

**CLINTON TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION**

AGENDA

**Regular Meeting December 20, 2010 at 7:30 pm
Clinton Township Middle School Library**

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 November 23, 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	_____ John Schaible
_____ Grace Hoefig	_____ Kevin Sturges
_____ 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

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-026 through 11-BA-031

Correspondence:

- Wepler Letter
- Thank You Letter to BOE Vacancy Candidates – Couselo, Freda, Grant, Harris, Mills, Sullivan, Switlyk
- Thank You Letter from Chrys Harttraft, CSA, Franklin Township
- Delegate Assembly NJSBA: Notice of Resolutions Cutoff Date
- RFP Environmental Audit
- Memo from Mrs. Leonhardt – Health Insurance Audit

Informational:

- Special Board Meeting on January 10, 2011
- The current date of the Board of Education's next regular meeting is January 24, 2011.

Action 11-BA-026:

*BE IT RESOLVED that the Board of Education hereby approves the **Regular Minutes** of November 22, 2010.*

Action 11-BA-027:

*BE IT RESOLVED that the Board of Education hereby approves the **Executive Session Minutes** of November 22, 2010.*

Action 11-BA-028:

*BE IT RESOLVED that the Board of Education hereby approves the **Special Minutes** of December 6, 2010.*

Action 11-BA-029:

*BE IT RESOLVED that the Board of Education hereby approves the **Special Minutes** of December 9, 2010.*

Action 11-BA-030:

*BE IT RESOLVED that the Board of Education hereby approves the **Board Secretary and Treasurer's Reports** for the period ending November 30, 2010.*

Action 11-BA-031:

BE IT RESOLVED that the Board of Education hereby approves the **line item transfers** for the period ending November 30, 2010.

OLD BUSINESS

PUBLIC COMMENTS – AGENDA ITEMS ONLY

COMMITTEE REPORTS:

FACILITIES/FINANCE:

Mark Kaplan – Chair, Grace Hoefig & Kevin Sturges
Action Items 11-FF-066 through 11-FF-079

Action 11-FF-066:

BE IT RESOLVED that the Board of Education hereby approves the payment of bills in the amount of \$770,735.31 for the period ending December 20, 2010.

Action 11-FF-067:

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.

Employee/ BOE Member/School	Program Title/Location	Date	Cost	Mileage	Lodging (per diem)/ Meals (Per diem)
Elizabeth Salazar, PMG	Introduction to PROMPT Technique, New Providence, NJ	3/28, 3/29 & 3/30/11	\$650.	IRS	N/A
Emily Sheeler, SRS	Introduction to PROMPT Technique, New Providence, NJ	3/28, 3/29 & 3/30/11	650.	IRS	N/A
Penny Diamantis, SRS	Introduction to PROMPT Technique, New Providence, NJ	3/28, 3/29 & 3/30/11	\$650.	IRS	N/A
Sue High, RVS	Legal One, Morris Union, New Providence, NJ	1/19/11, 2/2/11, 3/16/11, 4/6/11	\$300.	IRS	N/A

Action 11-FF-068:

BE IT RESOLVED that the Board of Education hereby approves Spruce Run School to participate in the program, "Pennies for Patients" hosted by the Leukemia and Lymphoma Society, School and Youth Department. The Society will provide all program materials including collection containers, posters, letters to parents/guardians, age-appropriate videos and lesson plans. Mrs. Ellen Sidbury, Enrichment Teacher, will coordinate the program that will run from February 7 until February 25, 2011.

Action 11-FF-069:

BE IT RESOLVED that the Board of Education hereby approves the following 2010-11 Clinton Township School District Stipend:

Richard Tariff, Theater Manager.....\$ 3,000

Action 11-FF-070:

BE IT RESOLVED that the Board of Education hereby approves a modified 2010-2011 Joint Transportation Agreement with the Hunterdon County Education Services Commission in an amount not to exceed \$1,353,070.02. This motion supersedes Board Motion 10-FF-149.

Action 11-FF-071:

BE IT RESOLVED that the Board of Education hereby establishes the following rates to be charged to other local school districts utilizing the district's Maintenance Worker - Electrician for the 2010-11 School Year:

<i>Hourly:</i>	<i>\$ 75</i>
<i>Half Day (maximum of four hours):</i>	<i>\$265</i>
<i>Full Day (Eight hours, with a 30 minute lunch included):</i>	<i>\$440</i>

Payment to be in increments of no less than 20 minutes, with a one hour minimum, and due to Clinton Township School District.

