

**CLINTON TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION**

MINUTES

Regular Meeting – January 28, 2008

TIME AND PLACE: The regular meeting was held on January 28, 2008, by the Board of Education of the Clinton Township School District, Hunterdon County, in the Auditorium of the Clinton Township Middle School, 34 Grayrock Road, Clinton, New Jersey 08809.

**PUBLICATION
OF NOTICE:**

In accordance with the provisions of the New Jersey Open Public Meetings Act, Chapter 231, Laws of 1975, the Clinton Township Board of Education has provided adequate notice of the date, time, and location of this meeting. Such notice has been posted on the district website, in the Clinton Township Board of Education Office and each of the district schools, has been filed with the Clinton Township Clerk, and was faxed to the *Hunterdon County Democrat*, *Hunterdon Review*, *Courier News*, *Star Ledger* and *Express Times* on January 3, 2008.

CALL TO ORDER: Board President Roger Straight called the meeting to order at 7:30 PM.

ROLL CALL

Present:

Roger Straight, President
Jim Dincuff, Vice President
Donna Gregory
Mark Kaplan

Janette LaVigne
Charles Many
Thomas Roskoski
Debra Weiss

Absent:

Michelle Cresti (arrived 7:35 PM)

DISTRICT ADMINISTRATORS

PRESENT:

Elizabeth A. Nastus, Superintendent of Schools
Daria A. Wasserbach, School Business Administrator/Board Secretary

REPORT OF THE SUPERINTENDENT OF SCHOOLS

In addition to the monthly report on pupil enrollment and suspension, Dr. Nastus informed the Board the County Professional Development Board has approved the District's Professional Development Plan. The board will take action later in the meeting to approve the plan locally. She also indicated that the new Kindergarten EXPO (Extended Program Option) is underway. The district will begin accepting applications and an informational brochure has been developed. It was reported that Round Valley School Interim Principal John Scott may be away from the district for a few weeks. The board will need to make appointment to fill the vacancy in his absence.

Dr. Nastus introduced Technology Director Elaine Studnicki who, along with her project team consisting of Dean Greco, Matt Cirigliano, Matt O'Brien, and Chuck Roberto, presented a new segment of the district's technology program. The Board and audience thoroughly enjoyed Mr. Greco's live broadcast and the seventh grade students' short informational segments, demonstrating students' abilities in planning, writing, and directing brief news articles. The project enables students to learn and to expand skills in journalism, integration of technology, leadership, communication and teamwork.

Business was temporarily suspended so that the Board and audience could enjoy refreshments in honor of Board Appreciation Month. The Leadership Team presented the members of the Board of Education with framed photographs of the opening day of the Clinton Township Middle School.

**RECOGNITION
OF THE PUBLIC:**

- Franklyn Isaacson – Defending the 2008/2009 school budget, strategies for gaining support and addressing declining student enrollment
- John Clark – Hunterdon United AAU Basketball requesting waiver of all facility use fees. The matter was referred to the Facilities/Finance Committee for consideration. The committee will report back to the board with a recommendation.
- Ralph Giordano – Spoke in support of Hunterdon United
- Stephen Balzano – Inquired as to level of public participation in the 2008/2009 budget process. Questioned whether the fees generated through the Clinton Township/Lebanon Borough Interlocal Services Agreements are adequate and beneficial.
- Nick Corcodilos – Discussion of Interlocal Services Agreement with Lebanon Borough. Question as to real cost of service versus fair value of service that Clinton Township is providing.
- Mary Ann Durange – As President of the Lebanon Borough Board of Education she would like to be involved in any discussion regarding potential changes to the current agreements between the two boards.

The Board of Education discussed three of the current agreements by and between the Clinton Township and Lebanon Borough Boards of Education: send/receive tuition, administrative services, and transportation. It is understood that the send/receive agreement is strictly governed by the Department of Education, while transportation and administrative agreements are negotiated by the two boards. President Straight assigned Michelle Cresti and Chuck Many to review the agreements and arrange to meet with representatives of the Lebanon Borough Board of Education for further discussion.

APPROVAL OF MINUTES

Action 08-262:

RESOLUTION

BE IT RESOLVED that the Board of Education approves the Regular Meeting Minutes of December 17, 2007. Motion by R. Straight, seconded by T. Roskoski. On a roll call vote resolution was ADOPTED as follows: ayes, 7; nays, 0; abs., 2 (Gregory, Many).

