

**CLINTON TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA (revised)
Regular Session - May 11, 2020 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, 2020.

- a. Sent to three newspapers designated by the Board – Hunterdon County Democrat, Hunterdon Review and Express Times.
- b. Posting on the District Website

2019/2020 DISTRICT GOALS:

- 1. To implement and integrate Social-Emotional Learning programs in grades Pre-K to eight by June of 2020.
- 2. To assess our current special services programs and services to identify strengths and needs and to create an action plan based on the results of the assessment.
- 3. To implement facilities upgrades and programming for safety and security in all buildings district wide to ensure the safety and security of students and staff.
- 4. To establish greater transparency and build trust by identifying and implementing strategies including expansion of the utility of our website, possible 2-way communication on the site, and branding of our district.

ROLL CALL:

	<i>Present</i>	<i>Absent</i>	<i>Time of arrival after the meeting has been called to order.</i>
Ms. Lana Brennan			
Dr. Laura Brasher			
Ms. Mary Beth Brooks			
Ms. Catherine Mary Emery			
Ms. Maria Grant			
Dr. Alison Grantham			
Mr. Scott Hornick			
Mrs. Jennifer Kaltenbach			
Dr. Catherine Riihimaki			

Present: *District Administrators:*
_____ Dr. Michele Cone, Superintendent of Schools
_____ Kelly Morris, 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.

BOARD PRESIDENT’S COMMENTS/REPORT:

SUPERINTENDENT’S REPORT:

Motion to approve Action Items 20-SU-026 through 20-SU-028

Dr. Michele Cone will present the following to the Board of Education:

- 1. Enrollment Report - 1223
- 2. Monthly Report -

Action Items 20-SU-026:

BE IT RESOLVED that the Board of Education accepts the enrollment and suspension reports for April as presented by Superintendent of Schools, Dr. Michele Cone.

Action Items 20-SU-027:

BE IT RESOLVED that the Board of Education hereby affirms the first reading of the recommendation of the Superintendent 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 report:

- 1. HIB Report Tracking Number 209236
- 2. HIB Report Tracking Number 209126

Action Items 20-SU-028:

BE IT RESOLVED that the Board of Education hereby affirms the second reading of the recommendation of the Superintendent 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:

- 1. HIB Report Tracking Number 208861
- 2. HIB Report Tracking Number 208279

Board of Education Roll Call Vote

	Dr. Brasher	Ms. Brooks	Ms. Emery	Ms. Grant	Dr. Grantham	Mr. Hornick	Ms. Kaltenbach	Dr. Riihimaki	Ms. Brennan
Motion									
Aye									
Nay									
Abstain									
Absent									

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.

REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY:

Motion to approve BA Action Items 20-BA-041 to 20-BA-043 as presented:

Next Meeting Dates:

- June 1, 2020 - Work Session
- June 15, 2020 - Regular Meeting

Item 20-BA-041:

Motion to certify that the Clinton Township School District, including media centers/libraries in the district, are in compliance with the Children’s Internet Protection Act and the Neighborhood Children’s Internet Protection Act and the school district enforces the requirements of these Acts and [Policy No. 2360](#) “Internet Safety and Technology” [Policy No. 7522](#) and “School Furnished Electronic Device: Distribution and Use”.

Action 20-BA-042:

Motion to approve the payment of bills in the amount of \$1,365,369.62 for the period ending May 11, 2020.

Action 20-BA-043:

BE IT RESOLVED, that the Board of Education hereby approves the Board Secretary and Treasurer’s Reports for the month of **April, 2020**.

Board of Education Roll Call Vote

	Dr. <u>Brasher</u>	Ms. <u>Brooks</u>	Ms. <u>Emery</u>	Ms. <u>Grant</u>	Dr. <u>Grantham</u>	Mr. <u>Hornick</u>	Ms. <u>Kaltenbach</u>	Dr. <u>Riihimaki</u>	Ms. <u>Brennan</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

FACILITIES/FINANCE:

Motion to approve Action Items 20-FF-153 through 20-FF-171

Action 20-FF-153:

Motion to approve SID #1712408145 to attend ECLC Extended School Year beginning July 6, 2020 until July 31, 2020 at a tuition rate of \$6,202.20.

