

**CLINTON TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION**

MINUTES

**Regular Meeting January 27, 2020 at 7:30 p.m.
Clinton Township Middle School Auditorium**



CALL TO ORDER: Ms. Brennan called the meeting to order at 7:32 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. 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 Offices 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.
Ms. Lana Brennan	X		
Dr. Laura Brasher	X		
Ms. Mary Beth Brooks	X		
Ms. Catherine Mary Emery	X		
Ms. Maria Grant	X		
Dr. Alison Grantham	X		
Mr. Scott Hornick	X		
Mrs. Jennifer Kaltenbach	X		
Dr. Catherine Riihimaki	X		

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: Ms. Brooks led the Board in the Pledge of Allegiance.

PROCESS GUARDIAN: Dr. Riihimaki was appointed Process Guardian.

BOARD PRESIDENT’S COMMENTS/REPORT:

Ms. Brennan presented the Governor's Award for outstanding Educators.

REPORT OF THE SUPERINTENDENT OF SCHOOLS:

Action Items 20-SU-016 through 20-SU-018

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

1. Enrollment Report - 1221
2. Suspensions - (2) 1 day In-School Suspensions - RVS

Action Items 20-SU-016:

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

Action Items 20-SU-017:

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 206589
2. HIB Report Tracking Number 206164

Action Items 20-SU-018:

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 reports:

1. HIB Report Tracking Number 205117
2. HIB Report Tracking Number 205781
3. HIB Report Tracking Number 206009

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. Riihimaki</u>	<u>Ms. Brennan</u>
Motion		1st	2nd						
Aye	X	X	X	X	X	X	X	X	X
Nay									
Abstain									
Absent									

All Yes. Motion Carried.

FIRST RECOGNITION OF THE PUBLIC - AGENDA ITEMS ONLY:

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:

Action Items 20-BA-013 through 20-BA-016

Action 20-BA-013:

Motion to approve the line item transfers for the period ending January 24, 2020.

Action 20-BA-014:

Motion to approve the total payment of bills for the period from December 20, 2019 to January 27, 2020 in the amount in the of \$4,231,845.73, detailed as follows:

Fund 10	\$71,097.56
Fund 11	\$2,317,227.12
Fund 12	\$141,424.03
Fund 20	\$\$54,519.60
Fund 40	\$1,614,003.13
Fund 60	\$33,574.29
TOTAL:	\$4,231,845.73

Action 20-BA-015:

Motion to approve the Clinton Township School District Budget Calendar as presented.

Action 20-BA-016:

Motion to approve the following Board Meeting minutes:

- June 4, 2019
- July 29, 2019
- August 20, 2019
- September 30, 2019
- October 28, 2019
- November 18, 2019
- December 18, 2019
- January 6, 2020

Next Meeting Dates:

- Thursday, February 13, 2020 - Work Session
- Monday, February 24, 2020 - Regular Business Meeting

Board of Education Roll Call Vote

	<u>Dr.</u> <u>Brasher</u>	<u>Ms.</u> <u>Brooks</u>	<u>Ms.</u> <u>Emery</u>	<u>Ms.</u> <u>Grant</u>	<u>Dr.</u> <u>Grantham</u>	<u>Mr.</u> <u>Hornick</u>	<u>Ms.</u> <u>Kaltenbach</u>	<u>Dr.</u> <u>Riihimaki</u>	<u>Ms.</u> <u>Brennan</u>
Motion					1st			2st	
Aye	X	abX	X	abX	X	X	X	abX	X
Nay									
Abstain		1/6		1/6				6/4	
Absent									

FACILITIES/FINANCE:**Action Items 20-FF-107 through 20-FF-115****Action 20-FF-107:**

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.

