

**CLINTON TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION**

AGENDA

**Regular Meeting/Public Hearing of the Proposed Budget
March 28, 2011 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	_____ 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

Action Item 11-SU-004

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

1. Enrollment
2. Suspension Reports
3. Strategic Plan
 - a. Student Achievement – Principals’ and Superintendent’s Challenges
 - b. Productive Citizens – Samantha Magda – RVS 6th grade student, NJ’s Official Participant of the 2011 Kids Speak Up! Program for the Epilepsy Foundation on Capitol Hill
 - c. Supportive Environment - Presentation of Asthma Award to District by Melissa Sherman from the American Lung Association with Dr. Frank, School Physician and district nurses, Michele Beha, CTMS; Susan Straight, RVS; Lynne DiLeo, PMG and Faith Furman, SRS
 - d. Community Partnerships – Teachers of the Year – Julie Snee, SRS; Lisanne Bartram, PMG; Heather Shanklin, RVS and Carmen Curci, CTMS

PROPOSED 2011-2012 BUDGET PRESENTATION

PUBLIC COMMENT (BUDGET ONLY)

Action Item 11-SU-004

***BE IT RESOLVED** that the Board of Education hereby approves the following resolution approving the 2011/2012 Proposed Budget.*

***WHEREAS**, the 2011/2012 proposed budget includes sufficient funds to implement the proposed planning process as described in this district’s Annual Report pursuant to N.J.S.A. 18A: 7A -11 and to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards;*

***THEREFORE BE IT RESOLVED** the Clinton Township Board of Education approves the tentative 2011/2012 budget in the amount of \$27,307,228 and authorizes its submission to the Hunterdon County Superintendent of Schools for approval as follows:*

<i>Current Expense</i>	<i>\$24,228,673.</i>
<i>Capital Outlay</i>	<i>\$ 176,325.</i>
<i>Capital Reserve Fund –</i>	
<i>Interest Deposit</i>	<i>\$ 10.</i>
<i>Special Schools</i>	<i>\$ <u>101,771.</u></i>
<i>Total General Fund</i>	<i><u>\$24,506,779.</u></i>

Special Revenue Fund \$ 557,950.

Debt Service Fund \$ 2,242,499.

Total Budget \$27,307,228.

BE IT FURTHER RESOLVED, that the Board of Education approves the General Fund tax levy as follows:

Maximum Allowable General Fund Tax Levy:
Pre-budget year adjusted tax levy, including weighted
increases for enrollment, inflated by 2% \$22,588,235.

Budgeted General Fund Tax Levy:
General Fund \$22,311,013.

BE IT FURTHER RESOLVED that the Board of Education acknowledges that the 2011/2012 budget as described above includes a debt service tax levy in the amount of \$2,241,684.

REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY

Action Items 11-BA-044 through 11-BA-048

Correspondence:

- Thank you letter from Patricia Leonhardt to the Custodial/Maintenance Staff, which included Tom Attanasio, Sam Bender, Dave Fields, Cliff McCatharn, John Simms and Joe Souto,

Informational:

- The current date of the Board of Education's next meeting is April 11, 2011.

Action 11-BA-044:

BE IT RESOLVED that the Board of Education hereby approves the ***Regular Minutes*** of February 28, 2011.

Action 11-BA-045:

BE IT RESOLVED that the Board of Education hereby approves the ***Executive Session Minutes*** of February 28, 2011.

Action 11-BA-046:

BE IT RESOLVED that the Board of Education hereby approves the ***Board Secretary and Treasurer's Reports*** for the period ending February 28, 2011.

Action 11-BA-047:

***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 February 2011; 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-048:

***BE IT RESOLVED** that the Board of Education hereby approves the **line item transfers** for the period ending February 28, 2011.*

OLD BUSINESS

PUBLIC COMMENTS – AGENDA ITEMS ONLY

COMMITTEE REPORTS:

FACILITIES/FINANCE:

Mark Kaplan – Chair, Grace Hoefig, Gene Schaedel & Kevin Sturges
Action Items 11-FF-118 through 11-FF-132

Action 11-FF-118:

***BE IT RESOLVED** that the Board of Education hereby approves the payment of bills in the amount of \$1,120,904.89 for the period ending March 28, 2011.*

Action 11-FF-119:

***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, OMB 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>Kevin J. Carroll, Supt.</i>	<i>NJASA/NJSBA 29th Annual Spring Conference, Long Branch, NJ</i>	<i>5/23/11 & 5/24/11</i>	<i>\$349.</i>	<i>OMB</i>	<i>\$179.</i>
<i>Kendra Squindo, Counselor</i>	<i>Helping Children & Parents Cope w/Divorce, Lancaster, PA</i>	<i>4/7/11 & 4/8/11</i>	<i>\$198.</i>	<i>OMB</i>	<i>N/A</i>

Action 11-FF-120:

BE IT RESOLVED that the Board of Education hereby accepts the following 2010/2011 grants from the Clinton Township Foundation for Educational Excellence:

<i>Grant Recipient</i>	<i>School</i>	<i>Title</i>	<i>Amount</i>
<i>Joyce Kliszus</i>	<i>RVS</i>	<i>Portable Keyboard, amplifier, stand & cables</i>	<i>\$4,282.97</i>

Action 11-FF-121:

BE IT RESOLVED that the Board of Education hereby approves the 2011/12 school calendar.

