

**CLINTON TOWNSHIP SCHOOL DISTRICT  
BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
Budget Hearing - April 26, 2021 at 7:30 p.m.  
Virtual Access**



**CALL TO ORDER:** \_\_\_\_\_ called the meeting to order at \_\_\_\_\_ p.m.

**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 public notice on January 8, 2021 to two newspapers designated by the Board: Express Times and Hunterdon Review and the public hearing notice on the 2021-2022 Budget Hearing was published on April 22, 2021 in the Hunterdon Democrat.

- a. Notices were posted on the District Website, the main bulletin board in the Administration Offices and in each Clinton Township School.
- b. Notices were sent to the municipal clerk of Clinton Township.

**PUBLIC COMMENT PROCESS:**

During the public comment portions of the meeting, any member of the public wishing to comment may press the “raise hand” icon on Zoom video. This can be found by clicking the Participants button at the bottom of the Zoom window, then the Blue Hand at the bottom of the Participant window. If anyone has called into the meeting by phone, the last 4 digits of their phone number will be stated, and they will have the opportunity to unmute themselves to address the board. Until recognized, the members of the public will be kept muted.

**ROLL CALL:**

<b>Board Member</b>	<b>Present</b>	<b>Absent</b>	<b>Time of arrival after meeting called to order:</b>
Dr. Laura Brasher			
Ms. Stacie-Ann Creighton			
Ms. Catherine Mary Emery			
Dr. Alison Grantham			
Mr. Scott Hornick			
Ms. Jennifer Kaltenbach			
Ms. Alyssa Oliver			
Dr. Catherine Riihimaki			
Ms. Lana Brennan			

**PLEDGE OF ALLEGIANCE:** \_\_\_\_\_ led the Board in the Pledge of Allegiance.

**PROCESS GUARDIAN:** \_\_\_\_\_ was appointed Process Guardian.

**FIRST RECOGNITION OF THE PUBLIC:**

**PLEASE RESPECT THE 3-MINUTE SPEAKING RULE, AS PER BOARD OF EDUCATION BYLAW #0166R, SO THAT THE BUSINESS OF THE BOARD MAY PROCEED IN A TIMELY MANNER.**

**BOARD PRESIDENT'S COMMENTS/REPORT:**

**SUPERINTENDENT'S REPORT:**

- Acknowledgements
  - Media Specialist Month: April 2021
  - Teacher Appreciation Week: May 3 through May 7, 2021
  - Nurse Acknowledgement Day: May 7, 2021
  - Bus Drivers
  - Custodians
  - RVS family fundraiser for the Leukemia & Lymphoma Society
    - Raised \$3342.76
  - CTMS Legal Eagle Competition
- Relay for Life
- Nomination of Hunterdon County Outstanding Student
- Calendar for 2020/21 school year
- Current Status of District
  - Summer Program
- 2021-2022 Budget Presentation - Public Hearing
  - Board Comments/Questions
  - Public Comments

**Action Item 21-SU-026**

**BE IT RESOLVED**, that the Board of Education accepts the enrollment and suspension reports presented by Superintendent of Schools, Dr. Johanna Ruberto.

<b>Building</b>	<b>Enrollment As of 3/31/2021</b>	<b>March 2021 Suspensions</b>
SRS	44	0
PMG	322	0
RVS	382	0
CTMS	453	0
<b>District Total</b>	<b>1,201</b>	<b>0</b>

**Action Item 21-SU-027**

**BE IT RESOLVED**, that the Board of Education hereby affirms the first reading of the Superintendent of Schools, Dr. Johanna Ruberto’s, recommendation for disciplinary consequences and/or remedial actions as required by the State of New Jersey under the Anti-Bullying Bill of Rights for the following reports:

<b>Building</b>	<b>Number of Alleged Incidents</b>	<b>Number of Verified Incidents</b>	<b>HIB Tracking Number</b>
SRS	0	0	N/A
PMG	0	0	N/A
RVS	0	0	N/A
CTMS	0	0	N/A

**Board of Education Roll Call Vote on Action Items 21-SU-026 through 21-SU-027**

	<b>Dr. Brasher</b>	<b>Ms. Creighton</b>	<b>Ms. Emery</b>	<b>Dr. Grantham</b>	<b>Mr. Hornick</b>	<b>Ms. Kaltenbach</b>	<b>Ms. Oliver</b>	<b>Dr. Riihimaki</b>	<b>Ms. Brennan</b>
<b>Motion</b>									
<b>Aye</b>									
<b>Nay</b>									
<b>Abstain</b>									
<b>Absent</b>									

**BOARD ACTION ITEMS:**

- 21-BA-057 APPROVE MEETING MINUTES FOR THE MONTH OF MARCH 2021**
- 21-BA-058 ADOPTION OF THE 2021-2022 BUDGET**
- 21-BA-059 ACKNOWLEDGEMENT OF STAFF APPRECIATION WEEK**
- 21-BA-060 ACKNOWLEDGEMENT OF SCHOOL NURSE’S DAY**

**Action Item 21-BA-057**

**APPROVE MEETING MINUTES FOR THE MONTH OF MARCH 2021**

**Motion to approve** the following list of board meeting minutes:

- March 15, 2021 - Regular Meeting

**Action Item 21-BA-058**

**ADOPTION OF THE 2021-2022 BUDGET**

**WHEREAS**, the Clinton Township Board of Education approved the tentative 2021-2022 budget at its March 15, 2021 board meeting; and

**WHEREAS**, the Clinton Township Board of Education forwarded the tentative 2021-2022 budget to the Hunterdon County Executive County Superintendent of Schools for review and approval on March 18, 2021; and

**WHEREAS**, the district's proposed 2021-2022 budget was prepared to be consistent with the New Jersey Quality Single Accountability Continuum (NJQSAC) focusing on quality performance indicators in all five areas of school district effectiveness: Operations Management, Instruction and Program, Fiscal Management, Personnel and Governance; and

**WHEREAS**, the district's proposed 2021-2022 budget was prepared consistent with the district's Finance Policy 6220 addressing budget preparation, with primary consideration given to educational priorities identified by the Superintendent of Schools; and