Action 20-FF-154:

Motion to authorize the 2020/2021 participation in the following service providers for the Tax Sheltered Annuity Plan:

- Lincoln Investments – 403(b) and 457 Plans
- AXA/Equitable – 403(b) and 457 Plans
- Legends – 403(b) and 457 Plans
- Valic – 403(b)

Action 20-FF-155:

Motion to approve the following resolution for the 2020-2021 Routing and Scheduling Shared Services with Clinton Township Board of Education for Student Transportation Routing and Scheduling Services:

WHEREAS CLINTON TOWNSHIP BOARD OF EDUCATION (hereinafter referred to as “CTSD”) has received a proposal from DELAWARE VALLEY REGIONAL HIGH SCHOOL BOARD OF EDUCATION (hereinafter referred to as “DVRHS”) to provide student transportation routing and scheduling services; and

WHEREAS DVRHS and CTSD desire to enter into a joint agreement wherein DVRHS will provide the said student transportation routing and scheduling services; and

WHEREAS the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., authorizes public entities to enter into a contract with each other to subcontract any service which one of the parties to the agreement is empowered to render within its own jurisdiction including services incidental to the primary purposes of any of the participating entities; and

WHEREAS DVRHS and CTSD are by definition local units under the said law; and DVRHS is empowered by law to provide student transportation routing and scheduling services; and

WHEREAS the provision of student transportation routing and scheduling services by DVRHS is economically advantageous to CTSD;

NOW THEREFORE BE IT RESOLVED that DVRHS and CTSD hereby agree and enter into the 2020-2021 student transportation routing and scheduling services arrangement for the provision of student transportation routing and scheduling services in accordance with N.J.S.A. 40A:65-1 et seq. at an annual amount of \$26,495.00.

Action 20-FF-156:

Motion to approve the following resolution for the 2020-2021 school year for time and material shared services for vehicle maintenance, inspection and automotive fuel with the Clinton Township Board of Education:

WHEREAS CLINTON TOWNSHIP BOARD OF EDUCATION (hereinafter referred to as “CTSD”) has received a proposal from DELAWARE VALLEY REGIONAL HIGH SCHOOL BOARD OF EDUCATION (hereinafter referred to as “DVRHS”) to provide subcontracted school bus and district vehicle maintenance, inspection, and automotive fuel services; and

WHEREAS DVRHS and CTSD desire to enter into a joint agreement wherein DVRHS will provide the said school bus and district vehicle maintenance, inspection, and automotive fuel services; and

WHEREAS the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., authorizes public entities to enter into a contract with each other to subcontract any service which one of the parties to the agreement is empowered to render within its own jurisdiction including services incidental to the primary purposes of any of the participating entities; and

WHEREAS DVRHS and CTSD are by definition local units under the said law; and DVRHS is empowered by law to provide the above listed services; and **WHEREAS** the provision of the above listed services by DVRHS is economically advantageous to CTSD;

NOW THEREFORE BE IT RESOLVED that DVRHS and CTSD hereby agree and enter into the 2020-2021 school year joint agreement wherein DVRHS will provide the said school bus and district vehicle maintenance,

inspection, and automotive fuel services in accordance with N.J.S.A. 40A:65-1 et seq. at an hourly rate of \$77.50. Materials are reimbursable at cost and fuel charged at the most recent bulk purchase price plus \$0.06 per gallon.

Action 20-FF-157:

Motion to approve the following resolution for the 2020-2021 Routing and Scheduling Shared Services with Clinton Township Board of Education for Participation in Coordinated Transportation:

WHEREAS CLINTON TOWNSHIP BOARD OF EDUCATION (hereinafter referred to as "CTSD") has received a proposal from HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION (hereinafter referred to as "HCESC") to provide coordinated transportation services; and

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, 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

It is further agreed that the Clinton Township Board of Education will provide 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 personal; 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, 2020 and June 30, 2021.
- 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 20-FF-158:

Motion to acknowledge a 10% discount on transportation costs for the 2019-2020 school year extended by Delaware Valley Regional High School in the amount of \$3,181.28 for non-operating days due to the health related school closures.

Action 20-FF-159:

Motion to acknowledge a 10% discount on transportation costs for the 2019-2020 school year extended by Hunterdon County Educational Services Commission on the daily rate for non-operating days due to the health related school closures; said discount will be reflected in a final "true up" invoice to be issued in June 2020.