Action 11-FF-072:

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>Semester</i>	<i>Course</i>	<i>Credits</i>
<i>Lori Brezinsky, RVS</i>	<i>Spring 2011</i>	<i>Foundations of Reading II, Fairleigh Dickinson Univ.</i>	<i>3</i>
<i>Barbara King, SRS</i>	<i>Spring 2011</i>	<i>Assessment in the World Languages Class, Rutgers Univ.</i>	<i>3</i>
<i>Barbara King, SRS</i>	<i>Spring 2011</i>	<i>Technology in the World Language Class, Rutgers Univ.</i>	<i>3</i>
<i>Jill Selbo, CTMS</i>	<i>Spring 2011</i>	<i>Measurement and Evaluation, The College of New Jersey</i>	<i>3</i>
<i>Patrick Ferrante, CTMS</i>	<i>Spring 2011</i>	<i>Multimedia, Fairleigh Dickinson Univ.</i>	<i>3</i>
<i>Judith Lynch, RVS</i>	<i>Spring 2011</i>	<i>Foundation of Reading II, Fairleigh Dickinson Univ.</i>	<i>3</i>
<i>Jennifer Sandorse, RVS</i>	<i>Spring 2011</i>	<i>Foundation of Reading II, Fairleigh Dickinson Univ.</i>	<i>3</i>
<i>Kendra Squindo, CTMS</i>	<i>Spring 2011</i>	<i>Cognitive Psychology, Walden University</i>	<i>3</i>
<i>Heather Shanklin, RVS</i>	<i>Spring 2011</i>	<i>Supervision of Instruction, Rutgers Univ.</i>	<i>3</i>
<i>Timothy Jaw, RVS</i>	<i>Spring 2011</i>	<i>Curriculum Theory and Practice, TCNJ</i>	<i>3</i>
<i>Carolyn Schmid, CTMS</i>	<i>Spring 2011</i>	<i>Behavior Assessment & Program, Florida Institute of Technology</i>	<i>3</i>
<i>Julie Snee, SRS</i>	<i>Spring 2011</i>	<i>Developing a Theory of Language, Rutgers Univ.</i>	<i>3</i>
<i>Erin Evans, SRS</i>	<i>Spring 2011</i>	<i>Curriculum Development in the Elementary School, Rutgers Univ.</i>	<i>3</i>
<i>Mary McLoughlin, CTMS</i>	<i>Spring 2011</i>	<i>Dissertation Advisement V, Seton Hall Univ.</i>	<i>3</i>
<i>Maureen Zappulla, SRS</i>	<i>Spring 2011</i>	<i>Psychology of Learning, Rutgers Univ.</i>	<i>3</i>
<i>Jessica Schaefer, RVS</i>	<i>Spring 2011</i>	<i>Language Arts & Reading Strategies, TCNJ</i>	<i>3</i>
<i>Faith Fuhrman, SRS</i>	<i>Spring 2011</i>	<i>Drug Abuse Workshop, NJ City Univ.</i>	<i>3</i>

Action 11-FF-073:

BE IT RESOLVED that the Board of Education hereby accepts a \$2,000 Grant for Grade 6 at the Round Valley School from the ExxonMobil Educational Alliance Program.

Action 11-FF-074:

BE IT RESOLVED that the Board of Education hereby approves the following transfer of funds within the PMG Student Activity Account:

<i>From:</i>	
<i>School Supplies</i>	<i>\$199.82</i>
<i>SpiritWear Profits</i>	<i>\$957.37</i>
<i>Fines</i>	<i>\$104.29</i>
<i>To:</i>	
<i>Field Trip</i>	<i>\$1,261.48</i>

Action 11-FF-075:

BE IT RESOLVED that the Board of Education approves the Revised 2011/2012 Budget Calendar as follows:

2011/2012 BUDGET CALENDAR*

Distribute 2011/2012 Budget Information to Leadership Team.....October 18, 2010
Preliminary Budget Requests to Business AdministratorNovember 17, 2010
CSA/Business Administrator evaluate submitted budget.....Nov-Dec, 2010
Preliminary Budget to Finance Committee.....January 2011
Meeting with Town Council and Mayor.....January 2011
NJDOE Releases State Aid Entitlements..... ??
Tentative Budget Hearing/ Adoption 2011/2012 Budget (CTMS Auditorium, 7:30 PM)Feb. 28, 2011

Tentative Budget Due to County Office (Tentative).....March 4, 2011

Public Hearing of the Budget (Tentative) CTMS Auditorium, 7:30 PMMarch 28, 2011

*2011/2012 School ElectionApril 27, 2011***

****Please note that the election is scheduled to occur on a Wednesday this year.*

**As of December 16, 2010*

Action 11-FF-076:

BE IT RESOLVED that the Board of Education hereby authorizes Suburban Consulting Engineers to create the Bid Documents for the Remedial Work necessary for the Barn located on the property of CTMS. Work to include roof, cupola, siding, doors, and any other related work.

Action 11-FF-077:

BE IT RESOLVED that the Board of Education hereby authorizes Business Administrator Patricia Leonhardt to go out for Request for Proposals (RFPs) for banking services for the district.

