, 2009:

- a. Faxing to five newspapers designated by the Board – Hunterdon County Democrat, Hunterdon Review, Courier News, Star-Ledger and Express Times
- b. Posting on the District Website, the main bulletin board in the Administration Office and in each Clinton Township School
- c. Filing with the Clerk of Clinton Township

ROLL CALL

Present:

Board Members:

_____ Jim Dincuff, President	_____ Jody Lebbing
_____ Donna Gregory, Vice President	_____ Gene Schaedel
_____ Michelle Cresti	_____ Roger Straight
_____ Grace Hoefig	_____ Debra Weiss
_____ Mark Kaplan	

District Administrators:

_____ Mr. Kevin Carroll, Superintendent of Schools
_____ Mrs. Patricia A. Leonhardt, Business Administrator/Board Secretary

**PLEDGE OF
ALLEGIANCE:**

_____ led the Board in the Pledge of Allegiance.

PRESIDENT'S COMMENTS/REPORT

Ms. Cresti will discuss facets of the Code of Ethics for School Board members.

REPORT OF THE SUPERINTENDENT OF SCHOOLS

Action Items 10-SU-004 through 10-SU-006

Mr. Carroll will present the following to the Board of Education:

- 1. Enrollment Report
- 2. Suspension Report
- 3. District Goals
 - a. Student achievement
 - b. Communication
 - c. Finances
 - d. Strategic plan
- 4. AYP 08/09 Results

Action 10-SU-004:

BE IT RESOLVED that the Board of Education hereby approves the Clinton Township School District **Mission Statement** below:

Mission Statement

The Clinton Township School District, in partnership with the community, achieves excellence for each child by ensuring a meaningful and challenging educational experience in a supportive environment, developing life-long learners who are responsible and productive citizens.

Action 10-SU-005:

BE IT RESOLVED that the Board of Education hereby approves the **Clinton Township School District Strategic Plan Goals and Strategies** for 2010-2015 below:

To attain the optimal level of **Student Achievement** through the use of data driven assessment that shapes instruction.

1. CTSD class size will be below state average in all grades and subject areas
2. Purposeful articulation occurs regularly between subject areas, grades and schools (within CTSD and NHHS).
3. All professional learning opportunities will be directly based on data and other documented student needs.
4. CTSD will utilize comprehensive assessments to ensure that students perform at or above our District Factor Group (DFG) on the NJASK.
5. CTSD will identify individual student needs and provide appropriate programs to maximize student learning.
6. CTSD will consistently implement a rigorous curriculum that is grounded in NJCCCS and is reflective of the needs of a 21st century learner.

Develop and enhance each child's interests and characteristics to embody the philosophy of "Take care of yourself, take care of others and the environment" and become **Productive Citizens**.

1. To enhance training/resources for staff to implement direct instruction in character education utilizing programs such as Responsive Classroom, Skills Streaming, and Bullybusting.
2. To provide opportunities for peer-mentoring and buddy programs.
3. To establish partnerships within the community for students to apply skills and knowledge in real life experiences.
4. To promote intrinsic motivation by recognizing and reinforcing acts of kindness and responsibility.

Develop a **Supportive Environment** that enhances education for all students.

1. Develop an analysis of current building use and a plan for updating and maintaining facilities including major projects, costs, and schedules
2. The district will provide purposeful, professional development that will encourage consistency throughout and between grades and subject areas with recognition of best practices.
3. Develop an analysis of our programs that support social and emotional well-being to determine their effectiveness and create a plan to improve areas of concern.

4. *Evaluate the inclusion model and how the supports are utilized to determine if a restructuring of the model is necessary to meet the current needs of the students and programs.*

*The Clinton Township School District will engage and involve the **Community** in a mutually beneficial **Partnership**.*

1. *Create a unified, two-way communication plan.*
2. *Create a community outreach program.*
3. *Pass the budget.*

Action 10-SU-006:

BE IT RESOLVED that the Board of Education hereby approves the submission of the Memorandum of Understanding to the NJ Department of Education for the Race to the Top grant project.

REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY

Action Items 10-BA-033 through 10-BA-039

Correspondence:

- Letter from Mr. Isaacson regarding 2010-11 budget and demographic study.
- Letter from Vito Gagliardi, Esq. dated 12/29/09
- Children's Hospital Foundation
- Letter to Planning Board regarding sub-division

Informational:

- The current date of the Board of Education's next meeting is February 22, 2010.
- NJSBA Forum "Passing Your Budget" Friday, January 29, 2010

Action 10-BA-033:

BE IT RESOLVED that the Board of Education hereby approves the **Regular Meeting Minutes** of December 14, 2009.

Action 10-BA-034:

BE IT RESOLVED that the Board of Education hereby approves the **Special Meeting Minutes** of December 21, 2009.

Action 10-BA-035:

BE IT RESOLVED that the Board of Education hereby approves the **Executive Session Minutes** of December 21, 2009.

Action 10-BA-036:

BE IT RESOLVED that the Board of Education hereby approves the **Board Secretary and Treasurer's Reports** for the period ending December 31, 2009.

Action 10-BA-037:

***BE IT RESOLVED** that the Board Secretary, pursuant to N.J.A.C. 6A: 23-2.11 (c) 3 does hereby certify that as 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: 23-2.11 (a);*

***BE IT FURTHER RESOLVED** that the Superintendent of Schools recommends that the Clinton Township Board of Education accept the updated monthly financial reports of the Secretary and Treasurer of School Monies for the month(s) of December 2009; and further recommends, in compliance with N.J.A.C. 6A: 23-2.11 (c) 4, that the Board of Education certifies that no major account has been over-expended in violation of N.J.A.C. 6A: 23-2.11 (b), and that as of this report sufficient funds are available to meet the district's financial obligations for the remainder of the year.*

Action 10-BA-038:

***BE IT RESOLVED** that the Board of Education hereby approves the **line item transfers** for the period ending December 31, 2009.*

Action 10-BA-039:

***BE IT RESOLVED** that the Board of Education hereby adopts the following procedures for the School Board Election to be held on Tuesday, April 20, 2010.*

- 1. Nominating Petitions to be filed by 4:00 p.m. on Monday, March 1, 2010 in the Board Secretary's Office at Round Valley School, 128 Cokesbury Road, Lebanon, NJ.*
- 2. Drawing of names for ballot positions will be at 3:00 p.m. on Wednesday, March 10, 2010 in the Clinton Township Board Office.*
- 3. Designate the North Hunterdon High School - Districts 2, 8 and 12; Clinton Township Middle School – Districts 3 and 9; Patrick McGaheran School – Districts 1, 7 and 11; Round Valley School - Districts 5 and 6; and Spruce Run School – Districts 4 and 10.*
- 4. Voting hours will be from 7:00 a.m. to 9:00 p.m. on Tuesday, April 20, 2010 unless changed by the County Board of Election or the Governor of the State of New Jersey.*
- 5. Move to set the date of Monday, April 26, 2010 for the Organization Meeting at 7:30 p.m. in the Library of Clinton Township Middle School.*
- 6. Move to appoint Patricia Mackenzie as the witness for the drawing of names for ballot positions.*

OLD BUSINESS

PUBLIC COMMENTS – AGENDA ITEMS ONLY

COMMITTEE REPORTS:

FACILITIES/FINANCE:

Mark Kaplan – Chair, Grace Hoefig, Jody Lebbing, Debbie Weiss
Action Items 10-FF-071 through 10-FF-082

Action 10-FF-071:

***BE IT RESOLVED** that the Board of Education hereby approves the payment of bills in the amount of \$1,954,866.02 for the period ending January 25, 2010.*

Action 10-FF-072:

***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 No. 9250 “Expenses and Reimbursements.” Only overnight stays are eligible to 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, 2010 OMB Mileage Reimbursement Rate: \$0.31; 1/1/10 IRS Reimbursement Rate: \$0.55.*