Action 20-FF-160:

Motion to authorize action for the NJSIG Safety Grant Award:

WHEREAS, the New Jersey Schools Insurance Group ("NJSIG") is a school board insurance group authorized by J.J.S.A. 18A:18B-1 et seq. to provide insurance coverage and risk management services for its members;

WHEREAS, the Clinton Township School District, hereinafter referred to as the "Educational Institution," is a member of NJSIG; and,

WHEREAS, in accordance with NJSIG Policy 3710, the goal of the safety grant program is to provide members the necessary resources to complete risk reduction projects and improve the safety of the population NJSIG members serve.

NOW THEREFORE, BE IT RESOLVED, that:

1. The Educational Institution applies for a safety grant through the NJSIG safety grant program for the 2019/2020 fiscal year in the amount of \$14,500.00 for the purposes set forth in the safety grant application, which is attached hereto; and,
2. The Business Administrator is hereby authorized to take all action necessary to apply for and receive a safety grant award.

Action 20-FF-161:

Motion to approve additional professional accounting consulting services for the 2019-2020 school year with **Nisivaccio, CPAs, PC** at a cost of \$3,000.

Action 20-FF-162:

Motion to approve an agreement with **Education Framework** in the amount of \$3,455.43 for a one-year district license of EdPrivacy.

Action 20-FF-163:

Motion to approve a renewal agreement with **CDW** in the amount of \$1,149.81 for Cisco SMARTnet router and firewall maintenance and support from June 21, 2020 through June 20, 2021.

Action 20-FF-164:

BE IT RESOLVED that the Board of Education hereby approves **Therapeutic Interventions** to provide Physical Therapy and Occupational Therapy services during the 2020/2021 school year with the rates as follows:

School based therapy (in district)	\$95.00 per hour
Home based therapy	\$109.00 per hour
Evaluations	\$390.00 per evaluation

Action 20-FF-165:

BE IT RESOLVED, that the Board of Education hereby approves the contract with **Effective School Solutions** to provide behavioral support and counseling services at PMG, RVS and CTMS during the 2020-2021 school year for a total of \$ 390,000.00.

Action 20-FF-166:

Motion to authorize the Business Administrator to continue to pay 10 and 12 month contractual salaries and stipends during the health related emergency closure in accordance with S2337.

Action 20-FF-167:

Motion to approve the contract with **New Jersey School Boards Association** in the amount of \$7,000 to manage the District's search for a Superintendent effective immediately.

Action 20-FF-168:

Motion to approve the following requests for graduate course approval, in accordance with the Negotiated Agreement:

<i>Employee</i>	<i>Program Title</i>	<i>Location</i>	<i>Date</i>
Chipman, Courtney	GED642: Case Studies in Supervision	Centenary University	Summer 2020 (2020-2021)
Chipman, Courtney	GED650: Principles and Practice of Supervision	Centenary University	Summer 2020 (2020-2021)

Action 20-FF-169:

Motion to approve the following requests for employee/board member travel in accordance with the School District Accountability Act and Board of Education Policy #6471 “School District Travel.” Only overnight stays are eligible for 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: \$0.35.

<i>Employee/School</i>	<i>Program Title/Location</i>	<i>Date</i>	<i>Cost</i>	<i>Mileage</i>	<i>Lodging/Meals</i>
Paccione, Jennifer CTSD	Make Better Decisions Together Online	7/6/2020-8/7/2020	\$535.00	\$0.00	\$0.00

Action 20-FF-170:

Motion to approve a one-month enrollment extension for SID #7003514869 to complete the current online accelerated math class through **Johns Hopkins Center for Talented Youth** at an estimated cost of \$310, to be paid by the district.

Action 20-FF-171:

Motion to approve a one-month enrollment extension for SID #2447743964 to complete the current online accelerated math class through **Johns Hopkins Center for Talented Youth** at an estimated cost of \$310, to be paid by the district.

