

**CLINTON TOWNSHIP SCHOOL DISTRICT  
BOARD OF EDUCATION**

**MINUTES**

**Regular Meeting July 23, 2012 at 7:38 PM  
Clinton Township Middle School Auditorium**

**CALL TO ORDER:** President Dincuff called the meeting to order at 7:38 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 April 25, 2012.

- a. Faxing to five newspapers designated by the Board – Hunterdon County Democrat, Hunterdon Review, Star-Ledger Courier News 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**

<b>Present:</b>	<i>Board Members:</i> Jim Dincuff, President Marc Freda Maria Grant	Rachel McLaughlin Dan McTiernan Kevin Sturges Michelle Sullivan
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<b>Present:</b>	<i>District Administrators:</i> Dr. Drucilla Clark, Superintendent of Schools Mr. Anthony Del Sordi, Interim Business Administrator/Board Secretary
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**PLEDGE OF  
ALLEGIANCE:**

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

**PRESIDENT'S COMMENTS/REPORT**

- After welcoming the new Superintendent and Business Administrator, Vito Gagliardi, Esq. reviewed the recent ruling by the Hunterdon County Prosecutor on the issue of the Sunshine Law violation. He advised that the Board should follow the corrective action recommended whenever an executive session is necessary
- Board Self-Evaluation Information- Board members should complete the online evaluation and this will be used in establishing goals for the 2012-13 school year.

- Superintendent's Introduction - Mr. Dincuff introduced Dr. Drucilla Clark, Superintendent for the Clinton Township Schools.
- Dr. Clark made an introductory statement and then read a story from the book titled "Leading the Soul". Dr. Clark also introduced Heather Spitzer, the new Business Administrator.

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

Dr. Clark will present the following to the Board of Education:

- Bridge Closing- The public was reminded that the Cokesbury Road I-78 Overpass was going to be under construction for approximately one year beginning in August.
- The public was invited to partake in the Welcome Cake that was in the lobby.

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

**PLEASE RESPECT THE 3-MINUTE SPEAKING RULE AS PER BOARD OF EDUCATION BYLAW #0167 SO THAT THE BUSINESS OF THE BOARD MAY PROCEED IN A TIMELY MANNER**

The meeting was open to public comment at 8:05 pm. No one wishes to be heard.

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

**PLEASE RESPECT THE 3-MINUTE SPEAKING RULE AS PER BOARD OF EDUCATION BYLAW #0167 SO THAT THE BUSINESS OF THE BOARD MAY PROCEED IN A TIMELY MANNER**

The meeting was open to the public at 8:06 pm. No one wished to be heard.

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

#### **Action Item 13-BA-001**

Correspondence:

- Letter from Porzio, Bromberg regarding Recent Change in Sharing and Subcontracting a Superintendent and School Business Administrator

Informational:

- The current date of the Board of Education's next meeting is Monday, August 27, 2012, which will be held in the Library of Clinton Township Middle School. Future meetings will be held in the Library and moved to the auditorium if larger groups attend the meeting.

**Action 13-BA-001:**

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

Minutes  
June 25, 2012

Executive Session  
June 25, 2012

*Motion by K. Sturges; seconded by R. McLaughlin. The Board **ADOPTS** resolutions **13-BA-001** on a roll call vote as follows: yeas, 7; nays 0.*

**COMMITTEE REPORTS**

**FACILITIES/FINANCE:**

**Kevin Sturges - Chair; Marc Freda, Kevin Maloy & Dan McTiernan**  
**Action Items 13-FF-001 through 13-FF-008**

**Action 13-FF-001:**

***BE IT RESOLVED** that the Board of Education hereby approves the payment of bills in the amount of \$148,475.32 for the period ending June 30, 2012.*

**Action 13-FF-002:**

***BE IT RESOLVED** that the Board of Education hereby approves the amended payment of bills in the amount of \$1,694,454.82 for the period ending July 23, 2012 (Check #2458 was removed and payment to JDS General Contracting (\$339,160) was added.*

**Action 13-FF-003:**

***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/ Meals</b>
<i>Mary Beth Guidi, CTMS</i>	<i>National Autism Conference, State College, PA</i>	<i>7/30/12-8/2/12</i>	<i>\$225.</i>	<i>OMB</i>	<i>N/A</i>
<i>Dr. Drucilla Clark</i>	<i>HC Annual Superintendent's Conference, Shawnee on the Delaware, PA</i>	<i>9/27/12 &amp; 9/28/12</i>	<i>\$0.</i>	<i>OMB</i>	<i>\$135. (Hotel-One night) Meals OMB guidelines</i>

