

**CLINTON TOWNSHIP SCHOOL DISTRICT  
BOARD OF EDUCATION**

**MINUTES**

**Regular Meeting/Public Hearing of the Proposed Budget  
March 26, 2012 at 7:30 pm  
Clinton Township Middle School Auditorium**

**CALL TO ORDER:** Mr. Dincuff called the meeting to order at 7:30 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 May 9, 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

Mr. Anthony Del Sordi, Interim Business Administrator/Board Secretary

**PLEDGE OF  
ALLEGIANCE:**

Mr. Dincuff led the Board in the Pledge of Allegiance.

**STUDENT PRESENTATION:**

Ms. Cormican introduced several students that organized the Relay for Life fundraiser. A number of the students spoke about the program and this year they have collected \$37,000 to date.

**PRESIDENT’S COMMENTS/REPORT**

The Board introduced the 2012/13 school budget and indicated that an additional \$30,000 was reduced from Capital Outlay. The tax levy shows a total reduction of \$100,802 over the current budget.

Public Comment on the Budget - The meeting was open to the public at 7:50 pm.

Various members of the public indicated their disapproval with the current budget and recommended that the tax levy should be lower as a result of additional state aid and revenue from the choice program. The public also requested that the Board take additional time to review individual line items and submit the budget at a later date.

The public session was closed at 8:30 pm.

President Dincuff indicated that the Board had three options:

- 1) Adopt the budget as presented
- 2) Reduce the tax levy by an additional \$147,000
- 3) Table the resolution and allow the Board additional time to review the line item budget.

**FACILITIES/FINANCE:**

**Mark Kaplan – Chair; Marc Freda, Kevin Maloy & Kevin Sturges**  
**Action Item 12-FF-160**

**Action 12-FF-160:**

***BE IT RESOLVED** that the Board of Education hereby approves the following resolution approving the 2012/2013 Proposed Budget.*

***WHEREAS**, the 2012/2013 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 proposed 2012/2013 budget in the amount of \$28,805,518 and authorizes its submission to the Hunterdon County Superintendent of Schools for approval as follows:*

<i>Current Expense</i>	<i>\$25,797,873</i>
<i>Capital Outlay</i>	<i>\$ 163,725</i>
<i>Capital Reserve Fund –</i>	
<i>Interest Deposit</i>	<i>\$ 10</i>
<i>Special Schools</i>	<i>\$ <u>106,876</u></i>

<i>Total General Fund</i>	<u>\$26,068,484</u>	
<i>Special Revenue Fund</i>	\$ 566,066	
<i>Debt Service Fund</i>	<u>\$ 2,170,968</u>	
<i>Total Budget</i>		<u>\$28,805,518</u>

**BE IT FURTHER RESOLVED**, that the Board of Education approves the General Fund tax levy in the amount of \$22,281,013.

**BE IT FURTHER RESOLVED** that the Board of Education acknowledges that the 2012/2013 budget as described above includes a debt service tax levy in the amount of \$2,170,882;

**BE IT FURTHER RESOLVED** that in accordance with Board of Education Policy No. 6471, the district budgeted in the 2011/2012 budget \$50,000 for travel expenses. As of February 1, 2012 the district has spent \$3,280 for travel expenses. The maximum travel allowance for the 2012/2013 school year shall be established at \$50,000, which includes a maximum per staff member regular business travel threshold of \$1,500.

*Motion by R. McLaughlin; seconded by M. Freda. On a roll call vote, the resolution to TABLE was **ADOPTED** as follows: ayes, 9; nays, 0.*

### **REPORT OF THE SUPERINTENDENT OF SCHOOLS**

Mr. Carroll presented the following to the Board of Education:

1. Enrollment as of March 1, 2012 was 1,632
2. Suspension Reports
3. HIB Reports:
  - a. 2 - investigations at RVS – determined to be HIB – Suspension & Counseling
  - b. 1 – investigation at RVS – determined not to be HIB

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

The meeting was opened to the public at 8:45 pm

Members of the public asked the Board to continue their review of budget line items.

