

**CLINTON TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION**

MINUTES

**Special Meeting August 16, 2018 at 8:00 a.m.
Clinton Township Middle School Auditorium**

CALL TO ORDER: Ms. Grant called the meeting to order at 8:03 a.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 August 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. Robert Holliday		X	
Mr. Kevin Maloy		X	
Mrs. Alissa Olawski		X	
Mrs. Yehara Raddalgoda		X	

Present: *District Administrators:*
Michele Cone, Acting Superintendent of Schools
Mr. Richard J. Kilpatrick, Business Administrator/Board Secretary

Also Present: Vito Gagliardi, Esq., Board Attorney

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

PROCESS GUARDIAN: Ms. McLaughlin was appointed Process Guardian.

PRESIDENT'S COMMENTS/REPORT

Ms. Grant mentioned the importance of this morning meeting in order to have the board vote on new hires for the start of the school year as well as transportation contracts. Ms. Grant read a joint statement from the CTEA and CTBOE on what occurred at the last negotiations meeting.

REPORT OF THE SUPERINTENDENT OF SCHOOLS**Action Items NONE**

Ms. Cone stated that there are 1227 students enrolled in the district schools as of today.

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.

None

REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY**Action Items NONE****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

Action Items 19-FF-031 through 19-FF-041

Ms. Grant presented on behalf of the committee. She shared a number of explanations for agenda items.

Action 19 FF-031:

BE IT RESOLVED, that the Board of Education hereby approves the use of HC ESC to provide bus service on August 30, 2018, for the purpose of Kindergarten 'pre-runs', and at a cost of \$ 50.25 per hour for no longer than 3 hours and a maximum cost \$ 150.75.

Action 19-FF-032:

BE IT RESOLVED, that the Board of Education hereby amends prior motion 19-FF-016 (July 23, 2018) to reflect the amount of the renewal for Schoolmint as \$5,000.

Action 19-FF-33:

BE IT RESOLVED, that the Board of Education hereby approves 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: \$0.31.

Employee/School	Program Title/Location	Date	Cost	Mileage	Lodging/Meals
Allison Cornyn (PMG)	Pediatric Emergencies For Non-Hospital Providers Hillsborough, NJ	8/17/18	\$110.00	OMB	N/A

Action 19-FF-034:

BE IT RESOLVED, that the Board of Education hereby approves Richard J. Kilpatrick as the District's Qualified Purchasing Agent until such time as he earns his QPA designation or for up to one year, whichever comes first.

Action 19-FF-035:

BE IT RESOLVED, that the Board of Education hereby approves the following software subscription renewals:

Vendor	Purpose	Cost
Go Guardian Renewal plus additional licensing	Browsing security software	\$7,446.10
School Messenger Renewal	Student Info System/Emergency alert system	\$ 5,868.75

Action 19-FF-036:

BE IT RESOLVED, that the Board of Education hereby approves the use of the firm Robert Half, a Temporary Employment Agency, to hire temporary staff employee, Vicki Rimes, to assist the Board Office in administrative duties in the human resources area, for a period of 4-8 weeks at an hourly rate of \$ 41.78 per hour, for a 35 hour work week and a cost not to exceed \$ 12,000.

Action 19-FF-037:

WHEREAS, the CTSD Board of Education and DVRHS entered into a Shared Service Agreement for Student Transportation Administration, Vehicle Maintenance/Inspection and Fueling Services on June 26, 2018 (the "Agreement"); and

WHEREAS, CTSD and DVRHS wish to amend the agreement to address specific language concerning the use of parent e-Mail address in order to provide service to our transported students,

NOW THEREFORE, Paragraph 1 of the Agreement is amended to include the following:

"The Transportation Administration services provided pursuant to Paragraph 1 of the Agreement shall also include notifying parents of CTSD students via electronic mail ("e-Mail") of their students' bus route(s). CTSD shall provide DVRHS with e-Mail addresses for the parent of students who will be transported by contracted service providers. Such e-Mail addresses shall be used by DVRHS for this sole purpose. DVHRS acknowledges and agrees that the parent e-Mail addresses that are provided to them by CTSD are confidential and cannot be sold by DVRHS to any third parties, used for advertising or for any purpose other than notifying CTSD parents of their students' bus route(s)."

Action 19-FF-038:

WHEREAS, the Delaware Valley School District (DVSD) provides bus routes to area schools; and

WHEREAS, the Board of Education contracted with the DVSD for six double routes during the 2017-18 school year; and

WHEREAS, the Reorganization of schools has reduced the need to use DVSD bus routes during the 2018-19 school year,

NOW, THEREFORE BE IT RESOLVED, that the Board of Education hereby approves using DVSD for two double (tiered) bus routes for the 2018-19 school year to meet the needs of transporting a portion of the District's students at a cost of \$ 47,784.82 per bus and a total not to exceed \$ 95,569.64.

