

**CLINTON TOWNSHIP SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA**

**Public Budget Hearing - April 27, 2020 at 6:30 p.m. *Revised
Virtual Access**



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 January 8, 2020 by sending to the Hunterdon County Democrat, the Hunterdon Review and The Express Times.

The start time of the meeting was amended on April 22, 2020 by:

- a. Posting on the District Website
- b. Sending notification to the Township
- c. Distributing an “email blast” to all District staff and families

ROLL CALL:

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

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: _____ led the Board in the Pledge of Allegiance.

PROCESS GUARDIAN: _____ was appointed Process Guardian.

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, 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 personnel, CTEA collective bargaining negotiations, and legal issues.

WHEREAS, the length of the Executive Session is estimated to be sixty (60) 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:

Motion made by _____, seconded by _____, to move to Executive Session at _____ (time).

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

BOARD PRESIDENT'S COMMENTS/REPORT:

REPORT OF THE SUPERINTENDENT OF SCHOOLS:

Motion to approve Action Items 20-SU-025 through 20-SU-027

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

1. Enrollment Report - 1223
2. Monthly Report -

Action Items 20-SU-025:

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

Action Items 20-SU-026:

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 208861
2. HIB Report Tracking Number 208279
3. HIB Report Tracking Number 209126

Action Items 20-SU-027:

BE IT RESOLVED that the Board of Education hereby affirms the second 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 208861
2. HIB Report Tracking Number 208279
3. HIB Report Tracking Number 209126

Board of Education Roll Call Vote

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

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.

REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY:

1. Reminder for Board members to please complete their Ethics Disclosure online by April 30, 2020.
2. Presentation on Fiscal and Operational Impacts of COVID-19
3. 2020-21 School Budget Presentation

Motion to approve Budget Action Items 20-BA-028 to 20-BA 031 as presented:

Action 20-BA-028:

Adoption of the 2020-2021 Budget:

WHEREAS, the 2020-2021 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 Core Curriculum State Standards; and

WHEREAS, the 2020-2021 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 Board of Education approves the 2020-2021 budget in the amount of **\$29,878,741** as follows:

General Fund.....	\$27,202,006
Special Revenue Fund	\$568,654
Debt Service.....	\$2,108,081
Total Budget	\$29,878,741

BE IT FURTHER RESOLVED that the Clinton Township Board of Education will use Banked Cap to exceed the 2% tax levy cap in the amount of **\$276,737** in accordance with N.J.A.C. 6A:23A-10.3(b), to support the general operations of the 2020-2021 school year budget and for which the need will be complete by the end of the budget year and will not be deferred or incrementally completed over a longer period of time; and

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 **\$24,238,006** and a debt service tax levy in the amount of **\$2,108,081**.

BE IT FURTHER RESOLVED to acknowledge that the 2020-2021 budget as described above includes use of Maintenance Reserve in in the amount of **\$185,000**, and further authorize the Business Administrator to transfer funds from Maintenance Reserve to the General Fund in the amount of **\$185,000**.

Action 20-BA-029:

Motion to authorize the Superintendent and Business Administrator to implement the 2020-2021 budget pursuant to federal, state, and local policies and regulations.

Action 20-BA-030:

Motion to approve the below 2020-2021 Capital Project expenditures in the amount of **\$313,655.00**, and further authorize the Business Administrator to transfer funds from Capital Reserve to the General Fund in the amount of **\$313,655.00**.

Capital Project	Budgeted Cost
Security Camera Upgrades	\$185,255
LED Lights in all Parking Lots	\$14,000
Rug Removal / Tile Flooring at RVS Office Suite and one (1) classroom	\$43,400

Water Softening Systems at PMG, RVS, and CTMS	\$71,000
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Action 20-BA-031:

Motion to approve the 2020-2021 Municipal Tax Levy Payment Schedule as follows:

Date	Amount Due
July 15, 2020	\$ 2,423,801
August 15, 2020	\$ 2,423,801
September 15, 2020	\$ 2,423,801
October 15, 2020	\$ 2,423,801
November 15, 2020	\$ 2,423,801
December 15, 2020	\$ 2,423,801
January 15, 2021	\$ 2,423,800
February 15, 2021	\$ 2,423,800
March 15, 2021	\$ 2,423,800
April 15, 2021	\$ 2,423,800
TOTAL GENERAL FUND TAX LEVY:	\$ 24,238,006
July 1, 2020	\$ 465,000
December 15, 2020	\$ 1,643,081
TOTAL DEBT SERVICE TAX LEVY:	\$ 2,108,081

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									
Aye									
Nay									
Abstain									
Absent									

Motion to approve BA Action Items 20-BA-032 to 20-BA-040 as presented:

Action 20-BA-032:

Motion to approve the line item transfers for the period ending April 27, 2020.

Action 20-BA-033:

Motion to approve the amended November 2019 Board Secretary's and Treasurer's Reports:

Pursuant to N.J.A.C. 6:23-2.11(c)4, I, Kelly Morris, hereby certify that as of November 30, 2019, after review of the monthly financial reports and upon consultation with the appropriate district officials that, to the best of my knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A23-2.11(a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year, pending audit adjustment and review.