**Action 13-FF-004:**

*BE IT RESOLVED that the Board of Education hereby acknowledges the following requests for graduate course approval, in accordance with the Negotiated Agreement:*

<b>Employee/ BOE Member/School</b>	<b>Program Title/Location</b>	<b>Date</b>
<i>Amy Platt, PMG</i>	<i>Writing and Culture, Univ. of Pennsylvania</i>	<i>Summer 2012</i>
<i>Lynn Avery, SRS</i>	<i>Human Development, Univ. of Pennsylvania</i>	<i>Summer 2012</i>
<i>Emily Sheeler, SRS</i>	<i>Basic Principles of Behavior, Rutgers Univ.</i>	<i>Fall 2012</i>
<i>Kate Zimmerbaum, CTMS</i>	<i>Strategies for Curriculum Development &amp; Change, Caldwell College</i>	<i>Fall 2012</i>

**Action 13-FF-005:**

*BE IT RESOLVED that the Board of Education hereby authorizes Brinkerhoff Environmental Services, Inc. to perform the follow-up testing as outlined in the Proposal for Radon Mitigation Services proposal and as a result of the Indoor Air Quality testing, expanded to include additional radon testing at SRS and CTMS schools, at an estimated cost of \$11,650.00.*

**Action 13-FF-006:**

*BE IT RESOLVED that the Board of Education hereby approves Dr. Kearney (Alexander Road Associates) to perform an outside psychiatric evaluation for SID #4776466811, not to exceed \$495.00.*

**Action 13-FF-007:**

**BE IT RESOLVED** that the Board of Education approves the request for pupil transportation to Dual Residences within Clinton Township in accordance with Regulation R8600 "Pupil Transportation" for the 2012/2013 school year:

<u>SID#</u>	<u>School</u>
5449626420	RVS
3544779131	RVS
3367613950	RVS

**Action 13-FF-008:**

**BE IT RESOLVED** that the Board of Education hereby approves SID #9578138149 to attend Douglass Developmental Disabilities Center for the 2012/2013 school year at a tuition rate of \$98,060.

Motion by K. Sturges; seconded by D. McTiernan. The Board **ADOPTS** resolutions **13-FF-001** through **13-FF-008** on a roll call vote as follows: yeas, 7; nays, 0 (Mr. Freda voted No on two items related to check #2418 for 4/4/12 and 4/16/12.

**PERSONNEL/NEGOTIATIONS:**

**Michelle Cresti – Chair; Jim Dincuff, Maria Grant & Kevin Maloy**

**Action Items 13-PN-001 through 13-PN-030**

**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 AND WITHIN THE CURRENT SCHOOL BUDGET.**

**Action 13-PN-001:**

**BE IT RESOLVED** that the Board of Education hereby approves the position changes and/or transfers for the following teachers for the 2012-2013 school year:

	<u>2011-2012</u>	<u>2012-2013</u>
Pill, Katie	PMG Grade 3	PMG Special Ed Teacher - Resource Room
Selbo, Jill	RVS Science Gr. 6	CTMS Science Gr. 7
Nugent, Danielle	SRS Special Ed Teacher – Little Stars	PMG Special Ed Teacher Little Stars
Portland, Kelli	PMG Special Ed Teacher Little Stars	SRS Special Ed Teacher Little Stars

**Action 13-PN-002:**

***BE IT RESOLVED*** that the Board of Education hereby accepts, with regret, the resignation of ***Marygrace Flynn***, RVS Teacher, Grade 4, effective September 1, 2012.

**Action 13-PN-003:**

***BE IT RESOLVED*** that the Board of Education hereby approves the adjusted salary for ***Marlene Chynoweth***, CTMS Teacher – Grade 8 Math, from \$62,492 to \$61,242, effective August 29, 2012 through June 30, 2013.

**Action 13-PN-004:**

***BE IT RESOLVED*** that the Board of Education hereby approves the employment of ***Danielle Cordaro*** as RVS Special Education Teacher – Resource Room (IEP Requirement), at Step ABC, MA in Field, \$52,892, effective August 29, 2012 through June 30, 2013.

**Action 13-PN-005:**

***BE IT RESOLVED*** that the Board of Education hereby approves the employment of ***Monica Doherty*** as RVS/CTMS Teacher of the Deaf (replacement for T. Dunlap), at Step ABC, MA in Field, \$52,892, effective August 29, 2012 through June 30, 2013.

**Action 13-PN-006:**

***BE IT RESOLVED*** that the Board of Education hereby approves the employment of ***Kelly Gallo*** as RVS Special Education Teacher – Resource Room (replacing S. de Barra), at Step ABC, BA, \$49,142, effective August 29, 2012 through June 30, 2013.