Action 19-FF-039:

WHEREAS, the Hunterdon County ESC (HCESC) provides bus routes to area schools; and

WHEREAS, the Board of Education contracted with the HCESC to meet its need to transport its students during the 2017-18 school year with fifteen double (tiered) bus routes; and

WHEREAS, the Reorganization of schools has reduced the need to use HCESC bus routes during the 2018-19 school year,

NOW, THEREFORE BE IT RESOLVED, that the Board of Education hereby approves using HCESC for 12 double (tiered) bus routes for the 2018-19 school year to meet the needs of

transporting a portion of the District's students at a cost of \$ 50,544 per bus and a total not to exceed \$ 615,687.

Action 19-FF-040:

WHEREAS, the Board of Education approved a Reorganization Plan for the District's schools at its June 25 2018 meeting; and

WHEREAS, the Board of Education approved a contract with Paramount Moving company to assist in moving furniture, equipment, supplies and teaching materials between schools to accommodate the Reorganization Plan; and

WHEREAS, the original scope of the move was partially underestimated; and

WHEREAS, the Paramount Moving company has been faithfully, expeditiously , and, economically meeting the moving needs and demands of the District that have been asked of them; and

WHEREAS, the District required significantly more boxes to pack up items in the classrooms that were to be moved,

NOW THEREFORE BE IT RESOLVED, that the Board of Education hereby amends its contract with Paramount to reflect the additional materials and services provided to accomplish the moving needs that insure a successful implementation of the District's Reorganization Plan at a cost **not to exceed \$15,500** :

Additional Materials:	\$ 3,000
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Additional Moves (Ext & Int):	<u>\$ 12,500</u>
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Not To Exceed \$15,500 Total additional costs incurred

Action 19-FF-041:

WHEREAS, the Board of Education's first concern is always the safety and security of its students, teachers, staff, and visitors; and

WHEREAS, the District is committed to following recommendations made by recognized experts on school safety like the 'Center for Safe Schools'; and

WHEREAS; the 'Center for Safe Schools' recommends numbering all points of entrance, egress, and rooms on the outside of a school building; and

WHEREAS, the Clinton Township School District's Leadership Team has reviewed and approved a plan to meet this recommendation; and

WHEREAS, the District has obtained quotes from interested vendors to meet the specifications,

NOW, THEREFORE BE IT RESOLVED, that the Board of Education hereby approves the purchase of goods and service from Fastsigns of Flemington to number each building in the

District, per the agreed upon plan, at a cost not to exceed \$ 9,000.

Board of Education Roll Call Vote

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

PERSONNEL/NEGOTIATIONS:

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

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

Action Items 19-PN-036 through 19-PN-043

Ms. Grant presented on behalf of the committee. She shared a number of explanations for agenda items.

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-036:

BE IT RESOLVED, that the Board of Education hereby approves a change in position for **Grace Balog** from World Language Teacher at CTMS to District ESL Teacher (replacing Lauren Welch on Leave) effective August 28, 2018 through September 30, 2018.

Action 19-PN-037:

BE IT RESOLVED, that the Board of Education hereby accepts the resignations from the following staff as indicated:

Employee	Position	Location	Dates (Notification/Effective)
Christine Quense	4th Grade Teacher	RVS	August 6, 2018/October 5, 2018
Michael Alfano	PE/Health Teacher	RVS	August 6, 2018/October 5, 2018
Amy Gittins	4th Grade In-Class Support Teacher	RVS	August 14, 2018/October 13, 2018
Christine Laudato	4th Grade Teacher	RVS	August 14, 2018/October 13, 2018

Action 19-PN-038:

BE IT RESOLVED, that the Board of Education hereby approves the employment of new Teaching professionals for the 2018-19 School Year as indicated:

Name	Position	Salary	Guide	Effective Date
Erin Porter (replaces Julia Beckman)	Music Education, RVS	\$52,340	BA, Step A	August 28, 2018
Kristel Gallagher (replaces Sandy Fitzpatrick/Tfr to K)	Grade 1, PMG	\$52,340	BA, Step A	August 28, 2018
Joanna Strauch (replaces Lauren Smith)	School Psychologist, CTMS	\$ 67,342	MA +30 (in field), Step J	August 28, 2018
Amanda Murphy (replaces Christine Quense)	Grade 4, RVS	\$ 54,840	MA, Step A	August 28, 2018
Tara Klamik (replaces Amy Gittins)	Grade 4 ICS, RVS	\$ 59,580	MA, Step E	August 28, 2018
Jacob Wainwright (replaces Michael Alfano)	Physical Education, RVS	\$ 52,340	BA, Step A	August 28, 2018
Nidia Pinzon (replaces Grace Balog)	World Language, CTMS	\$ 65,580	MA +60, Step H	September 3, 2018
Laura Krupnik (replaces Kelly Oakes)	Pre-K, SRS (.64 FTE)	\$ 41,171	MA +30, Step H	August 28, 2018
Kelsie Decker (replaces Christine Laudato)	Grade 4 Teacher (Change in appointment from July 31st Approval)	\$ 52,340	BA, Step A	August 28, 2018
Meghan Erb (replaces Nicole Fuentes)	Special Education Teacher	\$ 52,340	BA, Step A	August 28, 2018