Board of Education Roll Call Vote

	Dr. <u>Brasher</u>	Ms. <u>Brooks</u>	Ms. <u>Emery</u>	Ms. <u>Grant</u>	Dr. <u>Grantham</u>	Mr. <u>Hornick</u>	Ms. <u>Kaltenbach</u>	Dr. <u>Riihimaki</u>	Ms. <u>Brennan</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

PERSONNEL:

Motion to approve Action Items 20-P-238 through 20-P-259

Action 20-P-238:

Motion to amend prior motion 20-P-197 dated February 24, 2020 to an FMLA return date on or about April 20, 2020 for Employee #498884489. PCR# 0000188

Action 20-P-239:

Motion to approve the evaluation models to be used in the 2020/2021 school year in accordance with AchieveNJ as follows:

- Danielson Model..... Teachers
- NJPEPL.....Administrators

Action 20-P-240:

Motion to amend prior motion 20-P-235 dated April 27, 2020 from intermittent FMLA leave of absence as needed to an approved paid FMLA leave of absence using accrued time from April 28, 2020 to May 22, 2020 and continuing on unpaid FMLA leave of absence through on or about May 28, 2020 with a return to work on or about May 29, 2020 for **Employee #51872059**. PCR# 0000004

Action 20-P-241:

Motion to approve the job description for the Special Education Supervisor effective 7/1/2020 (E-13)

Action 20-P-242:

Motion to amend prior motion 20-P-230 dated April 27, 2020 for **Employee #58996729** FMLA paid leave to May 13, 2020 through June 16, 2020. PCR# 0000217

Action 20-P-243:

Motion to amend prior motion 20-P-181 dated April 27, 2020 for **Employee #49894116** to adjust return from leave of absence date on or about May 21, 2020. PCR# 0000226

Action 20-P-244:

Motion to approve Katherine Cimei for the position of Leave Replacement Teacher (FTE=1) at Step A, MA with an annual salary of \$54,840.00, prorated based upon start date, effective May 21, 2020 through June 16, 2020 for **Employee #49985583** PCR# 0000086 (Pending clearance from criminal history and background check.).

Action 20-P-245:

Motion to approve Jaclyn Rivas for the position of Leave Replacement Teacher (FTE=1) at Step A, BA with an annual salary of \$52,340.00 prorated based upon a start date of May 13, 2020 through June 16, 2020 for **Employee #58996729**. PCR#0000217

Action 20-PN-246:

BE IT RESOLVED, that the Board of Education hereby approves to continue employment for the **CTAA Administrative Staff**, as set forth on the attached Schedule A, for the 2020-2021 school year, at the 2019-2020 contractual salary, until a successor collective negotiations agreement is ratified/approved, as recommended by the Superintendent, with final step and guide placement to be advised following the determination of assignments for the 2020-2021 school year.

Action 20-PN-247:

BE IT RESOLVED, that the Board of Education hereby approves to continue employment for the **CTEA Teaching Staff**, as set forth on the attached Schedule B, for the 2020-2021 school year, at the applicable contractual salary set forth in the 2017-21 collective negotiations agreement recently ratified/approved by the Board of Education and the CTEA, respectively, as recommended by the Superintendent, with final step and guide placement to be advised following the determination of assignments for the 2020-2021 school year.

Action 20-PN-248:

BE IT RESOLVED, that the Board of Education hereby approves to continue employment for the **CTEA Secretarial Staff**, as set forth on the attached Schedule C, for the 2020-2021 school year, at the applicable contractual salary set forth in the 2017-21 collective negotiations agreement recently ratified/approved by the Board of Education and the CTEA, respectively, as recommended by the Superintendent, with final step and guide placement to be advised following the determination of assignments for the 2020-2021 school year.

Action 20-PN-249:

BE IT RESOLVED, that the Board of Education hereby approves to continue employment for the **CTEA Teacher Assistants**, as set forth on the attached Schedule D, for the 2020-2021 school year, at the applicable contractual salary set forth in the 2017-21 collective negotiations agreement recently ratified/approved by the Board of Education and the CTEA, respectively, as recommended by the Superintendent, with final step and guide placement to be advised following the determination of assignments for the 2020-2021 school year.

Action 20-PN-250:

BE IT RESOLVED, that the Board of Education hereby approves to continue employment for the **CTEA Custodial/Maintenance Staff**, as set forth on the attached Schedule E, for the 2020-2021 school year, at the applicable contractual salary set forth in the 2017-21 collective negotiations agreement recently ratified/approved by the Board of Education and the CTEA, respectively, as recommended by the Superintendent, with final step and guide placement to be advised following the determination of assignments for the 2020-2021 school year.

