

**CLINTON TOWNSHIP SCHOOL DISTRICT  
BOARD OF EDUCATION**

**AGENDA**

**Regular Meeting November 18, 2013 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 the annual public notice on January 10, 2013.

- 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 Office and in each Clinton Township School
- c. Faxing to the Clerk of Clinton Township

**ROLL CALL**

**Present:**

*Board Members:*

_____ Kevin Sturges, President	
_____ Maria Grant, Vice President	_____ Kevin Maloy
_____ Michelle Cresti	_____ Rachel McLaughlin
_____ Marc Freda	_____ Dan McTiernan
_____ John Higgins	_____ Megan Verderamo

**Present:**

*District Administrators:*

\_\_\_\_\_ Dr. Drucilla W. Clark, Superintendent of Schools  
\_\_\_\_\_ Mrs. Heather A. Spitzer, Business Administrator/Board Secretary

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

**PLEDGE OF  
ALLEGIANCE:**

\_\_\_\_\_ led the Board in the Pledge of Allegiance.

**PRESIDENT'S COMMENTS/REPORT**

**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 matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting. Subject to the balancing of the public's interest and the employee's privacy rights under South Jersey Publishing Co. v. New Jersey Expressway Authority, 124 NJ 478, the employee(s) and nature of the discussion, described as specifically as possible without undermining the need for confidentiality is a discussion on Superintendent's Merit Goals.*

*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)

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

Time: \_\_\_\_\_

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

**REPORT OF THE SUPERINTENDENT OF SCHOOLS**

**Action Items 14-SU-006 through 14-SU-007**

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

1. Enrollment Report – 1,547
2. Suspension Report
  - (1) One day in school suspension – RVS
  - (1) One day in school suspension – CTMS
3. HIB Report
  - (4) Investigations at SRS – All determined not to be HIB
  - (1) Investigation at PMG – Determined not to be HIB
  - (3) Investigations at RVS – All determined not to be HIB
  - (4) Investigations at CTMS – 1 determined to be HIB
4. Violence & Vandalism Report – Reporting period January 1, 2013 - June 30, 2013.

**Action 14-SU-006:**

*BE IT RESOLVED that the Board of Education accepts the enrollment, suspension and HIB reports of the superintendent as presented.*

**Action 14-SU-007:**

*BE IT RESOLVED that the Board of Education approves the following resolution approving the Clinton Township School District Electronic Violence and Vandalism and Harassment, Intimidation & Bullying Reports:*

*WHEREAS, N.J.S.A. 18A: 17-46, N.J.A.C. and N.J.A.C. 6A: 16-5.3(f); require that at two public hearings each year, the superintendent of schools provides a report to the board of education on all acts of violence and vandalism which occurred in the school district during the previous school year;*

*WHEREAS, N.J.S.A. 18A: 36-5.1 and N.J.A.C. 6A: 16-5.2 designated October 21-25, 2013 as School Violence Awareness Week in the state of New Jersey.*

*WHEREAS, the Clinton Township School District has observed this week by organizing activities to prevent school violence, including, but not limited to, age appropriate opportunities for student discussion on conflict resolution, issues of student diversity and tolerance;*

*WHEREAS, law enforcement personnel were invited to join members of the teaching staff in the discussions;*

*WHEREAS, programs designated to help recognize warning signs of school violence and to instruct on recommended conduct during an incident of school violence were provided for school employees;*

*WHEREAS, this public hearing is specifically conducted to fulfill the district's legal obligation to present school violence and vandalism information to the public and to conduct public hearings on the violence and vandalism report;*

*WHEREAS, pursuant to N.J.S.A. 18A:17-46 and N.J.A.C. 6A:16-5.3(a) 4, the Superintendent has provided a presentation to the board of education at the public hearing on all acts of violence and vandalism which occurred during the previous school year, including a report on the district's verified violence and vandalism data submitted under the Electronic Violence and Vandalism Reporting System (EVVRS) to the NJDOE for the previous school year (2012-2013).*

*THEREFORE BE IT RESOLVED, that the Board of Education accepts the Superintendent's public report on Violence and Vandalism and HIB.*

(\_\_\_\_ Moved; \_\_\_\_ Seconded)

\_\_\_\_ M. Cresti; \_\_\_\_ M. Freda; \_\_\_\_ J. Higgins; \_\_\_\_ R. McLaughlin; \_\_\_\_ K. Maloy;  
\_\_\_\_ D. McTiernan; \_\_\_\_ M. Verderamo, \_\_\_\_ M. Grant, Vice President; \_\_\_\_ K. Sturges,  
President

#### **PUBLIC COMMENTS – AGENDA ITEMS ONLY**

**PLEASE RESPECT THE 3-MINUTE SPEAKING RULE AS PER BOARD OF EDUCATION BYLAW #0167 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 #0167 SO THAT THE BUSINESS OF THE BOARD MAY PROCEED IN A TIMELY MANNER.**

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

##### **Action Item 14-BA-012**

Informational:

- The current date of the Board of Education's next meeting is scheduled for Monday December 16, 2013 at 7:30 p.m., in the Auditorium of Clinton Township Middle School.