### **FIRST RECOGNITION OF THE PUBLIC**

The public raised questions on the school calendar for 2012-13 and the School Choice program

The public session was closed at 9:00 p.m.

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

**Action Items 12-BA-061 through 12-BA-064**

Informational:

- The current date of the Board of Education's next Regular Meeting is April 23, 2012.

**Action 12-BA-061:**

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

**Minutes**

- February 25, 2012
- February 27, 2012
- March 2, 2012
- March 12, 2012

**Executive Session**

- February 25, 2012
- February 27, 2012

**Action 12-BA-062:**

***BE IT RESOLVED*** that the Board of Education hereby approves the **Board Secretary and Treasurer's Reports** for the period ending February 29, 2012.

**Action 12-BA-063:**

***BE IT RESOLVED*** that the Board of Education hereby approves the **line item transfers** for the period ending February 29, 2012.

**Action 12-BA-064:**

***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 2012; 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.

Motion by M. Freda; seconded by M. Kaplan. The Board **ADOPTS** resolutions **12-BA-061** through **12-BA-064** on a roll call vote as follows: yeas, 9; nays 0. (Ms. Sullivan voted no on item 12-BA-06).

**COMMITTEE REPORTS:**

**FACILITIES/FINANCE:**

**Mark Kaplan – Chair; Marc Freda, Kevin Maloy & Kevin Sturges**  
**Action Items 12-FF-161 through 12-FF-172**

**Action 12-FF-161:**

***BE IT RESOLVED*** that the Board of Education hereby approves the payment of bills in the amount of \$753,234.76 for the period ending March 26, 2012.

**Action 12-FF-162:**

***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.

<b><i>Employee/School</i></b>	<b><i>Program Title/Location</i></b>	<b><i>Date</i></b>	<b><i>Cost</i></b>	<b><i>Mileage</i></b>	<b><i>Lodging</i></b>
<i>Lisa Waddell, CTMS</i>	<i>Annual NJTEEA Conference &amp; Expo, NJIT, Newark, NJ</i>	<i>5/11/12</i>	<i>\$125.</i>	<i>OMB</i>	<i>N/A</i>
<i>Laura O’Neil, RVS</i>	<i>Orton-Gillingham (Dyslexia) – 30 hr. Comprehensive Training, Secaucus, NJ</i>	<i>4/16/12 thru 4/20/12</i>	<i>\$975.</i>	<i>OMB + tolls and parking</i>	<i>N/A</i>
<i>Maureen Zappulla, SRS</i>	<i>Orton-Gillingham (Dyslexia) – 30 hr. Comprehensive Training, Secaucus, NJ</i>	<i>4/16/12 thru 4/20/12</i>	<i>\$975.</i>	<i>OMB + tolls and parking</i>	<i>N/A</i>
<i>Anthony Del Sordi, BA</i>	<i>NJASBO Spring Conference, Atlantic City, NJ</i>	<i>6/6/12 – 6/8/12</i>	<i>\$0</i>	<i>OMB</i>	<i>\$200.</i>

<i>Diane Cormican, CTMS Enrichment Teacher</i>	<i>Knowledge Masters Open National Competition, Washington, DC</i>	<i>5/31/12- 6/3/12</i>	<i>\$1,365.</i>	<i>OMB (meals and mileage not to exceed \$200)</i>	<i>N/A</i>
<i>Bobbie Felip, Judith Hammond, Jennifer Sandorse &amp; Susan Rivers, RVS</i>	<i>Train the Trainer Science Academy. NYC</i>	<i>7/29/12- 8/2/12</i>	<i>Costs covered by Sally Ride Science and Exxon Mobil</i>	<i>OMB</i>	<i>N/A</i>

**Action 12-FF-163:**

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

<b><i>Grant Recipient</i></b>	<b><i>School</i></b>	<b><i>Title</i></b>	<b><i>Amount</i></b>
<i>Jeffrey Shanklin, Jere Waldron, Alison Bills, Kevin Rudolph and Jessica Rogers</i>	<i>RVS</i>	<i>Farm to Fitness – The RVS Multi- Use Trail</i>	<i>\$4,000.</i>

