

**CLINTON TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION**

AGENDA

**Regular Meeting November 21, 2011 at 6:30 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 November 17, 2011:

- 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	_____ Kevin Maloy
_____ Michelle Cresti, Vice President	_____ Rachel McLaughlin
_____ Marc Freda	_____ Kevin Sturges
_____ Maria Grant	_____ Michelle Sullivan
_____ Mark Kaplan	

Present:

District Administrators:

_____ Mr. Kevin J. Carroll, Superintendent of Schools
_____ Mrs. Patty MacKenzie, Assistant Business Administrator/Board Secretary – Pro Temp

**PLEDGE OF
ALLEGIANCE:**

_____ led the Board in the Pledge of Allegiance.

PRESIDENT'S COMMENTS/REPORT

_____ will discuss a facet of the Board Member Code of Ethics.

Committee Appointments

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, November 21, 2011 to interview candidates for the Business Administrator/Board Secretary position.*
- 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 one (60 min) hour.*
- d. Action will be taken upon return.*

REPORT OF THE SUPERINTENDENT OF SCHOOLS

The school auditor, William Colantano, to present the June 30, 2011 audit, which contained no recommendations.

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

1. Enrollment Reports
2. Suspension Reports
3. HIB Reports
 - a. 1 investigation at RVS – determined to be HIB
 - b. 3 investigations at CTMS – 1 determined to be HIB – In-school Suspension & Counseling; 2 determined not HIB
4. Strategic Plan
 - a. Student Achievement
 - NJASK Presentation by Ms. Bobbie Felip, Director of Curriculum & Instruction
 - b. Productive Citizens
 - Camden Service Presentation by Barbara Marinelli, RVS 5th Gr. Teacher & Renee Sielaff, Enrichment Teacher
 - c. Supportive Environment
 - Patrick McGaheran School Environmental Update
 - d. Community Partnerships

REPORT OF THE ASSISTANT SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY – PRO TEMP

Action Items 12-BA-038 through 12-BA-041

Correspondence: N/A

Informational:

- A possible Special Meeting of the Board of Education on November 28, 2011 at 7 pm for the purpose of interviewing a Superintendent Search firm.
- The current date of the Board of Education's next Regular Meeting is December 19, 2011.

Action 12-BA-038:

BE IT RESOLVED that the Board of Education hereby approves the ***Regular Meeting*** minutes of October 17, 2011.

Action 12-BA-039:

BE IT RESOLVED that the Board of Education hereby approves the ***Executive Session*** minutes of October 17, 2011.

Action 12-BA-040:

BE IT RESOLVED that the Board of Education hereby approves the ***Special Meeting*** minutes of October 27, 2011.

Action 12-BA-041:

BE IT RESOLVED that the Board of Education accepts the June 30, 2011 Comprehensive Annual Financial Report (CAFR) as presented.

BE IT RESOLVED that the Board of Education acknowledges no audit recommendations as follows:

1. Administrative Practices & Procedures	No recommendation
2. Financial Planning, Accounting & Reporting	No recommendation
3. School Purchasing Programs	No recommendation
4. School Food Service	No recommendation
5. Student Body Activities	No recommendation
6. Application for State School Aid	No recommendation
7. Pupil Transportation	No recommendation
8. Facilities and capital assets	No recommendation
9. Miscellaneous	No recommendation
10. Follow-up on prior year findings	No recommendation

OLD BUSINESS

PUBLIC COMMENTS – AGENDA ITEMS ONLY

COMMITTEE REPORTS:

FACILITIES/FINANCE:

Mark Kaplan – Chair; Marc Freda & Kevin Sturges
Action Items 12-FF-086 through 12-FF-103

Action 12-FF-086:

***BE IT RESOLVED** that the Board of Education hereby approves the payment of bills in the amount of \$1,223,007.01 for the period ending November 21, 2011.*

Action 12-FF-087:

***BE IT RESOLVED** that the Board of Education hereby approves to supplement the Pay to Participate activities in the amount of \$57,000 for the 2011/12 school year.*

Action 12-FF-088:

***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>Renee Vocaturo, RVS</i>	<i>Ethical Issues & Values in Violence Against Women at Work, Parsippany, NJ</i>	<i>12/5/11</i>	<i>\$125.</i>	<i>OMB</i>
<i>Elizabeth Salazar, PMG</i>	<i>Maximizing Your Language Therapy, Parsippany, NJ</i>	<i>1/11/12</i>	<i>\$225.</i>	<i>OMB</i>
<i>Joseph Souto, Maintenance</i>	<i>NEC Electrical Code Update Seminar, Bordentown, NJ</i>	<i>1/7/12 & 1/8/12</i>	<i>\$220.</i>	<i>OMB</i>
<i>Jean Allen, SRS Laura Jaw</i>	<i>Train the Trainer, Aligning Practices with the Common Core, Princeton, NJ</i>	<i>12/2/11</i>	<i>\$299 ea.</i>	<i>OMB</i>
<i>Kelly Hill, PMG Stephanie Snyder, PMG</i>	<i>Train the Trainer, Aligning Practices with the Common Core, Princeton, NJ</i>	<i>12/2/11</i>	<i>\$299 ea.</i>	<i>OMB</i>

<i>Tim Jaw, RVS Tracy Carew, RVS</i>	<i>Train the Trainer, Aligning Practices with the Common Core, Princeton, NJ</i>	<i>12/2/11</i>	<i>\$299 ea.</i>	<i>OMB</i>
<i>Suzanne Gitomer, CTMS Brent Ruge, CTMS</i>	<i>Train the Trainer, Aligning Practices with the Common Core, Princeton, NJ</i>	<i>12/2/11</i>	<i>\$299 ea.</i>	<i>OMB</i>

Action 12-FF-089:

BE IT RESOLVED that the Board of Education hereby accepts the following 2011/2012 New Teacher grants from the Clinton Township Foundation for Educational Excellence:

<i>Grant Recipient</i>	<i>School</i>	<i>Title</i>	<i>Amount</i>
<i>Justine Henry Kristy Miller</i>	<i>RVS</i>	<i>Special Education Teacher Special Education Teacher</i>	<i>\$250. \$250.</i>
<i>Sonya Abrams</i>	<i>CTMS</i>	<i>Science Teacher</i>	<i>\$250.</i>

Action 12-FF-090:

BE IT RESOLVED that the Board of Education hereby accepts the following 2011/2012 grants from the Clinton Township Foundation for Educational Excellence:

<i>Grant Recipient</i>	<i>School</i>	<i>Title</i>	<i>Amount</i>
<i>Ellen Sidbury</i>	<i>SRS</i>	<i>Greenhouse Gardening</i>	<i>\$2,252.</i>
<i>Jennifer Collett & Michael Alfano</i>	<i>SRS</i>	<i>Walk Smart Active Schools</i>	<i>\$1,703.</i>
<i>Renee Sielaff</i>	<i>RVS</i>	<i>Mibile Classroom Convergence Cart</i>	<i>\$8,765.</i>
<i>Bonnie Birken & Amy Gittins</i>	<i>CTMS</i>	<i>Audible Library Expansion</i>	<i>\$2000.</i>

Action 12-FF-091:

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/ Member/School</i>	<i>BOE</i>	<i>Program Title/Location</i>	<i>Date</i>
<i>Carolyn Schmid Bauman, CTMS</i>		<i>Advanced Topics in Applied Behavior Analysis, Florida Institute of Technology</i>	<i>Winter 2011</i>

<i>Rita Russomano, CTMS</i>	<i>Concepts & Principles of Behavior Analysis, Florida Institute of Technology</i>	<i>Spring 2012</i>
<i>Stephanie Snyder, PMG</i>	<i>Students, Teachers, Social Policy and the Law, Centenary College</i>	<i>Spring 2012</i>
<i>Faith Fuhrman, SRS</i>	<i>School Nurse Field Experience, NJ City University</i>	<i>Spring 2012</i>
<i>Lina Staropoli, SRS</i>	<i>Remedial Instruction, TCNJ</i>	<i>Spring 2012</i>
<i>Lina Staropoli, SRS</i>	<i>Teaching Students with Severe Disabilities</i>	<i>Spring 2012</i>