Action 11-FF-079:

***BE IT RESOLVED** that the Board of Education hereby authorizes the district to set a tuition rate of \$25,000 per year (pro-rated) for the 2010-11 School Year for Student Identification Number 6465895890.*

PERSONNEL/NEGOTIATIONS:

Michelle Cresti – Chair, Jim Dincuff & Donna Gregory
Action Items 11-PN-113 through 11-PN-129

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-113:

***BE IT RESOLVED** that the Board of Education hereby approves the request for a change in Family Medical Leave for **Melissa Goad**, SRS Principal, from December 10, 2010 to December 23, 2010.*

Action 11-PN-114:

***BE IT RESOLVED** that the Board of Education hereby accepts with regret, the resignation of **Ofeer Kearns**, 1st Gr. Teacher, effective November 22, 2010.*

Action 11-PN-115:

***BE IT RESOLVED** that the Board of Education hereby approves **Sandra Fitzpatrick** as a First Grade Teacher, replacing **Ofeer Kearns**, effective January 21, 2011 for the 2010/11 school year, Step D, BA at a prorated salary of \$49,100 (updated step and salary to be determined upon settlement of the negotiated agreement).*

Action 11-PN-116:

***BE IT RESOLVED** that the Board of Education hereby approves **Kim Mensche** as a .5 Teacher's Assistant at SRS, replacing **Sandra Fitzpatrick**, effective January 21, 2011 for the 2010/11 school year, 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-117:

***BE IT RESOLVED** that the Board of Education hereby accepts, with regret, the resignation of **Ellen Jacobsen**, RVS Health Teacher, effective December 23, 2010.*

Action 11-PN-118:

BE IT RESOLVED that the Board of Education hereby approves **Jennifer Collett** as a Technology Teacher for Patrick McGaheran and Spruce Run Schools, replacing **Jefferson Shanklin**, for the 2010/11 school year, effective January 3, 2011, Step B, MA at a prorated salary of \$49,990 (updated step and salary to be determined upon settlement of the negotiated agreement).

Action 11-PN-119:

BE IT RESOLVED that the Board of Education hereby approves **Courtney Hauck** as a Maternity Leave Replacement for **Bonnie Birken**, 7th Gr. LA Teacher, effective November 29, 2010 through May 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-120:

BE IT RESOLVED that the Board of Education hereby approves **Kerri Harbison** as a Leave Replacement .5 Teacher's Assistant at SRS, replacing **Julia Williams** (currently maternity leave replacement teacher for **Fran Lin**), effective January 21, 2011 through June 30, 2011, 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-121:

BE IT RESOLVED that the Board of Education hereby approves **Kim Tota** as a Leave Replacement .5 Teacher's Assistant at SRS, replacing **Justine Henry** (who will be maternity leave replacement teacher for **Judy Johnson**), effective January 3, 2011 through April 8, 2011, 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-122:

BE IT RESOLVED that the Board of Education hereby approves **Marybeth Henry** as a .5 Teacher's Assistant (new position) at RVS, effective December 6, 2010 for the 2010/11 school year, 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-123:

BE IT RESOLVED that the Board of Education hereby approves **Kim Tota** as a Substitute Teacher/Teacher's Assistant for the 2010/11 school year, effective December 21, 2010.

Action 11-PN-124:

BE IT RESOLVED that the Board of Education hereby approves the job description for Theater Manager.

Action 11-PN-125:

*BE IT RESOLVED that the Board of Education hereby approves Steven Bogart as a Student Teacher from Kean University who will be placed with **Donald Helmstetter**, CTMS Physical Education Teacher, effective March 14, 2011 through May 9, 2011.*

Action 11-PN-126:

*BE IT RESOLVED that the Board of Education hereby approves the temporary one-day rehire of **Brian Fritz** maintenance/electrician at his hourly rate of pay of \$19.70 an hour.*

Action 11-PN-127:

*BE IT RESOLVED that the Board of Education hereby approves **Kathy Collins** as a Clinton Township Middle School Ski Club Substitute Chaperone for the 2010/11 school year to be paid at a rate of \$150 per ski trip.*

Action 11-PN-128:

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

Action 11-PN-129:

BE IT RESOLVED that the Board of Education hereby approves the following Student Interns from Hunterdon County Polytech for two hours a day, two days a week beginning January 6th and ending February 17th to be placed with various teachers within the District:

<i>Daniella Porras</i>	<i>Brennie Pepino</i>
<i>Devyn Indyk</i>	<i>Emily Mattis</i>
<i>Alexandra Hughes</i>	<i>Bailey Krasovec</i>
<i>Catherine Kapigian</i>	<i>Heather Critelli</i>
<i>Amanda Ewing</i>	<i>Taylor Maritz</i>
<i>Adrienne Straley</i>	<i>Alexis Renner</i>

POLICY/CURRICULUM:

Jody Lebbing – Chair, Grace Hoefig & Gene Schaedel
Action Item 11-PC-016 through 11-PC-017

Action 11-PC-016:

BE IT RESOLVED that the Board of Education hereby approves the first reading of Policy #6660 – Student Activity Fund.

Action 11-PC-017:

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>
4/12/11	Iron Pigs Baseball Stadium Allentown, PA	All Grade 4

COMMUNICATIONS:

Donna Gregory – Chair, Michelle Cresti & Jody Lebbling

RECOGNITION OF THE PUBLIC

NEW BUSINESS

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, December 20, 2010 to discuss matters of negotiations.*
- 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.*

ADJOURNMENT

Action 11-AJ-010:

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