##### **Action 14-BA-012:**

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

##### **Minutes**

October 21, 2013  
October 28, 2013

##### **Executive Session**

October 21, 2013  
October 28, 2013

(\_\_\_\_ Moved; \_\_\_\_ Seconded)

\_\_\_\_ M. Cresti; \_\_\_\_ M. Freda; \_\_\_\_ J. Higgins; \_\_\_\_ R. McLaughlin; \_\_\_\_ K. Maloy;  
\_\_\_\_ D. McTiernan; \_\_\_\_ M. Verderamo, \_\_\_\_ M. Grant, Vice President; \_\_\_\_ K. Sturges,  
President

**COMMITTEE REPORTS**

**FACILITIES/FINANCE:**

**Kevin Maloy - Chair; Marc Freda, Maria Grant & Kevin Sturges**

**Action Items 14-FF-080 through 14-FF-099**

**Action 13-FF-080:**

*BE IT RESOLVED that the Board of Education hereby approves the payment of bills in the amount of \$1,524,647.97 for the period ending November 30, 2013.*

**Action 14-FF-081:**

*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/School</i>	<i>Program Title/Location</i>	<i>Date</i>	<i>Cost</i>	<i>Mileage</i>	<i>Lodging/ Meals</i>
<i>Karen Sinagra, SRS</i>	<i>Brain Rules for Pediatric Treatment New Brunswick NJ</i>	<i>12/5/13</i>	<i>\$199</i>	<i>OMB</i>	<i>N/A</i>
<i>Allison Lefebvre, SRS</i>	<i>Using the DSM-5 for Revolutionary Diagnosis &amp; Treatment East Brunswick NJ</i>	<i>12/10/13</i>	<i>\$199</i>	<i>OMB</i>	<i>N/A</i>

**Action 14-FF-082:**

*BE IT RESOLVED that the Board of Education amends prior motion 14-FF-062 (10/28/13) to reflect a change in date and location of travel for Joan Slagus from December 2, 2013 at Newark, NJ to December 3, 2013 in Long Branch, NJ.*

**Action 14-FF-083:**

*BE IT RESOLVED* that the Board of Education amends prior motions 14-FF-048 (9/23/13) & 14-FF-078 (10/28/13) to reflect a change in travel date for Catharine Miller from November 18 – 21, 2013 to March 24 – 27, 2014.

**Action 14-FF-084:**

*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/ BOE Member</i>	<i>Program Title/Location</i>	<i>Date</i>
<i>Kelly DiGioia</i>	<i>Curriculum Design &amp; Engineering, Seton Hall University</i>	<i>Spring 2014</i>
<i>Laura Nish</i>	<i>Advanced Seminar in Special Education II, Kean University</i>	<i>Spring 2014</i>

**Action 14-FF-085:**

*BE IT RESOLVED* that the Board of Education approves a contract with HighScope Inc. for Kindergarten curriculum professional development in the amount of \$7,600 for the 2013/14 school year.

**Action 14-FF-086:**

*BE IT RESOLVED* that the Board of Education approves a contract with Houghton Mifflin Harcourt for Go Math curriculum professional development in the amount of \$8,400 for the 2013/14 school year.

**Action 14-FF-087:**

*BE IT RESOLVED* that the Board of Education approves Alexander Road Associates to conduct a psychiatric assessment on SID# 5382900979 during the 2013/14 school year with a fee not to exceed \$495.

**Action 14-FF-088:**

*BE IT RESOLVED* that the Board of Education approves Dr. James Ball of JB Autism Consulting to provide independent ABA evaluation and consultation services for SID# 9909918200 during the 2013/14 school year. Total fee for services not to exceed \$3,500.

**Action 14-FF-089:**

*BE IT RESOLVED* that the Board of Education approves a Bus Aide for SID# 7420986628 at a shared cost of \$35.00 per diem for the 2013/14 school year, effective November 4, 2013.

