

**CLINTON TOWNSHIP SCHOOL DISTRICT  
BOARD OF EDUCATION**

**AGENDA**

**Regular Meeting November 22, 2010 at 7:30 pm  
Clinton Township Middle School Auditorium**

**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 29, 2010:

- 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	_____ Kevin Sturges
_____ Grace Hoefig	
_____ Mark Kaplan	

**Present:**

*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**

Interview of Candidates for Board Vacancy

**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, November 22, 2010 to discuss matters of board personnel.*
- 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 be taken upon return.*

**BE IT RESOLVED** that the Board of Education hereby appoints \_\_\_\_\_ as a member of the Clinton Township Board of Education.

Administration of Oath of Office to newly appointed Board Member by the Board Secretary.

### **REPORT OF THE SUPERINTENDENT OF SCHOOLS**

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

1. Enrollment
2. Suspension Reports
3. Strategic Plan
  - a. Student Achievement
  - b. Productive Citizens
  - c. Supportive Environment
  - d. Community Partnerships

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

#### **Action Items 11-BA-018 through 11-BA-026**

Correspondence:

- Thank You Letters to Staff - Dance
- Compliance Letter from HC Dept. of Health
- Letter from Walt Wilson, Attorney – Subdivision Application
- Follow Up Letter from State Dept. of Health
- Letter from Suburban Consulting Engineers – Round Valley School Flow Meter Quote
- Thank You Letters to Parent Volunteers For Their Time

Informational:

- The current date of the Board of Education's next meeting is anticipated to be changed to December 20, 2010.
- The Board will conduct a goal setting meeting on Thursday, December 9<sup>th</sup> at 7:00 pm in the Clinton Township Middle School.

#### **Action 11-BA-018:**

***BE IT RESOLVED*** that the Board of Education hereby approves the ***Regular Minutes*** of October 25, 2010.

#### **Action 11-BA-019:**

***BE IT RESOLVED*** that the Board of Education hereby approves the ***Executive Session Minutes*** of October 25, 2010.

**Action 11-BA-020:**

***BE IT RESOLVED*** that the Board of Education hereby approves the ***Special Minutes*** of November 8, 2010.

**Action 11-BA-021:**

***BE IT RESOLVED*** that the Board of Education hereby approves the ***Special Executive Session Minutes*** of November 8, 2010.

**Action 11-BA-022:**

***BE IT RESOLVED*** that the Board of Education hereby approves the ***Board Secretary and Treasurer's Reports*** for the period ending October 31, 2010.

**Action 11-BA-023:**

***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 October 2010; 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 11-BA-024:**

***BE IT RESOLVED*** that the Board of Education hereby approves the ***line item transfers*** for the period ending October 31, 2010.

**Action 11-BA-025:**

***BE IT RESOLVED*** that the Board of Education hereby changes the date of its December meeting from December 13, 2010 to December 20, 2010, still to be held at 7:30 PM in the library of the Clinton Township Middle School.

**Action 11-BA-026:**

***BE IT RESOLVED*** that the Board of Education accepts the June 30, 2010 ***Comprehensive Annual Financial Report (CAFR)*** as presented.

**Resolution accepting Audit Recommendation**

***BE IT RESOLVED*** that the Board of Education acknowledges no audit recommendations as follows:

1. Administrative Practices & Procedures	No recommendation
2. Financial Planning, Accounting & Reporting	No recommendation
3. School Purchasing Programs	No recommendation
4. School Food Service	No recommendation
5. Student Body Activities	No recommendation
6. Application for State School Aid	No recommendation
7. Pupil Transportation	No recommendation
8. Facilities and capital assets	No recommendation
9. Miscellaneous	No recommendation
10. Follow-up on prior year findings	No recommendation

**OLD BUSINESS**

**PUBLIC COMMENTS – AGENDA ITEMS ONLY**

**COMMITTEE REPORTS:**

**FACILITIES/FINANCE:**

**Mark Kaplan – Chair, Grace Hoefig, Kevin Sturges & Gene Schaedel**  
**Action Items 11-FF-050 through 11-FF-066**

**Action 11-FF-050:**

***BE IT RESOLVED*** that the Board of Education hereby approves the payment of bills in the amount of \$700,834.49 for the period ending November 22, 2010.

**Action 11-FF-051:**

***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. 6471 “School District Travel.” 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 IRS Mileage Reimbursement Rate: \$0.31.