**WHEREAS**, the district's proposed 2021-2022 budget is designed to carry out the educational plan in a thorough and efficient manner, to maintain school district facilities, and to honor continuing obligations of the district; and

**WHEREAS**, the district's proposed 2021-2022 budget evolved primarily from the needs of the schools as expressed by the principals, directors, and the district educational program as expressed by the Superintendent of Schools, and is compatible with approved district plans; and

**WHEREAS**, the proposed 2021-2022 budget was constructed consistent with the School Funding Reform Act of 2008, under which a district could apply for some tax levy adjustments to cover extraordinary conditions such as, for health benefit cost increase above two percent (2%); an enrollment adjustment, and banked cap, the results which would increase local taxes above the two percent (2%) cap; and

**WHEREAS**, the Clinton Township Board of Education 2021-2022 budget is not eligible to include the use of the health care cost adjustment or Enrollment adjustment; and

**WHEREAS**, the Clinton Township Board of Education proposed 2021-2022 budget does include the use of banked cap in the amount of \$307,319 to offset the loss of \$232,595 in revenue from Lebanon due to 7<sup>th</sup> graders no longer being sent, the loss of \$66,290 in school choice aid, fund \$421,996 in recurring expenditures funded from fund balance and the various costs associated with the increase of recurring expenditures that exceed 2% due to academic needs of the students and to honor continuing obligations of the district; and

**WHEREAS**, included in budget line 620, Budget Withdrawal from Capital Reserve - Excess Costs & Other Capital Projects, is \$1,359,009 for addressing the district's needs in various capital projects, included in budget line 630, Budget Withdrawal from Maintenance Reserve, is \$563,900 for addressing the districts needs in various maintenance projects, and included in budget line 580, Budgeted Fund Balance – Operating Budget is \$275,324; and

**WHEREAS**, the 2021-2022 budget consists of general fund tax levy to be raised for general funds is \$25,031,000 for the ensuing 2021-2022 school year; and

**WHEREAS**, the 2021-2022 budget consists of a required debt service fund tax levy to be raised for debt service funds is \$2,039,919 for the ensuing 2021-2022 school year; and

**WHEREAS**, the following diagram provides a breakdown of the 2021-2022 budget by fund:

<b>FUND</b>	<b>BUDGET</b>	<b>LOCAL TAX LEVY</b>
10 - Operating Budget	\$29,612,446	\$25,031,000
20 - Grants and Entitlements	803,006	0
40 - Repayment of Debt	2,039,919	2,039,919
<b>Total Revenue/Sources</b>	<b>\$32,455,371</b>	<b>\$27,070,919</b>

**WHEREAS**, the 2021-2022 budget was approved for advertising by the Hunterdon Executive County Superintendent on April 15, 2021; and

**NOW, THEREFORE BE IT RESOLVED**, that the Clinton Township Board of Education hereby adopts the district's 2021-2022 budget as recommended by the Superintendent of School and affixes/determines that the amount of money necessary to be appropriated for the use of the public schools for the 2021-2022 school year is \$29,612,446 for the operating budget which the General Fund local tax levy shall not exceed \$25,031,000; and

**BE IT FURTHER RESOLVED**, that the amount of money necessary to be appropriated for the use of the public schools for the 2021-2022 school year shall not exceed \$2,039,919 in the Debt Service Fund which the Debt Service Fund local tax levy shall not exceed \$2,039,919; and

**BE IT FURTHER RESOLVED**, Clinton Township Board of Education approves the use of banked cap in the amount of \$307,319, the use of Capital Reserve in the amount of \$1,359,009, the use of Maintenance Reserve in the amount of \$563,900, and the use of Operating Fund Balance in the amount of \$275,324; and

**BE IT FURTHER RESOLVED**, that the Superintendent of Schools hereby certifies that the 2021-2022 budget submitted does present a balanced budget with an adequate amount of funds to provide for a thorough and efficient education; and

**BE IT FURTHER RESOLVED**, that this resolution shall take effect immediately upon its adoption and authorizes the Superintendent and the School Business Administrator/Board Secretary to take such action to ensure that the 2021-2022 budget adopted by the Clinton Township Board of Education is implemented consistent with the intent of this resolution.

**Action Item 21-BA-059**

**ACKNOWLEDGEMENT OF STAFF APPRECIATION WEEK**

**WHEREAS**, the foundation of American freedom and democracy is a strong, effective system of education wherein every child has the opportunity to learn in a safe and nurturing environment; and

**WHEREAS**, the strength of Clinton Township's education system is a reflection of the staff members of this district, each of whom dedicates their time and efforts toward ensuring that every student has a chance to succeed; and

**WHEREAS**, the educators of this district dedicate countless hours to preparing lessons, evaluating progress, and counseling and coaching students, all to support their students' academic, social, and emotional well-being; and

**WHEREAS**, while the importance of their efforts is often overlooked, teachers are shaping the next generation of citizens and entrepreneurs who will lead this nation for years to come; and

**WHEREAS**, following the recent outbreak of the novel coronavirus, COVID-19, and the public health emergency that ensued, the Clinton Township Board of Education is again reminded of the tireless contributions of their staff members, who have risen to the occasion to support our children during a period of unprecedented crisis; and

**WHEREAS**, during the public health emergency, teachers quickly responded by developing innovative lesson plans to allow Clinton Township students to continue their education; and

**WHEREAS**, despite the many challenges, the district's educators have successfully employed unique teaching strategies to help students understand abstract concepts and develop critical-thinking skills, all of which are essential to academic development; and

**WHEREAS**, during this time, teachers have also spent countless hours collaborating with parents to ensure that every student remains engaged with their schoolwork; and

**WHEREAS**, although the societal effects of COVID-19 may recede with time, the contributions of staff members during this public health emergency will always be remembered; and

**WHEREAS**, in light of these contributions, it is altogether fitting and proper for the Clinton Township Board of Education to recognize and celebrate Staff Appreciation Week; and

**WHEREAS**, while the Board regularly observes Staff Appreciation Week as a time to remember the importance of staff members, there has never been a more appropriate time for this Board to recognize the exceptional efforts and enduring contributions of its staff members;

**NOW, THEREFORE, BE IT RESOLVED**, that the Clinton Township Board of Education honors the contributions of staff members in response to the COVID-19 public health emergency and recognizes May 3 through May 7, 2021 as Staff Appreciation Week.