Action 20-BA-034:

Motion to approve the December 2019 Board Secretary's and Treasurer's Reports:

Pursuant to N.J.A.C. 6:23-2.11(c)4, I, Kelly Morris, hereby certify that as of December 31, 2019, after review of the monthly financial reports and upon consultation with the appropriate district officials that, to the best of my knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A23-2.11(a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year, pending audit adjustment and review.

Action 20-BA-035:

Motion to approve the January 2020 Board Secretary's and Treasurer's Reports:

Pursuant to N.J.A.C. 6:23-2.11(c)4, I, Kelly Morris, hereby certify that as of January 31, 2020, after review of the monthly financial reports and upon consultation with the appropriate district officials that, to the best of my knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A23-2.11(a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year, pending audit adjustment and review.

Action 20-BA-036:

Motion to approve the February 2020 Board Secretary's and Treasurer's Reports:

Pursuant to N.J.A.C. 6:23-2.11(c)4, I, Kelly Morris, hereby certify that as of February 29, 2020, after review of the monthly financial reports and upon consultation with the appropriate district officials that, to the best of my knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A23-2.11(a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year, pending audit adjustment and review.

Action 20-BA-037:

Motion to approve the March 2020 Board Secretary's and Treasurer's Reports:

Pursuant to N.J.A.C. 6:23-2.11(c)4, I, Kelly Morris, hereby certify that as of March 3, 2020, after review of the monthly financial reports and upon consultation with the appropriate district officials that, to the best of my

knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A23-2.11(a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year, pending audit adjustment and review.

Action 20-BA-038:

Motion to approve the total payment of bills for the period from March 17, 2020 to April 27, 2020 in the amount in the of \$2,415,700.66 detailed as follows:

Fund 10	\$73,498.95
Fund 11	\$2,307,414.77
Fund 20	\$7,214.00
Fund 60	\$27,572.94
TOTAL:	\$2,415,700.66

Action 20-BA-039:

Motion to approve the following Board Meeting minutes:

- February 13, 2020 - Work Session
- February 24, 2020 - Regular Business Meeting
- March 16, 2020 - Regular Business Meeting
- March 19 , 2020 - Special Meeting

Item 20-BA-040:

WHEREAS, Assembly Bill 3902, currently pending in the State Legislature, would authorize the Department of Community Affairs to permit municipalities to delay the quarterly transmission of property tax revenues to school districts during gubernatorial-declared emergencies; and

WHEREAS, New Jersey's public schools are highly dependent on property tax revenue to support education programs; and

WHEREAS, on average, local property taxes constitute close to 60% of public school revenue, with the percentage even greater in a significant number of districts; and

WHEREAS, a delay in payments from municipalities would result in a financial crisis for school districts, seriously disrupting the educational process—and bringing it to a halt; and

WHEREAS, although public school buildings are closed during the current health emergency, the education of our students is taking place through remote learning and home instruction; and

WHEREAS, continued timely transmission of school property taxes is critical for the education process to continue without interruption; and

WHEREAS, even though municipalities are designated as the authorities to collect property taxes, these taxes are levied for specific purposes—e.g., municipal, school, county, fire district—and these obligations must continue to be met; and

WHEREAS, as currently written, A-3902, which is intended to ease a financial burden on municipalities, would place a severe strain on school districts and the students and families that they serve; and

WHEREAS, the Clinton Township Board of Education recognizes the impact of the current public health emergency on the state and local governments, as well as local school districts, but believes this legislation would worsen the situation for our communities.

NOW, THEREFORE, BE IT RESOLVED that the Clinton Township Board of Education urges the State Senate and the Governor to oppose A-3902; and be it further

RESOLVED, that this resolution be delivered to Governor Phil Murphy, State Senate President Stephen M. Sweeney, Assembly Speaker Craig Coughlin; and the local Legislative District representatives in the state Senate and General Assembly; and be it further

RESOLVED, that copies of this resolution be sent to the New Jersey School Boards Association.

Next Meeting Dates:

- May 4, 2020 - Work Session
- May 11, 2020 - Regular Meeting
- June 1, 2020 - Work Session

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									

FACILITIES/FINANCE:

Motion to approve Action Items 20-FF-143 through 20-FF-153 as presented

Action 20-FF-143:

Motion to approve the following requests for graduate course approval in accordance with the Negotiated Agreement:

<i>Employee</i>	<i>Program Title</i>	<i>Location</i>	<i>Date</i>
Black, Eileen	GED636: Inquiry Instruction in the Classroom	Centenary University	Fall 2020
Dmuchowski, Angela	GED650: Principles and Practice of Supervision	Centenary University	Fall 2020
Dombrowski, Caitlin	HLTH630: Trends and Issues in Substance Abuse	New Jersey City University	Summer 2020 (2020-2021)
Gallagher, Kelly	PEDU715: Intro to Adapted Physical Education	University of South Carolina	Summer 2020 (2019-2020)
Gallagher, Kelly	PEDU716: Universal Design for Learning in PE	University of South Carolina	Summer 2020 (2020-2021)
Gallo, Kelly	GED650: Principles and Practice of Supervision	Centenary University	Summer 2020