Action 08-263: RESOLUTION

BE IT RESOLVED that the Board of Education approves the Executive Session Minutes of December 17, 2007. Motion by R. Straight, seconded by T. Roskoski. On a roll call vote resolution was ADOPTED as follows: ayes, 7; nays, 0; abs., 2 (Gregory, Many).

REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR

Mrs. Wasserbach noted that the next meeting of the Board of Education will take place on Monday, February 25, 2008 at 7:30 PM in the Patrick McGaheeran School. The Board will enjoy a student performance as well as a tour of the reading room. Committee meetings will be held on Monday, February 11 beginning at 7:00 PM. Mrs. Wasserbach also reminded the Board that in order to comply with the budget calendar, the public hearing originally scheduled for March 31 would need to be held one week earlier.

Correspondence:

- Letter from the Staff of CTMS, re: Thank you for Holiday Breakfast
- December 20, 2007 Letter from Linda Shuey, re: Thank you for Holiday Breakfast
- December 21, 2007 Letter from Washington Township Public Schools re: Resolution opposing S-2249/A-3812
- January 8, 2008 Letter from John Scott and the PMG Staff, re: Thank you for Holiday Breakfast

Action 08-264: RESOLUTION

BE IT RESOLVED that the Board of Education approves the line item transfers for period ending November 30, 2007 and December 31, 2007. Motion by J. Dincuff, seconded by D. Gregory. On a roll call vote resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-265: RESOLUTION

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 monthly financial reports of the Secretary and Treasurer of School Monies for the month(s) of November and December 2007; 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 overexpended 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.

Motion by J. Dincuff, seconded by D. Gregory. On a roll call vote resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-266: RESOLUTION

BE IT RESOLVED that the Board of Education hereby establishes the 2008 Public Hearing on the Budget on Monday, March 24, 2008 at 7:30 PM in the Round Valley School All-Purpose Room (will take the place of the regularly scheduled meeting of March 31). Motion by J. Dincuff, seconded by D. Gregory. On a roll call vote resolution was ADOPTED as follows: ayes, 9; nays, 0.

OLD BUSINESS

There was no old business.

COMMITTEE REPORTS

FACILITIES/FINANCE:

Chuck Many – Facilities Chair, Tom Roskoski – Finance Chair, Jim Dincuff, Debbie Weiss

Action 08-267: RESOLUTION

BE IT RESOLVED that the Board of Education approves payment of bills in the amount of \$9,223,236.64 for the period ending January 28, 2008. Motion by T. Roskoski, seconded by C. Many. On a roll call vote resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-268: RESOLUTION

BE IT RESOLVED that the Board of Education approves the following CTMS and School Renovation Capital payments:

| <u>Ch #</u> | <u>Vendor (Payee)</u> | <u>Check Line Comments</u> | <u>Amount</u> |
|--------------------|------------------------------|-----------------------------------|-----------------------|
| 1362 | Void | | \$0.00 |
| 1363 | Turner Construction | Final Bill: BOE appd 12/17/07 | \$11,230.00 |
| 1364 | Clinton Township BOE | Note Repayment | \$5,412,204.00 |
| 1365 | Town of Clinton | Engineering – Water | \$1,107.50 |
| | TOTAL | | \$5,424,541.50 |

Motion by T. Roskoski, seconded by C. Many. On a roll call vote resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-269: RESOLUTION

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

| <i>Grant Applicant</i> | <i>School</i> | <i>Project</i> | <i>Amount</i> |
|----------------------------|----------------|--|----------------|
| <i>Amy Fitzgerald</i> | <i>SRS/PMG</i> | <i>Earphones for use with iMac computers</i> | <i>\$850</i> |
| <i>Betsy Hodulik</i> | <i>PMG</i> | <i>PMG Stargazers</i> | <i>\$1,797</i> |
| <i>Merck Science Grant</i> | <i>PMG</i> | <i>Grade 2&3 Science Lab</i> | <i>\$7,800</i> |

Motion by C. Many, seconded by J. Dincuff. On a roll call vote resolution was ADOPTED as follows: ayes, 8; nays, 0; abs., 1 (Roskoski).

Special thanks were extended to Tom Roskoski for his assistance in obtaining the Merck Science Grant.