<i>Employee/ BOE Member/School</i>	<i>Program Title/Location</i>	<i>Date</i>	<i>Cost</i>	<i>Mileage</i>	<i>Lodging (per diem)/ Meals (Per diem)</i>
<i>Amarilis Florio, RVS</i>	<i>Practical Therapy Tech. et al, Newark, NJ</i>	<i>2/10/10</i>	<i>\$215.</i>	<i>IRS</i>	<i>N/A</i>
<i>Elizabeth Salazar, PMG</i>	<i>Practical Therapy Tech. et al, Newark, NJ</i>	<i>2/10/10</i>	<i>\$215.</i>	<i>IRS</i>	<i>N/A</i>
<i>Kelli Portland, SRS</i>	<i>Improving the Social Behavior of Children with Autism, Edison, NJ</i>	<i>2/5/10</i>	<i>\$200.</i>	<i>IRS</i>	<i>N/A</i>
<i>Kelli Portland, SRS</i>	<i>Making the Most of Technology in an ABA Program, Clark, NJ</i>	<i>2/26/10</i>	<i>\$200.</i>	<i>IRS</i>	<i>N/A</i>
<i>Kelli Portland, SRS</i>	<i>Facilitation of Pull-out Social Skills Groups in Public Schools, Monroe, NJ</i>	<i>4/19/10</i>	<i>\$200.</i>	<i>OMB</i>	<i>N/A</i>
<i>Mary McLoughlin, Admin.</i>	<i>Special Education Issues, Actions and Promising Practices, Monroe, NJ</i>	<i>2/4/10</i>	<i>\$145.</i>	<i>OMB</i>	<i>N/A</i>
<i>Mary McLoughlin, Admin</i>	<i>ADA/504 Amendments/IDEIA, Long Branch, NJ</i>	<i>3/5/10</i>	<i>\$149.</i>	<i>OMB</i>	<i>N/A</i>

<i>Janet Gangemi, Asst. Prin. RVS</i>	<i>ADA/504 Amendments/IDEIA, Long Branch, NJ</i>	<i>3/5/10</i>	<i>\$149.</i>	<i>OMB</i>	<i>N/A</i>
<i>Judith Hammond, Principal, RVS</i>	<i>We Can Because We Think We Can, Trenton, NJ</i>	<i>2/22/10</i>	<i>\$145.</i>	<i>OMB</i>	<i>N/A</i>
<i>Erin Chassey, PMG</i>	<i>NJ Music Educators Asso. State Conference, East Brunswick, NJ</i>	<i>2/18/10 & 2/19/10</i>	<i>\$180.</i>	<i>N/A</i>	<i>N/A</i>
<i>Kevin Carroll, Supt.</i>	<i>NJASA Techspo 2010 Conference, Atlantic City, NJ</i>	<i>1/28/10 & 1/29/10</i>	<i>\$349.</i>	<i>OMB</i>	<i>N/A</i>
<i>Grace Hoefig, BOE</i>	<i>NJSBA Analyzing Salary Guides, Trenton, NJ</i>	<i>2/20/10</i>	<i>\$207.</i>	<i>OMB</i>	<i>N/A</i>
<i>Jim Dincuff, BOE</i>	<i>NJSBA Analyzing Salary Guides, Trenton, NJ</i>	<i>2/20/10</i>	<i>\$207.</i>	<i>OMB</i>	<i>N/A</i>
<i>Donna Gregory, BOE</i>	<i>NJSBA Analyzing Salary Guides, Trenton, NJ</i>	<i>2/20/10</i>	<i>\$207.</i>	<i>OMB</i>	<i>N/A</i>

Action 10-FF-073:

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

<i>Employee</i>	<i>Semester</i>	<i>Course</i>	<i>Credits</i>
<i>Heather Shanklin, RVS</i>	<i>Spring 2010</i>	<i>Communication Modes</i>	<i>3</i>

Action 10-FF-074:

BE IT RESOLVED that the Board of Education authorizes to establish the 2009-2010 student lunch prices as follows (no increase over 2008/2009):

<i>Clinton Township Middle School</i>	<i>\$2.75</i>
<i>Round Valley School</i>	<i>\$2.50</i>
<i>Patrick McGaheeran School</i>	<i>\$2.50</i>
<i>Spruce Run School</i>	<i>\$2.50</i>

Action 10-FF-075:

BE IT RESOLVED that the Board of Education hereby accepts, with gratitude, an Exxon Mobil Corporation Education Grant, in the amount of \$3,600, to be used as follows:

Seventh Grade Wireless Weather Station	\$ 700 (Mr. Ferrante/Ms. Cormican)
Stereoscopes for Sixth Grade	\$2,700 (Ms. Chelminiak)
Lung Demonstrator, Diaphragm and Tuning Forks	\$ 200

Action 10-FF-076:

BE IT RESOLVED that the Board of Education hereby authorizes the acceptance of the **IDEA FY10** Grant as follows:

Basic:

Total Allocation:	\$424,561
Public Share:	\$375,243
Non-Public:	\$ 49,318

2 - Preschool:

Total Allocation:	\$12,685
Public Share:	\$12,685
Non-Public Share:	--

Action 10-FF-077:

BE IT RESOLVED that the Board of Education hereby approves the 2010/2011 receiving tuition annual rates as follows:

Pre-School/K.....	\$ 9,946.
Grades 1-5	\$11,747.
Grades 6-8	\$11,750.

Please note: Rates are based upon 2008/2009 per pupil tuition costs as certified by the NJ Department of Education.

Action 10-FF-078:

BE IT RESOLVED that The Clinton Township Board of Education agrees to participate in the **Alliance for Competitive Telecommunications** with the Monmouth-Ocean Educational Services Commission and the New Jersey Association of School Business Officials (NJASBO) for the period of July 1, 2010 to June 30, 2012. The Monmouth-Ocean Educational Services Commission shall be the lead Local Educational Agency (LEA) for this program. All New Jersey School districts are invited to participate in the **Alliance for Competitive Telecommunications, which is intended to fulfill the districts obligation under 18A: 55-3.**

The Board of Education shall provide the Commission with accurate data, i.e. telephone line

numbers for each number included in the bid and any other appropriate information necessary for the development of bid specifications.

The Board of Education shall not solicit bids or enter into a contract that would jeopardize the award of a contract for cooperative telecommunication services by the Commission. The Board shall abide by the award of contract made by the Commission. The Board shall not withdraw from this agreement prior to June 30, 2012.

The Board understands that the services to be provided under this cooperative purchasing agreement will include dial tone/local calls (where available), regional toll calls, long distance toll calls and voice over internet protocol (VOIP) when such option is chosen by the participating district.

All fees for the work of the Commission and the expenses of NJASBO will be incorporated into the price for services as provided by the successful vendor (s).

Action 10-FF-079:

BE IT RESOLVED that the Board of Education hereby approves the 2010/2011 parent-paid tuition annual rates as follows:

Preschool.....\$2,000
A.C.E.....\$ 325

Action 10-FF-080:

BE IT RESOLVED that the Board of Education hereby approves the following tuition adjustment for the 2007-2008 School Year between the Lebanon Borough and Clinton Township School Districts:

*Anticipated Enrollment: 26
Estimated Tuition Rate: \$ 9,678*

*Actual Enrollment: 29
Actual Tuition Rate: \$11,021*

Amount Due Clinton Township: \$67,981

Action 10-FF-081:

BE IT RESOLVED that the Board of Education hereby approves the following tuition adjustment for the 2008-2009 School Year between the Lebanon Borough and Clinton Township School Districts:

*Anticipated Enrollment: 32
Estimated Tuition Rate: \$ 9,537*

*Actual Enrollment: 32
Actual Tuition Rate: \$11,750*

Amount Due Clinton Township: \$70,816

Action 10-FF-082:

WHEREAS, the New Jersey Board of Public Utilities, Office of Clean Energy administers the Local Government Energy Audit Program (Program), an incentive program to assist local government agencies to conduct energy audits and to encourage implementation of energy conservation measures; and,

WHEREAS, the Governing Body of the Clinton Township School District has decided to apply to participate in the Local Government Energy Audit Program; and,

WHEREAS, the facilities to be audited are in New Jersey, are owned by the Clinton Township School District, are served by a New Jersey regulated public utility, and that the Clinton Township School District has not already reserved \$100,000 in the Program this year as of this application; and,

WHEREAS, it is acknowledged that acceptance into the Program is dependent on the Scope of Work and cost proposal, and that Program rules will have to be met in order to receive incentive funds; and,

WHEREAS, upon acceptance into the Program, the Clinton Township School District will prepare Facility Data Forms and Scopes of Work for each facility to be audited, solicit quotations from the authorized contractors, and submit the Part B application; and,

WHEREAS, the Clinton Township School District understands that energy audit work cannot proceed until an Application Approval Notice is received from the Program; and,

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Clinton Township School District approves the submission of an Application for participation in the Local Government Energy Audit Program of the New Jersey Board of Public Utilities.

PERSONNEL/NEGOTIATIONS:

Michelle Cresti – Chair, Donna Gregory, Jim Dincuff, Debbie Weiss
Action Items 10-PN-120 through 10-PN-141

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.

Action 10-PN-120:

BE IT RESOLVED that the Board of Education hereby approves the request for change in the Disability/Maternity Leave for **Kerry Mueller**, Clinton Township Middle School Guidance Counselor, from January 11, 2010 to January 6, 2010.

Action 10-PN-121:

BE IT RESOLVED that the Board of Education hereby approves the request for change for **Megan Grilli-Oesterle** in the Maternity Leave Replacement Position for Kerry Mueller, Clinton Township Middle School Guidance Counselor, from January 11, 2010 to January 5, 2010

Action 10-PN-122:

BE IT RESOLVED that the Board of Education hereby accepts, with regret, the retirement of **Elizabeth Hodulik**, effective July 1, 2010.

Action 10-PN-123:

BE IT RESOLVED that the Board of Education hereby approves a disability leave extension for **Annette Patrick**, CTMS secretary, from January 4, 2010 to January 29, 2010.

Action 10-PN-124:

BE IT RESOLVED that the Board of Education hereby approves movement across the salary guide for **Timothy Jaw** from MA in F+15, Step C, at a rate of \$54,240 to MA in F+30, Step C at a rate of \$55,490.

Action 10-PN-125:

BE IT RESOLVED that the Board of Education hereby approves movement across the salary guide for **Rita Russomano** from BA+45, Step C, at a rate of \$51,740 to BA+60 Step C at a rate of \$54,240 effective February 1, 2010.

Action 10-PN-126:

BE IT RESOLVED that the Board of Education hereby approves **Jill Selbo** for home instruction for one student starting on December 15, 2009 through January 15, 2010 for a total of 10 hours a week at a rate of \$28.62 per hour.

Action 10-PN-127:

BE IT RESOLVED that the Board of Education hereby approves **Bonnie Birken** for home instruction for one student starting on December 15, 2009 for a total of 10 hours a week at a rate of \$28.62 per hour.

Action 10-PN-128:

BE IT RESOLVED that the Board of Education hereby approves **Amy Gittins** for home instruction for one student starting on December 7, 2009 for a total of 10 hours a week at a rate of \$28.62 per hour.

Action 10-PN-129:

BE IT RESOLVED that the Board of Education hereby approves **Martha Lavalette** for home instruction for one student starting on January 11, 2010 through January 15, 2010 for a total of 10 hours a week at a rate of \$28.62 per hour.

Action 10-PN-130:

BE IT RESOLVED that the Board of Education hereby approves **Susan Straight** to provide medical supervision for a medically fragile pupil during after school activities at an hourly rate of \$36.60 (annual salary of \$51,240 pro-rated), not to exceed 75 hours.