**Action 13-PN-007:**

***BE IT RESOLVED*** that the Board of Education hereby approves the employment of ***Christina Giordano*** as RVS School Guidance Counselor (replacing N. Arvizzigno), at Step ABC, MA in Field, \$52,892, effective August 29, 2012 through June 30, 2013.

**Action 13-PN-008:**

***BE IT RESOLVED*** that the Board of Education hereby approves the employment of ***Kristen Neidhammer*** as RVS Special Education Teacher (replacing A. Hodulik), at Step ABC, BA, \$49,142, effective August 29, 2012 through June 30, 2013.

**Action 13-PN-009:**

***BE IT RESOLVED*** that the Board of Education hereby approves the employment of ***Ryan Pfenning*** as RVS Special Education Teacher (IEP requirement), at Step ABC, MA in Field, \$52,892, effective August 29, 2012 through June 30, 2013.

**Action 13-PN-010:**

***BE IT RESOLVED*** that the Board of Education hereby approves the employment of **Christina Ritt** as RVS Special Education Teacher (replacing K. Miller), at Step F, MA in Field, \$56,242, effective August 29, 2012 through June 30, 2013.

**Action 13-PN-011:**

***BE IT RESOLVED*** that the Board of Education hereby approves the employment of **Brittany Tanis** as SRS Teacher - Music (replacing L. Krov), at Step ABC, BA, \$49,142, effective August 29, 2012 through June 30, 2013.

**Action 13-PN-012:**

***BE IT RESOLVED*** that the Board of Education hereby approves the employment of **Staci Kubiak** as RVS Maternity Leave Replacement Teacher – Social Studies, Grade 6 (replacing T. Materna), at Step ABC, BA, \$49,142, effective August 29, 2012 through June 30, 2013.

**Action 13-PN-013:**

***BE IT RESOLVED*** that the Board of Education hereby approves the employment of **Maria Chaves**, CTMS Maternity Leave Replacement Teacher – World Language (replacing C. Caballero), Step ABC, BA, \$49,142, effective August 29, 2012 through June 30, 2013

**Action 13-PN-014:**

***BE IT RESOLVED*** that the Board of Education hereby approves the employment of **Anna Kirk**, PMG Medical Leave Replacement Teacher – Grade 3 (replacing T. Barton), Step ABC, BA, \$49,142, effective August 29, 2012 through December 21, 2012.

**Action 13-PN-015:**

***BE IT RESOLVED*** that the Board of Education hereby approves the employment of **Kari Setzer**, CTMS Maternity Leave Replacement Teacher – World Language (replacing L. Perdue), Step ABC, BA, \$49,142, effective August 29, 2012 through June 30, 2013

**Action 13-PN-016:**

***BE IT RESOLVED*** that the Board of Education hereby approves the employment of **Barbara Gallagher** as RVS Lunch Aide (replacing J. Cook), at \$12.75 per hour, effective September 1, 2012 through June 30, 2013.

**Action 13-PN-017:**

***BE IT RESOLVED*** that the Board of Education hereby approves the employment of **Courtney Hauck** as RVS Teacher – Grade 5 (replacing L. Brezinsky), at Step ABC, BA, \$49,142, effective August 29, 2012 through June 30, 2013.

**Action 13-PN-018:**

**BE IT RESOLVED** that the Board of Education hereby approves the employment of **Caitlin Hughes** as CTMS Teacher – Grade 8 Social Studies (replacing L. Pike), at Step ABC, MA, \$51,642, effective August 29, 2012 through June 30, 2013.

**Action 13-PN-019:**

**BE IT RESOLVED** that the Board of Education hereby approves the employment of **Kristina Knapp** as CTMS Special Ed Teacher – Grades 7/8 Self Contained (replacing C. Baumann), at Step ABC, BA, \$49,142, effective August 29, 2012 through June 30, 2013.

**Action 13-PN-020:**

**BE IT RESOLVED** that the Board of Education hereby approves the employment of **Lina Staropoli**, SRS Maternity Leave Replacement Special Ed Teacher – Grade 1 (replacing G. MacQueen), Step ABC, BA, \$49,142, effective August 29, 2012 through June 30, 2013.

**Action 13-PN-021:**

**BE IT RESOLVED** that the Board of Education hereby approves the employment of **Heather Burns**, SRS Maternity Leave Replacement Special Ed Teacher – Grade 1 (replacing E. Evans), Step ABC, BA, \$49,142, effective August 29, 2012 through June 30, 2013.