Action 20-PN-251:

BE IT RESOLVED, that the Board of Education hereby approves to continue employment for the non-certificated **Hourly Aide Staff**, as set forth on the attached Schedule F, for the 2020-2021 school year, at the District's approved hourly rate.

Action 20-PN-252:

BE IT RESOLVED, that the Board of Education hereby approves to continue employment for the **Non Affiliated Staff, Administrative and Support**, as set forth on the attached Schedule G, for the 2020-2021 school year, with salaries to be determined.

Action 20-P-253:

BE IT RESOLVED, that the Board of Education hereby approves the staff set forth on the attached Schedule H, to work as **Special Education Teachers, Behaviorist, Nurse, and Speech Therapist**, as set forth, during the District's 2020 ESY Program (Extended School Year) (June 29, 2020-July 30, 2020), (4.25 hours per day, 4 days per week, for a total of 20 days), at the hourly rate based upon each staff member's 2019-2020 annual base salary.

Special Education Teachers		
Angela Dmuchowski	Kristina Knapp	Danielle Nugent
Ronda Ferri	Laura Krupnik	Caitlin O'Connor
Kelly Gallo	Ellen Layton	Kelli Portland
Roberta Grambor	Julia Monge	Robyn Prebor
MaryBeth Guidi	Lauren Niebuhr	Julie Tepper

Behaviorist	Nurse	Speech Therapist	Counselor
Sarah Barber	Caitln Dombrowski - only if in person	Kaitlyn Vona	Kathy Collins

Action 20-P-254:

Motion to approve the following teachers to serve as curriculum chairs at a stipend of \$500 each, for the 2020-2021 school year.

Arthurs, Sara	Davis, Meghan	Jaw, Laura
Carew, Tracy	Desjaddon, Jen	Jordan, Jill
Chipman, Courtney	Dmuchowski, Angela	Julia Monge
Comly, Patricia	Filus, Joanne	Mooney, Julie
Daniello, Dorothy	Hill, Kelly	Rothbard, Lina
		Tarriff, Rich

Action 20-P-255:

Motion to accept, with regret, the resignation from Christopher Cosgrave after 9 years of service due to retirement effective 7/1/2020. PCR#0000181

Action 20-P-256:

Motion to approve, request from Joanne Hinkle, as per contractual agreement, to carry over 8 unused vacation days from the 2019-2020 school year into the 2020-2021 school year.

Action 20-P-257:

Motion to amend 20-P-173 dated 1/27/2020 for **Employee #66304528** for unpaid NJFLA leave dates to begin August 31, 2020 through November 20, 2020 with a return to work on November 23, 2020. PCR#0000048

Action 20-P-258:

Motion to amend 20-P-199 dated February 24, 2020 for **Employee #84306850** for unpaid NJFLA leave dates to begin August 31, 2020 through November 20, 2020 with a return to work on November 23, 2020. PCR#0000180

Action 20-P-259:

Motion to amend 20-P-217 dated March 16, 2020 for **Employee #41002882** for paid leave of absence using accrued time from June 2, 2020 through June 5, 2020 with a return to work on June 8, 2020 and continuing with an unpaid leave of absence from August 31, 2020 through November 6,2020 with a return to work on November 9, 2020.

Board of Education Roll Call Vote

	Dr. <u>Brasher</u>	Ms. <u>Brooks</u>	Ms. <u>Emery</u>	Ms. <u>Grant</u>	Dr. <u>Grantham</u>	Mr. <u>Hornick</u>	Ms. <u>Kaltenbach</u>	Dr. <u>Riihimaki</u>	Ms. <u>Brennan</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

POLICY: None

CURRICULUM: None

NEGOTIATIONS-CTAA/CTEA:

Lana Brennan, Catherine Riihimaki, Alison Grantham, Laura Brasher

CTAA

Ad-hoc Committee for Superintendent Search:

Laura Brasher, Lana Brennan, Catherine Riihimaki, Jennifer Kaltenbach

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.

ADJOURNMENT:

Action 20-AJ-017:

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

(_____ Ayes; _____ Nays; _____ Abstain; _____ Absent)