<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>Kerry Mueller, CTMS Counselor, Kendra Squindo, CTMS Counselor, Carole Frey, PMG Counselor, Greg James, RVS Counselor, Alex Ruttenberg, SRS Counselor</i>	<i>Legal One Advanced: A School Counselor's Role in Addressing Harassment, Intimidation &amp; Bullying, Flemington, NJ</i>	<i>12/3/10</i>	<i>Group cost of \$250.</i>	<i>IRS</i>	<i>N/A</i>
<i>Elizabeth Salazar</i>	<i>Current, Best Strategies to Help Speech Language Pathologists Conference, New Providence, NJ</i>	<i>1/18/11</i>	<i>\$215.</i>	<i>IRS</i>	<i>N/A</i>

**Action 11-FF-052:**

***BE IT RESOLVED*** that the Board of Education hereby approves three staff members to attend four workshops for the Literacy Consortium at Kean University on 10/28/10, 12/15/10, 3/11/11 & 5/27/11 at a total cost of \$1,300. Eligible for mileage reimbursement at the IRS rate of \$0.31 per mile.

**Action 11-FF-053:**

***BE IT RESOLVED*** that the Board of Education hereby accepts the following approved grants from the Clinton Township Foundation for Educational Excellence:

*SRS - Motor Skills for Academic Success - Slagus and Sinagra - Partially approved for \$929.06.*

*SRS - "Read Across America" Artist - Lescota - Approved in full - \$4,000.50.*

*PMG - Mix and Matter - Hornbake - Approved in full - \$ 570.00.*

*PMG - Integrating Literacy into the Unified Arts Curriculum - Grambor and Moore – Approved in full - \$2,475.00.*

*PMG - All Aboard the RECORDER Express - Repsher - Approved in full - \$1,011.40.*

*PMG - Writer's Workshop Mentor Texts - Schultz, Bartram, Stinner - Approved in full – \$2,770.33.*

*RVS – Library Grant in the amount of \$2000.*

*RVS - Round Valley Productions - Sielaff and Waldron - Approved in full - \$1,400.00.*

*RVS - 5th Grade Nonfiction Classroom Libraries - Tackney – Partially approved - \$3,601.84.*

*RVS - Percussion for our World Tour - Hill - Approved in full - \$911.88.*

*CTMS - History Alive! - Cormican, Pike, Preuss - Approved in full - \$950.00.*  
*CTMS - Upgrading the American History Collection in the CTMS Library – Partially approved for \$2,500.00.*  
*CTMS – New Teacher Grant in the amount of \$250. (Lauren Niebuhr)*

**Action 11-FF-054:**

***BE IT RESOLVED*** that the Board of Education hereby accepts the results of the Bid Opening held on Oct. 27, 2010 for 29 FM Transmitting Systems:

<i>Video Technologies</i>	<i>\$42,965.00</i>
<i>Troxell</i>	<i>\$46,770.00</i>
<i>Lightspeed</i>	<i>\$47,560.00</i>
<i>Xerox Audio Visual</i>	<i>\$49,916.25</i>

*Based on the results of the bidding process, the Board of Education hereby authorizes the award of the bid/execution of the purchase to **Video Technologies**, using **IDEA-ARRA** funds.*

**Action 11-FF-055:**

***BE IT RESOLVED*** that the Board of Education hereby approves the submission of the 2008 NCLB Amended Application to include **2007 carryover** as follows:

<i>Title IIA</i>	<i>\$23,824</i>
<i>Title III</i>	<i>\$33,623</i>
<i>Title IV</i>	<i>\$4,400</i>
<i>Title V</i>	<i>\$2,619</i>

**Action 11-FF-056:**

***BE IT RESOLVED*** that the Board of Education hereby approves the submission of the **2009 NCLB Amended Application** to include **2008 carryover** as follows:

<i>Title IIA</i>	<i>\$44,915</i>
<i>Title III</i>	<i>\$43,740</i>
<i>Title IV</i>	<i>\$ 3,374</i>
<i>Title V</i>	<i>\$ 1,255</i>

**Action 11-FF-057:**

***BE IT RESOLVED*** that the Board of Education authorizes the submission of an amendment to the **FY10 IDEA** application as follows:

<i>Basic:</i>	
<i>Total Allocation:</i>	<i>\$492,942</i>
<i>Public Share:</i>	<i>\$375,243</i>
<i>Non-Public (Flow-through only)</i>	<i>\$117,699</i>

