

**CLINTON TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION**

AGENDA

**Special Meeting July 31, 2018 at 7:30 p.m.
Clinton Township Middle School Auditorium**

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 July 26, 2018.

- 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. Maria Grant			
Mrs. Rachel McLaughlin			
Mrs. Lana Brennan			
Mrs. Mary Beth Brooks			
Dr. Jeffrey Foy			
Mr. Kevin Maloy			
Mrs. Alissa Olawski			
Mrs. Yehara Raddalgoda			

Present: *District Administrators:*
_____ Mrs. Michele Cone, Acting Superintendent of Schools
_____ Mr. Richard J. Kilpatrick, 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.

PRESIDENT'S COMMENTS/REPORT

Interview of Board Candidates

EXECUTIVE SESSION:

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

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

***WHEREAS**, any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer. The nature of the matter, described as specifically as possible without undermining the need for confidentiality reviewing hearing information before the Board pursuant to N.J.S.A. 18A:37-13.2 et. seq., attorney-client privilege, personnel, and negotiations; and*

***WHEREAS**, the length of the Executive Session is estimated to be sixty (60) minutes after which the meeting shall reconvene and proceed with business.*

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

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

Action may be taken upon return.

Time:

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

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

Time:

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

REPORT OF THE SUPERINTENDENT OF SCHOOLS

Mrs. Cone will present the following to the Board of Education:

1. Monthly Report

Board of Education Roll Call Vote

	Mrs. Brennan	Mrs. Brooks	Dr. Foy	Mr. Maloy	Mrs. McLaughlin	Mrs. Olawski	Mrs. Raddalgoda	Ms. Grant
Motion								
Aye								
Nay								
Abstain								
Absent								

PUBLIC COMMENTS – AGENDA ITEMS ONLY

PLEASE RESPECT THE 3-MINUTE SPEAKING RULE, AS PER BOARD OF EDUCATION BYLAW #0167, SO THAT THE BUSINESS OF THE BOARD MAY PROCEED IN A TIMELY MANNER.

FIRST RECOGNITION OF THE PUBLIC

PLEASE RESPECT THE 3-MINUTE SPEAKING RULE, AS PER BOARD OF EDUCATION BYLAW #0167, SO THAT THE BUSINESS OF THE BOARD MAY PROCEED IN A TIMELY MANNER.

REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY

Informational:

- The date of the Board of Education’s next regular meeting is scheduled for Monday, August 27, 2018 at 7:30 p.m., in the Auditorium of Clinton Township Middle School.

FACILITIES/FINANCE:

Kevin Maloy- Chair; Alissa Olawski, Maria Grant, Lana Brennan

Action Items 19-FF-024 through 19-FF-30

Action 19-FF-024:

***BE IT RESOLVED**, that the Board of Education hereby approves the following resolution to address a Reduction in State Aid in the 2018-19 Budget.*

***WHEREAS**, the Governor's Budget address included adequate funds to provide for Adjustment Aide for the Clinton Township School District; and*

***WHEREAS**, the State of New Jersey's Legislature negotiated a balanced FY 2018-19 budget with the Governor to avoid the shut down of state services to the people of New Jersey; and*

***WHEREAS**, the 2018-19 Legislature's approved budget language includes a Reduction in State Aid for school districts in New Jersey; and*

***WHEREAS**, the New Jersey Department of Education issued Revised State Aid notices to school districts on July 13, 2019; and*

***WHEREAS**, the New Jersey Department of Education provided guidance on options available to address the Reduction in State Aid that includes reducing its budgetary basis State Aid Revenue and Receivable for 2018-19; and*

***WHEREAS**, the Clinton Township School District's Administration recommends the use of unassigned General Fund surplus to maintain the district's FY 2018-19 budgeted appropriations as permitted in accordance with N.J.S.A. 18A:22-8.1 and N.J.A.C. 6A:23A-13.3(b) and (c); and*

***WHEREAS**; the Commissioner of Education has granted districts the option to maintain their budgeted appropriations in this manner; and*

