

**CLINTON TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION**

AGENDA

Regular Meeting – January 26, 2009; 7:30 PM

1. Call to Order.

2. Roll Call Attendance.

3. Sunshine 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 30, 2008 by:

- 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.

4. Pledge of Allegiance.

5. Introduction of the final candidate for Clinton Township Superintendent of Schools – President Dincuff

- a. Motion to retain _____ as Superintendent of Schools for a three-year term, commencing on July 1, 2009 at a salary of \$155,000, subject to the preparation and ratification of a contract containing all relevant terms and conditions, as approved by the Executive County Superintendent of Schools to the extent required by law.

6. Student Feature - Mr. Gerard Dalton, Principal, Clinton Township Middle School

- Mr. Dean Greco and students present CTMS Televised Morning News

7. Interview of Candidates for Board Vacancy:

- Aaron Berg
- Alicia Lee
- Adam Mangino
- Gene Schaedel

8. 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, January 26, 2009 to discuss matters of personnel as it pertains to the appointment of a member of a board of education.

- 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.
9. Motion to appoint _____ as member of the Clinton Township Board of Education.
 10. Administration of Oath of Office to newly appointed Board Member – Board Secretary
 11. Introduction of Mr. Jim Strimple, Interim School Business Administrator
 12. Public Comment
 13. Break
 14. Report of the Superintendent of Schools – Mr. Dennis Fyffe, Interim Superintendent
 - a. Superintendent’s Update: No Child Left Behind, Enrollment and Suspension
 - b. Professional Development Plan 2009/2010
 15. Approval of Minutes
 - a. Motion to approve the following meeting minutes:

December 15, 2008 – Regular Meeting Minutes
December 15, 2008 – Executive Session Minutes
January 12, 2009 – Special Meeting Minutes
 16. School Business Administrator/Board Secretary – Daria Wasserbach
 - a. Correspondence:
 - December 16, 2008 letter to C. Harttraft, HCDOE; re: SEMI Waiver Request 09/10
 - December 23, 2008 letter from NJ Department of Transportation; re: Approval of traffic light at Route 173 and Beaver Avenue
 - January 7, 2009 letter to C. Harttraft, HCDOE; approval of 09/10 SEMI Waiver Request
 - b. Points of Information:
 - The February Committee meetings will be held on Monday, February 9, 2009, in the Board Office Conference Room beginning at 7:00 PM.
 - The next Regular Board Meeting will be held on Monday, February 23, 2009, in the Patrick McGaheran School All-Purpose Room beginning at 7:30 PM. Mary McLoughlin, Special Services Director is scheduled to present.
 - c. Motion to approve line item transfers for period ending November 30, 2008.
 - d. Motion to approve Board Secretary and Treasurer Reports for month ending November 30, 2008.

- e. Motion to authorize the following signatures on the accounts maintained by the Board of Education for the 2008/2009 school year:

- 1) Regular Checking Account - Commerce Bank (3 signatures required)

Authorized Signatures:

Frank Dincuff - Board President/Donna Gregory - Vice President/James H. Strimple, Jr./Kathleen Colagnato

- 2) Clinton Township School Activities Accounts - Commerce Bank (2 signatures required)

Authorized Signatures Spruce Run School:

Ken Wark /Kathleen Redmond/James H. Strimple, Jr.

Authorized Signatures Round Valley School:

Judith Hammond/Elizabeth Saccente/James H. Strimple, Jr.

Authorized Signatures Patrick McGaheran School:

Mary Postma/Marianne DellaSerra/James H. Strimple, Jr.

Authorized Signatures Clinton Township Middle School:

Gerard Dalton/Annette Patrick/James H. Strimple, Jr.

- 3) Clinton Township School District Petty Cash Accounts - Commerce Bank (2 signatures required)

Authorized Signatures District Office:

Patty MacKenzie/James H. Strimple, Jr./Dennis Fyffe

Authorized Signatures Special Services:

Mary McLoughlin/Eileen Arnold/James H. Strimple, Jr.