Employee/School	Program Title/Location	Date	Cost	Mileage	Lodging/ Meals
Boisclair, Joy PMG	NJAGC West Windsor, NJ	3/20/2020	\$219.00	\$25.06	\$0.00
Bennett, Robyn BOE	NJ ASBO Budget Software Review Robbinsville, NJ	2/11/2020	\$50.00	\$38.50	\$0.00
Carew, Tracy CTMS	Intervention Strategies for Struggling Math Learners New Brunswick, NJ	2/3/2020	\$205.00	\$19.88	\$0.00
Comly, Tricia CTMS	Intervention Strategies for Struggling Math Learners New Brunswick, NJ	2/3/2020	\$205.00	\$19.88	\$0.00
Cwynar, Jen PMG	NJAGC West Windsor, NJ	3/20/2020	\$219.00	\$25.06	\$0.00
Desjadon, Jen RVS	NJAGC West Windsor, NJ	3/20/2020	\$219.00	\$28.42	\$0.00
Domenic, MaryAnna CTMS	NJ Nurse's Annual Conference Princeton, NJ	3/27/2020	\$229.00	\$26.18	\$0.00
Glover, Michaela CTMS	Enhancing Therapy for Auditory Processing Disorder Fairfield, NJ	2/12/2020	\$279.00	\$30.45	\$10 Tolls/Parking
Hammond, Judi CTMS	Creating Safer Spaces MUJC	1/31/2020	\$75.00	\$21.07	\$0.00
Kane, Catherine PMG	NJ School Nurse Conference Princeton, NJ	3/28/2020	\$199.00	\$26.18	\$0.00
Menzie, Tracy RVS	NJABA Conference Somerset, NJ	4/3/2020	\$250.00	\$16.17	\$0.00
Mitariten, Joy CTMS	NGSS Conference West Orange, NJ	3/16/20	\$289.00	\$31.64	\$0.00
Paccione, Jen CTSD	Unpacking Your School's Performance Monroe Twp, NJ	1/22/2020	\$100.00	\$28.63	\$0.00
Shaw, Carmella BOE	Transporting Students with Disabilities Hunterdon Central Regional H.S.	1/11/20, 1/18/20, 1/25/20, 2/1/20, 2/8/20	\$680.00	\$0.00	\$0.00
Shaw, Carmella BOE	Emergency Management Hunterdon Central Regional H.S.	2/11/20, 2/18/20, 2/25/20, 3/3/20	\$397.00	\$0.00	\$0.00
Stokes, Marianne BOE	NJ Pensions Systems Rockaway, NJ	2/20/2020	\$100.00	\$29.19	\$0.00
Jaw, Laura PMG	Responsive Classroom Trainer PD Online	2/15/2020-12/ 31/2020	\$250.00	\$0.00	\$0.00

Morris, Kelly BOE	NJ ASBO Audit Prep Rockaway, NJ	4/28/2020	\$100.00	\$29.19	\$0.00
Morris, Kelly BOE	NJ ASBO Budget Software Review Robbinsville, NJ	2/11/2020	\$50.00	\$38.50	\$0.00
Morris, Kelly BOE	NJ ASBO Purchasing Robbinsville, NJ	5/07/2020	\$50.00	\$38.50	\$0.00
Stokes, Marianne BOE	NJ ASBO Audit Prep Rockaway, NJ	4/28/2020	\$100.00	\$29.19	\$0.00

Action 20-FF-108:

Motion to accept, with gratitude, Shoprite gifts cards totalling \$150.00 donated by Work Family Connections to be distributed to families in need.

Action 20-FF-109:

Motion to approve Hunterdon Pediatric Associates to administer a Neurodevelopmental Assessment for SID #7698432913 during the 2019-2020 school year for a fee of \$ 927.00.

Action 20-FF-110:

Motion to approve New Jersey Commission for the Blind and Visually Impaired to provide Education Level 1 services for SID #2329622588 during the 2019-2020 school year for a fee of \$1,331.25.

Action 20-FF-111:

Motion to approve Advancing Opportunities to administer an AAC evaluation for SID #7415091886 during the 2019-2020 school year for a fee of \$1,320.00.

Action 20-FF-112:

Motion to approve American Tutor to provide Home Instruction to SID #8573267839 during the 2019-2020 school year at rate of \$28.62, per hour, not to exceed 10 hours a week.