**Action 12-FF-164:**

*BE IT RESOLVED that the Board of Education hereby accepts the donation of a child-sized drum set from the Streicher family (valued \$150-\$200) for the PMG Music Department.*

**Action 12-FF-165:**

*BE IT RESOLVED that the Board of Education hereby accepts the donation of an alto saxophone and a clarinet to Round Valley School from Richard & Rochelle Manning (valued at \$500).*

**Action 12-FF-166 – Modified:**

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

<i>Boys Lacrosse</i>	<i>\$265.</i>
<i>Baseball</i>	<i>\$295.</i>
<i>Softball</i>	<i>\$300.</i>

*\*All Pay to Participate fees calculated after Board of Education support of 25% of costs.*

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

**Action 12-FF-167:**

***BE IT RESOLVED*** that the Board of Education hereby approves SID# 2052736765 to attend the 2012 Extended School Year (ESY) at Midland School from July 5, 2012 to August 15, 2012 at a tuition rate of \$7,454.40.

**Action 12-FF-168:**

***BE IT RESOLVED*** that the Board of Education hereby approves **Holly McDonald** to provide Home Instruction for SID# 1423012872 beginning February 28, 2012 until the end of the school year. Instruction is 2 hours per day not to exceed 10 hrs per week at an hourly rate of \$28.62 per hour.

**Action 12-FF-169:**

***BE IT RESOLVED*** that the Board of Education hereby approves **Robin Keifer** to provide Home Instruction for SID# 1979262371 from March 12, 2012 to March 30, 2012 at the hourly rate of \$28.62. Not to exceed 5.5 hours per month.

**Action 12-FF-170:**

***BE IT RESOLVED*** that the Board of Education hereby approves Itinerant Services from Lake Drive School for SID# 8776278717 for the 2012/2013 school year. Fee is \$300 per hour not to exceed 5 hours a year.

**Action 12-FF-171:**

***BE IT RESOLVED*** that the Board of Education hereby approves Itinerant Services from Lake Drive School for SID# 8169117709 for the 2012/2013 school year. Fee is \$300 per hour not to exceed 5 hours a year.

**Action 12-FF-172:**

***BE IT RESOLVED*** that the Board of Education hereby approves a contract with Clinton Public School to provide 1:1 TA services for SID #6465895890 at Clinton Township Middle School from March 12, 2012 to April 5, 2012 at a total rate of \$1,845 for the 4 week period.

*Motion by M. Kaplan; seconded by K. Sturges. The Board **ADOPTS** resolutions **12-FF-161** through **12-FF-172** on a roll call vote as follows: yeas, 9 ; nays 0.*

**PERSONNEL/NEGOTIATIONS:**

**Michelle Cresti – Chair; Jim Dincuff, Maria Grant & Mark Kaplan**  
**Action Items 12-PN-256 through 12-PN-273**

**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-256:**

***BE IT RESOLVED** that the Board of Education hereby accepts, with regret, the retirement of **Paul Cucciniello**, CTMS Teaching Assistant, effective July 1, 2012.*

**Action 12-PN-257:**

***BE IT RESOLVED** that the Board of Education hereby accepts Caroline Sergison to complete her field component of 12 hours of field work (Caldwell College) with **Stephanie Snyder** in grade 3.*

**Action 12-PN-258:**

***BE IT RESOLVED** that the Board of Education hereby approves Student Intern Amanda Giunta from Raritan Valley Community College to observe with **Susan Rivers**, 5<sup>th</sup> Grade Teacher, for 15 hours, effective March 5<sup>th</sup> through April 5, 2012.*

**Action 12-PN-259:**

***BE IT RESOLVED** that the Board of Education hereby approves Student Teacher Sarah Levy from The College of NJ, to be placed at Patrick McGaheeran School with **Heather Steinhauer** as General Educator and **Kristin McRae** as Special Educator, effective September 4, 2012 - December 14, 2012, for a dual certification.*