**Action 14-FF-090:**

**BE IT RESOLVED** that the Board of Education approves an increase in the 2013/14 budget to recognize the 2012/13 Reimbursement of Non-Public School Transportation Cost in the amount of \$19,697.98, as follows:

*Revenue Account: 10-303 Budgeted Fund Balance*

*Expense Account: 11-000-270-513 Regular Transportation - Joint Agreement*

**Action 14-FF-091:**

**BE IT RESOLVED** that the Board of Education approves the Comprehensive Maintenance Plan and accompanying M-1 form for the 2013/14 school year.

**Action 14-FF-092:**

**BE IT RESOLVED** that the Board of Education solicited bids for (24) Classroom Amplification Systems including installation (budgeted expense) and awards as follows:

*Video Technologies                      \$42,952.00*

**Action 14-FF-093:**

**BE IT RESOLVED** that the Board of Education hereby accepts grant funding from NJ Child Assault Prevention in the amount of \$827.00 to implement the CAP program in Kindergarten, with the district's financial responsibility in the amount of \$355.00.

**Action 14-FF-094:**

**BE IT RESOLVED** that the Board of Education approves a Joint Transportation Agreement with Delaware Valley Regional for Winter athletic trips for the 2013/14 school year not to exceed \$2,800 for the regular season schedule (does not include playoff trips).

**Action 14-FF-095:**

**BE IT RESOLVED** that the Board of Education adopts the following TENTATIVE 2014/15 Budget Calendar:

<i>Preliminary Budget Requests to Business Administrator</i>	<i>December 6, 2013</i>
<i>CSA/Business Administrator evaluate submitted budget</i>	<i>December 2013</i>
<i>Preliminary Budget to Finance Committee</i>	<i>January 2014</i>
<i>Tentative Adoption 2014/15 Budget</i>	<i>February 24, 2014</i>
<i>Public Hearing of the Budget</i>	<i>March 31, 2014</i>
<i>Meeting with Town Council and Mayor</i>	<i>March/April 2014</i>

**\*\*Please note that ALL dates are TENTATIVE as of November 1, 2013**

**Action 14-FF-096:**

*BE IT RESOLVED that the Board of Education authorizes the Business Administrator to notify the NJ School Employee's Prescription Drug Benefits Plan, that the Board of Education will terminate participation in said plan, effective January 31, 2014 at 11:59pm.*

**Action 14-FF-097:**

*BE IT RESOLVED that the Board of Education approves the proposal for Prescription Drug Benefits from BeneCard Services, Inc. as Prescription Benefit Program carrier, effective February 1, 2014.*

**Action 14-FF-098:**

*BE IT RESOLVED that the Board of Education appoints Brown & Brown Benefit Advisors of Lambertville, New Jersey as the District's Broker of Record for Prescription Drug Benefits, effective February 1, 2014.*

**Action 14-FF-099:**

*BE IT RESOLVED that the Board of Education approves the payment application to Smitty's Door Service for District wide Door Hardware Replacement Project as follows:*

<i>Payment Application #</i>	<i>Payee</i>	<i>Amount</i>
<i>1</i>	<i>Smitty's Door Service</i>	<i>\$8,550.00</i>

(\_\_\_\_ Moved; \_\_\_\_ Seconded)

\_\_\_\_ M. Cresti; \_\_\_\_ M. Freda; \_\_\_\_ J. Higgins; \_\_\_\_ R. McLaughlin; \_\_\_\_ K. Maloy;  
\_\_\_\_ D. McTiernan; \_\_\_\_ M. Verderamo, \_\_\_\_ M. Grant, Vice President; \_\_\_\_ K. Sturges,  
President

**PERSONNEL/NEGOTIATIONS:**

**Dan McTiernan – Chair; Michelle Cresti, John Higgins & Kevin Maloy  
Action Items 14-PN-116 through 14-PN-124**

**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 14-PN-116:**

*BE IT RESOLVED that the Board of Education hereby accepts, with regret, the resignation of Mary Lomuscio, RVS Teaching Assistant, effective January 1, 2014.*



**Action 14-PN-117:**

*BE IT RESOLVED that the Board of Education approves Ronda Ferri as an Administrative Intern (Seton Hall University) for a minimum of 550 hours with Melissa Goad for the period January 2014 through November 2014.*

**Action 14-PN-118:**

*BE IT RESOLVED that the Board of Education hereby approves the contract extension for **Dr. Harold Tarriff** as Interim Director of Special Services at a per diem rate of \$700, three days a week, effective December 23, 2013 through March 31, 2014.*

**Action 14-PN-119:**

*BE IT RESOLVED that the Board of Education hereby approves the request for Disability/Maternity Leave of Absence for **Heather Steinhauer**, PMG Teacher – Grade 3, for the period beginning March 5, 2014 through April 1, 2014, and Child Rearing Leave beginning April 2, 2014 through June 30, 2014.*

