

**CLINTON TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION**

AGENDA

**Regular Meeting March 21, 2016 at 7:00 PM
Clinton Township Middle School Auditorium**

CALL TO ORDER: _____ called the meeting to order at _____ 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 January 7, 2016.

- a. Faxing to three newspapers designated by the Board – Hunterdon County Democrat, Hunterdon Review and Express Times
- b. Posting on the District Website, the main bulletin board in the Administration Office and in each Clinton Township School
- c. Faxing to the Clerk of Clinton Township

ROLL CALL

	Present	Absent	Time of Arrival after meeting has been called to order
Mrs. Maria Grant			
Mrs. Rachel McLaughlin			
Mrs. Gina Hand			
Mrs. Alissa Olawski			
Mrs. Maria McHugh			
Mrs. Yehara Raddalgoda			
Mr. John Patuto			
Mr. Kevin Sturges			
Mrs. Susan Vanderoef			

Present: *District Administrators:*
_____ Dr. Drucilla W. Clark, Superintendent of Schools
_____ Mr. Anthony Juskiewicz, Business Administrator/Board Secretary

Also Present: _____ Vito Gagliardi, Esq., Board Attorney

PLEDGE OF ALLEGIANCE: _____ led the Board in the Pledge of Allegiance.

PROCESS GUARDIAN: _____ was appointed Process Guardian.

EXECUTIVE SESSION:

***WHEREAS**, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Clinton Township Board of Education to be held in public, N.J.S.A. 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in “Executive Session,” i.e. without the public being permitted to attend, and*

***WHEREAS**, the Clinton Township Board of Education has determined that the following issues are permitted by N.J.S.A. 10: 4-12(b) to be discussed without the public in attendance and shall be discussed during an Executive Session.*

***WHEREAS**, any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual’s personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly. The nature of the matter, described as specifically as possible without undermining the need for confidentiality is a hearing before the Board pursuant to N.J.S.A. 18A:37-13.2 et. seq., the Anti-Bullying Bill of Rights Act.*

***WHEREAS**, the length of the Executive Session is estimated to be thirty (30) minutes after which the meeting shall reconvene and proceed with business.*

***NOW, THEREFORE, BE IT RESOLVED** that the Clinton Township Board of Education will go into Executive Session for only the above stated reasons;*

***BE IT FURTHER RESOLVED** that the Board hereby declares that its discussion of the aforementioned subject will be made public at such time as the reason for confidentiality no longer exists.*

Formal action will not be taken.

Time:

(_____ Moved; _____ Seconded; _____ Ayes; _____ Nays; _____ Abstain)

***BE IT RESOLVED** that the Board of Education hereby approves reconvening the regular Board meeting.*

Time:

(_____ Moved; _____ Seconded; _____ Ayes; _____ Nays; _____ Abstain)

PRESIDENT’S COMMENTS/REPORT

REPORT OF THE SUPERINTENDENT OF SCHOOLS

Action Item 16-SU-013

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

1. Enrollment Report - 1,412
2. Suspension Report :
 - (2) - 1 day in school suspensions - CTMS
 - (1) - ½ day in school suspensions - RVS
3. HIB Reports
4. 2016/17 Preliminary Budget Presentation with Mr. Juskiewicz

Action 16-SU-013:

***BE IT RESOLVED** that the Board of Education hereby accepts the enrollment, suspension and HIB reports of the Superintendent as presented.*

Board of Education Roll Call Vote

	<u>Mrs. Grant</u>	<u>Mrs. Hand</u>	<u>Mrs. Olawski</u>	<u>Mrs. McHugh</u>	<u>Mrs. McLaughlin</u>	<u>Mrs. Raddalgoda</u>	<u>Mr. Patuto</u>	<u>Mr. Sturges</u>	<u>Mrs. Vanderoef</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

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.

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.

REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY

Action 16-BA-026 through 16-BA-029

Informational:

- The date of the Board of Education's next meeting is scheduled for Monday, April 25, 2016 at 7:30 p.m. in the Auditorium of Clinton Township Middle School. There will be a Public Hearing on the 2016/17 School Budget.

Action 16-BA-026:

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

Minutes

February 22, 2016

March 10, 2016 Special Meeting

March 12, 2016 Special Meeting

March 15, 2016 Special Meeting

Executive Session

February 22, 2016

Action 16-BA-27:

***BE IT RESOLVED** that the Board of Education hereby approves the Board Secretary and Treasurer's Reports for the period ending February 29, 2016.*

Action 16-BA-28:

***BE IT RESOLVED** that the Board of Education hereby approves the line item transfers for the period(s) ending February 29, 2016.*

Action 16-BA-29:

***BE IT RESOLVED** that the Board Secretary, pursuant to N.J.A.C. 6A: 23A-16.10 (c) 3 does hereby certify that as of 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: 23A-16.10 (a);*

***BE IT FURTHER RESOLVED** that the Superintendent of Schools recommends that the Clinton Township Board of Education accept the monthly financial reports of the Secretary and Treasurer of School Monies for the month(s) February 29, 2016 and further recommends, in compliance with N.J.A.C. 6A: 23A-16.10 (c) 4, that the Board of Education certifies that no*

major account has been over-expended in violation of N.J.A.C. 6A: 23A-16.10 (b), and that as of this report sufficient funds are available to meet the district's financial obligations for the remainder of the year.