***WHEREAS**; any appropriated surplus funds that are unexpended/unencumbered and fall to surplus at June 30, 2019 will be included in the audited Excess Surplus Calculation; and*

***WHEREAS**; the district will report the \$ 302,694 in the "Recapitulation of Balances" in its FY 2019-20 Budget Submission, as required by the guidance provided by the New Jersey Department of Education; and*

***WHEREAS**, the \$ 302,694 represents the Reduction in State Aid caused by the elimination of the district's Adjustment Aid; and*

***THEREFORE BE IT RESOLVED**, the Clinton Township Board of Education hereby authorizes the School Business Administrator to transfer \$ 302,694 of unassigned General Fund surplus to maintain the district's FY 2018-19 budgeted appropriations, as permitted by the Commissioner's permission and in accordance with N.J.S.A. 18A:22-8.1 and N.J.A.C. 6A:23A-13.3(b) and (c).*

Action 19-FF-025:

BE IT RESOLVED that the Board of Education hereby authorizes Richard J. Kilpatrick, Business Administrator, and Michele Cone, Acting Superintendent, to be authorized signers on the District Petty Cash Account with Investors Savings Bank.

Action 19-FF-026:

BE IT RESOLVED that the Board of Education approves a contract with McGowan LLC for well water compliance at Patrick McGaheeran School in the 2018/2019 school year at a cost not to exceed \$2,000.

Action 19-FF-027:

BE IT RESOLVED that the Board of Education hereby approves the contract with R&L DataCenters, Inc. for payroll services for the 2018-2019 school year with the following service fees:

1. The per payroll charge for services is fixed and is established upon processing requirements as listed in the contract for the term of the agreement; The per payroll charge is \$686.50;
2. There are no additional Quarterly charges;
3. If additional payrolls are requested beyond regularly scheduled payrolls, they will be prepared at a fixed cost of \$686.50 per payroll;
4. W-2 preparation and filing costs will be \$150.00 plus \$6.50 per each W-2 prepared;
5. 1099 preparation and filing costs will be \$150.00 plus \$6.50 per each 1099 prepared;
6. Programming, or additional requests/reports, which are requested by the Board and which will be sued only by the Board, which require programming will be performed/prepared at a programming rate of \$125.00 per hour or any increment thereof, and \$62.50 for each one-half hour or portion thereof. If required, an estimate of cost will be prepared prior to the commencement of any programming;
7. If on-site training, payroll support, payroll software support is requested by the Board and determined to be necessary by R&L, said training will be charged \$125.00 per hour (in 30 minute increments) including travel time. An annual allowance of 4.5 hours of initial onsite support will be provided at no charge; and
8. Any charges received by R&L for miscellaneous or ancillary services as assessed by Third Parties (for example those listed on Schedule B Miscellaneous Fees; Ceridian Tax Service) will be charges considered as "pass-through" to the Board, that is, not charges of R&L to the extent that same fees are not the result of any untimely forwarding of requisite data by R&L DataCenters, Inc. to Ceridian Tax Service or charges to previously forwarded data which are not the direct result of actions of the Board.
9. Any fees charged to the Board by Third Parties as miscellaneous or ancillary services (for example Schedule B Tax Service Miscellaneous Fees; Ceridian Tax Service), whether directly to the Board or "passed through" R&L will be considered as assessed by Third Parties to , agreed by , and obligations of the Board, and not as fees of or by R&L.

Action 19-FF-028:

***BE IT RESOLVED** that the Board of Education approves the continuation of the Clinton Township School District as a member of the Morris-Union Jointure Commission (MUJC) at a dues rate of \$9,101.68. Dues will be payable in June 2019 only if the MUJC does not authorize a dues rebate.*

Action 19-FF-029:

***BE IT RESOLVED** that the Board of Education hereby approves a contract with Eastern Janitorial Services to provide cleaning services at CTMS in assisting with the reorganization of the District in the amount not to exceed \$ 15,000.*

Action 19-FF-030:

***BE IT RESOLVED** that the Board of Education hereby acknowledges the following request for graduate course approval, in accordance with the Negotiated Agreement:*