Authorized Signatures Spruce Run School:

Ken Wark/Kathleen Redmond/James H. Strimple, Jr.

Authorized Signatures Round Valley School:

Judith Hammond/Elizabeth Saccente/James H. Strimple, Jr.

Authorized Signatures Patrick McGaheran School:

Mary Postma/Marianne DellaSerra/James H. Strimple, Jr.

Authorized Signatures Clinton Township Middle School:

Gerard Dalton/Annette Patrick/James H. Strimple, Jr.

- 4) Capital and Capital Reserve Accounts - Commerce Bank (3 signatures required)

Authorized Signatures:

Kathleen Colagnato/Frank Dincuff - Board President/James H. Strimple, Jr.

- 5) Foundation for Educational Excellence Account - Commerce Bank (3 signatures required)

Authorized Signatures:

Kathleen Colagnato/Frank Dincuff - Board President/James H. Strimple, Jr.

17. Old Business

18. Committee Reports

- A. Facilities/Finance
- B. Personnel/Negotiations
- C. Policy/Curriculum
- D. Communications

19. Public Comment

20. Executive Session, if necessary

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 26, 2009 to discuss matters of personnel as it pertains to contract 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 sixty (60) minutes.

21. New Business

22. Adjournment

A. Facilities/Finance:

Mark Kaplan – Chair, Grace Hoefig, Jody Lebbing, Debbie Weiss

Information items only:

- Review of current year legal expenses

A-1 Motion to approve payment of bills in the amount of \$3,738,413.86 for the period ending January 26, 2009.

A-2 Motion to award the contract for purging and organizing of district records as follows:

WHEREAS the request for proposals for the purging and organizing of district records yielded the following results:

1. *EJK Associates Records Management Group
275 Crystal Terrace
Haddonfield, NJ 08033\$7,060.00*

THEREFORE BE IT RESOLVED, that the Board of Education awards the contract for the purging and organizing of district records to EJK Associates Records Management Group in accordance with their December 8, 2008 proposal.

A-3 Motion to approve the following resolution correcting the 2008/2009 Joint Transportation Agreement with Hunterdon County ESC:

BE IT RESOLVED, that the Board of Education approves the revised/corrected 2008/2009 Joint Transportation Agreement with the Hunterdon County Educational Services Commission in the amount of \$1,358,072.89.

A-4 Motion to accept the \$696 Grant for Grade 2 at the Patrick McGaheran School from the ExxonMobil Educational Alliance Program.

A-5 Motion to accept the \$3,304 Grant for Grade 8 at the Clinton Township Middle School from the ExxonMobil Educational Alliance Program.

A-6 Motion to accept the following 2008/2009 grants from the Clinton Township Foundation for Educational Excellence:

| Grant Recipient | School | Title | Amount |
|-------------------------|---------------|---|---------------|
| Betsy Hodulik | PMG | StarLab Stargazers | \$250.00 |
| Alice Hornbake | PMG | Mix and Matter | \$580.00 |
| Betsy Hodulik | PMG | 2 nd Graders Go Back in Time | \$280.00 |
| Suzanne Gitomer | CTMS | Accelerated Reader Update | \$1,046.00 |
| Kristina Schultz | PMG | New Teacher Grant | \$250.00 |
| Heather Hoffman | PMG | New Teacher Grant | \$250.00 |
| Kelly DiGioia | SRS | New Teacher Grant | \$250.00 |
| Carla Molloy | CTMS | New Teacher Grant | \$250.00 |

| | | | |
|--------------------------|-----|-------------------|----------|
| Laura O’Neil | RVS | New Teacher Grant | \$250.00 |
| Kellie Shaw | RVS | New Teacher Grant | \$250.00 |
| Kevin Roy | RVS | New Teacher Grant | \$250.00 |
| Sheila Briscoe | RVS | New Teacher Grant | \$250.00 |
| JoAnn Gitto | RVS | New Teacher Grant | \$250.00 |
| Douglas Higgins | RVS | New Teacher Grant | \$250.00 |
| Francis Kelly | RVS | New Teacher Grant | \$250.00 |
| Christine Laudato | RVS | New Teacher Grant | \$250.00 |
| Judith Lynch | RVS | New Teacher Grant | \$250.00 |
| Sherry Marlatt | RVS | New Teacher Grant | \$250.00 |
| Neha Saha | RVS | New Teacher Grant | \$250.00 |
| Jennifer Sandorse | RVS | New Teacher Grant | \$250.00 |