**Action Item 21-BA-060**

**ACKNOWLEDGEMENT OF SCHOOL NURSE'S DAY**

**WHEREAS**, students are the future and, by investing in them today, we are ensuring our world for tomorrow; and

**WHEREAS**, families deserve to feel confident that their children will be cared for when they are at school; and

**WHEREAS**, all students have a right to have their physical and mental health needs safely met while in the school setting; and

**WHEREAS**, students today face more complex and life-threatening health problems requiring care in school; and

**WHEREAS**, the COVID-19 pandemic has emphasized the essential role school nurses play in student health and academic success; and

**WHEREAS**, school nurses have served a critical role in improving public health and in ensuring student's academic success for more than 100 years; and

**WHEREAS**, school nurses address the home and community factors that impact students' health; and

**WHEREAS**, school nurses act as a liaison to the school community, families, and healthcare providers on behalf of children's health by promoting wellness and improving health outcomes for our district's children; and

**WHEREAS**, school nurses support the health and educational success of children and youth by providing access to care when children’s cognitive development is at its peak; and

**WHEREAS**, school nurses are members of school-based teams to address the school population; and

**WHEREAS**, school nurses understand the link between health and learning and are in a position to make a positive difference for children every day,

**NOW, THEREFORE BE IT RESOLVED**, that the Clinton Township Board of Education acknowledges the accomplishments of school nurses and their efforts to meet the needs of today’s students by improving the delivery of healthcare in our schools and offers gratitude for the school nurses, who contribute to our local community by helping students stay healthy, in school, and ready to learn, not just on School Nurse Day, May 12, 2021, but at every opportunity throughout the year.

**Board of Education Roll Call Vote on Action Items 21-BA-057 through 21-BA-060**

	Dr. Brasher	Ms. Creighton	Ms. Emery	Dr. Grantham	Mr. Hornick	Ms. Kaltenbach	Ms. Oliver	Dr. Riihimaki	Ms. Brennan
<b>Motion</b>									
<b>Aye</b>									
<b>Nay</b>									
<b>Abstain</b>									
<b>Absent</b>									

**FACILITIES/FINANCE:**

**Dr. Grantham - Chair; Dr. Brasher, Ms. Brennan**

- 21-FF-044 APPROVAL OF BILL LISTS**
- 21-FF-045 ACCEPTANCE OF THE MONTHLY FINANCIAL REPORTS**
- 21-FF-046 APPROVAL OF TRANSFERS**
- 21-FF-047 APPROVAL OF 2021-2022 COORDINATED TRANSPORTATION SERVICES AGREEMENT WITH HUNTERDON ESC**
- 21-FF-048 APPROVAL OF EMERGENCY FOOD SERVICE MANAGEMENT BREAKFAST COST REIMBURSABLE CONTRACT**
- 21-FF-049 APPROVAL TO ENTER INTO A 60 MONTH LEASE/PURCHASE FOR COPIERS**
- 21-FF-050 APPROVAL OF ARCHITECTS OF RECORD FOR THE 2020-2021 YEAR**
- 21-FF-051 APPROVAL OF ARCHITECTS OF RECORD FOR THE 2021-2022 YEAR**
- 21-FF-052 APPROVAL OF 2021-2022 ERATE AGREEMENT**

**Action Item 21-FF-044**

**APPROVAL OF BILL LISTS**

**WHEREAS**, N.J.S.A. 18A:19, Expenditure of Funds; Audit and Payment of Claims, provides Boards of Education to make payments on claims for goods received and services rendered payable to the order of the person entitled to receive the amount after approval by the board; or in accordance with payrolls

duly certified; or debt service or when provided by resolution approval by a person designated by the board; and

**WHEREAS**, a list of bills dating March 16, 2021 through April 26, 2021 is being presented to the board with the recommendation that it be ratified and paid,

**WHEREAS**, each claim or demand has been fully itemized, verified and audited as required by law in accordance with N.J.S.A. 18A:19-2.

**NOW, THEREFORE BE IT RESOLVED**, that the Clinton Township Board of Education approves the list of bills for payment in the grand sum of \$2,808,085.34; and

**BE IT FURTHER RESOLVED**, the list of bills are on file in the Office of the School Business Administrator, and

**BE IT FURTHER RESOLVED**, that the Clinton Township Board of Education authorizes the School Business Administrator to pay bills if it is determined that a need arises prior to the next board meeting in accordance with Board Policy #6470 – Payment of Claims.

General Account	\$2,726,333.27
Food Service Account	\$81,752.07
<b>TOTAL</b>	<b>\$2,808,085.34</b>

**Action Item 21-FF-045**

**ACCEPTANCE OF THE MONTHLY FINANCIAL REPORTS**

**WHEREAS**, N.J.A.C. 6A:23A-16.10 requires the Board Secretary and the Clinton Township Board of Education to certify that no budgetary line item account has been over-expended and that the sufficient funds are available to meet the District’s financial obligation, and

**WHEREAS**, N.J.A.C.6A:23A-16.10 further requires the Clinton Township Board of Education receive and accept the monthly financial statement, the Board Secretary’s and Treasurer’s Reports; and

**WHEREAS**, the Board Secretary’s and Treasurer’s Reports for the month ending February 28, 2021 are presented for the Board to accept and are on file in the Office of the School Business Administrator;

**NOW, THEREFORE BE IT RESOLVED**, the Clinton Township Board of Education acknowledges receipt of and accepts the Board Secretary’s and Treasurer’s Reports for the month ending February 28, 2021; and

**BE IT FURTHER RESOLVED**, that the Board Secretary and Clinton Township Board of Education certify that no budgetary line item account has been over-expended and that there are sufficient funds available to meet the District’s financial obligation.