Action 20-FF-113:

Motion to approve Extended School Year (ESY) dates beginning June 30, 2020 through July 30, 2020 (Monday-Thursday). (Staff set-up and training date June 29, 2020).

Action 20-FF-114:

Motion to approve the amendment to prior motion 20-FF-024, approved on July 29, 2019, to increase the amount not to exceed, for the agreement with **Grefe Consultancy, LLC**, from \$6,000.00 to \$6,400.00.

Action 20-FF-115:

Motion to approve N.J.A.C. 6A: 23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for 2020-2021; and

WHEREAS, the Clinton Township Board of Education desires to apply for this waiver due to the fact that based upon the revenue projections, it projects having fewer than 40 Medicaid eligible classified students in the 2020-2021 budget year;

NOW THEREFORE BE IT RESOLVED, that the Clinton Township Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Hunterdon an appropriate waiver of the requirements of N.J.A.C. 6A: 23A-5.3 for the 2020-2021 school year.

Board of Education Roll Call Vote

	<u>Dr.</u> <u>Brasher</u>	<u>Ms.</u> <u>Brooks</u>	<u>Ms.</u> <u>Emery</u>	<u>Ms.</u> <u>Grant</u>	<u>Dr.</u> <u>Grantham</u>	<u>Mr.</u> <u>Hornick</u>	<u>Ms.</u> <u>Kaltenbach</u>	<u>Dr.</u> <u>Riihimaki</u>	<u>Ms.</u> <u>Brennan</u>
Motion		2nd						1st	
Aye	X	X	X	X	X	X	X	X	X
Nay									
Abstain									
Absent									

All Yes. Motion Carried.

PERSONNEL:

Action Items 20-P-157 through 20-P-180

PLEASE NOTE THAT ALL STAFF APPOINTMENTS ARE AT THE RECOMMENDATION OF THE SUPERINTENDENT OF SCHOOLS, AND THAT ALL SALARIES ARE PRORATED TO THE EFFECTIVE DATE OF EMPLOYMENT AND WITHIN THE CURRENT SCHOOL BUDGET.

Action 20-P-157:

Motion to approve Kathleen Gasior for the position of substitute Lunch and Recess Monitor at a rate of \$11.00 per hour, effective January 21, 2020 through June 30, 2020.

Action 20-P-158:

Motion to approve Linda Pingitore for the position of Lunch and Recess Monitor at a rate of \$13.00 per hour, effective January 21, 2020 through June 30, 2020.

(Upon completion and clearance from criminal history, and background check.)

Action 20-P-159:

Motion to approve Theresa Bostock for the position of substitute Lunch and Recess Monitor at a rate of \$11.00 per hour, effective January 28, 2020 through June 30, 2020.

Action 20-P-160:

Motion to accept the resignation of **Sarah Barber**, Teaching Assistant, effective January 28, 2020.

Action 20-P-161:

Motion to approve Sarah Barber, Behavior Specialist, FTE=1, Step A, BA, at an annual salary of \$52,340.00, to be prorated based on an effective date of January 29, 2020 through June 30, 2020.

Action 20-P-162:

Motion to approve Jennifer Patuto, Teaching Assistant, FTE=1, Step 1, at an annual salary of \$22,850.00, to be prorated based on an effective date of January 28, 2020 through June 30, 2020.

(Upon completion and clearance from criminal history, and background check.)

Action 20-P-163:

Motion to approve Laura Greenstein, LDT-C, FTE=1, Step E, MA in F, at an annual salary of \$59,580.00, to be prorated based on an effective date of March 2, 2020 through June 30, 2020.

(Upon completion and clearance from criminal history, and background check.)

Action 20-P-164:

Motion to approve Timothy Epps, Maintenance, Step 4, at an annual salary of \$48,430.00, to be prorated based on an effective date on or about February 17, 2020 through June 30, 2020.

(Upon completion and clearance from criminal history, and background check.)

Action 20-P-165:

Motion to approve participation by all District Teaching Assistants in training and/or meetings beyond their regular work day, not to exceed one meeting per month, at an hourly rate based on their annual salary, beginning January 8, 2020 through June 30, 2020.