**Action 12-PN-260:**

***BE IT RESOLVED** that the Board of Education hereby approves Madeline Genco, from SUNY Oneonta, 10 hours observation with **Sonya Abrams**, 8th grade Science Teacher, effective March 19, 2012 for 7 hours and March 20, 2012 for 3 hours.*

**Action 12-PN-261: (Held)**

***BE IT RESOLVED** that the Board of Education hereby approves the employment of **Kelly Helmstetter** as Technology Technician (replacing Kimberly Police) at an annual salary of \$53,568 (pro-rated), effective April 1, 2012 for the 2011/2012 school year.*



**Action 12-PN-262: (Held)**

*BE IT RESOLVED that the Board of Education hereby approves the employment of **Ryan Pfenning** as a RVS 4<sup>th</sup> Grade Special Education Teacher (replacing **Kelly Helmstetter**) at Step AB, MA in F at an annual salary of \$51,618 (pro-rated), effective April 1, 2012 for the 2011/2012 school year.*

**Action 12-PN-263:**

*BE IT RESOLVED that the Board of Education hereby approves the employment of **Jennie Forman** as a RVS Specialized Resource Room Teacher (new position), Step E, MA in F, at an annual salary of \$54,818 (pro-rated) effective April 16, 2012 for the 2011/2012 school year.*

**Action 12-PN-264:**

*BE IT RESOLVED that the Board of Education hereby approves the revised date of hire for **Andrea Gristina** as SRS Leave Replacement Teaching Assistant, from March 3, 2012 to March 13, 2012.*

**Action 12-PN-265:**

*BE IT RESOLVED that the Board of Education hereby approves the revised salary for **Beth Ann Klepper**, SRS Maternity Leave Replacement Teacher to \$47,868 (pro-rated) effective March 5, 2012 for the 2011/2012 school year.*

**Action 12-PN-266:**

*BE IT RESOLVED that the Board of Education hereby approves the revised use of 19 sick days (from 21) from the Sick Leave Bank, as specified in Article XII, paragraph 5 of the Clinton Township Education Association contract, to **Patricia Gorda**, PMG Teacher's Assistant.*

**Action 12-PN-267:**

*BE IT RESOLVED that the Board of Education hereby approves the employment of **Kathy Fontana** as a Substitute Secretary, effective March 26, 2012 for the 2011/2012 school year.*

**Action 12-PN-268:**

*BE IT RESOLVED that the Board of Education hereby approves the flowing for employment as a Substitute Teacher/Teaching Assistant, effective March 27, 2012 for the 2011/2012 school year.*

**Kim Haris**  
**Jennie Forman**  
**Ryan Pfenning**

**Action 12-PN-269:**

**BE IT RESOLVED** that the Board of Education hereby approves the revised start date for **Carmen Curci** to mentor for **Kari Setzer** from February 6, 2012 to January 31, 2012.

**Action 12-PN-270:**

**BE IT RESOLVED** that the Board of Education hereby approves **Rich Tarriff** as mentor for **Nicole Payne** at a stipend of \$550.00 prorated from February 21, 2012 through May 31, 2012.

**Action 12-PN-271:**

**BE IT RESOLVED** that the Board of Education hereby approves the revised start date for **Tim Jaw** to mentor for **Kim Mensche** from March 16, 2012 to March 13, 2012.

**Action 12-PN-272:**

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

<i>Jere Waldron</i>	<i>Boys Lacrosse</i>	<i>\$1,802.</i>
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**Action 12-PN-273:**

**BE IT RESOLVED** that the Board of Education hereby approves the Medical Leave of Absence for **Timothy Barton**, PMG 3<sup>rd</sup> Gr. Teacher, effective April 2, 2012 through June 2012, using approximately 43 sick bank days approved at the January 23, 2012 board meeting.

Motion by M. Cresti; seconded by M. Kaplan. The Board **ADOPTS** resolutions **12-PN-256** through **12-PN-260** and **12-PN-263** through **12-PN-273** on a roll call vote as follows: ayes, 9; nays, 0.