Board of Education Roll Call Vote

	<u>Mrs. Grant</u>	<u>Mrs. Hand</u>	<u>Mrs. Olawski</u>	<u>Mrs. McHugh</u>	<u>Mrs. McLaughlin</u>	<u>Mrs. Raddalgoda</u>	<u>Mr. Patuto</u>	<u>Mr. Sturges</u>	<u>Mrs. Vanderoef</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

COMMITTEE REPORTS

FACILITIES/FINANCE:

John Patuto - Chair; Maria Grant, Maria McHugh & Alissa Olawski
Action Items 16-FF-176 through 16-FF-194

Action 16-FF-176:

***BE IT RESOLVED** that the Board of Education hereby approves the payment of bills in the amount of \$ 2,911,639.60 for the period ending March 21, 2016.*

Action 16-FF-177:

***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.*

Employee	Program Title/Location	Date	Cost	Mileage	Lodging/ Meals
Dorothy Daniello Jessica Moore Francis Lin Martha Lavalette	NGSS Summer Institute for grades 6-12 Branchburg, NJ	7/25/16- 7/29/16	\$250.00 per person	OMB	N/A
Carole Frey	Selective Mutism in the School	4/15/16	\$180.00	OMB	N/A

	Cherry Hill, NJ				
Diane Cormican	25th Annual NJACE Conference Somerset, NJ	4/15/16	\$219.00	OMB	N/A
Maureen Zappulla Jennifer Paccione	Guided Reading, Train the Trainer Workshop Rutgers, Piscataway, NJ	3/18/16	\$150.00 per person	OMB	N/A

Action 16-FF-178:

BE IT RESOLVED that the Board of Education hereby approves the following resolution adopting the 2016/17 Tentative Proposed Budget.

BE IT RESOLVED that the tentative budget be approved for the 2016/17 school year using the 2016/17 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline and to advertise said tentative budget in the Hunterdon Democrat in accordance with the form prescribed by the State Department of Education and according to law; and;

	General Fund	Special Revenues	Debt Service	TOTAL
2016/17 Total Expenditures	\$26,439,730	\$ 324,080	\$ 2,093,007	\$28,856,817
Less: Anticipated Revenues	\$ 3,626,314	\$ 324,080	\$ 1,440	\$ 3,951,834
Taxes to be Raised	\$22,813,416	\$ --	\$ 2,091,567	\$24,904,983

BE IT FURTHER RESOLVED, that a public hearing be held at the Clinton Township Middle School Auditorium, 34 Grayrock Road, Clinton, New Jersey on April 25, 2016 at 7:30 p.m. for the purpose of conducting a public hearing on the budget for the 2016/17 school year.

WHEREAS, the Clinton Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A: 23A-7.3 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

***WHEREAS**, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$1,500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and*

***WHEREAS**, travel and related expenses not in compliance with N.J.A.C. 6A: 23A-7.3 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now*

***THEREFORE, BE IT RESOLVED**, the Board of Education approves all travel not in compliance with N.J.A.C. 6A: 23A-7.3 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and*

***BE IT FURTHER RESOLVED**, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3(b)1, to a maximum expenditure of \$70,000 for all staff and board members.*

Action 16-FF-179

***BE IT RESOLVED** that the Board of Education hereby approves a contract with PRISM/Montclair State University to provide Next Generation Science Standards professional development for approximately 20 teachers in grades K-5 on May 31, 2016 in the amount of \$1,400.*

Action 16-FF-180:

***BE IT RESOLVED** that the Board of Education hereby approves High Impact Youth Training Services, LLC to provide two additional District wide Internet Safety Seminars for both parents and staff for a total rate of \$1,350.00 in the 2015/16 school year.*

Action 16-FF-181:

***BE IT RESOLVED** that the Board of Education hereby approves Professional Education Services, Inc to provide 10 hours a week of home instruction to SID #1709499680 beginning February 25, 2016 until April 14, 2016 at a rate of \$28.62 per hour*

Action 16-FF-182:

***BE IT RESOLVED** that the Board of Education hereby approves the following payment applications for the Round Valley Exterior Improvement Project as follows:*

<u>Payment Application #</u>	<u>Payee</u>	<u>Amount</u>
3	Drill Construction	\$50,208.45