Action 12-FF-092:

BE IT RESOLVED that the Board of Education hereby approves the following fees for participation in Club Programs at **Clinton Township Middle School** for the 2011/12 school year:

Computer/Movie Club *\$40.*

***All clubs subject to cancellation due to inadequate participation counts. Any funds remaining in excess of \$15 per person at the end of the club year will be refunded. Lesser amounts will remain on account for the same activity in the next school year.*

Action 12-FF-093:

BE IT RESOLVED that the Board of Education hereby approves **Michele Beha** to provide medical supervision during before and after school activities at an hourly rate of \$45.95 up to 100 hours for the 2011/12 school year for the following students:

SID#8167278877
SID#1101652164
SID#9200608121
SID#5469654355

Action 12-FF-094:

BE IT RESOLVED that the Board of Education hereby authorizes the district's participation in the Flexible Spending Account program through Aflac, effective January 1, 2012, for both Health and Dependent Care. Original period of January 1st through June 30, 2012. Thereafter, the period runs July 1st through June 30th. Maximum for Health Care to be \$1,000, and Dependent Care to be \$5,000.

Action 12-FF-095:

BE IT RESOLVED that the Board of Education hereby accepts, with gratitude, the following grants:

New Jersey School Boards Association Insurance
Group 2011 Safety Grant *\$16,200*

Action 12-FF-096:

This motion supersedes Action 12-FF-040

BE IT RESOLVED that the Board of Education hereby approves the following Transportation Jointure for the transportation of Middle School Students as a result of the district's Send-Receive Agreement with Lebanon Borough for the 2011/12 School Year, at a rate of \$794 per student:

Lebanon Borough \$22,232 (28 Middle School Students)

Action 12-FF-097:

BE IT RESOLVED that the Board of Education hereby acknowledges the following revenue increase for the 2011/12 School Year:

Education Jobs Fund \$53,705 (previously \$52,074)

Action 12-FF-098:

BE IT RESOLVED that the Board of Education hereby approves the submission of the 2011 NCLB Amended Application to include 2010 carryover as follows:

*Title IIA \$17,344
Title IV \$657*

Action 12-FF-099:

BE IT RESOLVED that the Board of Education hereby authorizes the purchase of CDK Personnel software for the purchase price of \$22,075.

Action 12-FF-100:

BE IT RESOLVED that the Board of Education hereby approves **Amy Startzel** to work on IEP preparation (PLAFP) for 8th grade transition. Starting November 14, 2011 to December 9, 2011. Not to exceed 24 hours. To be paid at an hourly rate of \$33.57.

Action 12-FF-101:

BE IT RESOLVED that the Board of Education hereby authorizes the following Service Agreements with H.T. Lyons for the 2011-12 School Year:

*Chiller Maintenance Service Agreement - \$2,802
HVAC Controller Service Agreement - RVS - \$2,592
HVAC Controller Service Agreement - CTMS - \$2,592*

Action 12-FF-102:

BE IT RESOLVED that the Board of Education hereby authorizes the removal and disposal of the ICE-O-Matic ice maker at the Clinton Township Middle School, Model #ICE0606FA2 to be disposed of by JB Maintenance.

Action 12-FF-103:

BE IT RESOLVED that the Board of Education hereby approves SID #8291912759 to attend Eden Autism Services in Princeton, NJ at a tuition rate of \$53,896.05 starting December 15, 2011 until June 19, 2012 School year.

PERSONNEL/NEGOTIATIONS:

Michelle Cresti – Chair; Jim Dincuff, Maria Grant & Mark Kaplan
Action Items 12-PN-126 through 12-PN-147

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 12-PN-126:

BE IT RESOLVED that the Board of Education hereby approves the following 2011/12 **Clinton Township Middle School Club**. Stipends in accordance with the Negotiated Agreement:

<i>Lisa Waddell</i>	<i>Computer/Movie Club</i>	<i>\$795.</i>
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Clubs to be run upon determination of sufficient student participation.

