

**CLINTON TOWNSHIP SCHOOL DISTRICT  
BOARD OF EDUCATION**

**AGENDA  
Regular Meeting/Public Hearing of the Proposed Budget  
March 26, 2012 at 7:30 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 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:**

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

**PRESIDENT'S COMMENTS/REPORT**

Public Hearing of 2012/13 Proposed Budget

Public Comment on the 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:

Current Expense	\$25,797,873
Capital Outlay	\$ 163,725
Capital Reserve Fund –	
Interest Deposit	\$ 10
Special Schools	\$ <u>106,876</u>
Total General Fund	<u>\$26,068,484</u>
Special Revenue Fund	\$ 566,066
Debt Service Fund	<u>\$ 2,170,968</u>
Total Budget	<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.

**REPORT OF THE SUPERINTENDENT OF SCHOOLS**

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

1. Enrollment
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
4. Relay for Life

**PUBLIC COMMENTS – AGENDA ITEMS ONLY**

**FIRST RECOGNITION OF THE PUBLIC**

**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**

- a. February 25, 2012
- b. February 27, 2012
- c. March 2, 2012
- d. 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.*

**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>Employee/School</b>	<b>Program Title/Location</b>	<b>Date</b>	<b>Cost</b>	<b>Mileage</b>	<b>Lodging</b>
Lisa Waddell, CTMS	Annual NJTEEA Conference & Expo, NJIT, Newark, NJ	5/11/12	\$125.	OMB	N/A
Laura O’Neil, RVS	Orton-Gillingham (Dyslexia) – 30 hr.	4/16/12 thru	\$975.	OMB + tolls and	N/A

	<i>Comprehensive Training, Secaucus, NJ</i>	<i>4/20/12</i>		<i>parking</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:

Boys Lacrosse	\$265.
Baseball	\$295.
Softball	\$300.

*\*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.

**PERSONNEL/NEGOTIATIONS:**

**Michelle Cresti – Chair; Jim Dincuff, Maria Grant & Mark Kaplan**  
**Action Items 12-PN-256 through 12-PN-272**

**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:**

*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:**

*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 Field, 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 Field, 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, in accordance with the negotiated agreement.*

**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:*

*Jere Waldron                      Boys Lacrosse                      \$1,802.*

**POLICY/CURRICULUM:**

**Kevin Sturges – Chair; Michelle Cresti, Michelle Sullivan & Rachel McLaughlin  
Action Item 12-PC-037 through 12-PC-040**

**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>
<i>May 21, 2012</i>	<i>Franklin Institute, Philadelphia, PA</i>	<i>5<sup>th</sup> Grade</i>

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:

<u>Date</u>	<u>Destination</u>	<u>Grade/Group</u>	<u>Cost</u>
5/16/12	NJ State Bar Association New Brunswick, NJ	Law Adventure Team (7 <sup>th</sup> & 8 <sup>th</sup> Students)	\$286. (Bus)
05/10/12	Gettysburg Museum Gettysburg, PA	Grade 8 (approx. 50 students)	\$2100.

**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

8505 - School Nutrition

9180 – School Volunteers

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

**Regulation**

5519 – Dating Violence at School

**COMMUNICATIONS:**

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

**OLD BUSINESS**

Board Retreat

**NEW BUSINESS**

**SECOND RECOGNITION OF THE PUBLIC**

**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 \_\_\_\_\_.*
- 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 \_\_\_\_\_ minutes.*
- d. Action will not be taken upon return.*

**ADJOURNMENT**

**Action 12-AJ-026:**

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