Action 16-FF-183:

BE IT RESOLVED that the Board of Education hereby approves the following payment applications for the District WasteWater Treatment Plant Rehabilitation Project as follows:

<u>Payment Application #</u>	<u>Payee</u>	<u>Amount</u>
3	Iron Hills Construction.	\$9,211.96

Action 16-FF-184:

BE IT RESOLVED that the Board of Education hereby approves an increase in the 2015/16 budget to appropriate \$66,000 from Capital Reserve to Account 12-000-400-931-000-000 for the following projects:

Engineer fees for 2nd phase of WWTP upgrades at PMG & RVS \$60,000
 Engineer fees over-site \$6,000

Action 16-FF-185:

BE IT RESOLVED that the Board of Education hereby approves a contract with PRISM/Montclair State University to provide Next Generation Science Standards professional development for approximately 20 teachers in grades K-5 on May 31, 2016 in the amount of \$1,400.

Action 16-FF-186:

BE IT RESOLVED that the Board of Education hereby amends prior motion 16-FF-142 (January 11, 2016) to reflect PreSchool and Little Stars ESY classes to be held at Clinton Township Middle School due to maintenance/repairs at Spruce Run School.

Action 16-FF-187:

BE IT RESOLVED that the Board of Education hereby approves Kaleidoscope Family Solutions, Inc to provide a Speech and Language Specialist at \$85.00 per hour to begin March 22, 2016 until June 16, 2016 not to exceed 17 hours a week.

Action 16-FF-188:

BE IT RESOLVED that the Board of Education hereby accepts grants for the 2015/16 school year from the Clinton Township Foundation for Educational Excellence as follows:

PMG - Hands-On Science (Gr. 2 and Gr. 3) \$5,000
 CTMS - Motivational Speaker \$5,000
 CTMS - Projector Screen for CTMS Gym \$15,199.20

Action 16-FF-189:

BE IT RESOLVED that the Board of Education hereby approves a Send/Receive Tuition contract Agreement between the Lebanon Borough School District and the Clinton Township Board of Education for the 2016/17 school year for a total cost of \$552,399 as follows:

31 Middle School Students @	\$ 15,210 each
2014/15 tuition adjustments @	\$ 4,839 total
	<u>\$476,349 Total*</u>
 5 Special Education Students @	 \$ <u>15,210</u> each
	<u>\$ 76,050 Total*</u>

*Separate contracts for each figure will be issued and signed by both districts.

Action 16-FF-190:

BE IT RESOLVED that the Board of Education hereby approves the 2016/17 receiving tuition annual rates as follows:

Pre-School/Kindergarten	\$16,043
Grades 1-5	\$17,416
Grades 6-8	\$15,210
 Autism	 \$41,279

Action 16-FF-191:

BE IT RESOLVED that the Board of Education hereby approves Kelly Gallo to provide math instruction 40 minutes a day 5 days a week to SID #1834833172 beginning March 3, 2016 until June 16, 2016 at her hourly rate of \$35.10 per hour.

Action 16-FF-192:

BE IT RESOLVED that the Board of Education hereby approves Kelly Gallo to provide home instruction to SID #9061334607 from March 24, 2016 until June 16, 2016 not to exceed 35 hours at a rate of \$28.62 per hour.

Action 16-FF-193:

BE IT RESOLVED that the Board of Education hereby approves Susan Rivers to provide 5 hours a week of home instruction to Non-Public SID #20683 beginning February 25, 2016 until March 24, 2016 at a rate of \$28.62 per hour.

Action 16-FF-194:

BE IT RESOLVED that the Board of Education hereby approves *Elise Pozensky-Cohen* to conduct several Functional Behavior Assessments (FBAs), not to exceed six hours, in the home and community for SID #9909918200, effective April through May 2016, to be paid at her hourly rate of pay of \$41.96.

Board of Education Roll Call Vote

	<u>Mrs. Grant</u>	<u>Mrs. Hand</u>	<u>Mrs. Olawski</u>	<u>Mrs. McHugh</u>	<u>Mrs. McLaughlin</u>	<u>Mrs. Raddalgoda</u>	<u>Mr. Patuto</u>	<u>Mr. Sturges</u>	<u>Mrs. Vanderoef</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

PERSONNEL/NEGOTIATIONS:

Personnel: Susan Vanderoef – Chair; Maria Grant, Gina Hand & Alissa Olawski

Negotiations: Maria Grant- Chair; Alissa Olawski, John Patuto & Gina Hand

Action Items 16-PN-146 through 16-PN-152

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 16-PN-146:

BE IT RESOLVED that the Board of Education hereby appoints *Michelle Cone* as the Affirmative Action Officer for the 2016/17.