Action 08-270: RESOLUTION

BE IT RESOLVED that the Board of Education accepts a donation from Cub Scout Pack #901, Annandale, NJ of three flags valued at \$150 for the Patrick McGaheeran School. Motion by C. Many, seconded by T. Roskoski. On a roll call vote resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-271: RESOLUTION

BE IT RESOLVED that the Board of Education accepts a donation from the Courtside Racquet Club, Lebanon, NJ of 300 tennis balls and 24 racquets valued at \$2,500 for the Clinton Township Middle School. Motion by C. Many, seconded by T. Roskoski. On a roll call vote resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-272: RESOLUTION

BE IT RESOLVED that the Board of Education accepts a donation from Jill McKenzie of a 19" Trinitron Television valued at \$300 for the Clinton Township Middle School. Motion by C. Many, seconded by T. Roskoski. On a roll call vote resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-273: RESOLUTION

BE IT RESOLVED that the Board of Education awards the emergency project without public bid, as approved by the Hunterdon County Superintendent of Schools in accordance with N.J.S.A. 18A:18A-7 for the relocation of the 12" water main along Grayrock Road to Underground Utilities Corporation, 711 Commercial Linden, NJ 07036 in the amount of \$68,307.00 in accordance with their proposal of December 7, 2007. Motion by C. Many, seconded by T. Roskoski. On a roll call vote resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-274: RESOLUTION

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 for meal reimbursement. Mileage, meals, and lodging reimbursements shall be in accordance with IRS rates and regulations.

| <i>Employee/BOE Member</i> | <i>Program Title/Location</i> | <i>Date(s)</i> | <i>Cost</i> | <i>Mileage</i> | <i>Lodging (per diem)</i> | <i>Meals (per diem)</i> |
|--------------------------------|--|--|--------------|----------------|---------------------------|-------------------------|
| <i>Employees</i> | | | | | | |
| <i>Diana Horvaht</i> | <i>Spanish Taking it Global, New Brunswick, NJ</i> | <i>2/15/08</i> | <i>\$85</i> | <i>NA</i> | <i>NA</i> | <i>NA</i> |
| <i>Joyce Kliszus</i> | <i>2008 ACDA Eastern Convention</i> | <i>2/14/08</i> | <i>\$180</i> | <i>Y</i> | <i>NA</i> | <i>NA</i> |
| <i>Matt O’Brien</i> | <i>Facilities Management: Preventive Maintenance, Neptune, NJ</i> | <i>2/11/08 2/13/08 2/20/08 2/25/08 2/27/08</i> | <i>\$400</i> | <i>N</i> | <i>NA</i> | <i>NA</i> |
| <i>Matt O’Brien</i> | <i>Facilities Management: Environmental & Governmental Code Compliance , Neptune, NJ</i> | <i>3/4/08 3/6/08 3/11/08 3/13/08 3/20/08</i> | <i>\$352</i> | <i>N</i> | <i>NA</i> | <i>NA</i> |
| <i>Matt O’Brien</i> | <i>Facilities Management: Financial Mgmt and Purchasing , Neptune, NJ</i> | <i>4/7/08 4/9/08 4/14/08 4/16/08 4/21/08 4/23/08</i> | <i>\$352</i> | <i>N</i> | <i>NA</i> | <i>NA</i> |
| <i>Tina Rockafellow</i> | <i>Karma Kids Yoga Training, NYC</i> | <i>2/22/08</i> | <i>\$525</i> | <i>\$80</i> | <i>NA</i> | <i>NA</i> |
| <i>Daria Wasserbach</i> | <i>Preparing for your Public Hearing/Calculating State Aid, Mt. Olive</i> | <i>2/27/08</i> | <i>\$100</i> | <i>Y</i> | <i>NA</i> | <i>NA</i> |

Motion by C. Many, seconded by T. Roskoski. On a roll call vote resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-275: RESOLUTION

BE IT RESOLVED that the Board of Education approves the application for payment from Seacoast Builders in the amount of \$116,000. Motion by C. Many, seconded by J. Dincuff. On a roll call vote resolution was ADOPTED as follows: ayes, 9; nays, 0.