Action 10-PN-131:

BE IT RESOLVED that the Board of Education hereby approves **Martha Roth** to provide one on one assistance to special education student during after school activities beginning January 12, 2010 through to February 22, 2010, 2x weekly, 2 hours each, at an hourly rate of \$15.28 for 10 sessions.

Action 10-PN-132:

BE IT RESOLVED that the Board of Education hereby approves **Elizabeth (Jane) Smolyn** to provide one on one assistance to special education student during after school activities beginning January 12, 2010 through to February 22, 2010, 2x weekly, 2 hours each, at an hourly rate of \$20.36 for 10 sessions.

Action 10-PN-133:

BE IT RESOLVED that the Board of Education hereby approves the request for Maternity Leave of Absence for **Laura Jaw** for the period beginning May 7, 2010 through June 15, 2010 with Family Leave beginning June 16, 2010 through June 30, 2010.

Action 10-PN-134:

BE IT RESOLVED that the Board of Education hereby approves **Kathleen Shea** as a .5 Teaching Assistant – Extraordinary Services (new position) at a salary of \$10,987 (pro-rated) at Spruce Run School effective January 19, 2010 through June 30, 2010.

Action 10-PN-135:

BE IT RESOLVED that the Board of Education hereby approves **Julia Williams** as a Maternity Leave Replacement – Grade 7, Special Education (Fran Lin) effective February 8, 2010 through June 30, 2010 at an annual salary of \$46,990 (pro-rated).

Action 10-PN-136:

*BE IT RESOLVED that the Board of Education hereby approves the appointment of **Kathleen Sweeney** (replacement for Nancy Randazzo) as a Lunch/Recess Monitor at \$12.50/hour at PMG, effective January 26, 2010.*

Action 10-PN-137:

*BE IT RESOLVED that the Board of Education hereby approves **Jessica Willis** (SRS Teaching Assistant) as a 1:1 Bus Assistant for SRS at an hourly rate of \$14.71.*

Action 10-PN-138:

*BE IT RESOLVED that the Board of Education hereby approves the termination of **Justine Henry**, CTMS Teaching Assistant, effective January 17, 2010, due to a reduction in force.*

Action 10-PN-139:

BE IT RESOLVED that the Board of Education hereby approves the addendum to the 2008 - 2011 negotiated agreement with the Clinton Township Administrators Association.

Action 10-PN-140:

*BE IT RESOLVED that the Board of Education hereby approves **Karen Dahme-Laskey** as a Medical Leave Replacement – Teaching Assistant for Shannon Rolak at PMG effective January 26, 2010 through March 31, 2010 at an annual salary of \$20,593 (pro-rated).*

Action 10-PN-141:

*BE IT RESOLVED that the Board of Education hereby approves movement across the salary guide for **Donald Helmstetter** from BA+15 Step D at a rate of \$50,050 to MA Step D at a rate of \$51,600 effective February 1, 2010.*

POLICY/CURRICULUM:

Roger Straight – Chair, Jody Lebbing, Gene Schaedel
Action Items 10-PC-007

Action 10-PC-007:

BE IT RESOLVED that the Board of Education authorizes the Affirmative Action Team to conduct the needs assessment and develop a comprehensive equity plan for the next three school years, 2010-2013.

COMMUNICATIONS:

Donna Gregory – Chair, Michelle Cresti, Grace Hoefig, Gene Schaedel

RECOGNITION OF THE PUBLIC:

EXECUTIVE SESSION:

Resolved by the Board of Education of Clinton Township as per Chapter 231, P. L. 1975:

- a. That it is hereby determined that it is necessary to meet in Executive Session on Monday, January 25, 2010 to discuss matters of negotiations and staffing.*
- b. The matter discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion shall take place only at a public meeting.*
- c. The length of the meeting is thought to be approximately twenty (20) minutes.*
- d. Action will not be taken upon return*

NEW BUSINESS

ADJOURNMENT

Action 10-AJ-010:

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