**POLICY/CURRICULUM:**

**Kevin Sturges – Chair; Michelle Cresti, Michelle Sullivan & Rachel McLaughlin**  
**Action Item 12-PC-037 through 12-PC-039**

**Action 12-PC-037:**

**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>
<i>5/7, 10, 5/11 &amp; 5/17/12</i>	<i>Echo Hill Park, Flemington, NJ</i>	<i>1<sup>st</sup> Grade</i>

May 21, 2012	Franklin Institute, Philadelphia, PA	5 <sup>th</sup> Grade
May 31, 2012 - June 3, 2012	Knowledge Masters National Competition, Washington DC	8 – 7 <sup>th</sup> & 8 <sup>th</sup> Graders
June 1, 2012	NJ Renaissance Faire Bordentown, NJ	6 <sup>th</sup> Grade

**Action 12-PC-038**

**BE IT RESOLVED** THAT THE Board of education hereby approves the following field trips:  
Board Funded:

<i>Date</i>	<i>Destination</i>	<i>Grade/Group</i>	<i>Cost</i>
5/16/12	NJ State Bar Association New Brunswick, NJ	Law Adventure Team (7 <sup>th</sup> & 8 <sup>th</sup> Students)	\$286 (Bus)
5/10/12	Gettysburg Museum Gettysburg, PA	Grade 8 (approx. 50 students)	\$2,100

**Action 12-PC-039:**

**BE IT RESOLVED** that the Board of Education hereby accepts a grant in the amount of \$4,509 from New Jersey Child Assault Prevention (NJ CAP) to provide the NJ CAP program to all kindergarten through third grade students in our district. The CAP project is a comprehensive primary prevention program and utilizes a 3-pronged approach to community prevention education: training of staff, parents and children.

**Action 12-PC-040:**

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

**ByLaw**

0168 – Recording Board Meetings

**Policies**

5519 – Dating Violence at School

6424 – Emergency Contracts

6472 – Tuition Assistance – TABLED

*8505 - School Nutrition*

*9180 – School Volunteers*

*9181 – Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants*

**Regulation**

*5519 – Dating Violence at School*

*Motion by M. Sturges; seconded by M. Sullivan. The Board **ADOPTS** resolutions **12-PC-037** through **12-PC-040 (excluding Policy 6472)** on a roll call vote as follows: ayes, 8; nays, 0; Abstain, 1 (K. Maloy).*

**COMMUNICATIONS:**

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

Ms. Grant indicated that the Communications Committee was working on several items including the announcement of the new Superintendent, a survey on the 2012-13 calendar, developing a Q&A on the budget, and revamping the newsletter.

**OLD BUSINESS**

Board Retreat - the Board will try to schedule the retreat for April 21, 2012

**NEW BUSINESS**

The Board also requested that the Superintendent provide information on several new initiatives including MAPs, American Reading Framework (ARF), Science Pilot, the IPAD cart program.

The Board also requested that the district goals and Board goals be displayed on the agenda to support student achievement.

Lebanon Borough is holding an electronics/metal recycling day on March 31st from 8 am to 1 pm.

**SECOND RECOGNITION OF THE PUBLIC**

The meeting was opened to the public at 10:05 pm.

A question was raised regarding the 2012-13 calendar.

The meeting was closed to comment at 10:07 pm.

**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 26, 2012 to discuss matters of personnel and legal rendered confidential.*
- 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.*

*Motion by M. Kaplan, seconded by R. McLaughlin. The resolution was **ADOPTED** by the full membership of the Board at 10:16 p.m.*

**ADJOURNMENT**

**Action 12-AJ-026:**

***BE IT RESOLVED** that the Board of Education adjourns this meeting at 10:40 pm. Motion by M. Sullivan, seconded by R. McLaughlin. The resolution was **ADOPTED** by the full membership of the Board.*

Respectfully Submitted,

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Anthony Del Sordi  
Interim Business Administrator/Board Secretary

Minutes Prepared: 3/30/12

Board of Education Approved:

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Frank "Jim" Dincuff  
Board President

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Date