PERSONNEL/NEGOTIATIONS:

Michelle Cresti – Chair, Donna Gregory, Jim Dincuff, Janette LaVigne

Action 08-276: RESOLUTION

BE IT RESOLVED that the Board of Education approves the following requests for graduate course approval:

| <i>Employee</i> | <i>Semester</i> | <i>Course</i> | <i>Credits</i> |
|-------------------------|--------------------|---|----------------|
| <i>Chris Cosgrave</i> | <i>Spring 2008</i> | <i>Research Seminar</i> | <i>3</i> |
| <i>Lynn Durkin</i> | <i>Spring 2008</i> | <i>Learning and Memory</i> | <i>3</i> |
| <i>Lynn Durkin</i> | <i>Spring 2008</i> | <i>Psychopathology</i> | <i>3</i> |
| <i>Lisa Lampariello</i> | <i>Spring 2008</i> | <i>Spanish Culture and Civilization</i> | <i>3</i> |
| <i>Kerry Mueller</i> | <i>Spring 2008</i> | <i>Community Counseling</i> | <i>3</i> |
| <i>Heather Shanklin</i> | <i>Spring 2008</i> | <i>Leadership and Communication</i> | <i>3</i> |
| <i>Julie Snee</i> | <i>Spring 2008</i> | <i>Foundations of Lit Instruction</i> | <i>3</i> |
| <i>Elaine Studnicki</i> | <i>Spring 2008</i> | <i>Doctoral Dissertation</i> | <i>9</i> |
| <i>Richard Tarriff</i> | <i>Spring 2008</i> | <i>School Community Relations</i> | <i>3</i> |

Motion by M. Cresti, seconded by J. Dincuff. On a roll call vote resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-277: RESOLUTION

BE IT RESOLVED that the Board of Education accepts, with regret, the Notice of Intent to Retire from Diane Radwill, Director of Special Services, effective September 30, 2008. Motion by M. Cresti, seconded by J. Dincuff. On a roll call vote resolution was ADOPTED as follows: ayes, 9; nays, 0.

Dr. Nastus noted the many contributions Ms. Radwill has made to the district during her tenure as the Director of Special Services.

Action 08-278: RESOLUTION

BE IT RESOLVED that the Board of Education accepts, with regret, the Notice of Intent to Retire from JoEllen Grauerholz, CTMS Art Teacher, effective June 30, 2008. Motion by M. Cresti, seconded by J. Dincuff. On a roll call vote resolution was ADOPTED as follows: ayes, 9; nays, 0.

Dr. Nastus commented on the many contributions that Ms. Grauerholz made to the educational community during her 37 years with the Clinton Township School District.

Action 08-279: RESOLUTION

BE IT RESOLVED that the Board of Education approves the Disability/Maternity Leave request for Nadine Twaddell, SRS TA, for the period of March 31 – April 16, 2008. Motion by M. Cresti,

seconded by J. Dincuff. On a roll call vote resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-280: RESOLUTION

*BE IT RESOLVED that the Board of Education approves the Unpaid Child Rearing Leave request for **Nadine Twaddell**, SRS TA, for the period of April 17 – June 30, 2008. Motion by M. Cresti, seconded by J. Dincuff. On a roll call vote resolution was ADOPTED as follows: ayes, 9; nays, 0.*

Action 08-281: RESOLUTION

BE IT RESOLVED that the Board of Education approves the following Requests for Movement across the Salary Guide effective February 15, 2008:

| <i>Employee</i> | <i>From</i> | <i>To</i> |
|--------------------------|-------------------------------------|-------------------------------------|
| <i>Anne Alley</i> | <i>Step 8 MA in F+30, \$55,580</i> | <i>Step 8 MA in F+45, \$56,580</i> |
| <i>Bonnie Birken</i> | <i>Step 5 BA, \$45,985</i> | <i>Step 5 BA+15, \$46,935</i> |
| <i>Colleen Caballero</i> | <i>Step 6 BA+30, \$49,095</i> | <i>Step 6 BA+45, \$50,095</i> |
| <i>Judith Hammond</i> | <i>Step 10 MA in F+30, \$59,460</i> | <i>Step 10 MA in F+45, \$60,460</i> |
| <i>Alice Hornbake</i> | <i>Step 4 BA+15, \$46,935</i> | <i>Step 4 BA+30, \$47,985</i> |
| <i>Laura Jacobson</i> | <i>Step 8 BA, \$49,580</i> | <i>Step 8 BA+30, \$51,580</i> |
| <i>Stephanie Snyder</i> | <i>Step 6 MA in F, \$50,095</i> | <i>Step 6 MA in F+15, \$52,095</i> |

Motion by M. Cresti, seconded by J. Dincuff. On a roll call vote resolution was ADOPTED as follows: ayes, 9; nays, 0.