A-7 Motion to approve the 2009/2010 receiving tuition annual rates as follows:

Preschool/K..... \$7,759
 Grades 1-5..... \$10,261
 Grades 6-8..... \$10,407

Please Note: Rates are based upon 2006/2007 per pupil tuition costs as certified by the NJ Department of Education

A-8 Motion to approve the 2009/2010 parent paid tuition annual rates as follows:

Preschool..... \$2,000
 A.C.E..... \$325

A-9 Motion to approve the following resolution authorizing settlement of a special education matter:

*WHEREAS, the parents of a special education student (identification number 150960), filed a request for mediation regarding a dispute in which they claim reimbursement for a unilateral placement pursuant to N.J.A.C. 6A:14-2.10; and
 WHEREAS, the Board Attorney and the Director of Special Services have recommended a settlement of this matter rather than allowing it to proceed to a due process litigation.
 NOW, THEREFORE, BE IT RESOLVED by the Clinton Township Board of Education that it hereby approves the settlement pursuant to the terms set forth in the Settlement Agreement, a copy of which is on file in the office of the Director of Special Services, including payment to the parents in the amount of \$2,000.00.*

A-10 Motion to approve 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 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. 2008 OMB Mileage Reimbursement Rate: \$0.31; 1/1/09 IRS Mileage Reimbursement Rate: \$0.55.

| Employee/ BOE Member | Program Title/Location | Date(s) | Cost | Mileage | Lodging (per diem) | Meals (per diem) |
|---------------------------------|--|---------------------------|-------------|----------------|-----------------------------------|---------------------------------|
| Judy Hammond | An Array of Supports..., Flemington, NJ | 1/28/09 | \$0 | OMB | NA | NA |
| Mary McLoughlin | An Array of Supports..., Flemington, NJ | 1/28/09 | \$0 | OMB | NA | NA |
| Mary Postma | Teasing and Bullying, New Brunswick, NJ | 1/29/09 | \$0 | OMB | NA | NA |
| Sheila Briscoe | Teaching Reading Comprehension, New Providence, NJ | 2/2/09 | \$50 | NA | NA | NA |
| Judy Hammond | An Introduction to Teasing and Bullying, New Brunswick, NJ | 2/5/09 | \$20 | OMB | NA | NA |
| Kelly Jones | Units of Study Across the Year, Newark, NJ | 2/10/09 | \$159 | NA | NA | NA |
| Jennifer Sandorse | Units of Study Across the Year, Newark, NJ | 2/10/09 | \$159 | NA | NA | NA |
| Debra Tackney | Units of Study Across the Year, Newark, NJ | 2/10/09 | \$159 | NA | NA | NA |
| Penny Diamantis | Practical Therapy Techniques, Newark, NJ | 2/12/09 | \$189 | IRS | NA | NA |
| Lisa Fama | Practical Therapy Techniques, Newark, NJ | 2/12/09 | \$189 | IRS | NA | NA |
| Amarilis Florio | Practical Therapy Techniques, Newark, NJ | 2/12/09 | \$189 | IRS | NA | NA |
| Emily Sheeler | Practical Therapy Techniques, Newark, NJ | 2/12/09 | \$189 | IRS | NA | NA |
| Diane Cormican | 18 th Annual NJAGC Conference, West Windsor, NJ | 2/26/09 and 2/27/09 | \$260 | NA | NA | NA |