**Action Item 21-FF-046**

**APPROVAL OF TRANSFERS**



**WHEREAS**, N.J.A.C.6A:23A-16.10-(c)1 states that a report shall be presented to the Board showing all transfers between line item accounts for each line item account shown on the budget prepared in accordance with N.J.S.A.18A:22-8; and

**WHEREAS**, Board Policy #6422 designates the Superintendent of Schools to approve transfers as necessary between meetings of the Board and be reported to the Board, ratified and duly recorded in the minutes at a subsequent Board meeting; and

**WHEREAS**, transfers in the reports “Transfers Before/After” for the month were necessary to maintain the needs of the district and are on file in the Office of the School Business Administrator,

**NOW, THEREFORE BE IT RESOLVED**, that Clinton Township Board of Education ratifies and approves the transfers in the reports “Transfers Before/After” for fiscal year 2020-2021 through February 28, 2021, approved by the Superintendent, so that no budgetary line item account has been over-expended and that sufficient funds would be available to meet the district’s financial obligations, as requested by various district administrators.

**Action Item 21-FF-047**

**APPROVAL OF 2021-2022 COORDINATED TRANSPORTATION SERVICE AGREEMENT WITH HUNTERDON EDUCATION SERVICE COMMISSION**

**WHEREAS**, the Clinton Township Board of Education desires to transport special education, non-public, public and vocational school students to specific destinations; and

**WHEREAS**, the Hunterdon County Educational Services Commission hereinafter referred to as HCESC offers coordinated transportation services; and

**WHEREAS**, the HCESC will organize and schedule routes to achieve the maximum cost effectiveness:

**NOW, THEREFORE BE IT RESOLVED**, that it is agreed that in consideration of prorated contract costs, plus an administration fee of 5.5% for member districts and 8.5% for non-member districts as presented to the Clinton Township Board of Education as calculated by the billing formula adopted by the HCESC’s Board of Education. Said formula shall be based on a route cost divided by the student mile allocated to each participating district.

- I. The HCESC will provide the following services:
  - A. Routes coordinated with other districts to achieve a maximum cost reduction while maintaining a realistic capacity and travel time;
  - B. Monthly billing and invoices;
  - C. Computer print-outs of student lists for all routes coordinated by HCESC;
  - D. All necessary interaction and communication between the sending district, receiving school, and the respective transportation contractors;
  - E. Constant review and revision of routes;
  - F. Provide transportation as requested on the formal written request; and

**BE IT FURTHER RESOLVED**, that the Clinton Township Board of Education will provide the HCESC with the following:

- A. Requests for special transportation on approved forms to be provided by the HCESC, completed in full and signed by previously authorized district personnel;
  - B. Withdrawal for any transportation must be provided in writing and signed by authorized district personnel; no billing adjustments will be made without this completed form and will become effective on the date the form is received;
- II. Additional Cost – all additional costs generated by unique requests such as mid – day runs or early dismissals will be borne by the district. All such costs must first be approved by the Clinton Township Board of Education.
- III. Length of Agreement – this agreement and obligations and requirements therein shall be in effect between July 1, 2021 and June 30, 2022.
- IV. Entire Agreement – this agreement and constitutes the entire and only agreement between the parties and may be amended by an instrument in writing over authorized signature.
- V. It is understood and agreed by all parties hereto that the Board of Directors of the HCESC is not responsible for its transportation contractor’s failure to provide the services agreed upon herein. It will make every reasonable effort to provide alternative services should such a failure occur.

**Action Item 21-FF-048**

**APPROVAL OF EMERGENCY FOOD SERVICE MANAGEMENT BREAKFAST COST REIMBURSABLE CONTRACT**

**WHEREAS**, the purpose of the Emergency Seamless Summer Option (SSO) Breakfast contract is to include the School Breakfast Program for the 2020-2021 school year for schools participating in the SSO; and

**WHEREAS**, pursuant to the USDA’s COVID-19 Child Nutrition Response #59:

- A. This Emergency SSO Breakfast contract is non-renewable and expires June 30, 2021.
- B. No increases in the management/administrative fee are allowed.
- C. Breakfast meals must be claimed through the SSO.
- D. Breakfast meals must only be served to sites listed within the SSO Application.
- E. All other terms and conditions of the contract or renewal shall remain the same and continue to be in full force and effect.

**NOW, THEREFORE BE IT RESOLVED**, that the Clinton Township Board of Education approves the Emergency SSO Food Service Management Company Breakfast Cost Reimbursable Contract between the Food Service Management Company and the Clinton Township Board of Education for the 2020-2021 school year.

**BE IT FURTHER RESOLVED** that, this resolution shall take effect immediately, and the Clinton Township Board of Education authorizes the Superintendent, Board President and School Business Administrator/Board Secretary to sign any documents on behalf of the Clinton Township Board of Education with regard to exercising the intent of this resolution.

**Action Item 21-FF-049**

**APPROVAL TO ENTER INTO A 60 MONTH LEASE/PURCHASE FOR COPIERS**

**WHEREAS**, the Clinton Township Board of Education owns copiers that exceed five years in life and has a 60 month lease/purchase on other copiers that will expire in July 2021; and

**WHEREAS**, Atlantic Tomorrow’s Office has been the district’s vendor for copier and maintenance needs and continues to hold a contract with the State of New Jersey; and

**WHEREAS**, current lease costs on those copiers currently on lease/purchase is \$2,190 monthly;

**WHEREAS**, Atlantic Tomorrow’s Office current pricing provided under the State Contract # G40467, for a 60 month lease to replace all district owned copiers and replace all copiers under lease at a cost of \$1,847 per month for 60 months; and

**WHEREAS**, Title 18A:18A-10 provides that a board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and

**NOW, THEREFORE BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Clinton Township Board of Education approves the award of a contract for the purchase of Digital Copiers and Digital Multifunctional Units which will include per copy costs for maintenance and supplies as detailed below to Atlantic Tomorrow’s Office located at 400 Broadacres Drive, Suite 350, Bloomfield, NJ 07003, at \$1,847 monthly for a lease term of 60 months to be financed through Ricoh USA Inc., located at 2 Gatehall Drive, Parsippany, NJ 07054, to be consistent and in compliance with the terms of State Contract # G40467, for the following equipment:

LOCATION OF MACHINE		Monthly Lease Payments (60 Months)	Model	Copies Per Minute	Maintenance & Supply Per Copy Cost
BO	Board Office	\$118	IM C6000	60	B: \$0.0034 C: \$0.0500
CTMS	MS-Main Office	180	IM 9000	90	\$0.0034
CTMS	MS-Tchrs Rm C146A	169	IM 9000	90	\$0.0034
CTMS	MS-Tchrs Rm C104A	224	PRO 8300S	96	\$0.0034
PMG	PMG Elem-Main	56	IM C2500	25	B: \$0.0045 C: \$0.0500
PMG	PMG Elem-Main	170	IM 9000	90	\$0.0034
PMG	PMG Elem-Tchrs Rm 21	124	IM 7000	70	\$0.0034
PMG	PMG Elem-Tchrs Rm 41	124	IM 7000	70	\$0.0034
RVS	RVS -Main	50	IM C2500	25	B: \$0.0045 C: \$0.0500
RVS	RVS-Main	234	PRO 8300S	96	\$0.0034
RVS	RVS-Downstairs Copy Rm	124	IM 7000	70	\$0.0034
RVS	RVS-Upstairs Copy Rm	124	IM 7000	70	\$0.0034
SRS	Spruce Run Elem-Main	42	MP 2555	25	\$0.0045
SRS	Spruce Run Elem-Main	108	IM C6000	60	B: \$0.0034 C: \$0.0500
SRS	Spruce Run Elem-Media				
		\$1,847			

**BE IT FURTHER RESOLVED** that, this resolution shall take effect immediately, and the Clinton Township Board of Education authorizes the Superintendent, Board President and School Business Administrator/Board Secretary to sign any documents on behalf of the Clinton Township Board of Education with regard to exercising the intent of this resolution.

**Action Item 21-FF-050**

**APPROVAL OF ARCHITECTS OF RECORD FOR THE 2020-2021 YEAR**

**WHEREAS**, there exists a need in the Clinton Township School District to have architectural services provided to the district from an Architects of Record; and

**WHEREAS**, contracts for said services may be awarded without competitive bidding as a “professional service” in accordance with N.J.S.A. 18A:18A-2(h) and 18A:18A-5(a)(i) of the Public School Contracts Law because the contract is for a service performed by persons authorized by law to practice a recognized profession, whose practice is regulated by law, and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study; and

**WHEREAS**, the district requested proposals allowing the process to be fair and open, and

**WHEREAS**, five of nine firms responded to the district’s requests for proposals; and

**WHEREAS**, the Clinton Township Board of Education has determined that it is in the best interest of the district to have two Architects of Record approved by the board; and

**WHEREAS**, the Facilities and Finance Committee has reviewed the proposals from the five firms that submitted proposals and has determined that Parette/Somjen Architects and DRG Architects have the depth to provide the highest quality of architectural services to the Board having extensive experience and excellent references; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Clinton Township Board of Education hereby award contracts to Parette/Somjen Architects and DRG Architects as the Architects of Record for the Board effective April 27, 2021 to June 30, 2021; and

**BE IT FURTHER RESOLVED**, the aforesaid recitals are incorporated herein as though fully set forth at length.

**BE IT FURTHER RESOLVED**, the awarded contracts shall be consistent with the rates provided by the firms in their submitted proposals and used when providing general services or providing proposals for specific projects that are assigned to the firm by the board and consistent with the Agreement on file in the Board Secretary’s office; and

**BE IT FURTHER RESOLVED**, the Board President, School Business Administrator/Board Secretary, and Board Counsel are hereby authorized to execute any and all documents and to take any and all actions necessary to complete and realize the intent and purpose of this resolution, including the preparation and execution of a professional services agreement consistent with this resolution; and

**BE IT FURTHER RESOLVED**, the Board Secretary, or his designee, shall publish notice of this action as required by N.J.S.A. 18A:18A.

**Action Item 21-FF-051**

**APPROVAL OF ARCHITECTS OF RECORD FOR THE 2021-2022 YEAR**

**WHEREAS**, there exists a need in the Clinton Township School District to have architectural services provided to the district from an Architect of Record; and

**WHEREAS**, contracts for said services may be awarded without competitive bidding as a “professional service” in accordance with N.J.S.A. 18A:18A-2(h) and 18A:18A-5(a)(i) of the Public School Contracts Law because the contract is for a service performed by persons authorized by law to practice a recognized profession, whose practice is regulated by law, and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study; and

**WHEREAS**, the district requested proposals allowing the process to be fair and open, and

**WHEREAS**, five of nine firms responded to the district’s requests for proposals; and

**WHEREAS**, the Clinton Township Board of Education has determined that it is in the best interest of the district to have two Architects of Record approved by the board; and

**WHEREAS**, the Facilities and Finance Committee has reviewed the proposals from the five firms that submitted proposals and has determined that Parette/Somjen Architects and DRG Architects have the depth to provide the highest quality of architectural services to the Board having extensive experience and excellent references; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Clinton Township Board of Education hereby award contracts to Parette/Somjen Architects and DRG Architects as the Architects of Record for the Board effective July 1, 2021 to June 30, 2022; and

**BE IT FURTHER RESOLVED**, the aforesaid recitals are incorporated herein as though fully set forth at length.

**BE IT FURTHER RESOLVED**, the awarded contracts shall be consistent with the rates provided by the firms in their submitted proposals and used when providing general services or providing proposals for specific projects that are assigned to the firm by the board and consistent with the Agreement on file in the Board Secretary’s office; and

**BE IT FURTHER RESOLVED**, the Board President, School Business Administrator/Board Secretary, and Board Counsel are hereby authorized to execute any and all documents and to take any and all actions necessary to complete and realize the intent and purpose of this resolution, including the preparation and execution of a professional services agreement consistent with this resolution; and

**BE IT FURTHER RESOLVED**, the Board Secretary, or his designee, shall publish notice of this action as required by N.J.S.A. 18A:18A.