**Action 14-PN-120:**

*BE IT RESOLVED that the Board of Education hereby approves the request for the change in the effective date of Disability/Maternity Leave of Absence for **Erin Repsher**, PMG Music Teacher, from February 20, 2014 to October 25, 2013 through March 27, 2014, and Child Rearing Leave from March 28, 2014 through May 30, 2014.*

**Action 14-PN-121:**

*BE IT RESOLVED that the Board of Education hereby approves the employment of **David Anderson** as CTMS Science Teacher – Grade 7 – Maternity Leave Replacement (replacing J. Selbo) at Step ABC, BA, \$49,142 (pro-rated to start date) (salary to be adjusted upon settlement of Negotiated Agreement) effective January 2, 2014 through May 8, 2014.*

**Action 14-PN-122:**

*BE IT RESOLVED that the Board of Education hereby approves the employment of **Evan Straley** as PMG Teacher - Music – Maternity Leave Replacement (replacing E. Repsher) at Step ABC, BA, \$49,142 (pro-rated to start date) (salary to be adjusted upon settlement of Negotiated Agreement) effective November 19, 2013 through May 30, 2014.*

**Action 14-PN-123:**

*BE IT RESOLVED that the Board of Education hereby approves the employment of **Kaitlyn Asinelli**, PMG Lunch Aide, at an hourly rate of \$12.75, effective November 19, 2013.*

**Action 14-PN-124:**

*BE IT RESOLVED that the Board of Education hereby approves the following Substitute Teacher/Teaching Assistant(s), on an as needed basis, for the 2013/14 school year:*

*David Anderson  
Lindsay Schmidt*

(\_\_\_\_ Moved; \_\_\_\_ Seconded)

\_\_\_\_ M. Cresti; \_\_\_\_ M. Freda; \_\_\_\_ J. Higgins; \_\_\_\_ R. McLaughlin; \_\_\_\_ K. Maloy;  
\_\_\_\_ D. McTiernan; \_\_\_\_ M. Verderamo, \_\_\_\_ M. Grant, Vice President; \_\_\_\_ K. Sturges,  
President

**POLICY/CURRICULUM:**

**Rachel McLaughlin – Chair; Michelle Cresti, Kevin Sturges & Megan Verderamo  
Action Items 14-PC-012 through 14-PC-013**

**Action 14-PC-012:**

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

**Bylaws**

0000.02	<i>Introduction</i>
0132	<i>Executive Authority</i>
0143	<i>Board Member Election and Appointment</i>
0151	<i>Organization Meeting</i>
0152	<i>Board Officers</i>
0153	<i>Annual Appointments</i>
0155	<i>Board Committees</i>
0167	<i>Public Participation in Board Meetings</i>

**Policies**

2622	<i>Pupil Assessment</i>
3232	<i>Tutoring Services</i>
5117	<i>Interdistrict Public School Choice</i>
5120	<i>Assignment of Pupils</i>
5300	<i>Automated External Defibrillators (AEDs)</i>
5333	<i>Pupil Smoking</i>
7434	<i>Smoking in School Buildings and on School Grounds</i>

**Regulations**

5117	<i>Interdistrict Public School Choice</i>
5300	<i>Automated External Defibrillators (AEDs)</i>

**Action 14-PC-013:**

*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 Interdistrict Public School Choice Program Act of 2010, to a maximum of 10% per grade level as calculated based on ASSA enrollment counts.*

(\_\_\_\_ Moved; \_\_\_\_ Seconded)

\_\_\_\_ M. Cresti; \_\_\_\_ M. Freda; \_\_\_\_ J. Higgins; \_\_\_\_ R. McLaughlin; \_\_\_\_ K. Maloy;  
\_\_\_\_ D. McTiernan; \_\_\_\_ M. Verderamo, \_\_\_\_ M. Grant, Vice President; \_\_\_\_ K. Sturges,  
President

**COMMUNICATIONS:**

**Maria Grant, Chair – Rachel McLaughlin & Dan McTiernan**

**OLD BUSINESS**

**NEW BUSINESS**

**SECOND RECOGNITION OF THE PUBLIC**

**PLEASE RESPECT THE 3-MINUTE SPEAKING RULE AS PER BOARD OF EDUCATION BYLAW #0167 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 collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body. The collective bargaining contract discussed is between the Clinton Township Board of Education and the Clinton Township Education Association, and*

***WHEREAS**, the length of the Executive Session is estimated to be sixty (60) 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 will not be taken upon return.*

Time: \_\_\_\_\_

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

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

Time: \_\_\_\_\_

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

**ADJOURNMENT**

**Action 14-AJ-006:**

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

Time: \_\_\_\_\_

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