			(2020-2021)
Hammond, Judi	GED755: Space	Centenary University	Summer 2020 (2019-2020)
Hammond, Judi	GED750: Human Resources Law Seminar	Centenary University	Summer 2020 (2019-2020)
Hammond, Judi	GED810: Dissertation Advisement I	Centenary University	Summer 2020 (2020-2021)
Knapp, Kristina	GED699: Special Topics in Special Ed Instruction	Centenary University	Summer 2020 (2019-2020)

Action 20-FF-144:

Motion to approve SID #1712408145 to attend ECLC Extended School Year beginning July 6, 2020 until July 31, 2020 at a tuition rate of \$6,202.20.

Action 20-FF-145:

Motion to approve Dr. Theodore Petti to administer a Psychiatric assessment for SID #3173452750 during the 2019-2020 school year for a fee of \$950.00.

Action 20-FF-146:

Motion to approve an annual parent-paid Preschool tuition rate of \$3,000 for students received by the Clinton Township School District for the 2020-2021 school year.

Action 20-FF-147:

Motion to approve SID #18291912759 to attend Limitless Extended School Year beginning July 8, 2020 until August 7, 2020 at a tuition rate of \$5,645.00.

Action 20-FF-148:

Motion to approve Rutgers University Behavioral Health Care to provide Home Instruction to SID #9962518998 beginning March 12, 2020 until April 30, 2020 at an hourly rate of \$28.62, not to exceed 10 hours per week.

Action 20-FF-149:

Motion to approve SID #2244583968 to attend Midland School 2020 Extended School Year beginning July 6, 2020 until August 14, 2020 at a tuition rate of \$11,355.30.

Action 20-FF-150:

Motion to approve Limitless to provide a Teaching Assistant to SID #18291912759 during Extended School Year beginning July 8, 2020 until August 7, 2020 at a rate of \$2,300.00.

Action 20-FF-151:

Motion to approve ECLC to provide a Teaching Assistant to SID #1712408145 during the Extended School Year beginning July 6, 2020 until July 31, 2020 at a tuition rate of \$3,100.00.

Action 20-FF-152:

Motion to amend prior motion FF-116, approved on February 24, 2020, to reflect that Kristin McRae will attend the Wilson Reading System Introductory Training in Conshohocken, PA on September 22-24, 2020 instead of March 17-19, 2020.

Action 20-FF-153:

Motion to approve the services of the New Jersey School Boards Association for the purpose of conducting a Superintendent search beginning immediately for a fee of \$7,000.00.

Board of Education Roll Call Vote

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

PERSONNEL:

Action Items 20-P-229 through 20-P-236

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-229:

Motion to amend prior motion 20-P-197 dated February 24, 2020 to an FMLA return date on or about April 20, 2020 for Employee #498884489.

Action 20-P-230:

Motion to amend prior motion 20-P-218 dated March 16, 2020 for Employee #58996729 FMLA paid leave to May 11, 2020 through May 26, 2020.

Action 20-P-231:

Motion to amend prior motion 20-P-181 dated February 24, 2020 to an FMLA return date on or about April 9, 2020 for Employee #49894116.

Action 20-P-232:

Motion to amend prior motion 20-P-220 dated March 16, 2020 to cancel the FMLA dates for Employee #49933575.

Action 20-P-233:

Motion to amend prior motion 20-P-221 dated March 16, 2020 to an NJFLA return date on or about March 30, 2020 for Employee #49854078.

Action 20-P-234:

Motion to approve intermittent unpaid leave as needed for **Employee #49793060.**

Action 20-P-235:

Motion to approve intermittent FMLA leave of absence as needed for **Employee #51872059.**

Action 20-P-236:

Motion to approve Nicole Spagnulo for the position of MLR Teacher, Leave Replacement Teacher, Step A, at an annual salary of \$52,340.00 to be prorated based on an effective date of April 20, 2020, during remote instruction.

Board of Education Roll Call Vote

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

POLICY:

Action Items: NONE

CURRICULUM:

Action Items 20-CUR-041

Action 20-CUR-041:

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

- World Language, Grades K-8

Board of Education Roll Call Vote

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

NEGOTIATIONS-CTAA/CTEA:

Lana Brennan, Catherine Riihimaki, Alison Grantham, Laura Brasher

CTAA -

CTEA -

Ad-Hoc Committee for Superintendent Search:

Laura Brasher, Lana Brennan, Catherine Riihimaki, Jennifer Kaltenbach

OLD BUSINESS:

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.

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, 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 legal issues, CTEA collective bargaining negotiations, personnel.

WHEREAS, the length of the Executive Session is estimated to be sixty (60) 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:

Motion made by _____, seconded by _____, to move to Executive Session at _____ (time).

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

ADJOURNMENT:

Action 20-AJ-015:

Motion made by _____, seconded by _____, to adjourn the meeting of the Clinton Township Board of Education at _____ (time).

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