Please note that all stipends to be paid from student participation fee and 25% BOE funding.

**If any club fails to run, no stipend will be received for that club.*

Action 12-PN-127:

BE IT RESOLVED that the Board of Education hereby approves Thomas Sutton, a Student Teacher from Kean University, to be placed with **Polly Glowatz** for five weeks beginning January 23, 2012 through March 17, 2012.

Action 12-PN-128:

BE IT RESOLVED that the Board of Education hereby approves Kristin Intile, a Student Observer from Cedar Crest College, to be placed with **Erinn Auletta** for 30 hours of observation beginning November 2011 through December 2011.

Action 12-PN-129:

BE IT RESOLVED that the Board of Education hereby approves Carley Jackson, a Student Teacher from Kean University, to be placed with **Erika Klausz** beginning January 23, 2012 through May 12, 2012.

Action 12-PN-130:

BE IT RESOLVED that the Board of Education hereby approves Andreina DeSousa, a Student Teacher from Kean University, to be placed with **Ann Dieterly** beginning January 23, 2012 through May 12, 2012.

Action 12-PN-131:

BE IT RESOLVED that the Board of Education hereby approves Katie Boynton, a Student Teacher from St. Elizabeth's College, to be placed with **Jennifer Tarnoski** beginning January 17, 2012 through May 5, 2012.

Action 12-PN-132:

BE IT RESOLVED that the Board of Education hereby approves Katie Mastrobattista, a Student Teacher from Fairleigh Dickinson University, to be placed with **Katie Pill** and **Jennifer Cwynar** beginning January 9, 2012 through January 20, 2012.

Action 12-PN-133:

BE IT RESOLVED that the Board of Education hereby approves **Jennifer Collett** as a Curriculum Chair, with a stipend of \$500.00 (as per the negotiated agreement).

Action 12-PN-134:

BE IT RESOLVED that the Board of Education hereby approves a stipend of \$600 per year for **Daniel Gorman**, Maintenance, for the possession of a valid Black Seal Boiler License for the 2011/2012 school year.

Action 12-PN-135:

BE IT RESOLVED that the Board of Education hereby approves the employment of **Andrea Gristina**, SRS Medical Leave Replacement Teaching Assistant, FTE 1, BA, Step 1, \$20,593, from November 14, 2011 to December 23, 2011.

Action 12-PN-136:

BE IT RESOLVED that the Board of Education hereby approves the Disability Leave of Absence for **Lisa Perdue** from March 23, 2012 through May 29, 2012, and the Child Rearing Leave of Absence from May 30, 2012 through June 30, 2012.

Action 12-PN-137:

BE IT RESOLVED that the Board of Education hereby approves the employment of **Linda Walling**, SRS Teaching Assistant, FTE 1, BA, Step 2, \$20,993 (to be adjusted upon settlement of the negotiated agreement), effective November 14, 2011, for the 2011/2012 school year.

Action 12-PN-138:

BE IT RESOLVED that the Board of Education hereby approves the employment of **Tara Ladd**, RVS Special Education Teacher, FTE 1, BA, Step F, \$52,860 (to be adjusted upon settlement of the negotiated agreement), effective November 18, 2011 for the 2011/2012 school year.

Action 12-PN-139:

BE IT RESOLVED that the Board of Education hereby approves the employment of **Janet Garay**, RVS Spanish Teacher - Maternity Leave Replacement, FTE 1, BA, Step A, \$46,990 (to be adjusted upon settlement of the negotiated agreement), effective January 3, 2012 for the 2011/2012 school year.

Action 12-PN-140:

BE IT RESOLVED that the Board of Education hereby approves the following Lunch Aide Substitutes for the 2011/2012 school year:

Diana Billitz
Maria Ferrara

Action 12-PN-141:

BE IT RESOLVED that the Board of Education hereby approves **Janis Woodhouse** as a Substitute Teacher/Teaching Assistant for the 2011/2012 school year.