Action 16-PN-147:

BE IT RESOLVED that the Board of Education hereby approves the request for a Disability Leave of Absence for **Richard Hoffman**, RVS Custodian, from April 20, 2016 through June 1, 2016.

Action 16-PN-148:

BE IT RESOLVED that the Board of Education hereby approves **Kim Zundel**, Teaching Assistant, to transfer from Round Valley School to Spruce Run School effective March 7, 2016. for SID UT001.

Action 16-PN-149:

BE IT RESOLVED that the Board of Education hereby approves **Theresa Fernandez**, Teaching Assistant, to conduct a Research Study for certification through the University of West Florida, from March 22, 2016 through the end of the school year.

Action 16-PN-150:

BE IT RESOLVED that the Board of Education hereby amends prior action (16-PN-124) (January 11, 2016) to reflect a change in start date of the Disability/Maternity leave for **Jill Jordan**, RVS Teacher – Grade 4 from April 21, 2016 to April 14, 2016.

Action 16-PN-151:

BE IT RESOLVED that the Board of Education hereby approves the request for a Disability Leave of Absence for **Heather Burd**, CTMS .5 Child Study Team Secretary, from April 11, 2016 through April 22, 2016.

Action 16-PN-152:

BE IT RESOLVED that the Board of Education approves the submission of the application for a waiver for N.J.A.C. 6A:5 regarding Teacher Evaluation to the New Jersey Department of Education for the 2016/2017 school year.

Board of Education Roll Call Vote

	Mrs. Grant	Mrs. Hand	Mr. Olawski	Mrs. McHugh	Mrs. McLaughlin	Mrs. Raddalgoda	Mr. Patuto	Mr. Sturges	Mrs. Vanderoef
Motion									
Aye									
Nay									
Abstain									
Absent									

POLICY/CURRICULUM:

Rachel McLaughlin – Chair; Maria McHugh, Kevin Sturges & Yehara Raddogada
Action Items 16-PC-028 through 16-PC-031

Action 16-PC-028:

BE IT RESOLVED that the Board of Education hereby approves the first reading of the following 1000 series (Community Relations) policies and regulations:

Policies

- 1000/1010 - Concepts and Roles/Goals and Objectives in Community Relations
- 1100 - Communicating with the Public
- 1110 - Media
- 1111 - District Publications

- 1120 - Board of Education Meetings
- 1140 - Distribution of Materials by Students and Staff
- 1200 - Participation by the Public
- 1220 - Ad Hoc Advisory Committees
- 1230 - School-Connected Organizations
- 1250 - Visitors
- 1312 - Community Complaints and Inquiries
- 1314 - Solicitation and Fundraising
- 1315 - Distribution of Materials and Flyers
- 1322 - Contests for Students
- 1330 - Use of School Facilities
- 1410 - Local Units
- 1600 - Relations Between Other Entities and the District
- 1600.1 - Corporate Sponsors

Regulations

- 1100 - Communicating with the Public
- 1200 - Volunteers
- 1250 - Visitors
- 1312 - Community Complaints and Inquiries
- 1330 - Use of School Facilities

Action 16-PC-029:

BE IT RESOLVED that the Board of Education hereby authorizes the submission of the Comprehensive Equity Plan for the three years 2016/17 through 2018/19 to the County Office for approval.

Action 16-PC-030:

BE IT RESOLVED that the Board of Education hereby approves the following field trip(s) (at board expense):

<u>Date</u>	<u>Destination</u>	<u>Grade/Group</u>	<u>Teacher</u>
April 23, 2016	Bridgewater Middle School Bridgewater, NJ	Robotics Club	Ms Waddell

Action 16-PC-031:

BE IT RESOLVED that the Board of Education hereby approves the following field trip(s) (costs are funded through outside sources):

<u>Date</u>	<u>Destination</u>	<u>Grade/Group</u>	<u>Teacher</u>
April 14, 2016	State Theatre Center Easton, PA	Grade 6	Ms. Spadone
May 17 & 19, 2016 Rain date: May 24, 2016	Echo Hill Annandale, NJ	Grade 3	Mr. Barton

Board of Education Roll Call Vote

	Mrs. Grant	Mrs. Hand	Mrs. Olawski	Mrs. McHugh	Mrs. McLaughlin	Mrs. Raddalgoda	Mr. Patuto	Mr. Sturges	Mrs. Vanderoef
Motion									
Aye									
Nay									
Abstain									
Absent									

FEASIBILITY OF SCHOOL CLOSING AD-HOC:

Maria Grant – Chair; Susan Vanderoef, Yehara Raddogada & Rachel McLaughlin

OLD BUSINESS

NEW BUSINESS

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.

ADJOURNMENT

Action 16-AJ-015:

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

Time: _____

(_____ Moved; _____ Seconded; _____ Ayes; _____ Nays)