

**CLINTON TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION**

MINUTES

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

CALL TO ORDER: Ms. Grant called the meeting to order at 7:36 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 14, 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	X		
Mrs. Rachel McLaughlin	X		
Mrs. Lana Brennan	X		
Mrs. Mary Beth Brooks	X		
Dr. Jeffrey Foy		X	
Mr. Kevin Maloy	X		
Mrs. Alissa Olawski	X		
Mrs. Yehara Raddalgoda	X		

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: Mrs. Raddalgoda led the Board in the Pledge of Allegiance.

PROCESS GUARDIAN: Mrs. McLaughlin was appointed Process Guardian.

PRESIDENT'S COMMENTS/REPORT

Interview of Board Candidates. Ms. Grant described the interview process. Interview took place and the Board entered Executive Session to pick a candidate. Candidates are as follows, in speaking order:

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: 9:12 p.m.

Motion by Mrs. Raddalgoda, Seconded by Mrs. Olawski. The resolution was adopted on full board consent.

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

Time: 9:48 p.m.

Motion by Dr. Foy, Seconded by Mrs. Olawski. The resolution was adopted on full board consent.

BE IT RESOLVED, that the Board of Education hereby approves the following resolution to appoint Mr. Robert Holliday to fill a vacant seat on the Board through December 31, 2018.

WHEREAS, the Board of Education has a vacant seat on the Board due to a recent Board Member's resignation; and,

WHEREAS, the Board of Education has advertised the availability of the vacant seat to the public; and,

WHEREAS, the Board of Education has interviewed interested candidates during its Public Meeting held on July 31, 2018; and,

WHEREAS, the Board of Education has convened in Executive session to discuss the qualification so each interviewed candidate; and,

THEREFORE BE IT RESOLVED, that the Clinton Township Board of Education hereby selects Mr. Robert Holliday to fill the vacant seat on the Board for a term to continue through December 31, 2018.

Board of Education Roll Call Vote

	Mrs. Brennan	Mrs. Brooks	Dr. Fov	Mr. Malov	Mrs. McLaughlin	Mrs. Olawski	Mrs. Raddolozoda	Ms. Grant
Motion						2 nd	1 st	
Aye	X	X		X	X	X	X	X
Nay								
Abstain								
Absent			X					

Mr. Kilpatrick administered the Oath of the Newly Appointed Board Member: Mr. Robert Holliday.

REPORT OF THE SUPERINTENDENT OF SCHOOLS

Mrs. Cone presented the following to the Board of Education:

1. Monthly Report - Attendance to date is 1,298

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.

None

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.

Faith Furman - 3 Cobblestone Lane, Annandale - CTSD Nurse - Thank you to all the candidates for coming out tonight. She commented on the well run summer programs at CTMS.

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.

COMMITTEE REPORTS**FACILITIES/FINANCE:**

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

Mr. Maloy reported on behalf of the committee. Voting on tonight multiple action items.

Action Items 19-FF-001 through 19-FF-021

Action 19 FF-001:

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 shutdown 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 the 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:

Employee	Program Title	Location	Date
Michele Cone	Dissertation Continuance	Centenary University	Fall 2018

Board of Education Roll Call Vote

	Mrs. Brennan	Mrs. Brooks	Dr. Foy	Mr. Holliday	Mr. Maloy	Mrs. McLaughlin	Mrs. Olawski	Mrs. Raddolgota	Ms. Grant
Motion					1 st	2 nd			
Aye	X	X			X	X	X	X	X
Nay									
Abstain				X					
Absent			X						

Presentation by Mrs. Cone and Mr. Kilpatrick on the reduction of State aide and budget update, as well as the reorganization.

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-035

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 **Kristina 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.

Action 19-PN-033:

BE IT RESOLVED, that the Board of Education hereby approves the employment of **Victor Cardona**, CTMS SE Inclusion Teacher 8th (replacing Marybeth Guidi), Step B, BA, \$53,480, anticipated effective August 28, 2018 for the 2018/2019 school year.

Action 19-PN-034:

BE IT RESOLVED, that the Board of Education hereby accepts the resignation of **Linda McClurg** .5 FTE Nurse, effective September 29, 2018.

Action 19-PN-035:

BE IT RESOLVED, that the Board of Education hereby approves the employment of **Erin Porter**, RVS Music Education Teacher (replacing Julie Beckman), Step A, BA, \$52,240, anticipated effective August 28, 2018 for the 2018/2019 school year.

Board of Education Roll Call Vote

	Mrs. Brennan	Mrs. Brooks	Dr. Foy	Mr. Holiday	Mr. Malov 2 nd	Mrs. McLaughlin	Mrs. Olawski 1 st	Mrs. Raddolgota	Ms. Grant
Motion					2 nd		1 st		
Aye	X	X			X	X	X		X
Nay									
Abstain				X					
Absent			X					X	

ADJOURNMENT

Action 19-AJ-001:

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

Time: 10:48 p.m.

Motion by Mrs. McLaughlin, Seconded by Mrs. Olawski. The resolution was adopted on full board consent.

Respectfully Submitted,



Michele Cone
Superintendent of Schools

Minutes Prepared: 3/26/19

Minutes remain unofficial until Board of Education approval.

Board of Education Approved: 4/29/19



Maria Grant, President

4/29/19

Date