Action 19-PN-039:

BE IT RESOLVED, that the Board of Education hereby approves the employment of a new Secretary for the 2018-19 School Year as indicated:

Name	Position	Salary	Guide	Effective Date
Krista Michalski (replaces Kristine Voorhees)	Secretary, .5 FTE, PMG	\$20,035	Step 01	August 20, 2018

Action 19-PN-040:

BE IT RESOLVED, that the Board of Education hereby approves a change in assignment for **Kristina Knapp** to 8th Grade .5 FTE ICS and .5 FTE Special Education Teacher from 7th Grade ICS/Special Education Teacher.

Action 19-PN-041:

BE IT RESOLVED, that the Board of Education hereby approves a change for a Pre-K position from .5 FTE to .62 FTE.

Action 19-PN-042:

BE IT RESOLVED, that the Board of Education hereby approves the employment of new Business Office professionals for the 2018-19 School Year as indicated:

Name	Position	Salary	Effective Date
Kathleen Amiano (replaces Debra Krupp)	Human Resources Coordinator	\$67,000	September 3, 2018 (Anticipated)
Robyn Bennett (replaces Cheryl Zarra)	Assistant to the Business Administrator	\$ 51,000	September 17, 2018 (Anticipated)

Action 19-PN-043:

BE IT RESOLVED, that the Board of Education approves the following resolution:

WHEREAS, employee ID # 49843659 was suspended with pay, as provided by law, beginning Aug 3, 2018, pending a review the suspension with pay, beginning August 3, 2018, of employee ID # 49843659 , pending a review of unacceptable actions involving district property that were discussed with the employee; and

WHEREAS, there was an investigation performed to determine the scope and reasons for the employee's actions; and

WHEREAS, it has been determined the employee's actions were unacceptable; and

WHEREAS, the Acting Superintendent of Schools has recommended, that employee ID # 49843659 be placed on a six month probation period, evaluated every two months during this period, and his actions summarized and reported to the Acting Superintendent at the conclusion of the probation period; and

WHEREAS, the Acting Superintendent of Schools also recommends that Employee ID # 49843659 forfeit an amount equal to one month's adjustment increment as negotiated, approved, and ratified for FY 2018-19 payable the first pay cycle the FY 2018-19 adjustment increment is paid to CTSD employees; and

WHEREAS, employee ID # 49843659 has admitted to the unacceptable behavior and agreed to the Acting Superintendent's Recommendations; and

WHEREAS, the Acting Superintendent further recommends the reinstatement of Employee ID # 49843659 effective immediately; and

THEREFORE BE IT FURTHER RESOLVED, that, by copy of this resolution, the Board Secretary advise said employee of this action within ten (10) days as provided by N.J.S.A. 18A:29-14.

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
Nay									
Abstain									
Absent				X	X		X	X	

POLICY/CURRICULUM:

Rachel McLaughlin – Chair; Yehara Raddalgoda, Jeffrey Foy, Mary Beth Brooks

Action Items 19-PC-011 through 19-PC-012

Mrs. McLaughlin reported on behalf of the committee. She explained the action items and stated there is a first reading of a Policy on Social Media.

Action 19-PC-011:

BE IT RESOLVED, that the Board of Education hereby approves the following software subscription renewals:

Vendor	Purpose	Cost
Follett Destiny Renewal	Library Catalog Software	\$5,683.13
Gale Biography Renewal	Biography resource for the Library	\$1,086.99
Noodle Tools Renewal	Research platform used at CTMS Library	\$224.00
Brain Pop - Moving license from SRS to CTMS and adding ELL product	Educational software resource used by teachers	\$516.09

Action 19-PC-012:

BE IT RESOLVED, that the Board of Education hereby approves the first reading of Policy 3282, Social Media, and corresponding Regulation as presented to the Board.

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
Nay									
Abstain									
Absent				X	X		X	X	

FEASIBILITY OF SCHOOL CLOSING

Maria Grant – Chair; Rachel McLaughlin, Jeff Foy, Mary Beth Brooks

OLD BUSINESS

None

NEW BUSINESS

None

SECOND 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.

None

ADJOURNMENT

Action 19-AJ-:

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

Time: 8:23 a.m.

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

Respectfully Submitted,



Michele Cone
Acting Superintendent of Schools

Minutes Prepared: 2/26/19

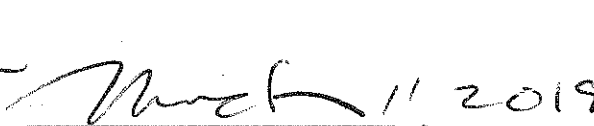
Minutes remain unofficial until Board of Education approval.

Minutes Approved: 3/18/19

Board of Education Approved:



Maria Grant, President



Date