AGENDA
January 26, 2009

| | | | | | | |
|---------------------------|---|---------|-------|-----|----|----|
| Timothy Jaw | Web 2.0 for Teachers, Somerset County ETC | 3/2/09 | \$49 | IRS | NA | NA |
| Ellenjane Jacobsen | Sex Ed Games that Teach, Montclair State | 4/1/09 | \$100 | IRS | NA | NA |
| Laura Jacobson | Responsive Classroom Training, Turner Falls, MA | 4/3/09 | \$350 | IRS | NA | NA |
| Chuck Roberto | Literacy Consortium, Kean University, Union, NJ | 2/20/09 | \$108 | IRS | NA | NA |
| Erin Evans | Literacy Consortium, Kean University, Union, NJ | 2/20/09 | \$108 | IRS | NA | NA |
| Bobbie Felip | Literacy Consortium, Kean University, Union, NJ | 2/20/09 | \$108 | OMB | NA | NA |
| Lynne DiLeo | Trauma and Grief in Youth, Sparta, NJ | 2/11/09 | \$0 | IRS | NA | NA |
| Carole Frey | Section 504, Livingston, NJ | 2/11/09 | \$75 | IRS | NA | NA |

A-11 Motion to authorize Hannon Floors, Union, NJ, State Contract #A65749 to repair the cafeteria floors at the Patrick McGaheran School at a cost of \$1,849.25 in accordance with their proposal dated January 15, 2009.

A-12 Motion to authorize Hannon Floors, Union, NJ, State Contract #A65749 to repair the gymnasium floors at the Patrick McGaheran School at a cost of \$1,218.75 in accordance with their proposal dated January 15, 2009.

A-13 Motion to authorize The Thermo Group, Hackettstown, NJ to develop construction documents for the exterior masonry restoration at the Patrick McGaheran School at a fee of \$3,350 in accordance with the January 22, 2009 proposal.

B. Personnel/Negotiation Committee:

Michelle Cresti – Chair, Donna Gregory, Jim Dincuff, Debbie Weiss

B-1 Motion to approve the following requests for graduate course approval:

| Employee | Semester | Course | Credits |
|------------------------|-------------|---|---------|
| Lynn Avery | Spring 2009 | Advanced Techniques for Teaching Writing | 3 |
| Lori Brezinsky | Spring 2009 | World of Math: Algebraic View | 3 |
| Patricia Comly | Spring 2009 | World of Science: The Earth | 3 |
| Patricia Comly | Spring 2009 | World of Math: Data Analysis and Probability | 3 |
| Jill Selbo | Spring 2009 | Child and Adolescent Counseling | 4 |
| Jill Selbo | Spring 2009 | Intro to School Counseling | 4 |
| Maryann Sajor | Spring 2009 | Nature and Needs of Individuals with Disabilities | 3 |
| Cynthia Zayko | Spring 2009 | Curriculum and Supervision | 3 |
| Mary McLoughlin | Spring 2009 | Dissertation Advisement | 3 |

B-2 Motion to accept, with regret, the Notice of Retirement from **Charlene Friedel**, School RVS Lunch Aide, effective January 31, 2009.

B-3 Motion to accept, with regret, the Notice of Retirement from **Daria Yaros**, Round Valley School Teacher, effective June 30, 2009.

B-4 Motion to accept, with regret, the Notice of Retirement from **Pamela Lester**, Round Valley School Teacher, effective June 30, 2009.

B-5 Motion to accept, with regret, the Notice of Retirement from **Patricia Davis**, Clinton Township Middle School Teacher Assistant, effective June 30, 2009.

B-6 Motion to accept, with regret, the Notice of Retirement from **Jayne Frazee**, Spruce Run/Patrick McGaheran Teacher, effective June 30, 2009.

B-7 Motion to accept, with regret, the Notice of Retirement from **Eileen Arnold**, Secretary to the Director of Special Services, effective July 31, 2009.

B-8 Motion to approve the Job Description for “Assistant School Business Administrator”.