IT IS NOTED THAT ALL STAFF APPOINTMENTS ARE AT THE RECOMMENDATION OF THE SUPERINTENDENT OF SCHOOLS. ALL SALARIES ARE PRO-RATED TO THE EFFECTIVE DATE OF EMPLOYMENT.

Action 08-282: RESOLUTION

*BE IT RESOLVED that the Board of Education approves the 2007/08 appointment of and employment contract for **Donna Daku** as Patrick McGaheran School 12-month Secretary (replacement for Marianne Della Serra) effective February 1, 2008 at Step 11, \$41,418. Motion by M. Cresti, seconded by J. Dincuff. On a roll call vote resolution was ADOPTED as follows: ayes, 9; nays, 0.*

Action 08-283: RESOLUTION

BE IT RESOLVED that the Board of Education approves the following 2007/2008 substitute teachers at a rate of \$90 per day:

Alan Craig
Kathleen Fabula

Alan Kares
Charles LaMarca
Matthew Lynch
Tracy O'Rourke (TA)
Bruce Pearson
Christine Tomosco
Doreen Trontell
Joanne Ruggiero

Motion by M. Cresti, seconded by J. Dincuff. On a roll call vote resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-284: RESOLUTION

BE IT RESOLVED that the Board of Education approves the following 2007/2008 substitute nurse(s) at a rate of \$100 per day:

Tracy O'Rourke

Motion by M. Cresti, seconded by J. Dincuff. On a roll call vote resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-285: RESOLUTION

BE IT RESOLVED that the Board of Education approves the following 2007/2008 substitute lunch aide(s) at a rate of \$9.50 per hour:

Nancy Randazzo

Motion by M. Cresti, seconded by J. Dincuff. On a roll call vote resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-286: RESOLUTION

*BE IT RESOLVED that the Board of Education approves the appointment of **Stephanie Snyder** as 2008 ACE/ESY Coordinator at a stipend of \$7,000. Motion by M. Cresti, seconded by J. Dincuff. On a roll call vote resolution was ADOPTED as follows: ayes, 9; nays, 0.*

Action 08-287: RESOLUTION

*BE IT RESOLVED that the Board of Education approves the appointment of **Dina Alleman** as 2008 ACE/ESY Coordinator Consultant at a stipend of \$1,000. Motion by M. Cresti, seconded by J. Dincuff. On a roll call vote resolution was ADOPTED as follows: ayes, 9; nays, 0.*

Lisa McHenry TCNJ Teacher - Special Education

Patrick McGaheran School

Shannon Rolak Centenary College Teacher – Third Grade

Motion by J. Dincuff, seconded by M. Cresti. On a roll call vote resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-299: RESOLUTION

BE IT RESOLVED that the Board of Education approves the 2007/2008 Professional Development Plan as reviewed and approved by the Hunterdon County Professional Development Board. Motion by J. Dincuff, seconded by M. Cresti. On a roll call vote resolution was ADOPTED as follows: ayes, 9; nays, 0.

Action 08-300: RESOLUTION

BE IT RESOLVED that the Board of Education approves the first reading of Procedure No, P6114 “Emergency and Disaster Preparedness”. Motion by J. Dincuff, seconded by M. Cresti. On a roll call vote resolution was ADOPTED as follows: ayes, 9; nays, 0.

COMMUNICATIONS:

Donna Gregory – Chair, Michelle Cresti, Mark Kaplan, Janette LaVigne

Ms. Gregory reported on the communication “ramp-up” for the 2008 school election and budget. Plans include email, finance meetings, voter registration in conjunction with the PTA, website updates, site-based meetings, parent meetings and kindergarten registration.

Ms. Gregory indicated that the Communications Committee will lead the board in the Board Governance section of QSAC.

**RECOGNITION
OF THE PUBLIC:**

- There were no public comments.

EXECUTIVE SESSION

Action 08-301: RESOLUTION

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 28, 2008 at 10:05 PM to discuss matters of litigation, personnel and negotiations with the Clinton Township Administrators’ Association.*

Clinton Township Board of Education Meeting Minutes
January 28, 2008

Daria A. Wasserbach
School Business Administrator/Board Secretary

Minutes Prepared: 2/7/08
Minutes remain unofficial until Board of Education approval.

Board of Education Approved:

Roger Straight
Board President

2/25/08
Date