

**CLINTON TOWNSHIP SCHOOL DISTRICT  
BOARD OF EDUCATION  
MINUTES  
Special Meeting March 19, 2020 at 6:00 p.m.  
Clinton Township Middle School Auditorium  
with Virtual Access**



**CALL TO ORDER:** Ms. Brennan called the meeting to order at 6:01 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 March 16, 2020.

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

**ROLL CALL:**

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

**Present:** *District Administrators:*  
 Dr. Michele Cone, Superintendent of Schools  
 Kelly Morris, Business Administrator/Board Secretary

**Also Present:**  Dave Hesse, Esq., Board Attorney

**PLEDGE OF ALLEGIANCE:** Dr. Grantham led the Board in the Pledge of Allegiance.

**PROCESS GUARDIAN:** Dr. Riihimaki was appointed Process Guardian.  
*Motion to appoint Joanne Hinkle* as Board Secretary for the March 19, 2020 Board Meeting.  
**Dr. Riihimaki Moved, Dr. Grantham Seconded**  
**All Yes. Motion Carried.**

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

- 1. Preliminary Budget Presentation

Ms. Brennan thanked Alexa Ingram for hosting the Board of Education Meeting via Zoom. She also thanked all the Clinton Township School District Teachers, Staff and Custodians for all their hard work and dedication during the closure.

**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.**

**\*\*Virtual participants may sign up to speak using the Zoom chat feature.**

***Motion to accept*** the resignation to Dr. Michele Cone, Superintendent, effective June 30, 2020.

**Ms. Emery Moved, Dr. Brasher Seconded**

**All Yes. Motion Carried.**

**REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY:**

**Action Items 21-BA-023 through 20-BA-025**

**Action 20-BA-023:**

***WHEREAS***, the 2019-2020 preliminary budget includes sufficient funds to implement the proposed planning process as described in this district’s Annual Report pursuant to N.J.S.A.18A:7A-11 and to provide curriculum and instruction which will enable all students to achieve the New Jersey Student Learning Standards;

***WHEREAS***, the 2020-2021 preliminary budget is in compliance with the requirements set forth in N.J.S.A. 18A and N.J.A.C. Title 6 and 6A;

***THEREFORE BE IT RESOLVED*** the Clinton Township School District Board of Education approves the preliminary 2020-2021 budget in the amount of \$27,743,131 and authorizes its submission to the Hunterdon County Superintendent of Schools for approval as follows:

General Fund.....	\$ 27,202,006
Special Revenue Fund.....	\$ 568,654
Budget Total:.....	\$ 27,770,660

***BE IT FURTHER RESOLVED*** to acknowledge that the 2020-2021 budget as described above results in a general fund tax levy in the amount of \$24,238,903 and a debt service tax levy in the amount of \$2,108,081

**Action 20-BA-024:**

***BE IT FURTHER RESOLVED*** that the maximum general fund travel allowance for the 2020-2021 school year shall be established at \$100,000 and the maximum regular business travel amount shall not exceed \$1,200 per employee.

**Action 20-BA-025:**

***WHEREAS***, N.J.A.C. 6A:23A-10.3(b) allows a district to request the use of banked cap only after it has fully exhausted all eligible statutory spending authority in the budget year;

***WHEREAS***, after a significant reduction in School Choice Aid and intentional financial planning, the Clinton Township School District Board of Education has determined that there is a need to use the banked cap as follows: 1.) for the purpose of funding the general operations of the school district and 2.) to maintain a thorough and efficient education in the 2020-2021 school year.

THEREFORE BE IT RESOLVED, that the Clinton Township School District Board of Education requests the use of \$276,737 of banked cap in order to support the general operations of the 2020-2021 school year budget.

**Board of Education Roll Call Vote**

	<u>Dr. Brasher</u>	<u>Ms. Brooks</u>	<u>Ms. Emery</u>	<u>Ms. Grant</u>	<u>Dr. Grantham</u>	<u>Mr. Hornick</u>	<u>Ms. Kaltenbach</u>	<u>Dr. Riithimaki</u>	<u>Ms. Brennan</u>
<b>Motion</b>							X	X	
<b>Aye</b>	X	N	X	N	N	X	X	X	X, N-20-BA -25
<b>Nay</b>									
<b>Abstain</b>									
<b>Absent</b>									

**Motion Carried.**

**OLD BUSINESS:**

1. Agenda- request it to be sent out, not just shared, rather not go looking in a folder.
2. Committee of the Whole- limits conversations that can be held about the budget, also difficult to know if the budget is good/not or has enough information. The Board asked about seeking guidance from NJSBA.

**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.**

**\*\*Virtual participants may sign up to speak using the Zoom chat feature.**

**NONE**

**EXECUTIVE SESSION (if needed):**

*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 \_\_\_\_\_.*

*WHEREAS, the length of the Executive Session is estimated to be \_\_\_\_\_ minutes, after which the meeting shall reconvene and proceed with business wherein action 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.*

*Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to move to Executive Session at \_\_\_\_\_ (time).*

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



**RECONVENE TO PUBLIC SESSION:**

**ADJOURNMENT:**

**Action 20-AJ-012:**

*Motion made by Ms. Kaltenbach, seconded by Ms. Brooks, to adjourn the meeting of the Clinton Township Board of Education at 7:32pm (time).*

**All Yes. Motion Carried.**