Action 11-FF-122:

BE IT RESOLVED that the Board of Education hereby accepts the NJDOE TPAF Wage Freeze Grant, based on the 2010/11 voluntary wage freeze of the district's Administrators, in the amount of \$1,433.

Action 11-FF-123:

BE IT RESOLVED that the Board of Education hereby approves the contract between Eden II/Genesis Outreach and Clinton Township School District to provide an evaluation of the Little Stars Autism program. Not to exceed 24 hours at an hourly rate of \$145.00 per hour.

Action 11-FF-124:

BE IT RESOLVED that the Board of Education hereby approves student #2052736765 to attend The Midland School for the 2011 extended school year program, July 5, 2011 – August 12, 2011, 9 AM – 3 PM at a rate of \$6,890.40 for the 29 day program.

Action 11-FF-125:

BE IT RESOLVED that the Board of Education hereby approves home instruction to student #4389829376 provided by University of Medicine & Dentistry of New Jersey, at the rate of \$55.00 per hour not to exceed 10 hours a week, effective March 15, 2011 - March 31, 2011.

Action 11-FF-126:

BE IT RESOLVED that the Board of Education hereby approves Clinton Public School District student #6465895890 to attend Clinton Township School District's 2011 ESY program, July 5, 2011 – August 4, 2011, at a rate of \$2,082 (plus services) for the 19 day program.

Action 11-FF-127:

BE IT RESOLVED that the Board of Education hereby approves the 2011/12 Chapter 192/193 Non-Public Services Agreement with Hunterdon County Educational Services Commission (HCESSC).

Action 11-FF-128:

BE IT RESOLVED that the Board of Education hereby approves the 2011/12 Non-Public Nursing Services Agreement with Hunterdon County Educational Services Commission (HCESSC).

Action 11-FF-129:

BE IT RESOLVED that the Board of Education hereby approves the 2011/12 IDEA Non-Public Services Agreement with Hunterdon County Educational Services Commission (HCESSC).

Action 11-FF-130:

BE IT RESOLVED that the Board of Education hereby approves a contract with School Reach in the amount of \$3,712.50. Contract to begin March 29, 2011, to facilitate a transition period, with no charge until 7/1/11 (net 30 that date).

Action 11-FF-131:

BE IT RESOLVED that the Board of Education hereby authorizes the contract between CenturyLink and the Board, for the period beginning July 1, 2011 and ending June 30, 2014, for 420mb of bandwidth for a monthly price of \$4,815. Monthly cost to be partially funded through USAC E-rate program.

Action 11-FF-132:

BE IT RESOLVED that the Board of Education authorizes the submission of an amendment to the IDEA ARRA Application as follows:

Basic:

<i>Total Allocation</i>	\$452,535.
<i>Public Share</i>	\$399,968.
<i>Non-Public</i>	\$ 52,567.

Preschool:

<i>Total Allocation</i>	\$16,377.
<i>Public Share</i>	\$16,377.
<i>Non-Public Share</i>	--

PERSONNEL/NEGOTIATIONS:

Michelle Cresti – Chair, Jim Dincuff & Donna Gregory
Action Items 11-PN-159 through 11-PN-179

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-159:

BE IT RESOLVED that the Board of Education hereby approves Student Teacher Samantha Davey from Centenary College to be placed with **Ronda Ferri** effective September 6, 2011 through December 23, 2011.

Action 11-PN-160:

BE IT RESOLVED that the Board of Education hereby approves Practicum Student Teacher Carley Jackson from Kean University to be placed with **Rainey Dul** (Pre-K Teacher), 1 full day per week, effective September 6, 2011 through December 19, 2011.

Action 11-PN-161:

BE IT RESOLVED that the Board of Education hereby approves **Donald Helmstetter** to provide Adaptive Physical Education to student #1591258977 at CTMS during his prep period, one day a week, at a rate of \$18.43 per thirty (30) minutes each week, effective March 10, 2011 until the end of the school year.

Action 11-PN-162:

BE IT RESOLVED that the Board of Education hereby approves **Adrienne Hodulik** to provide instruction to student #6010272837 1 hour per day at the rate of \$28.62 per hour, effective February 1, 2011 until the end of the school year.