<i>PreSchool:</i>	
<i>Total Allocation:</i>	<i>\$ 13,805</i>
<i>Public Share:</i>	<i>\$ 12,685</i>
<i>Non-Public (Flow-through only)</i>	<i>\$ 1,120</i>

**Action 11-FF-058:**

***BE IT RESOLVED*** that the Board of Education hereby authorizes the opening of a new TDBank account, maintained by the Board of Education, for the operation of the Cafeteria, as follows for the 2010/2011 School Year:

*Authorized Signatures: (2 signatures required)*  
*Board President, School Business Administrator/Board Secretary, Treasurer of School Monies*

**Action 11-FF-059:**

*Motion to approve Alana Fichtelberg, Speech and Language Specialist, to provide PROMPT therapy for student #9550013286 for the 2010-2011 school year at the frequency of 1X per week, for 60 minutes for the weeks that school is in session only, not to exceed \$5,000.*

**Action 11-FF-060:**

***BE IT RESOLVED*** that the Board of Education hereby authorizes entering into a contract with Kusant Electric, for \$5,450, for the purchase and installation of a sanitary sewer flow meter at RVS.

**Action 11-FF-061:**

*Be It Resolved that the Board of Education hereby approves the submission of the 2010 NCLB Amended Application to include 2009 carryover as follows:*

<i>Title IIA</i>	<i>\$24,378</i>
<i>Title IV</i>	<i>\$657</i>

**Action 11-FF-062:**

*Be It Resolved that the Board of Education hereby approves the submission of the 2011 NCLB Amended Application to include 2010 carryover as follows:*

<i>Title IIA</i>	<i>\$17,344</i>
<i>Title IV</i>	<i>\$28</i>





**PERSONNEL/NEGOTIATIONS:**

**Michelle Cresti – Chair, Jim Dincuff & Donna Gregory**  
**Action Items 11-PN-093 through 11-PN-112**

**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 11-PN-093:**

***BE IT RESOLVED** that the Board of Education hereby approves **Justine Henry** as a Maternity Leave Replacement 4<sup>th</sup> Grade Teacher, at Round Valley School for **Judith Johnson**, effective January 3, 2011 through April 8, 2011, Step A, BA at a prorated salary of \$46,990 (updated step and salary to be determined upon settlement of the negotiated agreement).*

**Action 11-PN-094:**

***BE IT RESOLVED** that the Board of Education hereby approves **Stephanie Yager** as a .5 Literacy Teacher at RVS effective November 8, 2010, Step A, MA at a prorated salary of \$24,845\* (updated step and salary to be determined upon settlement of the negotiated agreement). \*This position is wholly funded through a Title I grant.*

**Action 11-PN-095:**

***BE IT RESOLVED** that the Board of Education hereby approves Heather Burns as a Student Teacher who will be placed with **Julie Snee**, 1<sup>st</sup> grade Teacher at SRS, effective January 18-March 14, 2011.*

**Action 11-PN-096:**

***BE IT RESOLVED** that the Board of Education hereby approves Lauren Minervini as a Student Observer from Bloomsburg University who will observe **Joanne Filus** at PMG for 5 days effective January 4, 5, 6, 7 & 10, 2011.*

**Action 11-PN-097:**

***BE IT RESOLVED** that the Board of Education hereby approves Nicole Gonzalez as a Special Education Student Teacher who will be placed with **Kelli Portland**, Little Stars Teacher at SRS, for five days effective December 6-10, 2010.*

**Action 11-PN-098:**

***BE IT RESOLVED** that the Board of Education hereby approves Junior Practicum Student Nathan Robinson from Kean University who will be placed with cooperating teacher **Scott Annan** at SRS from January 18 through May 9, 2011.*

**Action 11-PN-099:**

**BE IT RESOLVED** that the Board of Education hereby approves *Melanie Ogelsby*, a Student Observer from Montclair State University who worked with cooperating teacher **Gabrielle MacQueen** at SRS, for a 2-hour visit on October 26, 2010.

**Action 11-PN-100:**

**BE IT RESOLVED** that the Board of Education hereby approves **Amy Shearer**, LDTC, effective January 10, 2011, Step L, MA in F+15, at a prorated salary of \$69,610 (updated step and salary to be determined upon settlement of the negotiated agreement).

**Action 11-PN-101:**

**BE IT RESOLVED** that the Board of Education hereby approves the request for change in the Disability/Maternity Leave of Absence for **Bonnie Birken**, CTMS 7th Gr. Teacher, from January 3, 2011 to October 30, 2010.