Action 20-P-166:

Motion to approve Amanda Smith, Special Education Teacher, from FTE=0.64 to FTE=1.0, Step A, BA, at a prorated salary of \$52,340.00, effective January 28, 2020 through June 30, 2020.

Action 20-P-167:

Motion to approve the following staff to serve as mentors during the 2019-2010 school year as per negotiated agreement.

<i>Mentor Teacher</i>	<i>Novice Teacher</i>	<i>Certificate Type</i>	<i>Duration</i>	<i>Amount of compensation paid by novice teacher</i>
Johnson, Judith	Simonelli, Susan	CE	3 weeks	\$100.00

Action 20-P-168:

Motion to amend prior motion 19-PN-249, dated June 17, 2019, to correct the location for **Alex Ruttenburg**, School Counselor, from RVS to District Level with service at PMG and RVS.

Action 20-P-169:

Motion to amend prior motion 19-PN-249, dated June 17, 2019, to correct the location for **Carol Frey**, School Counselor, from PMG to District Level with service at PMG and RVS.

Action 20-P-170:

Motion to amend prior motion 20-P-148 dated December 18, 2019 to amend employee #49973886 FMLA return date to January 13, 2020.

Action 20-P-171:

Motion to approve FMLA paid leave for employee #92499771 from April 20, 2020 through May 8, 2020, then FMLA unpaid leave from May 11, 2020 through October 2, 2020, with a return date of October 5, 2020.

Action 20-P-172:

Motion to amend prior motion 20-P-148 dated December 18, 2019 to amend employee #49894116 FMLA return date to February 19, 2020.

Action 20-P-173:

Motion to approve FMLA unpaid leave for employee #66304528, from May 3, 2020 through October 22, 2020 with a return date of October 23, 2020.

Action 20-P-174:

Motion to approve unpaid leave for employee #87607339 from January 15, 2020 through March 10, 2020, with a return date of March 11, 2020.

Action 20-P-175:

Motion to approve FMLA paid leave for employee #49785165 from January 7, 2020 through January 24, 2020 with a return date of January 27, 2020.

Action 20-P-176:

Motion to approve **Kim Zundel** for the position of Bus Aide for SID #1038988143 during the 2019-2020 school year at \$15.00 per hour, not to exceed 15 hours per week.

Action 20-P-177:

Motion to approve **Emily Perkalis** to provide home instruction to SID #8573267839 beginning January 6, 2020 until March 2, 2020, not to exceed 10 hours a week at a rate of \$28.62 per hour.

Action 20-P-178:

Motion to approve **MaryBeth Guidi** to complete an ABA Home Observation for SID #1314826292 during the 2019-2020 school year at a rate of \$40.59 per hour, not to exceed 1 hour.

Action 20-P-179:

Motion to approve **Mary Junge** for the position of Teaching Assistant for SID #2685225422, SID #8138239083 and SID #9550013286 during Drama Club activities at a rate of \$18.00 per hour.

Action 20-P-180:

Motion to approve all certificated staff and teaching assistants to serve as chaperones as necessary, payable at the rate as detailed in the Collective Bargaining Agreement.

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. Riihimaki</u>	<u>Ms. Brennan</u>
Motion			1st			2nd			
Aye	X	X	X	X	X	X	X	X	X
Nay									
Abstain									
Absent									

All Yes. Motion Carried.

POLICY:

Action Items 20-PO-009 through 20-PO-010

Action 20-PO-009:

Motion to approve **Strauss Esmay and Associates** to update the Policies, Regulations, and Bylaws for the Clinton Township School District for a fee of \$4,000.00.

Action 20-PO-010:

Motion to approve the first reading of the following as presented to the Board:

- 8130 School Organization

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. Riihimaki</u>	<u>Ms. Brennan</u>
Motion	2nd	1st							
Aye	X	X	X	X	X	X	X	X	X
Nay									
Abstain									
Absent									

All Yes. Motion Carried.