**Action 13-PN-022:**

**BE IT RESOLVED** that the Board of Education hereby approves the employment of **Kerri Harbison**, SRS Maternity Leave Replacement Teacher – Grade K (replacing M Zupanc), Step ABC, BA, \$49,142, effective August 29, 2012 through December 23, 2012.

**Action 13-PN-023:**

**BE IT RESOLVED** that the Board of Education hereby approves the movement across the salary guide for the following certificated staff effective September 1, 2012 for the 2012/2013 school year:

<i>Effective Date</i>	<i>Name</i>	<i>2011/2012 Step/Degree</i>	<i>2011/2012 Salary</i>	<i>2012/2013 Step/Degree</i>	<i>2012/2013 Salary</i>
09/01/2012	Allen, Jean	I - MA in F+15	\$66,992	I – MA in F+30	\$68,242
09/01/2012	Fuhrman, Faith	AB – MA in F	\$52,892	ABC – MA in F+15	\$55,392
09/01/2012	Hornbake, Alice	F – MA in F+30	\$59,992	F – MA in F +45	\$61,242
09/01/2012	Williams, Julia	ABC – BA	\$49,142	ABC – BA+15	\$50,092



**Action 13-PN-024:**

**BE IT RESOLVED** that the Board of Education hereby approves the following 2012/2013 appointments of and employment contracts for the services provided for the Lebanon Borough School District through the Interlocal Agreement, as follows, (salaries to be adjusted upon the settlement of the Lebanon Borough Negotiated Agreement).

<i>Last Name</i>	<i>First Name</i>	<i>Position</i>	<i>Salary</i>
<i>Bobal</i>	<i>Sherry Ann</i>	<i>Secretarial</i>	<i>\$4,411</i>
<i>Hanley</i>	<i>Diane</i>	<i>Payroll Coordinator</i>	<i>\$4,411</i>
<i>Krupp</i>	<i>Debbie</i>	<i>H/R Coordinator</i>	<i>\$4,411</i>
<i>Lemon</i>	<i>Terri</i>	<i>A/P Coordinator</i>	<i>\$4,411</i>
<i>McLoughlin</i>	<i>Mary</i>	<i>Director of Special Services</i>	<i>\$7,539</i>
<i>Nor</i>	<i>Michelle</i>	<i>Secretary to Director of Special Services</i>	<i>\$4,411</i>

**Action 13-PN-025:**

**BE IT RESOLVED** that the Board of Education hereby approves extending the contract for **Anthony Del Sordi**, Interim Business Administrator/Board Secretary, effective July 1, 2012 – July 31, 2012 at an hourly rate of \$75.00 not to exceed 75 hours.

**Action 13-PN-026:**

**BE IT RESOLVED** that the Board of Education hereby approves the following Child Study Team personnel to complete summer evaluations, to be paid at their 2012/2013 per diem rates of pay.

<u>Name</u>	<u>Number of Days</u>	<u>Per Diem Rate *</u>
<i>Renee Vocaturo</i>	<i>5 additional days</i>	<i>\$269.46</i>
<i>Allison LeFebvre</i>	<i>6 additional days</i>	<i>\$349.96</i>

\*Per diem rate is determined at 1/200<sup>th</sup> of salary

**Action 13-PN-027:**

**BE IT RESOLVED** that the Board of Education hereby approves **Lisanne Bartram** to work as a substitute teacher for ESY (July 2 – August 2, 2012), at an hourly rate of pay of \$36.53.

**Action 13-PN-028:**

**BE IT RESOLVED** that the Board of Education hereby approves **Jessica Willis** to work MUJC ESY program as a TA with SID #9464358664 from June 27, 2012 to August 8, 2012. Not to exceed 6 hours a day, 5 days a week, at a rate of \$15.00 per hour.

**Action 13-PN-029:**

**BE IT RESOLVED** that the Board of Education hereby authorizes to approve the following teachers to continue writing and revising curriculum in Rubicon Atlas during the summer of 2012 at a contractual hourly rate of \$35.94 per hour not to exceed a total of \$5,000.00 to be paid through NCLB funds:

<i>Jean Allen</i>	<i>Martha Lavalette</i>
<i>Erinn Auletta</i>	<i>Deborah Lenig</i>
<i>Lynn Avery</i>	<i>Fran Lin</i>
<i>Lisanne Bartram</i>	<i>Julie Mooney</i>
<i>Tracy Carew</i>	<i>Kathleen Pilla</i>
<i>Carmen Curci</i>	<i>Amy Platt</i>
<i>Jennifer Cwynar</i>	<i>Susan Rivers</i>
<i>Patrick Ferrante</i>	<i>Tina Rockafellow</i>
<i>Ronda Ferri</i>	<i>Jennifer Sandorse</i>
<i>Suzanne Gitomer</i>	<i>Kristina Schultz</i>
<i>Polly Glowatz</i>	<i>Jill Selbo</i>
<i>Roberta Grambor</i>	<i>Heather Shanklin</i>
<i>Courtney Hauck</i>	<i>Julie Snee</i>
<i>Kelly Hill</i>	<i>Mary Claire Spadone</i>
<i>Laura Jaw</i>	<i>Debra Tackney</i>
<i>Tim Jaw</i>	<i>Kate Zimmerbaum</i>

**Action 13-PN-030:**

**BE IT RESOLVED** that the Board of Education hereby approves Student Teacher Patricia Toto from Kean University, to be placed with **Lisa Fama**, RVS Speech/Language Therapist, effective 9/4/12 through December 21, 2012.

Motion by M. Grant; seconded by R. McLaughlin. The Board **ADOPTS** resolutions **13-PN-001** through **13-PN-030** on a roll call vote as follows: yeas, 7; nays, 0.

**POLICY/CURRICULUM:**

**Rachel McLaughlin – Chair; Michelle Cresti, Kevin Sturges & Michelle Sullivan**  
**Action Item 13-PC-001 through 13-PC-004**

**Action 13-PC-001:**

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

**Policies**

1631 – Residency Requirements for Person Holding School District Office, Employment or Position (New)  
2431 – Athletic Competition – (Revised)

**Action 13-PC-002:**

***BE IT RESOLVED** that the Board of Education hereby approves the grant application for the New Jersey Child Assault Prevention program (NJ CAP) for the 2012/13 school year 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 13-PC-003:**

***BE IT RESOLVED** that the Board of Education hereby accepts the BCBA (Applied Behavior Analysis/Behavioral Consultant) job description.*

**Action 13-PC-004:**

***BE IT RESOLVED** that the Board of Education hereby authorizes to approve joining with other districts in Hunterdon County to form a consortium to plan and purchase additional resources and services for preparing for the new teacher evaluation requirements at a cost of \$15,394.00.*

*Motion by R. McLaughlin; seconded by M. Sullivan. The Board **ADOPTS** resolutions **13-PC-001** through **13-PC-004** on a roll call vote as follows: yeas, 7; nays, 0.*

**COMMUNICATIONS:**

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

The committee discussed with Dr. Clark various ways of increasing communications with the staff and public. The committee is working on a new publication called Hot Topics and also looking at revisions to the District web site. Dr. Clark will also be preparing articles for the Clinton Township Newsletter

**OLD BUSINESS**

- Mr. Gagliardi discussed the three methods for amending items on the agenda including before a motion is made, and the two options once a motion is made.
- Mr. Dincuff asked Marie Grant and Michelle Sullivan to serve as Process Guardians during the meeting to ensure that Robert's Rules were being followed.
- Mr. Dincuff will attempt to set up a Special meeting in August to set Board goals and also review the Core Values drafted during the Board retreat.

**NEW BUSINESS**

- R. McLaughlin indicated that a teacher sent her child a note and this is further evidence of the good staff employed in Clinton Township.
- Mr. Freda recommended that the Board attorney continue to attend Board meetings.
- Marie Grant requested that the Board approve the submission of two letters to the editor of the Hunterdon Democrat in response to a recent letter in the newspaper. The letter must be limited to five hundred words.

**Be It Resolved** that the Board of Education does hereby authorize the submission of two letters to the editor of the Hunterdon Democrat on behalf of the Board to address the position of the new Business Administrator and the restructuring of Business Office personnel and the use of an Interim Business Administrator.

*Motion by M. Grant; seconded by R. McLaughlin. The Board **ADOPTS** resolutions **13-PC-001** through **13-PC-004** on a roll call vote as follows: yeas, 7; nays, 0.*

**SECOND RECOGNITION OF THE PUBLIC**

**PLEASE RESPECT THE 3-MINUTE SPEAKING RULE AS PER BOARD OF EDUCATION BYLAW #0167 SO THAT THE BUSINESS OF THE BOARD MAY PROCEED IN A TIMELY MANNER**

*The meeting was opened to the Public at 9:00 pm. No one wished to be heard.*

**ADJOURNMENT**

**Action 13-AJ-001:**

**BE IT RESOLVED** that the Board of Education adjourns this meeting at 9:04 pm. Motion by M. Freda; 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: 7/26/12

Minutes remain unofficial until Board of Education approval.

Board of Education Approved:

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Frank "Jim" Dincuff  
Board President

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Date