**Action Item 21-FF-052**

**APPROVAL OF 2021-2022 ERATE AGREEMENT**

**WHEREAS**, the Clinton Township School District Board of Education applies for annual funding through the Schools and Libraries Program of the Universal Service Fund, more commonly known as the “E-Rate” Program, which provides discounts to eligible entities for data network equipment and related services.

**WHEREAS**, the District, through E-rate Consulting, Inc., posted Form 470 number 210020598 to initiate the competitive bidding process to solicit bids from vendors of wireless network equipment and related services and support in accordance with N.J.S.A 18A:18A-5(20) and E-rate Program rules.

**WHEREAS**, the bidding process resulted in three bidders:

- CDW Government LLC – Total bid amount: \$100,108.80
- Morris Technology Partners - Total bid amount: \$106,788.43
- Turn-Key Technologies - Total bid amount: \$115,270.75

**WHEREAS**, the District’s consultant submitted FCC Form 471 number 211037745 on its behalf to request a funding commitment in the total amount of \$100,108.80 to procure wireless network equipment and related services and support, of which \$60,065.28 will be paid by the Board of Education and the remaining \$40,043.52 will be paid by the E-rate Program.

**WHEREAS**, the School Business Administrator and the Systems Manager reviewed the bids received and hereby recommend that the Board approve the issuance of one or more purchase orders to the lowest responsible bidder, CDW Government LLC (“CDW”), in the total amount of \$60,065.28 to procure data and wireless network equipment, with the remaining \$40,043.52 paid by the E-rate Program. Issuance of said purchase orders is contingent that funding approval from the E-rate Program is received prior to July 1, 2021.

**NOW, THEREFORE BE IT RESOLVED**, that the Clinton Township School District Board of Education has considered the recommendation and hereby authorizes the School Business Administrator to execute one or more purchase orders to CDW for wireless network equipment and related services and support in an amount totaling \$60,065.28, contingent that funding approval from the E-rate Program is received prior to July 1, 2021.

**Board of Education Roll Call Vote on Action Items 21-FF-044 through 21-FF-052**

	Dr. Brasher	Ms. Creighton	Ms. Emery	Dr. Grantham	Mr. Hornick	Ms. Kaltenbach	Ms. Oliver	Dr. Riihimaki	Ms. Brennan
<b>Motion</b>									
<b>Aye</b>									
<b>Nay</b>									
<b>Abstain</b>									
<b>Absent</b>									

**PERSONNEL:**

**Mr. Hornick - Chair; Ms. Creighton, Ms. Emery**

**Action Item 21-P-117**

**BE IT RESOLVED**, that the Clinton Township Board of Education hereby abolishes the position of Webmaster, effective April 27, 2021.

**Action Item 21-P-118**

**BE IT RESOLVED**, that the Clinton Township Board of Education hereby adopts the new position of Website Manager, effective April 27, 2021.

**Action Item 21-P-119**

**BE IT RESOLVED**, that the Clinton Township Board of Education acknowledges receiving the following revised job description, in accordance with board policy 1400, Job Descriptions, which requires the Superintendent to prepare, approve and disseminate job descriptions to the board, effective April 27, 2021:

- Website Manager (new position)
- Executive Secretary to the Superintendent
- Data Manager

**Action Item 21-P-120**

**Motion to amend** prior Action Item 21-P-116, approved on March 15, 2021, to change the daily substitute teacher rate from \$90.00 per day to \$157.63 as per CTEA contract for Jennifer Patuto.

**Action Item 21-P-121**

**Motion to amend** the following leave(s) of absence:

Employee ID	Details	Original Leave Dates	Amended Leave Dates	Return to Work Date	PCR#
83024919	Using unused, accrued paid & unpaid time	3/26/2021-6/1/2021	3/19/2021 - 5/14/2021	5/17/2021	0000117
50016674	Using unused, accrued paid & unpaid time	1/19/2021 - 5/21/2021	1/19/2021 - 5/28/2021	6/1/2021	0000220

**Action Item 21-P-122**

**Motion to accept** the notice of resignation, with regret, for the following employee(s):

Name	Position	Effective Date	PCR#
Farkas, Brian	Data Manager	4/23/2021	0000108
Farkas, Brian	Webmaster	4/23/2021	0000980

**Action Item 21-P-123**

**Motion to offer** employment for the 2020-2021 school year to the following:

Name	Position	Guide	FTE	Effective Date	Annual Salary (Based on 1.0 FTE)	Tenure Date	PCR#
Spagnuolo, Nicole	Leave Replacement Teacher	BA, Step C	1.0	5/21/2021 - 6/18/2021	\$59,392.00 (to be prorated)	N/A	0000029
Graham,	Leave	BA+15,	1.0	3/24/2021 -	\$58,142.00	N/A	0000119

Jennifer	Replacement Teacher	Step A		6/18/2021	(to be prorated)		
Trattner, Patricia	Executive Secretary to the Superintendent	N/A	1.0	4/27/2021-6/30/2021	\$62,000.00 (to be prorated)	4/28/2024	0000290
Maxton, Kathryn	Data Manager	N/A	1.0	4/27/2021-6/30/2021	\$65,000.00 (to be prorated)	N/A	0000108
Shaw, Carmella	Website Manager	N/A	1.0	4/27/2021 - 6/30/2021	\$3,700.00 (stipend amount to be prorated)	N/A	0000980
Lefebvre, Allison Dr.	SRS Head Teacher	N/A	1.0	7/1/2021 - 7/31/2021	\$1904.00 (stipend amount)	N/A	0000291

**Action Item 21-P-124**

**Motion to approve** the following CTMS staff as coaches or advisors for Spring 2021, as per negotiated agreement, subject to student enrollment in the activity at a ratio of 1:12.