**Action 11-PN-102:**

**BE IT RESOLVED** that Board of Education hereby approves **Victoria Bergeman** as a Substitute Teacher/Teaching Assistant for the 2010/2011 school year.

**Action 11-PN-103:**

**BE IT RESOLVED** that the Board of Education hereby approves **Maxine Boll-Hughes** as a 5<sup>th</sup> Grade Teacher's Assistant, effective December 1, 2010, Step 1, BA at a prorated salary of \$10,297(updated step and salary to be determined upon settlement of the negotiated agreement).

**Action 11-PN-104:**

**BE IT RESOLVED** that the Board of Education hereby approves the following volunteer Study Buddies for the 2010-2011 school year:

*Joyce Chroback  
Maria Grant  
Elizabeth Hughes  
Diane Lehnert  
Jennifer Patuto  
Nancy Stegens*

**Action 11-PN-105:**

**BE IT RESOLVED** that Board of Education hereby approves **Patricia Booth** as a Substitute Lunch/Recess Monitor for the 2010/2011 school year, effective November 23, 2010.

**Action 11-PN-106:**

**BE IT RESOLVED** that the Board of Education hereby approves the use of approximately 120 sick days from the Sick Leave Bank, as specified in Article XII, paragraph 5 of the Clinton Township Education Association contract, by **Marianne Della Serra**, PMG School Secretary.

**Action 11-PN-107:**

**BE IT RESOLVED** that the Board of Education hereby accepts, with regret, the resignation of **Brian Fritz**, Maintenance, effective November 18, 2010.

**Action 11-PN-108:**

**BE IT RESOLVED** that the Board of Education hereby approves the following 2010/11 **Clinton Township Middle School Ski Club chaperones**, to be paid at a rate of \$150 per ski trip:

Ben Cozin  
Lisa Fama  
Caroline Mann  
Tara Ladd

**Action 11-PN-109:**

**BE IT RESOLVED** that the Board of Education hereby approves **Joseph Souto** as a Maintenance person for the school district effective January 3, 2011, at a prorated salary of \$51,925 (per diem \$200 per diem effective 11/23/10 – 1/2/11), pending Criminal History clearance.

**Action 11-PN-110:**

**BE IT RESOLVED** that the Board of Education hereby approves **Robert Lamoreaux** as a Substitute Custodian for the 2010/11 school year, effective November 23, 2010, pending Criminal History clearance.

**Action 11-PN-111:**

**BE IT RESOLVED** that the Board of Education hereby approves **Gladys Applegate** as a Substitute Lunch/Recess Monitor for the 2010/11 school year.

**Action 11-PN-112:**

**BE IT RESOLVED** that the Board of Education hereby approves **Gladys Applegate** as a Substitute Secretary for the 2010/11 school year.

**POLICY/CURRICULUM:**

**Jody Lebbing – Chair, Grace Hoefig & Gene Schaedel**  
**Action Items 11-PC-013 through 11-PC-015**

**Action 11-PC-013:**

***BE IT RESOLVED** that the Board of Education hereby approves the 2010/11 Clinton Township School District School Health Services Quality Assurance Report.*

**Action 11-PC-014:**

***BE IT RESOLVED** that the Board of Education hereby approves the following field trips (costs are funded through outside sources):*

<u>Date</u>	<u>Destination</u>	<u>Grade/Group</u>	<u>Teacher</u>
1/10/11	Raritan Valley Community College Theater	Grade 1	Mrs. Pilla
6/08/11	YMCA Camp Bernie Port Murray, NJ	Grade 7	Mrs. Mueller

**Action 11-PC-015:**

***BE IT RESOLVED** that the Board of Education approves the following budgetary goals to guide the development of the 2011/2012 Budget:*

- 1. Align District curriculum with updated New Jersey Core Curriculum Content Standards in the areas of K-2 Mathematics and K-8 Science.*
- 2. Continue progress towards meeting the educational needs of the 21st Century Learner.*
- 3. Maintain professional staff to support educational programs.*
- 4. Define the rationale for all expenditures through alignment to district goals and documentation.*

**COMMUNICATIONS:**

**Donna Gregory – Chair, Michelle Cresti & Jody Lebbing**

**RECOGNITION OF THE PUBLIC**

**NEW BUSINESS**

2011/12 School Calendar

**ADJOURNMENT**

**Action 11-AJ-007:**

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