Action 11-PN-163:

BE IT RESOLVED that the Board of Education hereby approves **Kristy Miller** and **Andrea Gristina** to provide home instruction for student #7597897456, not to exceed 10 hours per week at a rate of \$28.62 per hour, effective March 11, 2011 until the end of the school year.

Action 11-PN-164:

BE IT RESOLVED that the Board of Education hereby approves **John Trader**, as an Interim Music Teacher at CTMS, replacing **Patricia Hunt** (retired) effective March 1, 2011 through June 30, 2011, Step A BA, \$46,990 (pro-rated).

Action 11-PN-165:

BE IT RESOLVED that the Board of Education hereby approves **George Hutton** as Supervisor of Grounds & Maintenance for the 2010-11 school year, effective on or before May 2, 2011, at a salary of \$65,000 per year (pro rated).

Action 11-PN-166:

BE IT RESOLVED that the Board of Education hereby approves the Child Rearing Leave of Absence for **Steven Sylvester**, SRS Custodian, for the period beginning March 17, 2011 through April 28, 2011.

Action 11-PN-167:

BE IT RESOLVED that the Board of Education hereby approves the request for Medical Leave of Absence for **Patricia Gorda**, PMG Teaching Assistant, beginning March 14, 2011 through March 30, 2011.

Action 11-PN-168:

BE IT RESOLVED that the Board of Education hereby approves the request for Disability/Maternity Leave of Absence for **Kelly Helmstetter**, RVS Grade 4 Special Education Teacher, for the period beginning on June 10, 2011 through July 23, 2011 and a request for a Child Rearing Leave of Absence for the period beginning July 24, 2011 through December 5, 2011.

Action 11-PN-169:

BE IT RESOLVED that the Board of Education hereby approves the Disability/Maternity Leave of Absence for **Gabrielle MacQueen**, SRS Kindergarten Teacher, for the period beginning September 1, 2011 and ending October 20, 2011 and a request for a Child Rearing Leave of Absence for the period beginning October 21, 2011 through June 30, 2012.

Action 11-PN-170:

BE IT RESOLVED that the Board of Education hereby approves the change of date from May 5, 2011 to April 26, 2011 for the start date of Disability/Maternity Leave of Absence for **Tracey O'Brien**, RVS Grade 6 Teacher. Mrs. O'Brien will return to duty on May 31, 2011.

Action 11-PN-171:

BE IT RESOLVED that the Board of Education hereby approves **Kelli Lamay** as Maternity Leave Replacement RVS Grade 6 Social Studies Teacher replacing **Tracy O'Brien**, effective April 26, 2011 through May 27, 2011, Step A BA, \$46,990 (pro-rated).

Action 11-PN-172:

BE IT RESOLVED that the Board of Education hereby approves the request for an extension of Child Rearing Leave for **Judith Johnson**, RVS Grade 4 Teacher, from April 8, 2011 to June 30, 2011.

Action 11-PN-173:

BE IT RESOLVED that the Board of Education hereby approves the request for a Maternity Leave Replacement extension for **Justine Henry**, RVS Grade 4 Teacher, from April 8, 2011 to June 30, 2011 (replacing **Judith Johnson**).

Action 11-PN-174:

BE IT RESOLVED that the Board of Education hereby approves **Michelle Jarmicki** as a Maternity Leave Replacement .5 RVS Grade 4 Teaching Assistant replacing **Kim Tota** (resigned)/**Justine Henry** (who is Maternity Leave Replacement Teacher for **Judith Johnson**), effective March 14, 2011 through June 30, 2011, Step 1 BA, \$10,297 (pro-rated).

Action 11-PN-175:

BE IT RESOLVED that the Board of Education hereby approves **Jessica Weiss** as a Maternity Leave Replacement .5 SRS Teaching Assistant replacing **Traci Komoroski** /**Julia Williams** (who is Maternity Leave Replacement for **Fran Lin**), effective March 15, 2011 through June 30, 2011, Step 1 BA, \$10,297 (pro-rated).

Action 11-PN-176:

BE IT RESOLVED that the Board of Education hereby approves the request for a Child Rearing Leave of Absence for **Erin Evans**, SRS Grade 1 Teacher, for the period beginning on September 1, 2011 through June 30, 2012.

Action 11-PN-177:

BE IT RESOLVED that the Board of Education hereby approves Sarah Weiss as a Lunch Aide at PMG for the 2010-2011 school year effective March 29, 2011, at an hourly rate of \$12.50.

Action 11-PN-178:

BE IT RESOLVED that the Board of Education hereby accepts, with regret, the Notice of Retirement from Joanne Lucariello, PMG Enrichment Teacher, effective July 1, 2011.