Spring Sport/Club	Stipend	Coach/Advisor	PCR#
Beautification Club	\$556.60	Zaleski, Katherine	0000944

**Action Item 21-P-125**

**Motion to amend** prior action 21-P-105 to extend assignment for the following:

Name	Position	Original Assignment Dates	Original FTE	Extended Assignment Dates	New FTE	PCR#
Taft, Renee	Leave Replacement Social Worker	1/25/2021 - 4/1/2021	0.4	4/2/2021 - 6/18/2021	0.45	0000039

**Action Item 21-P-126**

**Motion to approve** the following substitute(s) for the 2020-2021 school year at an hourly rate of \$12.00 per hour effective 3/26/2021:

Substitute Secretary
Davis-Diop, Carona

**Action Item 21-P-127**

**Motion to approve** the Interim School Business Administrator/Board Secretary 2021/2022 employment contract for Mark Kramer, which was approved by the Hunterdon County Executive County Superintendent, at the per diem rate of \$561, five days per week, not to exceed \$145,860 annually.

**Action Item 21-P-128**

**Motion to approve building transfer** for the following employees:

Name	Position	From	To	Effective Date
Kennedy, Kerry	Custodian	CTMS	RVS	4/15/2021
Lombardo, Nicolas	Custodian	RVS	CTMS	4/15/2021



**Action Item 21-P-129**

**Motion to approve the following leave(s) of absence:**

Employee ID	Details	Leave Start Date	Leave End Date	Return to Work Date	PCR#
49952815	Using unused, accrued paid time & unpaid time (including extension of contractual childcare leave)	8/30/2021	6/30/2022	8/30/2022	0000078
49793060	Using unused, accrued paid & unpaid time	1/11/2021	04/30/2021	5/3/2021	0000039
49793060	Unpaid time	5/3/2021	6/30/2021	8/30/2021	0000039
13381405	Using unused, accrued paid time	03/23/2021	04/23/2021	04/26/2021	0000046

**Action Item 21-P-130**

**Motion to approve** supervision for SID#5144020351 for the Spring Intramural Program 3 hours per week from 4/20/2021 through 5/28/2021.

**Action Item 21-P-131**

**Motion to offer** employment to the following individuals for the Extended School Year Program as listed on Schedule A, effective June 28, 2021 through July 29, 2021.

**Action Item 21-P-132**

**Motion to approve** the Director of Special Projects 2020/2021 employment contract for Joanne Hinkle, at an annual salary of \$125,705.00.

**Action Item 21-P-133**

**Motion to approve** the substitute teacher rate of \$100 per diem, effective April 27, 2021.

**Board of Education Roll Call Vote on Action Items 21-P-117 through 21-P-133**

	Dr. Brasher	Ms. Creighton	Ms. Emery	Dr. Grantham	Mr. Hornick	Ms. Kaltenbach	Ms. Oliver	Dr. Riihimaki	Ms. Brennan
<b>Motion</b>									
<b>Aye</b>									
<b>Nay</b>									
<b>Abstain</b>									
<b>Absent</b>									

**POLICY:**

**Ms. Kaltenbach - Chair; Dr. Brasher, Ms. Oliver**

**Action Item 21-PR-019**

**WHEREAS**, New Jersey school districts are required by New Jersey statutes, administrative codes, and New Jersey Department of Education mandates to develop and adopt policies and regulations regarding school district operations; and

**WHEREAS**, the Clinton Township Board of Education and administrative staff, working with Strauss Esmay Associates, L.L.P, have updated policies and regulations; and

**WHEREAS**, the Clinton Township Board of Education approved the first reading of these policies and regulations at the Board Meeting on March 15, 2021; and

**NOW, THEREFORE BE IT RESOLVED**, the Clinton Township Board of Education approves the following policies and regulations for adoption as a second reading at this Board Meeting on April 26, 2021:

- Policy 1620 - Administrative Employment Contracts (M)
- Policy 6440 - Cooperative Purchasing (M)
- Policy 6470.01 - Electronic Funds Transfer And Claimant Certification (M)
- Regulation 6470.01 - Electronic Funds Transfer And Claimant Certification (M)
- Policy 7450 - Property Inventory (M)
- Policy 8561 - Procurement Procedures for School Nutrition Programs (M)

**Action Item 21-PR-020**

**WHEREAS**, New Jersey school districts are required by New Jersey statutes, administrative codes, and New Jersey Department of Education mandates to develop and adopt policies and regulations regarding school district operations; and

**WHEREAS**, the Clinton Township Board of Education and administrative staff, working with Strauss Esmay Associates, L.L.P, have updated policies and regulations; and

**NOW THEREFORE BE IT RESOLVED**, the Clinton Township Board of Education approves the first reading of the following policies and regulations at this Board Meeting on April 26, 2021:

- Policy 7425 - Lead Testing of Water in Schools (M)
- Regulation 7425 - Lead Testing of Water in Schools (M)

**FURTHERMORE, BE IT RESOLVED**, these policies and regulations shall be presented to the Board for adoption after a second reading at the May 10, 2021 Board Meeting.

**Board of Education Roll Call Vote on Action Item 21-PR-019 through 21-PR-020**

	Dr. Brasher	Ms. Creighton	Ms. Emery	Dr. Grantham	Mr. Hornick	Ms. Kaltenbach	Ms. Oliver	Dr. Riihimaki	Ms. Brennan
<b>Motion</b>									
<b>Aye</b>									
<b>Nay</b>									
<b>Abstain</b>									
<b>Absent</b>									

**CURRICULUM:**

**Dr. Riihimaki - Chair; Mr. Hornick, Ms. Kaltenbach**

**Action Item 21-CUR-072**

**Motion to approve** the revised district calendar for the 2020-2021 school year.

**Action Item 21-CUR-073**

**Motion to approve** the following travel expenditures:

Employee/School	Program Title/Location	Date(s)	Cost	Mileage	Lodging/ Meals
Pozensky-Cohen, Elise, SRS	CPI (Crisis Prevention Institute) 2 year Renewal Training	2020/2021 School year	\$1,199.00	\$0.00	\$0.00

**Action Item 21-CUR-074**

**Motion to approve** the Revised Road Back Reopening Plan.

**Action Item 21-CUR-075**

**Motion to approve** nonpublic school services agreements with the Hunterdon County Educational Services Commission (ESC) for the 2021-2022 school year. These services are to be paid with applicable grant funding, with the exception of certain administrative fees. Total amounts are not to exceed grant awards, with the exception of certain administrative fees. The fee schedules are as follows:

Agreement Type	Fee
Nonpublic Services Agreement (Chapters 192-193)	Allowable reimbursements plus 6% administrative fee Administrative fee can be paid with grant money.
Individuals with Disabilities Education Act - Part B Services at Nonpublic Schools	Instructional Services: \$95/hour Service Plan Amendment: \$95/hour Professional Development Programing Rate: \$150/hour
Nonpublic School Nursing Services	Allowable reimbursements plus 6% administrative fee Administrative fee can be paid with grant money.
Nonpublic School Security Program	Allowable reimbursements plus 8% administrative fee Administrative fee cannot be paid with grant money.
Nonpublic School Technology Initiative Program	Allowable reimbursements plus 5% administrative fee Administrative fee can be paid with grant money.
Nonpublic School Textbook Program	Allowable reimbursements plus 8% administrative fee Administrative fee cannot be paid with grant money.