CURRICULUM:

Action Items 20-CUR-032 through 20-CUR-035

Action 20-CUR-032:

Motion to approve the following field trips (not at Board expense):

<i>Trip Dates</i>	<i>Description</i>	<i>Class/Group</i>	<i>Trip Coordinator</i>	<i>Cost</i>
April 7 and 8, 2020	The Red Mill, Clinton	All 2nd Grade Students and Staff	Kelly Newgarde	April 7, 2020 - \$203.88 April 8, 2020- \$407.76
April 24, 2020	Camp Bernie, Port Murray	All 5th Grade	Michelle Major	\$152.91 per Bus \$458.73 Total

Action 20-CUR-033:

Motion to approve the Nursing Services Plan for the 2019-2020 school year.

Action 20-CUR-034:

Motion to approve a one-year district renewal with **Brain Pop** in the amount of \$6,440.00.

Action 20-CUR-035:

Motion to adopt the following curricula for the 2019-2020 school year to align with the current state standards:

- ELA, Grades K-8
- Math, Grades K-8

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. Riihimaki</u>	<u>Ms. Brennan</u>
Motion							2nd	1st	
Aye	X	X	X	X	X	X	X	X	X
Nay									
Abstain									
Absent									

All Yes. Motion Carried.

NEGOTIATIONS-CTAA/CTEA:

Lana Brennan, Catherine Riihimaki, Alison Grantham, Laura Brasher

CTAA - No update to report.

CTEA - Ms. Brennan read a joint statement. Plans were made for the next meeting.

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. Riihimaki</u>	<u>Ms. Brennan</u>
Motion									
Aye									
Nay									
Abstain									
Absent									

OLD BUSINESS:

1. Ms. Grant asked about suspending the auditor approval policy at the reorganization meeting.
2. Ms. Brennan spoke to the Board about the committee of the whole structure and stated that the Board will receive training from Gwen Thronton on February 13, 2020.
3. Ms. Grant requested a presentation regarding a resource officer.
4. Ms. Brooks asked about using recycled Chromes Books for Board members to reduce paper.

NEW BUSINESS:

Dr. Riihimaki shared an update after attending a meeting of the Hunterdon County School Boards Association. She shared that the census is important to ensure that the District gets adequate resources. Also, the school funding formula was reviewed; there is uncertainty on state aid due to shifting enrollments. The next HCSBA meeting is March 12, at JP Case Middle School in Flemington.

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.

Danielle Nugent, teacher at CTSD shared a reminder that CAMPfest will be held at Spruce Run School on February 8, 2020 from 10am-1pm. Presently, 17 local organizations are signed up to attend and share information and amazing diverse offerings to meet the needs of all students.

Carol Johnson thanked the teachers and the Board for the stellar education received by her three sons. She stated that it is “up to us to make the world what we want our kids to inherit.”

EXECUTIVE SESSION:

In accordance with *N.J.S.A. 10: 4-12(b)*, the Board will hold an executive session this evening for the purpose of discussing the following matters: Negotiations & Legal Matters.

Action may be taken upon returning to open session. Minutes taken at such meetings shall remain confidential only so long as their publication would defeat the purpose of the executive session. Board members and other persons attending the session shall not disclose the topics or details of discussion at an executive session.

The length of this Executive Session is estimated to be 90 minutes, after which the meeting shall reconvene and proceed with business.

Motion made by Dr. Riihimaki, seconded by Dr. Grantham, to move into Executive Session at 8:28 pm.

Yes- 9 No-0

All Yes. Motion Carried.

RECONVENE TO PUBLIC SESSION:

Motion made by Ms. Emery, seconded by Dr. Riihimaki, to return to Public Session at 10:10 pm.

Yes- 6 No-0

All Yes. Motion Carried.

ADJOURNMENT:

Action 20-AJ-008:

Motion made by Dr. Grantham, seconded by Ms. Emery, to adjourn the meeting of the Clinton Township School District at 10:14 pm.

All Yes. Motion Carried.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Kelly Morris".

Kelly Morris
Board Secretary