Action 11-PN-179:

BE IT RESOLVED that the Board of Education hereby approves the following Substitute Teachers/Teaching Assistants for the 2010/2011 school year at a rate of \$90/\$65 per day:

*Heather Burns
Shannon Crane
Rosemarie Gill
Jill Holewski
Vasiliki (Bessy) Kapetanakis
Diana Markatos*

*Lisa Schenkel
Heidi Schumann
Deborah Scanlan
Toni Sisbaro
Carmella Vasta*

POLICY/CURRICULUM:

**Jody Lebbing – Chair, Grace Hoefig, Gene Schaedel & John Schaible
Action Items 11-PC-023 through 11-PC-028**

Bus Evacuation Drills were conducted at the Clinton Township Middle School and the Round Valley School on Wednesday, February 23, 2011. The drills were conducted at the Patrick McGaheran School and the Spruce Run School on Tuesday, March 1, 2011. The drill was also conducted at Spruce Run School for the afternoon Pre-K and Kindergarten on Wednesday, March 2, 2011.

Action 11-PC-023:

BE IT RESOLVED that the Board of Education hereby authorizes the submission of an application on behalf of the district to enter into the Inter-district Public School Choice Program Act of 2010, as established through N.J.S.A. 18A: 36b-14 through 24.

Action 11-PC-024:

BE IT RESOLVED that the Board of Education hereby limits the total enrollment of its students in any and all receiving districts as established through N.J.S.A. 18A: 36B, commonly known as the Inter-district Public School Choice Program Act of 2010, to a maximum of 10% per grade level as calculated based on ASSA enrollment counts.

Action 11-PC-025:

***BE IT RESOLVED** that the Board of Education hereby approves Patrick McGaheran School to participate in three enrichment programs with the Red Cross under the direction of Mrs. Joanne Lucariello, Enrichment Teacher. They will be collecting money to send to the Red Cross to support the Tsunami/Earthquake victims in Japan.*

Action 11-PC-026:

***BE IT RESOLVED** that the Board of Education hereby approves the Student Council members of Round Valley and CTMS to hold a competitive "spare change" fundraiser to benefit the Doctors Without Borders, who are working in both Japan and Libya.*

Action 11-PC-027:

***BE IT RESOLVED** that the Board of Education hereby approves the second reading and adoption of multiple policies and regulations, as presented to the Board as follows:*

0146 - Board Member Authority

0171 - Duties of Board President and Vice President (revised)

0173 - Duties of Public School Accountant (revised)

1140 - Affirmative Action Program (new) - Mandated

1523 - Comprehensive Equity Plan (revised) – Mandated

1530 - Equal Employment Opportunities (revised) – Mandated

R1530 - Equal Employment Opportunities (revised) - Mandated

1550 - Affirmative Action Program for Employment and Contract Practices (revised) - Mandated

R1550 - Affirmative Action Program for Employment and Contract Practices (revised) - Mandated

2260 - Affirmative Action Program for School and Classroom Practices (revised) – Mandated

2415.01 - Academic Standards, Academic Assessments and Accountability (revised) – Mandated

2415.04 - Title I District Wide Parental Involvement (revised) - Mandated

2423 - Bilingual and ESL Education (revised) - Mandated

R2423 - Bilingual and ESL Education (revised) - Mandated

3144 - Certification of Tenure Charges (revised)

R3144 - Certification of Tenure Charges (revised)

4159 - Support Staff Member/School District Reporting Responsibilities (new)

5516 - Use of Electronic Communication and Recording Devices (revised) - Mandated

6112 - Reimbursement of Federal and Other Grant Expenditures (new) - Mandated

R6112 - Reimbursement of Federal and Other Grant Expenditures (new) – Mandated

6360 - Political Contributions (revised) - Mandated

6362 - Contributions to Board Members and Contract Awards (revised) - Mandated

6830 - Audit and Comprehensive Annual Financial Report (revised) - Mandated

8310 - Public Records (revised)

R8310 - Public Records (revised)

8420 - Emergency and Crisis Situations (revised) - Mandated

R8420 - Emergency and Non-Fire Evacuation Plan (revised) - Mandated

R8420.2 - Bomb Threats (revised) – Mandated

R8420.7 - Lockdown Procedures (revised) - Mandated
R8420.10 - Active Shooter (new) - Mandated
8740 - Bonding (revised)

Action 11-PC-028:

***BE IT RESOLVED** that the Board of Education hereby approves Haley Murphy, a junior at NHHS, working towards her Girl Scout Gold Award to conduct mini-training sessions within each school for Autism Awareness. Melissa Goad, Principal of SRS, will be her mentor. She will also distribute informational resources during training, effective March 29, 2011.*

COMMUNICATIONS:

Donna Gregory – Chair, Michelle Cresti, Jody Lebbing & John Schaible

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, March 28, 2011 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 thirty (30) minutes.*
 - d. Action will not be taken upon return.*

ADJOURNMENT

Action 11-AJ-016:

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