**Action Item 21-CUR-076**

**Motion to approve** an agreement with the Hunterdon County Educational Services Commission (ESC) for paraprofessional services for the 2021-2022 school year, with the following fee schedule:

Fee Type	Rate
Paraprofessional Rate	\$25.75/hour
Paraprofessional Overtime Rate	\$30.00/hour
Benefit/Opt-out Costs	Actual Costs

**Action Item 21-CUR-077**

**Motion to approve** the public school services contract with the Hunterdon County Educational Services Commission (ESC) for the 2021-2022 school year, with the following fee schedule:

Fee Type	Rate
Consultant at CST Meeting	\$100/per meeting
CST Evaluation	\$425 per evaluation
CST on-site services (LDT-C, School Psychologist, School Social Worker)	\$95.00/hour
Speech Therapist on-site services	\$95.00/hour (11 hours/week or less) \$90.00/hour (12-24 hours/week) \$85.00/hour (25 more more hours/week)
Functional Behavior Assessment	\$750 per evaluation
On Site BCBA	\$95.00/hour
Gifted and Talented Testing	\$275.00 per test
IEP/Annual Review	\$400 per annual review
Case Management	\$150.00 per case
Review of current CST records	\$90.00/hour
IDEA-B Services	\$95.00/hour
Counseling Services on-site	\$95.00/hour
ELL/ESL Assessment	\$75.00/hour
Academic Home Instruction	\$65.00/hour
Speech Home Instruction	\$95.00/hour
Certified School Nurse	\$65.00/hour
RN	\$50.00/hour
LPN	\$40.00/hour
Administrative/Supervisory Consultation	\$150.00/hour
In-Service/PD Training	\$150/hour
Affirmative Action Officer/HIB Investigation	\$95.00/hour
CPI Initial Training with Restraint	\$800.00 plus books
CPI Initial Training without Restraint	\$600.00 plus books
CPI Refresher Course with Restraint	\$400.00 plus books
CPI Refresher Course without Restraint	\$300.00 plus books
Benefit/Opt-out Costs	Actual Costs

**Action Item 21-CUR-078**

**Motion to approve** the Extended School Year program for the 2021-2022 school year, to be held from June 29, 2021 through July 29, 2021, with staff starting on June 28, 2021.

**Board of Education Roll Call Vote on Action Items 21-CUR-072 through 21-CUR-078**

	Dr. Brasher	Ms. Creighton	Ms. Emery	Dr. Grantham	Mr. Hornick	Ms. Kaltenbach	Ms. Oliver	Dr. Riihimaki	Ms. Brennan
<b>Motion</b>									
<b>Aye</b>									
<b>Nay</b>									
<b>Abstain</b>									
<b>Absent</b>									

**OLD BUSINESS:**

**NEW BUSINESS:**

**SECOND RECOGNITION OF THE PUBLIC:**

**PLEASE RESPECT THE 3-MINUTE SPEAKING RULE AS PER BOARD OF EDUCATION BYLAW #0166R, SO THAT THE BUSINESS OF THE BOARD MAY PROCEED IN A TIMELY MANNER.**

**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**, the nature of the matter(s) to be discussed, reviewed, or heard before the Board, detailed as specifically as possible without undermining the need for confidentiality pursuant to N.J.S.A. 18A:37-13.2 et. seq., shall include TBD.

**WHEREAS**, the length of the executive session is expected to be approximately TBD minutes, after which the meeting shall reconvene and proceed with business wherein may be taken.

**NOW, THEREFORE, BE IT RESOLVED**, that the Clinton Township Board of Education will go into Executive Session for 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.

**ADJOURN TO EXECUTIVE SESSION:**

**Motion to approve** the above executive session resolution for the board moving into closed session to discuss TBD, wherein the length of time for the executive session is expected to be approximately TBD minutes, and upon returning, action may be taken.

**Action 21-AJ-031**

**Motion made** by \_\_\_\_\_, seconded by \_\_\_\_\_, to move the meeting of the Clinton Township Board of Education into executive session at \_\_\_\_\_ (time).

( \_\_\_ All \_\_\_ Ayes; \_\_\_\_\_ Nays; \_\_\_\_\_ Abstain; \_\_\_\_\_ Absent)

**RECONVENE TO PUBLIC SESSION:**

**Action 21-AJ-032**

**Motion made** by \_\_\_\_\_, seconded by \_\_\_\_\_, to move the meeting of the Clinton Township Board of Education out of executive session at \_\_\_\_\_(time).

( \_\_\_ All \_\_\_ Ayes; \_\_\_\_\_ Nays; \_\_\_\_\_ Abstain; \_\_\_\_\_ Absent)

**ADJOURNMENT:**

**Action 21-AJ-033**

**Motion made** by \_\_\_\_\_, seconded by \_\_\_\_\_ to adjourn the meeting of the Clinton Township Board of Education at \_\_\_\_\_(time).

( \_\_\_ All \_\_\_ Ayes; \_\_\_\_\_ Nays; \_\_\_\_\_ Abstain; \_\_\_\_\_ Absent)

**NEXT MEETING DATES:**

May 10, 2021	October 25, 2021
June 28, 2021	November 22, 2021
July 26, 2021	December 20, 2021
August 23, 2021	January 5, 2022 (Organization Meeting)
September 27, 2021	