Action 12-PN-142:

BE IT RESOLVED that the Board of Education hereby approves **Ellen Sidbury** and **Anna Dieterly** as Family Math Coordinators/Teachers for 15 hours each for the 2011-12 school year at a stipend of \$26.50 per hour (as per the negotiated agreement).

Action 12-PN-143:

BE IT RESOLVED that the Board of Education hereby approves the creation of the following teacher positions for the 2011/12 school year to implement a thorough and efficient system of free public schools:

6th Gr. Special Education Teacher

Action 11-PN-144:

BE IT RESOLVED that the Board of Education hereby approves the employment of **Nancy Arvizzigno**, RVS Guidance Counselor, FTE 1, Step 1, \$56,610 (to be adjusted upon settlement of the negotiated agreement), effective January 1, 2012 for the 2011/12 school year.

Action 11-PN-145:

BE IT RESOLVED that the Board of Education hereby approves the termination of **German (Jerry) Castro**, effective December 31, 2011.

Action 11-PN-146:

BE IT RESOLVED that the Board of Education hereby approves the offer of employment for the 2011-2012 school year to **Sheila deBarra** as Special Education Teacher at Round Valley School (self-contained classroom) at FTE 1, Step A, BA at an annual salary of \$46,990, effective January 1, 2012.

Action 11-PN-147:

BE IT RESOLVED that the Board of Education hereby approves the following nurses for up to 100 hours to provide coverage for after school activities when a student(s) with a medical condition is present:

<i>Lynne DiLeo</i>	<i>\$39.57 per hour</i>
<i>Faith Fuhrman</i>	<i>\$36.24 per hour</i>
<i>Susan Straight</i>	<i>\$36.60 per hour</i>

POLICY/CURRICULUM:

– Chair; **Michelle Cresti, Kevin Sturges, Michelle Sullivan & Rachel McLaughlin**

Action Item 12-PC-020 through 12-PC-024

Bus Evacuation Drills were successfully conducted at the Clinton Township Middle School and the Round Valley School on Tuesday, October 18, 2011. The drills were successfully conducted at the Patrick McGaheran School on Friday, October 28, 2011, and the Spruce Run School including afternoon Kindergarten on Wednesday, October 26, 2011

Action 12-PC-020:

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

Policies

2415 – No Child Left Behind Programs - Revised

2415.04 – Title I – District Wide Parental Involvement – Revised

Action 12-PC-021:

***BE IT RESOLVED** that the Board of Education hereby approves the Bloustein Center to conduct the 2011-12 NJ Middle School Risk and Protective Factor Survey for the State of New Jersey Dept. of Human Services during the 2011-12 school year. Student participation will require parental permission.*

Action 11-PC-022:

***BE IT RESOLVED** that the Board of Education hereby approves the 2011/12 Clinton Township School District School Health Services Quality Assurance Report (Nursing Plan).*

Action 12-PC-023:

***BE IT RESOLVED** that the Board of Education hereby approves the collection and donation of items to students in Camden. This year is a continuation of an annual service project to support others in need.*

Action 12-PC-024:

***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>
01/5,12,19 & 26 2/2/ & 2/9/12 (Rain Dates: 2/16 & 2/23)	Shawnee Ski Area E. Stroudsburg, PA	Grades 7 & 8
05/10/12	Gettysburg Museum Gettysburg, PA	Grade 8 (approx. 50 students)
05/22/12	Medieval Times Lyndhurst, NJ	Grade 7

COMMUNICATIONS:

Maria Grant, Chair - Jim Dincuff, Michelle Sullivan & Rachel McLaughlin

RECOGNITION OF THE PUBLIC

NEW BUSINESS

EXECUTIVE SESSION:

Resolved by the Board of Education of Clinton Township as per Chapter 231, P. L. 1975:

- e. That it is hereby determined that it is necessary to meet in Executive Session on Monday, November 21, 2011 to discuss matters of negotiations.*
- f. 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.*
- g. The length of the meeting is thought to be approximately thirty (30) minutes.*
- h. Action will not be taken upon return.*

ADJOURNMENT

Action 12-AJ-010:

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