B-9 Motion to approve the following Requests for Movement across the Salary Guide effective February 15, 2009:

| Employee | From | To |
|----------------------|-----------------------------|-----------------------------|
| Bonnie Birken | Step C BA+15, \$48,755 | Step C BA+30, \$50,005 |
| Frances Lin | Step D MA in F, \$52,290 | Step D MA in F+15, \$54,490 |
| Debra Tackney | Step O MA in F+15, \$81,885 | Step O MA in F+30, \$82,985 |

PLEASE NOTE: ALL STAFF APPOINTMENTS ARE AT THE RECOMMENDATION OF THE SUPERINTENDENT OF SCHOOLS. ALL SALARIES ARE PRO-RATED TO THE EFFECTIVE DATE OF EMPLOYMENT.

B-10 Motion to approve the following teachers to participate in 2008 summer curriculum writing at the contractual hourly rate of \$35.94 not to exceed the hours listed below:

| NAME | SUBJECT | HOURS |
|-----------------------|----------------|-------|
| Diane Cormican | Social Studies | 11 |

B-11 Motion to revise the effective date of hire for **Lynne Schepis**, PMG Maternity Leave Replacement Teacher (MLOA Replacement for Colleen Caballero) from January 20, 2009 to January 1, 2009.

B-12 Motion to approve the 2008/09 appointment of and employment contract for **Roseanne Vitiello** as RVS Teacher Assistant (New Position - IEP) effective January 1, 2009 at Step 1-2, BA, \$20,108.

B-13 Motion to approve the 2008/09 change in title and compensation for **Patricia MacKenzie** from Comptroller to Assistant School Business Administrator (Replaces Comptroller) effective February 1, 2009 at an annual salary of \$70,000.

B-14 Motion to approve the following 2008/2009 Substitute Secretaries at the Board approved rate of \$11.00 per hour (May 19, 2008):

Karen Kilduff

B-15 Motion to approve the following 2008/2009 Substitute Lunch Aides at the Board approved rate of \$9.50 per hour (May 19, 2008):

Charlene Friedel

B-16 Motion to approve the following 2008/2009 Substitute Teachers/Teacher Assistants at the Board approved rate of \$90 per day (May 19, 2008):

Jean Griffiths
Sowmya Kumar
Betsy Pyner
Elizabeth Tracy

B-17 Motion to authorize **Fern Dille** to provide one on one assistance for a special education pupil during after school activities at an hourly rate of \$17.14 (annual salary of \$23,993 pro-rated), not to exceed 50 hours.

B-18 Motion to authorize **Michele Beha** to provide medical supervision for a medically fragile pupil during after school activities at an hourly rate of \$42.14 (annual salary of \$58,995 pro-rated), not to exceed 60 hours.

B-19 Motion to authorize **Susan Straight** to provide medical supervision for a medically fragile pupil during after school activities at an hourly rate of \$35.35 (annual salary of \$49,495 pro-rated), not to exceed 60 hours.

C. Policy/Curriculum Committee:
Roger Straight – Chair, Jody Lebbing

C-1 Motion to approve the revised 2008/2009 Special Education Tuition Contract with UMDNJ, Piscataway, NJ in the amount of \$61,200 effective November 1, 2008 through June 30, 2009. (Revised contract amount reflects reduction in tuition rate from \$85,200 due to the removal of student's aide)

C-2 Motion to approve the second reading and adoption of the following policy revisions:

| | |
|---|-----------|
| Communicating with the Public..... | 1100 |
| State Funds/Federal Funds..... | 3220/3230 |
| Payment for Goods and Services | 3326 |
| Relations with Vendors..... | 3327 |
| District-owned Vehicles..... | 3541.32 |
| Nepotism (Certificated Staff)..... | 4112.8 |
| Nepotism (Non-certificated Staff) | 4212.8 |
| Health..... | 5141 |
| Conduct and Discipline..... | 5131 |
| Violence and Vandalism | 5131.5 |
| Expenses and Reimbursement | 9250 |

D. Communications:
Donna Gregory – Chair, Michelle Cresti, Grace Hoefig