<i>Employee</i>	<i>Program Title</i>	<i>Location</i>	<i>Date</i>
<i>Michele Cone</i>	<i>Dissertation Continuance</i>	<i>Centenary University</i>	<i>Fall 2018</i>

Board of Education Roll Call Vote

	<u>Mrs. Brennan</u>	<u>Mrs. Brooks</u>	<u>Dr. Foy</u>	<u>Mr. Maloy</u>	<u>Mrs. McLaughlin</u>	<u>Mrs. Olawski</u>	<u>Mrs. Raddalgoda</u>	<u>Ms. Grant</u>
Motion								
Aye								
Nay								
Abstain								
Absent								

PERSONNEL/NEGOTIATIONS:

Personnel: Alissa Olawski – Chair; Rachel McLaughlin, Maria Grant,

Negotiations: Maria Grant - Chair; Kevin Maloy, Alissa Olawski

Action Items 19-PN-021 through 19-PN-032

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 19-PN-021:

BE IT RESOLVED that the Board of Education hereby approves an increase in hours from .5 to .64 for the Nurse Aide position at PMG.

Action 19-PN-022:

BE IT RESOLVED that the Board of Education hereby approves the following job description:

- *District Special Education Substitute*

Action 19-PN-023:

BE IT RESOLVED that the Board of Education hereby approves the employment of **Jordan Downs**, CTMS PE Teacher (replacing Ellen Jacobsen), Step B, MA, \$55,980, effective August 28, 2018 for the 2018/2019 school year.

Action 19-PN-024:

BE IT RESOLVED that the Board of Education hereby approves the employment of **Jennifer Staples**, CTMS Grade 6 MLR-ELA Teacher (replacing Chrissy Wendel), Step J, BA+15, \$60,792 pro-rated, effective August 28, 2018 through November 1, 2018.

Action 19-PN-025:

BE IT RESOLVED that the Board of Education hereby accepts the resignation of **Kristen Voorhees**, .5 Secretary at PMG, effective August 6, 2018.

Action 19-PN-026:

BE IT RESOLVED that the Board of Education hereby accepts the resignation of **Kelly Oakes**, .5 PreK Teacher, effective September 24, 2018.

Action 19-PN-027:

BE IT RESOLVED that the Board of Education hereby approves the employment of **Kelsie Decker**, MLR - Lit Support, (replacing Lori Zockoff), Step A, BA, \$52,340 pro-rated, effective August 28, 2018 through January 31, 2019.

Action 19-PN-028

*BE IT RESOLVED that the Board of Education hereby accepts the resignation of **Nicole Fuentes**, Special Education Teacher at RVS, effective September 25, 2018.*

Action 19-PN-029

*BE IT RESOLVED that the Board of Education hereby approves the transfer of **Kristin Prall** from CTMS Sp Ed/Lit Support to Grade 7 SE Incl for 2018-19 school year.*

Action 19-PN-030

*BE IT RESOLVED that the Board of Education hereby approves the transfer of **Kristina Knapp** from CTMS SE Incl Grade 7 to CTMS SE Incl Grade 8 for 2018-19 school year.*

Action 19-PN 031

*BE IT RESOLVED that the Board of Education hereby approves the transfer of **Sandra Fitzpatrick**, from Grade 1 PMG to Kindergarten PMG for 2018-19 school year.*

Action 19-PN-032

*BE IT RESOLVED that the Board of Education hereby approves the transfer of **Catherine Miller**, from Kindergarten General Education to Grade 1 Special Education for 2018-19 school year.*

Board of Education Roll Call Vote

	<u>Mrs. Brennan</u>	<u>Mrs. Brooks</u>	<u>Dr. Foy</u>	<u>Mr. Maloy</u>	<u>Mrs. McLaughlin</u>	<u>Mrs. Olawski</u>	<u>Mrs. Raddalgoda</u>	<u>Ms. Grant</u>
Motion								
Aye								
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Absent								

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

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Time:

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

ADJOURNMENT

Action 19-AJ-002:

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

Time:

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